



HILLINGDON  
LONDON



# Cabinet

## Councillors in the Cabinet

**Date:** THURSDAY, 22  
SEPTEMBER 2016

**Time:** 7.00 PM

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

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

Ray Puddifoot MBE (Chairman)  
*Leader of the Council*

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

Jonathan Bianco  
*Finance, Property & Business Services*

Keith Burrows  
*Planning, Transportation & Recycling*

Philip Corthorne  
*Social Services, Housing, Health & Wellbeing*

Douglas Mills  
*Community, Commerce & Regeneration*

Richard Lewis  
*Central Services, Culture & Heritage*

**Published:**  
Wednesday, 14 September 2016

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***Putting our residents first***

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# 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:

*22 September 2016 at 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**

14 September 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 - 8
- 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 Local Safeguarding Children Board: Annual Report 2015-2016 (Cllr David Simmonds CBE) 9 - 88
- 6 Safeguarding Adults Partnership Board: Annual Report 2015-2016 (Cllr Philip Corthorne ) 89 - 152
- 7 Transport for London Interim Local Implementation Plan - Annual Spending Submission 2017/18 (Cllr Ray Puddifoot MBE / Cllr Keith Burrows) 153 - 158
- 8 Community Protection Notices as an Anti-Social Behaviour Enforcement Tool (Cllr Douglas Mills) \* 159 - 164
- 9 Quarterly Planning Obligations Monitoring report (Cllr Keith Burrows) 165 - 200
- 10 Monthly Council Budget - monitoring report (Cllr Jonathan Bianco) 201 - 252
- 11 School Capital Programme Update (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 253 - 260

## **Cabinet Reports - Part 2 (Private and Not for Publication)**

- |           |   |           |
|-----------|---|-----------|
| <b>12</b> | Contract Award: Residential, Nursing and Supported Living Framework (Cllr Philip Corthorne) | 261 - 286 |
| <b>13</b> | Voluntary Sector Leases (Cllr Jonathan Bianco)  | 287 - 294 |
| <b>14</b> | Street Lighting and Maintenance Contract (Cllr Keith Burrows) *                             |           |

### ***REPORT TO FOLLOW***

- |           |  |  |
|-----------|--|--|
| <b>15</b> | Highways Contract Variation (Cllr Keith Burrows) * |  |
|-----------|--|--|

### ***REPORT TO FOLLOW***

*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.*

- |           |  |  |
|-----------|--|--|
| <b>16</b> | Any other items the Chairman agrees are relevant or urgent |  |
|-----------|--|--|

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## Minutes

### Cabinet

Thursday, 21 July 2016

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



Published on: 22 July 2016

Decisions come into effect from: 29 July 2016 \*

#### **Cabinet Members Present:**

Ray Puddifoot MBE (Chairman)  
David Simmonds CBE (Vice-Chairman)  
Douglas Mills  
Jonathan Bianco  
Richard Lewis  
Keith Burrows  
Philip Corthorne

#### **Members also present:**

Susan O'Brien (Ex-officio Member of the Cabinet)  
John Riley  
Henry Higgins  
Tony Eginton  
Mo Khursheed  
John Oswell  
Jan Sweeting  
Nick Denys  
Wayne Bridges  
Duncan Flynn

#### **1. APOLOGIES FOR ABSENCE**

All Cabinet Members were present.

#### **2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING**

No interests were declared by Cabinet Members.

#### **3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The minutes and decisions of the Cabinet meeting held on 23 June 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**

This was confirmed by the Cabinet.

## 6. MONTHLY COUNCIL BUDGET - MONITORING REPORT

### RESOLVED:

#### That Cabinet:

1. Note the forecast budget position as at May 2016 (Month 2).
2. Continue the delegated authority up until the September 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 23 June 2016 and 21 July 2016 Cabinet meetings, detailed at Appendix F.
3. Approve re-phasing of £23,897k capital expenditure and financing budgets to future years of the capital programme.
4. Accept grant funding of £159k from Transport for London for the 2016/17 Bridge Assessment and Strengthening Programme.
5. Approve the award of a £43k grant to Grangewood Special Needs School to assist in funding the installation of the children's playground under the adopted criteria for the funding of Academy Schools related projects from Chrysalis budgets.
6. Approve acceptance of Planning Performance Agreement income in respect of the following applications:
  - Hyde Park, Hayes (Now known locally as Rackspace City) Plot 6 (Erection of 150 bed hotel) (£17,500)
  - Unit 3, Millingdon Road, Hayes, Erection of Selco builders yard unit and coach maintenance/servicing unit and depot (Sui Generis) (£17,500)
  - Southall Gas Works (processing of pre-commencement conditions related to Mayoral Approval relevant to the London Borough of Hillingdon) (£23,500)

#### Reasons for decision

Cabinet received the latest forecast revenue, capital and treasury position for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives. Cabinet rephrased capital expenditure to support the Council's priority programmes going forward; accepted grant funding for transportation works; awarded a grant to Grangewood Special Needs School for a playground and; accepted gift funding for upcoming planning developments.

#### Alternative options considered and rejected

None.

#### Officer to action:

Paul Whaymand, Finance 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.*

## **7. 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 the Council's major school building and expansion programme to ensure that every child in 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.*

## **5. HOMELESSNESS STRATEGY**

**RESOLVED:**

**That Cabinet:**

- 1. Notes the contents of the Homelessness Review and;**
- 2. Endorses the Homelessness Review as the first stage towards the development of Hillingdon Council's Homelessness Strategy 2016-2020.**

**Reasons for decision**

Cabinet noted the statutory obligation to produce a strategy to address homelessness and agreed to undertake a review of homelessness in the Borough, particularly to support vulnerable households and to be reported back to Members for further consideration.

### **Alternative options considered and rejected**

None, as this is was a statutory requirement.

### **Officer to action:**

Dan Kennedy, Resident 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. CONTRACT: THE REPLACEMENT OF THE PASSENGER LIFTS AT HARDING HOUSE, SUTCLIFFE HOUSE AND DRAYTON COURT**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Agrees to accept the tender received from 21st Century Lifts Limited for the replacement of the two passenger lifts installed within Harding House, Hayes, the two passenger lifts installed within Sutcliffe House, Hayes and the one passenger lift installed within Drayton Court, West Drayton and;**
- 2. Agrees to award a contract for these same works to KONE Plc, the parent company of 21st Century Lifts Limited, at a lump sum fixed price value of £603,273.00 based upon the Council's specification.**

### **Reasons for decision**

Following a competitive procurement exercise, Cabinet accepted the most economically advantageous tender for the replacement of the two passenger lifts installed in the Council's property at Harding House, Hayes, the two passenger lifts installed at Sutcliffe House, Hayes and a single passenger lift installed at Drayton Court, West Drayton.

### **Alternative options considered and rejected**

Cabinet could have decided to take no action and continue to maintain the operation of the existing lifts, which were currently unreliable resulting in costly repairs and comment from residents.

### **Officer to action:**

Chris Tuohy, Residents Services

## **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.*

## **9. HOUSE BUILDING PROGRAMME - 7 NEW BUILDS AND 5 EXTENSIONS / CONVERSIONS**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approve the appointment of lead consultant Philip Pank Partnership, for professional, technical and construction services at a cost of £78k in order to carry out the tasks necessary to prepare full proposals and deliver the 7 new-builds, 5 conversions and 3 extensions to completion.**
- 2. Authorise the allocation of £2,139k from the overall £43,830k General Needs Housing Stock approved budget to meet the estimated pre-tender project costs for the 7 new builds, 5 conversions and 3 extensions as outlined within the officer report.**
- 3. Authorise the allocation of £81k from the approved 2016/17 Housing Revenue Account (HRA) contingency budget of £15,000k to meet the costs of compensating the Council General Fund by appropriating the site to the HRA for purposes of the proposed new build.**
- 4. Agree to delegate all future decisions regarding these projects to the Leader of Council and the Cabinet Member for Finance, Property and Business Services, in conjunction with the Deputy Chief Executive and Corporate Director of Residents Services.**

#### **Reasons for decision**

Cabinet approved the budgets and made the necessary enabling decisions for the first tranche of the Council's new house-building programme, namely 7 new-build houses and 5 conversions and extensions of properties.

#### **Alternative options considered and rejected**

Cabinet could have decided to dispose of the sites, but this was discounted because the house-building option provided the best solution for tackling the growing housing need in the Borough.

**Officer to action:**

Jenny Evans, Resident Services

**Classification: Private**

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**Special Urgency**

*The decision was taken under special urgency procedures to ensure the building works could be completed with tight project timescales to benefit residents.*

**10. VOLUNTARY SECTOR LEASES**

**RESOLVED:**

**That Cabinet agrees the rents set out in Table 1 below, which are subject to negotiation with the voluntary sector organisations detailed in this report, and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.**

**Reasons for decision**

Cabinet agreed to the grant of a new lease of a parking area to the Cowley Bowls Pavilion, Cowley Recreation Ground, High Street, Cowley. Cabinet also agreed to the variation of an existing lease to allow the Deane Park and Bessingby Park Bowls Clubs to use 12 parking spaces in the park. Cabinet's decision enabled the organisations to benefit from discounted rents as part of the Council's Voluntary Sector Leasing Policy and wider commitment to the voluntary sector.

**Alternative options considered and rejected**

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

**Officer to action:**

M Wilcox, Residents Services

## **Classification: Private**

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## **11. REVIEW OF THE SOCIAL HOUSING ALLOCATION POLICY**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Notes the report;**
- 2. Considers the proposals for changes to be made to the Social Housing Allocation Policy and authorises officers to undertake a full consultation exercise in relation to them and;**
- 3. Agrees to receive a further report at its November 2016 meeting for the purpose of considering the consultation responses and deciding what changes to make to the Social Housing Allocation Policy.**

#### **Reasons for decision**

Whilst expressing its preference that long-standing residents of the Borough should benefit from social housing, Cabinet agreed to review and undertake a full consultation exercise on the Council's Social Housing Allocation Policy in the light of a number of developments in recent case-law. It was noted that once the consultation had expired, the Council would carry out an Equality Impact Assessment before reporting back to Cabinet for due consideration and to consider any formal changes to the Policy.

#### **Alternative options considered and rejected**

Cabinet could have decided not to review the Policy, but considered this to not be a viable option given the legal circumstances in this area.

#### **Officers to action:**

Raj Alagh, Administration Directorate  
Dan Kennedy, Residents Services

## **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 in respect of which a claim to legal professional privilege could be maintained in legal proceedings 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.*

### **Special Urgency**

*The decision was taken under special urgency procedures in order for the Council to review the Policy in light of recent legal case-law.*

## **12. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT**

No additional items were considered by the Cabinet.

The meeting closed at 7.14pm.

### **\* 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 29th July 2016 upon the expiry of the scrutiny call-in period, unless notified otherwise.**

**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.**

## LOCAL SAFEGUARDING CHILDREN BOARD: ANNUAL REPORT 2015-16

<b>Cabinet Member</b>	Councillor David Simmonds CBE
<b>Cabinet Portfolio</b>	Deputy Leader of the Council Education & Children Services
<b>Officer Contact(s)</b>	Steve Ashley, Independent Chairman of Hillingdon Safeguarding Children Board (HSCB) and Safeguarding Adults Partnership Board (SAPB) Tony Zaman, Children's & Young People's Services
<b>Papers with report</b>	LSCB Annual Report

### 1. HEADLINE INFORMATION

<b>Summary</b>	This is the Annual Report of the Local Safeguarding Children Board (LSCB) for the year 2015-16. It is for information and gives a view on effectiveness of children's safeguarding in Hillingdon. It also identifies priorities for future action and attention.
<b>Putting our Residents First</b>	This report supports the following Council objective of: <i>Our People</i>  This report will contribute to the Health and Wellbeing Strategy in order to ensure that Hillingdon's children and young people are kept safe.
<b>Financial Cost</b>	The LSCB is jointly funded by the Council, local CCG and other partners. There are no additional costs linked directly to this report.
<b>Relevant Policy Overview Committee</b>	Children, Young People's and Learning
<b>Ward(s) affected</b>	All

### 2. RECOMMENDATION

That Cabinet note this report and takes account of its conclusions in future planning for children's services.

#### Reasons for recommendation

To note the work of the LSCB over 2015/16.

## **Policy Overview Committee comments**

The Committee welcomed the comprehensive Annual Report which illustrated there was a strong commitment to safeguarding in Hillingdon.

The Committee questioned the outcomes of audits and whether further information could be provided in future reports. It was noted that it was important to ensure that a 'golden thread' ran through the activities of the Board. This would enable the effectiveness of the Board's priorities to be assessed. It was anticipated that it would soon be possible to do so, but it was acknowledged that work was required in this area. This would enable outcomes to be monitored on a quarterly basis. The audit programme would support this and would uncover the story behind the statistics. The audit process was already underway.

The Committee questioned whether the budget for 2016/17 was in place, whether it was considered to be adequate and what it was. The Chairman of the Board responded that the budget was matched to the outgoings of the Board and was considered to be sufficient. Additional funding had been requested for provision of an audit tool on the basis that this would ultimately save money by increasing the efficiency of the Board.

The Chairman said that it was clear that the Board had made significant strategic progress. This was leading to better financial management. The Chairman and officers were congratulated on progress made so far. Committee Members applauded the report and the progress made.

## **3. INFORMATION**

### **Supporting Information**

The Hillingdon Local Safeguarding Children Board (HLSCB) is a statutory multi agency body, established with the overall aim of monitoring, overseeing, supporting and challenging the work of all agencies with regard to their responsibilities to safeguard and protect children. It stands independently of other local bodies and its members are senior decision-makers from all local agencies who work with children. LSCBs are required to produce an annual report which comments on the effectiveness of local arrangements to safeguard children. The annual report will be presented to Cabinet in February and also go to the Community Safety Partnership.

The efficacy of Hillingdon LSCB relies upon its ability to champion the safeguarding agenda through exercising an independent voice.

The purpose is to make sure that all children and young people in our authority are protected from abuse and neglect. Children can only be safeguarded from harm if agencies work well together, follow procedures and guidance based on best practice and are well informed and trained.

Regulation 5 of the Local Safeguarding Board Regulations 2006 sets out the functions of the LSCB as per section 14 of the Children Act 2004. The Children Act 2004 places a duty on every local authority to establish an LSCB. The Government's Statutory Guidance, Working Together to Safeguard Children (2015) defines safeguarding and promoting the welfare of children as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care



- Taking action to enable all children to have the best life chances

The following areas are required elements of the Annual Report:

- A rigorous assessment of the performance and assessment of local services;
- Identification of areas of weakness and the action being taken to address them, as well as other proposals for action;
- Lessons from reviews undertaken within the reporting period, including Serious Case and Child Death reviews;
- Contributions made to the HLSCB by partner agencies and details of expenditure.

## **Summary of Findings**

Since the last annual report there has been a lot of positive activity to improve not only the effectiveness of the HLSCB, but also to ensure that safeguarding children and young people remain a safeguarding priority in the Borough. The Chairman of the Board noted the huge investment and re-structuring of Children's Services by Hillingdon Council over the last year and the work undertaken at Hillingdon Hospital to ensure that its child safeguarding standards are now regarded as 'good' by the Care Quality Commission.

A joint safeguarding children and adult board business unit to manage not only the HLSCB, but also the Safeguarding Adults Board (SAB) is fully established. This has enabled the development of progressive training packages for all agencies and provided business and project management skills to move the Board forward. The appointment of a Joint Board Business Manager has seen rapid development and most importantly, the introduction of audit and performance processes to ensure the Board is able to properly hold agencies to account.

The HLSCB has established an Executive Board consisting of senior lead officers from each statutory agency; it includes the Cabinet Member for Education and Children's services. This is the decision making body for the HLSCB and focuses on those issues that require senior-level decision making. The Operational Board includes additional non statutory partners, members of the third sector, and those responsible for operational delivery. The Operational Board manages the sub- committees and ensures that the Board priorities are being supported and driven forward.

All sub- committees have been reviewed. Membership and terms of reference for each sub-committee have been reviewed and individual work plans have been agreed by the Operational Board.

A case review sub-committee has been established jointly with adult services to ensure that learning and recommendations from serious case reviews, serious adult reviews and domestic homicide reviews are embedded into practice and closely monitored. Progress reports are submitted to both the HLSCB and SAB operational boards to give assurance to members of activity that is taking place.

An area that requires further development is the challenge that the Board offers to partners. The Chairman has developed a 'Chairs challenge' for agencies to report back at the next Board. Through the performance web, section 11 audit and schools audit, data will be available for scrutiny and challenge by the Board. It is also noted that there is more work to be done over the next year to listen to the views of children and young people and exploring ways in which to be more responsive and better engaged with all communities and particularly young people.

## **Financial Implications**

The budget for 2016/17 has been set and agencies continue to contribute to this with the addition of a £5,000 contribution from the London Fire Brigade. Monthly meetings are now held with the Local Authority financial team in order for regular reports to be presented to the Executive board. The Board is now charging non contributing members for training, including schools.

## **4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

The remit of the HLSCB is to ensure that all agencies are working together effectively to keep children safe. It does this by monitoring the effectiveness of all agencies to this end and by making recommendations for priority action. This ensures that all agencies which have a statutory duty to safeguard and promote the welfare of children (Children Act 2004) are able to carry out their functions. The Board's work is therefore critical in ensuring that children and young people in Hillingdon are safeguarded and that risks are minimised as much as possible.

### **Consultation carried out or required**

HLSCB members and staff were consulted in preparation of the Annual Report. One of the continuing priorities for the HLSCB is to engage better with children young people and their families, and with staff, in developing priorities and monitoring the effectiveness of services.

## **5. CORPORATE IMPLICATIONS**

### **Corporate Finance**

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

### **Legal**

The Borough Solicitor confirms that there are no specific legal implications arising from this report. Legal Advice is provided whenever necessary to ensure that the Council meets its statutory obligations at all times.

## **6. BACKGROUND PAPERS**

Previous Annual Reports

2016

# LSCB Annual Report



Andrea Nixon

Local Safeguarding Children Board

5/9/2016

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## 1. Foreword



Thank you for taking the time to read our annual report. The report lays out the work undertaken by the Board this year, and includes specific reports from each of the agencies that make up the Board. The purpose of the report is to provide evidence about the standard to which the agencies responsible for safeguarding children in the London Borough of Hillingdon have performed.

I have been in post for a year. There has been considerable change over that period both to the Board and to the structure of a number of the agencies engaged in child safeguarding. In terms of the Board, we have restructured it so that it is more effective and I have been pleased that the Executive Board now has representation at the most senior level. We have also formed a small business unit to manage not only the Safeguarding Children Board, but also the Safeguarding Adults Board. This has enabled us to develop progressive training packages for all agencies and provide administrative and project management skill to move the Board forward. The appointment of a business manager has seen rapid development and, perhaps most importantly, the introduction of audit and performance processes to ensure I am able to properly hold agencies to account.

We are all aware that austerity measures have placed huge pressures on all agencies. Whilst I accept that this makes safeguarding children more difficult, it is not an excuse for failure and there is no doubt that organisations working together will be more likely to reach acceptable standards of safeguarding. I know that agencies have had to make difficult decisions and choices this year, but my experience has been that agencies in this Borough engage in open and honest discussion about the ramifications for children when services are to be cut or significantly changed. Agencies are prepared to discuss their plans and listen to the views of others before making any final decisions. I will, over the coming year, continue to monitor changes to services to ensure that children are not harmed as a result of those changes.

There will be a number of serious case reviews, some of which are historical, published by the Board this year relating to occasions where a child or children have been injured or lost their lives. These reports are a sad reminder that safeguarding children is a difficult task and that organisations and individuals make mistakes that can have tragic consequences. These reports will speak for themselves, but I am determined that where we have fallen short of the required standard we are able to ensure that the same mistakes are not repeated. This requires a multi-agency approach and a vigorous governance system holding agencies to account. The Board continues to provide this scrutiny, together with its partners, across the sector.

The report lays out in detail the areas where we need to make further progress, but I am pleased that, despite the difficult financial circumstances, agencies in the Borough of Hillingdon are providing services that ensure our children are properly safeguarded. In particular, it is worth drawing attention to the huge investment and re-structuring of Children's Services by Hillingdon Council and the work undertaken at Hillingdon Hospital to ensure that its child safeguarding standards are now regarded as 'good' by the Care Quality Commission.

We have looked again at our priorities this year and they are set out in the report. I am particularly pleased that the work around Early Intervention is making progress and will be the cornerstone of our work this year.

I am determined that we do more work to listen to the views of children and young people and will be exploring ways in which we can be more responsive and better engaged with all our communities; particularly young people.

Finally, I would like to express my thanks to all of those individuals and organisations who have worked together over the last year to safeguard our children. It is the most important work we can do and Hillingdon is fortunate to have so many dedicated and passionate individuals, across agencies, protecting our children.

I hope you enjoy the report and would always welcome any comments you may have through our website.



Steve Ashley



## 2. The London Borough of Hillingdon - Local Demographics and Safeguarding

Hillingdon is the second largest of London's 32 boroughs, with a population of 69,207 children and young people under the age of 18.

Greater London Authority population projections estimate that in 2014 there were 292,000 people living in Hillingdon. 22,000 (7.5%) are aged 0-4 years and 39,000 (13.3%) are aged 5-15 years. 193,000 (66%) Hillingdon residents are of working age (16-64 years). 20,000 are aged 65-74 (6.8%) and 18,000 (6.1%) are aged over 75.

Hillingdon is an ethnically diverse borough with 43% of residents from Black and Minority Ethnic groups.

The School Census 2014 shows that 24% of pupils in Hillingdon are Asian or Asian British, 11% Black or Black British, 10% Mixed background, 8% White backgrounds other than White British, 6% other ethnic groups, and 1% not known. Almost 40% of the school population do not have English as their first language. 183 languages were recorded in Hillingdon schools with 46% of Primary school pupils and 40% of Secondary school pupils having a first language that is not English.

Hillingdon is a comparatively affluent borough (ranked 23rd out of 32 London boroughs in the 2010 index of multiple deprivations, where rank 1 is the most deprived). Within Hillingdon there is variation between the north and south of the borough, with some areas in the south falling in the 20% most deprived nationally. Heathrow Airport is located entirely within Hillingdon boundaries and this has a major impact, particularly in respect of children and young people who pass through the airport. Close and effective multi-agency work has led to Hillingdon being considered a national leader in the field of protecting children and young people from potential and actual trafficking.

**Child Population Profile:** There are significant variations in the population of children and young people (age 0-19) across Hillingdon, with more younger people in the south of the borough, and also higher proportions who are from ethnic minority groups (e.g. 80% in Pinkwell, compared with 21% in Harefield). About 45% of children and young people (aged 0-19 years) in Hillingdon are White British, 26% Asian or Asian British groups, 11% Black or Black British groups, 8% in any Mixed background, 6% White backgrounds other than White British groups, and 4% in other ethnic groups. Over the last 10 years the proportion of children born to mothers who were born outside the UK has risen to over 50%, with the biggest increases in births to mothers born in Asia and the Middle East and in countries which have joined the EU since 2004.



**Poverty:** Over a quarter of children aged 0-15 in Hillingdon are deemed to be living in poverty, including over 40% of children in two wards in the south of the borough, and 17% of school age children across the borough are eligible for free school meals.

**Vulnerable Groups:** Children can become vulnerable and subsequently be at increased risk of harm for a variety of reasons. National case reviews have indicated that children living in households where there is domestic abuse, substance misuse or their parents are mentally ill are said to be at greater risk. In Hillingdon the most common primary need identified is abuse or neglect, followed by absent parenting which was the primary cause in almost 20% of cases, probably related to the number of Unaccompanied Asylum Seekers who become the responsibility of Hillingdon Council through Heathrow airport.

**Social Care contacts and referrals:**

Contacts have decreased by 11% since March 2015. Contacts are largely dealt with at the point of contact; this is reflected in the contact to referral conversion rate of 19% in March 2016, which has reduced from 20% in February.

The number of referrals in March 2016 has decreased by 11% compared to the same time last year.

Chart 1 shows the trend of referrals, contacts and the conversion rate for the past year from March 2015.

**Chart 1**

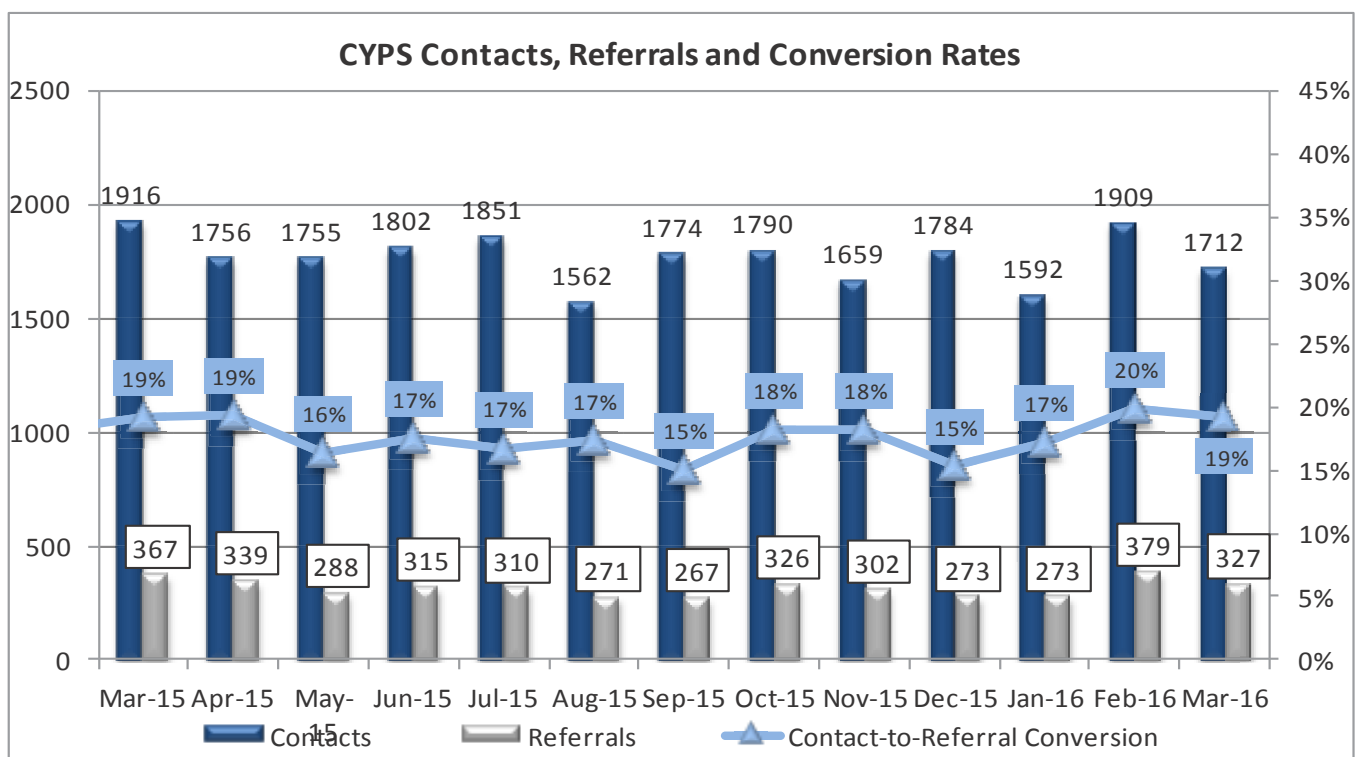


Table 1 provides the published data (2014/15 CIN Census) to compare Hillingdon to national and London referral rates per 10,000. The full year figure for 2014/15 shows a 21% increase in referrals compared to 2013/14. The referral rate in February shows a 0.2% rise against the 2014/15 position.

**Table 1**

<b>REFERRAL RATES PER 10,000 OF CHILDREN AGED UNDER 18</b>		
<b>2014/15</b>	England	548.3
	London	477.9
	Outer London	456.0
	Hillingdon	532.2
<b>YTD February 2016</b>	Hillingdon	533

The Hillingdon LSCB recognises the long term damaging effects of neglect on children, which is why this is listed as one of the Boards priorities for 2015/2016. We are also aware that children who go missing from school, home or care are placed at greater risk of abuse, not only child sexual exploitation but also targeted youth violence and crime. The Board wish to ensure that partners work together to protect Hillingdon children from identified risks to their safety.

### 3. Governance & Accountability

Hillingdon LSCB is made up of statutory and voluntary partners. These include representatives from Health, Education, Children's Services, Police, Probation, Children and Family Court Advisory and Support Service (CAFCASS), Youth Offending, the Community & Voluntary Sector as well as Lay Members.

Our main role is to co-ordinate what is done locally to protect and promote the welfare of children and young people in Hillingdon and to monitor the effectiveness of those arrangements to ensure better outcomes for children and young people.

The efficacy of Hillingdon LSCB relies upon its ability to champion the safeguarding agenda through exercising an independent voice.

Our purpose is to make sure that all children and young people in our authority are protected from abuse and neglect. Children can only be safeguarded from harm if agencies work well together, follow procedures and guidance based on best practice and are well informed and trained.

**Regulation 5 of the Local Safeguarding Board Regulations 2006** sets out the functions of the LSCB as per section 14 of the Children Act 2004.

**The Children Act 2004** places a duty on every local authority to establish an LSCB.

The Government's Statutory Guidance, **Working Together to Safeguard Children (2015)** defines safeguarding and promoting the welfare of children as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best life chances

This is to enable those children to have optimum life chances and enter adulthood successfully.

The Operational Board is made up of representatives at a senior level from across agencies in Hillingdon. Members take responsibility for decision making on behalf of their agencies to make sure they abide by policies, procedures and recommendations of the Board.

The Executive Board manages the business and operations of the board ensuring there are clear governance arrangements in place and drives forward the strategic priorities as outlined in the business plan.

The Executive Board and Operational Board meet 4 times during the year. Where there has been insufficient attendance or engagement at the Board, this has been challenged by the Independent Chair.

## 4. Board Membership and Structure

### i. Members and Lay Members

Hillingdon LSCB has recently recruited three lay members for the Board. The role of the lay members is to support stronger public engagement in local child protection and safeguarding issues and contribute to an improved understanding of the LSCB's work within the community.

Following a robust induction programme, one of the areas that we wish the lay members to assist in is ensuring that we hear the voice of the child and young person. One of our lay members is themselves a Hillingdon care leaver and feels passionately about ensuring that children and young people have a voice.

### ii. LSCB Operational Board Members

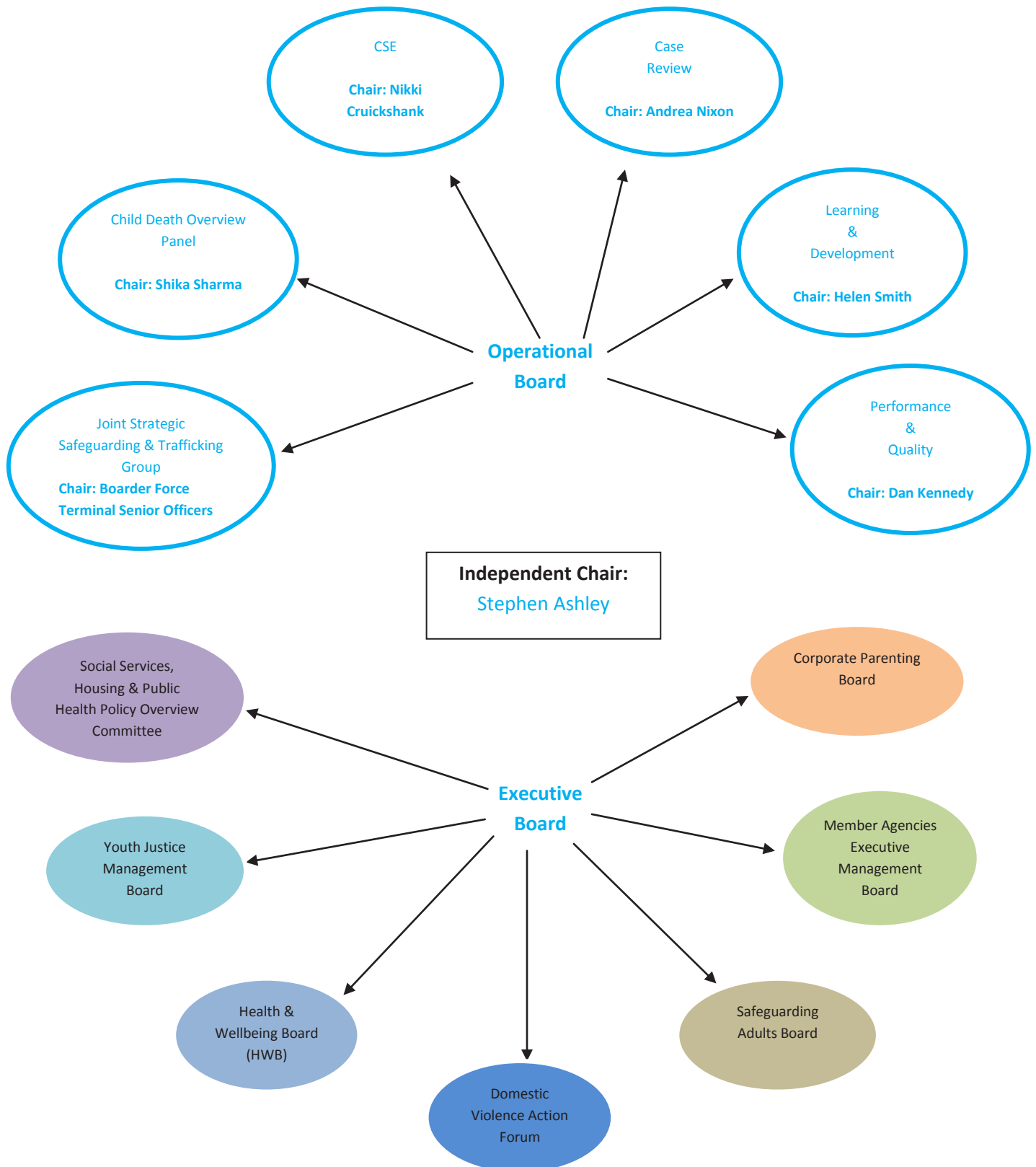
Name	Organisation	Job Title
<b>Ana Popovici</b>	London Borough of Hillingdon	Assistant Director of Children's Social Care
<b>Andrea Nixon</b>	London Borough of Hillingdon	LSCB & SAB Business & Development Manager
<b>Andrew Smith</b>	Metropolitan Police	Detective Inspector
<b>Ann Nardecchia</b>	London Borough of Hillingdon	Learning & Development Officer
<b>Ann Shelvin</b>	St Marys School	Head Teacher
<b>Annette Thomas</b>	Border Force	Senior Officer, Terminal 5
<b>Carole Jones</b>	Yeading Junior School	Head Teacher
<b>Chelvi Kukendra</b>	Clinical Commissioning Group	Designated Safeguarding Doctor
<b>Daniel Kennedy</b>	London Borough of Hillingdon	Head of Business Performance, Policy and Standards
<b>Deborah Mbofana</b>	London Borough of Hillingdon	Health Promotion Manager
<b>Duncan Struthers</b>	Interfaith Communities	
<b>Erica Rolle</b>	London Borough of Hillingdon	Domestic Violence Strategic Coordinator
<b>Fiona Gibbs</b>	London Borough of Hillingdon	Stronger Communities Manager
<b>Gloria Okello</b>	SSAFA	Personal and Family Support Worker
<b>Glyn Jones</b>	Metropolitan Police	Detective Sergeant
<b>Graham Hawkes</b>	Hillingdon Healthwatch	CEO

<b>Helen Smith</b>	London Borough of Hillingdon	LSCB & SAB Training & Quality Assurance Manager
<b>Jenny Reid</b>	Clinical Commissioning Group	Designated Safeguarding Nurse
<b>Joanna Smith</b>	London Borough of Hillingdon	Safeguarding & Reviewing Service Manager
<b>Lisa Crawshaw</b>	CNWL Trust	Named Safeguarding Nurse
<b>Lucy McLeod</b>	London Fire Brigade	Deputy Station Officer
<b>Lynn Hawes</b>	London Borough of Hillingdon	Youth Offending Service Manager
<b>Manjit Bringan</b>	Whitehall School	Head Teacher
<b>Naveed Mohammed</b>	London Borough of Hillingdon	Performance & Intelligence Service Manager
<b>Nikki Cruickshank</b>	London Borough of Hillingdon	Assistant Director for Safeguarding and Children's Service Improvement
<b>Nominated rep</b>	NHS	LAS
<b>Sally Morris</b>	London Borough of Hillingdon	CP Schools Advisor
<b>Seb Florent</b>	Metropolitan Police	Detective Superintendent CAIT
<b>Stephen Ashley</b>	London Borough of Hillingdon	Independent Chair
<b>Tendayi Sibanda</b>	The Hillingdon Hospital	Named Safeguarding Nurse
<b>Tom Murphy</b>	London Borough of Hillingdon	Assistant Director Early intervention and Prevention Services
<b>Vanessa Saunders</b>	NHS	Deputy Director of Nursing

### iii. LSCB Executive Board Members

<b>Name</b>	<b>Organisation</b>	<b>Job Title</b>
<b>Andrea Nixon</b>	London Borough of Hillingdon	LSCB & SAB Business Manager
<b>Antony Rose</b>	London Probation	Assistant Chief Officer
<b>CLlr David Simmonds</b>	London Borough of Hillingdon	Cabinet Member
<b>Daniel Kennedy</b>	London Borough of Hillingdon	Head of Business Performance, Policy and Standards
<b>Gavin Hughes</b>	Uxbridge College	Director
<b>Ian Macauley</b>	CAFCASS	Senior Service Manager
<b>Joan Veysey</b>	Clinical Commissioning Group	Executive Lead
<b>Manjit Bringan</b>	Whitehall School	Head Teacher
<b>Martina Lecky</b>	Ruislip High School	Head Teacher
<b>Nick Downing</b>	Metropolitan Police	Borough Commander
<b>Maria O'Brien</b>	CNWL	Divisional Director of Operations
<b>Reva Gudi</b>	Clinical Commissioning Group	GP Lead
<b>Richard Claydon</b>	London Fire Brigade	Borough Commander
<b>Sam Rosengard</b>	CRC (Community Rehabilitation Company)	Head of Stakeholders and Partnerships, NW London
<b>Shikha Sharma</b>	Public Health	Consultant
<b>Stephen Ashley</b>	London Borough of Hillingdon	Independent Chair
<b>Steve Hajioff</b>	London Borough of Hillingdon	Director of Public Health
<b>Sue Pryor</b>	Swakeley's School	Headteacher
<b>Theresa Murphy</b>	The Hillingdon Hospital	Director of Nursing
<b>Tony Zaman</b>	London Borough of Hillingdon	Corporate Director Adults, Children and Young People's Services

#### iv. LSCB Sub-Committees





## 5. LSCB Achievements 2015/2016



We have revised the structure of the LSCB. The LSCB now has an Operational Board and an Executive Board. This allows for decisions to be made at the appropriate level and for challenge at a senior level.



Development of LSCB & SAB business unit. This is a joint unit to include a coordinator for each board and a joint training and quality assurance officer.



Work of the Board has been informed by clear agreed priorities and underpinned by an up to date and well structured Business Plan.



We have raised the profile of Hillingdon LSCB by; disseminating LSCB newsletters, bulletins on children social care information screen and establishing a presence on Twitter.



Purchase and development of audit tool 'Enable'. Staff within children and adult services are now able to complete comprehensive audits and action plans.



LSCB Terms of Reference revised.



LSCB priorities agreed for 2016/2017.



Risk register implemented and updated regularly to provide regular progress on identified concerns.



SCR guidelines produced.



Development of case review sub-committee to ensure that recommendations from serious case reviews, domestic homicide reviews and serious adult reviews are acted upon and regular progress reports are fed back to the Operational and Executive Meetings.



Charging policy in place for LSCB training to ensure that we are able to deliver appropriate and quality training.



FGM resource pack produced and distributed to staff within children and adult services.



Health referral pathway for FGM developed and implemented within The Hillingdon Hospital.



We participated in 'Children's takeover day' supported by schools. Visits were made to ask children and young people what made them feel safe or unsafe. The results were presented to the Operational Board and this exercise is to be continued on a regular programme to encompass all the schools in the Borough.



We have developed a more effective multi-agency dataset which, whilst still a work in progress, is used to routinely scrutinise operational partners performance, and challenge and audit where necessary.



Learning & Development sub-committee now includes Safeguarding Adult Board L&D. New Terms of Reference and training needs analysis adopted.



Revised training programme available.



Chelsea's choice, CSE awareness production, delivered to secondary schools. Feedback from schools was extremely positive.



CSE audit completed by internal audit team. Outcome 'Reasonable' which is very positive.



Section 11 audit developed using Enable audit tool.



Schools section 175 audit developed using Enable audit tool.



DFE Campaign signposted through the Board 'Together we can tackle child abuse', developed to encourage members of the public to report concerns. The Board ensured that this campaign ran effectively in Hillingdon.



Explored and resolved concern raised regarding the organisation of invitations and minute circulation at Child Protection Case Conferences.



The Board facilitated discussions between the Hospital and children social care to ensure that child protection medicals take place in a timely and child focused way. Protocol for this has been developed.



Police checks for child death overview panel agreed.



We have recruited three Lay Members for the board including a young person who is a care leaver. This will help the Board receive challenge from a comprehensive section of our community.

## 6. What we have achieved against 2015/16 priorities

### i. Child Sexual Exploitation

- LSCB Child Sexual Exploitation Sub-Committee established. Terms of Reference and Membership from lead agencies.
- Operation Limelight continues at Heathrow with participation from Children's Social Care and Child Sexual Exploitation Prevention Manager.
- Audit completed and grade 'reasonable' achieved.
- Chelsea's choice presented in secondary schools.
- Risk Assessments and CSE toolkit embedded in practice.
- MASE meetings held monthly to track cases.
- Border Force, Asylum Team and ECPAT attend LSCB trafficking sub-group which identified trends and aims to improve intelligence sharing.
- Training available through LSCB and well attended.

### ii. FGM & Radicalisation

- FGM toolkit distributed to agencies which includes risk assessment.
- FGM good practice mapped within the local authority.
- FGM part of Operation Limelight.
- Training available through LSCB training programme.
- Prevent training available. All board members received Prevent presentation.
- Prevent strategy promoted by LSCB.
- Schools include FGM/Prevent in their Child Protection policies.

### iii. Develop an understanding of the quality of multi-agency practice and the child's journey

- Development of the Performance Web.
- Challenge of agencies through the Performance and Quality Sub-Committee.
- Purchase of 'Enable' audit tool to provide quality safeguarding audits and more robust evaluations.
- Section 11 audit to take place and to include more partners than before.
- Section 175 audit to be completed by schools.
- Core Group audit and audit of child protection plans to take place.

#### iv. Membership of Board

Membership of Operational and Executive Boards has been reviewed and the Chair is satisfied that we have membership at the correct level in order for members to influence their own policies and procedures, and to offer challenge to others.

#### v. Collaborative work between children and adult board

The Business Unit works across the Adult and Children's Board. Sub-committees have been developed to include both adult and children workforce e.g. Learning & Development and Case Review sub-committees.

### 7. LSCB Challenges 2015/2016

- i. Now that Early Help & MASH arrangements have become embedded, the LSCB will need to build an improved understanding of the effectiveness of early help assessments and interventions. We will want to be assured that the provision of early help is being delivered in a timely way and that the LSCB and our partners can evidence the difference for children, particularly those who are most vulnerable, in making sure they receive the help they need before things escalate to child protection.
- ii. With the retirement of our CDOP Manager, and awaiting the outcome of the national review of CDOP, the Board need to ensure that we are fulfilling our requirement in this area and support the CDOP Coordinator in this role.
- iii. The Board needs to improve its communication and raise its profile with the public by developing and launching its own website.
- iv. We need to collate and analyse information from children missing return interviews.



## 8. Learning and Development

One of the ways that Hillingdon LSCB fulfils its statutory objectives is by commissioning and providing training to the wide range of professionals who work directly with children and young people or in services affecting the safety and welfare of children in Hillingdon. The inter-agency training provided by Hillingdon Local Safeguarding Children Board offers a range of opportunities for practitioners to work together in a learning environment with a common aim of improving children's safety and wellbeing.

In December 2015 Hillingdon LSCB appointed a Training and Quality Assurance Officer to coordinate the multi-agency training and develop a multi-agency borough-wide picture of training needs, patterns in take up of training and gaps and to evaluate the quality and measure the outcomes of the multi-agency training programme. The role has enabled Hillingdon to become a substantive member of the Pan London LSCB training subgroup to enable sharing of skills and knowledge from across London to inform learning and development in Hillingdon.

### i. Multi-agency Training offer

In June 2015 following consultation and agreement at the Executive Board Hillingdon LSCB developed a charging policy for multi-agency training. This was implemented in December 2015 enabling the LSCB to charge agencies that do not financially contribute to the LSCB for delegates to attend training. The income generated from the charging policy is being reinvested into the LSCB and training programme for the forthcoming year. The 2015/2016 training schedule offered training to all our multi-agency partners. Training was offered across a variety of topics. In total 591 training places were accessed by 476 individual delegates over the 28 training sessions held.

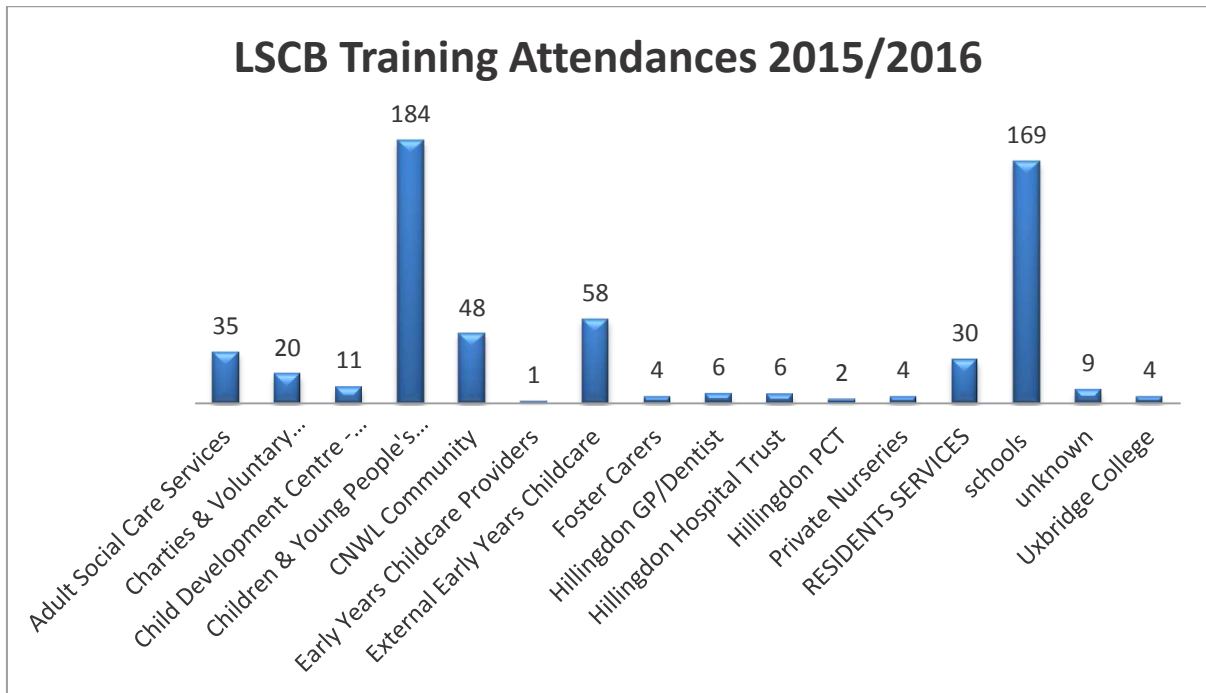
Table 2 Identifies the breakdown in number of delegates attending courses held - please note that some delegates attended more than one course in 2015/2016.

**Table 2**

<b>TRAINING PLACES ACCESSED</b>	
Domestic Abuse Awareness & the Impact on Children	70
Core Groups and Child Protection Plans	20
Initial Working Together to Safeguard Children (Level 3)	188
Introduction to Child Sexual Exploitation - What do professionals need to know?	133
Refresher Working Together (Level 3)	147
Signs of Safety Awareness	33
<b>Grand Total</b>	<b>591</b>

Chart 2 below shows the breakdown of delegates attending all LSCB training events in 2014/2015 by different employment areas.

**Chart 2**



**ii. Training evaluations**

Using the Pan London training evaluation forms Hillingdon LSCB have evaluated all training sessions, using a two step process. Of all courses attended 99% of delegates agreed that the course met its aims and objectives, and 99.6% of delegates agreed that they would recommend the course to a friend. Comments from delegates included:



### iii. E-Learning

Hillingdon LSCB offers the E-learning package "Early Help Assessment and Team around the Family eLearning" with 63 delegates having completed the course in 2014/2015.

With the support of Hillingdon Learning and Development Team Hillingdon LSCB also developed an e-learning package entitled "Introduction to safeguarding children." The e-learning course provides delegates with relevant and clear information to support them to understand the types of abuse and neglect a young person/child may experience and how to identify the tell tale signs, how to respond professionally if you suspect a child is being abused and or when a child/adult discloses abuse and develop reliable methods of keeping accurate records. The package has been very well received by many of our partners with a total of 252 having registered to use the package since its publication in February 2016.

### iv. Developments for training for 2016-17

The 2016/2017 training schedule was released in March 2016 with a number of new and exciting courses being offered. The training programme has been developed to support professionals in working with children and families during the journey of the child. From undertaking Early help assessments, to recognising and respond effectively when action may be needed to safeguard a child from maltreatment, attending child protection case conferences and core groups meetings. This is then complimented with specialist courses in Child Sexual Exploitation, Domestic Abuse and two courses facilitated by the Women and Girls Network in respect of a Trauma focussed approach to Child Sexual Exploitation and understanding the Trauma and Psychological Impact of Harmful Practices (Honour Based Violence, Forced Marriage, Female Genital Mutilation).

A focus on making training localised has been supported by colleagues within children's services who are facilitating training in respect of Signs of Safety, Early Help and Domestic Abuse to support professionals in understanding the context of safeguarding within Hillingdon. Where external facilitators are commissioned the LSCB training and Quality Assurance officer has developed a "making training localised briefing" to enable the facilitators to understand the safeguarding context in Hillingdon and ensure that information provided is consistent with Hillingdon safeguarding policies and procedures.

In 2016/2017 we will be implementing a three step process to include post course evaluation to find out whether the learning from the course has been used in practice to change confidence or attitude of the learner.



## v. Audit

- CSE internal review
- CSE peer review.

### Audit activity 2016-2017

In 2015 Hillingdon LSCB purchased an online auditing tool called Enable. The tool, managed by Virtual College, allows the LSCB to develop its own audits and for multiple users to register for the completion of audits. Section 11 audits have been created and sent to partners, with a report to the board being scheduled for June 2016. Following this the LSCB will continue a biennial auditing schedule in line with "Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004."

A schools safeguarding audit has also been created, with the LSCB Training and Quality assurance officer attending the schools safeguarding cluster meetings to support understanding and use of the tool. It is intended that a report will be made available to the board in September 2016.

The enable audit tools are designed as a self assessment tool, to enable agencies and schools to reflect on, and identify actions to improve their safeguarding arrangements where required. Both the section 11 and section 175 schools audit also includes thematic questions regarding agencies responses to domestic abuse. This is an audit subject that was identified in 2015/2016 and will be reported to the board in September 2016.

In addition to this an audit has been commissioned by the LSCB in respect of the quality of core group meetings, recording and multi-agency attendance, which is hoped to be completed by June 2016.

## 9. Safeguarding Children in Hillingdon

### i. Children exposed to Domestic Violence

The Hillingdon Domestic Violence (DV) Steering Executive has strategic oversight of domestic violence and violence against women and girls (VAWG) strategy across the council. This includes ensuring that Hillingdon Council's Policy on domestic violence continues to be reviewed and updated, ensuring that there is a robust action plan. This includes taking high level policy decisions in relation to DV and VAWG issues. The DV Steering Executive has ultimate responsibility for the DV Action Forum that reports directly to the DV Steering Executive on the work, targets, progress and achievements of the DV Action Forum's individual subgroups.

The DV Steering Executive informs the LSCB of the successful achievements of the subgroups in reducing the risks of DV and VAWG to victims and survivors by continuing to provide equitable access to services, referrals and awareness raising, specialist support and safeguarding, robust data collection to influence change and secure on-going DV/VAWG provision, including joint collaborative partnership working and critical integration of services for an effective victim centred approach. This is notwithstanding Hillingdon's Annual White Ribbon Day Conference, which was an outstanding success and highlighted some of the key themes on FGM, Safeguarding and empowerment of children, young people and vulnerable adults, Trafficking and Partnership working and continues in its commitment to raise the profile of DV/VAWG and to openly state its zero tolerance of all forms of Domestic Violence and other forms of harmful practices.

### ii. Private Fostering

London Borough of Hillingdon previously did not have any designated officer or team for Privately Fostered Children. In December 2014 this gap was identified. At the time, following receipt of notification, an assessment of need was undertaken by a social worker and it would be established whether the situation was a private fostering arrangement. However the case would then be closed if there were no child in need issues or concerns. But if there were elements of child in need then the case would be allocated to a generic social worker who would monitor and provide services.

A Private Fostering Project Lead was appointed in January 2015 and all existing privately fostered open cases were then transferred to the Project Lead who regularised the Private Fostering arrangement assessment and maintained the statutory visits. At the time there were 9 children identified in such placements.

All currently open privately fostered children's cases are allocated and Children's Social Care is maintaining their statutory responsibilities. To date the case numbers remain low, fluctuating between 11 and 5 children. The Project Lead provides expert consultation to social workers and other professionals if they come across such arrangements within their allocated caseload.

Awareness raising within the community and professional groups is a significant part of this role. Unfortunately people are genuinely not aware of these regulations, and as a result, this client group is easily missed and escapes the monitoring and support of such arrangements by the Local Authority. Engaging key agencies and local community groups has not been without challenge but after much perseverance there was success in reaching the early years and school head teacher's clusters together with safeguarding Health visitors group. A link in with Hillingdon hospital's safeguarding training was established and a short slot in their monthly training to a large number of hospital health staff as an ongoing programme was confirmed. Working relationships with the Hillingdon Women's Centre has been created. Posters and leaflets about Private Fostering have been distributed. Work is ongoing in creating links with the different ethnic minority's community groups that exist within the Hillingdon Borough. There has been success in building a link with UKBF at Heathrow airport with the delivery of presentations to their staff group in team meetings or a short slot in training sessions. Contact has been established with the GP subgroup within the Borough and the Project Lead is delivering presentations to seven GP subgroups at seven medical centres within the Hillingdon Borough. As a result of discussions with the school admission service, a few lines have been inserted in the application form about Private Fostering to try and identify if the child is being cared for by parent, relative or a private foster carer. Children's Social Care now receives regular queries from the school admissions service if they identify such possible arrangements through the forms received.

The information on Private Fostering on the London Borough of Hillingdon website and the LSCB website has been updated. The information leaflets for parents, professionals, carers and young people were updated. The Project Lead was being guided and supported by a newly formed Private Fostering Project Board and through this assistance the Project Lead developed the protocol, case workflow and case file audit systems. This project is still being monitored by the project board on a quarterly basis.

### iii. Child Sexual Exploitation

There is commitment of ownership to the Child Sexual Exploitation Prevention and Intervention Strategy from the highest level within all agencies in Hillingdon, the Chief Executive, lead member and elected members to ensure that all children are protected from child sexual exploitation (CSE). A CSE Prevention Manager has been in post since November 2014.

A London Borough of Hillingdon CSE Strategy was implemented in June 2015 and supported by Local Safeguarding Children's Board (LSCB) to ensure that individual agencies work effectively together to prevent CSE, intervene early when risks are identified, help, protect and support children who are being exploited and determinedly pursue the perpetrators. The Strategy aims to build on the pro-active multi-agency work which is already undertaken in Hillingdon by providing a framework for all professionals working with children and young people in the Borough to deliver a programme designed to raise awareness of CSE in age appropriate ways and provide young people with the appropriate life skills in order to prevent them becoming involved in sexual exploitation.

A CSE Action Plan has been incorporated into the CSE Strategy based around the 3Ps model: Prevention, Protection and Prosecution. This Action Plan identifies the work that will need to be progressed and clearly highlights responsibilities that have been agreed by the partner agencies. The Action Plan also includes a requirement to ensure that appropriate pathways and therapeutic support are available for those young people at risk of CSE.

New systems have been implemented to ensure CSE concerns can be registered and monitored. Information gathered in the community about CSE and statistical information provided by partners is now being recorded centrally. It is recognised that this database will need to be built upon to record a range of different data sets to include information in relation to sexual health, police prosecutions and children that go missing from school. The data information gathered is fed into the CSE Sub-Committee of the LSCB. Data currently available has formed a local profile where the trends and themes have enabled a preventive approach to the safeguarding of young people in the Borough as set out in the CSE Strategy.

Children and young people known to be at risk of CSE are tracked and reviewed at the monthly MASE meetings. MASE is chaired jointly by the Assistant Director of Safeguarding and Quality Assurance and a Detective Inspector from the Met Police and is attended by all partners. MASE is the driver for agreeing the appropriate operational activity to tackle CSE threats, linking in with other areas and providing information to inform problem profiles and Hillingdon Local Safeguarding Children's Board. The CSE prevention Manager is alerted to a CSE contact from MASH and all CSE risk assessments.

The LSCB has established a multi-agency Child Sexual Exploitation sub-committee, which includes other areas of concern such as missing children, trafficked children, FGM, radicalisation and serious youth violence and drugs. A number of key agencies including the Police, Children's Services, Education, Health, the voluntary sector and the Youth Offending Service are represented.

A recent internal audit of CSE has been rated as reasonable. Recommendations are:

- A comprehensive Victim Support Policy is being created which will contain post-trial support for victims, as well as witness support which are currently included in the Vulnerable Witness and Victim Strategy.
- A CSE process document which outlines the roles and responsibilities in relation to CSE as a whole process for all professionals.
- Police and CSC to share top 20 CSE risk cases data information, through MASE monthly meetings.
- MASE Tor to be updated to include named representatives and substitutes to attend in the absence of key members to ensure there is adequate representation from all agencies and teams.
- CSE Champions within CSC to be identified.
- A comprehensive information sharing document to be completed and shared with partner agencies to ensure safe and secure information sharing and data.



#### iv. Children who go missing from Care, Home and Education

The Department of Education's statutory guidance on children who run away or go missing from home or care advises that local authorities should have an agreed protocol for children and young people who go missing in their area and that this should be agreed and reviewed regularly with all agencies and be scrutinised by the LSCB.

A Missing Children Protocol document launched in May 2015, signed off by the LSCB, which details procedures which should be followed if a child is missing, including children/young people in care and children/young people missing from home. The document includes details in relation to the relevant legislation, roles and responsibilities, how to conduct return interviews with several appendices of the forms required to be completed as part of the missing child/young people process. Independent return interviews have been commissioned to NYAS and will begin in early April 2016.

The missing register is presented to SMT every week and quarterly to the CSE sub-committee for strategic oversight. A recently formed Missing Task and Finish group is reviewing the Joint Missing Protocol, roles and responsibilities of CSC. The CSE Prevention Manager is alerted to missing episodes from EDT, MASH and CSC. A quality assurance review of each missing episode takes place in consultation with the Team Manager and allocated social worker.

The current trend identified from missing strategy meeting information includes the following:

- The grooming process of being encouraged to use/sell drugs and alcohol
- Lack of appropriate parental supervision, guidance and boundaries
- Chaotic home life
- Asylum seekers
- Being unwilling to adhere to reasonable boundaries.
- Returning home past an agreed curfew time.

There is close working together with the virtual school teams, who attend the LAC reviews of young people. Information of missing children is also shared with the IRO and invitations to strategy meetings are sent. In addition, and as part of working together with MISPER Unit, information has been provided to all schools in Hillingdon regarding actions and reporting of a missing child.

## **v. Female Genital Mutilation (FGM)**

### **Mandatory Reporting**

The Serious Crime Act 2015 introduced the duty to report female genital mutilation. All regulated health and social care professionals and teachers are now required to report known cases of FGM in girls under 18 identified as part of their work to the police within 1 month.

### **Local Multi-agency and Community approach**

Tackling the issue of FGM locally and developing strategies to prevent, protect, identify and report FGM are progressed through established multi-agency forums which include the Local Safeguarding Children's Board, the Violence against Women and Girls Sub-group, the Sexual Violence and Public Health sub-group and the Domestic Violence Forum. Membership of these forums include Elected Members, colleagues from across Health (CNWL, Hillingdon Hospital, Public Health and GPs), Community Safety Partnership, Hestia, UK Border Agency (UKBA), Community Group representative and Children's and Adult's Social Care.

Each agency has a strategy for responding to FGM underpinned by the daily activity associated with their profession. Through the multi-agency forums agencies continue to share good practice and raise awareness.

### **Awareness and training**

Hillingdon LSCB provides training to all frontline staff across partner agencies. This includes an e-learning course 'Introduction to Safeguarding Children' which helps practitioners to understand the types of abuse and neglect a young person/child may experience, including domestic abuse, and FGM and how to identify the tell tale signs, how to respond professionally if you suspect a child is being abused and/or when a child/adult discloses abuse and how to develop reliable methods of keeping accurate records. This training is mandatory for all children's social workers.

A themed training session 'Understanding the Trauma and Psychological Impact of harmful Practices (honour based violence, forced marriage, FGM) is also available to all partner agencies including schools through the LSCB.

Children's Social Care has produced a FGM resource pack for frontline practitioners which is available to all children and young people's services staff, partner agencies and schools.

Some secondary schools have requested specific training from Public Health and information is provided through PSHE however this is not mandatory. The plan is for the Domestic Violence Education Officer who is located in the Safeguarding and Children's Service Improvement Service to include FGM in the Domestic Abuse training delivered to Colleges. This will commence April 2016.

Training on the subject of Domestic Abuse delivered by the Domestic Violence/VAWG Strategic/Lead Co-ordinator across the council includes FGM.

NHS England has produced specific training for health colleagues in identifying and reporting FGM. Health colleagues in CNWL, Hillingdon Hospital (GUM, Midwifery, A&E and Paediatrics), Health Visitors in Children's Centres and GPs have all received this training which is now included in induction and safeguarding training. Local Care Pathways for FGM are followed in local health settings with specific questions for practitioners to ask when seeing patients. Hillingdon has a named GP to refer cases of FGM to who is a member of the Hillingdon Sexual Violence and Public Health Sub-group.

There is established communication between the clinic and local community groups to raise awareness.

### **Heathrow**

There is a well established relationship between UKBA and Children's Social Care in preventing and deterring FGM through Operation Limelight. Social Workers assist Police, Border Agency and Home. The operation has been declared a success and forms part of an ongoing strategy to protect young women from FGM.

UKBA have delivered training to airline staff to identify possible signs of FGM and have processes in place to report concerns.

### **Reporting and Safeguarding Children**

All safeguarding training across the partnership includes FGM and the mandatory duty to report FGM. All reports of FGM to the Police will be passed to the dedicated FGM team in the MET.

Where a child or young person has suffered FGM the referral process into Children's Social Care is the same as for any other child abuse concern. The referral is made into the MASH and normal safeguarding procedures are followed.



## vi. Prevent

### Safeguarding children and young people at risk of radicalisation report for LSCB

Safeguarding those who might be vulnerable and at risk to radicalisation is part of the Prevent duty, as required under the Counter Terrorism and Security Act 2015.

In Hillingdon, we have been working in the following areas:

#### Partnership working

A local Prevent Partnership group has been in place in Hillingdon since 2008 and works together to develop and implement an annual and local Prevent action plan. This group has a broad membership from both within the Council departments and other local statutory services, including: police, probation, Uxbridge College, Brunel University, schools, mental health and adult services, community health, CCG, Hillingdon and Harefield hospitals, youth offending, children's services, LSCB and safeguarding.

Through this partnership, support and co-ordination of how each organisation is meeting their duties under Prevent are discussed alongside a shared risk assessment and an agreed proportionate approach for the borough.

This group meet quarterly and reports into the Strong and Active Communities Partnership which is a theme group of the local strategic partnership (LSP). Regular updates are also provided to the Safer Hillingdon Board and the LSP Executive as required.

Advice and support to partners is also provided by the Stronger Communities Manager as the Council's Prevent lead.

### **Support for vulnerable individuals**

The “Channel” process is established in Hillingdon, which consists of a multi-agency process for responding to identified risk and need, and in providing appropriate support to those individuals who are vulnerable.

Through the LSCB we are working collectively with partners to ensure that any safeguarding concerns are managed effectively and in a co-ordinated manner across all agencies.

Local guidance has been provided to partner organisations with regards to the Prevent duty, including how to respond and make referrals when there are concerns.

### **Training and awareness raising**

A programme of training for staff and other stakeholders in relation to Prevent is ongoing. The facilitation of these sessions has been accredited by the Home Office and delivered by the Stronger Communities Manager. These sessions are open to all Council staff as appropriate and to external partners, including schools.

Approximately 1500 staff from across the council and partner agencies, including schools have received this training since October 2014. Training is undertaken at the council as well as sessions undertaken within agencies venues.

Schools in particular have been increasing their demand for support, advice and training for staff, to ensure that they are able to meet the requirements of the new duty.

## Work with our communities

Engagement with the community is a key aspect of the Prevent work.

Hillingdon Inter Faith Network (HIFN) plays a key role in enabling us to work together with our faith communities in promoting greater understanding and strengthening relationships.

HIFN are a member of the Strong and Active Communities Partnership and there are a number of initiatives that have been developed in partnership with them. These include: the Annual Peace walk, Annual Inter Faith week events, Inter Faith workshops in schools and regular themed network meetings on community issues. We have also established an emergency response network of faith leaders, to support our management of any incidents or community concerns.

Through the Strong and Active Communities Partnership, a broader approach has been established to promoting community involvement, inclusion, access to local services and participation in learning, leisure, arts and culture underpin the aim of building stronger and more resilient communities.

## 10. Key Safeguarding Activities

### i. Early Intervention and Prevention

#### Description of service

Working with families who need our support so that they may develop the skills, knowledge and resilience required to be self-reliant and prosper. We do this by securing the following:

- Child and Family Development Services: Securing and providing a range of early learning, childcare and family development services delivered through early year's centres and children's centres;
- Targeted programmes: meeting the needs of families by securing and providing targeted programmes of developmental activity that enables children, young people and families to develop the behaviours, skills and capabilities to avoid or overcome problems and risks;
- Youth Offending Services (LSCB annual report submission provided separately): meeting the needs of young people who have come to the attention of criminal justice agencies by delivering intervention and tracking services with a view to reducing the likelihood of further offending behaviour; and

- Key-working Services: Meeting the needs of families by providing integrated 1-1 support and challenge to enable them to overcome problems including those identified within the terms of the Troubled Families programme, those concerned with school absence and non participation in education employment and training.

### Progress on Safeguarding Priorities

- **Finalising of revised Early Intervention and Prevention Strategy 2016 - 2019:** A revised strategy has been drafted with further work required to ensure that the strategy is co-designed by, and embedded across the partnership.
- **Embedding structural changes within the service:** As previously referenced good progress has been made with all new divisions of service now in place.
- **Full roll-out and embedding of the lead professional, early help assessment (EHA) and team around the family (TAF) process across the partnership:** Good progress is being made with increasing adoption of the lead professional role and application of EHA and TAF by partners.
- **Refining processes for identifying and targeting families in need of early help:** Processes have been refined with progress including a review of the EHA tool. Further work is required at both an operational and strategic level to strengthen these processes.
- **Progressing service development and partnership activity in order to deliver outcome requirements of the extended Troubled Families programme:** Progress continues to be made to transform collaborative work in support of families within the terms of reference of the Troubled Families programme. Progress includes strengthening the use of data analysis to identify families in need of support, developing cross service communication in response to the needs of 'troubled families' and increasing the application of a 'one family, one lead professional, one plan' approach across agencies.

### Priorities for 2016/17

- Finalising and implementing the Early intervention and Prevention Strategy 2016 - 2019 with partners;
- Fully embedding structural changes within the service;
- Leading a process for ensuring the lead professional, early help assessment and team around the families processes are consistently applied by all partners;
- Continuing to progress service development and partnership activity in order to deliver outcome requirements of the extended Troubled Families programme.

## Good news stories

- Good and outstanding judgements secured by Oak Farm Children's Centre and Nestles Avenue and Uxbridge Early Years Centres;
- Over 100 vulnerable children and young people received records of achievement at a celebration event in December 2015 in recognition of their progress and learning through participation in targeted programmes;
- MOPAC funding secured to introduce a new, innovative and interactive theatre and group work-based learning package for secondary schools to enable exploration of pupil attitudes and concerns regarding serious youth violence and knife crime, through a participative drama production and facilitated discussion groups.
- Youth Offending Service Community Representatives winning the Hillingdon Volunteer Team Award in recognition of their role in reducing re-offending and ensuring that young offenders are aware of the impact of their actions on victims and the community in general;
- Resident commendation of the Restorative Justice work of Youth Offending Services;
- 110% increase in application of Team around the Family; and
- 20% increase in use of Early Help Assessment

Hillingdon LSCB have committed to overseeing the implementation of the Early Intervention and Prevention Service to ensure that an Early Intervention and Prevention Strategy is developed and implemented across partner agencies. This is listed as a Board priority for 2016/17.

### ii. Multi Agency Safeguarding Hub (MASH)

The MASH provides the gateway to secure safeguarding services for children in Hillingdon. This multi-agency triage service supports the children's workforce in delivering effective early help and safeguarding intervention for vulnerable children and families.

The MASH is made up of professionals from across the children's workforce and each member of the team is able to use their shared knowledge, skills and networks to ensure that children and families have access to the right services at the right time.

An example of good practice is a visit from Steve Rimmer, Home Office Lead for Crime & Police, to the MASH in February 2016 who noted the following:

- Strong, knowledgeable LA leadership
- Impressive range of partner agencies (other than adult mental health)
- Good metrics underpinning a clear straightforward operating model
- High levels of confidence in the quality and sustainability of early interventions, enabling significant shifts in caseload away from CPPs and S.47s, while overall contacts remain high
- Clear authority from MASH to individual agencies (including at management levels) in terms of decision-taking

The previous LSCB report noted from CYPS that in August 2014 the level of risk in the Children's Social Work Teams was deemed to be unacceptably high. The recovery actions have successfully stabilised the service and the focus going forward will be on improving the quality of practice.



### iii. Corporate Parenting, Children's Rights and Participation

Corporate Parents, which include elected Members, managers and staff in the Children and Young People's Services and its partners, are committed to children's rights and the participation of looked after children and young people and care leavers, in decisions which affect their lives. Our vision as corporate parents is that we will have children and young people at the heart of what we do - involving them in designing, monitoring and reviewing services.

All Looked After Children are consulted about their placement and experiences of being in care, including their health and education, throughout their time in care, Social workers meet with them regularly to seek their views, carers (foster carers or residential staff) are required to discuss and involve children in decision making on a day to day basis; and there is a more formal consultation process that takes place in advance of their LAC Reviews, which includes the Independent Reviewing Officer (IRO) who chairs the Review meeting arranging a time to see the child on their own in preparation for their review.

There are currently three groups that make up the Children in Care Council (CICC) in Hillingdon, each of these groups meet a minimum of once a month with the Participation and the Children's Rights Officers facilitating the groups with the support of Care Leavers.

- **Talkers:** (for 7 to 11 year olds) The sessions are based around fun, creative activities. It is an opportunity for looked after children to come together, meet with other children like themselves; this group took an active part in contributing to the Welcome Pack for children in foster care.
- **Step Up:** (aged 12-15 years) This group aims to be fun; thought provoking for young people and project based. Giving them opportunities to hear about and be consulted re new developments in Hillingdon Children Services.
- **Stepping Out** (16 plus and care leavers) This was a newly formed breakaway group as a decision was made to split the Step Up Group into younger and older as it was difficult for the older talkers to move up to Step Up with so many older young people and care leavers. This has enabled this group to focus more on issues relating to leaving care, training and service developments.

Children and young people from the older groups are trained to deliver training to other children and staff in Hillingdon and get involved in staff recruitment. They also have representation and take an active part in the Corporate Parenting Board meetings with Members and senior officers.

Staff from the Children's Rights and Participation Service regularly engage with foster carers, visit Children's Homes and Semi independent provision meetings with children and young people to get them involved in projects and checking they are happy and feel safe where they are living; where appropriate helping them to access Hillingdon's commissioned independent advocacy service, NYAS who provide individual support to Looked After Children to get their voices heard.

During 2015/16 there have been a range of projects and activities supported and promoted by the Working Groups of the Corporate Parenting Board in consultation with the CICC and facilitated by the Children's Rights and Participation Team to improve outcomes for looked after children. Such as the Care Leavers Conference in June, The Kids in Care Awards 2015, a new looked after children's information pack and we are about to launch a new consultation process 'My Review' to enhance gathering the wishes and feelings of children about being in care.

#### **iv. Allegations against professionals**

##### **LADO Role**

All organisations that provide services to children, or provide staff or volunteers to work with or care for children should operate a procedure for managing allegations that are consistent with:

- Working Together to Safeguard Children 2015
- Section 11 Children Act 2004 and Section 175 Education Act 2002 – duties on organisations and individuals to safeguard and promote the welfare of children.
- Keeping Children Safe in Education 2015
- London Local Safeguarding Children Board Child Protection Procedures, Chapter 7.

##### **Responsibilities**

- Prevent unsuitable people working/ volunteering with children and young people
- Promote safe practice and challenge poor and unsafe practice
- Identify instances in which there are grounds for concern about a child's welfare and take appropriate action to keep them safe
- Contribute to effective partnership working between all those involved with providing services for children and young people



## LADO Threshold

A person who works with children is alleged to have:

- Behaved in a way that has harmed or may have harmed a child.
- Possibly committed a criminal offence against or related to a child.
- Behaved towards a child or children in a way that indicated they may pose a risk to children.

## Types of professional referred

- The largest cohort of staff being referred to the LADO is school staff. Schools are a universal service and have the most contact with young people, which is reflected in the referral rate– 61%.
- The second largest cohorts being referred are foster carers with 20%. There are complex reasons as to why some young people, make allegations against foster carer which are unfounded, often due to their own previously emotionally distressing circumstances.
- The third largest cohorts are passenger assistants and drivers of children with additional needs – 10%. This is concerning as these young people are often very vulnerable, with no verbal communication, hence why their support staff need to be outstanding.

## Threads of Investigation/Hillingdon Percentages

- Allegations Against Professionals – 29%. A meeting is held between the LADO, Social Care and the employer to decide next steps.
- LADO Strategy Meeting – 27%. A meeting is held between the LADO, Social Care, Police and the Employer to decide next steps.
- Internal Investigation – 18%. The referral does not meet the LADO threshold but there is a concern surrounding the subject of the allegation's conduct. The employer carries out an Internal Investigation and forwards the outcome to the LADO.
- Information – 20%. There is a concern raised that the LADO will keep on record should any future issues arise.
- Historical – 6%. Agencies requesting information about previous investigations/concerns raised.

## **Types of Outcomes and Hillingdon Percentages**

### **Substantiated – 29%**

This is an allegation that is supported or established by evidence or proof. The employer must consult the LADO to discuss whether a referral should be made to the DBS and/or to a professional or regulatory body.

### **Unsubstantiated – 20%**

An unsubstantiated allegation means that there is insufficient identifiable evidence to prove or disprove the allegation. The term, therefore, does not imply guilt or innocence. Where there is insufficient evidence to substantiate an allegation the employer must consider what further action, if any, must be taken.

### **Unfounded – 4%**

The term 'unfounded' means that there is no evidence or proper basis which supports the allegation being made and there is evidence to prove that the allegation is untrue. It might indicate that the person making the allegation had misinterpreted the incident or was mistaken about what s/he saw or was not aware of all the circumstances

### **False allegations - 2%**

The employer, in consultation with the LADO, must refer the matter to Children's Social Care to determine whether the child is in need of services or may have been abused by someone else.

### **Ongoing - 29%**

Ongoing investigations that are still live and have not yet reached a conclusion.

### **Information Only - 16%**

Partner agencies will ask for information about historical allegations or schools and organisations will contact the LADO for case discussion and for advice about how to manage staff related incidences that do not meet the LADO threshold.

## Malicious – 0%

For an allegation to be classified as malicious, it will be necessary to have evidence to prove the intention to cause harm. Care should be taken in dealing with such allegations as some facts may not be wholly untrue. Some parts of an allegation may have been fabricated or exaggerated but elements may be based on truth. Children rarely fabricate an allegation. In cases that are deemed malicious, employers should work with the child to discover what was behind the allegation and seek further support for the child from other agencies as considered appropriate.

## Categories of Abuse/Percentage of Referrals in Hillingdon

- Physical Abuse e.g. kicking, hitting, spitting, throwing a missile, using weapons (belt, shoe, ruler) – 37%
- Sexual Abuse e.g. possession of indecent or abusive images, grooming, misuse of power, power imbalance -10%
- Emotional Abuse e.g. persistent sarcasm, belittling children, creating a climate of fear - 6%
- Neglect e.g. inadequate supervision, inadequate care - 0%
- Conduct e.g. where there is no allegation against a specific child but there are concerns about the suitability of an individual to be working with children – 31%
- Information - information about historical allegations or schools and organisations will contact the LADO for case discussion and for advice about how to manage staff related incidences that do not meet the LADO threshold - 16%

## Observations

- 29% of referrals are substantiated and this is likely to increase as 29% are currently still ongoing, which demonstrates that wider agencies have a good understanding of what the LADO role is and when to refer on.
- The majority of referrers are school staff concerned about personnel within their school, again suggesting that schools have a good understanding of the LADO Threshold and when to act.
- There is good attendance/engagement at the Safeguarding Cluster Meetings for schools.
- There is evidence of good attendance at LADO Meetings from multi-agency professionals including Police, Health, Social Care and school settings.

## Next Steps

- To roll out LADO awareness training to other partner agencies including voluntary sectors and all London Borough of Hillingdon's Foster Carers.
- To market/advertise the LADO Service to a wider audience.
- To build upon the existing recording systems to ensure there is a robust mechanism for storing all LADO information.
- To ensure that the Child Protection Lead for Schools and the Domestic Abuse Lead for Schools roles are working in alignment with the LADO function, to create a service that is time responsive, instils confidence in partner agencies and has demonstrable positive outcomes for children and young people whilst being sensitive to the needs of the Subject of the allegation.

## 11. Participation & Engagement

Following on from the publication of the communication strategy, the Board has continued to develop its public profile. The quarterly e-bulletin continues to be circulated to partner agencies and topics for articles and good news stories are requested of board members. The Board continue to use Twitter (@hillington\_lscb) as a log of highlighting activities and responses to news alerts.

A group of young people have completed a 'secret shopper' exercise relating to CAMHS services for young people. Once the report has been written, this will be fed back to the Board for action.

In order to ask children and young people what made them feel safe in Hillingdon and what made them feel unsafe, the schools Child Protection Officer led an exercise in primary and secondary schools. This information was presented to the Operational Board who requested that this exercise be rolled out across schools in Hillingdon. The main concern for young people was street lights and groups of other young people.

Hillingdon has also taken part in the DFE campaign 'Together we can tackle Child Abuse' which aims to encourage the public to report cases they are concerned about. The Board acted as a lead within the local authority to ensure that front line services were aware of the possible increase in referrals and that our communications team were briefed. This campaign is proving to be a success with adverts on radio and posters at bus stops.

The Board have recruited a care leaver as a lay member for the Children's Board. We hope this will encourage the voice of the child to be heard and to focus the work of the Board. This is a new appointment and therefore I hope to report on the progress of this role in the next Annual Report.

The Board continues to find ways of improving public awareness of safeguarding issues and of the Board and therefore we are developing a new website that will be easier to navigate and provide more information to children, young people, the public and professionals.

2015/2016 has seen an increased engagement with Hillingdon Library service, with libraries being used as a distribution point for awareness raising material including leaflets for families and carers in respect of private fostering.



## 12. LSCB Sub-Committees

### i. Performance & Quality Assurance

The focus this past year has been on strengthening the governance arrangements to enable the Board to properly scrutinise the work of the partnership and ensure that, when it comes to performance and quality, there is sufficient transparency across the partnership so that priorities and risks can be identified and addressed. The Performance & Quality Sub-Committee comprises key agencies across the partnership. The role of the sub-committee is to promote high standards of safeguarding work; foster a culture of continuous improvement and ultimately to provide assurance to the LSCB Executive Board.

Key items of work in progress include:

- Developing the 'Performance Web' - a structured and meaningful report aligned to the key priorities of the Executive Board. The Performance Web provides an opportunity for the Board to ask the pertinent questions in relation to how performance is being managed and the key targets the partnership needs to achieve. This includes developing an understanding of the cohorts of children and families we are working with, who are we trying to safeguard, measuring the quality of the services we provide, the difference we have made and what 'good' looks like. The web allows the partnership to align these questions with the specific measures that will enable the Board to test the effectiveness of what is done.
- Building transparency across the partnership - the partnership is moving from providing performance reports on single agencies to providing a performance report that covers the partnership as a whole. In the same way as positive practice is often underpinned by organisations working well together, so too are findings that service failure often involve more than one partner. Building transparency across the partnership to ensure key risks can be identified and avoided is therefore a key driver.
- Challenging and driving service improvement - whilst providing meaningful analysis and tracking progress are essential, it is just one part of effective performance management. Equally important are the tangible actions that partners, alone and in collaboration, will take to improve practice. Where warranted, the taking forward of these actions will be driven by task and finish groups with areas of immediate focus including scrutinising underlying reasons for re-referrals to establish key patterns and testing the arrangements for identifying children missing and children missing education. With this approach, the role of the sub-committee will be as much to identify emerging issues and possible future priorities, as well as dealing with the immediate work programme.

## ii. Learning & Development

### Training Subgroup

The focus of the learning and development subgroup has developed this year to wider its role to include representatives from the Safeguarding Children and Safeguarding Adults Board. The new joint subgroup is in its infancy, with Terms of Reference having been drafted and membership being reviewed. The role of the sub-committee is to promote high standards of safeguarding by ensuring that training opportunities are provided and learning and development from serious case reviews and other safeguarding activities are shared. The subgroup is chaired by LSCB training and quality assurance officer, who is also a substantive member of the Pan London LSCB training subgroup enabling sharing of skills and knowledge from across London to inform learning and development in Hillingdon.

Key items of work for the LSCB Learning and Development subgroup include:

- Development and review of the Learning and Improvement Framework
- Development of training needs analysis to inform training programme

## iii. Case Reviews

The case review sub-committee has been arranged in order to review serious case reviews, safeguarding adult reviews and Domestic Homicide reviews, and to ensure what learning is embedded and cascaded into the children and adult services. The sub-committee has representatives from both adult and children services, as learning needs to be disseminated across both service areas.

The sub-committee has met to draw up terms of reference and agree membership. We currently have four serious case reviews, two domestic homicide reviews and two safeguarding adult reviews. Once these have been completed the recommendations will be tracked through the case review sub-committee. Regular reports will then be reported to the Executive Board of both the LSCB and SAB.

#### iv. Child Sexual Exploitation

The CSE Sub-Committee was originally formed as a task and finish group, but due to the high priority placed on CSE within the LSCB, it is now a substantive sub-committee that reports directly to the Operational Board. The sub-committee has a robust action plan based on the model of Prevention, Protection and Prosecution.

Its key functions are:

- Scope the scale of the problem within Hillingdon by collecting and monitoring local data
- Share responsibility among members for the coordination and delivery of the CSE action plan
- Report to LSCB on progress, highlighting any specific barriers or areas of risk within the implementation of the action plan
- Raise awareness of sexual exploitation, missing, trafficked and gang related children/young people within agencies and communities
- Encourage the reporting of concerns about sexual exploitation, missing, trafficked and gang related children/young people
- Support the identification of training and awareness needs
- Disseminate guidance and examples of good practice

Its aim for 2016/17 is to ensure that the CSE prevention and intervention strategy is embedded into practice to ensure the risk to young people is reduced.

#### v. Child Death Overview Panel (CDOP)

Since April 2008, LSCBs in England have had a statutory responsibility for the child death review process.

The Hillingdon and Ealing joint CDOP receive notifications of the deaths of all children from birth to 18 years. Notifications are usually received from the Hospital or Police.

The CDOP review specified child deaths, drawing on comprehensive information from all agencies on the circumstances of each child's death. Particular consideration is given to the review of sudden unexpected deaths in infancy and childhood; accidental deaths; deaths related to maltreatment; suicides and deaths from natural causes where there are lessons to be learnt.



From April 2015 to April 2016, Hillingdon CDOP received 25 referrals relating to child deaths, of these, 2 were unexpected deaths and 1 led to a serious case review. Hillingdon CDOP also led the Safer Sleeping in Infants Integrated Care Pathway awareness campaign. This campaign highlighted concerns of parents co-sleeping with their babies which had resulted in a number of deaths. Dr Jide Menakaya, Paediatric Consultant at the Hillingdon Hospital, became the project lead. A multi-agency conference was held for professionals and information stands have been set up in Hillingdon Hospital and clinics to raise awareness to parents of how dangerous it can be to have their baby sleeping in the same bed as themselves.

April 2016 also saw the retirement of Carol Hamilton, the CDOP Manager for Hillingdon and Ealing. Both Ealing and Hillingdon LSCB need to look at the CDOP provision within the next year in light of Carol's retirement but also following recommendations from the current national CDOP review.

**vi. Joint Safeguarding of Children and Vulnerable Adults arriving through Heathrow Airport**

This sub-committee is unique to the Hillingdon LSCB and its aim is to continue to strengthen the partnership that we have with Heathrow Airport and the LA. Operations at Heathrow remain a priority for children's social care who support Border Force Officers in preventing child trafficking and potential victims of FGM being taken out of and returning to the UK.

Members of the asylum intake team and MASH delivered training with Border Force to British Airways crew to raise awareness of safeguarding concerns and how to report them. This was a highly successful event and hopefully will be rolled out across other airlines.

The sub-committee now includes information regarding vulnerable adults travelling through the airport and therefore we have representatives from adult services.

### 13. Board Priorities for 2016/17

Strategic Priority	What does this mean?	Actions
<p><b>To ensure that there are effective arrangements across agencies to respond to early signs of neglect, including risks to unborn babies</b></p>	<p>The definition of neglect that the Board will work to is that contained in the statutory guidance; Working Together to Safeguard Children (2013).</p> <p>Neglect often takes place in environments in which one or more of the following issues is apparent within the family unit:</p> <ul style="list-style-type: none"> <li>• Domestic Violence</li> <li>• Drug/alcohol abuse</li> <li>• Mental Health issues</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a multi-agency neglect strategy owned by all partner agencies</li> <li>• To improve awareness and understanding of neglect across the whole partnership. This includes a common understanding of neglect and the thresholds for intervention.</li> <li>• Ensure the effectiveness of service provision through key performance indicators, for example, a reduction in the number of children subject to a child protection plan under the category of neglect and length of time of plan.</li> <li>• Ensure the Early Help &amp; Early Intervention programme is used appropriately in the early recognition and identification of neglect.</li> </ul>
<p><b>To ensure that partners work together to protect Hillingdon's children from identified risks to their safety and welfare</b></p>	<p>We need to recognise that children and young people may face many risks. These could include:</p> <ul style="list-style-type: none"> <li>• Child Sexual Exploitation</li> <li>• Exploitation through the internet</li> <li>• Children missing from Care, Home and Education</li> <li>• Domestic Violence</li> <li>• Radicalisation</li> <li>• Female Genital Mutilation</li> <li>• Targeted Youth Violence</li> <li>• Drug Abuse</li> <li>• Trafficking</li> <li>• Force Marriage</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that Task &amp; Finish groups are established where it is identified through local intelligence, or national trends, that targeted action needs to take place to reduce the risk to children and young people.</li> <li>• Ensure that young people are consulted in order that any preventative interventions are meaningful to them.</li> <li>• Ensure preventative measures are directed at young people in order to raise their awareness and more importantly what they can do to protect themselves.</li> <li>• That local strategic plans are regularly reviewed and embedded into local practice.</li> <li>• Partners share a common understanding of risks to children and young people via training.</li> </ul>

Strategic Priority	What does this mean?	Actions
<p><b>To oversee the implementation of the Early Help &amp; Early Intervention programme in Hillingdon</b></p>	<p>To ensure that children and young people receive effective early help and appropriate interventions when needs are identified and/or problems arise.</p> <p>The Board will oversee the development of an Early Help/Intervention strategy engaging all partners.</p>	<ul style="list-style-type: none"> <li>• To ensure an Early Help and Intervention strategy is developed and implemented across partner agencies.</li> <li>• Agree key performance indicators that can be measured against the strategy.</li> <li>• The Board to be satisfied with the Governance arrangements for the Early Help and Early Intervention programme.</li> </ul>
<p><b>To ensure that Hillingdon LSCB can evidence the effectiveness of single agency and multi-agency safeguarding arrangements to satisfy ourselves that risks to children and young people are identified early in order to protect them from harm</b></p>	<p>The Hillingdon LSCB is committed to challenging partner agencies to ensure that the Board can be satisfied that children and young people are safe in Hillingdon.</p> <p>The Board is committed to listening to the 'voice of the child' in order to learn lessons from practice and to challenge existing practice where necessary.</p> <p>The Board needs to be satisfied that all children and young people are seen, heard and helped; with the public and professionals being alert to risks posed to children and young people and how to report this when necessary.</p>	<ul style="list-style-type: none"> <li>• Effective auditing and quality assurance of partners practice.</li> <li>• Effective single agency and multi-agency training across all agencies and organisations involved in safeguarding children.</li> <li>• Monitoring and analysis of the LSCB Performance Web and the Board to effectively challenge.</li> <li>• Strong governance arrangements across all partner agencies.</li> <li>• An environment in which robust challenge is the norm.</li> <li>• A clear engagement strategy ensuring the voice of the child is heard.</li> <li>• An effective Board improvement plan that is regularly monitored at the Board.</li> </ul>

## 14. Conclusion

2015-2016 has been a very busy year for the LSCB, with the development of the business unit and prioritising a training and quality assurance programme. It is hoped that this report has provided you with reassurance of the effectiveness of local arrangements to safeguard and promote the welfare of children in Hillingdon.

This report demonstrates that safeguarding activity is progressing well and that Hillingdon LSCB has clear agreement on the strategic priorities achieved and what actions need to be taken forward over the coming year. The LSCB is aware of, and working to fulfil, its statutory functions under Working Together to Safeguard Children 2015.

Agency reports in Appendix 3 demonstrate that statutory and non statutory members are consistently participating towards the same goals in partnership and within their individual agencies.

The Board has, throughout the year, begun a programme that has monitored, quality assured and evaluated the quality of services within Hillingdon, and this programme of robust auditing analysis and challenge will continue to ensure that children and young people remain safe.





## Appendix 1 - Glossary

Acronym	Meaning
CAMHS	Child & Adolescent Mental Health Service
CCG	Clinical Commissioning Group
CDOP	Child Death Overview Panel
CIN	Children in Need
CNWL	Central & North West London
CPP's	Child Protection Plans
CSE	Child Sexual Exploitation
CSU	Community Safety Unit
CYPS	Children & Young Persons Service
DFE	Department for Education
ECPAT	End Child Prostitution, Child Pornography & Trafficking of Children for Sexual purposes
FGM	Female Genital Mutilation
IRO	Independent Reviewing Officer
L&D	Learning & Development
LAC	Looked After Child
LADO	Local Authority Designated Officer
LSCB	Local Safeguarding Children Board
MASE	Multi Agency Sexual Exploitation
MASH	Multi Agency Safeguarding Hub
MISPER	Missing Person
MPS	Metropolitan Police Service
Section 47	Child Protection Investigation

## Appendix 2 - LSCB Budget

### Income 2015/2016

London Borough of Hillingdon	£198,500
NHS	£62,800
Contributions from outside partners	£29,550
<b>Total</b>	<b>£290,850</b>

### Outgoings 2015/2016

Staffing	£200,300
Non-Staffing	£51,100
Training	£13,000
Licenses	£9,000
SCR	£25,000
Chairman	£33,000
<b>Total</b>	<b>£331,400</b>

**Variance: £40,550 overspend**

## Individual Agency Contribution

### Appendix 3 - CCG

Name of agency	<b>NHS Hillingdon Clinical Commissioning Group (CCG)</b>
Description of service	<p>NHS Hillingdon CCG is a statutory NHS body with a range of statutory responsibilities including safeguarding children and adults.</p> <p>Like all CCGs, it is a membership organisation that brings together general practices to commission local health services for Hillingdon's registered and unregistered population. One of the advantages of being a clinically led organisation is that the CCG is in the unique position of being able to take account of the experience of patients who are best placed as service users, to know the right services for the area and can comment objectively when new services are commissioned.</p> <p>The CCG ensures that Safeguarding is included in all of the services from which it commissions health services. and requires and obtains assurance from all Provider organisations that they are meeting safeguarding requirements.</p> <p>Safeguarding forms part of the NHS contract.</p>
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p>Level 1 – 95%</p> <p>Level 2 – 100%</p> <p>Level 3 – 100%</p> <p>Level 4/5 – 100%</p> <p>PREVENT (WRAP) – 90%</p>
Regulator inspection in reporting period and outcomes	<p>No inspections have taken place, however the CCG has been involved in 2 Safeguarding (Children and Adults) audits. Both audits are common to the CCGs in London.</p> <ol style="list-style-type: none"> <li>1. Baker Tilly – Good outcome with recommendations to share best practice regarding our safeguarding children Leaflet and Supervision across our Federation of CCGs</li> <li>2. NHS England ( London region) Deep Dive – 4 components were reviewed:             <ol style="list-style-type: none"> <li>a) Governance/Systems/Processes – Assured as Good</li> <li>b) Capacity Levels in CCG – Assured as Good</li> <li>c) Assurance – Assured as Good</li> <li>d) Workforce – limited Assurance – This component reviewed training for both Children and Adults. It was noted that safeguarding children training figures/percentages have not been recorded in the audit. The numbers/percentages for</li> </ol> </li> </ol>



	<p>adult training is relatively low. Safeguarding Training will continue to be a priority for the CCG and an action plan is currently being developed to reflect this.</p> <p>The CCG is also involved in quarterly Assurance meetings with NHS England (London Region) during which the Health economy Safeguarding concerns e.g. Serious Case Reviews, Domestic Homicide Reviews and any gaps in service provisions, are discussed and action plans reviewed.</p> <p>The CCG regularly reviews and monitors Safeguarding Children activities of its Provider organisations and will interrogate and review any irregularities.</p>
Challenges in the reporting period	<p>Child Protection Information System (CP-IS) has proved to be challenging for unscheduled care providers.</p> <p>The provision of information for the 2 Domestic Homicide Reviews (DHRs)</p> <p>Completion of a GP Section 11 audit</p>
Progress on safeguarding priorities in the reporting period	<p>All Provider Trusts have systems and processes in place for Safeguarding Supervision for relevant staff.</p> <p>Safeguarding Children Training has been updated to include Child Sexual exploitation (CSE); Female Genital Mutilation (FGM) and PREVENT. Domestic Abuse is already included.</p> <p>We continue to encourage recording and reporting of Interventions with victims of Domestic Abuse and a plan is in place to make this a regular norm.</p> <p>See good practice examples.</p> <p>Safeguarding Children profile continues to be raised within the CCG</p> <p>The CCG is represented on the LSCB (executive and operational) and LSCB subgroups, key pan Hillingdon groups as well as relevant patch, regional, pan London and national groups</p>
Safeguarding priorities for 2015/16	<p>Safeguarding Training – maintain and update single and multi-agency training (including specific training for Commissioners)</p> <p>Engagement of all Primary Care staff</p> <p>Continue GP Section 11 Audit – collating, reporting and bridging any gaps</p> <p>Engagement and participation with the North West London</p>

	<p>proposal for a local Sexual Abuse Referral Centre (SARC) for children.</p> <p>Participation in the development of a North West London CCGs Safeguarding (Children) Health Outcomes Framework (SHOF)</p> <p>To encourage recording and reporting of interventions with victims of : Domestic Abuse; CSE and FGM</p> <p>Continue to seek assurance from Provider organisations as regards Safeguarding requirements, arrangements and priorities</p>
Good news stories	<p>Links have now been made between GP sub groups and GP networks with Managers from the Multi Agency Safeguarding Hub (MASH); Child Sexual Exploitation (CSE) and the Children’s Early Intervention Team. This has led to improved communication/referrals when children, young people and their families are identified and in need of services from Children’s Social Care.</p> <p>We have now included High Street Dentists in our Level 2 training with good uptake.</p>
Good practice examples	<p>Information regarding Child Sexual Exploitation; Domestic Abuse; Female Genital Mutilation; Prevent updated and added to the CCG’s Safeguarding Children page on the extranet and cascaded to all staff.</p> <p>New CCG Prevent Policy and updated Safeguarding Children Commissioning Organisation Policy approved by the CCG Board and added to extranet.</p> <p>All of the above and other Safeguarding Children information cascaded to staff via CCG newsletter</p>
Any other comments	<p>Safeguarding Children is now a standing agenda item at all Contract Quality Monitoring and Quality, Safety and Clinical Risk meetings.</p>

## Appendix 4 - CNWL

Name of agency	<b>Central and North West London NHS Foundation Trust</b>
Description of service	CNWL provides a range of physical health, mental health, substance misuse, learning disability, offender care (prison and immigration removal centre) healthcare services across approximately 100 sites. It is one of the largest community facing trusts in England, with approximately 6,500 staff. CNWL provides services to a third of London's population and across wider geographical areas including Milton Keynes, Kent, Surrey, Buckinghamshire and Hampshire. Approximately 40% of services are community health and 60% are mental health and allied health specialties.
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p><b>Level 1:</b> All staff including non-clinical managers and staff working in health care settings <b>(93%)</b></p> <p><b>Level 2:</b> Minimum level required for non-clinical and clinical staff that have some degree of contact with children and young people and/or parents/carers <b>(94%)</b></p> <p><b>Level 3:</b> Clinical staff working with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and evaluating the needs of a child or young person and parenting capacity where there are safeguarding/child protection concerns <b>(circa 89% - CNWL not able to retrieve all registers for staff attending LSCB level 3 training)</b></p>
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	<p>LSCB Level 1 Introduction- not accessed by CNWL staff</p> <p>LSCB Level 3- The LSCB offered Working Together Initial and Refresher courses until March 2015 and they recommenced in September 2015. CNWL kept their staff up to date with their level 3 training during this period by providing in-house courses that were multi-disciplinary.</p> <p>CSE awareness- this course has been well advertised and a good number have attended.</p> <p>DV- domestic violence is covered in-house as part of all level 1 and 3 training in CNWL. Staff are also able to access DV training via the LSCB although the LSCB training department are unable to provide registers of attendance to CNWL.</p> <p>FGM- The Home Office online course FGM awareness was sent out to staff and feedback was very positive.</p> <p>CAMHS staff have an annual update at Level 3 as required. For the year 2015/16 these sessions will cover a number of key areas:</p> <ul style="list-style-type: none"> <li>• Domestic Violence and Routine Questioning</li> <li>• FGM</li> <li>• Learning from Serious Case Reviews/Learning Lessons Reviews</li> <li>• Sexual Exploitation</li> </ul>

	<ul style="list-style-type: none"> <li>• Neglect</li> <li>• PREVENT</li> </ul>																																
Regulator inspection in reporting period and outcomes	<p>The CQC inspected CNWL in February 2015, the results from this inspection showed that overall CNWL is safe but ‘requires improvement’. In forming the overall rating, 18 different specialty reports were compiled which were aggregated up to provide an overall rating for the Trust. All our <u>Children’s Services</u> within the Trust, including Hillingdon, were rated as ‘good.’ The rating for all the Hillingdon services provided in CNWL are detailed below:</p> <table border="1"> <thead> <tr> <th>Service</th> <th>Type</th> <th>Overall Trust Rating</th> <th>Local Hillingdon Provision</th> </tr> </thead> <tbody> <tr> <td>Community health services</td> <td>Inpatient services</td> <td>Good</td> <td>Hawthorne Intermediate Care Unit, Woodlands</td> </tr> <tr> <td>Community health services</td> <td>Children, young people and families</td> <td>Good</td> <td>Multiple Hillingdon sites</td> </tr> <tr> <td>Community health services</td> <td>Adults</td> <td>Good</td> <td>Multiple Hillingdon sites/home care</td> </tr> <tr> <td>Community health services</td> <td>End of life care</td> <td>Good</td> <td>Multiple Hillingdon sites/home care</td> </tr> <tr> <td>Community health services</td> <td>Community Dental Services</td> <td>Good</td> <td>Uxbridge and Ickenham</td> </tr> <tr> <td>Community health services</td> <td>Community Sexual Health Services</td> <td>Outstanding</td> <td>Uxbridge/Hesa</td> </tr> <tr> <td>Mental health services</td> <td>Acute wards for adults of working age and Psychiatric Intensive Care Units</td> <td>Inadequate</td> <td>Riverside Mental Health Centre</td> </tr> </tbody> </table>	Service	Type	Overall Trust Rating	Local Hillingdon Provision	Community health services	Inpatient services	Good	Hawthorne Intermediate Care Unit, Woodlands	Community health services	Children, young people and families	Good	Multiple Hillingdon sites	Community health services	Adults	Good	Multiple Hillingdon sites/home care	Community health services	End of life care	Good	Multiple Hillingdon sites/home care	Community health services	Community Dental Services	Good	Uxbridge and Ickenham	Community health services	Community Sexual Health Services	Outstanding	Uxbridge/Hesa	Mental health services	Acute wards for adults of working age and Psychiatric Intensive Care Units	Inadequate	Riverside Mental Health Centre
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	Mental health services	Long stay rehabilitation mental health ward for working age adults	Good	2 Colham Road
	Mental health services	Wards for older people with mental health problems	Requires Improvement	Oaktree Ward, Woodlands
	Mental health services	Community based mental health services for adults of working age	Requires Improvement	Pembroke Centre, Mead House, Mill House
	Mental health services	Crisis services and health based places of safety	Good	Riverside Mental Health Centre
	Mental health services	Community based mental health services for older people	Good	Woodlands
	Mental health services	Specialist community mental health services for children and young people	Good	Redford Way
	Mental health services	Community mental health services for	Good	LBH/Riverside (not inspected)

		people with learning disabilities		
	Mental health services	Community substance misuse services	Not rated	HDAS, Uxbridge
<p>As a result of the rating, the Trust was required to implement a number of 'must do' actions to provide assurance to the CQC of compliance. One of the areas requiring significant work related to CNWL's Adult MH inpatient services, which were rated as inadequate. The main factor which determined this rating was the over-occupation of many of our wards due to the significant pressure on MH beds across the organisation which impacted on both patient experience and safety.</p> <p>Over the last year, significant work has taken place to reduce bed occupancy including Trust-wide bed management process, improved discharge planning, reduction in length of stay and use of beds outside of the Trust to assist in management of peaks in demand. Whilst this still remains challenging both locally and nationally, significant improvements have been made.</p> <p>Following implementation of all of the 'must do' actions required by the CQC, the Trust is now declaring full compliance with all CQC standards.</p> <p>As part of our on-going focus on safety and quality, CNWL undertakes regular internal peer reviews, which involve multidisciplinary teams inspecting other services to ensure all services are safe and effective.</p> <p>In addition, in November 2015, CNWL carried out a Trust-wide Quality Inspection of all services involving internal staff, patients, carers, commissioners and other external stakeholders. This provided a transparent framework to review our services and enable learning across all parts of the organisation.</p>				
Challenges in the reporting period	<p><u>Workforce</u> On-going challenges in relation to retaining specialist children's/CAMHs workforce in the context of demand outstripping supply.</p> <p><u>Finances</u> Increasing financial pressures</p>			

	<p><u>Increasing Demand</u></p> <p>Demographic pressures – year on year increase in the number of children in the borough with no corresponding increases in resources to match this.</p>
Progress on safeguarding priorities in the reporting period	<ul style="list-style-type: none"> <li>• <i>Review of safeguarding children arrangements in Divisional structures, particularly for Mental Health &amp; Allied Specialties and Sexual Health Services.</i> This was completed, there are safeguarding groups in each division that feed into the trustwide CNWL safeguarding group.</li> <li>• <i>Review of Prevent training for children’s workforce.</i> CNWL are promoting Prevent training and new trainers have been identified and WRAP trained.</li> <li>• <i>Complete actions arising from the review of Savile Reports.</i> The Volunteering Policy was ratified in 2015 and provides explicit guidance with regard to supervising volunteers and how safer recruitment principles apply to volunteers.</li> <li>• <i>All Health Care Professionals working directly with children, from birth to 18 years of age, will have access to safeguarding children supervision-</i> completed. All staff working directly with children will receive safeguarding children supervision every 3 months as a minimum. Completed, 95-100% children’s services staff have received supervision every 3 months.</li> <li>• All CAMHS staff have monthly formal supervision and have weekly team supervision. There are now supervision groups on Safeguarding in each Borough run by the Safeguarding Nurse Advisor and a social worker in each borough.</li> <li>• <i>Carry out clinical audits to ensure a safe, quality service is in place and that local and national standards are followed-</i> Audits undertaken in Hillingdon in 2015-2016: 1. Child Protection and Voice of the Child: Are they reflected in children’s records? 2. Is training well embedded? A small scale study.</li> </ul>
Safeguarding priorities for 2016/17	<ol style="list-style-type: none"> <li>1. Focus on embedding learning from incidents, management reviews and serious case reviews</li> <li>2. Mental health/substance misuse</li> <li>3. Neglect</li> <li>4. Domestic violence</li> </ol>
Good news stories	<ul style="list-style-type: none"> <li>• A permanent MASH Health Practitioner was recruited and commenced in November 2015.</li> </ul>
Good practice examples	<ul style="list-style-type: none"> <li>• Health partners across Hillingdon are sharing information with and receiving information from the CSE Multi-Agency Panel</li> </ul>

## Appendix 5 - UK Border Force Heathrow Command

Name of agency	UK Border Force Heathrow Command
Description of service	Joint Safeguarding of children and Vulnerable Adults arriving through Heathrow Airport
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p>All Border Force officers receive training in the core skills for protecting children to give a greater understanding of how to identify children in need and the actions to take once you have done so. The Safeguarding and Trafficking Teams are trained to a higher, more expert level than ordinary front-line officers. In 2014 80 Officers and 12 Managers received this enhanced training. In 2015 5 Managers and 61 Officers received the enhanced training, 68 Managers attended a bespoke Safeguarding and Trafficking Managers course and 22 Officers attended a specific Safeguarding and Trafficking awareness session in relation to drug mules, baggage searches and legacy customs work.</p> <p>The enhanced training is a rolling programme, and further courses are scheduled for 2016.</p> <p>This enhanced training course has been validated by external agencies such as UKHTC and CEOP. This is a joint agency course primarily delivered by Border Force and the Metropolitan Police but incorporates training sessions delivered by Hillingdon Social Services, Salvation Army and ECPAT to provide a rounded experience. Elements of police ABE, (Achieving Best Evidence), training and expertise in areas of exploitation such as Jujy, FGM and forced marriage have also been included.</p> <p>New e learning to incorporate the Modern Slavery Act and changes to the NRM process is awaiting final approval and will be rolled out as mandatory training for all Border force staff in early 2016.</p>
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	<p>E learning modules cover these topics.</p> <p>Local SAT teams, SAT led Operations, Operational Shift briefs and Heathrow communications all further raise staff and stakeholder awareness.</p>
Regulator inspection in reporting period and outcomes	<p>Section 55 Review has historically been conducted every 3 months by Heathrow Safeguarding Coordinator and Action Plan reviewed &amp; updated.</p> <p>This has been superseded by regular internal SAT Assurances conducted by local teams and fortnightly joint meetings between</p>



	<p>the Terminal SAT teams and Hillingdon SS to review &amp; progress arriving cases.</p> <p>Regular visits by the Operational Assurance Directorate review the handling of SAT cases and SAT procedures in place.</p>
Challenges in the reporting period	<p>Arranging training courses, consistently maintaining a fully trained SAT team and recruiting others to fill arising vacancies. Joint frontline operations are arranged to address operational challenges such as Operation Limelight to target FGM.</p>
Progress on safeguarding priorities in the reporting period	<p>We will continue to build on already considerable achievements of the SAT teams and work with other agencies to carry out frontline operations to identify PVOTs or FGM.</p> <p>A national project is ongoing to develop e learning for roll out to Airlines and stakeholders in trafficking awareness. Pending its development there have been several joint events at the airport including a joint 2 day event to inform British Airways crew. Similar monthly road show events are planned with Heathrow Airport Ltd to engage with their security personnel.</p>
Safeguarding priorities for 2015/6	<p>We will continue to build on already considerable achievements of the SAT teams and work with other agencies to carry out frontline operations to identify PVOTs or FGM.</p>
Good news stories	<p>A very successful second year for the Heathrow SAT teams, established in April 2014 to replace Paladin. We have seen increased joint working with Hillingdon, including delivery of expert training, a programme of job shadowing &amp; involvement in joint SAT operations such as Op Limelight (FGM) and Op Jake ( Vietnam Airlines). BF has increased the recruitment of volunteer responsible adults through Heathrow's Ambassador network and NGO organisations. A quarterly joint strategic forum is held with Hillingdon and other stakeholders and fortnightly operational meetings held with SS and each Heathrow terminal.</p> <p>Anti Slavery day was marked again on 18/10 October at Heathrow by a SAT event hosted airside attended by SS and other NGOs.</p>
Good practice examples	<p>Designated expert SAT teams. Joint agency working on front line operations.</p>
Any other comments	<p>Ref JSSAT Strategic Joint work plan.</p>

## Appendix 6 - School Improvement Service

Name of agency	<b>School Improvement Service</b>
Description of service	<ul style="list-style-type: none"> <li>• Delivery of statutory duties ref school improvement including support and challenge, formal intervention and coordination of the LA strategy for school improvement.</li> </ul>
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<ul style="list-style-type: none"> <li>• Na (Service currently comprised of external consultants. HoSI has received safeguarding training in schools and led training for previous local authority)</li> <li>• SILs expected to demonstrate understanding of latest KCSIE guidance and related inspection guidance</li> </ul>
Challenges in the reporting period	<ul style="list-style-type: none"> <li>• Some queries from schools ref safe schools practice - site safety/visitors etc</li> <li>• Safeguarding duties of governors following recent concerns ref boundaries</li> <li>• Council systems for triangulating information ref safe schools/complaints from parents would benefit from scrutiny and alignment</li> <li>• School Improvement Link reviews of whole-school practice triggered by complaints</li> </ul>
Safeguarding priorities for 2015/6	<ul style="list-style-type: none"> <li>• Ensuring that internal School Improvement Overview Database references safeguarding issues where appropriate in order to gather most holistic picture of individual school strengths and weaknesses</li> <li>• Linking with school leaders inc academies, where systemic concerns are raised by RSC, DfE or local officers</li> </ul>
Good news stories	<ul style="list-style-type: none"> <li>• Positive engagement of SILs supporting school leaders with advice including highlighting the need for staff training and signposting into the borough where appropriate</li> <li>• SILs routinely exploring/referencing safeguarding practice in schools (where allocated on the Schools At Risk Register)</li> </ul>
Good practice examples	<ul style="list-style-type: none"> <li>• Harefield Juniors - review of practice by SIL welcomed by HT and GB. Useful initial conversations between HoSI and AD Safeguarding</li> <li>• HoSI attendance at SMT to provide links between different areas of the directorate (schools safeguarding practice and challenges)</li> <li>• Highfield Primary School - school leader supported by SIL</li> </ul>

## Appendix 7 - Hillingdon Youth Offending Service

Name of agency	Hillingdon Youth Offending Service
Description of service	Carries out the partner's statutory functions with regards to young offenders (aged 10-18)
Safeguarding training undertaken in reporting period. % of staff trained at each level.	In 15/16 <ul style="list-style-type: none"> <li>• 11 Staff have or will have undertaken Initial Working Together Training</li> <li>• 5 staff undertook refresher training</li> </ul>
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	<p><b>Level 3 Working Together Training</b></p> <p>Of the permanent staff team</p> <ul style="list-style-type: none"> <li>• 93% have completed Initial Working Together Training</li> <li>• 50% have completed refresher within the timescale</li> </ul> <p>Of the sessional staff (casual contracts)</p> <ul style="list-style-type: none"> <li>• 47% have completed Initial Working Together</li> </ul> <p>Because many sessional staff are usually only available to work evenings and week-ends, Safeguarding is included in their core training programme.</p> <p><b>CSE Awareness</b></p> <ul style="list-style-type: none"> <li>• Completed by 50% of permanent team</li> <li>• Completed by 52% of sessional team</li> </ul> <p><b>DV</b></p> <ul style="list-style-type: none"> <li>• Completed by 40% of permanent team</li> <li>• Completed by 37% of sessional team</li> </ul> <p><b>PREVENT</b></p> <ul style="list-style-type: none"> <li>• YOS specific briefing delivered to the permanent team on 4.11.15</li> <li>• A similar session is being planned for sessional staff</li> </ul>
Regulator inspection in reporting period and outcomes	No Inspection during this year.
Challenges in the reporting period	<ul style="list-style-type: none"> <li>• Staff turnover at both practitioner and operational manager levels -higher than normal locum and 'acting up' posts.</li> <li>• This has led to variance in quality of assessments</li> <li>• Implementation of a new national assessment tool requiring all staff to be trained in both the theoretical models upon which it is based and the technicalities of the application within the computerised casework system. This has significantly impacted on time available to do other training and so targets for Safeguarding Training have not been met.</li> <li>• In year grant funding cuts</li> </ul>

<p>Progress on safeguarding priorities in the reporting period</p>	<ul style="list-style-type: none"> <li>• The new assessment tool Assetplus should support improved assessments, risk management and intervention planning however as it was only implemented at the end of November 2015 we have yet to evaluate the impact.</li> <li>• The pre-court system has been reviewed. A more robust assessment tool is being developed with greater emphasis on signposting and referring to targeted prevention services.</li> <li>• The violence and vulnerability (V&amp;V) forum has been developed with partners and is being used to identify siblings of those involved in Serious Youth Violence and support their access to Early Intervention Services.</li> <li>• The YOS has been an active partner in the CSE MAP and MACE forums</li> </ul>
<p>Safeguarding priorities for 2016/17</p>	<ul style="list-style-type: none"> <li>• To ensure all staff are trained to appropriate level in the key areas of working together, CSE and DV.</li> <li>• Audits of Assetplus indicate good quality assessment and analysis of safeguarding and well being issues.</li> </ul>
<p>Good news stories</p>	<ul style="list-style-type: none"> <li>• Reduction in custody rate per 1,000 of 10-17 year old population</li> <li>• Reduction in the rate (per 100,000 of 10-17 population) of young people entering the criminal justice system</li> </ul> <p>(Data as available January 2016)</p>
<p>Good practice examples</p>	<p>Young person on a full care order and placed in foster care was charged with serious sexual offences against a younger girl. This young person was himself the victim of sexual abuse and neglect which had resulted in him being removed from home and the subsequent care order. The offences clearly met the threshold for a lengthy custodial sentence however the concern was that unless some specialist work was undertaken with this young person he would continue to be a risk to others specifically the young and vulnerable. An AIM assessment (sexual offenders) was completed by the YOS and in collaboration with children's social care a specialist service able to offer a highly supervised placement and specialist interventions was identified. The Crown Court accepted the proposal made within the report prepared by the YOS for a community disposal with the placement and treatment as a condition.</p>

## Appendix 8 - Education

Name of agency	<b>Safeguarding Lead for Education - Hillingdon</b>
Description of service	Providing Level 1 Safeguarding Training to Staff in schools and school Governors.
Safeguarding training undertaken in reporting period. % of staff trained at each level.	20 schools trained.  Approx 694 staff members trained Approx 42 Governors trained
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	Level 1 Introduction to Safeguarding Training
Good news stories	The secondary schools across the borough received "Chelsea's Choice", a drama production delivered to 14-16yr olds to raise awareness of Child Sexual Exploitation. The productions went extremely well with positive feedback from the schools involved.

## Appendix 9 - MPS Hillingdon BOCU

Name of agency	<b>MPS Hillingdon</b>
Description of service	Police Service
Safeguarding training undertaken in reporting period. % of staff trained at each level.	There has been no bespoke Safeguarding training given to Police with the exception of the limited input within the CSU Investigators Course. I would estimate that 60 % of CSU staff have undertaken this training.
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	Hillingdon has a small team dedicated to Safeguarding Vulnerable adults. Hillingdon CSU has specifically requested CSE awareness training with an outside trainer scheduled to provide this training on the 15/03/16 with Debbie WEISSANG. All Hillingdon CSU officers (with the exception of temporary attachments will have had significant input re DV - both at Corporate and BOCU level.) Training re FGM and knowledge thereof requires updating due to turnover of investigators.
Regulator inspection in reporting period and outcomes	Hillingdon CSU and MASH have been inspected internally by MPS. The MASH was considered to be the best in the MPS whilst the CSU was considered to be of the required standard. MASH now has CSE investigators attached.
Challenges in the reporting period	During the reporting period Hillingdon CSU has suffered two Domestic Homicides. Both victims had children.
Progress on safeguarding priorities in the reporting period	Progress has been made in that - 1. Increase in the size of MASH - Two extra CSE Investigators 2. Increase in staff to CSU - Bespoke unit for investigating Safeguarding Issues
Safeguarding priorities for 2015/6	1. CSE 2. Safeguarding Vulnerable Persons
Good news stories	
Good practice examples	MASH considered to be most effective in the MPS and increasing in size and scope
Any other comments	More partnership working involving MASH and CSU

## Appendix 10 - Hillingdon Hospital NHS Trust

Name of agency	<b>The Hillingdon Hospitals NHS Trust</b>
Description of service	<p>The Trust delivers acute medical services for the public. The services covered are Adult and Children inpatient and outpatients services, Emergency Department, Minor Injuries Unit (This is at Mount Vernon Hospital), and Maternity Services</p> <p>Statutory safeguarding children arrangements at the Trust are as follows</p> <ul style="list-style-type: none"> <li>• Executive Lead for Safeguarding Children</li> <li>• Named Nurse for Safeguarding Children</li> <li>• Named Doctors for Safeguarding Children</li> <li>• Named Midwife for Safeguarding Children</li> </ul> <p>The Trust has a multi-agency Safeguarding Committee, which meets on a quarterly basis and covers both adults and children safeguarding work. The Committee is chaired by the Executive Director of the Patient Experience and Nursing.</p>
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p>Level 1-3 Safeguarding Children Training Trust target is 80%.</p> <p><u>Figures to date 24/02/2016:</u></p> <p>Level 1 93.9% Level 2 91.03% Level 3 84.65%</p> <p>Safeguarding training is closely monitored by the Trust's Safeguarding Committee, at Divisional performance reviews and by the Learning and Development department.</p>
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM Prevent	<p>These topics are part of the level 1-3 Safeguarding Children training mandatory training.</p> <p>In addition to the mandatory training the topics are also covered as stand alone sessions:</p> <ul style="list-style-type: none"> <li>• CSE sessions delivered by Child Sexual Exploitation Prevention Manager dates for the whole year available.</li> <li>• FGM is delivered as part of core Safeguarding training, with additional training provided for Midwives and Obstetricians. Staffs have access to FGM online. The Duty to report identified or reported FGM cases has been communicated with all members of staff.</li> <li>• Domestic Violence and abuse(DVA) in the process of arranging training specific to staff who are likely to identify and deal with Domestic Violence.</li> <li>• Prevent WRAP training booked for the year.</li> </ul>

<p>Regulator inspection in reporting period and outcomes</p>	<p>The Care Quality Commission(CQC) visit of October 2014 highlighted that the trust needed to:</p> <ul style="list-style-type: none"> <li>• Make sure staff are appropriately trained in safeguarding</li> <li>• Regularly monitor and assess completion of actions agreed at weekly “safety-net” meetings</li> </ul> <p>When the CQC came back in May 2015 they found that the Trust :</p> <ul style="list-style-type: none"> <li>• Had provided training above its target of 80%</li> <li>• Was monitoring and assessing completion of weekly Child safety net meetings.</li> </ul> <p>Comments</p> <p>The Child safety net meeting now included Senior practitioner from the MASH team which made and continues to facilitate more effective information sharing.</p> <p>CQC also highlighted the importance of other Safeguarding meetings in the trust to discuss specific children cases.</p> <p>The regulator also highlighted that the trust was working towards ensuring that identified staff working closely with children and families receive Safeguarding Children supervision.</p> <p>The trust has since identified supervisors and provided training. Supervision has commenced in other parts of the hospital including Paediatrics, Maternity and Minor Injuries Unit. Other high risk areas like A and E receive day to day supervision as required from trained supervisors. Formal supervision will commence in A and E and Sexual Health in the first quarter of 2016.</p>
<p>Progress on safeguarding priorities in the reporting period</p>	<p>The Trust has strengthened and expanded its provision of Safeguarding supervision. A number of staff have now completed the Supervisor training course to enable them to support the named professionals in Safeguarding Children supervision.</p> <p>Domestic Violence and Abuse is an area of increased focus. A Trust policy has been written and is currently being ratified. A Training Needs Analysis (TNA) is in progress, with needs-specific training to be delivered as identified by the TNA.</p>
<p>Safeguarding priorities for 2016/7</p>	<p>To instigate the learning from Serious Case Reviews and Domestic Homicide Reviews from the last year.</p> <p>By the end of the year, the Trust to have established a process of monitoring Safeguarding supervision.</p> <p>To increase training and engagement with staff based at and overseeing the Minor Injuries Unit in order to improve reporting and information sharing re vulnerable children and young adults.</p>



	To work with Social Services colleagues to ensure social worker presence at A&E Safety Net meetings.
Good news stories	The trust has made significant improvement since our last CQC inspection of 2014.
Good practice examples	<p>Multi-disciplinary and multi-agency safety net work towards ensuring that children either suffering or at risk of suffering significant harm are identified and that safeguarding/ child protection processes are put in place:</p> <ul style="list-style-type: none"> <li>• Child Safety Net- A&amp;E and UCC attendances, weekly meetings.</li> <li>• Sexual Health- 4 weekly.</li> <li>• Orthopaedics- 2 weekly.</li> <li>• Maternity Safeguarding meeting – 2 weekly for Hillingdon children.</li> <li>• Maternity Safeguarding meeting- 4 weekly for Ealing children.</li> <li>• Psycho-social meeting- for children admitted with Safeguarding concerns, weekly.</li> </ul>
Any other comments	<p>As Ealing maternity service has been decommissioned, the Trust has implemented arrangements to Safeguard children who will be born at Hillingdon Hospital. The Named Nurse and Safeguarding Midwives are working closely with Ealing local authority and London North West NHS Trust to ensure that there are clear, robust processes in place to safeguard children.</p> <p>In light of increased numbers of Ealing children attending A&amp;E or being admitted to the Trust, the Lead Nurse for Paediatric A&amp;E has also joined the Trust's safeguarding staff in working closely with Ealing.</p>

## Appendix 11 - LAS Safeguarding Report 2016 for inclusion in safeguarding board reports

The London Ambulance Service NHS Trust (LAS) has a duty to ensure the safeguarding of vulnerable persons remains a focal point within the organization and the Trust is committed to ensuring all persons within London are protected at all times.

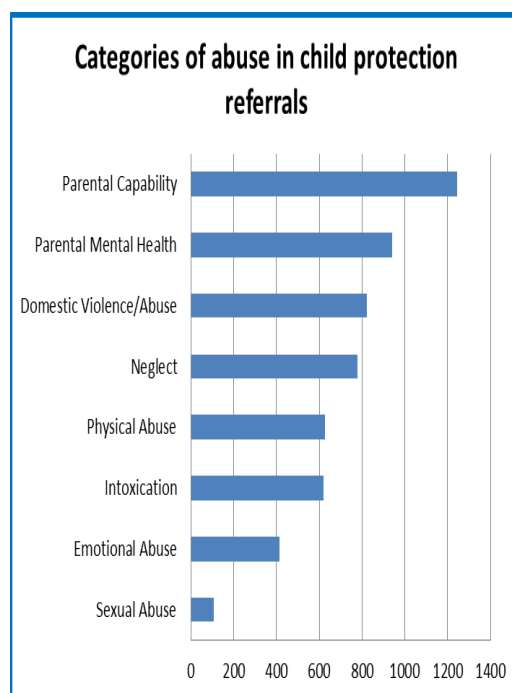
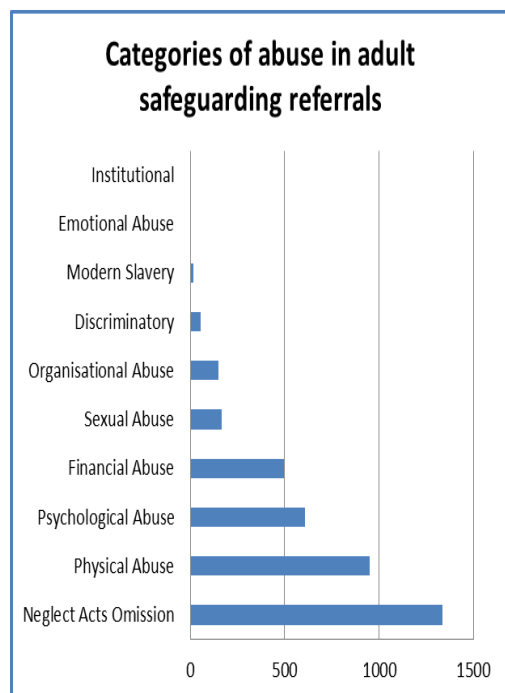
This report provides evidence of the LAS commitment to effective safeguarding measures during 2015/16. A full report along with assurance documents can be found on the Trusts website.

### Referrals or concerns raised to local authority during 2015-16

The LAS made a total to 17332 referrals to local authorities in London during the year. 4561 children referrals, 4331 Adult Safeguarding Concerns, 8440 Adult welfare Concerns

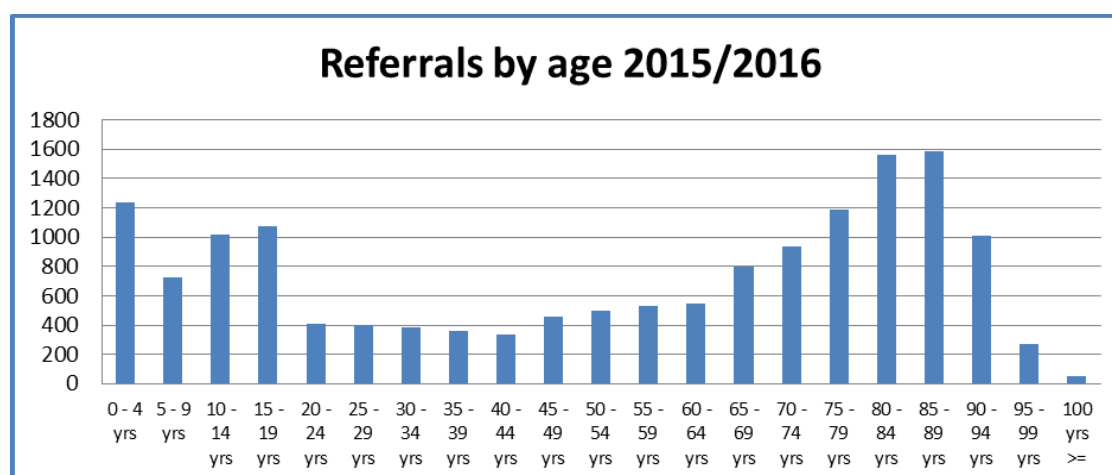
	Adults Safeguarding	Adults Welfare	Children	Total Referrals	Referrals as % of incidents
<b>LAS</b>	<b>4331</b>	<b>8440</b>	<b>4561</b>	<b>17332</b>	<b>1.66%</b>
Barking and Dagenham	107	162	189	458	1.62%
Barnet	144	259	159	562	1.34%
Bexley	120	326	146	592	2.09%
Brent	157	258	138	553	1.40%
Bromley	153	317	153	623	1.73%
Camden	109	177	72	358	1.05%
Croydon	262	458	343	1063	2.26%
Ealing	174	319	183	676	1.70%
Enfield	132	267	217	616	1.62%
Greenwich	137	274	220	631	1.93%
Hackney	128	238	113	479	1.67%
Hammersmith and Fulham	89	176	63	328	1.48%
Haringey	123	238	134	495	1.59%
Harrow	80	136	92	308	1.28%
Havering	148	205	116	469	1.42%
Hillingdon	148	260	150	558	1.32%
Hounslow	165	330	152	647	1.98%
Islington	129	240	91	460	1.53%
Kensington and Chelsea	72	155	39	266	1.42%
Kingston upon Thames	75	152	69	296	1.63%
Lambeth	185	327	188	700	1.65%
Lewisham	149	348	194	691	2.07%
Merton	108	171	111	390	1.80%
Newham	143	232	182	557	1.38%
Redbridge	121	237	125	483	1.46%
Richmond upon Thames	90	203	62	355	1.92%
Southwark	191	313	166	670	1.62%
Sutton	128	223	108	459	2.00%
Tower Hamlets	111	194	141	446	1.35%
Waltham Forest	160	309	136	605	1.96%
Wandsworth	153	238	141	532	1.67%
Westminster	98	256	58	412	0.95%

## Categories of abuse



## Referrals by age

Perhaps not surprisingly, the very young and the old are most likely to be the subject of referrals. For children, once out of infancy and their most vulnerable period they are most likely to be the subject of a referral once over 15. Around a third of referrals for all children, according to an in-house audit conducted in Q1 of this year are related to self-harm. The majority of these are in the 15-18 age range.



## Safeguarding Training

The Trust is committed to ensuring all staff are compliant with safeguarding training requirements. The chart below shows staff directly employed by the LAS as well as voluntary responders and private providers who we contract to work on our behalf.

Training required	Total Staff	Frequency of training	2014	Target to be trained 2015/16	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total trained 2015/16	% of target 2015/16	3 year cumulative % of total staff trained
<b>Level One</b>																			
Induction	various	on joining		various	28	10	14	9	0	14	19	19	17	53	0	26	209		
E Learning	1389	3 yearly	672	356	69	220	67	35	18	40	60	34	22	32	33	32	662	186%	96%
<b>Level Two</b>																			
New Recruits	Various	on joining		various	Nil	53	88	31	39	124	13	16	47	27	74	177	689		
Core Skills Refresher	3019	annually		3019	N/A	N/A	N/A	N/A	310	596	785	936	N/A	178	N/A	N/A	2805	93%	
EOC Core Skills Refresher	443	annually		443	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0%	
EOC new staff	Various	on joining		various	34	10	9	27	4	12	17	0	14	7	12	8	154		
PTS/NET	114	annually		114	Nil	N/A	20	N/A	25	29	N/A	N/A	N/A	N/A	N/A	N/A	74	65%	
Bank staff	390	annually	58	390	N/A	N/A	N/A	6	8	43	66	0	31	N/A	N/A	N/A	154	39%	54%
111	152	annually	101	51	9	15	3	0	1	2	16	9	5	26	1	6	93	182%	128%
Community first Responders (St John)	140	3 yearly	135	50	Nil	12	13	10	13	12	12	14	15	N/A	13	12	126	252%	186%
Emergency responders	150	3 yearly		100	Nil	Nil	Nil	Nil	Nil	29	11	Nil	69	N/A	7	10	126	126%	
<b>Level Three</b>																			
EBS	30	3 yearly		25	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	13	14	N/A	27	108%	
111	11	3 yearly	11	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0		100%
Local leads	various	3 yearly		various	6	5	N/A	N/A	N/A	7	6	12	N/A	N/A	N/A	N/A	36		
<b>Specific training</b>																			
Prevent- clinical staff	3019	one off		3019	N/A	N/A	N/A	N/A	310	596	785	936	0	178	N/A	N/A	2805	93%	
Prevent- Non clinical	1389	one off		0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0%	
Trust Board	17	3 yearly		17	N/A	N/A	12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12	71%	
HR/ Ops managers	Various			various	29	N/A	N/A	N/A	N/A	7	N/A	N/A	N/A	N/A	N/A	N/A	36		
Private providers	450	3 yearly	226	112	26	21	13	10	19	16	14	11	6	18	21	13	188	168%	92%
Other safeguarding	various	as required			104	12	N/A	N/A	N/A	N/A	N/A	12	0	0	0	75	203		
Nil = no figures provided																	8399	total	
N/A= no course planned this month																			

Emergency Operations Control (EOC ) staff have safeguarding training planned for quarter 1 2016.

Patient Transport Staff (PTS) are also receiving safeguarding training in quarter 1-2 2016.

Bank staff position is currently under review by LAS Executive Leadership Team.

Trust Board training is arranged for May for those outstanding safeguarding training.

All non-clinical staff will undertake Prevent awareness in 2016.

The LAS full safeguarding report for 2015-16 can be accessed via the Trusts website.



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## SAFEGUARDING ADULTS PARTNERSHIP BOARD: ANNUAL REPORT 2015-16

<b>Cabinet Member</b>	Councillor Philip Corthorne
<b>Cabinet Portfolio</b>	Social Services, Housing, Health and Wellbeing
<b>Officer Contact(s)</b>	Steve Ashley, Independent Chairman of Hillingdon Safeguarding Children Board (HSCB) and Safeguarding Adults Partnership Board (SAPB) Tony Zaman, Children's & Young People's Services
<b>Papers with report</b>	SAPB Annual Report

### 1. HEADLINE INFORMATION

<b>Summary</b>	The annual report of the Hillingdon Safer Adults Partnership Board (HSAPB) is a statutory requirement from April 2015. This annual report covers the year 2015/16 for which the production of an annual report was discretionary. The annual report describes the work of the partners engaged in Adult Safeguarding in the Borough, for the year ending 31 <sup>st</sup> March 2016. It will be published and available to view on the Council's website. It is reported to Cabinet for noting.
<b>Putting our Residents First</b>	This report supports the following Council objective of: <i>Our People</i> Health and Wellbeing Strategy
<b>Financial Cost</b>	There are no direct costs applicable with the publication of this Annual report.
<b>Relevant Policy Overview Committee</b>	Social Services, Health and Public Health
<b>Ward(s) affected</b>	All

### 2. RECOMMENDATION

**That Cabinet notes the annual report of the Hillingdon Safer Adults Partnership Board for 2015/16.**

#### **Reasons for recommendation**

The annual report is a statutory requirement from April 2015. It covers the period 2015/16 when it was discretionary but the production by Adult Safeguarding boards of annual reports is

considered good practice. The report is a partnership document containing information specific to the work undertaken in the period 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016.

### **Policy Overview Committee comments**

The Committee welcomed the report which highlighted that services across Hillingdon were supporting residents and safeguarding vulnerable adults at its meeting on 6<sup>th</sup> September 2016.

## **3. INFORMATION**

### **Supporting Information**

The Care Act 2014 has been a significant factor in the way adult safeguarding is regarded amongst both agencies and the public. Consideration and scrutiny of safeguarding vulnerable adults is more aligned to safeguarding children. This has resulted in significant challenges for agencies and predominantly the Local Authority and Health services. Service providers are facing an ageing population and there are enormous demands on mental health services. Just providing protection in these two areas and ensuring that people have meaningful and fulfilling lives is an enormous challenge.

The Safeguarding Adults Partnership Board (SAB) is a multi agency partnership comprising of statutory, independent and charitable organisations with a stakeholder interest in safeguarding adults at risk.

The Board's objective is to protect and promote individual human rights, independence and improve wellbeing, so that adults at risk stay safe and are protected at all times from abuse, neglect, discrimination, or poor treatment.

### **The role of the Board and its members is to:**

- Lead the strategic development of safeguarding adults work in the Borough of Hillingdon.
- Agree resources for the delivery of the safeguarding strategic plan.
- Monitor and ensure the effectiveness of the sub-groups in delivering their work programmes and partner agencies in discharging their safeguarding responsibilities.
- Ensure that arrangements across partnership agencies in Hillingdon are effective in providing a net of safety for vulnerable adults.
- Act as champions for safeguarding issues across their own organisations, partners and the wider community, including effective arrangements within their own organisations.
- Ensure best practice is consistently employed to improve outcomes for vulnerable adults.

### **Summary of Findings**

The Board has been restructured to provide an Executive Board with the most senior leaders providing strategic direction and an Operational Group where managers agree the work of the Board and drive it forward. A joint safeguarding children and adult board business unit to manage not only the SAB, but also the Local Safeguarding Children's Board (LSCB) is fully established. The business unit is developing performance and audit processes and ensuring that training packages are available to all agencies, as well as providing project management support.



The annual report demonstrates that safeguarding activity is progressing well and that Hillingdon SAB has clear agreement on the strategic priorities achieved and what actions need to be taken forward over the coming year. The SAB is aware of, and working to fulfil, its statutory functions under the Care Act 2014 and the Pan London Procedures.

The Board delivers multi-agency training in relation to the Mental Capacity Act to increase the workforce competence in this area, particularly in light of the recent changes.

To ensure there is an effective model of practice to build upon for Deprivation of Liberty Safeguards (DoLS), including enhancing the functions of the DoLS Supervisory Body the Board has introduced an online application form, delivered DoLS presentations to managers at the Residential and Nursing Provider Forum and introduced a DoLS newsletter. A multi-agency DoLS task and finish group has been set up to ensure that referrals are being made appropriately.

The Board has in place a programme that has monitored, quality assured and evaluated the quality of services within Hillingdon, and this programme of robust auditing analysis and challenge will continue to ensure that vulnerable adults remain safe.

Agency contributions to the annual report demonstrate that statutory and non statutory members are consistently participating towards the same goals in partnership and within their individual agencies.

The Hillingdon SAB is committed to challenging partner agencies to ensure that the Board can be satisfied that vulnerable adults are safe in Hillingdon.

The Board is committed to listening to the community in order to learn lessons from practice and to challenge existing practice where necessary.

The priorities for the Board this year will include focus on mental health issues and the neglect of the elderly. These are significant areas of work. The Board will continue to refine its approach to ensure that each agency is clear about the work expected of them. Board activity will also be focused on Making Safeguarding Personal (MSP) a national programme aimed at front line staff, encouraging them to understand the role they play in keeping people safe.

### **Financial Implications**

There are no financial implications in publishing this report.

## **4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

The publication of this report will not directly affect service users.

### **Consultation carried out or required**

The report contains reports from each of the agencies that form the partnership.

## **5. CORPORATE IMPLICATIONS**

### **Corporate Finance**

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

### **Legal**

The Borough Solicitor confirms that there are no specific legal implications arising from this report. Legal Advice is provided whenever necessary to ensure that the Council meets its statutory obligations at all times.

## **6. BACKGROUND PAPERS**

Previous Annual Reports

# 2015- 2016

## SAB Annual Report



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## 1. Foreword



Thank you for taking the time to read our annual report. This report provides an overview of the work undertaken by agencies in Hillingdon to safeguard vulnerable adults. At a time of limited resources it is essential that those agencies work together and are properly held to account to make sure that they are delivering safeguarding services to an acceptable level.

I have been in post for a year and have already seen some considerable changes in how services are being delivered. In addition, the way in which the Board is managed has had to move forward to ensure that it keeps pace with the increased demand upon it, and to develop and improve the way in which agencies are held to account.

The Care Act 2014 has been a significant factor in the way adult safeguarding is regarded amongst both agencies and the public. It seems that at last, safeguarding vulnerable adults is being considered in the same light as the way we safeguard our children. This has resulted in significant challenges for our agencies and predominantly the Local Authority and Health services. We are facing an ageing population and there are enormous demands on our mental health services. Just providing protection in these two areas and ensuring that people have meaningful and fulfilling lives is an enormous challenge.


The Board has been restructured to provide an Executive Board with the most senior leaders providing strategic direction and an Operational Group where managers agree the work of the Board and drive it forward. We have also put in place a business unit that is developing performance and audit processes and ensuring that training packages are available to all agencies, as well as providing project management support.

We have discussed long and hard the priorities for the Board this year and our focus will be on mental health issues and the neglect of the elderly. These are huge areas of work and we will continue to refine our approach to ensure that each agency is clear about the work expected of them. To ensure that we are successful we need to concentrate our efforts on Making Safeguarding Personal (MSP) which is a national programme aimed at front line staff and encouraging them to understand the role they play in keeping people safe.

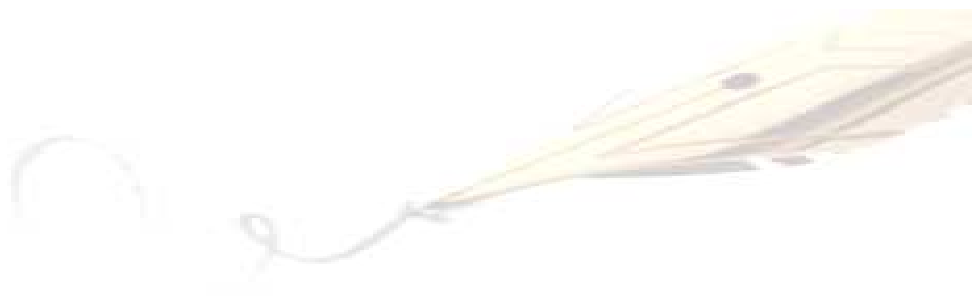
There have already been some significant changes to adult safeguarding with the Multi-agency Safeguarding Hub (MASH) now playing a significant role in co-ordinating a response to those adults at risk. I look forward to seeing further improvement over the coming year. I believe that in Hillingdon we are fortunate to have such high levels of commitment from agencies and individuals.

I would like to thank all of those agencies, and especially the third sector organisations, for their hard work this year in keeping vulnerable adults safe.

I hope you enjoy the report and I would welcome any comments or suggestions you would like to make through our website.



Steve Ashley



## 2. London Borough of Hillingdon - Local Demographics and Safeguarding

Hillingdon is the second largest of London's 32 boroughs, covering 44.6 square miles. Greater London Authority population projections estimate that in 2016 there were 304,000 people living in Hillingdon, of whom 6.9% were aged over 65 years of age and 6.1% over 75. Hillingdon is an ethnically diverse borough with 45% of residents from Black and Minority Ethnic groups, the largest groups being Indian, Pakistani or other Asian.

The proportion of those over 65 is slightly higher than the London average, but lower than that for England as a whole.

The population is projected to increase across all age groups, mainly due to internal migration and an increase in the birth rate and decrease in the death rate. The projected increase is larger than other North West London Boroughs. The proportion of those from black and ethnic minorities is also projected to increase, particularly in the south of the Borough.

The number of those with mental health needs and physical, sensory and learning disabilities are also expected to increase. Adults with learning disabilities who will be returning to the community from long stay settings (in line with Winterbourne recommendations) will contribute to this increase.

Hillingdon has 48 GP practices serving a GP registered population of 301,000 (2015). There are 64 care homes in the Borough providing a range of services including nursing and dementia care, care for people with learning disabilities and mental health needs. During 2015-16, Adult Social Care services provided support to 3382 adults, of this total, 2404 were aged over 65, 176 had mental health needs, 2023 had a physical disability, 507 had a learning disability and 649 received support with memory and cognition. A number of adults who receive help fall in to more than one category.



### 3. Governance & Accountability

The Safeguarding Adult Board is a multi-agency partnership comprising statutory, independent and charitable organisations with a stakeholder interest in safeguarding adults at risk. A full list of members can be found in the body of the report with attendance details for the year.

The Board's objective is to protect and promote individual human rights, independence and improve wellbeing, so that adults at risk stay safe and are protected at all times from abuse, neglect, discrimination, or poor treatment.

#### **The role of the Board and its members is to:**

- Lead the strategic development of safeguarding adults work in the borough of Hillingdon
- Agree resources for the delivery of the safeguarding strategic plan
- Monitor and ensure the effectiveness of the sub-groups in delivering their work programmes and partner agencies in discharging their safeguarding responsibilities
- Ensure that arrangements across partnership agencies in Hillingdon are effective in providing a net of safety for vulnerable adults
- Act as champions for safeguarding issues across their own organisations, partners and the wider community, including effective arrangements within their own organisations
- Ensure best practice is consistently employed to improve outcomes for vulnerable adults

Since November 2011, the SAB has had an independent chairman, who also chairs the Local Safeguarding Children's Board (LSCB). The independent chairman is a member of the London and National Chairs Group SAB. The SAB now comprises of an Operational Board and an Executive Board, which ensures that matters are dealt with at an agreed level of seniority.

In accordance with good practice, an annual report has been produced in previous years and presented to Council Cabinet, the Health & Wellbeing Board, and the Community Safety Partnership. From April 2015, production of an annual report became a statutory requirement (Care Act 2014).

Through common membership, there are links to Multi Agency Public Protection arrangements (MAPPA), the Multi Agency Risk Assessment Conference (MARAC), and the Community MARAC (CMARAC).

## 4. Board Membership & Structure

### i. Members & Lay Members

Hillingdon SAB has recently recruited two lay members for the Board. The role of the lay member is to support stronger public engagement and awareness in local issues affecting vulnerable adults and to promote the referral route for support services if there is a safeguarding concern. The lay members will contribute to an improved understanding of the SAB's work within the community.

Following a robust induction programme, one of the areas that we wish the lay members to assist in is ensuring that we hear the voice of vulnerable adults and we as a board fully understand areas that concern them. In future we intend for the lay members to take a proactive role in sub committees and relevant task and finish groups and support the board in future publications designed for professionals and the public. The overall aim of the role is to ensure that vulnerable adults have a voice.

### ii. SAB Operational Board Members

Name	Organisation	Job Title
<b>Andrea Nixon</b>	London Borough of Hillingdon	SAB & LSCB Business Manager
<b>Angela Wegener</b>	DASH	Chief Executive
<b>Ann Nardecchia</b>	London Borough of Hillingdon	Learning & Development Manager
<b>Anna Fernandez</b>	The Hillingdon Hospital	Safeguarding Adults Lead
<b>Christine Dyson</b>	Clinical Commissioning Group	Designated Safeguarding Nurse
<b>Daniel Kennedy</b>	London Borough of Hillingdon	Head of Business Performance & Policy
<b>Debbie Hun</b>	London Borough of Hillingdon	Adult & Community Learning Service Manager
<b>Duncan Struthers</b>	Interfaith Communities	CEO
<b>Erica Rolle</b>	London Borough of Hillingdon	Domestic Violence VAWG Strategic LEAD Coordinator
<b>Fiona Gibbs</b>	London Borough of Hillingdon	Stronger Communities Manager
<b>Gill McLean</b>	London Borough of Hillingdon	Corporate Learning & Development Manager
<b>Glyn Jones</b>	Metropolitan Police	Detective Sergeant
<b>Graham Hawkes</b>	Healthwatch Hillingdon	CEO
<b>Helen Smith</b>	London Borough of Hillingdon	LSCB & SAB Training & Quality Assurance Manager

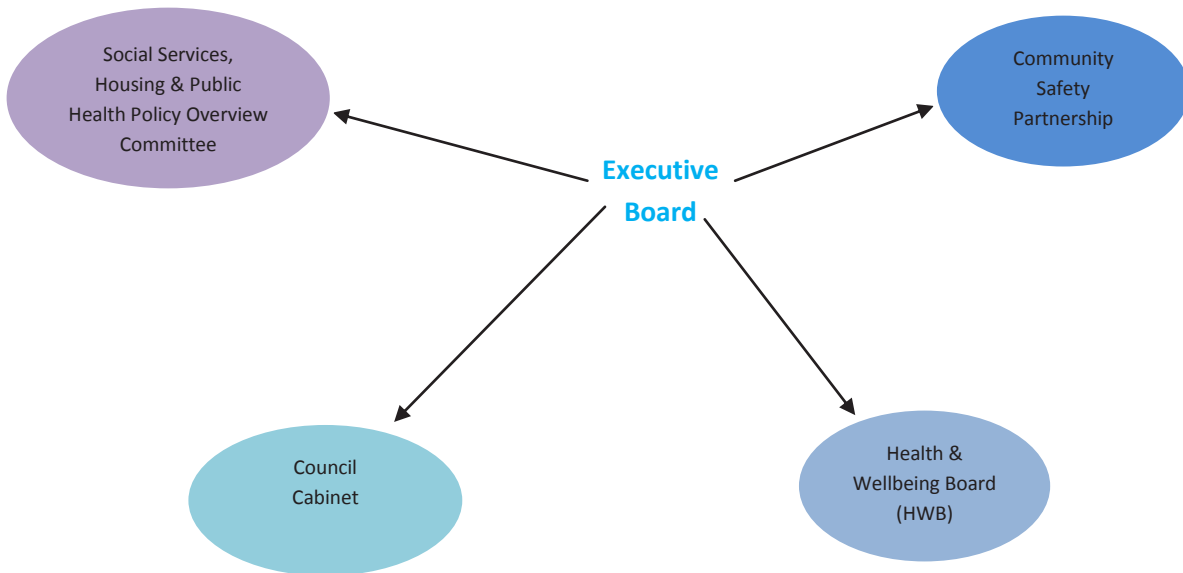
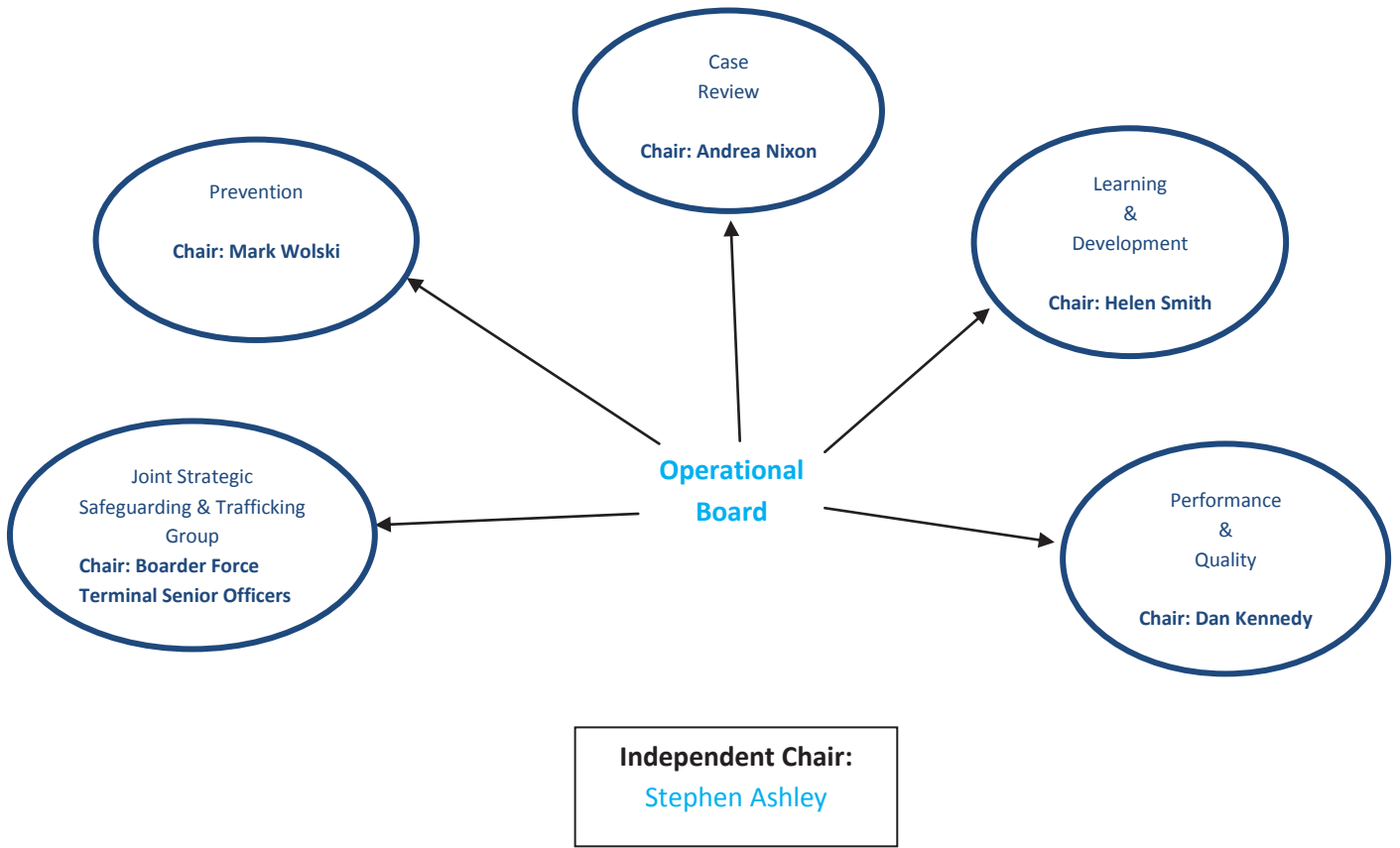
<b>Jackie Bennett</b>	London Borough of Hillingdon	Safeguarding Adults Manager
<b>John Higgins</b>	London Borough of Hillingdon	Head of Safeguarding Adults
<b>Julie Simmonds</b>	Hillingdon Carers	Carers Advisor
<b>Kim Cox</b>	CNWL	Deputy Director
<b>Dawn Mountier</b>	LAS	Safeguarding Officer
<b>Liz Hamilton</b>	Home Office	
<b>Lucy McLeod</b>	London Fire Brigade	Deputy Station Manager
<b>Mike Norton</b>	London Borough of Hillingdon	Lay Member
<b>Naveed Mohammed</b>	London Borough of Hillingdon	Business Performance Service Manager
<b>Paul Alexander</b>	London Borough of Hillingdon	Performance & Intelligence Administrator
<b>Roger Elliot</b>	London Borough of Hillingdon	Lay Member
<b>Sally Chandler</b>	Hillingdon Carers	Chief Executive
<b>Sharon Trimby</b>	Age UK Hillingdon	Director of Services/Deputy CEO
<b>Stephen Ashley</b>	London Borough of Hillingdon	Independent Chair

### iii. SAB Executive Board Members

<b>Name</b>	<b>Organisation</b>	<b>Job Title</b>
<b>Andrea Nixon</b>	London Borough of Hillingdon	LSCB & SAB Business Manager
<b>Antony Rose</b>	Probation	Assistant Chief Officer
<b>Caroline Morison</b>	Clinical Commissioning Group	Executive Lead
<b>Christine Dyson</b>	Clinical Commissioning Group	Safeguarding Adults Lead
<b>Cllr Philip Corthorne</b>	London Borough of Hillingdon	Cabinet Member
<b>Daniel Kennedy</b>	London Borough of Hillingdon	Head of Improvement & Performance
<b>Jan Norman</b>	NHS	
<b>John Higgins</b>	London Borough of Hillingdon	Head of Adult Safeguarding
<b>Joy Godden</b>	NHS	Director of Nursing & Clinical Governance
<b>Kim Cox</b>	CNWL	Deputy Director
<b>Maria O'Brien</b>	CNWL	Director of Operations

<b>Name</b>	<b>Organisation</b>	<b>Job Title</b>
<b>Mark Wolski</b>	London Borough of Hillingdon	Community Safety Team Manager
<b>Nick Downing</b>	Metropolitan Police	Borough Commander
<b>Reva Gudi</b>	Clinical Commissioning Group	GP Lead
<b>Richard Claydon</b>	London Fire Brigade	Borough Commander
<b>Sharon Daye</b>	London Borough of Hillingdon	Public Health Consultant
<b>Shika Sharma</b>	London Borough of Hillingdon	Public Health Consultant
<b>Stephen Ashley</b>	London Borough of Hillingdon	Independent Chair
<b>Steve Hajioff</b>	London Borough of Hillingdon	Director of Public Health
<b>Theresa Murphy</b>	The Hillingdon Hospital	Director of Nursing
<b>Tony Zaman</b>	London Borough of Hillingdon	Corporate Director of Adult, Children & Young People's Services

**iv. SAB Sub-Committees**



## 5. SAB Achievements 2015/2016



Revised structure of SAB Operational and Executive Board, including revision of Membership and Terms of Reference



Development of joint LSCB and SAB Business unit, including appointment of SAB Co-ordinator and Training and Quality Assurance Officer



SAB Logo developed



SAB Newsletter produced and will be distributed on a quarterly basis



Two Lay Members recruited to join the Operational Board



Pan London Safeguarding Adult procedures adopted by the Board



Launch of Pan London Procedures organised for June 2016, followed by half day workshops. These are multi agency events



New audit tool 'Enable' purchase in order to develop multi agency safeguarding adult audits to reassure the Board



Tool purchased in order to produce chronologies for SAR's



Performance & Quality SAB sub-committee set up to produce data for both SAB boards using the performance web, and to provide analysis and challenge to partners around data provided



Case review sub-committee to be managed jointly with Children and Adult services in order to learn lessons across disciplines from SCRs, SARs and DHRs



SAR guidance produced and implemented



Learning & Development sub-committee is now a joint sub-committee of LSCB and SAB



Training needs analysis developed for Adult Services to understand what training is currently being provided and future training needs



Development of SAB Prevention sub-committee, chaired by LFB Borough Commander and Community Safety Borough Lead



Joint Strategic Safeguarding and Trafficking sub-committee, chaired and hosted by Border Force at Heathrow, now include vulnerable adults within it Terms of Reference



Introduction of 'Chairs Challenge' following each Executive Board in order to reassure the board members that safeguarding in Hillingdon is effective

## **6. What we have achieved against 2015/16 priorities**

### **i. Resourcing and developing the Safeguarding Adults Board**

Work has been undertaken in the last year to review the structure of the Safeguarding Adult Board. Membership has increased with a real commitment from members to drive the safeguarding agenda forward. There is an Operational Board that supports the work of the sub-committees and an Executive Board that is made up of senior leads across the Borough.

The SAB share a joint business unit with the Hillingdon Local Safeguarding Children Board and have a dedicated SAB coordinator within that team.

The Board recently recruited two lay members who will represent the views of the community and provide challenge to the Board.

The SAB have developed its own logo and now has a quarterly newsletter distributed to front line practitioners.

### **ii. Implementing 'Making Safeguarding Personal' across all safeguarding activity and across all partner agencies.**

Within Adult Social Care Advanced Practitioners have been identified as Making Safeguarding Personal (MSP) practice champions. They have a key focus on developing a real understanding within Adult Social Care teams about what people themselves wish to achieve: agreeing, negotiating and recording the person's desired outcomes, working out with them (and their representatives or advocates if they lack capacity) how best those outcomes might be realised and then evaluating the extent to which those outcomes have been achieved.

A multi-agency audit is planned for later this year and will report to the Operational SAB on how agencies have implemented the MSP guidance.

The Safeguarding Adult & Quality Assurance Manager oversees the implementation of MSP through the safeguarding case file audits and performance monitoring meetings.



**iii. Deprivation of Liberty Safeguards (DoLS)), ensuring there is an effective model of practice to build upon, including enhancing the functions of the DoLS Supervisory Body:**

- Introduced on line application forms which are available of the council's website;
- Given a presentation - followed by a question and answer session - for care home and nursing home managers at the Residential and Nursing Provider forum
- The introduction of a DoLS newsletter
- Task and Finish group (multi-agency) set up to ensure that referrals are being made appropriately.

**iv. Mental Capacity Act (MCA), embedding knowledge and skills across all partner agencies**

The Care Act 2014 identified self neglect as a category of abuse. Since this introduction, where staff have identified cases of self-neglect, patients mental capacity is always taken into account. The outcome of this assessment can often be the catalyst in enabling the professional to make the right decision in which would best help the patient.

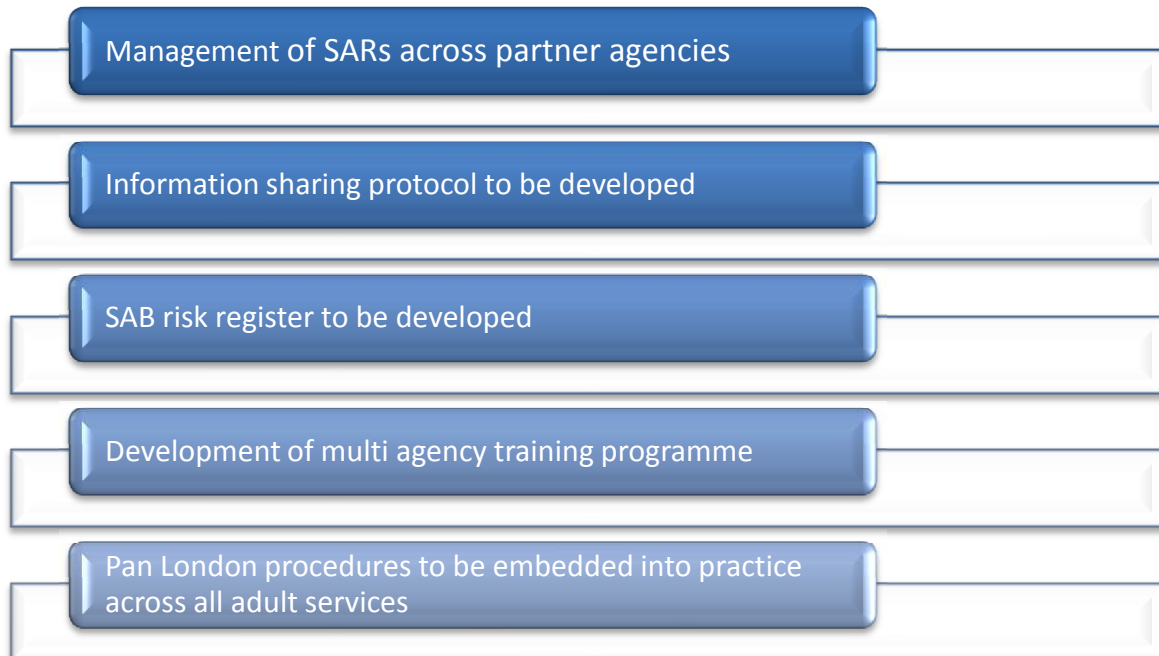
MCA training is provided to multi-agency groups in addition to own agency training. This is evaluated and reported to the Operational Board.

**v. Raising public awareness of safeguarding**

Although the Board have not promoted a particular public awareness campaign this year, the development of the Prevention Sub-committee is a positive step forward in order to identify areas of concern and develop public awareness programmes. The business unit are developing a SAB website that will provide up to date information for professionals and the public.

A SAB newsletter has been produced quarterly that practitioners can share with members of public through their work. Practitioners are encouraged to contribute articles for the newsletter and to promote 'good news' stories and events.

## 7. SAB Challenges 2015/2016



## 8. Learning & Development

In December 2015 Hillingdon SAB/LSCB appointed a Training and Quality Assurance Officer, whose role is to coordinate multi-agency training and develop a multi-agency borough-wide picture of training needs, patterns in take up of training and gaps and to evaluate the quality and measure the outcomes of the multi-agency training programme. A multi-agency training needs analysis is being developed with the support of the learning and development subcommittee to inform any further training.

At the current time safeguarding training is undertaken by each individual organisation. There has therefore been no multi-agency training offered by the SAB in 2015/2016. Work is in progress to develop multi-agency half day workshops around the London Multi-Agency Adult Safeguarding Policy and Procedures.

These will be evaluated using a three step evaluation process, to evidence whether the course was pitched appropriately for the audience, has met its objectives and measures what the participant has learned from the training session and whether the learning from the course has been used in practice to change confidence or attitude of the learner. These evaluations will support development of further multi-agency training in the future.

### Planned Audit activity 2016-2017

In 2015 Hillingdon LSCB/SAB purchased an online auditing tool called Enable. The tool, managed by Virtual College allows the LSCB/SAB to develop its own audits and for multiple users to register for completion of audits. An safeguarding adults Audit, consistent with the Safeguarding Adults at Risk Audit Tool developed by the London Chairs of Safeguarding Adults Boards (SABs) network and NHS England London. The audit therefore reflects statutory guidance and best practice. The enable audit tools are designed as a self assessment tools, to enable agencies to reflect on, and identify actions to improve their safeguarding arrangements where required.



## 9. SAB Sub-Groups

### i. P&Q Sub-Committee

The focus this past year has been on strengthening the governance arrangements to enable the Board properly scrutinise the work of the partnership and ensure that, when it comes to performance and quality, there is sufficient transparency across the partnership so that priorities and risks can be identified and addressed. As part of this, the Performance and Quality Sub-Committee was formed - comprising of key agencies across the partnership - the role of the Sub Committee is to promote high standards of safeguarding work; foster a culture of continuous improvement and ultimately to provide assurance to the SAPB Executive.

Key items of work already being delivered include:

- Developing the 'performance web' - A structured report aligned to the key priorities of the Executive - the performance web provides an opportunity for the Board to ask the pertinent questions in relation to how performance is being managed and the key things the partnership needs to achieve. From trying to understand the profile of our customers/clients (who are we trying to safeguard?) through to measuring the quality of the services we provide, the difference we have made and what 'good' looks like - the web allows the partnership to align these questions with the specific measures that will enable the Board to test the effectiveness of what is done.
- Building transparency across the partnership - The partnership is moving from providing performance reports on single agencies - to providing a performance report that covers the partnership as a whole - in particular identifying inter-agency issues/'blockages' that can impact on safeguarding. In the same way as positive practice is often underpinned by organisations working well together - so too is the fact that service failure often involves more than one partner. Building transparency across the partnership so key risks can be identified and avoided is therefore a key driver.
- Challenging and driving service improvement - Whilst providing meaningful analysis and tracking progress are essential - it is just one part of effective performance management. Equally important are the tangible actions that partners, alone and in collaboration will take, to improve practice. The wider direction for the Partnership will be provided by the Executive - with immediate priorities flowing out of this. Amongst the wider work plan for 2015/16, areas for focus included how agencies are managing the issue of pressure ulcers and the sharing of information between agencies. In focusing on these and other areas, the role of the sub-committee will be as much to monitor and report on performance as it will be to identifying emerging issues and possible future priorities.

## **ii. Prevention Sub-Committee**

The Prevention sub-committee has been created in order to collate themes of issues relevant to preventing abuse and neglect and to develop a multi agency work plan to address any emerging issues through public awareness campaigns, training and development opportunities for staff.

The sub-committee is chaired by the Borough commander for London Fire Brigade and the Service Manager for Community Safety team. There are close links with the Community MARAC and Case Review sub-committee in order to pick up on emerging themes quickly. The intention is that the Lay Members for the Board are represented on this sub-committee so that any campaigns are targeted correctly.

## **iii. Learning & Development Sub-Committee**

Representatives from the Safeguarding Adults Board have joined colleagues from the Safeguarding Children's Board to wider the remit of the LSCB Learning and Development Subgroup. The new joint subgroup is in its infancy, with Terms of Reference having been drafted and membership being reviewed.

The role of the sub-group is to promote high standards of safeguarding by ensuring that training opportunities are provided and learning and development from serious case reviews and other safeguarding activities are shared across all colleagues. The subgroup is chaired by LSCB/SAB training and quality assurance officer.

Key items of work for the joint SAB and LSCB Learning and Development subgroup include:

- Development and review of the Learning and Improvement Framework
- Development of training needs analysis to inform training programme
- Rolling out half day training sessions for multi-agency staff in respect of the London Multi-Agency Adult Safeguarding Policy and Procedures

#### **iv. Joint Strategic Safeguarding and Trafficking sub-committee**

This sub-committee is unique to Hillingdon LSCB and SAB and its aim is to continue to strengthen the partnership that we have with Heathrow Airport and the LA. Operations at Heathrow remain a priority for children social care who support Border Force Officers in preventing child trafficking and potential victims of FGM being taken out and returning to the UK. Increasingly Border Force are dealing with cases of vulnerable adults that have travelled to the UK and they have seen a sudden rise in issues relating to passengers where there are suspected concerns about their mental health.

Members of the asylum intake team and MASH delivered training with Border Force to British Airways crew to raise awareness of safeguarding concerns and how to report them. This was a highly successful event and hopefully will be rolled out across other airlines and will include information regarding vulnerable adults.

One of the challenges for the coming year is to be clear about the referral route for vulnerable adults entering the UK in order that following assessment they receive the appropriate service for their needs.

#### **v. Case Review sub-committee**

The Case Review sub-committee has been arranged in order to review serious case reviews, safeguarding adult reviews and Domestic Homicide reviews, and to ensure that learning is embedded and cascaded into adult and children's services working practice. The sub-committee has representatives from both adult and children services, this ensures that learning from reviews is disseminated across both service areas.

The sub-committee has met to draw up terms of reference and agree membership. We currently have four serious case reviews, two domestic homicide reviews and two safeguarding adult reviews. Once these have been completed the recommendations will be tracked through the case review sub-committee. Regular reports will then be reported to the Executive Board of both the SAB and LSCB.

## 11. Effectiveness of safeguarding arrangements

### i. DoLS

#### Deprivation of Liberty Safeguards

The wider consequences of the *Cheshire West* ruling in March 2014 continue to emerge and likewise the implications for practice relating to Deprivation of Liberty matters continue to evolve.

In June 2014 it was estimated that, as a consequence of the Cheshire West ruling, the number of DoLS authorisation requests received by Hillingdon Council would rise to over 500 cases per annum; this estimate did not include out of borough and hospital in-patient placements. This figure has been realised for 2014-15 and is set to increase to at least 1200 for 2015-16. Each application can only be granted for a maximum of 12 months therefore these figures will be repeated each year, on top of any new requests received.

In addition to this it has now been identified that the acid test determined by the Cheshire West ruling must also be applied to people who are being deprived of their liberty in the community. This means that people in supported housing settings and people in a domestic setting who receive a care package that is *imputable to the state*, who potentially lack capacity, must also be assessed.

The acid test hinges on two key questions:

1. Is the person free to leave?
2. Is the person subject to continuous supervision and control?

The Deprivation of Liberty Safeguards (DoLS) applies only to residential/nursing care homes and hospital settings; any other form of deprivation must be authorised by the Court of Protection. Thus an application must be made to the Court of Protection in respect of anyone in supported housing, or anyone who is living at home and receiving a care package that is imputable to the state, who lack capacity to make an informed decision about where they reside or what services they need and have been assessed as being deprived of their liberty under the Cheshire West acid test.

In response to the demand created by the above the Council has:

- Established a robust DoLS Supervisory Body that has agreed the forward strategy for DoLS and monitors performance/compliance;
- Streamline processes for accepting and responding to DoLS Authorisation requests including the development of on line forms for Managing Authorities;
- Increased its capacity to complete DoLS assessments by identifying internal staff to train as Best Interest Assessors (BIA) and also by going out to tender for a BIA Provider agency to undertake assessments on the Council's behalf.

The advocacy tender mentioned above will also assist in the timely appointment of advocacy support under DoLS which will assist and support the council in terms of those cases that might go before the Court of Protection.

### **Impact for Hillingdon**

- 2013/14 Hillingdon received 15 requests
- 2014/15 Hillingdon received 500 requests
- 2015/16 estimated Hillingdon will receive 1000 requests
- Resulted in big increase in number of IMCAs required
- In addition approx. 250 people who require Court of Protection applications to be made each year
- 30+ cases will require application to Court Of Protection due to AK case
- Requires significant additional resources
- Need all residential, nursing homes and hospital providers to be aware of their responsibilities to make applications

### **Current Progress**

- Allocated significant additional resources
- Increased the DoLS team
- Engaged a number of external BIA assessors and Section 12 Doctors
- Tendering for provider of BIAs and Section 12 Doctors
- Training up existing staff
- Developed performance reports
- Updated ICT
- Training of Social Care Direct
- Briefed Providers



## Next Steps

- Operational Board to receive further updates
- Continue to publicise to providers of residential, nursing and hospital services
- Supervisory body to continue to oversee the delivery of the DoLS responsibilities locally
- Continue to link to London wide networks

## ii. Making Safeguarding Personal

The aim of Making Safeguarding Personal (MSP) is to move safeguarding practice *away* from following a process *towards* the commitment to improving the experience and outcomes for people experiencing abuse or neglect. MSP promotes person-led, outcome-focused safeguarding.

The shift in culture and practice encapsulated by MSP is in response to what is now known about what makes safeguarding more or less effective from the perspective of the adult.

### The Key objectives of MSP focus on:

- a) Developing an approach to safeguarding that is based on working with people

Using an outcome focused approach and engaging with the person throughout the safeguarding process can be done. Evidence shows that this leads to better outcomes for the person and can inform practitioners and safeguarding boards of the effectiveness of their work.

### More time invested at the beginning can lead to a quicker resolution.

- b) Improving people's experience/circumstances

Exploring how to support and empower people at risk of harm to resolve the circumstances that placed them at risk and/or manage risks themselves. MSP aims to encourage practice that puts the person more in control and generates a more person centred set of responses and outcomes. In this way the outcomes focus is integral to practice and the recording of practice in turn generates information about outcomes.

c) Utilising Professional Care Skills

MSP asks practitioners to go back to basic professional care skills - engagement, discussion, negotiation - as a means of safeguarding people rather than simply putting people through a process.

Risk and proportionality is potentially more achievable within MSP than within a process driven system.

Audits and peer challenges have established that people do tend to feel driven through a process in safeguarding.

LJ Mumby famously described process driven safeguarding as "ticking the box and missing the point".

d) Benchmarking change

MSP enables all partners to see the benefits of this approach. There is a need to move adult safeguarding from a process driven approach to one that is focused on improving outcomes for, and the experience of, people who are referred to the service.

Within Adult Social Care Advanced Practitioners have been identified as Making Safeguarding Personal practice champions with a key focus on developing a real understanding within Adult Social Care teams about what people themselves wish to achieve: agreeing, negotiating and recording the person's desired outcomes, working out with them (and their representatives or advocates if they lack capacity) how best those outcomes might be realised and then evaluating the extent to which those outcomes have been achieved.

### iii. Pan London

In December 2015 the Pan London Authorities updated their multi agency 2011 Safeguarding Adults Policy and Procedures. The updated procedures support the introduction of the Care Act 2014 and lays the foundation for change in the way that care and support is provided to adults, encouraging greater self-determination, so people maintain independence and have real choice.

There is an emphasis on working with adults with care and support needs who are at risk of abuse and neglect to have greater control in their lives to both prevent it from happening, and to give meaningful options of dealing with it should it occur.

The aim of the procedures are to better safeguard adults at risk of abuse throughout London; and in using this document better encourage the continuous development of best practise.

It covers the legislative requirements and expectations on individual services to safeguard and promote the well-being of adults, and a framework for SABs to monitor the effective implementation of policies and procedures.

Hillingdon SAB agreed to adopt the Pan London Procedures following their launch in February 2016. A series of workshops have been commissioned to inform practitioners and to help in embedding the procedures into practise. The implementation of the procedures will be monitored through the performance and quality sub-committee.

A copy of the procedures can be downloaded from:

<http://londonadass.org.uk/safeguarding/review-of-the-pan-london-policy-and-procedures>.

### iv. Safeguarding Performance Reports

The Safeguarding Performance Reports are drawn from the ASC database and are now produced on a monthly basis. The reports support understanding of safeguarding performance across Adult Social Care, within individual teams and by individual workers and enable ASC managers to identify areas of good practice as well as identifying issues that need to be addressed either within teams or with individuals. Information presented in the reports are analysed and discussed with ASC managers at monthly performance meetings; month on month improvements are also monitored as part of these meetings.

## v. Domestic Violence

The overall purpose of the Domestic Violence Steering Executive (DVSE) is to have strategic oversight of domestic violence and violence against women and girls (VAWG) in Hillingdon. This includes ensuring that the council's policy on domestic violence continues to be reviewed and updated, ensuring that there is a robust action plan. This includes taking high level policy decisions in relation to DV and VAWG issues. The DV Steering Executive has ultimate responsibility for the DV Action Forum that reports directly to the DV Steering Executive on the work, targets, progress and achievements of individual subgroups.

The DV Steering Executive informs the SAB annual report of the successful achievements of the subgroups in 2014-15 in reducing the risks of DV and VAWG to victims and survivors by continuing to provide equitable access to services, referrals and awareness raising, specialist support and safeguarding, robust data collection to influence change and secure on-going DV/VAWG provision, including joint collaborative partnership working and critical integration of services for an effective victim centred approach. This is notwithstanding Hillingdon's Annual White Ribbon Day Conference, which was an outstanding success and highlights a mention of some of the key themes on Female Genital Mutilation (FGM), Safeguarding and empowerment of children, young people and vulnerable adults, trafficking and partnership working and continues in its commitment to raise the profile of DV/VAWG and to openly state its zero tolerance of all forms of domestic violence and other forms of harmful practices.

The DVSE is working jointly with the Safer Hillingdon Partnership (SHP) in response to the two domestic homicides in the borough. The DVSE and SHP Strategic Boards have considered the recommendations from the DHR Homicide Review, which was conducted for 1 year by Standing Together. There are 21 recommendations from the review and they will be appropriately embedded into the DV Action Plan work stream for 2015-16, across the seven working subgroups linked to the DV Action Forum.

## 12. Case Reviews

There have been no serious adult reviews (SAR) during the period of this report.

Four consideration meetings have been held to discuss whether a case meets the threshold for a serious adult review. For two of the cases it was felt that the criteria was not met for an SAR. One case did meet the threshold but we are not able to progress this yet as the case is under investigation by the Independent Police Complaints Commission. Once this investigation has been completed the SAB will request a report and then consider again whether the case meets the threshold for an SAR.

The fourth case we considered is part of a police investigation. We have agreement from the investigating officer that we can progress the initial stages of an SAR by gathering historical data. Witness statements will be made available to us once the case has been through the court process and we have to be mindful that any information we gather may have to be made available to the Police. At the stage of writing this report the SAB has requested chronologies from agencies.

All cases will be monitored through the case review sub-committee and progress reported to the SAB Operational Board.

### 13. Priorities for 2016/2017

Strategic Priority	What does this mean?	Actions
<p><b>To ensure that there are effective arrangements across agencies to reduce the risk of abuse and neglect of vulnerable adults in the borough.</b></p>	<p>Neglect often takes place in environments in which one or more of the following issues is apparent;</p> <ul style="list-style-type: none"> <li>• Domestic violence</li> <li>• Drug/alcohol misuse</li> <li>• Mental health issues.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a multi-agency neglect strategy owned by all partner agencies.</li> <li>• To improve awareness and understanding of neglect and abuse across the whole partnership through training and awareness campaigns.</li> <li>• To analyse key performance indicators to be reassured that appropriate referrals are made and prevention strategies are in place, for example, effective public awareness.</li> <li>• Making Safeguarding Personal is embedded in practice supported through training, awareness raising and audit activity.</li> <li>• Develop meaningful public awareness campaigns.</li> </ul>
<p><b>To ensure that partners understand, and provide an appropriate response to, vulnerable adults who require support with mental health.</b></p>	<p>Hillingdon Safeguarding Adult's Board need to be assured that adults requiring the services of mental health receive a prompt and appropriate response.</p>	<ul style="list-style-type: none"> <li>• Performance sub-committee to analyse source of referrals and primary need and to conduct an audit of cases of people with dual diagnoses.</li> <li>• Adult voices are heard and views recorded during contact with professionals.</li> <li>• To develop multi-agency training with good attendance across agencies.</li> </ul>
<p><b>To ensure that all agencies place the 'Making safeguarding Personal' model at the centre of their response to vulnerable adults.</b></p>	<p>To ensure that vulnerable adults are consulted and have a say in the services that they receive, and are part of the planning process from the beginning.</p>	<ul style="list-style-type: none"> <li>• To develop and implement the 'Making Safeguarding Personal' strategy.</li> <li>• Agree key performance indicators that can be measured against the strategy.</li> <li>• Multi-agency training packages are available to all partner agencies.</li> <li>• Relevant and meaningful public awareness campaigns.</li> </ul>

<p><b>To ensure that Hillingdon Safeguarding adult Board has the capability and tools to effectively hold agencies to account, in order to satisfy ourselves that vulnerable adults are safeguarded within the borough.</b></p>	<p>The Hillingdon SAB is committed to challenging partner agencies to ensure that the Board can be satisfied that vulnerable adults are safe in Hillingdon.</p> <p>The Board is committed to listening to the community in order to learn lessons from practice and to challenge existing practice where necessary.</p> <p>The Board needs to be satisfied that all vulnerable adults are seen, heard and helped; with the public and professionals being alert to risks posed to vulnerable adults and how to report this when necessary.</p>	<ul style="list-style-type: none"> <li>• Effective auditing and quality assurance of partner's practice leads to robust analysis and challenge to come from data presented to P&amp;Q sub-committee.</li> <li>• Multi-agency training is available to all partner agencies.</li> <li>• All practitioners to have received training and Pan London procedures embedded into practice.</li> <li>• Continue to monitor the development of the Multi-agency Safeguarding Hub (MASH).</li> <li>• Audit of agency governance arrangements across all partner agencies undertaken.</li> <li>• Board improvement plan regularly updated and presented to Board. Risk Register developed and regularly monitored at the Board.</li> </ul>
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## 14. Conclusion

2015-2016 has been a very busy year for the SAB, with the development of the business unit and prioritising a training and quality assurance programme. It is hoped that this report has provided you with reassurance of the effectiveness of local arrangements to safeguard and promote the welfare of vulnerable adults in Hillingdon.

This report demonstrates that safeguarding activity is progressing well and that Hillingdon SAB has clear agreement on the strategic priorities achieved and what actions need to be taken forward over the coming year. The SAB is aware of, and working to fulfil, its statutory functions under the Care Act 2014 and the Pan London Procedures.

Agency reports in Appendix 2 demonstrate that statutory and non statutory members are consistently participating towards the same goals in partnership and within their individual agencies.

The Board has, throughout the year, begun a programme that has monitored, quality assured and evaluated the quality of services within Hillingdon, and this programme of robust auditing analysis and challenge will continue to ensure that vulnerable adults remain safe.

*Thank you*

A close-up illustration of a fountain pen nib, showing the fine tip and the gold-colored metal body.





## Appendix 1 - Glossary

Acronym	Meaning
ASC	Adult Social Care
BIA	Best Interest Assessors
CCG	Clinical Commissioning Group
CMARAC	Community Multi Agency Risk Assessment Conference
CNWL	Central & North West London
COP	Court of Protection
DASH	Disablement Association Hillingdon
DHRs	Domestic Homicide Reviews
DoLs	Deprivation of Liberty safeguards
DV	Domestic Violence
DVSE	Domestic Violence Steering Executive
FGM	Female Genital Mutilation
IMCA	Independent Mental Capacity Advocate
LA	Local Authority
LAS	London Ambulance Service
LFB	London Fire Brigade
LSCB	Local Safeguarding Children Board
MAPPA	Multi Agency Public Protection arrangements
MARAC	Multi Agency Risk Assessment Conference
MASH	Multi Agency Safeguarding Hub
MCA	Mental Capacity Act
MSP	Making Safeguarding Personal
SAB	Safeguarding Adult Board
SARs	Serious Adult Reviews
SCRs	Serious Case Reviews
SHP	Safer Hillingdon Partnership
VAWG	Violence against Women & Girls

## Individual Agency Contributions

### Appendix 2 - Age UK Hillingdon

Name of agency	Age UK Hillingdon
Description of service	Local Charity offering a wide range of services supporting older people in Hillingdon to remain safe, secure and independent.
Safeguarding training undertaken in reporting period. % of staff trained at each level.	35% employees in total: 35% staff and 53% supervisors 10% volunteers
Regulator inspection in reporting period and outcomes	N/A
Challenges in the reporting period	<ul style="list-style-type: none"> <li>97 staff and 271 volunteers currently work for Age UK Hillingdon to support older people and safeguarding training is mandatory for all. We regularly review and audit our policies and procedures to ensure compliance with Safeguarding as well as raising awareness with all staff and volunteers so that there is a clear process for reporting issues.</li> <li>An increase in staff reporting concerns relating to potential safeguarding cases – referred onto to SCD as appropriate.</li> </ul>
Progress on safeguarding priorities in the reporting period	<ul style="list-style-type: none"> <li>Age UK Hillingdon's Director of Services/Deputy CEO is a member of the SAPB Operational Group</li> <li>Mental Capacity Awareness training</li> <li>On-going review of safeguarding issues across our wide range of services</li> <li>Annual audit of internal safeguarding procedures</li> </ul>
Safeguarding priorities for 2015/6	<ul style="list-style-type: none"> <li>Keep up to date with new developments in Safeguarding and Disclosure and Barring.</li> <li>Implement the Care Bills Safeguarding measures as required.</li> </ul>
Good news stories	Appropriate action/intervention to resolve safeguarding issues at an early stage.
Good practice examples	<ul style="list-style-type: none"> <li>Safeguarding is a standard agenda item in supervision and appraisal processes and for staff and volunteer meetings.</li> <li>Information relating to Safeguarding and relevant contact numbers are displayed on our website and in our services brochure.</li> </ul>

## Appendix 3 - CNWL

<p>Name of agency</p>	<p>Central and North West London NHS Trust</p> <p>The Trust provides both mental health and community services across five London Boroughs and Milton Keynes.</p> <p>Operationally, CNWL is managed in three divisions; each headed up by a Director of Operations and supported by a Nursing and Medical Director. They are responsible for all elements of care and delivery within their respective divisions.</p> <p>In relation to CNWL Hillingdon services, the Divisional Director of Operations who has responsibility for these services is also the senior lead director for safeguarding and is supported in this role by the Divisional Director of Nursing.</p> <p>Each of the boroughs is headed up by a Borough Director and a Clinical Director; they are a key link and member of the local adult safeguarding boards.</p>
<p>Description of service</p>	<p>CNWL provide secondary Mental Health Care, IAPT services, Substance Misuse Services, CAMHs services a range of physical healthcare community-led adult and children's services across the borough of Hillingdon.</p> <p>Safeguarding Adults Team:</p> <p>CNWL have a dedicated adult safeguarding team who are split across each of the 3 divisions of CNWL.</p> <p>The 3 staff within the divisional team which supports Hillingdon are responsible for providing expert advice, supervision, education and training on all relevant safeguarding issues. This team also collects and analyses data, carries out audits and delivers training including Prevent.</p> <p>All front line staff have direct access to one of the safeguarding team to seek advice/support.</p>
<p>Safeguarding training undertaken in reporting period. % of staff trained at each level.</p>	<p>Safeguarding adults training is mandatory for all staff within the Trust. The training equips staff to have an understanding in their role of identifying abuse and ill treatment of Adults at risk. Training must be refreshed every three years.</p> <p>At the time of writing, CNWL have a 95% compliance rate for safeguarding training, this is the same as last years compliance rate.</p>

	<p>Other formal training given by the safeguarding adults team is Health wrap Prevent, MCA and DOLs. They also give opportunistic training and hold surgeries for staff who more indepth safeguarding adults or MCA queries, or would like to discuss one of their cases.</p>																																				
<p>Regulator inspection in reporting period and outcomes</p>	<p>The CQC inspected CNWL in February 2015, the results from this inspection showed that overall CNWL is safe but 'requires improvement'. In forming the overall rating, 18 different specialty reports were compiled which were aggregated up to provide an overall rating for the Trust. The rating for all the Hillingdon services provided in CNWL are detailed below:</p> <table border="1" data-bbox="507 633 1406 2011"> <thead> <tr> <th data-bbox="507 633 703 734">Service</th> <th data-bbox="703 633 916 734">Type</th> <th data-bbox="916 633 1102 734">Overall Trust Rating</th> <th data-bbox="1102 633 1406 734">Local Hillingdon Provision</th> </tr> </thead> <tbody> <tr> <td data-bbox="507 734 703 869">Community health services</td> <td data-bbox="703 734 916 869">Inpatient services</td> <td data-bbox="916 734 1102 869">Good</td> <td data-bbox="1102 734 1406 869">Hawthorne Intermediate Care Unit, Woodlands</td> </tr> <tr> <td data-bbox="507 869 703 1003">Community health services</td> <td data-bbox="703 869 916 1003">Children, young people and families</td> <td data-bbox="916 869 1102 1003">Good</td> <td data-bbox="1102 869 1406 1003">Multiple Hillingdon sites</td> </tr> <tr> <td data-bbox="507 1003 703 1137">Community health services</td> <td data-bbox="703 1003 916 1137">Adults</td> <td data-bbox="916 1003 1102 1137">Good</td> <td data-bbox="1102 1003 1406 1137">Multiple Hillingdon sites/home care</td> </tr> <tr> <td data-bbox="507 1137 703 1272">Community health services</td> <td data-bbox="703 1137 916 1272">End of life care</td> <td data-bbox="916 1137 1102 1272">Good</td> <td data-bbox="1102 1137 1406 1272">Multiple Hillingdon sites/home care</td> </tr> <tr> <td data-bbox="507 1272 703 1406">Community health services</td> <td data-bbox="703 1272 916 1406">Community Dental Services</td> <td data-bbox="916 1272 1102 1406">Good</td> <td data-bbox="1102 1272 1406 1406">Uxbridge and Ickenham</td> </tr> <tr> <td data-bbox="507 1406 703 1541">Community health services</td> <td data-bbox="703 1406 916 1541">Community Sexual Health Services</td> <td data-bbox="916 1406 1102 1541">Outstanding</td> <td data-bbox="1102 1406 1406 1541">Uxbridge/Hesa</td> </tr> <tr> <td data-bbox="507 1541 703 1771">Mental health services</td> <td data-bbox="703 1541 916 1771">Acute wards for adults of working age and Psychiatric Intensive Care Units</td> <td data-bbox="916 1541 1102 1771">Inadequate</td> <td data-bbox="1102 1541 1406 1771">Riverside Mental Health Centre</td> </tr> <tr> <td data-bbox="507 1771 703 2011">Mental health services</td> <td data-bbox="703 1771 916 2011">Long stay rehabilitation mental health ward for working age adults</td> <td data-bbox="916 1771 1102 2011">Good</td> <td data-bbox="1102 1771 1406 2011">2 Colham Road</td> </tr> </tbody> </table>	Service	Type	Overall Trust Rating	Local Hillingdon Provision	Community health services	Inpatient services	Good	Hawthorne Intermediate Care Unit, Woodlands	Community health services	Children, young people and families	Good	Multiple Hillingdon sites	Community health services	Adults	Good	Multiple Hillingdon sites/home care	Community health services	End of life care	Good	Multiple Hillingdon sites/home care	Community health services	Community Dental Services	Good	Uxbridge and Ickenham	Community health services	Community Sexual Health Services	Outstanding	Uxbridge/Hesa	Mental health services	Acute wards for adults of working age and Psychiatric Intensive Care Units	Inadequate	Riverside Mental Health Centre	Mental health services	Long stay rehabilitation mental health ward for working age adults	Good	2 Colham Road
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	Mental health services	Wards for older people with mental health problems	Requires Improvement	Oaktree Ward, Woodlands
	Mental health services	Community based mental health services for adults of working age	Requires Improvement	Pembroke Centre, Mead House, Mill House
	Mental health services	Crisis services and health based places of safety	Good	Riverside Mental Health Centre
	Mental health services	Community based mental health services for older people	Good	Woodlands
	Mental health services	Specialist community mental health services for children and young people	Good	Redford Way
	Mental health services	Community mental health services for people with learning disabilities	Good	LBH/Riverside (not inspected)
	Mental health services	Community substance misuse services	Not rated	HDAS, Uxbridge

As a result of the rating, the Trust was required to implement a number of 'must do' actions to provide assurance to the CQC of compliance. One of the areas requiring significant work related to CNWL's Adult Mental Health inpatient services, which were rated as inadequate. The main factor which determined this rating was the over-occupation of many of our wards due to the significant pressure on Mental Health beds across the organisation which impacted on both patient experience and safety.

	<p>Over the last year, significant work has taken place to reduce bed occupancy including Trust-wide bed management process, improved discharge planning, reduction in length of stay and use of beds outside of the Trust to assist in management of peaks in demand. Whilst this still remains challenging both locally and nationally, significant improvements have been made.</p> <p>Following implementation of all of the 'must do' actions required by the CQC, the Trust is now declaring full compliance with all CQC standards.</p> <p>As part of our on-going focus on safety and quality, CNWL undertakes regular internal peer reviews, which involve multidisciplinary teams inspecting other services to ensure all services are safe and effective.</p> <p>In addition, in November 2015, CNWL carried out a Trust-wide Quality Inspection of all services involving internal staff, patients, carers, commissioners and other external stakeholders. This provided a transparent framework to review our services and enable learning across all parts of the organisation.</p>
<p>Challenges in the reporting period</p>	<p>The Home Office via NHS England is requesting that Health Wrap Training (Prevent) be mandatory for all NHS trusts, this will be applied by CNWL in the near future, this has meant that all staff have needed to and are going to attend Health Wrap Training, the time frame is short, quarterly Prevent returns are forward to NHS England and CCG, to prove that this is prioritised by NHS trusts.</p> <p>DOLs is currently under review. DOLs training is continuing within MCA training. The final changes to DOLs which is planned to be called 'Protective Care' is hoped to be released during 2016, this will mean ensuring every clinical member of staff has been updated and aware of the changes within this legislation.</p>
<p>Progress on safeguarding priorities in the reporting period</p>	<p><b>Learn from serious incidents and cases:</b> (including SARs and domestic homicides) locally and nationally: In the last year CNWL Hillingdon has had services involved in two DHR's, the lessons are discussed with relevant teams as they are identified during the SCR and DHR panel meetings. Policies are changed as needed. The lessons are discussed in supervision with staff as part of reflective practice. DHR's and SCR's are presented and discussed in the overall Trust safeguarding adults meeting and the divisional safeguarding adults meetings. They are anonymised and used in training with individual teams and if suitable within safeguarding adults mandatory training.</p>

	<p><b>Respond to cases of self-neglect and/ or non-engagement with services:</b> Such cases are properly understood and responded to (including issues of capacity and/ or underlying illnesses) to keep people safe whilst respecting choice and independence. Self-neglect became a safeguarding adults category under The Care Act 2014. Since this introduction staff have identified cases of self-neglect, patients mental capacity is always taken into account when identification of self-neglect is made. The outcome of this assessment can often be the catalyst in enabling the health care professional to make the right decision in which would best help the patient.</p> <p><b>Share the right information with the right people at the right time:</b> Key information is shared at the right time to enable holistic and comprehensive risk assessment and safeguarding, whilst legal requirements (such as the Data Protection Act and patient confidentiality) are complied with. CNWL prides itself on having good connections with partner organisations. They have signed up to the SAB information sharing agreement. This agreement, with open lines of communication helps to ensure that correct information requested is given within a good time frame to the appropriate person. CNWL has a clinical governance team and trust policy, in which it clearly outlines which information can be shared and with whom, it looks at all aspects of information sharing.</p>
Safeguarding priorities for 2015/6	<p>Priorities for 16/17 are:</p> <ul style="list-style-type: none"> <li>• Make Safeguarding Personal - ensure individuals are kept safe and individuals identify the outcomes that would keep them safe</li> <li>• Continuing to work with our partners to implement the new Pan London Guidelines</li> <li>• Improving sexual safety on all our Inpatient services</li> <li>• Improving the identification and monitoring individuals who have suffered Female Genital Mutilation</li> </ul>
Good news stories	<p>Much work has taken place with in Hillingdon's mental health services, as part of the section 75 agreement there is now a senior SAM in place. She oversees the safeguarding adults concerns raised, she works closely with CNWL's adult safeguarding &amp; MCA practitioner, who has targeted MH services with Prevent Health Wrap Training, Consent, DOLs etc.</p>



<p>Good practice examples</p>	<p>Safeguarding Adults team keep clear records of all cases, to ensure that statistics, outcomes and feedback are easily and readily available at all times.</p> <p>As well as training each team has a visit from a member of the safeguarding team, during this visit a case study is presented which always incorporates MCA, safeguarding and any other safeguarding related topic that is felt to be key at that time.</p>
<p>Any other comments</p>	<p>CNWL is committed to safeguarding adults from abuse, they have had a small team in Hillingdon for 7 years, this team is well supported by senior management, and is now part of a larger overarching CNWL team, good practice and new ideas is shared amongst the team, helping the team to keep up to date with constantly changing legislation. CNWL fully supports the local safeguarding adults agenda and recognises the importance of partnership working.</p>

## Appendix 4 - DASH

Name of agency	Disablement Association Hillingdon (DASH)
Description of service	Local charity providing information, advice and advocacy for people with disabilities. Also a range of activities including sport.
Safeguarding training undertaken in reporting period. % of staff trained at each level.	All staff receive safeguarding training as part of their induction. All policies and procedures are reviewed annually. All staff are aware of reporting procedures.
Regulator inspection in reporting period and outcomes	N/A
Challenges in the reporting period	Raising awareness among our service users about Hate crime and how to deal with it.
Progress on safeguarding priorities in the reporting period	Contact made with police and marketing material available for promoting Safe Places initiative.
Safeguarding priorities for 2016/17	Promote Safe Places and work with police to get shops and businesses engaged.
Good news stories	People are becoming more aware of what is acceptable behaviour through our interventions.
Good practice examples	Throughout our sport and activities we teach young people with learning disabilities what is acceptable behaviour at sessions and have had some success with changing behaviours.

## Appendix 5 - BOCU

Name of agency	Hillingdon BOCU
Description of service	Metropolitan Police Service
Safeguarding training undertaken in reporting period. % of staff trained at each level.	Training in Safeguarding is currently limited to departments concerned in Safeguarding.( Missing Person's Unit), (CSU).There has been no bespoke Safeguarding training given to Police with the exception of the limited input within the CSU Investigators Course. There is a constant flux of staff .When on CSU staff are appointed they attend CSU courses .Safeguarding is included within that course.(approx 60% currently trained). A training cycle on Disability hate Crime will commence shortly for all officers in the Borough to identify and report.
Regulator inspection in reporting period and outcomes	Hillingdon has a small team dedicated to Safeguarding Vulnerable Adults. Specialising in predominantly carer abuse. All Hillingdon CSU officers (with the exception of temporary attachments will have had significant input re Domestic Abuse /Hate Crime) Training re Safeguarding knowledge thereof requires updating due to turnover of investigators.
Challenges in the reporting period	During the reporting period Hillingdon CSU has suffered two Domestic Homicides. Both victims had children. Although in neither case the victims considered within the category of vulnerable.
Progress on safeguarding priorities in the reporting period	Progress has been made in that - <ol style="list-style-type: none"> <li>1. Increase in the size of MASH - Two extra Safeguarding Adult/CSE Investigators</li> <li>2. Increase in staff to CSU encompassing Domestic Abuse - Bespoke unit for investigating Safeguarding Issues</li> </ol>
Safeguarding priorities for 2015/6	To increase the reporting and identification of Disability Hate Crime within Hillingdon Borough. To have a Safeguarding Vulnerable Adults Social Worker engage within the MASH.
Good practice examples	The weekly Safeguarding Adults clinic is viewed as groundbreaking with other Local Authorities adopting similar focus. Hillingdon MASH is considered to be most effective in the MPS and increasing in size and scope.
Any other comments	To reiterate - Direct engagement within the MASH from Adult Social Services is considered paramount in progressing partnership working and best practice. Internally, more partnership working involving MASH and CSU re safeguarding adult investigations.

## Appendix 6 - Hillingdon Carers

Name of agency	Hillingdon Carers
Description of service	Provides support to unpaid Carers in the London Borough of Hillingdon, this includes Young Carers aged 5 – 18 years old.
Safeguarding training undertaken in reporting period. % of staff trained at each level.	All members of staff and volunteers have completed Safeguarding Children training All members of staff and volunteers have completed Safeguarding Vulnerable Adults training All staff and volunteers have undergone PREVENT training
Regulator inspection in reporting period and outcomes	None
Challenges in the reporting period	Increase in number of safeguarding concerns in regards to both carers and the person they care for.
Progress on safeguarding priorities in the reporting period	All safeguarding policies have been updated to include prevent Policy attached
Safeguarding priorities for 2015/6	To ensure all staff are fully aware of all safeguarding policies and procedures. That when employing new staff and volunteers we use the safer recruitment procedure, and that all staff and volunteers have up to date DBS checks
Good news stories	See Case study  <b>Hillingdon Carers case study</b>  Mohinder is an elderly Indian lady caring for her husband, she has her own health problems causing mobility problems which mean that she is now struggling to care.  Safeguarding concerns were first flagged by their home care agency as it was felt the carer was being abused by her son.  Hillingdon Carers was contacted by local authority to arrange a joint meeting, also attended by the police.  It was found that indeed, Mohinder was very frail and unwell and she was at risk from physical abuse from her son.  Several meetings took place at various locations, including at our offices.  We supported Mohinder with financial advice, emotional support and information about her health and she was eventually offered a place at extra-care housing, which she accepted.

	<p>We supported her to make a statement to the police although this was really difficult for her to do due to mixed emotions.</p> <p>The criminal investigation is on-going with a view to prosecuting the son for assault.</p>
Good practice examples	See Case study
Any other comments	Hillingdon Carers remains committed to the safeguarding of vulnerable adults

## Appendix 7 - Clinical Commissioning Group

Name of agency	Hillingdon CCG
Description of service	<p>NHS Hillingdon Clinical Commissioning Group (CCG) is responsible for buying health services in Hillingdon including community health and hospital services. The CCG is a statutory NHS body with a range of statutory duties which includes safeguarding adults and PREVENT. Hillingdon CCG is a member organisation made up of local GPs and health professionals who are best placed to know the right services for our area.</p> <p>As a clinically-led organisation, Hillingdon CCG is in the unique position of being able to take into account the first-hand experience of our patients who use health services when new services are commissioned</p> <p>Safeguarding forms part of the NHS contract (service condition 32) Commissioners are required to agree with providers how contracts will be reviewed and evidence of compliance with statutory safeguarding duties.</p>
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p>Level 1 48%</p> <p>Level 2 30%</p> <p>Level 3 100%</p> <p>Level 4 100%</p> <p>Safeguarding training is mandatory</p>
Regulator inspection in reporting period and outcomes	<p>No inspections have taken place, the CCG has quarterly assurance meetings with NHS England. This is an opportunity to review Safeguarding across the health economy using data collected and Serious Case Reviews, Domestic Homicide Reviews and Safeguarding Adults Reviews.</p>
Challenges in the reporting period	<p>There have been a number of statutory changes since April 2014:</p> <ul style="list-style-type: none"> <li>• The care Act 2014 introduced fresh definitions of abuse and Making Safeguarding Personal and the Prevention agenda are key components of safeguarding work.</li> <li>• PREVENT became a statutory responsibility in 2015.</li> <li>• Domestic Violence Legislation has changed.</li> <li>• Training materials need to reflect the changes and assurance from providers needs to reflect how organisations are embedding the changes.</li> <li>• Training sessions will be delivered on a regular basis to ensure that compliance against the national target is met.</li> </ul>

	<ul style="list-style-type: none"> <li>• The CCG and Local authority submitted its return on the transforming care plan the NHSE within the required timeframe.</li> </ul> <p>Written feedback tells us that across the domains all but two have been met or partially met, work is ongoing to achieve the standards required for the final submission in April 2016.</p>
<p>Progress on safeguarding priorities in the reporting period</p>	<p>The CCG is represented at the Executive Safeguarding Adults Partnership Board and the Operational Board There is representation at the Hillingdon PREVENT Partnership Group and Partnership Board Subgroups. Care Home Forum, Provider Risk Forum and the DoLs Supervisory Body.</p> <p>Attendance at the NHS England PREVENT Forum and the CCG Leads Forum is an opportunity to reflect and influence.</p> <p>Raising the profile of Safeguarding Adults within the CCG and supporting and advising staff about the need to pay attention to safeguarding adults at risk when commissioning services and developing contracts.</p> <p>Continuing to ensure that all staff receive the appropriate level of Safeguarding Adults, Mental Capacity Act and PREVENT training appropriate for their role.</p>
<p>Safeguarding priorities for 2015/6</p>	<ul style="list-style-type: none"> <li>• To continue to work in partnership with Hillingdon Local Authority to ensure that the residents of Hillingdon live free from abuse.</li> <li>• NHS Hillingdon Clinical Commissioning Group (HCCG) priority is to ensure that adults at risk remain safe whilst receiving healthcare in Hillingdon. This is achieved through contract monitoring and receipt of assurance through quality monitoring, attendance at provider safeguarding committees, assurance visits and audit.</li> <li>• Training continues to be a priority, sessions are planned and delivered to CCG staff and GP practices covering Safeguarding adults, Mental Capacity Act and PREVENT.</li> <li>• Develop a safeguarding supervision structure offering leads expert advice, mentoring and safeguarding supervision.</li> </ul>
<p>Good news stories</p>	<p>Joint announced and unannounced 'Quality visits' to nursing homes and clinical areas in provider trusts. These visits enable the team to gain assurance against the Health and Social Care Act 2008 and the Care Quality Commission Regulations 2009. These regulations describe the essential standards of quality and safety that people who use health and social care services have the right to expect. These visits have allowed the nursing homes and trusts to develop action plans that can be reviewed through quality committees.</p>

	<p>An External audit of Hillingdon CCG's Safeguarding structure and processes was undertaken in 2015.</p> <p>The results were favourable and actions have been achieved. NHS England carried out a London-wide deep-dive of Safeguarding Adults practices in 2016, Hillingdon CCG is looking forward to receiving feedback.</p> <p><u>Policy Update</u>  PREVENT policy ratified 2015  Safeguarding Adults Policy ratified 2016.  Adults Safeguarding Supervision policy in development.</p> <p>The CCG has appointed a part time interim Safeguarding Adults Lead. The post will be advertised as a full time substantive 8b post from April 2016.</p>
<p>Good practice examples</p>	<p>Safeguarding Adults Intranet and Extranet page has been developed and contains links to key documents and sites. This can be accessed by CCG staff and GP practice staff across the Borough.</p> <p>A Safeguarding Adults leaflet has been updated.</p> <p>The CCG now has a generic email address that acts a repository for alerts, requests for advice and can be accessed by key people within the CCG Confederation.</p> <p>Hillingdon CCG has a named Dr for Safeguarding Adults who supports, advises and offers training to personnel based in GP practices.</p>
<p>Any other comments</p>	<p>The Pan London Safeguarding Adults Procedures launch in 2016 has been welcomed.</p>



## Appendix 8 - Adult Social Care

Name of agency	London Borough of Hillingdon										
Description of service	Adult Social Care										
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<table border="1"> <thead> <tr> <th>Course Title</th> <th>Number of staff trained</th> </tr> </thead> <tbody> <tr> <td>Interview &amp; Investigation Skills</td> <td>50</td> </tr> <tr> <td>Safeguarding Adult Managers (SAM)</td> <td>30</td> </tr> <tr> <td>MCA Awareness</td> <td>70</td> </tr> <tr> <td>Safeguarding Adult Thresholds</td> <td>20</td> </tr> </tbody> </table>	Course Title	Number of staff trained	Interview & Investigation Skills	50	Safeguarding Adult Managers (SAM)	30	MCA Awareness	70	Safeguarding Adult Thresholds	20
Course Title	Number of staff trained										
Interview & Investigation Skills	50										
Safeguarding Adult Managers (SAM)	30										
MCA Awareness	70										
Safeguarding Adult Thresholds	20										
Regulator inspection in reporting period and outcomes	<p>The Quality Assurance Team carried out approximately 190 visits during the year - these include initial quality assurance visits, follow-up visits and spot (unannounced) visits.</p> <p>Some care providers require repeat follow up visits in order to support them to make the improvements necessary to achieve a safe standard of practice. The Council's Quality Assurance Team has been pivotal in monitoring progress and supporting care provider services to improve practice in areas such as management of medication, person centred care planning; recruitment and staff training and leadership and oversight by management.</p>										
Challenges in the reporting period	<ul style="list-style-type: none"> <li>• Meeting the demands of Deprivation of Liberty Safeguards (DoLS) authorisation requests following the ruling of the Supreme Court in the Cheshire West case.</li> <li>• Successful recruitment to specialised posts.</li> </ul>										
Progress on safeguarding priorities in the reporting period	<p><b>Quality audit of Safeguarding cases by Adult Social Care (ASC) Team Managers</b> The safeguarding case file audits are now business as usual. Outcomes identified by the audits have resulted in a series of workshops for all ASC staff on accurate/robust recording.</p> <p><b>Increase Management oversight of safeguarding</b> Management oversight has been significantly enhanced as a consequence of the case file audits and analysis of the safeguarding conversion rates which has resulted in Safeguarding Threshold workshops being organised for all ASC Team Managers and Advanced Practitioners.</p> <p><b>Implement Making Safeguarding Personal</b> The aim of Making Safeguarding Personal (MSP) is to move safeguarding practice <i>away</i> from following a process <i>towards</i> the commitment to improving the experience and outcomes for people experiencing abuse or neglect.</p>										

MSP promotes person-led, outcome-focused safeguarding. The shift in culture and practice encapsulated by MSP is in response to what is now known about what makes safeguarding more or less effective from the perspective of the adult and is framed around ensuring a positive experience for the adult.

Hillingdon piloted MSP for a 6 month period from March 2015 and it was rolled out across all Adult Social Care Teams in October 2015. Advanced Practitioners have been identified as the best practice/ MSP champions and are supported within individual ASC Teams by those practitioners who were involved in the pilot.

The Safeguarding Adult & Quality Assurance Manager oversees the implementation of MSP through the safeguarding case file audits and performance monitoring meetings.

**Build on the Advanced Practitioner (POC) role**

Advanced Practitioners have been identified as Making Safeguarding Personal (MSP) - see above - and best practice champions across ASC and are being supported to embrace this role through Advanced Practitioner Forums. It is anticipated that a Best Practice forum will be a subsequent offshoot of the forum for Advanced Practitioners.

**Ensure robust Advocacy Services are available and are used appropriately**

The council is currently re-tendering for advocacy services and the Safeguarding adults & Quality Assurance Manager has played a key role in the tender process.

The new contract will be beneficial in terms of establishing a single point of access for all levels of advocacy, improving the timeliness of advocacy referral allocations and the quality of the advocacy work undertaken and facilitating the appropriate use of advocates in both Deprivation of Liberty Safeguards and Safeguarding investigations.

**Establish a Provider Forum**

The forum for nursing & residential care homes is now well established with a significant degree of success. The first half of the forum is devoted to presentations from people who are "experts in their field" and particular areas of relevance e.g. DoLS; the second half of the forum is devoted to sharing local good practice.

**Introduce robust performance reporting -**

Performance reports are now produced monthly and are analysed to identify any issues concern; issues of concern are then addressed at the monthly Safeguarding Performance Monitoring meeting which is attended by all ASC Team Managers and Service Managers and chaired by the Safeguarding Adults & Quality Assurance Manager.

*A performance report surgery* has been established to assist Team Managers in the analysis of the performance reports. A quarterly report is now presented to the Council's DASS, Chief Executive and lead Cabinet Member.

**Adapt the Council's IT system for safeguarding in response to practice needs**

The current safeguarding module has been adapted to improve the intuitiveness of the workflow and an upgraded version will be in place from April 2016.

**Deprivation of Liberty Safeguards**

The wider consequences of the *Cheshire West* ruling in March 2014 continue to emerge and likewise the implications for practice relating to Deprivation of Liberty matters continue to evolve.

In June 2014 it was estimated that, as a consequence of the Cheshire West ruling, the number of DoLS authorisation requests received by Hillingdon Council would rise to over 500 cases per annum; this estimate did not include out of borough and hospital in-patient placements. This figure has been realised for 2014-15 and is set to increase to at least 1200 for 2015-16. Each application can only be granted for a maximum of 12 months therefore these figures will be repeated each year, on top of any new requests received.

In addition to the above it has now been identified that the acid test determined by the *Cheshire West* ruling must also be applied to people who are being deprived of their liberty in the community. This means that people in supported housing settings and people in a domestic setting who receive a care package that is *imputable to the state*, who potentially lack capacity, must also be assessed.

The acid test hinges on two key questions:

1. is the person free to leave?
2. is the person subject to continuous supervision and control?

	<p>The Deprivation of Liberty Safeguards (DoLS) apply only to residential/nursing care homes and hospital settings; any other form of deprivation must be authorised by the Court of Protection.</p> <p>Thus an application must be made to the Court of Protection in respect of anyone in supported housing, or anyone who is living at home and receiving a care package that is imputable to the state, who lack capacity to make an informed decision about where they reside or what services they need and have been assessed as being deprived of their liberty under the Cheshire West acid test.</p> <p>In response to the demand created by the above the Council has:</p> <ul style="list-style-type: none"> <li>• Established a robust DoLS Supervisory Body that has agreed the forward strategy for DoLS and monitors performance/compliance;</li> <li>• Streamline processes for accepting and responding to DoLS Authorisation requests including the development of on line forms for Managing Authorities;</li> <li>• Increased its capacity to complete DoLS assessments by identifying internal staff to train as Best Interest Assessors and also by going out to tender for a BIA Provider agency to undertake assessments on the Council's behalf.</li> </ul> <p>The advocacy tender mentioned above will also assist in the timely appointment of advocacy support under DoLS which will assist and support the council in terms of those cases that might go before the Court of Protection.</p>
Safeguarding priorities for 2015/6	<ul style="list-style-type: none"> <li>• Further refine safeguarding performance reporting</li> <li>• Adopt and roll out of the revised Pan London Procedures</li> <li>• Ensure that MSP is firmly embedded within practice</li> <li>• Adhere to the Council's statutory duty under the Mental Capacity Act/Deprivation of Liberty Safeguards.</li> </ul>
Good practice examples	<p>Case example that demonstrated working to the adult's wishes within the principles of MSP rather than automatically changing care agency which historically would have been the outcome:</p>

*Mr A is 80 and is physically frail. He lives alone but is supported to remain in his own home and retain a significant level of independence by through his care plan and the services of a domiciliary care agency.*

*As Mr A became more infirm concerns health staff raised concerns about the ability of the current domiciliary care staff to meet his needs and recommended that a change of care provider be considered. However, Mr A informed his social worker that he liked his carers, that he got on well with them and did not want to "start all over again" with another care agency. It was therefore agreed that the staff providing care to Mr A should receive additional training to enable them to meet his increasing need rather than changing care provider services and causing him upset and distress. This arrangement has worked well and Mr A is very happy with the outcome.*

## Appendix 9 - London Fire Brigade

Name of agency	London Fire Brigade
Description of service	Emergency fire and rescue service
Safeguarding training undertaken in reporting period. % of staff trained at each level.	All personnel receive safeguarding input twice a year. 100%
Regulator inspection in reporting period and outcomes	
Challenges in the reporting period	Lack of feedback when highlighting safeguarding concerns. Gaining referrals from partners.
Progress on safeguarding priorities in the reporting period	Safeguarding mainstream business for all LFB personnel. VP panel governance brought under SAB. Some increase in referrals for preventative services.
Safeguarding priorities for 2015/6	Identifying vulnerable people in the community, offering our preventative services and referring where appropriate.
Good news stories	Improved partner working resulting in multiagency approach to managing cases for vulnerable people. VP panel starting to get direction from SAB Chair.
Good practice examples	Instant referrals to LFB resulting in us fitting smoke alarms and providing fire resistant bedding for vulnerable people.

## Appendix 10 - The Hillingdon Hospital

Name of agency	The Hillingdon Hospitals NHS Foundation Trust
Description of service	<ul style="list-style-type: none"> <li>• Acute Trust-Provider, including A and E services.</li> <li>• The Executive Director with responsibility for Safeguarding oversees the annual work and audit programmes for safeguarding adults and progress against these is reported to the Trust's Safeguarding Committee which reports to the Quality and Safety Committee (a board committee).</li> </ul>
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<ul style="list-style-type: none"> <li>• 93.76 % of staff trained as of 18/2/16</li> <li>• Training also delivered to new starters (induction) on a monthly basis.</li> <li>• Safeguarding training includes basic Prevent awareness at Level 1, MCA and DoLS principles, DVA, learning disability awareness.</li> <li>• All staff are eligible for training, including volunteers.</li> </ul>
Regulator inspection in reporting period and outcomes	<ul style="list-style-type: none"> <li>• CQC re – inspection: significant progress of enhanced MCA and DoLS training for identified staff in Trust via a Training Needs Analysis (TNA). This is monitored via the WIRED dashboard and to achieve 80% compliance by the end of March 2016.</li> <li>• The Trust revised the Key Performance Indicator (KPI) for Learning Disability, which was approved by the Safeguarding Committee. This KPI provide the Trust with assurance in terms of safeguarding governance and is reviewed annually at the Safeguarding Committee.</li> <li>• Quarterly assurance provided by the Trust to Monitor</li> </ul>
Challenges in the reporting period	<ul style="list-style-type: none"> <li>• Further raising the awareness/need of DoLS referrals.</li> </ul>
Progress on safeguarding priorities in the reporting period	<ul style="list-style-type: none"> <li>• DoLS audit carried out by an external auditor of behalf of the Trust .Results due in quarter four, 2016.</li> <li>• Regular meetings with the Dols lead at LBH and CCG Safeguarding Lead to monitor progress.</li> <li>• Training slides for Prevent updated as the equivalent of level 1 training for all trust staff.</li> <li>• SA awareness training now includes a revised DVA flowchart and a summary of how staff should ask the DVA question to a patient.</li> <li>• DVA policy to be written for adults and children.</li> </ul>
Safeguarding priorities for 2015/6	<ul style="list-style-type: none"> <li>• To further embed the principles of DoLS within the organisation and to increase the rate of DoLS referrals.</li> <li>• To write a trust wide Prevent Policy. Prevent is currently within the safeguarding adult policy.</li> </ul>

	<ul style="list-style-type: none"> <li>• To embed WRAP training within the trust. Key staff identified via a TNA.</li> <li>• Enhanced DVA training to be established</li> <li>• To explore the possibility of a Learning Disability nurse covering hospital and community.</li> </ul>
Good news stories	<ul style="list-style-type: none"> <li>• Safeguarding administrator in post within the reporting period to support the work of the Head of Safeguarding and the Named Nurse for Safeguarding Children.</li> <li>• Training consistently above 80% for VA within the reporting period.</li> </ul>
Good practice examples	<ul style="list-style-type: none"> <li>• Delivering bespoke training to Trust volunteers on a regular basis in addition to scheduled training. All volunteers also have had a safeguarding adult leaflet posted to them and they have then signed to say they have read and understood its contents.</li> </ul>
Any other comments	<ul style="list-style-type: none"> <li>• Regular attendance and contribution to 2 DHR panels within the reporting period.</li> <li>• A member of the Hillingdon Prevent group.</li> <li>• Executive Director representation at the SAB.</li> <li>• Head of Safeguarding attends SAB Operational Group.</li> <li>• Head of Safeguarding a member of the Safeguarding Adults Provider Forum NHSE.</li> </ul>



## Appendix 11 - UK Border Force

Name of agency	UK Border Force Heathrow Command
Description of service	Joint Safeguarding of children and Vulnerable Adults arriving through Heathrow Airport
Safeguarding training undertaken in reporting period. % of staff trained at each level.	<p>All Border Force officers receive training in the core skills for protecting children to give a greater understanding of how to identify children in need and the actions to take once you have done so. The Safeguarding and Trafficking Teams are trained to a higher, more expert level than ordinary front-line officers. In 2014 80 Officers and 12 Managers received this enhanced training. In 2015 5 Managers and 61 Officers received the enhanced training, 68 Managers attended a bespoke Safeguarding and Trafficking Managers course and 22 Officers attended a specific Safeguarding and Trafficking awareness session in relation to drug mules, baggage searches and legacy customs work.</p> <p>The enhanced training is a rolling programme, and further courses are scheduled for 2016.</p> <p>This enhanced training course has been validated by external agencies such as UKHTC and CEOP. This is a joint agency course primarily delivered by Border Force and the Metropolitan Police but incorporates training sessions delivered by Hillingdon Social Services, Salvation Army and ECPAT to provide a rounded experience. Elements of police ABE, (Achieving Best Evidence), training and expertise in areas of exploitation such as Juju, FGM and forced marriage have also been included.</p> <p>New e learning to incorporate the Modern Slavery Act and changes to the NRM process is awaiting final approval and will be rolled out as mandatory training for all Border force staff in early 2016.</p>
Level 1 Introduction to Safeguarding Level 3 Working Together CSE Awareness DV FGM (online)	<p>E learning modules cover these topics.</p> <p>Local SAT teams, SAT led Operations, Operational Shift briefs and Heathrow communications all further raise staff and stakeholder awareness.</p>
Regulator inspection in reporting period and	Section 55 Review has historically been conducted every 3 months by Heathrow Safeguarding Coordinator and Action Plan reviewed & updated.

outcomes	<p>This has been superseded by regular internal SAT Assurances conducted by local teams and fortnightly joint meetings between the Terminal SAT teams and Hillingdon SS to review &amp; progress arriving cases.</p> <p>Regular visits by the Operational Assurance Directorate review the handling of SAT cases and SAT procedures in place.</p>
Challenges in the reporting period	<p>Arranging training courses, consistently maintaining a fully trained SAT team and recruiting others to fill arising vacancies. Joint frontline operations are arranged to address operational challenges such as Operation Limelight to target FGM.</p>
Progress on safeguarding priorities in the reporting period	<p>We will continue to build on already considerable achievements of the SAT teams and work with other agencies to carry out frontline operations to identify PVOTs or FGM.</p> <p>A national project is ongoing to develop e learning for roll out to Airlines and stakeholders in trafficking awareness. Pending its development there have been several joint events at the airport including a joint 2 day event to inform British Airways crew. Similar monthly road show events are planned with Heathrow Airport Ltd to engage with their security personnel.</p>
Safeguarding priorities for 2015/6	<p>We will continue to build on already considerable achievements of the SAT teams and work with other agencies to carry out frontline operations to identify PVOTs or FGM.</p>
Good news stories	<p>A very successful second year for the Heathrow SAT teams, established in April 2014 to replace Paladin. We have seen increased joint working with Hillingdon, including delivery of expert training, a programme of job shadowing &amp; involvement in joint SAT operations such as Op Limelight (FGM) and Op Jake (Vietnam Airlines). BF has increased the recruitment of volunteer responsible adults through Heathrow's Ambassador network and NGO organisations. A quarterly joint strategic forum is held with Hillingdon and other stakeholders and fortnightly operational meetings held with SS and each Heathrow terminal.</p> <p>Anti Slavery day was marked again on 18/10 October at Heathrow by a SAT event hosted airside attended by SS and other NGOs.</p>
Good practice examples	<p>Designated expert SAT teams. Joint agency working on front line operations.</p>
Any other comments	<p>Ref JSSAT Strategic Joint work plan.</p>

## Appendix 12 - LAS Safeguarding Report 2016 for inclusion in safeguarding board reports

The London Ambulance Service NHS Trust (LAS) has a duty to ensure the safeguarding of vulnerable persons remains a focal point within the organization and the Trust is committed to ensuring all persons within London are protected at all times.

This report provides evidence of the LAS commitment to effective safeguarding measures during 2015/16. A full report along with assurance documents can be found on the Trusts website.

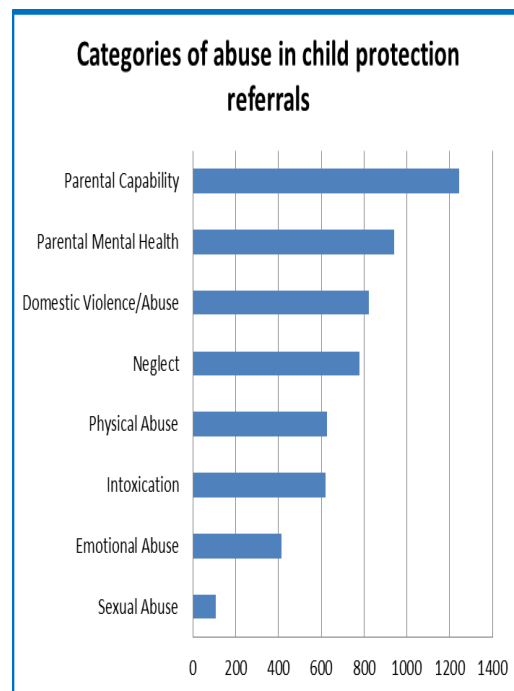
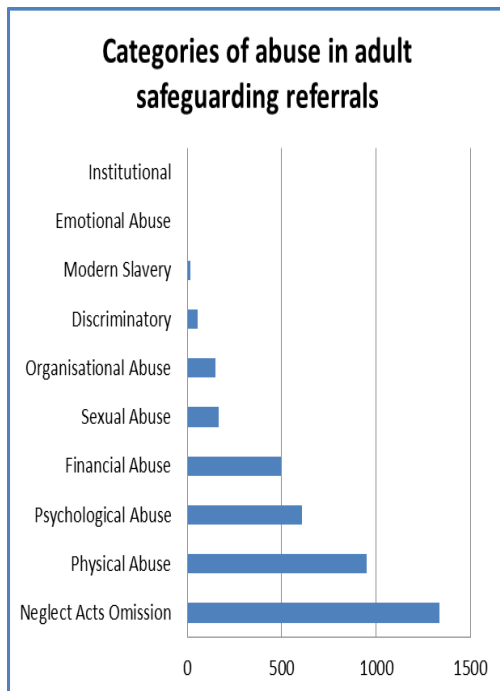
### Referrals or concerns raised to local authority during 2015-16

The LAS made a total to 17332 referrals to local authorities in London during the year.

4561 children referrals, 4331 Adult Safeguarding Concerns, 8440 Adult welfare Concerns

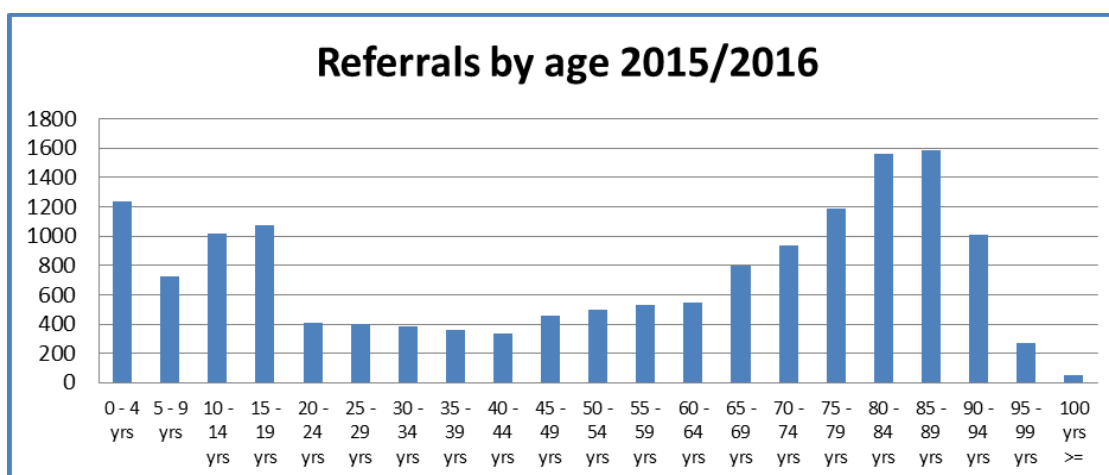
	Adults Safeguarding	Adults Welfare	Children	Total Referrals	Referrals as % of incidents
<b>LAS</b>	<b>4331</b>	<b>8440</b>	<b>4561</b>	<b>17332</b>	<b>1.66%</b>
Barking and Dagenham	107	162	189	458	1.62%
Barnet	144	259	159	562	1.34%
Bexley	120	326	146	592	2.09%
Brent	157	258	138	553	1.40%
Bromley	153	317	153	623	1.73%
Camden	109	177	72	358	1.05%
Croydon	262	458	343	1063	2.26%
Ealing	174	319	183	676	1.70%
Enfield	132	267	217	616	1.62%
Greenwich	137	274	220	631	1.93%
Hackney	128	238	113	479	1.67%
Hammersmith and Fulham	89	176	63	328	1.48%
Haringey	123	238	134	495	1.59%
Harrow	80	136	92	308	1.28%
Havering	148	205	116	469	1.42%
Hillingdon	148	260	150	558	1.32%
Hounslow	165	330	152	647	1.98%
Islington	129	240	91	460	1.53%
Kensington and Chelsea	72	155	39	266	1.42%
Kingston upon Thames	75	152	69	296	1.63%
Lambeth	185	327	188	700	1.65%
Lewisham	149	348	194	691	2.07%
Merton	108	171	111	390	1.80%
Newham	143	232	182	557	1.38%
Redbridge	121	237	125	483	1.46%
Richmond upon Thames	90	203	62	355	1.92%
Southwark	191	313	166	670	1.62%
Sutton	128	223	108	459	2.00%
Tower Hamlets	111	194	141	446	1.35%
Waltham Forest	160	309	136	605	1.96%
Wandsworth	153	238	141	532	1.67%
Westminster	98	256	58	412	0.95%

## Categories of abuse



## Referrals by age

Perhaps not surprisingly, the very young and the old are most likely to be the subject of referrals. For children, once out of infancy and their most vulnerable period they are most likely to be the subject of a referral once over 15. Around a third of referrals for all children, according to an in-house audit conducted in Q1 of this year are related to self-harm. The majority of these are in the 15-18 age range.



## Safeguarding Training

The Trust is committed to ensuring all staff are compliant with safeguarding training requirements. The chart below shows staff directly employed by the London Ambulance Service as well as voluntary responders and private providers who we contract to work on our behalf.

Training required	Total Staff	Frequency of training	2014	Target to be trained 2015/16	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total trained 2015/16	% of target 2015/16	3 year cumulative % of total staff trained
<b>Level One</b>																			
Induction	various	on joining		various	28	10	14	9	0	14	19	19	17	53	0	26	209		
E Learning	1389	3 yearly	672	356	69	220	67	35	18	40	60	34	22	32	33	32	662	186%	96%
<b>Level Two</b>																			
New Recruits	Various	on joining		various	Nil	53	88	31	39	124	13	16	47	27	74	177	689		
Core Skills Refresher	3019	annually		3019	N/A	N/A	N/A	N/A	310	596	785	936	N/A	178	N/A	N/A	2805	93%	
EOC Core Skills Refresher	443	annually		443	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0%	
EOC new staff	Various	on joining		various	34	10	9	27	4	12	17	0	14	7	12	8	154		
PTS/NET	114	annually		114	Nil	N/A	20	N/A	25	29	N/A	N/A	N/A	N/A	N/A	N/A	74	65%	
Bank staff	390	annually	58	390	N/A	N/A	N/A	6	8	43	66	0	31	N/A	N/A	N/A	154	39%	54%
111	152	annually	101	51	9	15	3	0	1	2	16	9	5	26	1	6	93	182%	128%
Community first Responders (St John)	140	3 yearly	135	50	Nil	12	13	10	13	12	12	14	15	N/A	13	12	126	252%	186%
Emergency responders	150	3 yearly		100	Nil	Nil	Nil	Nil	Nil	29	11	Nil	69	N/A	7	10	126	126%	
<b>Level Three</b>																			
EBS	30	3 yearly		25	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	13	14	N/A	27	108%	
111	11	3 yearly	11	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0		100%
Local leads	various	3 yearly		various	6	5	N/A	N/A	N/A	7	6	12	N/A	N/A	N/A	N/A	36		
<b>Specific training</b>																			
Prevent- clinical staff	3019	one off		3019	N/A	N/A	N/A	N/A	310	596	785	936	0	178	N/A	N/A	2805	93%	
Prevent- Non clinical	1389	one off		0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0%	
Trust Board	17	3 yearly		17	N/A	N/A	12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12	71%	
HR/ Ops managers	Various			various	29	N/A	N/A	N/A	N/A	7	N/A	N/A	N/A	N/A	N/A	N/A	36		
Private providers	450	3 yearly	226	112	26	21	13	10	19	16	14	11	6	18	21	13	188	168%	92%
Other safeguarding	various	as required			104	12	N/A	N/A	N/A	N/A	N/A	12	0	0	0	75	203		
Nil = no figures provided																	8399	total	
N/A= no course planned this month																			

Emergency Operations Control (EOC) staff have safeguarding training planned for quarter 1 2016.

Patient Transport Staff (PTS) are also receiving safeguarding training in quarter 1-2 2016.

Bank staff position is currently under review by LAS Executive Leadership Team.

Trust Board training is arranged for May for those outstanding safeguarding training.

All non-clinical staff will undertake Prevent awareness in 2016.

The LAS full safeguarding report for 2015-16 can be accessed via the Trusts website.

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## INTERIM LOCAL IMPLEMENTATION PLAN ANNUAL SPENDING SUBMISSION 2017/18

<b>Cabinet Member(s)</b>	Councillor Ray Puddifoot MBE Councillor Keith Burrows
<b>Cabinet Portfolio(s)</b>	Leader of the Council Planning, Transportation and Recycling
<b>Officer Contact(s)</b>	Alan Tilly, Residents Services
<b>Papers with report</b>	None

### 1. HEADLINE INFORMATION

<b>Summary</b>	To make the necessary decisions regarding the preparation and submission of the Interim Local Implementation Plan Annual Spending Submission 2017/18 to Transport for London (TfL).
<b>Putting our Residents First</b>	This report supports the following Council objectives of: Our People; Our Natural Environment; Our Built Environment; Our Heritage and Civic Pride; Strong financial management; The Hillingdon Local Plan: Part One - Strategic Policies 2012; and Hillingdon's Sustainable Community Strategy 2011.
<b>Financial Cost</b>	There are no direct financial costs arising from this report. The preparation of the Annual Spending Submission will enable the Council to secure funding from Transport for London for the 2017/18 Local Implementation Plan.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services Policy Overview Committee
<b>Ward(s) affected</b>	All

### 2. RECOMMENDATIONS

That Cabinet:

- 1) **Agrees the principles of the Council's Local Implementation Plan 2017/18 Annual Spending Submission to Transport for London, set out in the report;**
- 2) **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet**

**Member for Planning, Transportation and Recycling, to agree the final Plan before submission to Transport for London;**

- 3) Notes that the subsequent progression of any individual scheme or programme in the Plan and funded by Transport for London budgets, will also be subject to the Council's democratic capital release procedures requiring final sign-off by the Leader of the Council and Cabinet Member for Finance, Property and Business Services.**

### **Reasons for recommendation**

The Local Implementation Plan is the mechanism used by London boroughs to deliver locally the Mayor's Transport Strategy objectives and by which TfL provides funding to the boroughs towards this end. The London Borough of Hillingdon is required to prepare and submit to TfL by 28<sup>th</sup> October 2016 the Interim Local Implementation Plan Annual Spending Submission 2017/18. The Annual Spending Submission sets out the proposed expenditure on transport schemes on a project-by-project basis for the coming financial year.

Cabinet authority is required to agree the Plan in principle, delegating final sign-off before submission to the appropriate officer and Members.

### **Alternative options considered / risk management**

The Council could decide not to submit an Annual Spending Submission for 2017/18. This would put at great risk the receipt of funding from TfL for investment in transport projects and programmes.

### **Policy Overview Committee comments**

None at this stage.

## **3. INFORMATION**

### **Supporting Information**

In September 2013, Cabinet instructed officers to submit to TfL the Local Implementation Plan Local Implementation Plan Delivery Plan 2014/15 to 2016/17 which included each year thereafter submitting the Local Implementation Plan Annual Spending Submission. For each of the previous three years this task has been successfully completed generating a total grant settlement as set out in the following table:

<b>Local Implementation Plan Programme</b>	<b>2014/15 £'000</b>	<b>2015/16 £'000</b>	<b>2016/17 £'000</b>
Corridors, Neighbourhoods and Supporting Measures	2,670	2,559	2,684
Principal Road Maintenance	1,233	986	1,123
Local Transport Funding	100	100	100
<b>Total</b>	<b>4,003</b>	<b>3,645</b>	<b>3,907</b>

Authorisation is now sought to submit a 'one off' Interim Annual Spending Submission for 2017/18 as the original instruction by Cabinet in 2013 has now expired.



The Annual Spending Submission sets out the projects and programmes for which the Borough is seeking funding from TfL in the coming financial year. For each project or programme, the Annual Spending Submission includes details such as scheme title, scheme description, funding breakdown if joint funded, spend profile and details of how the scheme contributes to the Mayor's Transport Strategy.

In June 2016, TfL wrote to the Council providing guidance upon the preparation of the Annual Spending Submission for 2017/18. However, because the new Mayor had only recently been elected and his priorities are still being clarified, TfL were only able to provide Interim Guidance for 2017/18. Transport for London recommends that London boroughs continue to use the 2015/16 Annual Spending Submission Guidance issued by TfL in 2015. Boroughs are advised to plan their 2017/18 programmes based on 2016/17 funding levels; TfL mention that the calculation of borough funding levels for 2017/18 is currently work in progress. The Interim Guidance, however, does advise that cycling, bus stop accessibility, Crossrail Complementary Measures and air quality improvements should still be prioritised within boroughs' Local Implementation Plan Programmes for 2017/18.

As approved by Cabinet in 2013, schemes under Corridors, Neighbourhoods and Supporting Measures fall under one of eight sub headings. It is recommended that the Council continues to use these category headings in the 2017/18 Annual Spending Submission as they are unambiguous and clearly understood by both the Council and TfL.

1. *Transport Interchange and Improving the Public Realm.* This heading is for town centre and local shopping parade public realm improvement schemes and measure to improve interchange between modes such as cycle parking at stations.
2. *North South Corridors and Supporting Growth.* This heading includes schemes to support the local economy and the efficient movement of goods and people across the Borough.
3. *School Travel Plan and Local Road Safety Schemes.* Schemes to improve road safety fall under this heading, as do road safety initiatives around schools, some of which may have been identified through the preparation of School Travel Plans.
4. *Accessibility and Mobility.* This heading includes measures to improve the accessibility and mobility for people with disabilities for example bus stop accessibility, removal of street clutter, dropped kerbs and tactile paving.
5. *Parking Management Schemes.* This heading is for Parking Management Schemes and the Council's Stop and Shop initiative.
6. *Public Footpath Improvements.* This heading encompasses public footpath improvements whether to improve pedestrian access to key services and facilities or walking purely for leisure.
7. *Transport Impacts.* Scheme to tackle poor air quality and noise caused by transport is grouped under this heading as are schemes to improve residential amenity where for example heavy goods vehicles may intrude into residential areas.
8. *Road Safety, Active Travel and Public Health.* This heading covers road safety education, training and publicity, walking and cycling. It also includes and initiatives that make the link between transport and public health such as Dial-a-Ride or supporting Community Transport.

As instructed in the Interim Local Implementation Plan Annual Spending Submission Guidance 2017/18 it is proposed to submit the Council's Annual Spending Submission for Corridors, Neighbourhoods and Supporting Measures to a value of £2,684,000; Principal Road Maintenance £1,123,000 and Local Transport Funding £100,000. The Corridors,

Neighbourhoods and Supporting Measures submission will be apportioned amongst the 8 headings above.

## Major Scheme Funding

The original budget for the Hayes Town Centre Major Scheme in 2016/17 was £2,476,144. However, due to an administrative error by TfL, the settlement for 2016/17 was £1,985,000. Transport for London have admitted their mistake and advised the Council to submit a claim for the difference, £490,563, in 2017/18. As discussed with TfL the Annual Spending Submission for 2017/18 will also include a claim of £490,563 to complete the Hayes Town Centre Major scheme.

## Financial Implications

The current three year Local Implementation Plan funding period ends in 2016/17. At present the Mayor's Transport Strategy and TfL's Business Strategy for 2017/18 and beyond is under review and yet to be finalised hence interim guidance for the Local Implementation Plan has been issued requiring an Annual Spending Submission for 2017/18 only. The guidance for 2017/18 indicates that the authority should submit their Annual Spending Submission by 28<sup>th</sup> October 2016 and should be based on current guidance and funding levels.

The guidance stipulates that the submissions from the London boroughs should include a breakdown of the proposed expenditure on a project-by-project basis for the year ahead and for future years where appropriate (i.e. for projects that will extend beyond the year ahead). The submission should also identify any non Local Implementation Plan funding (e.g. the council's own capital and revenue funding and third party contributions such as Section 106) in project delivery.

In December 2015 TfL confirmed Hillingdon's 2016/17 Local Implementation Plan funding allocations as set out in the following table:

<b>Local Implementation Plan Programme</b>	<b>2016/17 £'000</b>
Corridors, Neighbourhoods and Supporting Measures	2,684
Principal Road Maintenance	1,123
Local Transport Funding	100
Local Implementation Plan Delivery Plan Sub Total	3,907
Major Scheme Hayes Town Centre	1,985
<b>Total</b>	<b>5,892</b>

On the basis of current funding levels officers will submit 2017/18 scheme spending proposals for a total of £3,907k in respect of the Local Implementation Plan Delivery Plan consisting of capital and revenue. The final split of capital and revenue will depend on the nature of scheme proposals, although it will be largely capital expenditure. The approved capital programme submitted to Cabinet in February assumes a baseline TfL grant funded capital expenditure budget of £3,000k for 2017/18 which will be refreshed once TfL confirm the final funding position for next year following the submission.

In 2014 the Hayes Town Centre Major Scheme original funding profile agreed with Transport for London included £2,476k in 2016/17 as shown in the table overleaf:

<b>Local Implementation Plan Programme</b>	<b>2013/14 £'000</b>	<b>2014/15 £'000</b>	<b>2015/16 £'000</b>	<b>2016/17 £'000</b>
Major Scheme Funding	200	302	1,985	2,476

However, in December 2015 the 2016/17 Local Implementation Plan confirmation letter from TfL repeated the funding level of £1,985k for 2015/16 rather than the correct figure of £2,476k for 2016/17. Although there has been acknowledgement from TfL that this was a misstatement it is required that the Council resubmit a claim for the gap of £491k in order to rectify the position.

#### **4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

##### **What will be the effect of the recommendation?**

By submitting to TfL the Interim Local Implementation Plan Annual Spending Submission 2017/18 the Council can realistically expect to receive funding from TfL for investment in the transport network, town centres, transport interchange, road safety, mobility and accessibility, parking management, footpaths and public health.

##### **Consultation Carried Out or Required**

Full consultation is carried out as part of the implementation of each scheme as appropriate.

#### **5. CORPORATE IMPLICATIONS**

##### **Corporate Finance**

Corporate Finance has reviewed this report and notes that the Annual Spending Submission for 2017/18 is based on the assumption that current levels of Local Implementation Plan funding are maintained in the new financial year. A draft submission is in development by officers and will reflect local priorities. Current Government proposals for around 100% Business Rates Retention would see TfL funding sourced from local Business Rates income in future years, which should provide greater certainty around Local Implementation Plan allocations in the medium term.

##### **Legal**

The Borough Solicitor advises that the obligation on the Council to prepare a Local Implementation Plan arises under section 145 of the Greater London Authority Act 1999.

##### **Corporate Property and Construction**

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

#### **6. BACKGROUND PAPERS**

Interim Local Implementation Plan Annual Spending Submission Guidance: 2017/18, Transport for London (2016)

Local Implementation Plan Local Implementation Plan 2016/17 Annual Spending Submission Guidance, Transport for London (2015)

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## COMMUNITY PROTECTION NOTICES AS AN ANTI SOCIAL BEHAVIOUR ENFORCEMENT TOOL

<b>Cabinet Member</b>	Cllr Douglas Mills
<b>Cabinet Portfolio</b>	Community, Commerce and Regeneration
<b>Officer Contact</b>	Nigel Dicker, Residents Services Bill Hickson, Residents Services
<b>Papers with report</b>	None

### 1.0 HEADLINE INFORMATION

<b>Summary</b>	This report recommends that the Cabinet delegates authority to use Community Protection Notices (CPN's) as an environmental enforcement tool to the Deputy Chief Executive and Corporate Director of Residents Services in consultation with the Cabinet Member for Community, Commerce and Regeneration.
<b>Putting our Residents First</b>	This report supports the following Council objectives of: <i>Our Natural Environment; Our Built Environment.</i>
<b>Financial Cost</b>	The cost of adopting the recommendation can be met within current approved budgets. The cost of works in default carried out as a result of the use of this enforcement tool may be recovered from perpetrators through court action if necessary. Income may be achieved if FPNs are issued.
<b>Relevant Policy Overview Committee</b>	Residents and Environmental Services Policy Overview Committee
<b>Ward(s) affected</b>	All

### 2.0 RECOMMENDATION

**That Cabinet delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Cabinet Member for Community, Commerce and Regeneration, to use powers available under Part 4 of the Anti-social Behaviour, Crime and Policing Act 2014 in the form of Community Protection Notices to enforce against anti social behaviour that is having a detrimental effect on the quality of life for those in a locality, and is unreasonable, and is of a persistent or continuing nature.**

#### 2.1 Reasons for recommendation

2.2 If approved, the recommendation will provide an additional tool for officers to enforce against a wider range of anti social behaviours, perhaps where a statutory nuisance does

not exist under the Environmental Protection Act 1990, yet where behaviour is persistent and is having a negative effect on a locality. This may particularly apply to the problem of untidy domestic gardens and other examples of anti social behaviour.

### **2.3 Alternative options considered / risk management**

2.4 To not make use of Community Protection Notices. This option is discounted, as the Community Protection Notice or CPN is a powerful tool. It is available to local authorities to tackle behaviours that cause distress and impacts on a locality that may be more difficult to tackle using other legislation, which requires definitive judgements and may be more appropriate to more clear cut or extreme situations where there is severe nuisance, other damage, or a threat to health. Not adopting the use of CPNs reduces the possibilities open to the Council for dealing with matters that have long term effects on residents and where other powers may not be suitable or as effective.

### **2.5 Policy Overview Committee comments**

2.6 This will support the Council's approach to hoarding, as identified in the review by the Residents & Environmental Services Committee in 2015 on this matter.

## **3.0 INFORMATION**

### **3.1 Supporting Information**

3.2 The Anti-Social Behaviour, Crime and Policing Act, passed in March 2014, has the principal rationale to consolidate and simplify the variety of tools which had grown up to counter anti-social behaviour.

3.3 Amongst other considerations, the Act contains a number of powers for tackling anti social behaviour - i.e. Civil Injunctions, Criminal Behaviour Orders, Dispersal, Community Protection Notices, Public Spaces Protection Orders and Closure Powers.

3.4 This report makes direct reference to, and contains sections from Home Office and Chartered Institute of Environmental Health (CIEH) guidance on The Anti-social Behaviour, Crime and Policing Act 2014 and Community Protection Notices. (Anti-Social Behaviour, Crime and Policing Act 2014: Reform of anti-social behaviour powers Statutory guidance for frontline professionals and Professional Practice Note Guidance on the use of Community Protection Notices under Part 4 of the Anti-social Behaviour, Crime and Policing Act 2014, respectively)

### **3.5 Untidy Gardens**

3.6 The Council has at its disposal a range of other powers for dealing with anti social behaviour, particularly when it concerns neglect of property, accumulations of assorted rubbish and the generation of eyesores. These tools include provisions from legislation in Planning, Statutory Nuisance, Public Health, Highways, Building Control and Pest Control.

### 3.7 **Community Protection Notices (CPNs)**

3.8 Whilst the Council has successfully made widespread use of Public Space Protection Orders offered by the Anti-social Behaviour, Crime and Policing Act, it is proposed to add the option of the Community Protection Notice to the range of options open to officers seeking to deal with various types of anti social behaviour, including untidy gardens.

3.9 The CPN is intended to deal with particular, ongoing problems or nuisances which negatively affect the community's quality of life by targeting those responsible.

4.0 A CPN can be issued by the Council if it is satisfied on reasonable grounds that the conduct of the individual, business or organisation:

1. Is having a detrimental effect on the quality of life of those in the locality;
2. Is persistent or continuing in nature; and
3. Is unreasonable.

4.1 Decisions on whether the anti social behaviour is persistent should be taken on a case by case basis by issuing officers. With untidy gardens for example, where an individual is storing rubbish in their garden for many months, proving persistence may be simple, but there may be cases where a type of behaviour is continuing over a very short time period. An example could be where an individual is playing loud music in a park. If the officer had asked the individual to stop the music and they had refused, this could be considered continuing in nature and a CPN could be used.

### 4.2 **Issuing the CPN**

4.3 CPN's can be issued against any person aged 16 or over or a body, including a business. The issuing officer will have to be able to prove that the person issued with the CPN can be reasonably expected to control or affect the behaviour.

4.4 Before a Community Protection Notice can be issued, the subject must be given a written warning stating that a Community Protection Notice will be issued unless their conduct ceases to have the detrimental effect. Failure to heed a warning after sufficient time, that effect continuing, may then lead to the issue of a Community Protection Notice.

4.5 A CPN can be drafted from scratch if necessary so that it is appropriate to the situation and can include any or all of the following:

1. A requirement to stop doing specified things;
2. A requirement to do specified things;
3. A requirement to take reasonable steps to achieve specified results.

This means that not only can the relevant officer stop someone being anti-social, but they can also put steps in place to ensure the behaviour does not recur.

#### 4.6 **Penalties**

4.7 Failure to comply with a CPN is an offence. Where an individual, business or organisation fails to comply with the terms of a CPN, a number of options are available.

#### 4.8 **Fixed Penalty Notices**

4.9 Depending on the behaviour in question, a fixed penalty notice (FPN) could be the most appropriate sanction. Payment of the FPN would discharge any liability to conviction for the offence. The Council's Environmental Enforcement Wardens may be employed to issue Fixed Penalty Notices, or they may be issued by post,.

5.0 FPN levels can be set by the Council but should not be more than £100 and can specify a lower amount for prompt payment.

#### 5.1 **Remedial Action**

5.2 If an individual or body fails to comply with a CPN, the Council may decide to take remedial action. The Council should then establish what works are required to put the situation right. For instance, in a situation where the complaint is about an untidy front garden the Council could clear the garden on the perpetrator's behalf.

5.3 Where this work is to be undertaken on land 'open to the air', the Council or their agent (for instance, a rubbish disposal contractor) can undertake these works without the consent of the owner or occupier.

5.4 Where works are required indoors, the permission of the owner or occupier is required. When it has been decided what works are required, the Council specifies the works required and the estimated cost. Once the work is done, the Council should give the perpetrator details, and the final amount payable.

5.5 In determining a 'reasonable' charge, local authorities should ensure the costs are no more than needed bring the land to the standard laid out in the notice. Such costs may include officer time, use of cleaning equipment (unless of a specialised nature), and administration costs relating to the clearance itself.

#### 5.6 **Remedial Orders**

5.7 On conviction for not complying with a CPN, the Council may ask the court to impose a remedial order and / or a forfeiture order. This could be because:

1. The matter may be deemed so serious that a court order is warranted;
2. The works may be required to an area that requires the owner's or occupier's consent and this is not forthcoming;
3. The issuing authority may believe that forfeiture or seizure of one or more items is required as a result of the behaviour (for instance, sound making equipment).

5.8 A remedial order may require the defendant to carry out specified work (this could set out the original CPN requirements); or to allow work to be carried out by, or on behalf of, a specified local authority.



## 5.9 **Forfeiture orders**

6.0 Following conviction for an offence under section 45, the court may also order the forfeiture of any item that was used in the commission of the offence, e.g. spray paints, sound making equipment or a badly behaved dog where the court feels the individual is not able to manage the animal appropriately (re-homed in the case of a dog).

## 6.1 **Seizure**

6.2 In some circumstances, the court may issue a warrant authorising the seizure of items that have been used in the commission of the offence of failing to comply with a CPN. An enforcement officer may use reasonable force, if necessary, to seize the items.

6.3 Failure to comply with any of the requirements in the court order constitutes contempt of court and could lead to a custodial sentence. If an individual is convicted of an offence under section 48, they may receive up to a level 4 fine (up to £20,000 in the case of a business or organisation).

## 7.0 **Financial Implications**

7.1 Officers from the Council's Anti Social Behaviour team will be responsible for issuing any agreed Community Protection Notices, in consultation with the Cabinet Member. As these notices would replace other enforcement activity at the same premises it is not envisaged that there will be any significant resource implications in using this enforcement tool, other than any marginal costs in issuing the notices.

7.2 Income from FPNs and/or prosecutions in the case of non compliance will help offset service costs and (in the case of FPNs) count towards existing fees & charges budgets within the service.

## 8.0 **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

8.1 The use of CPNs will potentially allow officers to effectively deal with issues where persistent ASB, particularly in the case of untidy front gardens is having a negative effect on quality of life for residents, where that behaviour may fall below some enforcement thresholds for other types of enforcement.

8.2 CPNs would be a useful additional power bringing additional flexibility for officers to resolve anti social behaviour problems affecting residents.

## 8.3 **Consultation Carried Out or Required**

8.4 None

## **9.0 CORPORATE IMPLICATIONS**

### **9.1 Corporate Finance**

9.2 Corporate Finance has reviewed this report and concurs with the financial implications set out above. The recommendation will allow the Council to take enforcement action against a wider range of anti-social behaviours through the issuance of Community Protection Notices. It is noted that any income from Fixed Penalty Notices will contribute towards existing General Fund revenue budgets.

### **9.3 Legal**

9.4 Part 4 of the Anti-Social Behaviour, Crime and Policing Act 2014 provides the Council with effective powers to tackle anti-social behaviour that provides better protection for communities. If satisfied on reasonable grounds that the conduct of an individual or body is having a detrimental effect, of a persistent or continuing nature, on the quality of life of those in the locality, and the conduct is unreasonable; the Council may take such steps as are appropriate to remedy such conduct, including where necessary the issuing of a notice on all parties with a proprietary right and/or interest in the subject land requiring specific actions to be undertaken to remedy the detrimental effect/unreasonable conduct.

9.5 The legal implications and statutory powers are set out within the body of the report. Legal Services have considered the content of the report and conclude that the recommendation is consistent with legislative requirements and Cabinet's powers.

## **10.0 BACKGROUND PAPERS**

10.1 NIL

## PLANNING OBLIGATIONS QUARTERLY FINANCIAL MONITORING REPORT

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning, Transportation and Recycling
<b>Officer Contact</b>	Nicola Wyatt Residents Services
<b>Papers with report</b>	Appendix 1 - attached

### 1. HEADLINE INFORMATION

<b>Summary</b>	This report provides financial information on s106 and s278 agreements up to 30th June 2016 against respective portfolio areas.
<b>Putting our Residents First</b>	<p>This report supports the following Council objective of: <i>Our Built Environment; Our Heritage and Civic Pride; Financial Management</i></p> <p>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.</p>
<b>Financial Cost</b>	As at 30 June 2016 the Council holds £13,087k relating to s106 and s278 agreements. Of this £3,538k is allocated / earmarked for projects and £4,088k 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 £5,421k that is currently spendable and not yet allocated/earmarked towards specific projects. In Quarter 1, the Council has received additional income of £743k and spent £336k.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	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 March 2016 (which was the subject of the report in June 2016) as well as up to 30 June 2016. Text that is highlighted in bold indicates key changes since the Cabinet report of 23 June 2016. Figures indicated in bold under the column headed 'Total income as at 30/06/16' indicate new income received and shaded cells indicate where funds are held in an interest bearing account). The table shows expenditure between 1 April and 30 June 2016 of £336k (compared to £6,172k during the previous quarter) and income of £743k (compared to £1,626k during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 30 June 2016 is £13,087k. 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 30 June 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 30 June 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 30 June 2016 (£13,087k) £4,088k relates to funds that the Council is unable to spend and £3,538k is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £5,421k 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 30th June 2016 the s106/278 balance is £13,087k. This is inclusive of £4,088k, 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 £3,538k has been earmarked to specific projects. The residual balance of £5,421k 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 1 additional income received in s106/278 monies was £743k whilst expenditure totalling £336k was financed by the contributions.

**Table 1 – S106/278 contributions by service area**

Service Area	Balance b/f (01/04/16)	Income Received	Total	Spend	Balance c/f (30/06/16)	Earmarked Balances	Balance Spensible not allocated
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>S278</b>							
Planning & Transportation	2,328	7	2,335	(3)	2,332	2,332	0
<b>S106</b>							
Planning & Transportation	3,315	310	3,625	(248)	3,377	1,549	1,828
Central Services, Culture & Heritage (CSL)	197	4	201	(3)	198	57	141
Community, Commerce & Regeneration (PPR)	2,165	92	2,257	(75)	2,182	1,073	1,109
Education & Children Services	1,498	226	1,724	(0)	1,724	1,214	510
Environment	988	69	1,057	(7)	1,050	254	796
Housing, Social Services & Health	2,149	35	2,184	(0)	2,184	1,147	1,037
Interest on interest bearing schemes	40	0	40	(0)	40	40	0
<b>Sub-Total (S278/106)</b>	<b>12,680</b>	<b>743</b>	<b>13,423</b>	<b>(336)</b>	<b>13,087</b>	<b>7,666</b>	<b>5,421</b>
Less: Sums held on behalf of partners	4,034	54	4,088	(0)	4,088	4,088	0
<b>Total LBH Balances</b>	<b>8,646</b>	<b>689</b>	<b>9,335</b>	<b>(336)</b>	<b>8,999</b>	<b>3,578</b>	<b>5,421</b>

The Community Commerce & Regeneration spend of £75k relates to unspent S106 contribution for CCTV fixed cameras in the Ickenham area returned to the developer during the quarter as the original scheme was not viable and the time limit has now expired.

The unallocated balance of £5,421k 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**

<b>Category</b>	<b>£'000</b>
Affordable Housing	1,038
Air Quality	441
Carbon Reduction	154
Community Facilities	314
Economic Development	154
Libraries	96
Nature Conservation	72
Public Realm / Town Centres	861
Schools	510
TFL/Highways	1,029
Training schemes	692
Travel Plans	60
<b>Total</b>	<b>5,421</b>

It is expected that the majority of the remaining unallocated Education & Children's Services balances of £510k 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 £124k needs to be spent within twelve months, i.e. 30th June 2017, to prevent the risk of repayment.

In addition, there are balances totalling £131k 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.

## **5. CORPORATE IMPLICATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that substantial Section 106 / Section 278 balances remain available to support investment in local infrastructure, with £7,666k of the £13,087k available for schemes earmarked against specific projects. A further £5,421k remains uncommitted at this time. Within these available balances, £124k will become repayable to developers if not utilised before 31 June 2017. During the quarter, an unutilised S106 contribution of £75k, received from the former RAF West Ruislip (Ickenham Park), was returned to the developer due to an unviable scheme.

## **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 (to be confirmed)**

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 June 2016

Planning Obligations Quarterly Financial Monitoring Report to Cabinet June 2016

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CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
<b>SECTION 278</b>									
<b>PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING</b>									
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	17,000.00	0.00	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	5,500.00	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 site3 532/SPP/2001/1858 - Highways Works at Junction Hillingdon Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	197,448.22	197,448.22	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	81,080.74	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	2,458.00	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	15,938.10	0.00	24,436.25	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	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PT278/48	Various	No Legal Agreement Various	238,783.66	231,317.99	190,814.54	187,690.87	3,123.67	47,969.12	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 (Gatfold Building, Blyth Road). Deposit received for highway works (Alfa Foods)/fees claimed. <b>Further deposits received and claimed for highway works.</b>
PT278/49/117	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. £52,363.10 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	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	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. Waiting restriction in Lime Grove undertaken. Elm Ave/Lime Grove junction improvement pending. Elm Ave Pedestrian crossing technical approval pending (£5,500) design fees received plus further £6,700 for temporary footpath works carried out by LBH. £7,500 engineering fees claimed. Funds spent towards temporary footpath works. Further £5,000 security deposit for proper execution of highway works.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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 and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. £1,000 engineering fees claimed.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	14,782.00	14,782.00	0.00	5,000.00	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring (£14,752).
PT/278/81/249E *84	Townfield	Fmr Glenister Hall, 119 Minet Drive, Hayes, 40169/APP/2011/243	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	Fees received for design checks and monitoring and supervision. £4,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring.
PT/278/82/273A *87	Uxbridge South	Autogild House (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	182,096.00	150,596.00	150,596.00	0.00	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/278/98/314D *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/278/89/349 *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	0.00	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 INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
PT/278/105/350C * 122	South Ruislip	Fmr Atria Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	AS AT 30/06/16 951,810.00	AS AT 31/03/16 951,810.00	AS AT 30/06/16 73,310.00	AS AT 31/03/16 73,310.00	To 30/06/16 0.00	AS AT 30/06/16 878,500.00	AS AT 30/06/16 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.
		<b>SECTION 278 SUB - TOTAL</b>	<b>3,672,203.02</b>	<b>3,664,737.35</b>	<b>1,339,674.80</b>	<b>1,336,651.13</b>	<b>3,123.67</b>	<b>2,334,269.42</b>	<b>0.00</b>	
		<b>SECTION 106</b>								
		<b>PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING</b>								
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	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	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/24/65 (see E/06) *28	Pinkwell	Former Athington Hotel, Shepiston Lane, Harrington - Highway Works 382/BH/97/0714	23,639.34	23,639.34	8,018.67	8,018.67	0.00	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/25/66 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/T/97/0684	37,425.09	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	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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	378,904.27	0.00	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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	578,271.96	0.00	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 towards other schemes related to the development.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PT/102/161D	Yewlsley	Honeywell Site, Trout Road Yewlsley 335/APP/2002/2754	77,151.50	77,151.50	68,448.16	68,448.16	0.00	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 Tavislock 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.
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	100,000.00	100,000.00	97,997.19	97,997.19	0.00	2,002.81	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/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	Yewlsley	Tesco, Trout Road, Yewlsley. 60929/APP/2007/3744	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the Travel Plan. To be refunded five years following first occupation.
PT/115/209B	Yewlsley	Tesco, Trout Road, Yewlsley. 60929/APP/2007/3744	4,850.00	4,850.00	0.00	0.00	0.00	4,850.00	0.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2015). Allocated towards setting up Hertz car club in Trout Road (Cabinet Member Decision 7/02/2014).
PT/119/209D	Yewlsley	Tesco, Trout Road, Yewlsley. 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 Yewlsley 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/122/248A	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 38074/APP/2008/1418	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	52,955.44	45,441.10	7,414.34	7,144.56	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). £8,765.44 spent towards access to bus stops 14/15. Towpath works programmed for Sept 2015. <b>Scheme substantially complete March 2016. Awaiting final invoice.</b>

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
PT/125/242C	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	AS AT 30/06/16 369,910.54	AS AT 31/03/16 369,910.54	AS AT 30/06/16 0.00	AS AT 31/03/16 0.00	To 30/06/16 0.00	AS AT 30/06/16 369,910.54	AS AT 30/06/16 369,910.54	£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. Travel plan bond received to ensure compliance by the owner of its monitoring and reporting obligations. To be refunded after 10 years.
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	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/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	Funds received towards co-ordinating and monitoring the green travel plan associated with the site. No time limits for spend.
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	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). <b>TfL scheme complete March 2016, invoice paid, scheme closed.</b>
PT/130/277B	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	40,965.69	40,965.69	40,965.00	0.00	40,965.00	0.69	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/131/273B	Uxbridge South	Autogild House (Lidl), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	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/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	Contribution received towards the establishment of parking management areas within the area no further than 800m from the boundary of the site. Funds to be spent within 7 years of receipt (Nov 2019).
PT/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 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/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 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). <b>Funds allocated towards HGV signage as part of the Cowley Mill Area improvement scheme (Cabinet Member Decision 22/07/2016).</b>
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 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/136/297A	Heathrow Villages	Fmr Technicolor Site, 276 Bath Rd, Sipson, West Drayton. 35293/APP/2009/1938	34,541.66	34,541.66	0.00	0.00	0.00	34,541.66	34,541.66	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. <b>Funds allocated towards Bulls Bridge Feasibility study (Cabinet Member Decision 29/06/2016). Funds to be transferred to TfL.</b>
PT/137/300A *101	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13228/APP/2012/2185	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	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/138/300B *102	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13228/APP/2012/2185	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received towards improvements to the grand Union Canal frontage within the vicinity of Bulls Bridge. No time limits.
PT/139/300C	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13228/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.



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			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PT/140/315A	Pinkwell	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	Pinkwell	Asda Unit 4 Westlands Estate, Millington Road, Hayes 32157/APP/2011/872	20,000.00	20,000.00	0.00	0.00	20,000.00	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, Pinnet 25760/APP/2013/3632	20,000.00	20,000.00	0.00	0.00	20,000.00	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	40,635.00	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	20,317.00	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	66,031.00	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	20,000.00	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 51458/APP/2013/2973	20,000.00	20,000.00	0.00	0.00	20,000.00	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	11,855.00	33,145.00	0.00	0.00	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). <b>£11,500 used towards Compass Theatre scheme as part of end of year financing (retrospective Cabinet Member Decision 29/05/2016).</b>
PT/151/345A	Uxbridge South	Charter Place, Vine Street, Uxbridge 30675/APP/2014/1345	25,000.00	25,000.00	0.00	0.00	25,000.00	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	20,000.00	0.00	0.00	20,000.00	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	20,000.00	0.00	0.00	20,000.00	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 Aria Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	135,000.00	135,000.00	0.00	0.00	135,000.00	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	63,366.34	0.00	0.00	63,366.34	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).

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			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PT/156/40G	Botwell	Land at Thorn EMI Complex (Old Vinyl Factory). 51588/APP/2000/1827 & 5987/APP/2012/1838	50,722.94	50,722.94	0.00	0.00	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). Funds allocated towards Bulls Bridge roundabout feasibility study (Cabinet Member Decision 28/06/2016). Funds to be transferred to TFL.
PT/157/355A *119	Botwell	Former EMI Site, Dawley Rd, Haynes 8294/APP/2015/1406	20,000.00	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 10 years from occupation.
PT/158/371A *123	Heathrow Villages	272-276 Bath Rd, Haynes 464/APP/2014/2886	20,000.00	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	5,000.00	0.00	0.00	0.00	5,000.00	0.00	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, Haynes (EC House) 38065/APP/2014/2143	20,000.00	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, Haynes 5505/APP/2015/1546	4,000.00	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	Fm Glenister Hall, 114 Minet Drive, Haynes 40169/APP/2011/243	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	Funds received towards the implementation of passing bays in Hunters Grove (if required). See agreement for details.
PT/163/401	Botwell	Old Vinyl Factory, Blyth Rd, Haynes. 51588/APP/2000/1827 & 5987/APP/2012/1838	20,390.78	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, Haynes. 5505/APP/2015/1546	120,000.00	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).
PT/165/374B *126	Botwell	Global Academy, Old Vinyl Factory, Blyth Road, Haynes. 5505/APP/2015/1546	20,000.00	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/166/359B	Yiewsley	26-36 Horton Rd, Yiewsley 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). Spend within 7 years of receipt (Jan 2023).
PT/167/382A	West Drayton	Kichener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	Contribution received towards the provision of improvements to West Drayton Railway Station and its surroundings, arising from the Cross Rail development. Funds to be spent within 10 years of receipt (April 2026).
PT/168/383A *127	Uxbridge North	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	20,000.00	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).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
PT/169/383B	Uxbridge North	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	AS AT 30/06/16 20,000.00	AS AT 31/03/16 0.00	AS AT 30/06/16 0.00	AS AT 31/03/16 0.00	To 30/06/16 0.00	AS AT 30/06/16 20,000.00	20,000.00	Contribution received towards the enhancement of hard landscaping outside the entrance points of the building located on the land. Funds to be spent within 7 years of receipt (May 2023).
PT/170/383B	Uxbridge North	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	50,000.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	Contribution received towards off site carbon reduction measure, schemes and initiatives in order to mitigate the impact of the development. Funds to be spent within 7 years of receipt (May 2023).
PT/171/383C	Uxbridge North	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	200,000.00	0.00	200,000.00	0.00	0.00	0.00	0.00	Contribution received to be used by the Council towards improvement of the Cedars and Graingess car parks (see agreement for details). Funds to be spent within 7 years of receipt (May 2023). Funds spent towards improvements at the relevant car parks. Spend subject to formal allocation.
PT/172/384A	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	15,304.81	0.00	0.00	0.00	0.00	15,304.81	15,304.81	Contribution received towards the cost of improvement works to the Grand Union Canal. No time limits for spend.
		<b>PLANNING TRANSPORTATION &amp; RECYCLING SUB - TOTAL</b>	5,391,550.25	5,081,245.44	2,014,565.95	1,766,186.61	248,379.34	3,376,984.30	1,827,737.57	
		<b>PLANNING TRANSPORTATION &amp; RECYCLING T TOTAL</b>	9,063,753.27	8,745,982.79	3,354,240.75	3,102,737.74	251,503.01	5,711,243.72	1,827,737.57	
<b>PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES</b>										
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	Funds to be used towards the cost of providing additional nursery (£64,099), primary (£110,251.72) and secondary (£82,047) school places within the London Borough of Hillingdon. First contribution to be spent before April 2017. Primary contribution (£110,251.72) allocated and spent towards expansion at Whitehall School. (part of phase 1 of the school expansion programme). Cabinet Member decision 6/12/2011. Second instalment (£268,681.94) received. Second contribution to be spent before Oct 2018. Final instalment (£365,065) 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 allocated towards Abbotsfield School as part of the Councils Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
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 allocated towards Abbotsfield School as part of the Councils Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
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 allocated towards Abbotsfield School as part of the Councils Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
EYL/140/209G	Yewsey	Tesco, Trout Road, Yewsey 60929/APP/2007/3744	231,454.55	231,454.55	69,612.21	69,612.21	0.00	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 and primary places within a 2 mile radius of the site. All contributions to be spent by March 2017. £20,251.99 has been 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 spent towards expansion at Rabbs Farm 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). <b>£194,483 allocated and £32,941 spent towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).</b>
EYL/158/242B	West Drayton	West Drayton Village (north site) off Porters Way, West Drayton. 5107/APP/2009/2348	4,162,355.83	4,162,355.83	4,162,355.83	4,162,355.83	0.00	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 Rabbs Farm 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).
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 19/3/2013). £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 £387,180 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 16524/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. 6772/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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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/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 towards Abbotsfield 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/225/347A	North Uxbridge	Honeycroft Day Centre, Honeycroft Hill, Uxbridge 6046/APP/2013/1834	44,835.90	44,835.90	0.00	0.00	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/227/348C	Uxbridge North	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	40,922.25	40,922.25	0.00	0.00	0.00	40,922.25	0.00	Contribution received 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 (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 Hub), Hayes. 16910/APP/2012/2612 & 16910/APP/2014/2274	66,660.00	66,660.00	0.00	0.00	0.00	66,660.00	0.00	Contribution received 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 (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/230/283C	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 5857 APP/2009/2752	2,545,734.13	2,545,734.13	2,545,734.13	2,545,734.13	0.00	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
EYL/232/357	Ickenham	66 Long Lane, Ickenham 20545/APP/2012/2848	AS AT 30/06/16 20,041.43	AS AT 31/03/16 20,041.43	AS AT 30/06/16 0.00	AS AT 31/03/16 0.00	To 30/06/16 0.00	AS AT 30/06/16 20,041.43	AS AT 30/06/16 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 childre; 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 childre; 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	16,138.00	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	2,224.00	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	12,796.00	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 childre; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
EYL/237/282B	West Drayton	Kitchener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	62,652.00	0.00	0.00	0.00	0.00	62,652.00	62,652.00	Contribution received to be used 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 childre; improvement and expansion of playground and external leisure spaces (see agreement for details). Funds to be spent within 10 years of receipt (April 2026).
EYL/238/384B	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	163,471.66	0.00	0.00	0.00	0.00	163,471.66	163,471.66	Contribution received to be used towards providing nursery, secondary and post 16 year old education; educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra childre; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
		<b>EDUCATION, YOUTH AND LEISURE SUB - TOTAL</b>	<b>10,100,678.43</b>	<b>9,874,454.77</b>	<b>8,376,688.63</b>	<b>8,376,688.63</b>	<b>0.00</b>	<b>1,723,889.80</b>	<b>510,409.08</b>	
<b>PORTFOLIO: COMMUNITY, COMMERCIAL AND REGENERATION</b>										
PPR/47/26A (formerly PT/56/26A)	Bowwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Harlington Station Improvements and associated interchange initiatives. Project on hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits. Funds earmarked towards realm improvements to the public transport interchange and public improvements as part of the Crossrail/Hayes Town Centre Scheme.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	350,000.00	350,000.00	346,721.80	346,721.80	0.00	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). £46,321 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. Total match funding towards Heathrow Academy Programme received and spent. (2014).
PPR/53/149H	Botwell	Former Hayes Goodsyard 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 2018). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/58/239C	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. 60929/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).
PPR/62/231C	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	75,168.90	75,000.00	75,168.90	0.00	75,168.90	0.00	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 plus accrued interest has been returned.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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	9,950.39	0.00	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/67/265C	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	9,236.85	9,236.85	0.00	0.00	0.00	9,236.85	9,236.85	Contribution received to be used for the provision of approved training schemes in the hospitality & leisure industry (see legal agreement for details). Funds to be spent within 5 years of receipt (Nov 2016).
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	0.00	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 26/04/2016).
PPR/69/276D	Townfield	Finn 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	Finn 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 or a nature to be carried out within the development. Further contribution received towards the same purpose. No time limits for spend.
PPR/75/291A	West Drayton	Finn Swan PH, Swan Road, West Drayton. 66246/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).



CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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/79/299E	Caversham	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. 35283/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. 35283/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 592.14/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 592.14/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/85/308B	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 Motors, 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, 585-591 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	Caversham	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	Caversham	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.
PPR/92/333B	Yiewsley	39 High Road, Yiewsley 24468/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 24468/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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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 (HPH4 & 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	Fmr Unilair 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.
PPR/108/371B	Heathrow Villages	272-276 Bath Rd, Hayes 464/APP/2014/2886	19,600.00	19,600.00	0.00	0.00	0.00	19,600.00	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	138,774.29	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	9,600.00	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).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
PPR/11/379A	Townfield	1-3 Uxbridge Rd, Hayes. 1911/APP/2012/3185	99,175.00	99,175.00	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 spend within 7 years of receipt (March 2023).
PPR/11/3274C	Bowwell	Global Academy, Old Vinyl Factory, Blyth Road, Hayes. 5505/APP/2015/1546	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 within the Authority's area. Funds to be spend within 7 years of receipt (March 2023).
PPR/11/4/380A	Ickenham	211-213 Swakeleys Rd, Ickenham. 70701/APP/2015/3026	9,600.00	9,600.00	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/11/5/381	South Ruislip	555 Stonefield Way, Ruislip	14,600.00	14,600.00	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.
PPR/11/6/382C	West Drayton	Kitchener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	16,769.78	0.00	0.00	0.00	0.00	16,769.78	16,769.78	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 10 years of receipt (April 2026).
PPR/11/7/283E	North Uxbridge	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	13,150.00	0.00	0.00	0.00	0.00	13,150.00	13,150.00	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. Funds to be spent within 7 years of receipt (May 2023).
PPR/11/8/384C	Uxbridge	Caxton House, Trout Road, Uxbridge. 3678/APP/2013/3637	35,415.97	0.00	0.00	0.00	0.00	35,415.97	35,415.97	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/11/9/385A	Northwood Hills	Frank Welch Court, High Meadow Close, Pinner. 198/APP/2013/2958	26,307.20	0.00	0.00	0.00	0.00	26,307.20	26,307.20	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.
		<b>COMMUNITY, COMMERCE &amp; REGENERATION TOTAL</b>	<b>4,877,079.33</b>	<b>4,785,267.48</b>	<b>2,695,655.48</b>	<b>2,620,486.58</b>	<b>75,168.90</b>	<b>2,181,423.85</b>	<b>1,108,689.11</b>	
<b>PORTFOLIO: CENTRAL SERVICES, CULTURE &amp; HERITAGE</b>										
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/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend. Earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal allocation.
CSL/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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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/22/241B	Ruislip	28 & 29a Kingsend, Ruislip, 5740/APP/2008/1214	3,250.00	3,250.00	3,217.55	0.00	3,217.55	32.45	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 and spent 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	0.00	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. Funds to be spent by June 2018. Funds allocated towards the provision of additional resources at Botwell Library (Cabinet Member Decision 22/07/2016)
CSL/25/249A	Townfield	Fmr Glenster 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 Glenster Hall, Minet Drive, Hayes, 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the provision of necessary capacity enhancements at the Townfield Community Centre. No time limit for spend.
CSL/27/210D	Botwell	Hayes Stadium, Judge Heath Lane, Hayes, 49996/APP/2008/3561	13,813.07	13,813.07	12,664.00	12,664.00	0.00	1,149.07	0.00	Contribution received towards the provision of library facilities in the borough of Hillingdon. Funds to be spent within 5 years of receipt (Sept 2016). Further £1,328.07 received as index linking payment. £12,664 from this contribution allocated to scheme to provide air conditioning to meeting rooms at Botwell Library. (Cabinet Member Decision 16/8/13). Remaining balance allocated towards the provision of additional resources at Botwell Library (Cabinet Member Decision 22/07/2016).
CSL/31/276B	Townfield	Fmr Hayes FC, Church Road, Hayes, 4327/APP/2009/2737	10,771.94	10,771.94	0.00	0.00	0.00	10,771.94	10,771.94	Contribution received towards the provision of library books and/or library books within the Authority's area. Funds to be spent by July 2019
CSL/35/282E	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip, 66895/APP/2011/3049	2,263.48	2,263.48	1,163.88	1,163.88	0.00	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). £1,163.88 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/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/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).
CSL/52/333D	Viewsley	39 High Street, Viewsley, 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/or library books within the Authority's area. No time limits for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
CSL/54/343C	Harefield	Royal Quay, Coppermill Lock, Harefield 43/159/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 /or library books within the Authority's area. No time limits for spend.
CSL/55/346C	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 /or library books within the Authority's area. No time limits for spend.
CSL/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 /or library books within the Authority's area. No time limits for spend.
CSL/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 /or library books within the Authority's area. No time limits for spend.
CSL/57/348E	Uxbridge North	Lancaster & Hermitage 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 /or library books within the Authority's area. No time limits for spend.
CSL/59/283E	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/ 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 /or library books within the Authority's area. Funds to be spent within 10 years of receipt (Oct.2025) .
CSL/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 /or library books within the Authority's area. No time limits for spend.
CSL/62/359C	Yiewsley	26-36 Horton Rd, Yiewsley 3507/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 /or library books within the Authority's area. Spend within 7 years of receipt (Jan 2023)
CSL/63/382D	West Drayton	Kitchener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	941.85	0.00	0.00	0.00	0.00	941.85	941.85	Contribution to be used by the Council towards the provision of or improvement to library facilities and /or library books within the Authority's area. Spend within 10 years of receipt (April 2026)
CSL/64/384D	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	1,643.89	0.00	0.00	0.00	0.00	1,643.89	1,643.89	Contribution to be used by the Council towards the provision of or improvement to library facilities and /or library books within the Authority's area. No time limit for spend.
CSL/65/385B	Northwood Hills	Frank Welch Court, High Meadow Close, Pinner. 196/AP/2013/2958	1,082.25	0.00	0.00	0.00	0.00	1,082.25	1,082.25	Contribution to be used by the Council towards the provision of or improvement to library facilities and /or library books within the Authority's area. No time limit for spend.
		<b>CENTRAL SERVICES, CULTURE &amp; HERITAGE - TOTAL</b>	<b>214,642.10</b>	<b>210,974.11</b>	<b>17,045.43</b>	<b>13,827.88</b>	<b>3,217.55</b>	<b>197,596.67</b>	<b>140,951.68</b>	
<b>PORTFOLIO: FINANCE PROPERTY &amp; BUSINESS SERVICES</b>										
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	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
E/28/71 (Formerly PT/40)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C192/787	AS AT 30/06/16 12,692.00	AS AT 31/03/16 12,692.00	AS AT 30/06/16 267.81	AS AT 31/03/16 267.81	To 30/06/16 0.00	AS AT 30/06/16 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/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/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	555-559 & r/o 51-553 Uxbridge Road, Hayes planning ref 41390/APP/2006/1346	33,912.00	33,912.00	17,755.00	17,755.00	0.00	16,157.00	0.00	Funds received towards improvement to the open space facilities at Rosedale Park adjoining the land. No time limits. Spend towards improvements to Park Pavilion. <b>Remaining at balance allocated towards a scheme of improvements at Rosedale Park (Cabinet Member Decision 08/06/2016).</b>
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). £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	44,059.48	0.00	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/66/239D	Eascole	Highgrove House, Eascole Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	10,000.00	10,000.00	9,614.17	7,214.17	2,400.00	385.83	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). <b>Works on going.</b>
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. <b>Funds allocated towards improvements at Rosedale Park (Cabinet Member Decision 08/06/2016)</b>
E/71/250	South Ruislip	Land adjacent to Downe Barns Farm, West End Road, West End Road, Northolt. 2292/APP/2006/2475	30,000.00	30,000.00	15,000.00	15,000.00	0.00	15,000.00	0.00	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. <b>Further £15,000 allocated towards the management of Ten Acres Woods (Cabinet Member Decision 22/07/2016).</b>

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
E/76/276E	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	199,656.76	199,656.76	0.00	0.00	0.00	199,656.76	199,656.76	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	0.00	27,018.91	27,018.91	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	10,000.00	0.00	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/80/249F	Townfield	Glenister Hall, 119 Minet Drive, Hayes 40169/APP/2011/243	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Contribution received towards the provision and maintenance of junior football pitches/ refurbishment of cricket wicket at Grassy meadows (see agreement for details). No time limits.
E/83/198G	Uxbridge	Fmr Gasworks Site, Cowley Mill Road, Uxbridge (Kier Park) 3114/APP/2012/2881	15,000.00	15,000.00	10,145.92	5,945.92	4,200.00	4,854.08	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 (2015/16). Further spend towards Monitoring Programme.
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	0.00	17,270.83	17,270.83	Funds received to be used by Hillingdon Council towards initiatives to improve air quality within LBH. Funds to be spent within 7 years of receipt (May 2020).
E/85/300D	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13228/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	59,160.00	0.00	0.00	0.00	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 10/2/2015). Scheme complete. <b>£37,215 allocated and spent towards Compass Theatre scheme as part of end of year financing (retrospective Cabinet Member decision 23/05/2016).</b>
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 Dayton	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).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
E/91/323B	Cavendish	150 Field End Road (Initial House), Eastcote, Pinner 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 24485/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	Prologs Park, Stockley Road, Hayes 18399/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).
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 Aria Dairy Site, Victoria Rd, Ruislip. 68819/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 & 85987/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 Unitair 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.



CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
E/103/359D	Yiewsley	26-36 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	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). No time limit for spend.
E/105/378B	Townfield	Hayes Gate House, Uxbridge Road, Hayes 2385/APP/2013/2523	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 5 years of receipt (Jan 2021).
E/106/732C	Yiewsley	Phase 3, Stockley Park, Stockley Road, 3797/APP/2015/1004	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 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 space, 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.
E/108/380B	Ickenham	211-213 Swalekays Rd, Ickenham 70701/APP/2015/3026	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). No time limit for spend.
E/109/382E	West Drayton	Kitchener House, Warwick Rd, West Drayton, 182118/APP/2013/2183	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). Funds to be spent within 10 year of receipt (April 2023).
E/110/384E	Yiewsley	Caxton House, Trout Road, Yiewsley, 3678/APP/2013/3637	25,508.01	0.00	0.00	0.00	0.00	25,508.01	25,508.01	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 limits for spend.
E/111/385C	Northwood Hills	Frank Welch Court, High Meadow, Pinner, 196/APP/2013/2958	31,369.64	0.00	0.00	0.00	0.00	31,369.64	31,369.64	Contribution received to improve the ecological facilities at Pinn meadows including; access for river dipping, creation of an Ox-bow pond, creation of wildflower meadow ( see agreement for details). No time limit for spend.
		FINANCE PROPERTY & BUSINESS SERVICES SUB -TOTAL	1,316,813.12	1,247,435.47	267,759.89	281,159.89	6,600.00	1,049,053.23	795,568.83	
<b>PORTFOLIO: SOCIAL SERVICES, HOUSING, HEALTH &amp; WELLBEING</b>										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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, Harefield Road, Uxbridge. 18732/APP/2006/1217	12,426.75	12,426.75	0.00	0.00	0.00	12,426.75	0.00	Funds received towards the provision of healthcare facilities in the Borough. No time limits.
H/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 2018. £16,032 received as remaining 50% health contribution. Funds to be spent by June 2018.
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/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).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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 592.14/APP/2010/1766	12,958.84	12,958.84	0.00	0.00	0.00	12,958.84	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of receipt (July 2018).
H/39/304C *97	Yeading	Fmr Tasman House, 111 Maple Road, Hayes 39097/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/42/242G *100	West Drayton	West Drayton Garden Village (north site) off Porters 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, 585-591 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	0.00	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).
H/50/333F *109	Viewsley	39 High street, Viewsley 24485/APP/2013/138	12,444.41	12,444.41	0.00	0.00	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
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	0.00	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	0.00	0.00	298,998.00	0.00	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	0.00	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 49987/APP/2013/1451	8,434.88	8,434.88	0.00	0.00	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	0.00	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 & Hemitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	390,564.64	390,564.64	0.00	0.00	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	0.00	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	0.00	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	0.00	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 3507/APP/2013/2327	25,273.45	25,273.45	0.00	0.00	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).
H/61/382F *128	West Drayton	Kitchener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	8,872.64	8,872.64	0.00	0.00	0.00	8,872.64	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 10 years of receipt (April 2026).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
H/62/384F *129	Viewsley	Caxton House, Trout Road, Viewsley. 3678/APP/2013/3637	15,482.07	0.00	0.00	0.00	0.00	15,482.07	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/63/385D *130	Northwood Hills	Frank Welch Court, High Meadow Close, Pinner. 186/APP/2013/2958	10,195.29	0.00	0.00	0.00	0.00	10,195.29	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.
		<b>SOCIAL SERVICES HEALTH &amp; HOUSING SUB-TOTAL</b>	<b>2,429,425.68</b>	<b>2,394,875.68</b>	<b>246,056.57</b>	<b>246,056.57</b>	<b>0.00</b>	<b>2,183,369.11</b>	<b>1,037,448.52</b>	
		<b>SECTION 106 SUB - TOTAL</b>	<b>24,330,086.91</b>	<b>23,594,252.95</b>	<b>13,617,771.95</b>	<b>13,284,406.16</b>	<b>333,365.79</b>	<b>10,712,316.96</b>	<b>5,420,804.79</b>	
		<b>Interest on all interest bearing schemes</b>	<b>40,664.10</b>	<b>40,664.10</b>	<b>667.64</b>	<b>498.74</b>	<b>168.90</b>	<b>39,996.46</b>	<b>0.00</b>	
		<b>GRAND TOTAL ALL SCHEMES</b>	<b>28,042,956.03</b>	<b>27,299,654.40</b>	<b>14,958,114.39</b>	<b>14,621,456.03</b>	<b>336,658.36</b>	<b>13,085,572.84</b>	<b>5,420,804.79</b>	
<b>NOTES</b>										
The balance of funds remaining must be spent on works as set out in each individual agreement.										
Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.										
Bold figures indicate changes in income and expenditure										
Income figures for schemes within shaded cells indicate where funds are held in interest bearing accounts.										
* Denotes funds the Council is unable to spend currently (totals £4,088,488.86)										
2: PT05 £291,719.30 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.										
16: PT2/8127 £601,441.14 is to be held as a returnable security deposit for the highway works (to be later refunded).										
18: PT2/8134 £194,910.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.										
20: PT2/8144 £20,938.04 includes a returnable security deposit for the highway works (to be later refunded) plus interest.										
22: PT2/8130 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)										
23: PT2/8149 £22,108.66 includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TL costs.										
24: PT125 £37,425.09 reasonable period for expenditure without owner's agreement has lapsed										
32: PT2/8124 £15,620.67 reasonable period for spend has elapsed. Awa Agreement with developer being sought										
38: PT1/881/40C £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
46: PT1/881/40F £73,774.40 there has not been any petitions for parking schemes in the area.										
47: PT1/3740E £32,805.42 there has not been any petitions for parking schemes in the area.										
49: PT2/7863 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
51: PT2/7862/149A £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
52: PT2/7865 £3,156.00 funds have been received to provide health care services in the borough.										
57: H11/195B £12,426.75 funds have been received to provide health care services in the borough.										
58: H13/194E £5,000.00 is to be held as a returnable security deposit for highway works (to be later refunded)										
60: PT1/278/76 £14,240.00 is to be held as a returnable security deposit for the implementation of the travel plan (to be later refunded)										
61: PT1/101/988 £23,000.00 held as security for the due and proper execution of the works.										
62: PT1/278/71/97 £20,000.00 is to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)										
63: PT1/11/205A £25,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)										
67: PT1/114/208A £3,902.00 funds have been received to provide Health Care services in the borough.										
70: H1/82/190C £31,441.99 funds have been received to provide Health Care services in the borough.										
72: H1/202/38F £7,365.00 funds have been received to provide Health Care services in the borough.										
74: H22/239E £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
76: PT1/278/78/238G £5,233.36 funds have been received to provide Health Care services in the borough.										
80: H1/27/282D £3,353.86 funds have been received to provide Health Care services in the borough.										
81: H1/28/263D £20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)										
82: PT1/062/20D £4,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)										
84: PT1/278/81/249E £35,620.80 funds received to provide health care facilities in the borough.										
85: H3/02/76G £72,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)										
87: PT1/278/82/273A £15,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)										
88: PT1/321/149J £5,280.23 funds received to provide health care facilities in the borough.										
89: H3/22/284C £31,500.00 funds to be held as a returnable deposit for highways works (to be later refunded).										
90: PT1/278/83/292 £5,416.75 funds received to provide health care facilities in the borough.										
91: H3/32/31C £15,031.25 funds received to provide health care facilities in the borough.										
92: H3/42/22F										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2016)
			AS AT 30/06/16	AS AT 31/03/16	AS AT 30/06/16	AS AT 31/03/16	To 30/06/16	AS AT 30/06/16	AS AT 30/06/16	
*93:PT278165										
*94:HI36299D		£5,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).								
*95:HI37391E		£9,001.79 funds received to provide health care facilities in the borough.								
*97:HI391304C		£12,958.84 funds received to provide health care facilities in the borough.								
*100:HA2242G		£6,448.10 funds received to provide health care facilities in the borough.								
*101:PT137300A		£37,574.00 funds received to provide health care facilities in the borough.								
*102:PT138000B		£10,000.00 funds to be used by TIL for traffic study at Bulls Bridge roundabout								
*103:HI44319D		£20,000.00 funds to be used towards TIL scheme at Bulls Bridge roundabout								
*104:HI46323G		£24,312.54 funds received to provide health care facilities in the borough.								
*105:PT148327		£14,126.88 funds received to provide health care facilities in the borough.								
*106:HI47329E		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
*107:HI48331E		£14,066.23 funds received to provide health care facilities in the borough.								
*108:HI49283B		£4,320.40 funds received to provide health care facilities in the borough.								
*109:HI60333F		£447,149.63 funds received to provide health care facilities in the borough.								
*110:HI61231H		£12,444.41 funds received to provide health care facilities in the borough.								
*111:PT1278339		£17,374.27 funds received to provide health care facilities in the borough.								
*112:HI54343D		£20,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).								
*113:HI53346D		£8,696.77 funds received to provide health care facilities in the borough.								
*114:HI53447D		£8,434.88 funds received to provide health care facilities in the borough.								
*115:PT127869049		£12,162.78 funds received to provide health care facilities in the borough.								
*116:HI57351D		£106,884.18 funds to be held as a returnable deposit for highways works (to be later refunded).								
*117:HI60348B		£6,212.88 funds received to provide health care facilities in the borough.								
*118:PT1278103370A		£7,597.72 funds received to provide health care facilities in the borough.								
*119:PT157555A		£51,234.86 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*120:HI60356E		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*121:HI60359E		£14,997.03 funds received to provide health care facilities in the borough.								
*122:PT1278105350C		£25,273.45 funds received to provide health care facilities in the borough.								
*123:PT158371A		£878,500.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*124:PT160354C		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*125:PT1615373		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*126:PT165374B		£4,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*127:PT166383A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*128:HI61382F		£8,872.64 funds received to provide health care facilities in the borough.								
*129:HI62384F		£15,482.07 funds received to provide health care facilities in the borough.								
*130:HI63385D		£10,195.29 funds received to provide health care facilities in the borough.								
										£4,088,488.86

**COUNCIL BUDGET - 2016/17 MONTH 4 REVENUE AND CAPITAL  
BUDGET MONITORING**

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

**HEADLINE INFORMATION**

<b>Purpose of report</b>	<p>This report provides the Council's forecast financial position and performance against the 2016/17 revenue budget and Capital Programme.</p> <p>A net in-year underspend of £729k is projected against 2016/17 General Fund revenue budgets as of July 2016 (Month 4), representing an improvement of £642k from the position previously reported to Cabinet.</p> <p>The latest positions on other funds and the Capital Programme are detailed within the body of this report.</p>
<b>Contribution to our plans and strategies</b>	<p><b>Putting our Residents First: <i>Financial Management</i></b></p> <p>Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.</p>
<b>Financial Cost</b>	N/A
<b>Relevant Policy Overview Committee</b>	Corporate Services and Partnerships
<b>Ward(s) affected</b>	All

**RECOMMENDATIONS**

That Cabinet:

1. Note the forecast budget position as at July 2016 (Month 4).
2. Continue the delegated authority up until the October 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 July 2016 and 22 September 2016 Cabinet meetings, detailed at Appendix F.
3. Endorses the Council's Efficiency Plan as presented in Appendix G.
4. Agree to the appropriation of land at Acol Crescent in South Ruislip from the General Fund to the Housing Revenue Account to be developed as general needs and supported housing.

**5. Agree to the appropriation of land at Fir Tree Avenue in West Drayton from the General Fund to the Housing Revenue Account to be developed as general needs housing.**

**6. Approve the re-phasing of £2,000k for the New General Needs Housing Stock budget from 2017/18 to 2016/17 for the purchase of additional Buy-Back properties.**

## **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 25 February 2016.
2. Recommendation 3 seeks Cabinet endorsement of the Council's draft Efficiency Plan, which provides an outline of the Council's approach to implementing efficiency savings and the delivery of balanced budgets over the next five years.

An Efficiency Plan covering the period to 2019/20 is required to enable the Council to qualify for the four year funding settlement from the Government for that period. This offer covers approximately 11% of the Council's budget requirement for 2016/17, projected to fall to 4% by 2019/20. This plan has been prepared to cover the longer period to 2021/22, reflecting the Council's current timeframes for financial planning. In order to access this offer of certainty, the Council must publish an Efficiency Plan online and provide a link to the Department of Communities and Local Government by Friday 14th October 2016.

Subject to approval of Recommendation 3, the draft Efficiency Plan outlined in Appendix G will be published on the Council's website.

3. Recommendation 4 - It is proposed that the former day nursery and day centre site at Acol Crescent is developed to provide a mixture of 19 general needs and 14 supported housing units. The sites are no longer required for Adult Social Care and are currently vacant therefore the appropriation to the HRA will support bringing these properties back into use which represents value for money for both the General Fund and the HRA. The appropriations will be accounted for as a notional capital receipt at market value for which the estimated land value of £1,400k has existing budget provision within the HRA Capital Programme.
4. Recommendation 5 - It is proposed that the former garage site at Fir Tree Avenue be developed to provide three houses. The site was previously appropriated to the General Fund as part of a transfer of a number of garage sites. The garages have been demolished and the site now requires to be re-appropriated to the Housing Revenue Account for general needs housing at equal consideration of £81k to be funded from the HRA capital contingency budget.
5. Recommendation 6 - The current New General Needs Housing stock budget could be used to fund additional Buy-backs by re-phasing budget from 2017/18 back to 2016/17. The total programme is budgeted at £45,830k over the period 2016/17 to 2020/21 of which £10,000k was earmarked for Buy-Backs. Re-phasing of £2,000k would give adequate resource to purchase 6 to 8 additional properties during 2016/17 and reduce the risk of retained Right to Buy receipts being returned to central Government. There are several prospective properties that can be considered for purchase at short notice.

### **Alternative options considered**

6. There are no other options proposed for consideration.



## FURTHER INFORMATION

### General Fund Revenue Budget

7. An underspend of £729k is reported on normal operating activities at Month 4. This position incorporates a £1,592k net underspend across Directorate Operating Budgets and an underspend of £800k across Corporate Operating Budgets, offset by contingency pressures of £1,663k, primarily relating to Looked After Children placement expenditure and Deprivation of Liberty Safeguards (DoLS) assessments. There are no exceptional items reported at this early stage in the financial year.
8. The underspend of £729k represents an improvement of £642k from the position reported at Month 2, with increased underspends projected on Residents Services operating budgets and reduced contingency provisions for insurance, waste disposal, Winterbourne View and DoLS. Within Social Care budgets, a range of management actions, including reduced use of contingent labour, have been implemented to contain the costs of retaining agency cover for key functions within Children's Services. Additionally, there remain a number of risk areas in which management action is in place to contain potential and emergent pressures. These risks are discussed in detail within the service appendices to this report, alongside narrative on the measures being taken to contain cost pressures, including acceleration of savings initiatives and use of earmarked reserves where appropriate.
9. The Council's General Fund revenue budget contains £13,309k savings, with £5,358k already banked and £5,509k on track for delivery, at this early stage of the financial year. The reported position on operating budgets reflects the status of these savings.

**Table 1: General Fund Overview**

Original Budget	Budget Changes	Service	Month 4		Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'000
178,502	2,282	Directorate Operating Budgets	180,784	179,192	(1,592)	(1,365)	(227)
2,420	(401)	Corporate Operating Budgets	2,019	1,219	(800)	(800)	0
18,453	(1,881)	Development & Risk Contingency	16,572	18,235	1,663	2,078	(415)
1,134	0	Priority Growth	1,134	1,134	0	0	0
<b>200,509</b>	<b>0</b>	<b>Sub-total Normal Activities</b>	<b>200,509</b>	<b>199,780</b>	<b>(729)</b>	<b>(87)</b>	<b>(642)</b>
<b>200,509</b>	<b>0</b>	<b>Total Net Expenditure</b>	<b>200,509</b>	<b>199,780</b>	<b>(729)</b>	<b>(87)</b>	<b>(642)</b>
(196,293)	0	Budget Requirement	(196,293)	(196,293)	0	0	0
<b>4,216</b>	<b>0</b>	<b>Net Total</b>	<b>4,216</b>	<b>3,487</b>	<b>(729)</b>	<b>(87)</b>	<b>(642)</b>
(39,005)	0	Balances b/fwd	(39,005)	(39,005)			
<b>(39,005)</b>	<b>0</b>	<b>Balances c/fwd 31 March 2017</b>	<b>(34,789)</b>	<b>(35,518)</b>			

10. At 31 March 2016 General Fund Balances totalled £39,005k. With the budgeted drawdown of £4,216k and the projected £729k surplus, the forecast closing balance at 31 March 2017 is £35,518k. The Council's current MTFF assumes that balances will remain between £15,000k 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 (£1,592k underspend, £227k improvement)

11. 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 being managed through Development and Risk Contingency are expanded upon below.
12. From 1 April 2016 the Council is able to utilise Capital Receipts, rather than revenue resources, to finance the costs of service reform, both one-off implementation costs and transformation staffing costs. Across the Council, all staff working on transformation have been assigned to the BID team and at this stage it is proposed to capitalise £996k of that staffing cost (£134k increase from Month 2); resulting in staffing underspends across various services. In addition, £395k of further transformation costs are forecast to be met from Capital Receipts at this early stage in the financial year, although this position will be refreshed as the year progresses.

**Table 2: Directorate Operating Budgets**

Original Budget	Budget Changes	Service	Month 4		Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2	
			Revised Budget	Forecast Outturn				
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
10,762	53	Admin.	Expenditure	10,815	10,689	(126)	(102)	(24)
(1,288)	(17)		Income	(1,305)	(1,293)	12	(8)	20
<b>9,474</b>	<b>36</b>		<b>Sub-Total</b>	<b>9,510</b>	<b>9,396</b>	<b>(114)</b>	<b>(110)</b>	<b>(4)</b>
15,189	426	Finance	Expenditure	15,615	15,447	(168)	(165)	(3)
(2,475)	0		Income	(2,475)	(2,518)	(43)	(43)	0
<b>12,714</b>	<b>426</b>		<b>Sub-Total</b>	<b>13,140</b>	<b>12,929</b>	<b>(211)</b>	<b>(208)</b>	<b>(3)</b>
109,096	953	Residents Services	Expenditure	110,049	108,932	(1,117)	(950)	(167)
(56,005)	476		Income	(55,529)	(55,334)	195	237	(42)
<b>53,091</b>	<b>1,429</b>		<b>Sub-Total</b>	<b>54,520</b>	<b>53,598</b>	<b>(922)</b>	<b>(713)</b>	<b>(209)</b>
141,576	(27)	Social Care	Expenditure	141,549	143,196	1,647	1,928	(281)
(38,353)	418		Income	(37,935)	(39,927)	(1,992)	(2,262)	270
<b>103,223</b>	<b>391</b>		<b>Sub-Total</b>	<b>103,614</b>	<b>103,269</b>	<b>(345)</b>	<b>(334)</b>	<b>(11)</b>
<b>178,502</b>	<b>2,282</b>	<b>Total Directorate Operating Budgets</b>		<b>180,784</b>	<b>179,192</b>	<b>(1,592)</b>	<b>(1,365)</b>	<b>(227)</b>

13. An underspend of £114k is reported across Administration operating budgets, mainly due to vacant posts across a number of services, partially offset by a small pressure against non-staffing budgets. This represents a £4k improvement on Month 2.
14. A £3k improvement is reported on Finance directorate forecasts from Month 2, with an underspend of £211k arising from staffing vacancies across the group and capitalisation of transformation costs.
15. An underspend of £922k is reported within Residents Services at Month 4, with £1,500k staffing underspends from vacant posts and the capitalisation of transformation resource, and pressures of £578k across non-staffing and income budgets. Reported pressures include shortfall in income from the Cedars & Grainges car parks, estates income and Imported Food sampling, with non-staffing pressures from increased recycling volumes and the adaptations budget within Development & Assets. The £209k improvement from Month 2 includes £250k reductions in staffing forecasts across the group being offset by revisions to other projections.

16. An improvement of £11k is reported on the headline £345k underspend reported across Social Care, consisting of a £1,321k underspend of workforce costs sufficient to off-set £976k of pressures across non-staffing and income budgets. The workforce position includes £605k transformation spend being charged to Capital Receipts and £1,363k underspends across adult-focused and Early Intervention services where posts are being held vacant and use of contingent labour is being curtailed in order to fund the remaining £647k pressure across children's-focused services where the move to a permanent structure is underway.

### Progress on Savings

17. The Council's 2016/17 General Fund revenue budget contains £13,309k savings, with all prior year savings delivered in full during 2015/16. At Month 4, £10,867k savings are reported as banked or on track for delivery, with the remaining £2,442k savings being classed as Amber. This represents an improvement from Month 2 with a reduction of £1,377k in Amber savings and an additional £701k now reported as banked. Items reported as Amber are at an early stage of delivery and no items are being reported as having serious risks of non-delivery.

**Table 3: Savings Tracker**

2016/17 General Fund Savings Programme	Admin.	Finance	Residents Services	Social Care	Total Savings	
	£'000	£'000	£'000	£'000	£'000	%
B Banked	(635)	(452)	(2,523)	(1,748)	<b>(5,358)</b>	<b>40.3%</b>
G On track for delivery	(130)	(615)	(2,458)	(2,306)	<b>(5,509)</b>	<b>41.4%</b>
A Potential significant savings shortfall or a significant or risky project which is at an early stage;	(142)	(60)	(801)	(1,439)	<b>(2,442)</b>	<b>18.3%</b>
R Serious problems in the delivery of the saving	0	0	0	0	<b>0</b>	<b>0.0%</b>
<b>Total 2015/16 Savings</b>	<b>(907)</b>	<b>(1,127)</b>	<b>(5,782)</b>	<b>(5,493)</b>	<b>(13,309)</b>	<b>100.0%</b>

### Corporate Operating Budgets (£800k underspend, nil movement)

18. 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. An £800k underspend has been identified against Interest and Investment Income as a result of continuing work in reviewing financing options, representing early delivery of a potential 2017/18 saving. Forecasts for all other corporately managed budgets are consistent with budget assumptions.
19. The reduction in the Bank of England base rate from 0.5% to 0.25% will reduce the gross yield from investments from August 2016, however, this is not expected to impact upon income received by the Council's General Fund as a combination of fixed term investments entered into prior to the rate cut and the resulting movement in the HRA's share of investment income are expected to off-set any loss in revenue.

**Table 4: Corporate Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
0	0	Interest and Investment Income	Salaries	0	0	0	0	0
5,386	(69)		Non-Sal Exp	5,317	4,517	(800)	(800)	0
(405)	0		Income	(405)	(405)	0	0	0
<b>4,981</b>	<b>(69)</b>		<b>Sub-Total</b>	<b>4,912</b>	<b>4,112</b>	<b>(800)</b>	<b>(800)</b>	<b>0</b>
431	0	Levies and Other Corporate Budgets	Salaries	431	431	0	0	0
9,958	(1)		Non-Sal Exp	9,957	9,957	0	0	0
(12,390)	(331)		Income	(12,721)	(12,721)	0	0	0
<b>(2,001)</b>	<b>(332)</b>		<b>Sub-Total</b>	<b>(2,333)</b>	<b>(2,333)</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0	0
142,055	0		Non-Sal Exp	142,055	142,055	0	0	0
(142,615)	0		Income	(142,615)	(142,615)	0	0	0
<b>(560)</b>	<b>0</b>		<b>Sub-Total</b>	<b>(560)</b>	<b>(560)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2,420</b>	<b>(401)</b>	<b>Total Corporate Operating Budgets</b>		<b>2,019</b>	<b>1,219</b>	<b>(800)</b>	<b>(800)</b>	<b>0</b>

## Development & Risk Contingency (£1,663k pressure, £415k improvement)

20. The Council set aside £18,453k to manage volatile and uncertain elements of budgets within the Development & Risk Contingency, which included £17,453k 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 £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
341	0	Fin.	Uninsured Claims	341	291	(50)	0	(50)
2,025	0	Residents Services	Impact of welfare reform on homelessness	2,025	2,025	0	0	0
2,728	0		Waste Disposal Levy	2,728	2,630	(98)	0	(98)
200	0		High Speed 2 Challenge Fund	200	200	0	0	0
200	0		Heathrow Expansion Challenge Fund	200	200	0	0	0
2,212	0	Social Care	Asylum Service	2,212	1,936	(276)	(276)	0
3,734	0		Demographic Growth - Looked After Children	3,734	6,077	2,343	2,338	5
277	0		Social Worker Agency	277	277	0	0	0
1,699	0		Demographic Growth - Transitional Children	1,699	1,449	(250)	(250)	0
432	0		Demographic Growth - Adults	432	432	0	0	0
393	0		Winterbourne View	393	78	(315)	(205)	(110)
0	0		Deprivation of Liberty Safeguards	0	809	809	971	(162)
1,331	0	Care Act New Burdens Funding	1,331	1,331	0	0	0	
1,881	(1,881)	Corp. Items	Increased National Insurance Contributions	0	0	0	0	0
1,000	0		General Contingency	1,000	500	(500)	(500)	0
<b>18,453</b>	<b>(1,881)</b>	<b>Total</b>		<b>16,572</b>	<b>18,235</b>	<b>1,663</b>	<b>2,078</b>	<b>(415)</b>

21. In line with the position reported at Month 2, the headline cost of homelessness is projected to be contained within the £2,025k contingency provision for 2016/17, with numbers of households in Bed and Breakfast accommodation remaining high.
22. Latest tonnage data from the West London Waste Authority indicates that an underspend of £98k is likely against the Waste Disposal contingency in 2016/17. This position assumes that the WLWA will be utilising their £3,000k excess reserves to manage pressures from the delayed Servenside Energy Recovery facility rather than repatriate to the six member boroughs.

23. As outlined at Month 2, a range of management actions to reduce the cost of supporting Asylum Seekers is expected to deliver a £276k underspend against the £2,212k contingency budget. The remaining contingency requirement represents the latest estimate of the shortfall in Home Office funding for Asylum, which falls upon the local Council Taxpayer.
24. A minor adverse movement of £5k is reported on the contingency requirement for Looked After Children's placements, resulting in a pressure of £2,343k at Month 4. This pressure reflects a more complex caseload driving higher placement costs, although overall numbers remain within the 340 to 360 placement range.
25. The previously reported £250k underspend against the costs of children transitioning into Adult Social Care remains, reflecting recent experience of lower than budgeted numbers transferring. This position will be refreshed in the autumn, but continues to remain under review.
26. An in-year underspend of £315k is projected against the Winterbourne View contingency, with £205k of the variance due to transfers taking longer than previous planned, partially in order to ensure suitable placements are identified. An £110k improvement has been reported since Month 2, as dowry funding from Department of Health has now been confirmed, reducing the net cost to the Council of these new placements.
27. The pressure reported in respect of Deprivation of Liberty Safeguards assessments has been reduced by £162k to £809k, since Month 2 to reflect reductions in the number of assessments required.
28. To date there have been no calls on General Contingency, with the reported position assuming that £500k will be required later in the financial year.

### Priority Growth

29. The 2016/17 General Fund revenue budget approved by Council in February 2016 set aside £734k of unallocated Priority Growth, in addition to £400k of specific growth monies to support HIP Initiatives. The 2016/17 HIP budget is supplemented by £820k brought forward balances.
30. As at Month 4, no Priority Growth has been allocated to services. The corporate monitoring position assumes all budgeted growth will be spent or committed during the current financial year. As of 25 July 2016 HIP Steering Group has approved £91k new initiatives to be financed from the £1,220k available HIP Initiatives resources, leaving £1,129k available for further allocations in year.

**Table 6: Priority Growth**

Original Budget	Budget Changes	Priority Growth	Month 4		
			Revised Budget	Approved Allocations	Unallocated Balance
£'000	£'000		£'000	£'000	£'000
400	0	HIP Initiatives Budgets	400	0	(400)
0	820	B/fwd Funds	820	91	(729)
734	0	Unallocated Priority Growth	734	0	(734)
<b>1,134</b>	<b>820</b>	<b>Total Priority Growth</b>	<b>1,954</b>	<b>91</b>	<b>(1,863)</b>

## **Schools Budget, Parking Revenue Account and Collection Fund**

31. The latest forecasts on other funds indicate favourable positions at year end and therefore will not adversely impact upon the General Fund in 2016/17.
32. The projected drawdown from Dedicated Schools Grant balances for the Schools Budget has increased by £166k to £852k at Month 4, reflecting increased uptake of two year old nursery provision for which balances were earmarked during 2015/16. The overall drawdown from balances includes the planned release of earmarked balances to support the roll out of two year old childcare provision and release of £451k additional funding to schools through their formula allocations. A number of compensatory variances are reported within the Schools Budget; including £52k underspend across centrally retained expenditure. Remaining balances are projected to total £14k at 31 March 2017, in the event that a deficit is reported regulations allow for this to be recovered from 2017/18 funding.
33. A £33k surplus is reported on the Parking Revenue Account at Month 4, representing an adverse movement of £33k from Month 2, reflecting projected growth in use of agency staff to cover vacant posts and improve the efficiency of the appeals process.
34. A surplus of £2,000k is projected on the Council's share of Business Rates revenues at Month 4, with a breakeven position on Council Tax in line with the Month 2 outlook. The favourable position on Business Rates is principally driven by the 2015/16 outturn surplus, which included significant backdated increases in Rateable Value at Heathrow Airport.

## **Housing Revenue Account**

35. The Housing Revenue Account (HRA) is currently forecasting an in-year overall surplus of £11,098k, which is £1,836k more than the budgeted surplus of £9,262k. This variance includes underspends against Planned Maintenance & Tenant Services being partially off-set by a forecast shortfall of £288k on income contribution from Leaseholders towards the cost of improvement works to Council housing stock. In addition, rental income remains strong, with lower than anticipated numbers of void properties contributing towards a £296k overachievement of income. As a result, HRA General Balances are projected to increase to £45,042k by 31 March 2017, with a significant element of this sum earmarked to support investment in new housing stock.
36. 39 properties have been sold under Right to Buy arrangements as at Month 4, with a total of 115 sales forecast for 2016/17. 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 during Quarter 1.

## **Future Revenue Implications of Capital Programme**

37. Appendix D to this report outlines the forecast outturn on the 2016/17 to 2020/21 Capital Programme, with a £1,997k underspend projected over the five year programme. Prudential Borrowing required to support the Council's Capital Programme is projected to be £4,795k lower than the £164,469k revised budget, as a result of this projected underspend and £6,528k additional assumed grant income for school expansions and Disabled Facilities Grants being sufficient to off-set a £3,730k fall in projected Capital Receipts.
38. This favourable variance on borrowing would result in a marginal reduction in future revenue costs of approximately £250k per annum, however given that £14,990k of projected grant income is yet to be confirmed by awarding bodies and asset sales remain a volatile income stream this position will remain under review.

39. 2016/17 capital expenditure is projected to be £8,660k lower than the £96,350k budget, which had already been amended downwards from initial estimates, indicating that the Council will be able to defer new borrowing into later years and therefore deliver savings against capital financing budgets in 2017/18. Slippage in delivery of Capital Receipts will reduce any such saving; with current forecasts showing that £15,072k of the planned £22,038k will be secured during 2016/17, down marginally from the £16,063k assumed at Month 2.



## Appendix A – Detailed Group Forecasts (General Fund)

### ADMINISTRATION (£114k underspend, £4k improvement)

40. The Administration group is forecasting an underspend of £114k at Month 4, due in the main to staffing costs with vacancies across Democratic Services and Legal Services where recruitment is ongoing, and in Partnerships and Policy due to maternity leave. A minor improvement of £4k is reported from Month 2.

**Table 7: Administration Operating Budgets**

Original Budget	Budget Changes	Service	Month 4		Variance (+ adv / - fav)			
			Revised Budget	Forecast Outturn	Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2	
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
1,490	0	Democr. Services	Salaries	1,490	1,453	(37)	(53)	16
1,645	56		Non-Sal Exp	1,701	1,642	(59)	4	(63)
(629)	(58)		Income	(687)	(629)	58	0	58
<b>2,506</b>	<b>(2)</b>		<b>Sub-Total</b>	<b>2,504</b>	<b>2,466</b>	<b>(38)</b>	<b>(49)</b>	<b>11</b>
2,307	0	Human Resources	Salaries	2,307	2,286	(21)	(9)	(12)
534	(1)		Non-Sal Exp	533	576	43	28	15
(248)	0		Income	(248)	(270)	(22)	(6)	(16)
<b>2,593</b>	<b>(1)</b>		<b>Sub-Total</b>	<b>2,592</b>	<b>2,592</b>	<b>0</b>	<b>13</b>	<b>(13)</b>
1,979	0	Legal Services	Salaries	1,979	1,949	(30)	(47)	17
87	(1)		Non-Sal Exp	86	88	2	0	2
(341)	41		Income	(300)	(312)	(12)	0	(12)
<b>1,725</b>	<b>40</b>		<b>Sub-Total</b>	<b>1,765</b>	<b>1,725</b>	<b>(40)</b>	<b>(47)</b>	<b>7</b>
579	0	Policy & Partnerships	Salaries	579	553	(26)	(26)	0
2,141	(1)		Non-Sal Exp	2,140	2,142	2	1	1
(70)	0		Income	(70)	(82)	(12)	(2)	(10)
<b>2,650</b>	<b>(1)</b>		<b>Sub-Total</b>	<b>2,649</b>	<b>2,613</b>	<b>(36)</b>	<b>(27)</b>	<b>(9)</b>
6,355	0	Admin. Directorate	Salaries	6,355	6,241	(114)	(135)	21
4,407	53		Non-Sal Exp	4,460	4,448	(12)	33	(45)
(1,288)	(17)		Income	(1,305)	(1,293)	12	(8)	20
<b>9,474</b>	<b>36</b>		<b>Total</b>	<b>9,510</b>	<b>9,396</b>	<b>(114)</b>	<b>(110)</b>	<b>(4)</b>

## FINANCE (£211k underspend, £3k improvement)

41. The Finance group is forecasting an underspend of £211k at Month 4, due in the main to staffing vacancies in Operational Finance and Procurement, and the capitalisation of staff supporting transformation activity. A minor £3k improvement is reported from Month 2.

**Table 8: Finance Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (+ adv / - fav)			
			Revised Budget £'000	Forecast Outturn £'000	Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
519	0	Internal Audit	Salaries	519	539	20	13	7
30	0		Non-Sal Exp	30	30	0	0	0
(10)	0		Income	(10)	(10)	0	0	0
<b>539</b>	<b>0</b>		<b>Sub-Total</b>	<b>539</b>	<b>559</b>	<b>20</b>	<b>13</b>	<b>7</b>
1,555	0	Procurement	Salaries	1,555	1,519	(36)	(36)	0
92	(1)		Non-Sal Exp	91	91	0	0	0
0	0		Income	0	0	0	0	0
<b>1,647</b>	<b>(1)</b>		<b>Sub-Total</b>	<b>1,646</b>	<b>1,610</b>	<b>(36)</b>	<b>(36)</b>	<b>0</b>
3,321	142	Operation. Finance	Salaries	3,463	3,276	(187)	(177)	(10)
611	0		Non-Sal Exp	611	611	0	0	0
(158)	0		Income	(158)	(158)	0	0	0
<b>3,774</b>	<b>142</b>		<b>Sub-Total</b>	<b>3,916</b>	<b>3,729</b>	<b>(187)</b>	<b>(177)</b>	<b>(10)</b>
4,101	0	Revenues & Benefits	Salaries	4,101	4,146	45	45	0
1,634	(5)		Non-Sal Exp	1,629	1,627	(2)	(2)	0
(2,023)	0		Income	(2,023)	(2,066)	(43)	(43)	0
<b>3,712</b>	<b>(5)</b>		<b>Sub-Total</b>	<b>3,707</b>	<b>3,707</b>	<b>0</b>	<b>0</b>	<b>0</b>
1,348	0	Strategic Finance	Salaries	1,348	1,340	(8)	(8)	0
1,978	290		Non-Sal Exp	2,268	2,268	0	0	0
(284)	0		Income	(284)	(284)	0	0	0
<b>3,042</b>	<b>290</b>		<b>Sub-Total</b>	<b>3,332</b>	<b>3,324</b>	<b>(8)</b>	<b>(8)</b>	<b>0</b>
10,844	142	Finance Directorate	Salaries	10,986	10,820	(166)	(163)	(3)
4,345	284		Non-Sal Exp	4,629	4,627	(2)	(2)	0
(2,475)	0		Income	(2,475)	(2,518)	(43)	(43)	0
<b>12,714</b>	<b>426</b>		<b>Total</b>	<b>13,140</b>	<b>12,929</b>	<b>(211)</b>	<b>(208)</b>	<b>(3)</b>

42. A £50k improvement is reported on the projected drawdown from the Insurance Contingency, reflecting lower levels of outstanding claims than previously experienced.

**Table 9: Finance Development & Risk Contingency**

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 4		Variance (+ adv / - fav)		
			Revised Budget £'000	Forecast Outturn £'000	Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
341	0	Uninsured Claims	341	291	(50)	0	(50)
<b>341</b>	<b>0</b>	<b>Current Commitments</b>	<b>341</b>	<b>291</b>	<b>(50)</b>	<b>0</b>	<b>(50)</b>

## RESIDENTS SERVICES (£922k underspend, £209k improvement)

43. Residents Services directorate is showing a projected outturn underspend of £922k at Month 4, excluding pressure areas that have identified contingency provisions.

**Table 10: Residents Services Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
15,008	(485)	Deputy Director Residents Services	Salaries	14,523	14,290	(233)	(291)	58
15,752	1,227		Non-Sal Exp	16,979	17,148	169	126	43
(7,981)	587		Income	(7,394)	(7,435)	(41)	123	(164)
<b>22,779</b>	<b>1,329</b>		<b>Sub-Total</b>	<b>24,108</b>	<b>24,003</b>	<b>(105)</b>	<b>(42)</b>	<b>(63)</b>
4,951	173	Development and Assets	Salaries	5,124	5,102	(22)	(22)	0
11,174	(43)		Non-Sal Exp	11,131	11,298	167	146	21
(5,072)	(314)		Income	(5,386)	(5,315)	71	71	0
<b>11,053</b>	<b>(184)</b>		<b>Sub-Total</b>	<b>10,869</b>	<b>11,085</b>	<b>216</b>	<b>195</b>	<b>21</b>
487	0	Estates and Tenancy Management	Salaries	487	410	(77)	0	(77)
1,154	(3)		Non-Sal Exp	1,151	1,136	(15)	0	(15)
(3,279)	0		Income	(3,279)	(3,095)	184	184	0
<b>(1,638)</b>	<b>(3)</b>		<b>Sub-Total</b>	<b>(1,641)</b>	<b>(1,549)</b>	<b>92</b>	<b>184</b>	<b>(92)</b>
1,730	(47)	Planning, Transportatio n and Community Projects	Salaries	1,683	1,440	(243)	(189)	(54)
1,534	(480)		Non-Sal Exp	1,054	1,054	0	0	0
(10,706)	0		Income	(10,706)	(10,801)	(95)	(95)	0
<b>(7,442)</b>	<b>(527)</b>		<b>Sub-Total</b>	<b>(7,969)</b>	<b>(8,307)</b>	<b>(338)</b>	<b>(284)</b>	<b>(54)</b>
1,774	0	Planning and Enforcement	Salaries	1,774	1,604	(170)	(130)	(40)
854	(50)		Non-Sal Exp	804	804	0	0	0
(2,782)	0		Income	(2,782)	(3,047)	(265)	(298)	33
<b>(154)</b>	<b>(50)</b>		<b>Sub-Total</b>	<b>(204)</b>	<b>(639)</b>	<b>(435)</b>	<b>(428)</b>	<b>(7)</b>
11,739	(121)	Green Spaces, Sport & Culture	Salaries	11,618	11,643	25	43	(18)
7,567	(303)		Non-Sal Exp	7,264	7,285	21	11	10
(9,916)	92		Income	(9,824)	(9,980)	(156)	(156)	0
<b>9,390</b>	<b>(332)</b>		<b>Sub-Total</b>	<b>9,058</b>	<b>8,948</b>	<b>(110)</b>	<b>(102)</b>	<b>(8)</b>
7,994	(2,339)	Digital Strategy & Communicati ons	Salaries	5,655	5,648	(7)	(46)	39
5,714	225		Non-Sal Exp	5,939	5,866	(73)	(89)	16
(3,058)	924		Income	(2,134)	(1,991)	143	146	(3)
<b>10,650</b>	<b>(1,190)</b>		<b>Sub-Total</b>	<b>9,460</b>	<b>9,523</b>	<b>63</b>	<b>11</b>	<b>52</b>
6,027	2,388	Business and Technical Support	Salaries	8,415	7,853	(562)	(481)	(81)
1,051	(60)		Non-Sal Exp	991	1,126	135	106	29
(4,197)	(748)		Income	(4,945)	(4,591)	354	262	92
<b>2,881</b>	<b>1,580</b>		<b>Sub-Total</b>	<b>4,461</b>	<b>4,388</b>	<b>(73)</b>	<b>(113)</b>	<b>40</b>
4,131	277	Policy and Standards - Education, Housing and Public Health	Salaries	4,408	4,197	(211)	(134)	(77)
10,455	594		Non-Sal Exp	11,049	11,028	(21)	0	(21)
(9,014)	(65)		Income	(9,079)	(9,079)	0	0	0
<b>5,572</b>	<b>806</b>		<b>Sub-Total</b>	<b>6,378</b>	<b>6,146</b>	<b>(232)</b>	<b>(134)</b>	<b>(98)</b>
53,841	(154)	Residents Services	Salaries	53,687	52,187	(1,500)	(1,250)	(250)
55,255	1,107		Non-Sal Exp	56,362	56,745	383	300	83
(56,005)	476		Income	(55,529)	(55,334)	195	237	(42)
<b>53,091</b>	<b>1,429</b>		<b>Total</b>	<b>54,520</b>	<b>53,598</b>	<b>(922)</b>	<b>(713)</b>	<b>(209)</b>

44. The overall variance is a result of staffing underspends across the group and favourable income projections in planning, offset mainly by a pressure on the adaptations backlog in Development & Assets, and income shortfalls at Cedars and Grainges car parks and in Imported Food sampling.
45. The Council's 2016/17 contingency budget contains provision for areas of expenditure or income within Residents Services for which there is a greater degree of uncertainty. The position against these contingency items is shown in Table 11 below. At Month 4 projected calls on contingency are £98k below the budgeted provision.

**Table 11: Development and Risk Contingency**

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Revised Budget £'000
			Revised Budget £'000	Forecast Outturn £'000			
2,025	0	Impact of welfare reform on homelessness	2,025	2,025	0	0	0
2,728	0	Waste Disposal Levy	2,728	2,630	(98)	0	(98)
200	0	High Speed 2 Challenge Fund	200	200	0	0	0
200	0	Heathrow Expansion Challenge Fund	200	200	0	0	0
<b>5,153</b>	<b>0</b>	<b>Current Commitments</b>	<b>5,153</b>	<b>5,092</b>	<b>(98)</b>	<b>0</b>	<b>(98)</b>

46. Over 2016/17 the numbers in temporary accommodation continues to be consistently above the original MTFF forecast.

**Table 12: Housing Needs performance data**

	2016		
	May	June	July
Homeless Threat, Priority Need & Eligible	166	110	138
Presenting As Homeless	41	38	32
Duty Accepted	22	28	13
<b>Households in Temporary Accommodation</b>	<b>591</b>	<b>590</b>	<b>600</b>
<b>Households in B&amp;B</b>	<b>220</b>	<b>217</b>	<b>211</b>

47. As in previous years, a contingency has been set aside in 2016/17 to resource the need for temporary accommodation in the Borough. The call on contingency relating to homelessness at this early stage of the financial year is currently projected to be £2,025k, which is as per the budgeted provision. Given the continuing high levels of households in high cost B&B, and challenges in procuring affordable private rental sector accommodation, this risk will be closely monitored throughout the year. There is the option to utilise earmarked reserves should the position deteriorate.
48. A contingency of £2,728k has been set aside to fund estimated increases in waste tonnages via the levy. West London Waste Authority (WLWA) had previously indicated potential disbursement of excess reserves, further to finalisation of their 2015/16 year end position.

49. At the latest partnership meeting of the authority, boroughs were notified of further delays to commencement of full services at Severnside Energy Recovery Facility (SERC). The delay is now anticipated to be three months with service commencement in November 2016 as opposed to August 2016, owing to disputes between various contractors working on the site. The financial impact to WLWA is anticipated to be £5,200k with any unforeseen closures of the SERC during commissioning potentially resulting in additional costs of a smaller magnitude.
50. The impact on boroughs is that the disbursement of excess reserves will now not be actioned, as the additional reserves of circa £3,000k from the 2015/16 surplus are required to manage the impact of the delay at the SERC. WLWA have assured officers that they will not ask for further resources from boroughs should further delays to full service commencement materialise.

#### **Deputy Director Residents Services (£105k underspend, £63k improvement)**

51. An underspend of £233k relating to staffing budgets across the services forecast, netted down by a forecast pressure of £169k on non-staffing costs, owing to increased expenditure on tipping costs via the Grundon recycling contract (£126k) and projected refuse bag costs (£43k).
52. There is a forecast favourable income variance of £236k relating to improved income projections at New Years Green Lane (NYGL) following a review of first quarter income. Year to date income is already at £234k against a full year income target of £384k. The service now forecasts full year income of £620k.
53. However, there continues to be an income pressure within the Imported Food Service of £195k, with forecast pressures resulting from regular legislative changes and seasonal variations. Part of the pressure experienced this year results from a reduction in Kenyan imports and the removal of Kenyan beans from the high risk list, such that no inspections are required.
54. As reported throughout 2015/16, short-term funding in support of weekly recycling and food waste collections has been built up in an Earmarked Reserve. Following drawdown of approximately 50% of this reserve during the close of 2015/16, the remaining resource of £327k is expected to be drawdown in full at the end of this financial year (2016/17).

#### **Development and Assets (£216k overspend, £21k adverse movement)**

55. At Month 4 the service continues to report an overspend of £195k on additional resources being deployed to cover the backlog of work for home adaptations. The pressure relates to additional interim arrangements to cover backlog of work including a financial assessment officer and a consultant. The service is also reporting an adverse movement of £21k for non-staffing costs across the service.

#### **Estates and Tenancy Management (£92k overspend, £92k improvement)**

56. The service is reporting a favourable movement of £77k at Month 4 in relation to a revised staffing projection, after factoring in agency costs against the vacant posts currently held within the service.
57. The non-staffing forecast has been revised to show a net £15k favourable movement following the handback of Warnford Industrial estate at the end of September 2016. The service is projecting an income pressure of £184k, owing to the continuing pressure on garages income and a smaller £25k pressure on general corporation estates income.

### **Planning, Transportation and Community Projects (£338k underspend, £54k improvement)**

58. At Month 4, the service is reporting a favourable salary projection of £243k (£54k improvement), relating to a number of vacant posts in a number of teams across the service, with the largest variances in the planning policy team and school crossing patrols.
59. There is a forecast overachievement on income of £95k relating to a favourable position on grants, with the main movement relating to notification of the final New Homes Bonus refund from CLG.

### **Planning and Enforcement (£435k underspend, £7k improvement)**

60. There are a number of vacant posts across both Planning and Building Control, with a BID review of Planning recently submitted to the Leader of the Council for review. A number of posts continue to be funded from gift funding income, with additional resources in an Earmarked Reserve to be utilised dependent on the final value of gift funding received.
61. Income streams across the planning service remain robust, with income targets expected to be exceeded by £265k.

### **Green Spaces, Sport & Culture (£110k underspend, £8k improvement)**

62. The service is projecting a staffing overspend of £25k (£18k favourable) within the group, reflecting revised forecasts across the group at Month 4. However, there is a £10k adverse movement in non-staffing costs following revised projections for Parks and Open Spaces.
63. The service is forecasting overachievement of income targets at Month 4 of £156k (no change). The underspend relates to improved income forecasts across Arts & Theatres, Leisure and Bereavement services.

### **Digital Strategy & Communications (£63k overspend, £52k adverse movement)**

64. There is a revised staffing forecast of £39k adverse following the finalisation of the Communications restructure and agency cover in ICT.
65. An underspend of £89k on contracts and licences is reported at Month 4, consisting of underspends in support & maintenance renewals (£30k), data communications (£50k) and equipment maintenance (£9k). This is partially off-set by an adverse movement of £16k for printing costs within Communications.

### **Business and Technical Support (£73k underspend, £40k adverse movement)**

66. The off-street parking income at the Cedars and Grainges multi-storey car parks continues to experience pressure relating to the loss of season ticket income at both car parks. The most recent income projection forecasts a pressure of £354k (£92k adverse).
67. There is a revised projected underspend of £562k (£81k favourable) on staffing budgets relating to delays in recruitment following the restructure in Technical Admin and Business Support.
68. The forecast for non-staffing costs is showing a projected overspend of £135k (£29k adverse). The adverse movement relates to above budget forecasts for cleaning (based on pro-rating actual costs to date) cash collection services (reflecting the committed amount due to Loomis) and Parkmark system registration.

**Policy and Standards - Education, Housing and Public Health (£232k underspend, £98k improvement)**

69. Month 4 forecasts for the staffing costs in this area project an underspend of £211k (£77k favourable) owing to vacant posts across a number of services, with the main variance in Housing Options (£158k).
70. The service is also forecasting a £21k favourable variance on non-staffing costs following a recent review.

## SOCIAL CARE (£345k underspend, £11k improvement)

71. Social Care is projecting an underspend of £345k as at Month 4, an improvement of £11k from Month 2. There are a number of ongoing challenges that the service is facing including staff recruitment, especially Social Workers, providing housing accommodation and support for Section 17 designated families and pressures relating to the cost of transport within the Social Care Budget. Management action is being taken to reduce these.

**Table 13: Social Care Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (+ adv / - fav)			
			Revised Budget £'000	Forecast Outturn £'000	Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
1,826	(60)	Safeguarding Children	Salaries	1,766	1,767	1	65	(64)
1,612	7		Non-Sal Exp	1,619	1,721	102	59	43
(165)	0		Income	(165)	(236)	(71)	(114)	43
<b>3,273</b>	<b>(53)</b>		<b>Sub-Total</b>	<b>3,220</b>	<b>3,252</b>	<b>32</b>	<b>10</b>	<b>22</b>
4,678	(337)	Children's Early Intervention Services	Salaries	4,341	4,055	(286)	(122)	(164)
3,406	(209)		Non-Sal Exp	3,197	3,309	112	2	110
(1,712)	216		Income	(1,496)	(1,460)	36	(4)	40
<b>6,372</b>	<b>(330)</b>		<b>Sub-Total</b>	<b>6,042</b>	<b>5,904</b>	<b>(138)</b>	<b>(124)</b>	<b>(14)</b>
4,293	0	Looked After Children	Salaries	4,293	4,562	269	157	112
608	(29)		Non-Sal Exp	579	555	(24)	0	(24)
(8)	0		Income	(8)	(8)	0	(208)	208
<b>4,893</b>	<b>(29)</b>		<b>Sub-Total</b>	<b>4,864</b>	<b>5,109</b>	<b>245</b>	<b>(51)</b>	<b>296</b>
7,595	(142)	Children's Resources	Salaries	7,453	7,698	245	109	136
9,388	642		Non-Sal Exp	10,030	10,859	829	914	(85)
(6,891)	0		Income	(6,891)	(7,556)	(665)	(914)	249
<b>10,092</b>	<b>500</b>		<b>Sub-Total</b>	<b>10,592</b>	<b>11,001</b>	<b>409</b>	<b>109</b>	<b>300</b>
8,669	118	All-Age Disabilities	Salaries	8,787	8,010	(777)	(446)	(331)
44,634	270		Non-Sal Exp	44,904	45,337	433	312	121
(9,536)	(118)		Income	(9,654)	(9,458)	196	83	113
<b>43,767</b>	<b>270</b>		<b>Sub-Total</b>	<b>44,037</b>	<b>43,889</b>	<b>(148)</b>	<b>(51)</b>	<b>(97)</b>
4,460	331	Adult Social Work	Salaries	4,791	4,698	(93)	(59)	(34)
28,082	176		Non-Sal Exp	28,258	29,298	1,040	795	245
(8,570)	0		Income	(8,570)	(9,551)	(981)	(725)	(256)
<b>23,972</b>	<b>507</b>		<b>Sub-Total</b>	<b>24,479</b>	<b>24,445</b>	<b>(34)</b>	<b>11</b>	<b>(45)</b>
8,873	(471)	Adult's Early Intervention & Prevention	Salaries	8,402	7,941	(461)	(147)	(314)
3,067	6		Non-Sal Exp	3,073	3,255	182	213	(31)
(10,897)	320		Income	(10,577)	(10,567)	10	(29)	39
<b>1,043</b>	<b>(145)</b>		<b>Sub-Total</b>	<b>898</b>	<b>629</b>	<b>(269)</b>	<b>37</b>	<b>(306)</b>
2,574	28	Safeguarding, Quality & Partnerships	Salaries	2,602	2,614	12	12	0
6,531	(5)		Non-Sal Exp	6,526	6,757	231	402	(171)
(541)	0		Income	(541)	(842)	(301)	(351)	50
<b>8,564</b>	<b>23</b>		<b>Sub-Total</b>	<b>8,587</b>	<b>8,529</b>	<b>(58)</b>	<b>63</b>	<b>(121)</b>
631	0	Directorate & Support Services	Salaries	631	400	(231)	(238)	7
649	(352)		Non-Sal Exp	297	144	(153)	(100)	(53)
(33)	0		Income	(33)	(33)	0	0	0
<b>1,247</b>	<b>(352)</b>		<b>Sub-Total</b>	<b>895</b>	<b>511</b>	<b>(384)</b>	<b>(338)</b>	<b>(46)</b>
43,599	(533)	<b>Social Care Total</b>	Salaries	43,066	41,745	(1,321)	(669)	(652)
97,977	506		Non-Sal Exp	98,483	101,235	2,752	2,597	155
(38,353)	418		Income	(37,935)	(39,711)	(1,776)	(2,262)	486
<b>103,223</b>	<b>391</b>		<b>Total</b>	<b>103,614</b>	<b>103,269</b>	<b>(345)</b>	<b>(334)</b>	<b>(11)</b>



**SOCIAL CARE DEVELOPMENT AND RISK CONTINGENCY (£2,311k overspend, £267k improvement)**

72. The Council's 2016/17 Development and Risk Contingency contains 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, which is projecting an overspend of £2,311k, an improvement of £267k on the Month 2 projections, due to an improvement in the projected cost of clients in Winterbourne View, where the position on dowries has been confirmed on a number of clients and an improvement in the projected costs of Deprivation of Liberty Safeguards, where the latest set of data is indicating a reduction in the number of weekly clients.

**Table 14: Social Care Development & Risk Contingency**

Original Budget	Budget Changes	Development & Risk Contingency	Month 4		Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2
£'000	£'000		£'000	£'000	£'000	£'000	£'000
2,212	0	Asylum Service	2,212	1,936	(276)	(276)	0
3,734	0	Demographic Growth - Looked After Children	3,734	6,077	2,343	2,338	5
277	0	Social Worker Agency	277	277	0	0	0
1,699	0	Demographic Growth - Transitional Children	1,699	1,449	(250)	(250)	0
432	0	Demographic Growth - Adults	432	432	0	0	0
393	0	Winterbourne View	393	78	(315)	(205)	(110)
0	0	Deprivation of Liberty Safeguards	0	809	809	971	(162)
1,331	0	Care Act New Burdens Funding	1,331	1,331	0	0	0
<b>10,078</b>	<b>0</b>	<b>Current Commitments</b>	<b>10,078</b>	<b>12,389</b>	<b>2,311</b>	<b>2,578</b>	<b>(267)</b>

**Asylum Service (£276k underspend, no movement)**

73. This service is projecting a drawdown of £1,936k from the contingency, £276k below the budget. This reflects the benefits that the service expects to deliver through undertaking a major review of the support provided to Unaccompanied Asylum Seeking Children (UASC) to ensure that individual UASC are accessing all available funding sources from a range of Central Government Departments. The service is also undertaking a major review of all financial policies relating to the provision of allowances, to ensure that there is a consistent approach to the financial support provided. Early indications are that these reviews will reduce the cost to the Council, but not necessarily reduce the amount of funding that the individual will receive, as they will be able to access levels of financial support from Central Government Departments.

74. On 13 May 2016, the Home Office provided an update on the National Transfer arrangements that they planned to put in place in 2016 for UASC. This clarified that from 1 July 2016; the rates that would be provided for all new entrants would be £114 per day for eligible under 16's, £91 per day for eligible 16 to 17 year olds and £200 per week for 18+ who would attract leaving care support. It also made it clear that those UASC already receiving

support prior to 1 July 2016, would continue to receive the original funding rates applicable at the time.

75. The rates that Hillingdon currently receives are £114 per day for eligible under 16's, £91 per day for eligible 16 to 17 year olds and £150 per week for 18+ who would attract leaving care support. Therefore, the only difference in the new rates relates to the 18+ population. However, as this applies only to new starters after 1 July 2016, the new arrangements will have a very minimal financial benefit to the Council.
76. A further update has been provided through the release of the Interim National Transfer Protocol for Unaccompanied Asylum Seeking Children 2016/17, which is a voluntary scheme at the moment and was effective from 1 July 2016, applicable only to new entrants. This agreement proposes a cap on the number of UASC that any authority should be looking after at any given time, which has been set at 0.07% of the child population. For Hillingdon, this equates to 48 children, however, Hillingdon currently provides support for 113 UASC, which is 65 above the cap. This would imply that Hillingdon would not have to take on any new UASC with effect from 1 July 2016. Officers are currently working through the proposed arrangements, as it requires a number of new procedures to be put in place to enable presenting UASC to be moved on to other Councils, and as it is a voluntary scheme, it relies on other councils to actively participate.

#### **Demographic Growth - Looked After Children (£2,343k overspend, £5k adverse movement)**

77. The service is projecting a drawdown of £6,077k from the Contingency, £2,343k above budget, a slight adverse movement of £5k on the Month 2 projections. There are a number of reasons for this projected overspend, which are explained in the following paragraphs. Additionally, the service has implemented a number of changes to the approval and review process, which provide a much stronger challenge in the decision making process. It is evident that this approach is starting to bring some stability to the forecasted cost, where the projected spend has remained reasonably consistent since Month 2.
78. Reviewing the construction of the base budget for 2016/17, it is clear that based on the July 2015 data, the original base budget was significantly below the then projected outturn position for 2015/16. To address this, an additional £3,736k was built into the Council's base budget. However, it was then assumed that as the numbers were beginning to show signs of stabilising, a saving of £1,559k could be delivered, with a focus on the high cost residential placements, where the numbers of placements were seen as being abnormally high.
79. The first point to note is that the performance data indicates that the service has stabilised and remains stable. Looked After Children numbers are consistently within the range of 340 to 360 placements over the months from May 2015 to date, those with a Child Protection Plan is consistently within the range of 340 to 380 placements, and those where children have been identified as Children in Need is relatively consistent standing at approximately 645 cases. Additionally, since Month 3 of 2015/16, the service has reduced the number of IFA placements and has been able to use more In-House Foster Carers, improving the proportions from a split of 54% IFA to 46% In-House in Month 3 of 2015/16, to 46% IFA and 54% In-House at Month 4 of 2016/17.
80. The Assistant Director of Children's Services has significantly revised the decision making process for all Looked After Children placements by setting up one panel, which makes the decisions on all placements. This panel meets weekly to ensure that the correct decisions are being made on the most appropriate placement for an individual child. Additionally the placement data is reviewed each month by the Assistant Director of Children's Services with each of the Social Worker Team Managers, where the main focus is on higher cost placements. Comparing the 2015/16 outturn position (a total expenditure of £5,129k) with the

projected outturn for 2016/17 (£4,296k), indicates that through these new procedures, the service will have reduced the cost of high cost placements by £833k, which is above the savings identified in the base budget for 2016/17 of £665k.

81. However, comparing the 2015/16 outturn position (a total expenditure of £11,198k) with the baseline budget for 2016/17 (£10,415k), indicates that the final position at the year end was £783k higher than the position used to determine the budget for 2016/17 in July 2015. It is therefore reasonable to conclude that part of the reason for the overspend relates to this point, as the service will have to reduce this cost first before any savings can be achieved.
82. The main saving built into the base budget relates to the change in the number of children placed through an Independent Fostering Agency (IFA), linked to the October 2015 Foster Care recruitment initiative, which aimed to recruit up to 30 new Foster Carers. There are currently 19 applicants still going through the assessment stages (it should be noted that this figure is likely to change at the final approval stage), which will result in additional Foster Carers being recruited. The service is also looking to start another campaign in the near future. However, it is clear that the profile used to reflect the reduction in costs does not match the actual position and additionally, the number of IFA placements are expected to increase, as the strategy for stepping down the majority of high cost placements, which costs approximately £3,400 per week, is to move them to an IFA, at a cost of £1,500 per week compared to approximately £800 per week for all other IFA placements, due to the complex needs of the children. The current projections reflect this position (forecasting an annual spend of £3,417k), which is comparable to the outturn position in 2015/16 (an expenditure of £3,242k). Based on this, it will be very challenging for the service to reduce its' costs and deliver the identified saving of £1,417k.
83. The projected outturn position also assumes that part of the cost of placements will be met by a contribution from the Dedicated School Grant (DSG) and the Health Service. Based on the current placement profile, there is a projected shortfall in income of £257k, as generally, where children are moved from a high cost placement and placed more locally, they in most cases attend a local Hillingdon school and therefore do not incur any additional educational costs within the placement. However, it should be noted that within this is an assumption that the Health Service will contribute £300k.

#### **Social Worker Agency (Children's) (Nil variance, no movement)**

84. The contingency to provide funding to cover the additional cost of using agency staff whilst the service undertakes recruitment activity, assumed that the service will operate at a level of 90% of posts filled by permanent staff and 10% filled by agency staff. Currently, the service is projecting to be at 80% permanency and so it is anticipated that the full drawdown of this contingency will be required.

#### **Demographic Growth - Transitional Children (£250k underspend, no movement)**

85. The number of children who transferred to adult care services for 2015/16 was lower than anticipated and based on this reduced number it is currently estimated that £250k of this contingency will not be needed in the current financial year. The number due to transfer in 2016/17 will not be known until the Autumn, however, this area will be kept under close review and any changes reflected in future forecasts.

#### **Demographic Growth - Adults Placements (Nil variance, no movement)**

86. At Month 4 it is forecast that the full drawdown of the £432k contingency for Adult Demographic changes will be required, no change from the Month 2 projections. The

demographic forecasting tool is regularly refreshed and expenditure areas are kept under close review.

#### **Winterbourne View (£315k underspend, £110k improvement)**

87. At Month 4 it is forecast that only £78k of the contingency will need to be drawdown in respect of the Winterbourne View transfer cases, resulting in an underspend of £315k and an improvement of £110k on the Month 2 projections, as dowry funding has now been agreed for some of the clients within this cohort.

#### **Deprivation of Liberty Safeguards (DoLS) (£809k overspend, £162k improvement)**

88. The number of DoLS referrals received to the end of July is 472 (368 in June). This is an average of 26 per week. The forecast for Month 4 has been revised to reflect management action being taken to reduce the pressure and now reflects anticipated levels from both care home and hospital based residents and residents in the community. This will be kept under close review during the year. It should be noted that central government has provided no new specific grant funding to cover this pressure, which was anticipated when the budget was set.

### **DIRECTORATE OPERATING BUDGETS**

#### **Children's Services (£548k overspend, £604k adverse movement)**

##### **Safeguarding Children (£32k overspend, £22k adverse movement)**

89. The service is reporting an overspend of £32k, an adverse movement of £22k on the Month 2 projections, due to a review of the projected costs of the Child Protection, Local Safeguarding Children's Board (LSCB) and Family Conference delivery costs, where there is an overspend of £102k on non-staffing costs, netted down by additional income from a recharge to Adult Services for the cost of running a joint safeguarding board operation covering both children's and adults. The Safeguarding Board budget is currently being reviewed and will need to be realigned to reflect this revised arrangement.

##### **Children's Early Intervention & Prevention Services (£138k underspend, £14k improvement)**

90. The service is reporting an underspend of £138k, an improvement of £14k on the Month 2 projections, due to a review of staffing and non-staffing costs across the service. The underspend reported relates to staffing costs, which are projecting an underspend of £286k across the whole service and in particular within the local authority run Children Centre budgets and the Targeted Support Programme, where these services have a number of vacant posts. This reflects the management action that has been taken over the last few months, to ensure that the Social Care Directorate budget operates within its allocated base budget.
91. This is netted down by a projected overspend of £112k on non staffing costs, predominantly relating to the Children Centre review savings proposal of £215k, which has been slightly delayed, but through management action will be covered by delivering underspends across the rest of the service and in particular the Targeted Support Programme budgets.

##### **Looked After Children (£245k overspend, £296k adverse movement)**

92. This service is reporting an overspend of £245k, an adverse movement of £296k on the Month 2 projections, reflecting the latest projections on timing of permanent recruitment and resulting use of agency staff. The adverse movement reflects the difference between the

original assumptions built in for staff recruitment in Month 2, which assumed a monthly recruitment profile spread evenly across the year, where the latest forecast indicates that the actual profile is more likely to be weighted towards the end of the 2016 calendar year, reflecting the very competitive Social Worker recruitment market. The service continues to work very closely with the HR Service, to review recruitment progress and identify further opportunities to engage with the recruitment market that will attract the right calibre of staff. The use of agency staff is also being limited to the cover for essential posts.

93. There is an overspend of £269k on staffing costs, an adverse movement of £112k. This is due to the continuation of the Skylakes managed service for longer than originally expected, which ended at the beginning of June 2016 and the time taken to recruit permanent staff to the newly established duty team that replaced the Skylakes managed service at the beginning of June 2016. The assumption is that this delivery model will need to run for a few months to retain stability and enable the service to undertake a targeted recruitment campaign, where it is anticipated that permanent staff will not be recruited until the end of this year (December 2016).
94. The one-off cost of the Skylakes managed service will be met by drawing down £216k from Earmarked Reserves, which has been reflected in the monitoring report by grossing up the salary and income budgets.
95. Additionally, the Assistant Director of Children's Services is undertaking a major review of the allowances paid to Looked After Children and has tightened up the approval process. The service is also reviewing all of their finance policies to ensure that they are in line with other Councils and that there is a consistent approach to the decision making process for releasing allowances to all Looked After Children.

#### **Children's Resources (£409k overspend, £300k adverse movement)**

96. The service is reporting an overspend of £409k at Month 4, an adverse movement of £300k on the Month 2 projections, reflecting the latest projections on timing of permanent recruitment and resulting use of agency staff. The adverse movement reflects the difference between the original assumptions built in for staff recruitment in Month 2, which assumed a monthly recruitment profile spread evenly across the year, where the reality indicates that the actual profile is more likely to be weighted towards the end of the 2016 calendar year, reflecting the very competitive Social Worker recruitment market. The service continues to work very closely with the HR Service, to review recruitment progress and identify further opportunities to engage with the recruitment market that will attract the right calibre of staff. The use of agency staff is also being limited to the cover for essential posts.
97. The service is projecting an overspend of £245k on staffing costs, an adverse movement of £136k, reflecting the change in the recruitment assumptions noted above, and use of agency cover whilst the service continues its recruitment campaign. However, it is proposed that £132k of staffing costs will be capitalised to reflect the work that staff are undertaking on transformation projects.
98. Additionally, the service has an overspend of £829k on non-staffing costs, which relates to the cost of staff recruitment (an additional cost of £250k), where the service are using a range of services to access the market place, including temp-to-perm arrangements, a major recruitment campaign through Penna and overseas recruitment through HCL; the cost of providing support for families under Section 17 regulations or who have No Recourse to Public Funds (NRPF) relating to temporary Bed and Breakfast accommodation (an additional cost of £396k) and ad-hoc crisis support (an additional cost of £56k). These costs will be met from a drawdown of £702k from the Earmarked Reserves.

## **Adults (£893k underspend, £615k improvement)**

### **All Age Disabilities (AAD) (£148k underspend, £97k improvement)**

99. The service is reporting an underspend of £148k, an improvement of £97k on the Month 2 projections, predominantly due to a reduction in the projected staffing costs, where the service has a number of staff vacancies.
100. The salaries budget for AAD is currently forecast to underspend by £777k, the underspend forecast is due to vacancies held during the year and management action being taken to manage the overall budget of the directorate. Of this, the Transport Service is forecast to underspend against staffing by £138k, which is being delivered as part of the ongoing review of the service and the Special Educational Needs staffing is projected to underspend by £288k, however, £135k of this is offset by reduced DSG income recharges. Additionally the Social Work Teams are forecasting an underspend of £223k, with the remaining balance of £128k relating to the capitalisation of transformation costs.
101. The service is currently managing down a pressure within the Transport service across both Special Educational Needs children and Adults through a range of management actions including an in-depth review of contracts, routes and use of vehicles. The Month 4 forecast assumes that this action will bring the service costs close to budget by the year end.
102. The non-staffing budget is forecasting a pressure of £433k, an adverse movement of £121k from the Month 2 projection. The placements budget remain under pressure due to a number of Independent Living Fund (ILF) cases that transferred in July 2015 (approximately £100k) and from increases in unit costs for placements, which is the reason for the increase in the forecast this month.
103. The income budget is forecasting a pressure of £196k, an adverse movement of £113k on the Month 2 projections. £135k of this is from reduced DSG income in respect of SEN staff which is off-set by an underspend on salaries, as noted above. The balance is from reduced income forecast for Transport from contributions from other Local Authorities

### **Social Work (£34k underspend, £45k improvement)**

104. The service is reporting an underspend of £34k, an improvement of £45k on the Month 2 projections, due to a range of management actions that have been taken following a review of staffing costs.
105. The staffing budget is forecast to underspend by £93k, an improvement of £34k from the Month 2 forecast and reflects the management action being taken to offset pressures within the Social Care budget.
106. The non-staffing and income budgets are forecast to underspend by a net £59k, after drawing down £194k from Earmarked Reserves to cover the increase in Homecare inflation equating to £134k, which was agreed with providers in February 2016 and £60k for the Telecareline savings.
107. The community equipment budget is forecasting a net underspend of £107k, reflecting the management controls that have been put in place in the service.
108. Additionally, there are pressures emerging within the placements and homecare budgets, which in part are being offset by additional income from Health in respect of joint S117 Mental Health Act placements. These are currently being contained within the overall position of the service but will be kept under close review.

### **Adults Early Intervention & Prevention (£269k underspend, £306k improvement)**

109. The service is reporting an underspend of £269k, an improvement of £306k on the Month 2 projections, due to putting in place a range of management actions, which have resulted in a favourable movement in the cost of contingent labour following a review of the likely usage and bringing forward a number of savings planned for 2017/18.
110. The salary budget is forecast to underspend by £461k, an improvement of £314k on the Month 2 projections. The improved position is from bringing forward savings planned for 2017/18 where it is estimated that these will generate savings totalling £120k and an optimistic forecast for spend against contingent labour of £150k, following a review of the projected usage of this budget. The balance relates to a number of staff vacancies being held across the service to contribute towards off-setting the pressures arising across the Social Care Directorate.
111. There is a pressure of £182k forecast on the non-staffing budget, which relates to delays in delivering the preventative savings target, where there is an ongoing review. It is anticipated that savings can be delivered, but it is currently uncertain how much of this can be delivered in the current year. This cost pressure is off-set by the underspend against staffing and an underspend against meals purchased.

### **Safeguarding Quality & Partnerships (£58k underspend, £121k improvement)**

112. The service is reporting an underspend of £58k at Month 4, an improvement of £121k on the Month 2 projections. The underspend is due to a reduction in the projected cost of the safeguarding board, reflecting the proposed change to have a combined adults and children's safeguarding structure which has offset pressures within the placements budgets and preventative services savings target. The staff budget is forecast to be close to budget with a pressure of £12k, no movement from Month 2
113. The non staffing budget has a net pressure of £231k. Placements are forecast to overspend by £303k which is off-set by £345k on Health contributions to S117 Mental Health Act joint placements. Off-setting these non staffing pressures is a reduced recharge of £159k against the combined adults and children's safeguarding structure.
114. There is a £100k pressure relating to the savings target in respect of the review of the Complex Care Service. This service is still under review and at present the saving that can be delivered from changing the delivery model of this service in the current year is uncertain. This pressure is being off-set by savings across the directorate.
115. Additional income of £301k is forecast, £345k of this additional income is from Health for joint S117 placements as referred to above. There is a pressure from reduced client contribution of £44k.

### **Directorate & Support (£384k underspend, £46k improvement)**

116. The Directorate budget is forecast to underspend by £384k, an improvement of £46k on the Month 2 projections, due to a reduction in the projected cost of purchasing equipment. £345k of this relates to expenditure on transformational work, which it is anticipated will be capitalised. The balance of the underspend is from a reduced forecast for equipment purchase.

### **Better Care Fund (nil variance)**

117. At Month 4 the Better Care Fund is forecast to be on budget.

**Appendix B – Other Funds  
SCHOOLS BUDGET**

**Dedicated Schools Grant (£401k overspend, £166k adverse movement)**

118. The Dedicated Schools Grant (DSG) is projecting an in-year overspend of £401k. The overspend, in the main, relates to the capacity building programme for two year old provision where the funding was agreed for a number of projects last financial year, but works did not actually begin till the current year and are being funded from brought forward balances.

**Table 15: DSG Income and Expenditure 2015/16**

Original Budget	Budget Changes	Funding Block	Month 4		Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	Variance (As at Month 4)	Variance (As at Month 2)	Change from Month 2
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(140,664)	0	<b>Dedicated Schools Grant Income</b>	(140,664)	(140,697)	(33)	(150)	117
105,361	451	<b>Delegated to Schools</b>	105,812	105,812	0	248	(248)
4,805	0	<b>Early Years</b>	4,805	5,257	452	377	75
3,740	0	<b>Centrally Retained</b>	3,740	3,688	(52)	(37)	(15)
26,758	0	<b>Special Needs</b>	26,758	26,792	34	(203)	237
<b>0</b>	<b>451</b>	<b>Total Schools Budget</b>	<b>451</b>	<b>852</b>	<b>401</b>	<b>235</b>	<b>166</b>
		Balance Brought Forward 1 April 2016	(866)	(866)			
		Use of Balances	(451)	(852)			
		<b>Balance Carried Forward 31 March 2017</b>	<b>415</b>	<b>14</b>			

**Dedicated Schools Grant Income (£33k surplus, £117k adverse movement)**

119. The projected £33k surplus relates to the Early Years Pupil Premium where Early Years settings have so far identified less children eligible for payment of early years pupil premium than we have been funded for. The funding allocation for 2016/17 has now been adjusted by the DfE, however we still expect a small underspend unless additional eligible children are identified throughout the year.

**Delegated to Schools nil variance, £248k improvement)**

120. The projection for Early Years funding delegated to schools has been amended to reflect the actual numbers of three and four year olds accessing the free entitlement. There has been a decrease in the forecasted spend compared to the estimated position at the start of the year due to a slight reduction in actual numbers in the summer term.

**Early Years (£452k pressure, £75k adverse movement)**

121. The £452k overspend in Early Years predominantly relates to the capacity building programme for two year old provision. The funding was agreed for a number of projects last financial year, but works did not actually begin till the current year. £610k of the DSG underspend from 2015/16 was allocated for these projects and it is expected that these will be completed this financial year. This is offset by an underspend in the vulnerable children funding where it is not expected that the full £400k budget will be used as the mechanism for accessing this funding is still being agreed.



### **Centrally Retained (£52k underspend, £15k improvement)**

122. The £52k underspend in the Centrally Retained budget predominantly relates to a vacant Procurement Officer post, where funding has been agreed for two posts but only one is currently filled. There is also an underspend projected in the Admissions budget. These underspends are offset by a projected £14k overspend on the cost of the Courier Service to schools which is to be reviewed by Schools Forum in the coming months as part of their review of all centrally retained DSG budgets.

### **High Needs (£34k overspend, £237k adverse movement)**

123. There is a continuing budget pressure of £244k linked to the number of Looked After Children being placed out of borough. This is off-set by a projected underspend due to SEN growth that has been budgeted but not yet realised. This budget may be needed later in the year as the number of SEN assessments coming through the system has been on the increase in recent months.
124. A further £82k underspend is projected on the SEN contingency budget as less expenditure is expected on additional therapies for SEN pupils now that the new banded funding model has been adopted and top-up funding should be sufficient to meet all the needs of these pupils.
125. There is a projected overspend of £83k on the SEN support teams due to the recruitment of additional visual impairment specialist teachers as previously agreed by Schools Forum.

### **School Academy Conversions**

126. 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 income budget and the amount delegated to maintained schools. We have not yet been made aware of any maintained schools which are planning to convert to academy status in 2016/17.

### **Maintained School Balances**

127. Review of balances at the end of the 2015/16 financial year identified an increase in the number of maintained schools in deficit. In Hillingdon only one school had a licensed deficit in 2015/16. However a further three primary schools ended the year in deficit. 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.
128. The following table provides an update on the 2015/16 year-end financial position of schools maintained by the Council (this excludes academy schools), based on school outturns:

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

129. Maintained schools started the 2016/17 year with an opening surplus balance of £12.8m (revenue & capital). This was a slight increase of £0.3m from the previous year. Despite this increase in balances a number of schools are beginning to experience financial difficulties due to funding being cash-limited and significant increases in costs.

#### **PARKING REVENUE ACCOUNT (£33k in year surplus, £33k adverse movement)**

130. 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	Budget Changes	Service	Month 4		Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	Month 4	Month 2	Movement
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(4,079)	0	Income	(4,079)	(4,098)	(19)	(21)	2
4,079	0	Expenditure	4,079	4,065	(14)	(45)	31
<b>0</b>	<b>0</b>	<b>In-year (Surplus) / Deficit</b>	<b>0</b>	<b>(33)</b>	<b>(33)</b>	<b>(66)</b>	<b>33</b>

131. An in-year surplus of £33k is forecast for the 2016/17 financial year. There is a total income surplus of £19k (£2k adverse). The £19k overachievement forecast for PRA income is attributable to a favourable £99k variance from bailiff payments (the forecast reflecting actual receipts to date), partly off-set by projected shortfalls of £55k from on-street PCN income and £25k from pay and display income

132. At Month 4 the service is reporting an adverse movement in its expenditure forecast of £31k, resulting in a forecast £14k underspend. The net underspend position is generated by vacant posts savings across the service, partly off-set by agency staff employed on a project to reduce the current PCN backlog. Non-staffing variances result from the parking enforcement contract with APCOA, the renewal of ParkMap and parking signs and road-marking.

## COLLECTION FUND (£2,000k surplus, no movement)

133. 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. The projected surplus will be available to support the Council's General Fund budget in 2017/18.

**Table 17: Collection Fund**

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
(118,703)	0	Council Tax	Gross Income	(118,703)	(118,754)	(51)	(51)	0
12,118	0		Council Tax Support	12,118	11,929	(189)	(189)	0
(2,625)	0		B/fwd Surplus	(2,625)	(2,385)	240	240	0
<b>(109,210)</b>	<b>0</b>		<b>Sub-Total</b>	<b>(109,210)</b>	<b>(109,210)</b>	<b>0</b>	<b>0</b>	<b>0</b>
(112,408)	0	Business Rates	Gross Income	(112,408)	(113,535)	(1,127)	(1,127)	0
(2,278)	0		Section 31 Grants	(2,278)	(2,138)	140	140	0
60,790	0		Less: Tariff	60,790	60,790	0	0	0
5,340	0		Less: Levy	5,340	5,834	494	494	0
1,125	0		B/fwd Deficit	1,125	(382)	(1,507)	(1,507)	0
<b>(47,431)</b>	<b>0</b>	<b>Sub-Total</b>	<b>(47,431)</b>	<b>(49,431)</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>0</b>	
<b>(156,641)</b>	<b>0</b>	<b>Total Collection Fund</b>	<b>(156,641)</b>	<b>(158,641)</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>0</b>	

134. At this early stage of the financial year, a breakeven position is projected on 2016/17 Council Tax income in contrast to the surpluses recorded in recent years. Strong taxbase growth and projected high collection rates reducing the level of bad debt provision are being off-set by exceptional pressures across discounts and exemptions. A pressure of £600k arising from the continuation of reformed discounts into the new financial year, with an additional £400k from increased volumes of discounts at this early stage in the year. This position assumes continuation of Corporate Fraud activity to reduce numbers of Single Person Discounts being awarded. Reduced demand for the Council Tax Reduction Scheme is broadly off-setting a lower than anticipated 2015/16 surplus to deliver an overall breakeven position.

135. A surplus of £2,000k is projected on Business Rates Revenues for 2016/17, including £1,507k brought forward from 2015/16 in respect of the significant backdated increases in Rateable Value at Heathrow Airport. As at Month 4 it is expected that lower than budgeted levels of empty property relief and growth in the taxbase will deliver an additional £495k income to the General Fund by outturn.

## Appendix C – HOUSING REVENUE ACCOUNT

136. The Housing Revenue Account (HRA) is currently forecasting an in-year overall surplus of £11,098k which is £1,836k more favourable than the budgeted surplus of £9,262k. Therefore the closing HRA General Balance is forecast to increase from £33,944k to £45,042k. The Month 4 forecast shows an increase in the underspend of £558k compared to the reported Month 2 forecast. The table below presents key variances by service area:

**Table 18: Housing Revenue Account**

Service	Month 4		Variance (+ adv / - fav)		
	Revised Budget	Forecast Outturn	Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2
	£'000	£'000	£'000	£'000	£'000
Rent Income	(56,215)	(56,511)	(296)	(85)	(211)
Other Income	(5,272)	(5,047)	225	166	58
<b>Net Income</b>	<b>(61,487)</b>	<b>(61,558)</b>	<b>(71)</b>	<b>81</b>	<b>(152)</b>
Housing Management	11,081	11,026	(55)	(99)	44
Tenant Services	5,225	4,839	(386)	(412)	26
Repairs	5,249	5,249	(0)	(0)	(0)
Planned Maintenance	4,666	3,342	(1,324)	(849)	(475)
Capital Programme Funding	9,199	9,199	0	0	0
Interest & Investment Income	15,067	15,067	0	0	0
Development & Risk Contingency	1,738	1,738	0	0	0
<b>Operating Costs</b>	<b>52,225</b>	<b>50,460</b>	<b>(1,765)</b>	<b>(1,359)</b>	<b>(406)</b>
<b>(Surplus) / Deficit</b>	<b>(9,262)</b>	<b>(11,098)</b>	<b>(1,836)</b>	<b>(1,278)</b>	<b>(558)</b>
General Balance 01/04/2016	(33,944)	(33,944)	0	0	0
<b>General Balance 31/03/2017</b>	<b>(43,206)</b>	<b>(45,042)</b>	<b>(1,836)</b>	<b>(1,278)</b>	<b>(558)</b>

### Income

137. Rental income is forecast to be favourable by £296k, an improvement of £211k from the position in Month 2. This is due to a lower than forecast loss of income from voids (£197k), and income from buybacks (£14k).
138. Other Income is forecast to be under recovered by £225k, £58k worse off than Month 2. This is mainly due to a £68k increase, from £220k to £288k, in the forecast shortfall on income contribution from Leaseholders towards the cost of improvement works to Council housing stock. Furthermore, there is a £4k improvement in parking spaces income and a £6k improvement from other miscellaneous fees and charges.
139. There have been 39 RTB completions so far in the first four months of 2016/17 compared to 52 for the same period last year. The forecast of 115 RTB sales, consistent with MTFF assumptions, is lower compared to 130 RTB sales in 2015/16; however the forecast reflects officers' expectation of a reduction in the numbers of completed RTB sales due to the ongoing increase in house prices and affordability issues for tenants.

### Expenditure

140. The Housing Management Service is forecast to underspend by £55k. The forecast underspend has reduced by £44k from Month 2. The key changes include an under recovery of fees recharged to capital for the Delivery Team in relation to Works to Stocks Programmes of £104k, redundancy costs of £98k and £18k of telephones. There are also reductions in ASB team recharge (£55k), salaries (£15k) and various running costs (£106k) e.g. postage (£37k), training costs (£16k) and TMO management fee (£10k).

141. Tenant Services overall forecast is an underspend of £386k, an adverse movement of £26k compared to Month 2. The key change relates to an increase in redundancy costs of £37k. Overall the main area of underspend remains as previously reported in the caretaking services. The full year variances include staffing (£306k) due to vacancies pending a re-organisation, a reduction in internal recharges (£90k) and an overspend on running costs of £10k.
142. The overall repairs budget is currently forecast to be breakeven. It should be noted however that the responsive repairs and voids budget line is forecasting an overspend of £289k and redundancies of £311k. This is being off-set by key underspends on staffing - vacancies and delays in recruitment (£130k), materials (£135k), savings on pooled transport (£170k) and higher than budgeted income on rechargeable repairs (£120k) and other smaller non-salary underspends (£45k).
143. Planned Maintenance is forecast to underspend by £1,324k which represents a favourable movement of £475k compared to Month 2. The key changes relate to further slippage in the External Cyclical Decorations programme of £403k, fencing of £98k, plumbing upgrades of £13k and lift surveys £13k. The External Cyclical Decorations Programme has no contract or expenditure approval in place. Full year variances relate to External Cyclical Decorations (£726k), fencing (£98k), service contracts and surveys (£219k) and gas servicing and breakdowns (£281k).
144. Development and Risk Contingency - there are significant legal and consultancy costs arising from the Triscott House dispute, however this is covered by a provision of £729k, which was included in the accounts for costs relating to specialist consultants and legal fees. At this stage it is not expected that costs will rise above the provision value. This budget will also be used, if required, to increase the level of the bad debt provision, which will be reviewed later in the year.

## HRA Capital

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

**Table 19: HRA Capital Expenditure**

Prior Years Cost	Programme	Revised Budget	Forecast	Cost Variance Forecast V Budget	Project Re-phasing	Total Project Budget 2016-2021	Total Project Forecast 2016-21	Total Project Variance
		2016/17				2016-2021		
		£000	£000	£000	£000	£000	£000	£000
	<b>Major Projects</b>							
9,370	New General Needs Housing Stock	7,420	7,420	0	0	43,830	43,830	0
3,878	New Build - Appropriation of Land	1,400	1,400	0	0	1,400	1,400	0
778	New Build - Supported Housing Provision	21,046	17,910	0	(3,136)	44,733	44,733	0
N/A	HRA General Capital Contingency	9,467	9,467	0	0	9,467	9,467	0
<b>14,026</b>	<b>Total Major Projects</b>	<b>39,333</b>	<b>36,197</b>	<b>0</b>	<b>(3,136)</b>	<b>99,430</b>	<b>99,430</b>	<b>0</b>
	<b>Works to Stock</b>							
N/A	Works to Stock Programme	13,092	9,978	0	(3,114)	40,103	40,103	0
N/A	Major Adaptations to Property	1,560	1,560	0	0	6,252	6,252	0
	<b>Total Works to Stock</b>	<b>14,652</b>	<b>11,538</b>	<b>0</b>	<b>(3,114)</b>	<b>46,355</b>	<b>46,355</b>	<b>0</b>
	<b>Total HRA Capital</b>	<b>53,986</b>	<b>47,735</b>	<b>0</b>	<b>(6,250)</b>	<b>145,785</b>	<b>145,785</b>	<b>0</b>

## Major Projects

146. The revised budget for the 2016/17 HRA Major Projects programme is £39,333k, inclusive of £162k re-phasing from 2015/16 as approved by Cabinet in June 2016. It also includes the capital release decision July 2016 to fund £5,533k of the New Build Supported Housing (Grassy Meadow and Parkview schemes) from the HRA General Capital Contingency. As at Month 4 the programme is forecast to spend to budget, for 2016/17 and over the period 2016-2021.

### New General Needs Housing Stock

147. The 2016/17 budget is expected to be fully utilised with regular approval being obtained for the purchase and repair of housing stock. Currently 5 properties have been purchased with a further 8 approved for completion. The remaining budget is anticipated to be absorbed as and when approval is obtained for new housing developments to meet the overall general needs housing strategy.
148. Previously £3,888k has been approved for the delivery of 19 units of General Needs Housing Stock at the Acol Crescent site to be delivered by 2018/19. Consultants will be appointed shortly.
149. Cabinet in July 2016 approved a budget of £2,139k to meet the costs associated with the construction of a housing programme comprising 7 units of new build properties and 5 extensions / conversions at various sites. This will be funded from the General Needs Housing Stock budget of £43,830k.
150. The remaining budget is anticipated to be absorbed as and when approval is obtained for new housing developments to meet the overall general needs housing strategy.

### New Build - Appropriation of Land

151. The £1,400k budget provides for the appropriation to the HRA of the Acol Crescent site in order to develop both supported housing units and general needs units.

### New Build - Supported Housing Provision

152. The Supported Housing Programme comprises the build of 186 mixed client group units across five different sites. The development of the housing units are at various different stages of the project lifecycle. Tender returns have been received for the two extra care projects at Grassy Meadow and Parkview Day Centre. The tendered prices were significantly higher than pre-tender estimates. A value engineering exercise is currently being undertaken to reduce the total cost, the impact of which will be reported as soon as revised costings have been finalised.
153. The Supported Housing Development at Acol Crescent is being undertaken concurrently with the General Needs Housing Units at the same site and as such is also currently awaiting approval.

### HRA General Capital Contingency

154. It is expected that the £9,467k contingency budget will be absorbed to meet the cost of emerging risks stemming from the overall Major Projects programme.

155. Approval has been given for the budget to be utilised to meet the purchase costs of 217 & 219 Horton Road, estimated to be £360k.
156. A further £81k from the contingency budget will be required towards the appropriation of the land at Fir Tree Avenue to the Council's HRA.

### **Works to Stock Programme**

157. The Works to Stock Programme has an overall forecast phasing variance of £3,114k. Elements of the programme contributing to this variance include lift renewals (£976k), external doors (£120k), kitchens and bathrooms (£836k), electrical upgrades (£446k) and windows replacement (£736k), the last two of which have emerged in Month 4, due to the validation, procurement and consultation timetables required to deliver these works.
158. There are pressures arising from schemes developed as part of previous years' programmes that will be delivered in 2016/17, but for which funding has not been rolled forward, chiefly on roofing and structural works. These are being managed in the current year through the slippage that is already apparent; however there is a residual pressure of £690k on the overall programme. The current strategy is to manage these pressures through internal procurement savings targets, and by reviewing underlying need requirements against the original data to identify potential for reallocation within the programme.
159. Major Adaptations is currently forecast to spend to the full budget of £1,560k as the backlog is further reduced.

### **HRA Capital Receipts**

160. There have been 39 Right to Buy sales of council dwellings as at end of July 2016 for a total sales value of £5,728k and a total of a further 76 sales are forecast to bring the yearly total to 115, totalling approximately £17,000k in 2016/17.
161. The Council has signed an agreement with Department for Communities & Local Government to re-invest the proceeds in housing stock regeneration. This enables the Council to retain a higher level of receipts because of reduced pooling, however the terms of the agreement stipulate that receipts must be spent within three years or otherwise are returned to government with the addition of punitive interest. The revised General Needs Housing Programme for 2015 to 2021 approved by Cabinet in February has been phased to utilise these receipts within the allowed timescales.
162. As at the end of June 2016 there have cumulatively been £48,136k retained Right to Buy receipts retained for allowable debt purposes and 1-for-1 housing replacement of which £3,044k has been applied as capital financing. In the current financial year, the deadline for utilisation of 1-for-1 receipts will now fall quarterly as the receipts from 2013/14 begin to hit their 3 year deadline.
163. The use of retained Right to Buy receipts are limited by the regulations to the agreement to a maximum 30% of the cost of replacement housing although regulations also allow 50% of the cost of purchase and repairs expenditure to be financed from retained receipts however this is capped at 6.5% of the total level of receipts in that quarter. Therefore in order to utilise the £5,712k retained receipts from 2013/14 a minimum of £19,040k is required to be spent on 1-for-1 replacement. The target spend requirement for each quarter falling due is as follows: Q1 £2,063k, Q2 £6,800k, Q3 £4,400k and Q4 £5,777k.

## Appendix D - GENERAL FUND CAPITAL PROGRAMME

164. As at Month 4 an underspend of £8,660k is reported on the £96,350k General Fund Capital Programme for 2016/17, with £1,997k favourable cost variances and £6,663k slippage on project expenditure. The forecast outturn variance over the life of the 2016/17 to 2020/21 programme is £1,997k net underspend relating to various schemes.
165. General Fund Capital Receipts of £15,072k are forecast for 2016/17, with total receipts to 2020/21 expected to reach £71,837k, representing an adverse variance of £3,730k against budget.
166. Overall, Prudential Borrowing required to support the 2016/17 to 2020/21 Capital Programme is forecast to be within budget by £4,795k due to additional available capital grants of £6,528k and scheme cost underspends of £1,997k, partly offset by the shortfall of £3,730k in forecast Capital Receipts.

### Capital Programme Overview

167. Table 20 below sets out the latest forecast outturn on General Fund capital projects, with project level detail contained in annexes A - C to this report. Forecasts for future years include capital projects and programmes of work approved by Cabinet and Council in February 2016.

**Table 20: General Fund Capital Programme Summary**

	Revised Budget 2016/17	Forecast 2016/17	Cost Variance Forecast vs Budget	Project Re-phasing	Total Project Budget 2016-2021	Total Project Forecast 2016-2021	Total Project Variance	Move-ment
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Schools Programme	36,181	34,561	(761)	(859)	158,997	158,236	(761)	(761)
Main Programme	32,558	27,388	(734)	(4,436)	97,247	96,513	(734)	(589)
Programme of Works	25,747	23,877	(502)	(1,368)	72,408	71,906	(502)	(502)
<b>Total Main Programme</b>	<b>94,486</b>	<b>85,826</b>	<b>(1,997)</b>	<b>(6,663)</b>	<b>328,652</b>	<b>326,655</b>	<b>(1,997)</b>	<b>(1,852)</b>
Development & Risk Contingency:								
Capital Priority Growth	965	965	-	-	965	965	-	-
General Contingency	899	899	-	-	6,899	6,899	-	-
<b>Total Capital Programme</b>	<b>96,350</b>	<b>87,690</b>	<b>(1,997)</b>	<b>(6,663)</b>	<b>336,516</b>	<b>334,519</b>	<b>(1,997)</b>	<b>(1,852)</b>
<b>Movement</b>	<b>(23,652)</b>	<b>(6,417)</b>	<b>(1,303)</b>	<b>18,538</b>	<b>244</b>	<b>(1,608)</b>	<b>(1,852)</b>	<b>-</b>

168. The revised Capital Programme budget has been reduced by £23,652k in 2016/17 to reflect approved re-phasing of budgets within the Schools and Main Programmes into future years. There has also been a minor adjustment to the attribution of Transport for London funding between capital and revenue schemes. Overall the budget has increased by £244k due mainly to new Section 106 scheme allocations and schools' contributions to the Devolved Formula Capital Programme.
169. The Schools Programme reports a cost underspend of £761k which is partly due to release of contingencies on the completed Primary Schools Phase 2 Expansions Programme. There is also an underspend on furniture, fittings and equipment costs for the replacement of



Northwood Academy. Further information on the performance of the Schools Programme is provided in the Cabinet School Capital Programme Update Report.

170. The main programme forecasts a phasing underspend of £3,887k on a number of major developments which are in early stages, such as the Battle of Britain Heritage Pride and new Theatre and Museum projects. There is a forecast net cost underspend of £734k over the life of the programme which is mainly due to a forecast underspend on CCTV enforcement (School Keep Clear Zones) following receipt of tenders where the price was under pre-tender estimates.
171. Programmes of Works are forecast to underspend by £502k on several schemes which is partly due to expenditure on Road Safety and School Keep Clear Zones being eligible to be funded from Transport for London grant resulting in a saving on Council resources. It is also anticipated that an element of the Private Sector Renewal Grant will be uncommitted. There is projected re-phasing of £1,368k mainly relating to the Transport for London programme as an element of the programme is anticipated to be completed early in next financial year.
172. An amount of £601k has been allocated to three projects from the General Fund capital contingency budget. These include the previously reported overspend of £559k on the provision of a new dementia centre at Grassy Meadow following receipt of tender prices. An amount of £17k has been transferred to cover the additional cost on a recently tendered purchase of a mobile library vehicle. Also £25k is required to purchase a parcel of land located adjacent to 231 Swakeleys Road. There remain £6,899k unallocated contingency funds over the life of the five year programme which at this stage is forecast to be fully utilised as and when risk issues emerge. The 2016/17 programme also contains a £965k Capital Priority Growth budget for new developments and is unallocated.

### Capital Financing - General Fund

173. Table 21 below outlines the latest financing projections for the Capital Programme, with a favourable medium term variance of £4,795k reported on Prudential Borrowing, due mainly to an increase in grant funding partially offset by a forecast shortfall in Capital Receipts.

**Table 21: General Fund Capital Programme Financing Summary**

	Revised Budget 2016/17 £'000	Forecast 2016/17 £'000	Variance £'000	Total Financing Budget 2016-2021 £'000	Total Financing Forecast 2016-2021 £'000	Total Variance £'000	Movement £'000
Council Resource Requirement	76,566	69,054	(7,512)	265,116	256,591	(8,525)	(4,478)
Financed by							
Capital Receipts	22,038	15,072	(6,966)	75,567	71,837	(3,730)	(2,030)
CIL	3,580	3,580	-	25,080	25,080	-	-
Prudential Borrowing	50,948	50,402	(546)	164,469	159,674	(4,795)	(2,448)
<b>Total Council Resources</b>	<b>76,566</b>	<b>69,054</b>	<b>(7,512)</b>	<b>265,116</b>	<b>256,591</b>	<b>(8,525)</b>	<b>(4,478)</b>
Grants & Contributions	19,784	18,636	(1,148)	71,400	77,928	6,528	2,626
<b>Total Programme</b>	<b>96,350</b>	<b>87,690</b>	<b>(8,660)</b>	<b>336,516</b>	<b>334,519</b>	<b>(1,997)</b>	<b>(1,852)</b>

174. The 2016/17 Capital Receipts forecast is £6,966k below budget which reflects an increased degree of risk in the timing of receipts with some sale completions likely to fall into next year. Overall there is an adverse variance of £3,730k which is due to a forecast reduction in the General Fund share of Right to Buy (RTB) receipts as the number of RTB sales has fallen since the original budget estimates were set and the forecast attribution of the RTB receipt available to the General Fund has reduced based on the latest pooling return calculation.
175. As at the end of July a total of £2,677k CIL receipts (after administration fees) have been invoiced or received by the Council this financial year. At this stage the income budget for the year is expected to be fully achieved. Spend to date on eligible activity exceeds the receipts to date, with spend on Highways investment and community assets through the Chrysalis Programme meeting the criteria for application of CIL monies. Budgeted expenditure across these projects totals £7,907k for 2016/17, with scope to apply funds in support of schools, libraries and other major community investment in the event of substantial slippage in these areas.
176. Recent grant announcements from the Department for Education in respect of Basic Needs grant and Capital Maintenance grant are £3,971k higher than the original budget estimate over the life of the programme and this has been reflected in the financing forecast with the grant increase largely resulting in a reduction in Prudential Borrowing for the Schools Expansions Programme. However, there remains £14,990k in assumed Schools grants in future years that are not yet confirmed.
177. The grant announcement for 2016/17 Disabled Facilities Grant (DFG) within the Better Care Fund is substantially higher than the original budget assumption meaning that the approved Council resources allocated to the DFG programme of £531k per annum can be financed by grant instead. It is assumed in the forecast that this will also be the case in future years.
178. The revised Prudential Borrowing budget has been adjusted to reflect the re-phasing of capital expenditure over the life of the programme. There is a favourable variance of £4,795k due mainly to the increase in available Schools and DFG grants and scheme cost underspends partially off-set by the shortfall on forecast Capital Receipts.

## ANNEX A - Schools Programme

Prior Year Cost	Project	2016/17 Revised Budget	2016/17 Forecast	2016/17 Cost Variance	Project Re-phasing	Total Project Budget 2016-2021	Total Project Forecast 2016-2021	Total Project Variance 2016-2021	Project Forecast Financed by:		
									Council Resources		
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	<b>Education and Children Services</b>										
136,118	Primary Schools Expansions	3,446	3,140	(306)	0	3,501	3,195	(306)	3,167	0	28
265	New Primary Schools Expansions	1,225	1,225	0	0	27,135	27,135	0	27,135	0	0
198	Secondary Schools Expansions	2,314	2,314	0	0	95,702	95,702	0	66,485	28,019	1,198
17,405	Secondary Schools New Build	28,986	27,667	(460)	(859)	30,849	30,389	(460)	27,862	2,527	0
184	Hearing Impaired Resource Base (Vyners)	10	15	5	0	10	15	5	15	0	0
0	Additional Temporary Classrooms	200	200	0	0	1,800	1,800	0	1,800	0	0
<b>154,171</b>	<b>Total Schools Programme</b>	<b>36,181</b>	<b>34,561</b>	<b>(761)</b>	<b>(859)</b>	<b>158,997</b>	<b>158,236</b>	<b>(761)</b>	<b>126,464</b>	<b>30,546</b>	<b>1,226</b>

## ANNEX B - Main Programme

Prior Year Cost	Project	2016/17 Revised Budget £'000	2016/17 Forecast £'000	2016/17 Cost Variance £'000	Project Re-phasing £'000	Total Project Budget 2016-21 £000	Total Project Forecast 2016-21 £000	Total Project Variance 2016-21 £000	Project Forecast Financed by:		
									Council Resources £000	Government Grants £000	Other Cont'ns £000
<b>Community, Commerce and Regeneration</b>											
0	CCTV Enforcement (SKC's)	2,657	1,929	(728)	0	2,657	1,929	(728)	1,519	410	0
79	Gateway Hillingdon	1,747	1,747	0	0	2,411	2,411	0	2,411	0	0
1,470	Hayes Town Centre Improvements	3,533	3,033	0	(500)	3,533	3,533	0	330	3,040	163
136	Inspiring Shopfronts	786	786	0	0	1,221	1,221	0	1,221	0	0
12	Uxbridge Cemetery Gatehouse	638	250	0	(388)	988	988	0	988	0	0
0	Uxbridge Change of Heart	525	525	0	0	1,996	1,996	0	1,109	800	87
<b>Central Services, Culture and Heritage</b>											
38	Bowls Club Refurbishments	812	730	0	(82)	812	812	0	150	0	662
156	Harlington/Pinkwell Bowls & Pavilion	162	139	(23)	0	162	139	(23)	0	0	139
0	Haste Hill Golf Club	280	280	0	0	280	280	0	280	0	0
32,198	Hillingdon Sports & Leisure Centre	862	500	0	(362)	862	862	0	862	0	0
0	Mobile Library	117	117	0	0	117	117	0	117	0	0
<b>Finance, Property and Business Services</b>											
31	Battle of Britain Bunker Projects	2,980	2,500	0	(480)	4,912	4,912	0	4,912	0	0
0	Battle of Britain Underground Bunker	500	500	0	0	1,053	1,053	0	53	1,000	0
0	Bessingby FC Boxing Clubhouse	950	500	0	(450)	950	950	0	950	0	0
0	New Museum	1,000	500	0	(500)	5,000	5,000	0	4,250	0	750
0	New Theatre	1,625	750	0	(875)	44,000	44,000	0	42,950	0	1,050
0	Yiewsley Site Development	500	500	0	0	4,302	4,302	0	4,302	0	0
97	Youth Centre Projects x 3	2,200	2,000	0	(200)	5,003	5,003	0	5,003	0	0
0	231 Swakeleys Road Land Purchase	25	25	0	0	25	25	0	25	0	0
<b>Planning, Transportation and Recycling</b>											
0	Car Park Resurfacing	250	250	0	0	250	250	0	250	0	0
1,720	Cedars & Grainges Car Park	951	951	0	0	951	951	0	951	0	0
1,284	Harlington Road Depot Refurbishment	227	227	0	0	227	227	0	227	0	0
5,620	Purchase of Vehicles	1,204	1,204	0	0	4,072	4,072	0	4,072	0	0
0	RAGC Car Park	250	200	0	(50)	250	250	0	250	0	0
0	Street Lighting - Invest to Save	3,000	3,000	0	0	5,500	5,500	0	5,500	0	0
<b>Social Services, Housing, Health and Wellbeing</b>											
0	1 & 2 Merrimans Housing Project	620	620	0	0	620	620	0	620	0	0
47	Dementia Centre	1,576	1,027	0	(549)	2,512	2,512	0	2,512	0	0
<b>Cross Cabinet Member Portfolios</b>											
	Environmental Recreational Initiatives	1,000	1,000	0	0	1,000	1,000	0	1,000	0	0
16,711	Projects Completing in 2016/17	1,581	1,598	17	0	1,581	1,598	17	1,534	0	64
<b>59,599</b>	<b>Total Main Programme</b>	<b>32,558</b>	<b>27,388</b>	<b>(734)</b>	<b>(4,436)</b>	<b>97,247</b>	<b>96,513</b>	<b>(734)</b>	<b>88,348</b>	<b>5,250</b>	<b>2,915</b>

## ANNEX C - Programme of Works

Prior Year Cost	Project	2016/17 Revised Budget	2016/17 Forecast	2016/17 Cost Variance	Project Re-phasing	Total Project Budget 2016-2021	Total Project Forecast 2016-2021	Total Project Variance 2016-2021	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
N/A	Leaders Initiative	526	400	0	(126)	1,326	1,326	0	1,326	0	0
	<b>Community, Commerce and Regeneration</b>										
N/A	Chrysalis Programme	1,275	1,275	0	0	5,275	5,275	0	5,275	0	0
N/A	Playground Replacement Programme	250	250	0	0	1,250	1,250	0	1,250	0	0
	<b>Education and Children Services</b>										
N/A	Formula Devolved Capital to Schools	1,033	1,033	0	0	2,147	2,147	0	0	1,981	166
N/A	Urgent Building Condition Works	3,775	3,733	0	(42)	5,916	5,916	0	2,557	2,532	827
	<b>Finance, Property and Business Services</b>										
N/A	Civic Centre Works Programme	1,969	1,830	(139)	0	3,969	3,830	(139)	3,830	0	0
N/A	ICT Single Development Plan	824	824	0	0	2,424	2,424	0	2,424	0	0
N/A	Property Works Programme	480	480	0	0	2,400	2,400	0	2,400	0	0
N/A	<b>Planning, Transportation and Recycling</b>										
N/A	Highways Localities Programme	206	206	0	0	1,030	1,030	0	1,030	0	0
N/A	Highways Structural Works	4,032	4,032	0	0	7,208	7,208	0	7,208	0	0
N/A	Pavement Priority Growth	2,000	2,000	0	0	2,000	2,000	0	2,000	0	0
N/A	Road Safety	203	203	0	0	803	803	0	750	53	0
N/A	Street Lighting	191	191	0	0	567	567	0	567	0	0
N/A	Transport for London	5,571	4,108	(263)	(1,200)	20,881	20,618	(263)	0	19,630	988
	<b>Social Services, Housing, Health and Wellbeing</b>										
N/A	Disabled Facilities Grant	2,300	2,300	0	0	11,500	11,500	0	0	11,500	0
N/A	Adaptations for Adopted Children	200	200	0	0	1,000	1,000	0	1,000	0	0
N/A	Private Sector Renewal Grant	450	350	(100)	0	2,250	2,150	(100)	2,150	0	0
N/A	Landlord Property Renovation Grant	148	148	0	0	148	148	0	148	0	0
	<b>Cross Cabinet Member Portfolios</b>										
N/A	Section 106 Projects	314	314	0	0	314	314	0	0	0	314
	<b>Total Programme of Works</b>	<b>25,747</b>	<b>23,877</b>	<b>(502)</b>	<b>(1,368)</b>	<b>72,408</b>	<b>71,906</b>	<b>(502)</b>	<b>33,915</b>	<b>35,696</b>	<b>2,295</b>
	Capital Priority Growth	1,458	1,458	0	0	7,458	7,458	0	7,458	0	0
N/A	General Contingency	965	965	0	0	965	965	0	965	0	0
	<b>Total GF Capital Programme</b>	<b>96,373</b>	<b>88,272</b>	<b>(1,987)</b>	<b>(6,114)</b>	<b>336,539</b>	<b>335,101</b>	<b>(1,438)</b>	<b>257,150</b>	<b>71,515</b>	<b>6,436</b>



## Appendix E – Treasury Management Report as at 31 July 2016

**Table 22: Outstanding Deposits - Average Rate of Return on Deposits: 0.62%**

	Actual (£m)	Actual (%)	Bench-mark (%)
Up to 1 Month	50.6	32.39	40.00
1-2 Months	22.0	14.09	5.00
2-3 Months	7.0	4.48	10.00
3-6 Months	49.0	31.37	20.00
6-9 Months	5.0	3.20	10.00
9-12 Months	5.0	3.20	5.00
12-18 Months	12.4	7.94	5.00
18-24 Months	5.0	3.20	5.00
<b>Subtotal</b>	<b>156.0</b>	<b>99.87</b>	<b>100.00</b>
Unpaid Maturities	0.2	0.13	0.00
<b>Grand Total</b>	<b>156.2</b>	<b>100.00</b>	<b>100.00</b>

179. With the exception of the unpaid Heritable investments, deposits are held with UK or overseas institutions, all of which hold a minimum A- Fitch (or lowest equivalent) long-term credit rating. UK deposits are currently held in AAA rated Money Market Funds, Pooled Funds, Birmingham CC, Blaenau Gwent CBC, Guildford Council, Herefordshire Council, Lancashire CC, Leeds CC, Monmouthshire CC, North Tyneside Council, Northumberland County Council, Salford CC, Stockport BC, Woking BC, Wolverhampton CC, Coventry Building Society, Nationwide Building Society, Close Brothers, Goldman Sachs International, Lloyds and Santander. Overseas deposits are held with Svenska Handelsbanken, Overseas China Banking Corporation and National Australia Bank. The Council also holds a Certificate of Deposit with Nordea Bank and a Covered Bond with Bank of Scotland (Lloyds Banking Group).
180. The Council aims to minimise its exposure to bail-in risk by utilising bail-in exempt instruments and institutions whenever possible. However, due to the significant amount held in instant access facilities to manage daily cashflows, it is not possible to fully protect Council funds from bail-in risk. Currently at the end of July, 48% of the Council's total funds have exposure to bail-in risk compared to a June benchmark average of 64% in the Local Authority sector (benchmark provided quarterly by the Councils Treasury Advisors Arlingclose). The Council's exposure reduces to 27% once instant access facilities are removed from the bail-in total.
181. During the month cash was placed and withdrawn from instant access accounts. Four fixed term investments were placed with Northumberland County Council, Coventry Building Society, Guildford Borough Council and Goldman Sachs International as the funds were not required in the short term. There was also one fixed term deposit maturity with Lancashire CC. In addition, a forward dated deposit was placed during July with a start date of the end of August. This deposit secured a higher rate of interest before the impending base rate cut to 0.25% at the beginning of August.

**Table 23: Outstanding Debt - Average Interest Rate on Debt: 3.01%**

		Actual (£m)	Actual (%)
<b>General Fund</b>	PWLB	62.96	20.08
	Long-Term Market	15.00	4.78
<b>HRA</b>	PWLB	202.57	64.61
	Long-Term Market	33.00	10.53
	<b>Total</b>	<b>313.53</b>	<b>100.00</b>

182. There were no scheduled debt repayments or early debt repayment opportunities during July. Gilt yields continued to fall resulting in higher premiums. There were no breaches of the prudential indicators or non-compliance with the treasury management policy and practices.

183. In order to maintain liquidity for day-to-day business operations, daily cash balances will either be placed in instant access accounts or short term deposits. Opportunities to place longer term deposits will be monitored and placed if viable.



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

184. 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
<b>Residents Services</b>						
Anatomical Pathology Technician	14/11/2015	13/06/2016	19/12/2016	33	33	66
Senior School Improvement Advisor	01/09/2015	25/07/2016	28/10/2016	73	31	104
Senior School Improvement Advisor	01/09/2015	01/08/2016	04/11/2016	67	23	90
Education Strategy & Quality Assurance Manager	29/04/2015	11/07/2016	09/11/2016	160	47	207
Repairs Operations Manager	23/11/2015	15/10/2016	28/08/2017	79	75	154
Manager Planned Works, Repairs and Compliance	23/11/2015	15/10/2016	28/08/2017	124	118	241
Education Officer	09/03/2015	08/08/2016	27/11/2016	80	21	102
Education Officer	05/10/2015	08/08/2016	27/11/2016	49	21	70
Mobile Caretaker	07/12/2012	01/07/2016	30/09/2016	59	6	65
Mobile Caretaker	24/08/2012	01/07/2016	30/09/2016	64	4	68
Mobile Caretaker	29/08/2012	01/08/2016	31/10/2016	64	4	68
Mobile Caretaker	24/08/2012	01/07/2016	30/09/2016	59	4	63
Mobile Caretaker	06/09/2012	01/07/2016	30/09/2016	63	4	67
OPHS Officer	21/04/2014	19/08/2016	11/11/2016	67	8	75
Development Surveyor	10/03/2014	01/08/2016	30/10/2016	80	13	93
Interim Housing Specialist & Needs Manager	28/09/2015	04/07/2016	13/11/2016	80	45	125
Planning Lawyer	14/12/2014	05/09/2016	19/02/2017	49	19	68
Senior Estates Surveyor	01/11/2015	15/08/2016	13/11/2016	66	22	88
Asset Management Support Manager	12/08/2013	18/07/2016	07/10/2016	252	24	276
OPHS Officer	01/06/2014	16/07/2016	15/10/2016	77	10	86
Policy Manager	01/03/2016	01/03/2016	05/07/2015	42	42	84

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Mobile Caretaker	22/09/2013	01/07/2016	30/09/2016	68	6	74
Homeless Prevention Caseworkers (8 posts)	24/02/2014	29/08/2016	20/11/2016	749	83	832
<b>Social Care</b>						
Social Worker	06/10/2014	01/08/2016	04/09/2016	55	6	61
Social Worker	01/08/2015	01/08/2016	04/09/2016	56	6	62
Social Worker	31/08/2015	01/08/2016	04/09/2016	73	7	80
Senior Social Worker	01/06/2015	01/08/2016	04/09/2016	81	8	89
Social Worker	05/03/2014	01/08/2016	04/09/2016	107	7	114
Social Worker	30/09/2014	01/08/2016	04/09/2016	137	7	144
Social Worker	19/08/2014	01/08/2016	04/09/2016	138	6	144
Social Worker	23/12/2013	01/08/2016	04/09/2016	146	7	153
Social Worker	03/03/2014	01/08/2016	04/09/2016	163	5	168
Social Worker	19/12/2011	01/08/2016	04/09/2016	198	7	205
Social Worker	06/01/2012	01/08/2016	04/09/2016	280	7	287
Early Years Practitioner	06/10/2014	05/09/2016	02/10/2016	50	2	52
Early Years Practitioner	30/03/2015	05/09/2016	02/10/2016	54	2	56
LSCB Training & Quality Assurance Officer	01/12/2015	05/09/2016	02/10/2016	54	6	60
Child Protection Chair	01/07/2015	05/09/2016	02/10/2016	66	7	73
Social Worker	04/05/2015	05/09/2016	02/10/2016	69	5	74
Independent Reviewing Officer	05/10/2015	05/09/2016	02/10/2016	68	7	75
Quality Assurance Manager	01/02/2016	05/09/2016	02/10/2016	65	11	76
Social Worker	04/05/2015	05/09/2016	02/10/2016	71	6	77
Independent Domestic Violence Advisor	12/01/2015	05/09/2016	02/10/2016	75	4	79
Participation Worker YOS - NEET	15/06/2014	05/09/2016	02/10/2016	83	3	86
Early Years Practitioner	01/05/2015	05/09/2016	02/10/2016	85	2	87
Panel Advisor	10/08/2015	05/09/2016	02/10/2016	87	7	94
Social Worker	04/02/2015	05/09/2016	02/10/2016	89	5	94

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Child Protection Chair	20/07/2015	05/09/2016	02/10/2016	89	7	96
Social Worker	27/10/2014	05/09/2016	02/10/2016	98	6	104
Social Worker	01/10/2013	05/09/2016	02/10/2016	101	5	106
Social Worker	13/04/2015	05/09/2016	02/10/2016	102	6	108
Social Worker	06/01/2015	05/09/2016	02/10/2016	107	6	113
Practice Improvement Practitioner	08/05/2014	05/09/2016	02/10/2016	123	7	130
Social Worker	13/05/2014	05/09/2016	02/10/2016	140	6	146
Social Worker	19/06/2014	05/09/2016	02/10/2016	140	6	146
Social Worker	19/06/2014	05/09/2016	02/10/2016	141	6	147
Advanced Practitioner	05/09/2014	05/09/2016	02/10/2016	149	6	155
Corporate Parenting Manager	01/09/2014	05/09/2016	02/10/2016	161	6	167
Social Worker	11/08/2014	05/09/2016	02/10/2016	161	7	168
Child Sexual Exploitation (CSE) Co-ordinator	03/11/2014	05/09/2016	02/10/2016	162	6	168
Social Worker	02/12/2013	05/09/2016	02/10/2016	172	6	178
Social Worker	30/04/2012	05/09/2016	02/10/2016	176	6	182
Team Manager - MASH	28/09/2014	05/09/2016	02/10/2016	175	7	182
Independent Reviewing Officer	27/05/2014	05/09/2016	02/10/2016	178	7	185
Social Worker	01/01/2013	05/09/2016	02/10/2016	205	5	210
Social Worker	01/04/2013	05/09/2016	02/10/2016	204	6	210
Case Progression Manager	07/04/2014	05/09/2016	02/10/2016	211	7	218
Senior Social Worker	01/01/2013	05/09/2016	02/10/2016	212	6	218
Advanced Practitioner	19/12/2011	05/09/2016	02/10/2016	233	6	239
Advanced Practitioner	19/12/2011	05/09/2016	02/10/2016	255	6	261
Team Manager	01/01/2013	05/09/2016	02/10/2016	260	7	267
MASH Manager	13/01/2014	05/09/2016	02/10/2016	261	10	271
Social Worker	19/12/2011	05/09/2016	02/10/2016	276	6	282

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Senior Social Worker	05/03/2012	05/09/2016	02/10/2016	289	6	295
Residential Care Worker	01/04/2012	05/09/2016	02/10/2016	119	2	121
Approved Mental Health Worker	01/03/2014	05/09/2016	02/10/2016	124	6	130
Lead Approved Mental Health Practitioner	01/06/2012	01/08/2016	04/09/2016	185	5	190
Occupational Therapist	07/10/2013	05/09/2016	02/10/2016	179	5	184
Special Needs Officer	05/01/2015	05/09/2016	02/10/2016	62	2	64
Safeguarding and DOLS Co-ordinator	19/10/2014	05/09/2016	02/10/2016	96	6	102
Care Act Programme Implementation Manager	02/10/2014	01/08/2016	04/09/2016	293	17	310
Occupational Therapist	01/04/2015	05/09/2016	02/10/2016	96	5	101
Senior Social Worker	29/03/2015	01/08/2016	04/09/2016	74	2	76
Approved Mental Health Worker	29/06/2015	01/08/2016	04/09/2016	77	7	84
Contract Management Officer	24/08/2015	05/09/2016	02/10/2016	131	9	140
AMHP	01/06/2015	05/09/2016	02/10/2016	92	6	99
Maingrade Educational Psychologist	15/11/2015	05/09/2016	02/10/2016	102	4	106
Principle Educational Psychologist	01/06/2015	05/09/2016	02/10/2016	126	12	138
AMPH Social Worker	18/08/2015	01/08/2016	04/09/2016	73	2	75
AMHP	12/09/2015	05/09/2016	02/10/2016	74	6	80
Senior Social Worker	01/08/2015	05/09/2016	02/10/2016	69	2	71
OT (Childrens)	07/09/2015	01/08/2016	04/09/2016	55	8	63
LD Programme Review	29/07/2015	05/09/2016	02/10/2016	130	10	140
Business Objects Officer	19/10/2015	01/08/2016	04/09/2016	103	14	117
AMPH Social Worker	05/10/2015	05/09/2016	02/10/2016	50	4	54
Occupational Therapist	03/12/2015	05/09/2016	02/10/2016	50	5	55
Approved Mental Health Worker	03/04/2016	05/09/2016	02/10/2016	46	6	52

<b>Post Title</b>	<b>Original Start Date</b>	<b>Approved From</b>	<b>Proposed End Date</b>	<b>Previous Approval £'000</b>	<b>Approved £'000</b>	<b>Total £'000</b>
Advanced Practitioner	29/02/2016	05/09/2016	02/10/2016	47	6	53
Educational Psychologist	01/03/2016	05/09/2016	02/10/2016	49	12	61



**HILLINGDON**  
LONDON

**EFFICIENCY PLAN - September 2016**

**A. Purpose**

1. This Efficiency Plan provides an outline of the Council's approach to implementing efficiency savings and the delivery of balanced budgets over the next five years.

**B. Background**

2. An Efficiency Plan covering the period to 2019/20 is required to enable the Council to qualify for the four year funding settlement from the Government for that period. This offer covers approximately 11% of the Council's budget requirement for 2016/17, projected to fall to 4% by 2019/20. This plan has been prepared to cover the longer period to 2021/22, reflecting the Council's current timeframes for financial planning.
3. In order to access this offer of certainty, the Council must publish an Efficiency Plan online and provide a link to the Department of Communities and Local Government by Friday 14<sup>th</sup> October 2016.

**C. Overview**

4. Effective financial management is at the heart of the Council's vision of Putting Residents First, with Sound Financial Management being one of the Council's four priority themes alongside Our People, Our Natural Environment and Our Built Environment.
5. The Council's approach to delivering balanced budgets is based on two key strands, the Medium Term Financial Forecast (MTFF) and Business Improvement Delivery (BID) Programme. This proven approach will be key to managing the challenges of further funding reductions and increased demand for services over the next five years.
6. This Efficiency Plan reflects these existing business processes, providing links to the development and monitoring of the MTFF within which the BID Programme is fully integrated. This document provides:
  - a. an overview of the successful implementation of this approach to date;
  - b. an update on the latest outlook for the Council's finances over the next five years; and
  - c. details of the approach being taken to meet the challenge of shrinking resources and growing demand for services.

#### **D. Sound Financial Management (2010/11 to 2016/17)**

7. The Council has effectively had an efficiency strategy in place since 2010, with two key strands: the MTFF and the BID Programme run through the Hillingdon Improvement Programme. The two strands run alongside each other and are fully aligned.
8. From the outset of central government's austerity programme, the MTFF strategy has been to protect front line services that residents value and has therefore concentrated on the delivery of efficiency savings.
9. The strategy has evolved over time but essentially has concentrated on:
  - Service Transformation;
  - Better Procurement;
  - Maximising Income;
  - Preventing Demand;
  - Zero Based Reviews; and
  - Technical Accounting Adjustments
10. Development of the Council's MTFF over this period is an iterative process, with both development of new savings proposals and updates to the broader financial forecast, including income and demand for services, being refreshed throughout the year. This process results in a set of proposals to deliver a balanced budget for the coming year, which are then subject to public consultation and formal adoption by the Council on an annual basis.
11. Given the inherent uncertainties involved in financial planning for an organisation as complex as the Council in an ever-evolving environment, these budget proposals focus on the upcoming financial year while providing an update on the Medium Term Outlook. Budget proposals, approved by the Council in February 2016, and associated background for 2016/17 can be found on the Council's website. [hyperlink to 2016/17 budget setting report](#)
12. Between 2010/11 and 2015/16, the Council successfully delivered £94,034k efficiency savings, with a further £13,309k on track for delivery during 2016/17. Progress towards delivery of savings is proactively monitored, with status reports presented to Cabinet on a monthly basis alongside the broader financial position of the authority, which can be found on the Council's website. [hyperlink to Cabinet agendas](#)
13. The Council set up the BID programme in 2009 in advance of the start of central government's austerity programme in 2010 meaning the Council was ahead of the curve. Its task was to take a more fundamental review of services rather than apply arbitrary cuts. Over the last seven years the BID Transformation Programme has been a key factor in the Council's ability to navigate the financial challenges it faced and continues to face. The BID programme is fully aligned to the MTFF and focuses on projects that are capable of saving the Council money although the programme also continues to identify and address key areas of Council practice & processes that are inefficient or ineffective.
14. The BID Programme is delivered by a dedicated team of five FTEs. In delivering the programme, they are supported by specialist targeted resources where needed, for example in the review of ICT and the re-design of social care services. The specialist resource may be a subject matter expert or targeted commissioning support. In addition Council support functions are aligning resources with the BID programme and individual projects also have the full commitment and support from the specific service areas themselves.

15. To date, the Council has financed investment in development and delivery of savings from a range of sources, including capital investment in new systems, earmarking of funds to finance the costs of change and, under new flexibilities available from 1 April 2016, through the use of Capital Receipts.

#### **E. Financial Outlook (2017/18 to 2021/22)**

16. The Council's MTFP has been refreshed since its most recent publication in February 2016 and the latest position estimates a total budget gap of £57,035k projected over the period to 2021/22. While this represents an estimate of the challenge faced by the Council, sensitivity analysis around underlying projections indicates that significant changes in assumptions would be required to materially affect the result.

17. Projected reductions in central Government funding for core services represent £16,189k of this budget gap, with the decline in Revenue Support Grant from £29,431k in 2016/17 to £6,655k in 2019/20 outlined in the multi-year settlement offer financing a notional increase in resources available to support Social Care through the Better Care Fund. In the absence of indications to the contrary, this projection assumes funding levels remain steady in cash terms beyond 2019/20.

18. New development and population growth within the Borough is expected to secure an additional £2,619k of Business Rates receipts and £7,846k Council Tax income by 2021/22. This growth reflects growth in the taxbase, assuming that Council Tax rates remain frozen at current levels, and will drive an equivalent increase in demand for services. Allowing for the £1,500k surplus for local tax receipts in 2015/16, local income growth will reduce the budget gap by £8,962k.

19. Forecast inflationary pressures on the Council's current expenditure total £19,497k, including assumed 1% per annum pay awards for employees, increased pension contributions, increases in Social Care placement costs, energy and other contractual commitments. This position assumes maintenance of the recent low inflation environment in the longer-term.

20. Increasing demand for local services is expected to contribute an additional £15,724k to the budget requirement, with Adult Social Care Placements (£7,273k), Waste Disposal (£5,000k), Children's Social Care Placement (£2,820k) and SEN Transport (£1,104k) representing the most significant areas of growing demand. An analysis of this growth between population-led and other factors identified the element of this increase being driven by growth in population, is broadly equivalent to additional income being generated from this growth.

21. In addition to this increase in the direct costs of service delivery, the Council's current programme of capital investment, including locally funded school expansions and the St Andrew's Park Theatre development, is projected to require an additional £6,645k for the servicing and repayment of debt. With the unwinding of one-off and short-term savings from the reversal of historic provision for debt repayment, deferral of borrowing and capitalisation of equipment adding a further £3,451k to capital financing budgets, the total contribution of capital activities to the budget gap is £10,096k by 2021/22.

22. The current planned drawdown from balances contributes a further £4,216k to the budget gap by 2021/22, with the phased reduction in planned drawdowns reducing unallocated General Balances from £39,005k at 1 April 2016 to £23,376k. This limits the availability of reserves to further contribute towards bridging the budget gap over that already factored into the MTFP.



## **F. Continuing to deliver Sound Financial Management (2017/18 to 2021/22)**

23. The Council's MTFF strategy remains focused on protecting valued services and continuing to put 'Residents First', securing savings and efficiencies over the coming years to manage this emerging budget gap. This will be achieved through maintaining the successful approach adopted in recent years, focusing on development of savings under a number of refreshed key themes:
- a. **Service Transformation:** further fundamental reviews of services, including structures, methods of service delivery and process re-engineering. These projects will continue to be principally delivered through the BID Programme.
  - b. **Better Procurement:** The continuing evolution of the Council's procurement function into a category management model is enabling the Council to generate significant savings, both in contracting for goods and service and also as part of service transformation through commissioning support.
  - c. **Maximising Income:** Capturing the benefits of economic development within the borough continues to be fully aligned with the MTFF, providing key intelligence on growth in Business Rates and potential Council Tax income from new developments. Fees & charges will remain under review but aligned to the Council's wider policy objectives - for example keeping parking charges low for residents to support the local economy.
  - d. **Commercialisation:** With the move towards self-financing, development of sustainable local revenue streams represents an additional theme for savings development. The MTFF will review the potential for revenue generating activities and commercialisation of trading.
  - e. **Preventing Demand:** As outlined above, demographic pressures represent a key factor in the growing budget gap and this theme remains focussed on new ways of delivering key services to residents to ensure that the best use can be made of limited funds, helping people through preventative measures to reduce demand for critical services.
  - f. **Effective Use of Assets:** Rationalisation of the Council's estate to maximise value from the asset base while continuing to deliver key services locally provides scope for additional savings over the medium term. In addition, investment in key assets will provide a route to delivering 'invest-to-save' measures.
  - g. **Zero Based Reviews:** Aligning service budgets to current demand and maintaining tight expenditure controls through rigorous management will remain a key part of the annual budget setting process.
  - h. **Technical Accounting:** In line with the approach to service budgets, technical accounting practices will remain under review and revised as necessary to ensure that resources are effectively directed to service provision.
24. Driving efficiencies within the organisation and developing savings proposals will remain embedded within the Council's operating model in future years, with the BID Programme remaining a key driver of this activity. Resulting budget proposals will continue to be subject to internal review and broader public consultation as part of the annual budget setting process. On-going monitoring of effective delivery of proposals will remain part of the Council's budget monitoring processes, with regular reporting to Cabinet on the status of the savings programme.

25. Development and delivery of savings initiatives across the Council will continue to be supported by the dedicated BID Team, continuing to be supplemented by specialist targeted resources where necessary. Funding for such support will continue to be sourced from a combination of sources, including Prudential Borrowing for invest-to-save schemes, Earmarked Reserves and General Balances, and where applicable Capital Receipts.

## SCHOOL CAPITAL PROGRAMME - UPDATE

<b>Cabinet Member(s)</b>	Councillor David Simmonds CBE Councillor Jonathan Bianco
<b>Cabinet Portfolio(s)</b>	Deputy Leader of the Council / Education & Children's Services Finance, Property & Business Services
<b>Officer Contact(s)</b>	Bobby Finch, Residents Services
<b>Papers with report</b>	Appendix 1: Summary of current school expansion projects.

### 1. HEADLINE INFORMATION

<b>Summary</b>	This report provides an update on the primary and secondary school expansions, the school condition works programme and other school capital works.
<b>Putting our Residents First</b>	<p><b><u>Putting our Residents First</u></b> <b><i>Our Built Environment; Our People; Financial Management</i></b></p> <p>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.</p>
<b>Financial Cost</b>	The forecast of the existing Primary Schools capital programme is £139,313k including prior years. The approved budget for the new Primary Schools expansions programme is £27,400k. The Secondary Schools expansion and replacement programme forecast is a total of £143,694k and there is an additional £199k forecast for the Hearing Impairment Resource Base at Vyners School and £1,800k for additional temporary classrooms.
<b>Relevant Policy Overview Committee</b>	Children, Young People and Learning.
<b>Ward(s) affected</b>	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 in part by rising birth rates, 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, in the north of the Borough and in the Hayes / surrounding areas. 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 additional forms of entry in primary schools in the north of the Borough, arising 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. The 2016 forecasts data is now available and is being analysed. An update will be provided in the October report.

##### Phase 4 - Temporary Modular Classroom Installation

The installation of the modular classroom units at Hillside Infant School and Newnham Infant School were completed at the end of August 2016 and have been handed over and occupied by the schools.

##### Phase 4 - Permanent School Expansions

Arcadis LLP the appointed multi-disciplinary consultants for the phase 4 expansion projects (Hillside Infant and Junior Schools, Newnham Infant and Junior Schools and Warrender Primary School) are continuing to progress the designs to a stage which will allow planning application to be submitted.

#### **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 forecast need for additional secondary school places is higher in the north of the Borough, where there are fewer school places than in the south of the Borough and where there are also a higher number of pupils living outside the Borough travelling to specific Hillingdon schools. An update on the new 2016 forecasts will be included in the October report.

The planned expansions of Northwood, Abbotsfield and Swakeleys schools will add 5.5 forms of entry capacity. However, the Schools Adjudicator has recently approved a request from Harlington School to reduce their admission number (by 1 form of entry). A new free school,

Pinner High School, is opening in Harrow in 2016, close to the border with Hillingdon and this has offered an additional choice for Hillingdon residents. All on-time applicants were offered places for September 2016, despite an 8% rise in applications.

### Secondary School Expansions

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. Arcadis LLP have been appointed as multi-disciplinary consultants for these projects and will work with officers to take these projects forward through the design stages.

### Priority Schools Building Programme (PSBP)

The school buildings at Abbotsfield, Swakeleys and Northwood Secondary Schools required improvement and have attracted funding from the Education Funding Agency (EFA) Priority School Building Programme for all three schools to be rebuilt. The 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 at Northwood Secondary School are continuing at a good pace and remain on target for achieving the completion date of the 30 September 2016 for the phase 1 (construction of new school building and sports hall) works. The Contractor has been proactive in recovering the delay that occurred during the earlier stages of the construction.

As phase 1 works enters the final few weeks the snagging process has started on the areas of the new buildings that have already been completed. The remaining areas of work which are currently being finished include the installation of specialist equipment, installation of flooring and the final application of internal decorations.

Externally, all the drainage works have been completed, with paving and tarmac sub-contractors are working on finishing the final surfaces for the car parks and playground areas. The highway works which are required as one of the conditions of the planning consent commenced in August 2016.

In order to allow the School to operate with minimal disruption to the pupils, a detailed logistic plan has been developed with involvement for all key stakeholders for decanting the school from the existing buildings into the newly constructed buildings. The packing has been started by school ready for the move, with a specialist removal company has been appointed to facilitate and manage the relocation during October 2016.

**Abbotsfield and Swakeleys Schools:** The Education Funding Agency appointed contractor has commenced works on the site. It is understood that works are progressing to the planned EFA timetable.

## **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.

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**Table 1:** School Condition Programme Phase 1 - Projects Approved at January 2016 Cabinet

School	Summary of Proposed Works	Date of Works
<b>Tranche 1</b>		
Heathrow Primary	New roofing	May - Sep 2016
Minet Infant and Junior	New hot water generator.	Complete
Hayes Park Primary	Replacement heating and hot water systems	Jul - Oct 2016
Yeading Junior	Boiler and window replacement.	Aug - Nov 2016
<b>Tranche 2</b>		
Coteford Infant	Partial roof renewal, new internal lighting in the roof void areas and new external lighting	Jul - Oct 2016
Colham Manor Primary	Replacement heating and hot water systems	Jul - Oct 2016
Warrender Primary	Fire safety upgrade, boiler replacement plant and front entrance adaptation works	Jul - Oct 2016
Field End Junior	New roofing	Jul - Oct 2016
Newnham Infant & Junior	Replacement heating and hot water systems	TBC

The installation of a hot water generator at Minet Infant and Junior is complete and the roofing works at Heathrow Primary will be completed during September 2016. The remaining projects are projects are progressing well and are scheduled to be completed later in the autumn.

**Newnham Infant and Junior:** If the expansion of Newnham Infant and Junior Schools goes ahead the works are likely to be completed in time for the start of the school year in September 2018. Due to this, the requirement to carry out condition works at this school will be kept under review until the designs for the permanent expansion have been completed.

### School Condition Programme Phase 2

Work has continued on developing the next phase of the programme and a number of potential projects for inclusion have been identified. These potential projects will be considered in the first instance by Members.

### **3.4. FINANCIAL IMPLICATIONS**

#### Month 4 Monitoring - Financial Summary

The total Schools Expansion Capital Programme revised budget is £313,570k for the period up to 2020/21 including prior years. This includes £140,022k for existing primary school expansions, £27,400k for new primary school expansions and £144,154k for secondary school 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 classrooms as and when the need arises during construction.

At this stage of the financial year, the forecast over the life of the schools expansion programme is an under spend of £761k. This is partly in relation to released project contingency budgets amounting to £306k that are no longer required on completed schemes within the Primary Schools Phase 2 programme. In addition an under spend of £460k is reported on furniture, fittings and equipment costs that are required for fitting out Northwood School under the Secondary Schools New Build Programme.

#### 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 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 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 although early indications are the immediate pressure will potentially be managed within spare capacity in neighbouring pupil planning areas. The Business Performance Team is currently working on updating the forecast demand for pupil places as part of the 2016 Schools Capacity Return. This data will be used to confirm the revised need for school places and financial implications reviewed 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 additional future demand for Secondary School places. 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. Multi disciplinary consultants have recently been appointed for design work on identified school expansions.

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 and as noted above the forecast outturn is an under spend of £460k on the approved budget of £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 (£460k) and a S106 contribution to Transport for London (£375k) in relation to the cost impact of increased bus services for higher pupil numbers arising from the Abbotsfield expansion. The Council will also

fund the provision of photovoltaic panels for the additional 2.5 FE and the vocational centre at a combined cost of £141k.

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. However, following negotiations with the EFA the Council has agreed to fund up to one third of the S106 TFL contribution for Swakeleys estimated to be £75k.

At this early stage of the project, officers are confident that the above costs in addition to those for FFE and S278 highway works will be contained within the overall approved budget of £13,070k.

### Schools Condition Programme

The 2016/17 revised capital programme budget for the Schools Conditions Building Programme is £3,775k which is financed from a combination of internal and external resources including school contributions.

The revised budget is required to fund eight 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.

The contractor for works at Coteford Primary School withdrew its bid leading to the officers seeking approval to award the contract to the next best placed bid. This new award represents an increased cost of £74k which will be funded from the uncommitted 2015/16 budget carried forward to supplement the funds available for the phase 2 programme, which is yet to be drafted. However a number of projects have already been identified for potential inclusion within the phase 2 programme.

## **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 current school expansion projects

School Name	Summary of Works	Status
<b>PRIMARY SCHOOL EXPANSION PROGRAMME - PHASE 4</b>		
Hillside Infant Newnham Infant	Installation of a double modular classroom unit.	Complete
Hillside Infant Hillside Junior	Permanent expansion	Pre-construction.
Newnham Infant Newnham Junior	Permanent expansion	Pre-construction.
Warrender Primary	Permanent expansion	Pre-construction.
<b>SECONDARY SCHOOLS (PRIORITY SCHOOL BUILDING PROGRAMME)</b>		
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.	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.	Construction (works scheduled to be completed in 2017).

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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