



HILLINGDON  
LONDON



# Cabinet

## Councillors in the Cabinet:

**Date:** THURSDAY, 15 DECEMBER  
2016

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

**Time:** 7.00 PM

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

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

Jonathan Bianco  
*Finance, Property & Business Services*

Keith Burrows  
*Planning, Transportation & Recycling*

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

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

Douglas Mills  
*Community, Commerce & Regeneration*

Richard Lewis  
*Central Services, Culture & Heritage*

## Published:

Wednesday, 7 December 2016

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***Putting our residents first***

# Useful information for residents and visitors

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

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Those attending should be aware that the Council will film and record proceedings for both official record and resident digital engagement in democracy.



It is recommended to give advance notice of filming to ensure any particular requirements can be met. The Council will provide seating areas for residents/public, high speed WiFi access to all attending and an area for the media to report. The officer shown on the front of this agenda should be contacted for further information and will be available to assist.

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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:

*15 December 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**

7 December 2016  
London Borough of Hillingdon

# Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters before this meeting
- 3 To approve the minutes of the last Cabinet meeting 1 - 10
- 4 To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private

## **Cabinet Reports - Part 1 (Public)**

- 5 Monthly Council Budget - monitoring report (Cllr Jonathan Bianco) 11 - 58
- 6 The Council's Budget - Medium Term Financial Forecast 2017/18 - 2021/22 BUDGET & POLICY FRAMEWORK (Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco)  
*TO FOLLOW ON AGENDA B*
- 7 Grants to Voluntary Organisations - 2017/18 (Councillor Douglas Mills) 59 - 136
- 8 Children, Young People and Learning Policy Overview & Scrutiny Committee - Review into Supporting Educational Aspiration for Disadvantaged Children (Cllr David Simmonds CBE) 137 - 164
- 9 Ickenham Neighbourhood Area and Neighbourhood Forum Applications (Cllr Keith Burrows) 165 - 184
- 10 Social Housing Allocation Policy (Cllr Philip Corthorne) 185 - 250
- 11 Quarterly Planning Obligations Monitoring report (Cllr Keith Burrows) 251 - 288
- 12 School Capital Programme Update (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 289 - 296

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

- 13** Void Property Repair Service Contract (Cllr Jonathan Bianco) 297 - 308

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

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

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## Minutes

### Cabinet

Thursday, 17 November 2016

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



Published on: 18 November 2016

Decisions come into effect on: From 25 November 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:**

Nick Denys  
Duncan Flynn  
Jan Sweeting  
Mo Khursheed  
Beulah East  
Wayne Bridges  
John Oswell  
Henry Higgins

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

Apologies were received from Councillor Susan O'Brien, Chief Whip and Ex-officio Member of the Cabinet.

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

No interests were declared by Members present.

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

The decisions and minutes of the Cabinet meeting held on 20 October 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. The public part of the meeting was also filmed live on the Council's YouTube channel.

## 5. OLDER PEOPLE'S PLAN UPDATE

### RESOLVED

That Cabinet notes the successes to date and continued progress to deliver the Older People's Action Plan during 2016-17 to improve the quality of life, health and wellbeing of older people in Hillingdon.

### Reasons for decision

Cabinet received a progress update on the Older People's Plan, noting the continued commitment by the Council and its partners to services designed to improve the wellbeing of Older People in Hillingdon. The detailed work of the Leader's Initiative in this respect was welcomed along with the rich offer of services for local residents.

### Alternative options considered and rejected

None.

### Officer to action:

Kevin Byrne, Administration Directorate

**Classification:** Public

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

## 6. MONTHLY COUNCIL BUDGET MONITORING REPORT - MONTH 6

### RESOLVED:

### That Cabinet:

1. Note the forecast budget position as at September 2016 (Month 6).
2. Note the Treasury Management update as at September 2016 at Appendix E.
3. Continue the delegated authority up until the December 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 20 October 2016 and 17th November 2016 Cabinet meetings, detailed at Appendix F.
4. Note the transfer and release of £965k Capital Priority Growth funding and £79k General Contingency funding to the Battle of Britain Heritage Pride Project.



5. 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.
6. Approve acceptance of gift funding in relation to Planning Performance Agreements on major developments within the Borough in accordance with the provisions of Section 93 of the Local Government Act 2003, in respect of the following applications:
  - a. Former British Legion, West Drayton (up to £17,500)
  - b. Arena, Stockley Park (£10,000)
  - c. Mount Vernon Hospital, Rickmansworth Road (up to £15,000)
7. Ratify a special urgency decision taken by the Leader of the Council and Cabinet Member for Finance, Property and Business Services on 10 November 2016, in the absence of a Cabinet meeting, to extend the existing contract for Northgate Arinso (Resourcelink) on a single tender action basis for a three year period from 1 December 2016.
8. Note the transfer of substantially uncommitted non-staffing budgets into service-level contingency funds and agrees that the Corporate Director of Finance, in full consultation with the Leader of the Council, be responsible for allocating these monies as required within the Council's budget.

#### **Reasons for decisions**

Cabinet was informed of the latest forecast revenue, capital and treasury position (Month 6) for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of decisions including release of funding for the Battle of Britain Heritage Pride Project, additional monies to purchase additional Buy-Back properties to increase the social housing stock, accepted gift funding to provide professional support some key upcoming planning developments in the Borough, ratified a previous decision taken on a new payroll contract and authorised the Leader of the Council to take additional steps to make decisions on individual council service budgets.

#### **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 received its regular update on London's largest school building programme which has continued to invest significant resources in new local education facilities over the last few years and into the coming years. This would ensure that every child in the London Borough of Hillingdon would have a quality place at a local school - primary or secondary.

### **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.*

## **8. ENTERPRISES HOUSE, BAKERS COURT, UXBRIDGE**

### **RESOLVED:**

### **That Cabinet:**

- 1. Approves the grant of consent for a lease extension for the underlease between London Bus Services Limited (LBSL) and M&G at Enterprises House, Bakers Court, Uxbridge to 150 years.**
- 2. Approves a lease extension of the Council's Headlease to LBSL to 150 years.**
- 3. Agrees that Legal Services are instructed to complete the appropriate lease documentation.**

### **Reasons for decision**

Cabinet agreed the necessary lease extensions for key property sites within central Uxbridge for their continued commercial operation.

## **Alternative options considered and rejected**

None.

### **Officer to action:**

Michael Paterson - 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. RE-DEVELOPMENT OF MAPLE AND POPLAR DAY CENTRES AND WILLOW TREE DEPOT SITES**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approves the appointment of lead consultants Baily Garner through direct selection from the Hyde Housing Framework for the redevelopment of Maple & Poplar Day Centres for a mixed tenure residential development of 34 flats for a contract for professional, technical and construction services, and for them to carry out the tasks necessary to prepare full proposals and deliver the schemes to completion;**
- 2. Approves the appointment of lead consultants Baily Garner through direct selection from Hyde Housing Framework for the redevelopment of the Willow Tree Depot for 11 houses, for a contract for professional, technical and construction services, and for them to carry out the tasks necessary to prepare full proposals and deliver the schemes to completion;**
- 3. To note the potential cost and the General Fund / HRA implications arising from the developments as set out in the report and;**
- 4. Agrees to delegate all necessary future decisions on the project to the Leader of Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services.**

#### **Reasons for decision**

Cabinet agreed to make best use of the some of the Council's assets for the benefit of local residents. Members gave authority for the necessary work to commence which would provide for a range of rented and shared ownership properties.

## **Alternative options considered and rejected**

Members considered a range of other options before the recommended way forward was put forward for Cabinet consideration.

### **Officer to action:**

Jenny Evans, Residents Services

### **Classification: Private**

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## **10. HEALTHWATCH HILLINGDON AND PROCUREMENT OF THE NHS INDEPENDENT COMPLAINTS ADVOCACY SERVICE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Gives approval to consult Healthwatch Hillingdon on a 5% reduction in budget per year, for two years, and subject to that consultation, delegates authority to the Leader of the Council and Cabinet Member for Social Services, Housing, Health and Wellbeing, in consultation with the Chief Executive and Corporate Director of Administration, to award a grant from 1st April 2017 – 31st March 2019, with the option to extend for a further two years thereafter to provide local Healthwatch services;**
- 2. Gives approval for Hillingdon to join a pan-London tendering process to procure the NHS ICAS service;**
- 3. Delegates authority to the Leader of the Council and Cabinet Member for Social Services, Housing, Health and Wellbeing, in consultation with the Chief Executive and Corporate Director of Administration, to approve such arrangements as are necessary to procure the NHS ICAS service following the tender exercise.**

### **Reasons for decision**

Cabinet gave its approval for the Council to consult with Healthwatch Hillingdon, with a view to entering a new two year contract in 2017 as the independent body, championing health and social care for the people of Hillingdon. Cabinet also agreed for the Council to begin work with other local authorities on a joint procurement exercise for the NHS Independent Complaints Advocacy Service. Both decisions enabled the Council to meet statutory duties under the Health and Social Care Act 2012.

## **Alternative options considered and rejected**

Cabinet could have decided to put the provision of Healthwatch service out to full competitive tender or establish a Hillingdon based Complaints Advocacy Service outside the consortium. Cabinet felt both options would not necessarily provide additional value for money or improvements in service.

### **Officers to action:**

Kevin Byrne, Administration

### **Classification: Private**

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## **11. SALE OF GARAGE AND SMALL SITES ACROSS THE BOROUGH**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Declares the six sites surplus to requirements;**
- 2. Approves the renewal or submission of new planning applications, as necessary on these sites;**
- 3. Authorises the sale of the six sites on the open market with planning consent for a residential scheme. The method of sale to be by auction, subject to prevailing market conditions. The sales are to be leasehold with an option to sell the freehold for £1 on the satisfactory completion of the development;**
- 4. Delegates authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, all subsequent decisions regarding the sale of the sites.**

### **Reasons for decision**

After considering various options for the development of six under-utilised small sites in the Borough, Cabinet made the necessary decisions to dispose of them, opening them up on the market for the opportunity of housing development. It was noted that currently most of the sites were attracting anti-social behaviour and fly tipping and that this decision would, not only provide additional housing for residents, but improve the quality of the areas concerned.

## **Alternative options considered and rejected**

Cabinet could have decided that the Council itself develops the sites, but this was considered uneconomic given their size.

### **Officer to action:**

Julie Markwell, Residents Services

### **Classification: Private**

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## **12. HIGHWAYS WORKS TERM CONTRACT - ADDITIONAL SERVICES**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Agree to outsource the following additional services to the current provider of the Highways Works Term Contract for Surfacing and Civil Engineering Works (contract commenced April 2014): Works to gullies, residential crossovers and responsive maintenance.**
- 2. Agree to extend the current Highways Works Term Contract for Surfacing and Civil Engineering Works (commenced April 2014, and running until March 2019) for a further five year period until end March 2024; incorporating the additional services listed above at a).**
- 3. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling to make any further necessary decisions required in respect of the contracts for highways and highways related services.**

#### **Reasons for decision**

Cabinet agreed to the extension and expansion of the existing service arrangements with O'Hara Bros Surfacing Limited, to meet the expectations of local residents and communities as the Council continues to invest in highway maintenance, transportation schemes and the streetscene infrastructure of the Borough. Cabinet welcomed the further efficiencies and savings that would be derived by outsourcing more services.

## **Alternative options considered and rejected**

Cabinet could have undertaken a full tender exercise or invested in delivering such services in-house. Both options were discounted for service continuity reasons.

### **Officers to action:**

Dalton Cenac, Residents Services  
Allison Mayo, Finance - Category Management

### **Classification: Private**

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### **Special Urgency Provisions**

*This report had been circulated less than 5 working days before the Cabinet meeting and was agreed by the Chairman to be considered as urgent.*

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

No additional items were considered by the Cabinet.

The meeting closed at 7.24pm.

### **\* IMPLEMENTATION OF CABINET'S DECISIONS**

**Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the decisions. Cabinet's decisions can therefore be implemented from 5pm, Friday 25th November 2016, upon the expiry of the scrutiny call-in period, unless notified otherwise by Democratic Services.**

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

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

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**COUNCIL BUDGET - 2016/17 MONTH 7 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 - F

**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 £1,227k is projected against 2016/17 General Fund revenue budgets as of October 2016 (Month 7), representing an improvement of £57k 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>Putting our Residents First</b>	<p>This report supports the following Council objectives of: <i>Our People; Our Built Environment; Our Natural Environment; Our Heritage and Civic Pride; Financial Management</i></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 October 2016 (Month 7).**
- 2. Note the Treasury Management update as at October 2016 at Appendix E.**
- 3. Continue the delegated authority up until the January 2017 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 17th November 2016 and 15th December 2016 Cabinet meetings, detailed at Appendix F.**

4. Approve the release of £103k from Priority Growth to Residents Services budgets to meet costs of managing traveller incursions in the Borough during 2016/17.
5. Approve release £40k of Priority Growth to Residents Services budgets to fund a Members Enquiries Monitoring Officer from 2016/17 onwards.
6. Approve the grant award of £10,000 to Uxbridge Forward to promote and co-ordinate activity in Uxbridge Town Centre.
7. Approve the acceptance of £110k of grant funding from the Environment Agency Thames Regional Flood and Coastal Committee to support investigatory work within the borough.
8. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to appoint flood risk consultants from the £110k Environment Agency grant monies accepted above.
9. Approve re-phasing of £20,975k General Fund capital expenditure and associated financing budgets into later years of the capital programme.
10. Approve the re-phasing of £9,507k HRA New Build Supported Housing budgets into later years of the capital programme.
11. Approve the virement of £35k funding from the Environmental Assets capital budget to the CCTV Programme budget.
12. Ratify the following two special urgency decisions taken by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in the absence of a Cabinet meeting:
  - A) On 25 November 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services approved:
    - I. The appointment of the lowest tenderer, United Living (South) Limited, to deliver works for Kitchen and Bathroom replacement to dwellings identified by the Council's asset management database (Keystone) following a stock condition survey for a period of 2 years with the option to extend for 1 further year.
    - II. Agreed that the Deputy Chief Executive and Corporate Director of Resident Services, in conjunction with the Leader of the Council and Cabinet Member for Finance Business and Property Services could make any further necessary decisions required in respect of the contract Kitchen and Bathroom related services.
  - B) On 25 November 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services approved:
    - I. The purchase of Berkeley Apartments, Marlborough Crescent, Harlington, UB3 5FG on a subject to Planning basis.
    - II. The capital release request of £951k from the Housing Revenue Account New General Needs Housing Stock 2016/17 budget towards the acquisition of Berkeley Apartments, Marlborough Crescent, Harlington.
    - III. The allocation and release of £9,026k from the Housing Revenue Account Capital Contingency 2016/17 budget towards the acquisition of Berkeley Apartments, Marlborough Crescent, Harlington.
    - IV. That all subsequent decisions required to implement the above be granted to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and the Cabinet Member for Finance, Property and Business Services.

## 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. Appendix E provides an update to Cabinet on Treasury Management performance during this financial year.
3. Recommendation 4 - The Council has incurred costs associated with traveller incursions totalling £170k to end of month 7 including security and fly tipping costs. £67k of these costs can be met from a projected underspend on the Council's support to the Metropolitan Police budget. Release of £103k from the remaining unallocated Priority Growth budget is recommended to meet the balance of the costs incurred to date. A further request will be made at the year end to fund any further costs incurred.
4. Recommendation 5 - Release of £40k from the remaining unallocated Priority Growth budget is recommended to support an additional post within Residents Services to monitor and track actions undertaken by officers in response to Member Enquiries.
5. Recommendation 6 - This is the annual contribution to Uxbridge Forward the partnership that serves to promote and coordinate activity in Uxbridge town centre. The Council's contribution is budgeted for within Policy and Partnerships, and is matched by similar levels of financial support from Intu the Pavilions and Brunel University. Uxbridge Forward has been instrumental in developing and promoting support within Uxbridge for the forthcoming Uxbridge Business Improvement District, which is likely to be secured in 2017.
6. Recommendations 7 & 8 - The Council have applied for and been awarded external funding from the Thames Regional Flood and Coastal Committee for consultants to investigate options to reduce flooding at three locations across the Borough. The Common West Drayton, Charville Lane, Hayes and Cranford Park Cranford. In order to expedite delivery of this investigation work, recommendation 8 seeks authority to delegate authority for the relevant consultancy and survey appointments to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services.
7. Recommendation 9 - There is a forecast underspend of £31,126k on the capital programme for the current financial year of which £26,891k is projected re-phasing on existing schemes. At this stage it is proposed to re-phase £20,975k Schools Programme and Main Programme expenditure budgets and associated financing to reflect revised expenditure profiles on various schemes that will be completed in future years. The financing budget re-phasing is made up of the following sources: prudential borrowing £4,692k, capital receipts £15,120k, grants £950k and other contributions £213k. Further potential re-phasing of £5,916k on Programmes of Works schemes will be reviewed at the end of the financial year to ensure only the required level of budget is carried forward.
8. Recommendation 10 - there are several sites within the approved 2016/17 New Build Supported Housing programme that are in various stages of development and the proposed re-phasing of £9,507k reflects revised profiling of expenditure to complete these projects in

future years. This expenditure is financed by £6,424k revenue contributions and £3,083k Right to Buy Receipts.

9. Recommendation 11 - Funding of £35k from the remaining Environmental Assets capital budget of £65k has previously been identified to support the roll out of mobile CCTV cameras in the Borough. Cabinet Member approval is being sought separately to award a contract for the supply of 25 mobile CCTV camera systems at a total cost of £105k with the remainder to be met from the CCTV programme budget. The cameras are to be deployed across the borough tackling anti-social behaviour issues and environmental crimes such as fly-tipping.
10. Recommendation 12 - The first special urgency decision related to the award of contract for the Capital Programme Kitchen and Bathroom Replacement Programme. In the absence of a Cabinet meeting, the Leader of the Council is authorised in the Council's Constitution to take contract decisions where deemed urgent, which will be reported to a subsequent Cabinet meeting for ratification.

This decision enabled an order to be placed for the replacement of 301 kitchens and 509 bathrooms in tenanted dwellings over a period covering two financial years 2016-17 and 2017-18. This decision will provide residents with improved kitchen and bathroom facilities and the Council will also benefit from a reduction in responsive repair expenditure as a result. The potential contract value to carry out the works proposed was circa. £2.5m, but as a zero value contract, the Council has the ability to 'call-off' works as and when approved.

The second special urgency decision related to the acquisition of Berkeley Apartments at Marlborough Crescent, Harlington, for use as a Homeless Hostel. In July 2015 Cabinet delegated authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services authority to acquire and purchase private properties in order to supplement affordable housing provision within the Borough and that following any acquisition, this be reported back to Cabinet for ratification and public record at the appropriate time.

This acquisition will help reduce the number of households in expensive private Bed & Breakfast and Temporary Accommodation and thereby generate savings for the General Fund. Right to Buy receipts can be utilised for up to 30% of the full acquisition costs.

### **Alternative options considered**

11. There are no other options proposed for consideration

## FURTHER INFORMATION

### General Fund Revenue Budget

12. An underspend of £1,227k is reported on normal operating activities at Month 7. This position incorporates a £1,978k net underspend across Directorate Operating Budgets and an underspend of £800k across Corporate Operating Budgets, offset by contingency pressures of £1,551k, primarily relating to Looked After Children placement expenditure and Deprivation of Liberty Safeguards (DoLS) assessments. There are no exceptional items reported at this stage in the financial year.
13. The headline underspend of £1,227k represents an improvement of £57k on the position reported at Month 6, consisting of a £28k improvement across Directorate budgets; a £48k contingency reduction in the cost of waste disposal, a £213k adverse movement on Looked After Children contingency due to high cost placements and a £194k improvement in projected Asylum spend.
14. The Council's General Fund revenue budget contains £13,309k savings, with £9,657k already banked and £2,495k on track for delivery. Those savings classed as amber due to being at an earlier stage of implementation total £1,157k at Month 7, representing an improvement of £54k from Month 6. The reported position on operating budgets reflects the status of these savings.

**Table 1: General Fund Overview**

Original Budget	Budget Changes	Service	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'000
178,502	(267)	Directorate Operating Budgets	178,235	176,257	(1,978)	(1,950)	(28)
2,420	2,148	Corporate Operating Budgets	4,568	3,768	(800)	(800)	0
18,453	(1,881)	Development & Risk Contingency	16,572	18,123	1,551	1,580	(29)
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>199,282</b>	<b>(1,227)</b>	<b>(1,170)</b>	<b>(57)</b>
<b>200,509</b>	<b>0</b>	<b>Total Net Expenditure</b>	<b>200,509</b>	<b>199,282</b>	<b>(1,227)</b>	<b>(1,170)</b>	<b>(57)</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>2,989</b>	<b>(1,227)</b>	<b>(1,170)</b>	<b>(57)</b>
(39,005)	0	Balances b/fwd	(39,005)	(39,005)			
<b>(34,789)</b>	<b>0</b>	<b>Balances c/fwd 31 March 2017</b>	<b>(34,789)</b>	<b>(36,016)</b>			

15. At 31 March 2016 General Fund Balances totalled £39,005k. With the budgeted drawdown of £4,216k and the projected £1,227k surplus, the forecast closing balance at 31 March 2017 is £36,016k. 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 (£1,978k underspend, £28k improvement)

16. 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.
17. 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 £1,246k of that staffing cost; resulting in staffing underspends across various services. In addition, £816k of further transformation costs are forecast to be met from Capital, although this position will be refreshed as the year progresses.
18. In order to support the delivery of Zero Based Review savings for 2017/18, substantially uncommitted budgets within non-staffing budgets have been consolidated into service-level contingencies. These service-level contingencies will remain under close review over the remainder of the financial year, enabling release of any budgets not required to support service delivery.

**Table 2: Directorate Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service		Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000
				Revised Budget £'000	Forecast Outturn £'000			
10,762	(16)	Admin.	Expenditure	10,746	10,658	(88)	(109)	21
(1,288)	(56)		Income	(1,344)	(1,310)	34	(3)	37
<b>9,474</b>	<b>(72)</b>		<b>Sub-Total</b>	<b>9,402</b>	<b>9,348</b>	<b>(54)</b>	<b>(112)</b>	<b>58</b>
15,189	545	Finance	Expenditure	15,734	15,539	(195)	(161)	(34)
(2,475)	0		Income	(2,475)	(2,569)	(94)	(53)	(41)
<b>12,714</b>	<b>545</b>		<b>Sub-Total</b>	<b>13,259</b>	<b>12,970</b>	<b>(289)</b>	<b>(214)</b>	<b>(75)</b>
109,096	297	Residents Services	Expenditure	109,393	107,984	(1,409)	(1,372)	(37)
(56,005)	(448)		Income	(56,453)	(56,276)	177	188	(11)
<b>53,091</b>	<b>(151)</b>		<b>Sub-Total</b>	<b>52,940</b>	<b>51,708</b>	<b>(1,232)</b>	<b>(1,184)</b>	<b>(48)</b>
141,576	(47)	Social Care	Expenditure	141,529	143,278	1,749	1,604	145
(38,353)	(542)		Income	(38,895)	(41,047)	(2,152)	(2,044)	(108)
<b>103,223</b>	<b>(589)</b>		<b>Sub-Total</b>	<b>102,634</b>	<b>102,231</b>	<b>(403)</b>	<b>(440)</b>	<b>37</b>
<b>178,502</b>	<b>(267)</b>	<b>Total Directorate Operating Budgets</b>		<b>178,235</b>	<b>176,257</b>	<b>(1,978)</b>	<b>(1,950)</b>	<b>(28)</b>

19. Within the Administration Directorate an underspend of £54k is reported at Month 7, an adverse movement of £58k on prior month projections. This movement is primarily a result of revised income forecasts within Legal Services as s106 chargeable work becomes replaced by Community Infrastructure Levy works.
20. An underspend of £289k is reported on Finance operating budgets at Month 7, an improvement of £75k from Month 6. This movement is mainly due to overachievement on income relating to one-off S46 Receivership Fees income and improvements in the staffing position in Operational & Strategic Finance. The underlying position reflects staffing

underspends across the group, additional grant income within Revenues & Benefits and the improved outlook for S46 Receivership Fees.

21. An underspend of £1,232k is reported within Residents Services at Month 7, with £1,868k staffing underspends from vacant posts and the capitalisation of transformation resource, and pressures of £636k across non-staffing and income budgets. Reported pressures include a shortfall in income from the Cedars & Grainges car parks, estates income and Imported Food sampling, with non-staffing pressures from increased recycling volumes, fleet hire & maintenance and the adaptations budget within Development & Assets. The £48k improvement from Month 6 includes reduced staffing forecasts in Business & Tech Support and improved income forecasts in Planning & Enforcement.
22. An adverse movement of £37k is reported on Social Care group budgets, reflecting increases in salaries in Children's Social Care, which are mitigated by reductions in client packages and increased income in Health funded packages in both Adults Social Care and All Age Disabilities. Overall the group is reporting a £403k underspend, inclusive of net staffing underspends of £1,044k from posts being held vacant and capitalisation of transformation workforce costs. Within this reported position, there is an emerging risk around supplier inflation on care placements which will remain under review over the coming months.

### Progress on Savings

23. The Council's 2016/17 General Fund revenue budget contains £13,309k savings, with all prior year savings delivered in full during 2015/16. An improved outlook for savings delivery is reported at Month 7, with banked savings increasing by £893k to £9,657k and a £54k reduction in those items continuing to be reported as at risk. £12,152k savings are now reported as being banked or on track for delivery in full during 2016/17, with the remaining £1,157k or 8.7% remaining at an earlier stage of delivery and no savings being identified as having a serious risk of non-delivery.

**Table 3: Savings Tracker**

2016/17 General Fund Savings Programme	Admin	Finance	Residents Services	Social Care	Total 2016/17 Savings	
	£'000	£'000	£'000	£'000	£'000	%
B Banked	(765)	(767)	(3,998)	(4,127)	<b>(9,657)</b>	<b>72.6%</b>
G On track for delivery	0	(300)	(1,784)	(411)	<b>(2,495)</b>	<b>18.7%</b>
A Potential significant savings shortfall or a significant or risky project which is at an early stage;	(142)	(60)	0	(955)	<b>(1,157)</b>	<b>8.7%</b>
R Serious problems in the delivery of the saving	0	0	0	0	<b>0</b>	<b>0.0%</b>
<b>Total 2016/17 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)

24. 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.
25. 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 offset any loss in revenue.

**Table 4: Corporate Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000
			Revised Budget £'000	Forecast Outturn £'000			
0	0	Interest and Investment Income	Salaries	0	0	0	0
5,386	873		Non-Sal Exp	6,259	5,459	(800)	(800)
(405)	0		Income	(405)	(405)	0	0
<b>4,981</b>	<b>873</b>		<b>Sub-Total</b>	<b>5,854</b>	<b>5,054</b>	<b>(800)</b>	<b>(800)</b>
431	0	Levies and Other Corporate Budgets	Salaries	431	431	0	0
9,958	1,565		Non-Sal Exp	11,523	11,523	0	0
(12,390)	(290)		Income	(12,680)	(12,680)	0	0
<b>(2,001)</b>	<b>1,275</b>		<b>Sub-Total</b>	<b>(726)</b>	<b>(726)</b>	<b>0</b>	<b>0</b>
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0
142,055	0		Non-Sal Exp	142,055	142,055	0	0
(142,615)	0		Income	(142,615)	(142,615)	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>2,420</b>	<b>2,148</b>	<b>Total Corporate Operating Budgets</b>		<b>4,568</b>	<b>3,768</b>	<b>(800)</b>	<b>(800)</b>



## Development & Risk Contingency (£1,551k pressure, £29k improvement)

26. 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 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
341	0	Fin. Uninsured Claims	341	291	(50)	(50)	0	
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	2,483	(245)	(197)	(48)
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	1,742	(470)	(276)	(194)
3,734	0		Demographic Growth - Looked After Children	3,734	6,276	2,542	2,329	213
277	0		Social Worker Agency	277	277	0	0	0
1,699	0		Demographic Growth - Transitional Children	1,699	1,529	(170)	(170)	0
432	0		Demographic Growth - Adults	432	432	0	0	0
393	0		Winterbourne View	393	78	(315)	(315)	0
0	0		Deprivation of Liberty Safeguards	0	759	759	759	0
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>18,123</b>	<b>1,551</b>	<b>1,580</b>	<b>(29)</b>	

27. Movement from Month 6 on reported positions is limited to the Waste Disposal Levy, Asylum Service and Looked After Children, with projections across all other areas having been reviewed. The further reduction on Waste Disposal relates to further reductions in tonnage volumes since Month 6, with continuation of current trends expected to deliver further improvement over the remainder of the financial year.
28. An adverse outlook is reported on Looked After Children, where additional high cost placements has increased reported pressure by £213k to £2,542k above the £3,734k contingency. The remaining pressure being reported in this area relates to the high levels of complexity in the current caseload of Looked After Children.

29. 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

30. 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.
31. This report includes a recommendation to release £40k of the unallocated Priority Growth balance, with no Priority Growth having previously been allocated to services. The corporate monitoring position assumes all budgeted growth will be spent or committed during the current financial year. Release of £125k from HIP monies has been approved to support new initiatives from the £1,220k available resources, leaving £1,095k available for further allocations in year.

**Table 6: Priority Growth**

Original Budget	Budget Changes	Priority Growth	Month 7		
			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	125	(695)
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>125</b>	<b>(1,829)</b>

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

32. The latest forecasts on the Dedicated Schools grant shows an adverse movement of £80k from Month 6 with other funds indicate favourable positions at year end and therefore will not adversely impact upon the General Fund in 2016/17.
33. The projected drawdown from Dedicated Schools Grant balances for the Schools Budget has increased from £786k to £866k at Month 7 due to a reduction in income projections at Early Years Centres. The remainder of this drawdown from reserves reflects continuing increase in the number and cost of post-16 high needs placements as a consequence of the of the changes in the Children's and Families Act 2014, alongside planned use of balances in support of the two year old childcare offer. This results in the full brought forward reserve being applied and increase the risk that this fund will go into deficit during the remainder of 2016/17. In the event that an in-year deficit is reported, this will be managed through the schools budget setting process with a topslice of 2017/18 Dedicated Schools Grant income to cover the deficit.
34. A £16k surplus is reported on the Parking Revenue Account at Month 6, representing an adverse movement of £11k from Month 6, reflecting projected growth in use of agency staff to cover vacant posts and improve the efficiency of the appeals process.
35. A surplus of £2,000k is projected on the Council's share of Business Rates revenues at Month 7, in line with the position reported at Month 6. This favourable position is principally driven by the 2015/16 outturn surplus, which included significant backdated increases in Rateable Value at Heathrow Airport. An surplus of £500k is reported on Council Tax in line with the position reported at Month 6, including lower than previously estimated levels of

demand within the Council Tax Reduction Scheme and continuing strong collection performance.

### **Housing Revenue Account**

36. The Housing Revenue Account (HRA) is currently forecasting an in-year overall surplus of £12,101k, £2,839k more than the budgeted surplus of £9,262k. This represents a £308k improvement on the position reported at Month 6. This variance includes underspends against Planned Maintenance & Tenant Services, partially offset by a forecast shortfall on the budgeted 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 £367k overachievement of income. As a result, HRA General Balances are projected to increase to £46,045k by 31 March 2017, with a significant element of this sum earmarked to support investment in new housing stock.
37. 65 properties have been sold under Right to Buy arrangements as at Month 6, with a total of 115 sales forecast for 2016/17. Sufficient expenditure was incurred on the acquisition of new properties during Quarter 1&2 to avoid repayment of Right to Buy Receipts to DCLG, with projects underway to avoid repayment during Quarter 3.

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

38. Appendix D outlines the forecast outturn on the 2016/17 to 2020/21 Capital Programme, with a £4,611k underspend projected over the five year programme, representing a £809k improvement from Month 6. Prudential Borrowing required to support the Council's Capital Programme is projected to be £6,467k lower than the £164,469k revised budget, as a result of the projected underspend of £4,611 and £7,025k additional assumed grant income for school expansions and Disabled Facilities Grants being sufficient to offset a £5,169k fall in projected Capital Receipts.
39. This favourable variance on borrowing would result in a marginal reduction in future revenue costs of approximately £330k 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.
40. Slippage in project expenditure now shows an underspend of £26,891k in the current financial year. This is an underspend against the £96,920k 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 £6,407k of the planned £22,038k will be secured during 2016/17, no movement from Month 6.

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

### ADMINISTRATION (£54k underspend, £58k adverse movement)

41. The Administration group is showing a projected outturn underspend of £54k at Month 7, due in the main to part year staffing vacancies across the Services. An adverse movement of £58k is reported from Month 6 across the directorate, primarily a result of revised income forecasts within Legal Services as s106 chargeable work becomes replaced by Community Infrastructure Levy works.

**Table 7: Administration Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
1,490	(12)	Democr. Services	Salaries	1,478	1,470	(8)	(19)	11
1,645	111		Non-Sal Exp	1,756	1,735	(21)	(59)	38
(629)	(97)		Income	(726)	(714)	12	37	(25)
<b>2,506</b>	<b>2</b>		<b>Sub-Total</b>	<b>2,508</b>	<b>2,491</b>	<b>(17)</b>	<b>(41)</b>	<b>24</b>
2,307	(63)	Human Resources	Salaries	2,244	2,214	(30)	(17)	(13)
534	74		Non-Sal Exp	608	633	25	44	(19)
(248)	0		Income	(248)	(254)	(6)	(22)	16
<b>2,593</b>	<b>11</b>		<b>Sub-Total</b>	<b>2,604</b>	<b>2,593</b>	<b>(11)</b>	<b>5</b>	<b>(16)</b>
1,979	(124)	Legal Services	Salaries	1,855	1,837	(18)	(24)	6
87	(1)		Non-Sal Exp	86	78	(8)	(7)	(1)
(341)	41		Income	(300)	(261)	39	(6)	45
<b>1,725</b>	<b>(84)</b>		<b>Sub-Total</b>	<b>1,641</b>	<b>1,654</b>	<b>13</b>	<b>(37)</b>	<b>50</b>
579	0	Policy & Partnership s	Salaries	579	548	(31)	(32)	1
2,141	(1)		Non-Sal Exp	2,140	2,143	3	5	(2)
(70)	0		Income	(70)	(81)	(11)	(12)	1
<b>2,650</b>	<b>(1)</b>		<b>Sub-Total</b>	<b>2,649</b>	<b>2,610</b>	<b>(39)</b>	<b>(39)</b>	<b>0</b>
6,355	(199)	Admin. Directorate	Salaries	6,156	6,069	(87)	(92)	5
4,407	183		Non-Sal Exp	4,590	4,589	(1)	(17)	16
(1,288)	(56)		Income	(1,344)	(1,310)	34	(3)	37
<b>9,474</b>	<b>(72)</b>		<b>Total</b>	<b>9,402</b>	<b>9,348</b>	<b>(54)</b>	<b>(112)</b>	<b>58</b>

## FINANCE (£289k underspend, £75k improvement)

42. The Finance directorate is currently projecting an outturn underspend of £289k at Month 7 (£75k favourable). The group is reporting an underspend of £216k in staffing budgets (£14k favourable) relating to a number of vacant posts within Operational Finance and maternity leave within the service. There is a forecast overachievement on income of £94k due to additional grant income within Revenues and Benefits and one-off S46 Receivership Fees income in Operational Finance, with the later accounting for the improvement from Month 6.

**Table 8: Finance Operating Budgets**

Original Budget	Budget Changes	Service	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6	
			Revised Budget	Forecast Outturn				
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
519	27	Internal Audit	Salaries	546	517	(29)	(25)	(4)
30	0		Non-Sal Exp	30	62	32	32	0
(10)	0		Income	(10)	(10)	0	0	0
<b>539</b>	<b>27</b>		<b>Sub-Total</b>	<b>566</b>	<b>569</b>	<b>3</b>	<b>7</b>	<b>(4)</b>
1,555	0	Procurement	Salaries	1,555	1,623	68	25	43
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>1,714</b>	<b>68</b>	<b>25</b>	<b>43</b>
3,321	246	Operational Finance	Salaries	3,567	3,351	(216)	(195)	(21)
611	0		Non-Sal Exp	611	612	1	1	0
(158)	0		Income	(158)	(203)	(45)	0	(45)
<b>3,774</b>	<b>246</b>		<b>Sub-Total</b>	<b>4,020</b>	<b>3,760</b>	<b>(260)</b>	<b>(194)</b>	<b>(66)</b>
4,101	(113)	Revenues & Benefits	Salaries	3,988	4,026	38	45	(7)
1,634	(68)		Non-Sal Exp	1,566	1,574	8	8	0
(2,023)	0		Income	(2,023)	(2,069)	(46)	(53)	7
<b>3,712</b>	<b>(181)</b>		<b>Sub-Total</b>	<b>3,531</b>	<b>3,531</b>	<b>0</b>	<b>0</b>	<b>0</b>
1,348	0	Strategic Finance	Salaries	1,348	1,271	(77)	(52)	(25)
1,978	454		Non-Sal Exp	2,432	2,412	(20)	0	(20)
(284)	0		Income	(284)	(287)	(3)	0	(3)
<b>3,042</b>	<b>454</b>		<b>Sub-Total</b>	<b>3,496</b>	<b>3,396</b>	<b>(100)</b>	<b>(52)</b>	<b>(48)</b>
10,844	160	Finance Directorate	Salaries	11,004	10,788	(216)	(202)	(14)
4,345	385		Non-Sal Exp	4,730	4,751	21	41	(20)
(2,475)	0		Income	(2,475)	(2,569)	(94)	(53)	(41)
<b>12,714</b>	<b>545</b>		<b>Total</b>	<b>13,259</b>	<b>12,970</b>	<b>(289)</b>	<b>(214)</b>	<b>(75)</b>

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

**Table 9: Development and Risk Contingency**

Original Budget	Budget Changes	Development & Risk Contingency	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'000
341	0	Uninsured Claims	341	291	(50)	(50)	0
<b>341</b>	<b>0</b>	<b>Current Commitments</b>	<b>341</b>	<b>291</b>	<b>(50)</b>	<b>(50)</b>	<b>0</b>

## RESIDENTS SERVICES (£1,232k underspend, £48k improvement)

44. Residents Services directorate is showing a projected outturn underspend of £1,232k at Month 6, excluding identified contingency provisions.

**Table 10: Residents Services Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
15,008	(1,314)	Deputy Director Residents Services	Salaries	13,694	13,239	(455)	(448)	(7)
15,752	1,205		Non-Sal Exp	16,957	17,299	342	309	33
(7,981)	292		Income	(7,689)	(7,602)	87	61	26
<b>22,779</b>	<b>183</b>		<b>Sub-Total</b>	<b>22,962</b>	<b>22,936</b>	<b>(26)</b>	<b>(78)</b>	<b>52</b>
4,951	223	Development and Assets	Salaries	5,174	5,142	(32)	(32)	0
11,174	(108)		Non-Sal Exp	11,066	11,245	179	158	21
(5,072)	(449)		Income	(5,521)	(5,423)	98	98	0
<b>11,053</b>	<b>(334)</b>		<b>Sub-Total</b>	<b>10,719</b>	<b>10,964</b>	<b>245</b>	<b>224</b>	<b>21</b>
487	(53)	Estates and Tenancy Management	Salaries	434	362	(72)	(72)	0
1,154	(10)		Non-Sal Exp	1,144	1,087	(57)	(67)	10
(3,279)	0		Income	(3,279)	(3,216)	63	57	6
<b>(1,638)</b>	<b>(63)</b>		<b>Sub-Total</b>	<b>(1,701)</b>	<b>(1,767)</b>	<b>(66)</b>	<b>(82)</b>	<b>16</b>
1,730	(47)	Planning, Transport and Community Projects	Salaries	1,683	1,435	(248)	(222)	(26)
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>(8,312)</b>	<b>(343)</b>	<b>(317)</b>	<b>(26)</b>
1,774	0	Planning and Enforcement	Salaries	1,774	1,619	(155)	(170)	15
854	(50)		Non-Sal Exp	804	804	0	0	0
(2,782)	0		Income	(2,782)	(3,138)	(356)	(314)	(42)
<b>(154)</b>	<b>(50)</b>		<b>Sub-Total</b>	<b>(204)</b>	<b>(715)</b>	<b>(511)</b>	<b>(484)</b>	<b>(27)</b>
11,739	(65)	Green Spaces, Sport & Culture	Salaries	11,674	11,743	69	55	14
7,567	(920)		Non-Sal Exp	6,647	6,634	(13)	32	(45)
(9,916)	17		Income	(9,899)	(10,079)	(180)	(148)	(32)
<b>9,390</b>	<b>(968)</b>		<b>Sub-Total</b>	<b>8,422</b>	<b>8,298</b>	<b>(124)</b>	<b>(61)</b>	<b>(63)</b>
7,994	(2,496)	Digital Strategy & Communications	Salaries	5,498	5,513	15	15	0
5,714	92		Non-Sal Exp	5,806	5,696	(110)	(105)	(5)
(3,058)	768		Income	(2,290)	(2,147)	143	143	0
<b>10,650</b>	<b>(1,636)</b>		<b>Sub-Total</b>	<b>9,014</b>	<b>9,062</b>	<b>48</b>	<b>53</b>	<b>(5)</b>
6,027	3,121	Business and Technical Support	Salaries	9,148	8,421	(727)	(669)	(58)
1,051	(8)		Non-Sal Exp	1,043	1,206	163	150	13
(4,197)	(700)		Income	(4,897)	(4,424)	473	442	31
<b>2,881</b>	<b>2,413</b>		<b>Sub-Total</b>	<b>5,294</b>	<b>5,203</b>	<b>(91)</b>	<b>(77)</b>	<b>(14)</b>
4,131	588	Standards - Education, Housing and Public	Salaries	4,719	4,456	(263)	(261)	(2)
10,455	619		Non-Sal Exp	11,074	11,029	(45)	(45)	0
(9,014)	(376)		Income	(9,390)	(9,446)	(56)	(56)	0
<b>5,572</b>	<b>831</b>		<b>Sub-Total</b>	<b>6,403</b>	<b>6,039</b>	<b>(364)</b>	<b>(362)</b>	<b>(2)</b>
53,841	(43)	Residents Services	Salaries	53,798	51,930	(1,868)	(1,804)	(64)
55,255	340		Non-Sal Exp	55,595	56,054	459	432	27
(56,005)	(448)		Income	(56,453)	(56,276)	177	188	(11)
<b>53,091</b>	<b>(151)</b>		<b>Total</b>	<b>52,940</b>	<b>51,708</b>	<b>(1,232)</b>	<b>(1,184)</b>	<b>(48)</b>

45. The overall variance is a result of staffing underspends across the group and favourable income projections in planning, offset mainly by pressure on the Adaptions backlog in

development & assets and in fleet management. In addition there is continuing parking income shortfalls at Cedars and Grainges car parks and in Imported Food sampling.

46. 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.

47. At month 7 projected calls on contingency are £245k below the budgeted provision (£48k favourable), following detailed modelling of the projected levy rebate from WLWA as part of MTF development work. The table below shows the breakdown for each contingency item.

**Table 11: Development and Risk Contingency**

Original Budget	Budget Changes	Development & Risk Contingency	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'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	2,483	(245)	(197)	(48)
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>4,908</b>	<b>(245)</b>	<b>(197)</b>	<b>(48)</b>

48. Financial year 2016/17 continues to see the numbers of temporary accommodation requirements consistently above the original MTF forecast.

**Table 12: Housing Needs performance data**

	2016		
	August	September	October
Homeless Threat, Priority Need & Eligible	111	126	105
Presenting As Homeless	41	36	42
Duty Accepted	23	23	14
<b>Households in Temporary Accommodation</b>	<b>595</b>	<b>596</b>	<b>599</b>
<b>Households in B&amp;B</b>	<b>205</b>	<b>202</b>	<b>214</b>

49. 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 remains at £2,025k, which is as per the budgeted provision.

50. Given the continuing high levels of households in high cost B&B, and challenges in procuring affordable private rental sector accommodation, this risk will continue to be closely monitored during the remainder of the financial year. There is the option to utilise earmarked reserves should the position deteriorate.

51. A contingency of £2,728k has been set aside to fund estimated increases in waste tonnages via the levy. Work is concluding between WLWA and the six Boroughs to develop the estimates for 2017/18 and future years, with the first draft to be discussed at the end of November at the next partnership meeting of the authority.

52. Commencement of full services at Severnside Energy Recovery Facility (SERC) has been delayed by a further 18 days since the last update to the 5th December 2016 (originally delayed from August 2016). At the time of writing the facility has 10 days of a 30 day reliability test remaining. The financial impact of the delay to WLWA from the original summer commencement is expected to be £5.7m.
53. WLWA have indicated that there is the potential of a one-off disbursement of reserves in 2017/18, following the end of this financial year. WLWA's forecast end of year (16/17) reserves balances are £2.6m higher than their revised reserves recommendation for 17/18 (set at £5.6m) in their draft budget.
54. Officers will continue to challenge WLWA in its assessment of its reserves level and report on any confirmed disbursement of reserves to Members.

#### **Deputy Director Residents Services (£26k underspend, £52k adverse movement)**

55. The Authority has incurred significant costs in clearing various sites following a number of Traveller incursions across the Borough, with work in excess of that experienced in previous years. It is currently anticipated that these costs will be met in full from contingency.
56. There is a forecast underspend of £455k (£7k improvement) relating to staffing budgets across the service, 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).
57. Current projections show the fleet management budget position to be forecasting a pressure of £173k (£33k adverse), with increases in contract hire and maintenance costs the main drivers of this increase. Work is underway to alleviate this one-off pressure.
58. There continues to be an income pressure within the Imported Food service (£323k, £26k adverse) 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 high risk list, such that no inspections are required. This income pressure is netted down in part by robust income streams at the NYGL CA site.

#### **Development and Assets (£245k overspend, £21k adverse movement)**

59. At month 7 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 at month 7, relating to compliance works for a number of sites across the borough.

#### **Estates and Tenancy Management (£66k underspend, £16k adverse movement)**

60. The service is reporting an underspend of £72k (no change) at month 7 in relation to the current staffing projection, after factoring in agency costs against the vacant posts currently held within the service. The non-staffing forecast is reporting a net underspend of £57k (£10k adverse) following the handback of Warnford Industrial estate. The adverse movement relates to consultant fees and legal disbursements.



61. The service is forecasting a £6k adverse movement in the garages income pressure to £63k. The position will be closely monitored during the remainder of the financial year as work continues to improve the condition of garages across the borough.

**Planning, Transportation and Community Projects (£343k underspend, £26k improvement)**

62. At month 7, the service is reporting a favourable salary projection of £248k (£26k improvement), relating to various vacant posts across the service.

63. 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 Development (£511k underspend, £27k improvement)**

64. Income streams across the planning service remain robust, with income targets expected to be exceeded by £356k (£42k favourable).

65. 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. At month 7, the service is reporting an underspend of £155k in staffing budgets (£15k adverse). This relates to extended agency cover arrangements until the new planning structure is implemented.

**Green Spaces & Culture (£124k underspend, £63k improvement)**

66. The service is projecting a staffing overspend of £69k (£14k adverse) within the group, reflecting revised forecasts across the group at month 7.

67. There is projected underspend against the Music Bursary budget of £45k following a review of approvals and the associated earmarked reserve.

68. The service is forecasting overachievement of income targets at month 7 of £180k (£32k favourable), with the favourable movement relating to revised review of funding streams within Adult Learning.

**Digital Strategy & Communications (£48k overspend, £5k improvement)**

69. At month 7 there is a minor adjustment to the Communications non-staffing projection of £5k favourable. The movement relates to a reduction in the subscriptions forecast.

70. The ICT service is currently forecasting a net pressure resulting from the current transition from the phase 1 restructure and the net residual pressure from the winding down of the HGfL service.

**Business and Technical Support (£91k underspend, £14k improvement)**

71. 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 £473k (£31k adverse). There is also adverse movement in non-staffing costs of £13k relating to maintenance costs.

72. There is a revised projected underspend of £727k (£58k favourable) on staffing budgets relating to delays in recruitment following the restructure in Technical Admin and Business Support.

**Policy and Standards - Education, Housing and Public Health (£364k underspend, £2k improvement)**

73. There is a £2k favourable movement in relation to staffing budgets relating to delays in recruitment, resulting in posts being held vacant longer than previously forecast.

## SOCIAL CARE (£403k underspend, £37k adverse movement)

74. Social Care is projecting an underspend of £403k as at Month 7, an adverse movement of £37k from Month 6, due to an increase in the cost of staffing, where the service are still having to employ agency staff to cover essential posts. The service continues to experience and has to manage a number of ongoing challenges 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. Additionally, over the last few months the service has received a growing number of requests for above inflation price uplifts, with some exceeding 14%, and backdated to 1 April 2016. The service is working with Category Management to address these and assess the extent of mitigation that can be achieved given the underlying pressures in the Social Care market.

**Table 13: Social Care Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
1,826	(250)	Safeguarding Children	Salaries	1,576	1,688	112	132	(20)
1,612	12		Non-Sal Exp	1,624	1,655	31	30	1
(165)	0		Income	(165)	(229)	(64)	(63)	(1)
<b>3,273</b>	<b>(238)</b>		<b>Sub-Total</b>	<b>3,035</b>	<b>3,114</b>	<b>79</b>	<b>99</b>	<b>(20)</b>
4,678	(341)	Early Intervention Services	Salaries	4,337	4,034	(303)	(283)	(20)
3,406	(258)		Non-Sal Exp	3,148	3,269	121	196	(75)
(1,712)	310		Income	(1,402)	(1,502)	(100)	(56)	(44)
<b>6,372</b>	<b>(289)</b>		<b>Sub-Total</b>	<b>6,083</b>	<b>5,801</b>	<b>(282)</b>	<b>(143)</b>	<b>(139)</b>
11,888	(47)	Children's Social Care	Salaries	11,841	12,873	1,032	921	111
9,996	754		Non-Sal Exp	10,750	11,747	997	856	141
(6,899)	(391)		Income	(7,290)	(8,105)	(815)	(764)	(51)
<b>14,985</b>	<b>316</b>		<b>Sub-Total</b>	<b>15,301</b>	<b>16,515</b>	<b>1,214</b>	<b>1,013</b>	<b>201</b>
8,669	299	All-Age Disabilities	Salaries	8,968	8,106	(862)	(881)	19
44,634	294		Non-Sal Exp	44,928	45,280	352	344	9
(9,536)	(206)		Income	(9,742)	(9,529)	213	231	(18)
<b>43,767</b>	<b>387</b>		<b>Sub-Total</b>	<b>44,154</b>	<b>43,857</b>	<b>(297)</b>	<b>(307)</b>	<b>10</b>
4,460	331	Social Work	Salaries	4,791	4,381	(410)	(160)	(250)
28,082	286		Non-Sal Exp	28,368	29,517	1,149	940	208
(8,570)	(607)		Income	(9,177)	(10,273)	(1,096)	(1,099)	3
<b>23,972</b>	<b>10</b>		<b>Sub-Total</b>	<b>23,982</b>	<b>23,625</b>	<b>(357)</b>	<b>(319)</b>	<b>(39)</b>
8,873	(471)	Early Intervention & Prevention	Salaries	8,402	7,963	(439)	(431)	(9)
3,067	84		Non-Sal Exp	3,151	3,232	81	79	2
(10,897)	320		Income	(10,577)	(10,554)	23	23	0
<b>1,043</b>	<b>(67)</b>		<b>Sub-Total</b>	<b>976</b>	<b>641</b>	<b>(335)</b>	<b>(328)</b>	<b>(7)</b>
2,574	(182)	Safeguarding, Quality & Partnerships	Salaries	2,392	2,449	57	23	34
6,531	(96)		Non-Sal Exp	6,435	6,666	231	225	7
(541)	82		Income	(459)	(772)	(313)	(317)	3
<b>8,564</b>	<b>(196)</b>		<b>Sub-Total</b>	<b>8,368</b>	<b>8,343</b>	<b>(25)</b>	<b>(69)</b>	<b>44</b>
631	0	Directorate & Support Services	Salaries	631	400	(231)	(231)	0
649	(462)		Non-Sal Exp	187	18	(169)	(155)	(13)
(33)	(50)		Income	(83)	(83)	0	0	0
<b>1,247</b>	<b>(512)</b>		<b>Sub-Total</b>	<b>735</b>	<b>335</b>	<b>(400)</b>	<b>(386)</b>	<b>(13)</b>
43,599	(661)	Social Care Directorate Total	Salaries	42,938	41,894	(1,044)	(909)	(135)
97,977	614		Non-Sal Exp	98,591	101,384	2,793	2,514	280
(38,353)	(542)		Income	(38,895)	(41,047)	(2,152)	(2,044)	(108)
<b>103,223</b>	<b>(589)</b>		<b>Total</b>	<b>102,634</b>	<b>102,231</b>	<b>(403)</b>	<b>(440)</b>	<b>37</b>



**SOCIAL CARE DEVELOPMENT AND RISK CONTINGENCY (£2,346k overspend, £19k adverse)**

75. The Council's 2016/17 Development and Risk Contingency includes a 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 £2,346k, an adverse movement of £19k on the Month 6 projections, due to an increase in the projected cost of Looked After Children placements, following the requirement to place a number of children in high cost residential placements, netted down by a favourable movement in the cost of supporting Unaccompanied Asylum Seeking Children, which reflects the impact of the review that is being taken on the funding provided.

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

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000
			Revised Budget £'000	Forecast Outturn £'000			
2,212	0	Asylum Service	2,212	1,742	(470)	(276)	(194)
3,734	0	Demographic Growth - Looked After Children	3,734	6,276	2,542	2,329	213
277	0	Social Worker Agency	277	277	0	0	0
1,699	0	Demographic Growth - Transitional Children	1,699	1,529	(170)	(170)	0
432	0	Demographic Growth - Adults	432	432	0	0	0
393	0	Winterbourne View	393	78	(315)	(315)	0
0	0	Deprivation of Liberty Safeguards	0	759	759	759	0
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>12,424</b>	<b>2,346</b>	<b>2,327</b>	<b>19</b>

**Asylum Service (£470k underspend, £194k improvement)**

76. This service is projecting a drawdown of £1,742k from the contingency, £470k below the budget, an improvement of £194k on the month 6 projections, which now reflects the benefits that the service is delivering through the 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. It also reflects the impact of the major review of all financial policies relating to the provision of allowances, which will ensure that there is a consistent approach to the financial support provided.

77. The National Transfer arrangements for UASC have now been in operation for 3 months. Hillingdon continues to receive new applications but it is now apparent that a number of UASC are being successfully transferred to other local authorities. However, it should be noted that this is currently a voluntary scheme, 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.

#### **Demographic Growth - Looked After Children (£2,542k overspend, £213k adverse movement)**

78. The service is projecting a drawdown of £6,276k from the Contingency, £2,542k above budget, which is an adverse movement of £213k on the Month 6 projections, due to a requirement to place a number of children in high cost residential placements. 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, and is now being reflected in the projected cost of placements.
79. The service is currently managing a 9% growth (equating to 157 additional cases per month) in the number of contacts and referrals. Despite this, the number of Looked After Children, children with a Child Protection Plan and those identified as Children in Need remain within the average monthly range for each care need from May 2015 to October 2016.
80. 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. The service is continuing to manage the pressure on this saving within the wider placements budget as the actual recruitment has slipped from the profile included in the saving. Additionally, the number of IFA placements are expected to increase, as they represent a key element of the strategy for stepping down high cost placements, although the age profile and needs of the cases forecasts these to be at a higher average cost than other IFA placements. However, the current split for foster care placements has slightly dipped from a constant rate in this financial year of 46% IFA and 54% In-House, to 49% IFA and 51% In-House, which has been the case now for the last two months.
81. The projected outturn position also assumes that a proportion of the cost of placements will be met from Health contributions and to a lesser extent from the Dedicated School Grant (DSG), where additional education costs are incurred. Based on the current placement profile, there is a gross projected shortfall in income of £343k. However, it should be noted that the position with the CCG has improved significantly, where they are now discussing individual cases at the tripartite funding panel, which has been set up to reach funding agreements for children requiring a Education, Health and Care Plan. To date, the CCG have agreed to provide funding for a number of children resulting in a contribution of £115k for this financial year. A number of other cases have been presented to the panel, where it is expected that further funding will be provided by the CCG, totalling £159k.

#### **Social Worker Agency (Children's) (Nil variance, nil movement)**

82. 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 (currently it stands at approximately 77.5%) and so it is anticipated that the full drawdown of this contingency will be required.

### **Demographic Growth - Transitional Children (£170k underspend, nil movement)**

83. The drawn down from the Transition contingency is forecast at £1,529k, £170k underspend and remains unchanged from Month 6. To date 20 new children have transferred, 5 have had an increase in their package costs as they are no longer supported by Education and a further 8 are expected to transfer by the end of the year. This position will be kept under close review.

### **Demographic Growth - Adults Placements (Nil variance, nil movement)**

84. At Month 7 it is forecast that the full drawdown of the £432k contingency for Adult Demographic changes will be required, no change from the Month 6 projections. The demographic forecasting tool is regularly refreshed and expenditure areas are kept under close review.

### **Winterbourne View (£315k underspend, nil movement)**

85. At Month 7 it is forecast that only £78k of the contingency will need to be drawn down in respect of the Winterbourne View transfer cases, resulting in an underspend of £315k, no change from Month 6.

### **Deprivation of Liberty Safeguards (DoLS) (£759k overspend, nil movement)**

86. The number of DoLS referrals received to the end of October is 851 (721 in September). This is an average of 27 per week. The forecast pressure for Month 7 has remained unchanged from Month 6. 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 (£1,012k overspend, £43k adverse movement)**

#### **Safeguarding Children (£79k overspend, £20k improvement)**

87. The service is reporting an overspend of £79k, an improvement of £20k on the Month 5 projections, due to a reduction in the projected cost of staffing. The overspend predominantly relates to staffing costs, where the service has a number of vacant posts, which are being covered by agency staff.

#### **Children's Early Intervention & Prevention Services (£282k underspend, £139k improvement)**

88. An underspend of £282k is reported, an improvement of £139k on the Month 6 projections, following a major review of all expenditure resulting from the requirement for the service to take a range of management actions to slow down and reduce in year expenditure. The underspend reported relates to staffing costs, which are projecting an underspend of £302k 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. This is netted down by a projected overspend of £121k 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.

### **Children's Social Care (£1,214k overspend, £201k adverse movement)**

89. This service (which now includes both the Looked After Children and Children Resources services) is reporting an overspend of £1,214k, an adverse movement of £201k on the Month 6 projections, due to an increase in the projected cost of staffing and Looked After Children allowances.
90. There is an overspend of £1,032k on staffing costs, reflecting the latest projections on timing of permanent recruitment and resulting use of agency staff, where the latest forecast indicates that the profile is needs to be weighted towards the end of the 2016/17 financial 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. However, it is proposed that £132k of staffing costs will be capitalised to reflect the work that staff are undertaking on transformation projects.
91. The overspend 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. It is now evident that the current arrangement will continue until the end of the financial year, whilst the service undertakes a targeted recruitment campaign, which was launched at the end of October 2016.
92. 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.
93. Additionally, the service has an overspend of £997k on non-staffing costs, which relates primarily to the cost of staff recruitment (an additional cost of £250k), where the service is 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 £99k). These costs will be met from a drawdown of £745k from the earmarked reserves.

### **ADULT SOCIAL CARE (£1,416k underspend, £7k improvement)**

94. Over the last few months it has become evident that the sustainability of the employment market within the Adult Social Care Sector is leading to significant price increase requests from providers, which exceed the inflation allocation within the current budget. Service Managers are continuing to work through these with Category Management to agree rates with providers. However, it should be noted that it is becoming increasingly more difficult to contain these price increases within the budget and that this emerging pressure has not been included in the current forecast and is being kept under close review.

### **All Age Disabilities (AAD) (£297k underspend, £10k adverse movement)**

95. The service is reporting an underspend of £297k, an adverse movement of £10k on the Month 6 projections, due to a slight increase in the projected cost of staffing.
96. The salaries budget for AAD is currently forecast to underspend by £861k, which is due to vacancies being held during the year and management action being taken to manage the overall budget of the directorate.



97. The service is currently managing down a pressure within the transport service across both Special Educational Needs children and adult care users through a range of management actions including an in-depth review of contracts, routes and use of vehicles. The Month 7 forecast assumes that this action will bring the service costs close to budget by the year end.
98. The non-staffing budget is forecasting a pressure of £352k, a minor adverse movement of £8k from the Month 6 projection. The placements budget remains under pressure due to a number of Independent Living Fund (ILF) cases that transferred in July 2015 (approximately £100k) which was not fully funded by Government Grant. Additionally, pressures are continuing from an increase in unit costs for new placements.
99. The income budget is forecasting a pressure of £213k, a favourable movement of £17k from, the Month 6 projections, which relates primarily to a reduction in the recharges that can be made to the DSG as a result of projected underspends on staffing costs.

**Social Work (£357k underspend, £39k improvement)**

100. The service is reporting an underspend of £357k, an improvement of £39k from the Month 6 projections, due to an improved position on the projected cost of staffing.
101. An underspend of £197k is forecast on the staffing budget, an improvement of £38k from the Month 6 forecast and reflects the continued management action being taken to offset pressures within the Social Care budget.
102. The non-staffing budgets and income are forecast to underspend by a net £160k, a minor improvement of £1k from Month 6.
103. It should be noted that the service is continuing to see an increase in unit costs as the demand for residential and nursing care across the sector is high which is leading to price increases.

**Adults Early Intervention & Prevention (£335k underspend, £7k improvement)**

104. The service is reporting an underspend of £335k, an improvement of £7k on the Month 6 projections. The overall underspend is as a direct result of management action being taken across Social Care to manage the identified pressures in the service.
105. The salary budget is forecast to underspend by £439k, an improvement of £9k on the Month 6 projections. There is a pressure of £81k forecast on non staffing costs, an adverse movement of £2k from Month 6. The pressure remains 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.

**Safeguarding Quality & Partnerships (£25k underspend, £44k adverse movement)**

106. The service is reporting an underspend of £25k at Month 7, an adverse movement of £44k on the Month 6 projections, due to a projected increase in staffing costs. The staffing budget is forecasting an overspend of £46k, an adverse movement of £23k from Month 6, which is due to a number of Approved Mental Health Practitioner (AMP) posts being covered by agency staff and the premium rate for these posts is resulting in this pressure on the budget.
107. The non staffing budget has a pressure of £231k, which relates to the cost of Placements, which are forecast to overspend by £296k, although these costs are offset by the receipt of £343k on Health contributions to S117 Mental Health Act joint placements. In addition there is a £100k pressure relating to the savings target in respect of the review of the Complex Care Service. This service is being reviewed by the BID Team and at present the saving that

can be delivered from changing the delivery model of this service in the current year is uncertain. These pressures are offset by a reduced recharge of £159k against the combined adults and children's safeguarding structure.

108. Additional income of £313k is forecast, £343k of this additional income is from Health for joint S117 placements as referred to above, which is netted down by a pressure from reduced client contributions.

**Directorate & Support (£400k underspend, £13k improvement)**

109. The Directorate budget is forecast to underspend by £400k, an improvement of £13k from the Month 6 position, which is due to a reduction in the forecast for Legal cost and equipment spend.
110. £345k of this underspend 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 (£204k underspend, £159k improvement)**

111. The latest forecast for the Pooled Better Care Fund is an underspend of £204k. The CCG are forecasting an underspend of £100k against Scheme 5: Integrated Community based Care and Support. Social Care is forecasting an underspend of £104k. The underspend is against Scheme 3: Rapid response and joined up intermediate care, -£68k, and Scheme 8: People Living with Dementia -£38k.

**Appendix B – Other Funds  
Schools Budget  
Dedicated Schools Grant (£415k overspend)**

112. The Dedicated Schools Grant (DSG) is projecting an in-year overspend of £415k, an adverse movement of £80k from the month 6 position, which is due to a review of the projected income for the Early Years Centres where an in depth review has highlighted lower income levels than previously forecasted.
113. The overall position on the DSG, is projecting that the full surplus balance will be required in this year, with a potential to actually fall into deficit, which would be for the first time. Schools Forum have been made aware of this and are taking steps to manage this possibility as part of the 2017/18 budget setting process.

**Table 15: Schools Budget**

Original Budget	Budget Changes	Funding Block	Month 7		Variance (+ adv / - fav)		
			Revised Budget	Revised Budget	Variance (As at Month 7)	Variance (As at Month 6)	Change from Month 6
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(140,664)	0	<b>Dedicated Schools Grant Income</b>	(140,664)	(140,697)	(33)	(33)	0
105,361	451	<b>Delegated to Schools</b>	105,812	105,812	0	0	0
4,805	0	<b>Early Years</b>	4,805	4,989	184	(15)	199
3,740	0	<b>Centrally Retained</b>	3,740	3,747	7	(53)	60
26,758	0	<b>Special Needs</b>	26,758	27,015	257	436	(179)
<b>0</b>	<b>451</b>	<b>Total Schools Budget</b>	<b>451</b>	<b>866</b>	<b>415</b>	<b>335</b>	<b>80</b>
0	0	Balance Brought Forward 1 April 2016	(866)	(866)			
	(451)	Use of Balances	(451)	(866)			
<b>0</b>	<b>0</b>	<b>Balance Carried Forward 31 March 2017</b>	<b>415</b>	<b>0</b>			

**Dedicated Schools Grant Income: £33k underspend**

114. 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**

115. 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: £184k overspend**

116. The Early Years overspend is due to the three Early Years Centres now forecasting a shortfall in income of £397k. The centres are focusing on increasing occupancy levels in order to address this current shortfall.
117. The overspend is offset by a number of budgets within the Early Years which are forecasted to be under budget. The Early Years Psychology team is currently projecting a £146k

underspend as the delivery method has still not been finalised and expenditure is limited to a part-time educational psychologist who is working with Early Years providers.

118. The vulnerable children funding is currently projecting to be £233k under spent as the relevant teams work towards identifying sufficient children to utilise the full resource.
119. The Early Years Advisory team still has a vacant post leading to a projected £24k underspend. It is assumed that this post will be filled during the year, though potentially this will only be a fixed term appointment given the uncertainty around future centrally retained funding.
120. There continues to be a planned use of balances on the two year old capacity grant budget where 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 no additional large projects will be agreed this financial year.

### **Centrally Retained: £7k overspend**

121. The reason for the adverse movement in the centrally retained budgets is as a consequence of an additional £61k growth contingency funding paid to a primary school that has agreed to expand from September 2016.
122. There is still a £28k projected underspend relating to a vacant Procurement Officer post, where funding has been agreed for two posts but for part of the year only one has been filled, a second procurement officer has recently been appointed on a fixed term contract. There are also underspends projected in the Admissions budget and due to a vacant Domestic Violence officer post.
123. 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: £257k overspend**

124. The favourable movement since month 6 is partly due to a £62k rebate, backdated to 2014/15, from an Independent special school where a number of High Needs pupils are placed. There is also a slight decrease in the expenditure on pupils placed in Independent and Non-maintained schools following notification of leavers.
125. There is still a level of uncertainty on the total projected spend on post-19 High Needs pupils. Several colleges have requested a significant increase in the number of students that they consider have special educational needs and the additional resource required to support these young people. The authority is in negotiations with providers in order to determine resource requirements.
126. There is a continuing budget pressure linked to the number of Looked After Children being placed out of borough. This is off-set by a number of joint-funded placements where contributions are expected from social care and health towards the costs being charged to the DSG.
127. A £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.

128. There is a projected overspend of £103k on the SEN support teams due to the recruitment of additional visual impairment specialist teachers and increased funding of the Inclusion team as previously agreed by Schools Forum.

### School Academy Conversions

129. 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.
130. We have been made aware of one maintained school where the conversion process is currently in progress.

### Maintained School Balances & Budgets

131. A 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 licenced 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.
132. The table below provides an update on the financial position of schools maintained by the Council (this excludes academy schools), based on school outturns and three year budget plans. Two schools have requested a licensed deficit in 2016/17, but there are a further eleven schools with balances below £50k who have been classified as at risk of falling into deficit and are subject to closer monitoring and support from the Schools Finance team:

**Table 16: Schools Deficits**

School Type	Total Number of Schools	Number of Schools In Deficit 2015/16	Value of Deficit £000	Number of Schools In Deficit 2016/17
Nursery	1	0	0	0
Primary	51	3	62	1
Secondary	2	1	761	1
Special	2	0	0	0
<b>Total</b>	<b>56</b>	<b>4</b>	<b>823</b>	<b>2</b>

133. 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 (£16k in year surplus, £11k adverse movement)

134. 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 17: Parking Revenue Account**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (+ adv / - fav)		
			Revised Budget £'000	Forecast Outturn £'000	Month 7 £'000	Month 6 £'000	Movement £'000
(4,079)	0	Income	(4,079)	(4,104)	(25)	(29)	4
4,079	0	Expenditure	4,079	4,088	9	2	7
<b>0</b>	<b>0</b>	<b>In-year (Surplus) / Deficit</b>	<b>0</b>	<b>(16)</b>	<b>(16)</b>	<b>(27)</b>	<b>11</b>
		Unallocated Balances b/fwd			0	0	0
<b>0</b>	<b>0</b>	<b>Unallocated Balances C/fwd</b>	<b>0</b>	<b>(16)</b>	<b>(16)</b>	<b>(27)</b>	<b>11</b>

135. An in-year surplus of £16k is forecast for the 2016/17 financial year. There is a total income surplus of £29k (£11k favourable).

136. The £25k overachievement forecast for PRA income is attributable to favourable variances of £47k and £15k re residents parking permits and parking bay suspensions, offset by a £39k projected shortfall in pay and display income (based on actual receipts to week 32 and prior year equivalent revenue for weeks 33-52). A reduced forecast for the latter accounts for the adverse movement in the month.

137. There is a net £173k projected underspend in relation to PRA staff costs, attributable to vacant post savings across the Traffic Management, Parking Management and Parking Admin areas, partly offset by a £37k forecast for agency staff employed on a project to reduce the current PCN backlog and now assisting with issues arising from the recently implemented School Keep Clears cameras.

138. The key components of the £182k adverse non-staff variance are (a) the parking enforcement contract with APCOA, £99k over-budget (b) unbudgeted costs of £13k and £11k respectively relating to the renewal of ParkMap and the Videalert unattended CCTV system at Sidmouth Drive (c) a £20k pressure re parking signs and road-marking (d) £10k for OAP brown badges and other areas, including public notices, stationery (re residents parking permits), printing and equipment hire (£6k relating to the rental of a letter folding machine).

## COLLECTION FUND (£2,500k surplus, no movement from Month 6)

### Collection Fund

139. 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 revenue budget in 2017/18.

**Table 18: Collection Fund**

Original Budget	Budget Changes	Service	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6	
			Revised Budget	Forecast Outturn				
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
(118,703)	0	Council Tax	Gross Income	(118,703)	(119,043)	(340)	(340)	0
12,118	0		Council Tax Support	12,118	11,718	(400)	(400)	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>(109,710)</b>	<b>(500)</b>	<b>(500)</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/fws 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>(159,141)</b>	<b>(2,500)</b>	<b>(2,500)</b>	<b>0</b>	

140. There has been no movement in the reported position across the Collection Fund at Month 7, with surpluses of £500k on Council Tax and £2,000k on Business Rates reported and reflected in the draft 2017/18 budget presented on this agenda.

141. At Month 7, a surplus of £500k is projected on 2016/17 Council Tax income in contrast to larger surpluses recorded in recent years. Strong taxbase growth, declining demand for the Council Tax Reduction Scheme and high collection rates reducing the level of bad debt provision are being off-set by an exceptional one-off pressure on discounts. This relates the continuation of historic empty property reliefs discounts awarded before these were reduced from 1 April 2016.

142. A surplus of approximately £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. It is expected that new properties coming on stream alongside a review of the approach to providing for appeal losses will secure additional income over the remainder of the year and deliver an overall £2,000k surplus for release in 2017/18.

## Appendix C – Housing Revenue Account

143. The Housing Revenue Account (HRA) is currently forecasting an in-year overall surplus of £12,101k which is £2,839k more favourable than the budgeted surplus of £9,262k. Therefore the 2016/17 closing HRA General Balance is forecasted to be £46,045k. The Month 7 forecast shows an increase in the underspend of £308k compared to the reported Month 6 forecast. The table below presents key variances by service area:

**Table 19: Housing Revenue Account**

Service	Month 7		Variance (+ adv / - fav)		
	Revised Budget	Forecast Outturn	Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
	£'000	£'000	£'000	£'000	£'000
Rent Income	(56,215)	(56,582)	(367)	(358)	(9)
Other Income	(5,272)	(5,026)	246	130	116
<b>Net Income</b>	<b>(61,487)</b>	<b>(61,608)</b>	<b>(121)</b>	<b>(228)</b>	<b>107</b>
Housing Management	11,081	11,222	141	(65)	206
Tenant Services	5,225	4,767	(458)	(394)	(64)
Repairs	5,249	5,135	(114)	(104)	(10)
Planned Maintenance	4,666	2,363	(2,303)	(1,756)	(547)
Capital Programme Funding	9,199	9,199	0	0	0
Interest & Investment Income	15,067	15,083	16	16	0
Development & Risk Contingency	1,738	1,738	0	0	0
<b>Operating Costs</b>	<b>52,225</b>	<b>49,507</b>	<b>(2,718)</b>	<b>(2,303)</b>	<b>(415)</b>
<b>(Surplus) / Deficit</b>	<b>(9,262)</b>	<b>(12,101)</b>	<b>(2,839)</b>	<b>(2,531)</b>	<b>(308)</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>(46,045)</b>	<b>(2,839)</b>	<b>(2,531)</b>	<b>(308)</b>

### Income

144. Rental income is forecast to be favourable by £367k for the year. This is an improvement of £9k from the position in Month 6, due to buy backs.
145. Other Income is forecast to be under recovered by £246k, an adverse movement of £116k compared to Month 6, due to reduction in leaseholders income from capital projects £68k and tenants service charges £48k.
146. The number of RTB applications received in October was 29, with RTB applications totalling 172 in the first seven months compared to 127 for the same period last year.
147. There have been 14 RTB completions in October. In the first seven months of 2016/17 there have been 65 RTB completions compared to 80 for the same period last year. The MTFF assumed 115 RTB sales and the latest forecast assumes the same. The forecast of 115 RTB sales 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

148. The Housing management service is forecast to overspend by £141k, an adverse movement of £206k on Month 6. The adverse movements include a reduction of £159k in the amount of repairs delivery team salaries that is forecast to be capitalised and an increase in the non-staffing costs of £47k.



149. Tenant services overall forecast is an underspend of £458k, a favourable net movement of £64k on Month 6. This is due to favourable movements relating to staffing £129k (redundancies, vacancies and delays in filling posts), pooled transport costs £61k (which is charged under depreciation) and running costs £31k. This is reduced by adverse movements on redundancies £28k and updated figures on recharges e.g. bulk lumber and fly tipping recharge £101k and grounds maintenance £28k.
150. The overall repairs budget is forecast to underspend by £114k, a favourable movement of £10k on Month 6. The key variances and movements are summarised in Table 2 below:

**Table 20: Repairs variances and movements**

Repairs	Variance Month 7 £'000s	Change from Month 6 £'000s
Vacancies and delays in recruitment	(213)	(23)
Pooled transport	(170)	0
Materials	(130)	0
Rechargeable repairs income	(120)	0
Consultancy fees	(85)	0
Non salary costs	(59)	(2)
Pest Control	0	15
Responsive repairs and voids	265	0
Redundancies	398	0
<b>Total</b>	<b>(114)</b>	<b>(10)</b>

151. The Planned Maintenance budget is forecast to underspend by £2,303k, a favourable movement of £547k on Month 6. The key variances and movements are summarised in Table 3 below and overall are due to the validation, procurement and consultation timetables required to deliver these.

**Table 21: Planned Maintenance variances and movements**

Planned Maintenance	Variance Month 7 £'000s	Change from Month 6 £'000s
External cyclical decorations	(1,226)	(150)
Gas servicing and breakdowns	(372)	(91)
Service Contracts	(168)	0
Fencing	(149)	0
Housing road network maintenance	(123)	(123)
Better neighbourhood funds	(81)	(81)
Other surveys/works	(184)	(102)
<b>Total</b>	<b>(2,303)</b>	<b>(547)</b>

152. 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. The Development and Risk contingency budget is forecast to break even. This budget will also be used, if required, to increase the level of the bad debt provision, which will be reviewed during the 2016/17 closing process.

## HRA Capital Expenditure

153. The forecast HRA capital programme is set out in the table below :

**Table 22: 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	Movement
		2016/17				2016-2021			
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
9,370	New General Needs Housing Stock ( <b>Note 1</b> )	11,780	11,780	0	0	44,190	44,190	0	0
3,878	New Build - Appropriation of Land	1,481	1,481	0	0	1,481	1,481	0	0
778	New Build - Supported Housing Provision ( <b>Note 1</b> )	21,046	9,947	(1,592)	(9,507)	44,733	41,823	(2,910)	0
N/A	HRA General Capital Contingency ( <b>Note 1</b> )	9,026	9,026	0	0	9,026	9,026	0	0
<b>14,026</b>	<b>Total Major Projects</b>	<b>43,333</b>	<b>32,234</b>	<b>(1,592)</b>	<b>(9,507)</b>	<b>99,430</b>	<b>96,520</b>	<b>(2,910)</b>	<b>0</b>
N/A	Works to stock programme	13,092	5,343	0	(7,749)	40,103	40,103	0	0
N/A	Major Adaptations to Property	1,560	1,110	0	(450)	6,252	6,252	0	0
	<b>Total Works to Stock</b>	<b>14,652</b>	<b>6,453</b>	<b>0</b>	<b>(8,199)</b>	<b>46,355</b>	<b>46,355</b>	<b>0</b>	<b>0</b>
	<b>Total HRA Capital</b>	<b>57,985</b>	<b>38,687</b>	<b>(1,592)</b>	<b>(17,706)</b>	<b>145,785</b>	<b>142,875</b>	<b>(2,910)</b>	<b>0</b>
	<b>Movement</b>	<b>0</b>	<b>332</b>	<b>0</b>	<b>332</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Note :**

The above figures do not include the impact of recommendation 1 contained in this report.

### Major Projects

154. The Revised budget for the 2016/17 HRA Major Projects programme is £43,333k, inclusive of £162k re-phasing from 2015/16 as approved by Cabinet in June 2016. It includes the capital release decision taken in July 2016 to fund £5,533k of the New Build Supported Housing (Grassy Meadow and Parkview schemes) from the HRA General Capital Contingency. The budget has also increased by £4,000k following Cabinet approval in September 2016 and October 2016 to re-phase the New General Needs Housing Stock budget from 2017/18 for the purchase of additional buy-back properties.

155. The above budgets do not include the impact of recommendation 1 of this report.

156. As at Month 7 the major projects programme is forecast to underspend by £1,592k in 2016/17 and £2,910k over the period 2016-2021. This represents no change to the month 6 position and is attributable largely to the decision to cancel the supported housing development at the Chippendale Waye site (£2,510k) and a reduction in contract costs for the supported housing schemes at both the Grassy Meadow and Parkview sites (£400k) following a value engineering exercise.

157. Following revised cash flow projections received from the consultants overseeing the Supported Housing Programme, £9,507k will require re-phasing into future years. This has reduced by £1,981k (Month 6 rephasing of £11,488k compared to Month 7 rephasing of £9,507k) following contractor confirmation that the scheme at Grassy Meadow will progress quicker than anticipated in quarter 4. The overall re-phasing is resulting from a substantial element of the construction works being undertaken in 2017/18 and 2018/19.

## **New General Needs Housing Stock**

158. The 2016/17 budget is expected to be fully utilised with regular approval being obtained for the purchase and repair of housing stock. Currently 21 properties have been purchased with a further 4 approved for purchase, of which, 2 are expected to complete by the end of November 2016.
159. Approval has been obtained for the delivery of 19 units of General Needs Housing stock at Acol Crescent to be delivered by 2018/19. Specialist design consultants for architectural services have now been appointed to take the scheme up to the planning stage with the intention to go out to tender by January 2017.
160. Following July Cabinet approval, to allocate a budget of £2,139k towards the construction of a housing programme comprising new builds, extensions and conversions, tenders have now been received that are currently being evaluated by the Council's procurement team.
161. Cabinet in October 2016 also approved the appointment of consultants for the redevelopment of Belmore Allotments following the tender for professional, technical and construction services, and for them to carry out the tasks necessary to prepare full proposals and deliver the schemes to completion. This will be funded from the overall General Needs Housing Stock budget of £44,190k.

## **New Build - Appropriation of Land**

162. £1,400k of the 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. The remaining £81k of the budget provides for the appropriation of the land at Fir Tree Avenue.

## **New Build - Supported Housing**

163. The Supported Housing Programme comprises the build of 174 mixed client group units across four different sites. The developments of the housing units are at various different stages of the project lifecycle.
164. Contracts have now been signed and sealed for the appointment of main contractors for both the Grassy and Parkview schemes. Following a value engineering exercise the costs of the main contract at Grassy Meadow has reduced by £289k with a further £111k reduction being attributed towards the Parkview project.
165. Initial site set up works have already been undertaken with sub-contractors now in the process of being appointed for various work items. Demolitions of the sites are due for commencement in early December.
166. The proposed delivery of 12 supported housing units for Mental Health clients at the Chippendale Way site is no longer going ahead. This has contributed £2,510k towards the overall £2,910k underspend being reported for the overall supported housing programme.
167. The Supported Housing Development at Acol Crescent is being undertaken concurrently with the General Needs Housing Units at the same site and consultants have been appointed to progress the scheme to tender stage.

## **HRA General Capital Contingency**

168. It is expected that the £9,026k contingency budget will be absorbed to meet the cost of emerging opportunities and risks stemming from the overall Major Projects programme.
-

## Works to Stock

169. The Works to Stock programme has an overall forecast phasing variance of £7,749k, an increased phasing variance of £1,649k compared to Month 6. Elements of the programme contributing to this variance are shown in Table 5 below.

**Table 23: HRA Works to Stock Programme 2016/17**

<b>Workstream</b>	<b>Variance Month 7 £'000s</b>	<b>Change from Month 6 £'000s</b>
Kitchens / Bathrooms	(2,479)	0
Lifts	(1,642)	(666)
Windows	(906)	(170)
Electrical Upgrades	(893)	0
Communal Doors	(720)	0
External Doors	(303)	(183)
Communal Heating	(273)	(273)
Other Communal Areas	(190)	(14)
Walls	(172)	(172)
Roofing	(171)	(171)
<b>Works to Stock Total</b>	<b>(7,749)</b>	<b>(1,649)</b>

170. The increased phasing variances compared to Month 6 include lift renewals (£666k), mainly due to legal issues around the finalisation of a works contract, and communal heating (£273k), as works which are out to tender are due to start on site in March 2017. The remaining variances across all work-streams are due to the validation, procurement and consultation timetables required to deliver these works.

171. Major Adaptations - this has a forecast re-phasing variance in 2016/17 of £450k due to delays in the tendering process.

## HRA Capital Receipts

172. There have been 65 Right to Buy sales of council dwellings as at the end of October 2016 for a total sales value of £9,464k and a total of a further 50 sales are forecast to bring the yearly total to 115, totalling approximately £17,000k in 2016/17

173. 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 2015-2021 approved by Cabinet in February has been phased to utilise these receipts within the allowed timescales.

174. The table below sets out the total level of retained receipts since the inception of the agreement:

**Table 24: Retained RTB Receipts**

Period	Number of Sales	Retained Right to Buy Receipts Total (£'000)	Allowable Debt Provisional (£'000)	One for One Replacement Provisional (£'000)	Deadline for Utilisation of 1 for 1 Receipts
2012/13 Q4 Actual	33	3,541	946	2,595	Mar-16
2013/14 Q1 Actual	13	910	291	619	Jun-16
2013/14 Q2 Actual	35	3,046	1,005	2,040	Sep-16
2013/14 Q3 Actual	24	1,918	598	1,320	Dec-16
2013/14 Q4 Actual	34	2,678	945	1,733	Mar-17
2014/15 Q1 Actual	56	4,817	1,659	3,158	Jun-17
2014/15 Q2 Actual	49	4,679	1,480	3,199	Sep-17
2014/15 Q3 Actual	50	4,583	1,529	3,054	Dec-17
2014/15 Q4 Actual	36	3,412	1,090	2,322	Mar-18
2015/16 Q1 Actual	42	4,335	1,266	3,069	Jun-18
2015/16 Q2 Actual	30	2,901	750	2,151	Sep-18
2015/16 Q3 Actual	28	2,894	664	2,230	Dec-18
2015/16 Q4 Actual	30	4,048	856	3,192	Mar-19
2016/17 Q1 Actual	33	4,374	861	3,513	Jun-19
2016/17 Q2 Actual	18	2,100	398	1,702	Sep-19
<b>Total Retained Receipts</b>	<b>511</b>	<b>50,236</b>	<b>14,338</b>	<b>35,897</b>	

175. As at the end of September 2016 there have cumulatively been £50,236k 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 2016/17 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.

176. 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; Q4 £5,777k

177. Cumulative expenditure on 1 for 1 replacement from previous quarters above the minimum requirement contributes to the cumulative spend requirement as at the quarterly deadline. The cumulative spend requirement has been met for the quarterly deadlines of June 2016 and September 2016.

## Appendix D - GENERAL FUND CAPITAL PROGRAMME

178. As at Month 7 an underspend of £31,126k is reported on the £96,920k General Fund Capital Programme for 2016/17, with £4,235k favourable cost variances and £26,891k slippage on project expenditure. The forecast outturn variance over the life of the 2016/17 to 2020/21 programme is £4,611k net under spend relating to various schemes.
179. General Fund Capital Receipts of £6,407k are forecast for 2016/17, with total receipts to 2020/21 expected to reach £70,398k, representing an adverse variance of £5,169k against budget.
180. Overall, Prudential Borrowing required to support the 2016/17 to 2020/21 capital programmes is forecast to be within budget by £6,467k due to additional available capital grants and contributions of £7,025k and scheme cost under spends of £4,611k, partly offset by the shortfall of £5,169k in forecast capital receipts.

### Capital Programme Overview

181. Table 25 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 25: 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	Movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Schools Programme	36,181	30,577	(1,608)	(3,996)	158,997	157,389	(1,608)	(133)
Main Programme	33,602	15,568	(1,055)	(16,979)	98,291	97,236	(1,055)	(164)
Programme of Works	26,317	18,829	(1,572)	(5,916)	72,978	71,030	(1,948)	(512)
<b>Total Main Programme</b>	<b>96,100</b>	<b>64,974</b>	<b>(4,235)</b>	<b>(26,891)</b>	<b>330,266</b>	<b>325,655</b>	<b>(4,611)</b>	<b>(809)</b>
Development & Risk Contingency:								
General Contingency	820	820	-	-	6,820	6,820	-	-
<b>Total Capital Programme</b>	<b>96,920</b>	<b>65,794</b>	<b>(4,235)</b>	<b>(26,891)</b>	<b>337,086</b>	<b>332,475</b>	<b>(4,611)</b>	<b>(809)</b>
<b>Movement</b>	<b>-</b>	<b>(3,278)</b>	<b>(809)</b>	<b>(2,469)</b>	<b>-</b>	<b>(809)</b>	<b>(809)</b>	<b>-</b>

182. The Schools Programme reports a cost under spend of £1,608k which is partly due to release of contingencies on the completed Primary Schools expansions programme and first phase of works for the replacement of Northwood secondary school. The further improvement in month of £133k relates partly to an under spend on bulge year provision at Hillside and Newnham primary schools. Further information on the performance of the Schools Programme is provided in the Cabinet School Capital Programme Update Report.
183. The main programme forecasts a phasing under spend of £16,979k on a number of major developments which are in early stages, such as the Street Lighting LED programme due to commence in the new year and new Theatre, Museum and Youth Centres projects. The

phasing also reflects revised profiling of expenditure on construction projects now underway such as the Battle of Britain Heritage Pride project and Grassy Meadow Dementia Centre. There is a forecast net cost under spend of £1,055k over the life of the programme which is mainly due to a forecast under spend on CCTV enforcement (School Keep Clear Zones). The favourable movement of £164k in month is due to unallocated funds on completed former Free School Meals projects that can be released.

184. Programmes of Works are forecast to under spend by £1,948k over the life of the programme on several schemes. This is partly due to lower required expenditure over the medium term on replacement of defective street lighting with the roll out of the new street lighting LED programme. There is further reduced forecast expenditure of £512k on several programmes that will not be fully committed or delivered by the end of the financial year. These include Private Sector Renewal Grants, Civic Centre and Property Works Programmes.
185. There remain £6,820k unallocated contingency funds over the life of the five year programme which at this stage are forecast to be fully utilised as and when risk issues emerge.

### Capital Financing - General Fund

186. Table 2 below outlines the latest financing projections for the capital programme, with a favourable medium term variance of £6,467k reported on Prudential Borrowing, due mainly to an increase in grant funding partially offset by a forecast shortfall in capital receipts.

**Table 26: Capital Financing**

	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	47,385	(29,181)	265,116	253,480	(11,636)	(796)
Financed by							
Capital Receipts	22,038	6,407	(15,631)	75,567	70,398	(5,169)	-
CIL	3,580	3,580	-	25,080	25,080	-	-
Prudential Borrowing	50,948	37,398	(13,550)	164,469	158,002	(6,467)	(796)
<b>Total Council Resources</b>	<b>76,566</b>	<b>47,385</b>	<b>(29,181)</b>	<b>265,116</b>	<b>253,480</b>	<b>(11,636)</b>	<b>(796)</b>
Grants & Contributions	20,354	18,409	(1,945)	71,970	78,995	7,025	(13)
<b>Total Programme</b>	<b>96,920</b>	<b>65,794</b>	<b>(31,126)</b>	<b>337,086</b>	<b>332,475</b>	<b>(4,611)</b>	<b>(809)</b>

187. The 2016/17 capital receipts forecast reports a shortfall of £15,631k which is partly around two major sites that are planned for residential development however as these are currently in feasibility stages the receipts are re-phased into next year. There are also other major sales disposals expected to be completed next financial year. Overall there is an adverse variance of £5,169k which is mainly due to a forecast reduction in the General Fund share of Right to Buy (RTB) receipts as the forecast 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 latest HRA business plan calculations.

188. As at the end of October a total of £2,881k CIL receipts (after administration fees) have been invoiced or received by the Council this financial year which represents a movement of £54k in month. 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.
189. Grant announcements in respect of Basic Needs and Capital Maintenance grant are £3,971k higher than the original budget estimate over the life of the programme however there remain £14,490k in assumed Schools grants in future years that are not yet confirmed. 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.
190. The minor reduction of £13k in grants and contributions is due to a lower school contribution required for works at Colham Manor Primary School as works carried out there within the Schools Conditions Programme were lower than originally estimated.
191. The revised prudential borrowing budget reports a favourable variance of £6,467k due to the increase in available Schools and DFG grants and scheme cost under spends partially offset by the shortfall on forecast capital receipts.



## APPENDIX 1a - 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	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	<b>Education and Children Services</b>										
136,118	Primary Schools Expansions	3,446	2,068	(576)	(802)	3,501	2,925	(576)	2,837	0	88
265	New Primary Schools Expansions	1,225	808	0	(417)	27,135	27,135	0	27,135	0	0
198	Secondary Schools Expansions	2,314	1,202	0	(1,112)	95,702	95,702	0	67,596	26,908	1,198
17,405	Secondary Schools New Build	28,986	26,384	(1,037)	(1,565)	30,849	29,812	(1,037)	25,720	3,638	454
184	Hearing Impaired Resource Base (Vyners)	10	15	5	0	10	15	5	15	0	0
0	Additional Temporary Classrooms	200	100	0	(100)	1,800	1,800	0	1,800	0	0
<b>154,171</b>	<b>Total Schools Programme</b>	<b>36,181</b>	<b>30,577</b>	<b>(1,608)</b>	<b>(3,996)</b>	<b>158,997</b>	<b>157,389</b>	<b>(1,608)</b>	<b>125,103</b>	<b>30,546</b>	<b>1,740</b>

## APPENDIX 1b - 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	200	0	(586)	1,221	1,221	0	1,221	0	0
12	Uxbridge Cemetery Gatehouse	638	25	0	(613)	988	988	0	988	0	0
0	Uxbridge Change of Heart	525	150	0	(375)	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 & Pavillion	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
198	Hillingdon Sports & Leisure Centre	862	50	0	(812)	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 Heritage Pride Project	4,024	1,750	0	(2,274)	5,956	5,956	0	5,956	0	0
0	Battle of Britain Underground Bunker	500	100	0	(400)	1,053	1,053	0	53	1,000	0
0	Bessingby FC Boxing Clubhouse	950	150	0	(800)	950	950	0	950	0	0
0	New Museum	1,000	100	0	(900)	5,000	5,000	0	4,250	0	750
0	New Theatre	1,625	50	0	(1,575)	44,000	44,000	0	42,950	0	1,050
0	Yiewsley Site Development	500	50	0	(450)	4,302	4,302	0	4,302	0	0
97	Youth Centre Projects x 3	2,200	250	0	(1,950)	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	832	(100)	(19)	951	851	(100)	851	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	682	0	(522)	4,072	4,072	0	4,072	0	0
0	RAGC Car Park	250	50	0	(200)	250	250	0	250	0	0
0	Street Lighting - Invest to Save	3,000	300	0	(2,700)	5,500	5,500	0	5,500	0	0
<b>Social Services, Housing, Health and Wellbeing</b>											
0	1 & 2 Merrimans Housing Project	620	420	0	(200)	620	620	0	620	0	0
47	Dementia Centre	1,576	0	(47)	(1,529)	2,512	2,465	(47)	2,465	0	0
<b>Cross Cabinet Member Portfolios</b>											
	Environmental Recreational Initiatives	1,000	600	0	(400)	1,000	1,000	0	1,000	0	0
16,711	Projects Completing in 2016/17	1,581	1,332	(157)	(92)	1,581	1,424	(157)	1,360	0	64
<b>59,599</b>	<b>Total Main Programme</b>	<b>33,602</b>	<b>15,568</b>	<b>(1,055)</b>	<b>(16,979)</b>	<b>98,291</b>	<b>97,236</b>	<b>(1,055)</b>	<b>89,071</b>	<b>5,250</b>	<b>2,915</b>

## APPENDIX 1c - 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	250	0	(276)	1,326	1,326	0	1,326	0	0
	<b>Community, Commerce and Regeneration</b>										
N/A	Chrysalis Programme	1,275	1,000	0	(275)	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	1,419	1,029	0	(390)	2,533	2,533	0	0	1,981	552
N/A	Urgent Building Condition Works	3,850	3,090	0	(760)	5,991	5,991	0	2,574	2,529	888
	<b>Finance, Property and Business Services</b>										
N/A	Civic Centre Works Programme	1,969	1,000	(450)	(519)	3,969	3,519	(450)	3,519	0	0
N/A	ICT Single Development Plan	824	632	0	(192)	2,424	2,424	0	2,424	0	0
N/A	Property Works Programme	480	300	(180)	0	2,400	2,220	(180)	2,220	0	0
	<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	2,169	0	(1,863)	7,208	7,208	0	7,095	113	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	132	(71)	0	803	732	(71)	703	29	0
N/A	Street Lighting	191	97	(94)	0	567	97	(470)	97	0	0
N/A	Transport for London	5,571	3,656	(352)	(1,563)	20,881	20,529	(352)	0	19,699	830
	<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	75	(125)	0	1,000	875	(125)	875	0	0
N/A	Private Sector Renewal Grant	450	150	(300)	0	2,250	1,950	(300)	1,950	0	0
N/A	Landlord Property Renovation Grant	148	100	0	(48)	148	148	0	148	0	0
	<b>Cross Cabinet Member Portfolios</b>										
N/A	Section 106 Projects	423	393	0	(30)	423	423	0	0	0	423
	<b>Total Programme of Works</b>	<b>26,317</b>	<b>18,829</b>	<b>(1,572)</b>	<b>(5,916)</b>	<b>72,978</b>	<b>71,030</b>	<b>(1,948)</b>	<b>32,486</b>	<b>35,851</b>	<b>2,693</b>
	Capital Priority Growth	0	0	0	0	0	0	0	0	0	0
N/A	General Contingency	820	820	0	0	6,820	6,820	0	6,820	0	0
	<b>Total GF Capital Programme</b>	<b>96,920</b>	<b>65,794</b>	<b>(4,235)</b>	<b>(26,891)</b>	<b>337,086</b>	<b>332,475</b>	<b>(4,611)</b>	<b>253,480</b>	<b>71,647</b>	<b>7,348</b>

## Appendix E – Treasury Management Report as at 31 October 2016

### Outstanding Deposits - Average Rate of Return on Deposits: 0.60%

	Actual (£m)	Actual (%)	Bench-mark (%)
Up to 1 Month	42.8	34.82	40.00
1-2 Months	8.5	6.91	5.00
2-3 Months	14.0	11.39	10.00
3-6 Months	15.0	12.21	20.00
6-9 Months	15.0	12.21	10.00
9-12 Months	12.4	10.09	5.00
12-18 Months	10.0	8.14	5.00
18-24 Months	5.0	4.07	5.00
<b>Subtotal</b>	<b>122.7</b>	<b>99.84</b>	<b>100.00</b>
Unpaid Maturities	0.2	0.16	0.00
<b>Grand Total</b>	<b>122.9</b>	<b>100.00</b>	<b>100.00</b>

192. 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 held in AAA rated Money Market Funds, Pooled Funds, Blaenau Gwent CBC, Birmingham CC, Enfield Council, Guildford Council, Lancashire CC, Monmouthshire CC, North Tyneside Council, Northumberland CC, Salford CC, Stockport BC, Nationwide Building Society, Lloyds Bank and Santander UK plc. Overseas deposits are held with Svenska Handelsbanken, DBS Bank Ltd and National Australia Bank. The Council also holds a Certificate of Deposit, with Nordea Bank and a Covered Bond with Bank of Scotland.
193. 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 instant access facilities to manage daily cashflows, it is not possible to fully protect Council funds from bail-in risk. At the end of October 35% of the Council's total funds have exposure to bail-in risk compared to a September benchmark average of 66% in the Local Authority sector (latest benchmark provided quarterly by the Councils Treasury Advisors Arlingclose). The Council's exposure reduces to 21% once instant access facilities are removed from the bail-in total.
194. During the month cash was mainly placed and withdrawn from instant access accounts and in short term deposits with the DMADF. Four fixed term deposits matured with Birmingham City Council, Woking Council, Goldman Sachs International and Close Brothers Ltd and a forward dated investment with Lancashire CC reached settlement date at the end of October.

### Outstanding Debt - Average Interest Rate on Debt: 3.35%

		Actual (£m)	Actual (%)
<b>General Fund</b>	PWLB	61.82	22.84
	Long-Term Market	15.00	5.54
<b>HRA</b>	PWLB	160.82	59.42
	Long-Term Market	33.00	12.20
	<b>Total</b>	<b>270.64</b>	<b>100.00</b>

195. There was one scheduled EIP debt repayment during October for £0.38m and £40m variable rate HRA PWLB loans were prematurely repaid, delivering a saving of approximately £200k a year for the remaining life of these loans, and resulting in the average rate on the debt portfolio increasing from 3.01% to 3.35%. Gilt yields rose during October, but premiums remained too high for the repayment of fixed rate debt to be feasible. There were no breaches of the prudential indicators or non-compliance with the treasury management policy and practices.

196. To maintain liquidity for day-to-day business operations, daily cash balances will either be placed in instant access accounts or short term deposits and 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**

197. 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>Administration and Finance</b>						
Forensic Accountant	29/11/2015	05/12/2016	31/03/2017	142	51	193
<b>Residents Services</b>						
Quantity Surveyor	03/04/2011	05/12/2016	04/06/2017	537	78	615
DFG Adaptations Officer	14/12/2014	14/11/2016	09/04/2017	179	24	203
Architect	01/07/2013	07/11/2016	29/01/2017	171	13	184
Major Applications (PPA) Planner	01/11/2015	14/11/2016	10/02/2017	74	20	94
Major Applications (PPA) Planner	01/11/2015	14/11/2016	10/02/2017	74	18	92
Principal Environmental Health Officer	22/02/2016	19/12/2016	12/03/2017	39	13	52
ASBIT Officer	28/12/2015	01/12/2016	19/02/2017	40	13	53
Housing Specialist Manager	28/09/2015	14/11/2016	17/03/2017	125	45	170
Homeless Prevention Caseworkers	24/02/2014	21/11/2016	13/01/2017	831	55	886
Planning Enforcement Officer	06/10/2014	03/12/2016	03/03/2017	135	17	152
Major Applications Planning Officer	20/10/2014	03/12/2016	03/03/2017	128	21	149
Education Strategy & Quality Assurance Manager	29/04/2015	12/12/2016	14/04/2017	207	46	253
<b>Social Care</b>						
Social Worker	28/03/2016	05/12/2016	01/01/2017	45	5	50
Receptionist/ Administrative Assistant	01/09/2014	05/12/2016	01/01/2017	51	2	53
Early Years Practitioner	29/10/2014	05/12/2016	01/01/2017	51	2	53
Early Years Practitioner	02/03/2015	05/12/2016	01/01/2017	51	2	53
Social Worker	01/08/2015	05/12/2016	01/01/2017	49	5	54
Early Years Practitioner	12/01/2015	05/12/2016	01/01/2017	52	2	54
Early Years Practitioner	06/10/2014	05/12/2016	01/01/2017	57	2	59
Senior Social Worker	28/03/2016	05/12/2016	01/01/2017	55	6	61
Early Years Practitioner	30/03/2015	05/12/2016	01/01/2017	62	2	64
Team Manager	03/04/2016	05/12/2016	01/01/2017	58	7	65

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
LSCB Training & Quality Assurance Officer	01/12/2015	05/12/2016	01/01/2017	72	6	78
Social Worker	04/05/2015	05/12/2016	01/01/2017	83	5	88
Independent Domestic Violence Advisor	12/01/2015	05/12/2016	01/01/2017	85	4	89
Social Worker	04/05/2015	05/12/2016	01/01/2017	84	6	90
Child Protection Chair	01/07/2015	05/12/2016	01/01/2017	85	7	92
Independent Reviewing Officer	05/10/2015	05/12/2016	01/01/2017	86	7	93
Quality Assurance Manager	01/02/2016	05/12/2016	01/01/2017	87	11	98
Early Years Practitioner	01/05/2015	05/12/2016	01/01/2017	103	2	105
Child Protection Chair	20/07/2015	05/12/2016	01/01/2017	102	7	109
Panel Advisor	10/08/2015	05/12/2016	01/01/2017	104	7	111
Social Worker	27/10/2014	05/12/2016	01/01/2017	115	6	121
Social Worker	13/04/2015	05/12/2016	01/01/2017	121	6	127
Practice Improvement Practitioner	08/05/2014	05/12/2016	01/01/2017	127	7	134
Social Worker	19/06/2014	05/12/2016	01/01/2017	142	6	148
Social Worker	05/09/2014	05/12/2016	01/01/2017	169	6	175
Social Worker	11/08/2014	05/12/2016	01/01/2017	181	7	188
Child Sexual Exploitation (CSE) Co-ordinator	03/11/2014	05/12/2016	01/01/2017	186	6	192
Senior Social Worker	30/04/2012	05/12/2016	01/01/2017	192	6	198
Independent Reviewing Officer	27/05/2014	05/12/2016	01/01/2017	197	7	204
Team Manager - MASH	28/09/2014	05/12/2016	01/01/2017	200	7	207
Social Worker	01/01/2013	05/12/2016	01/01/2017	224	5	229
Social Worker	01/04/2013	05/12/2016	01/01/2017	223	6	229
Social Worker	01/01/2013	05/12/2016	01/01/2017	230	6	236
Case Progression Manager	07/04/2014	05/12/2016	01/01/2017	233	7	240
Social Worker	19/12/2011	05/12/2016	01/01/2017	274	6	280
Team Manager	01/01/2013	05/12/2016	01/01/2017	281	7	288

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
MASH Manager	13/01/2014	05/12/2016	01/01/2017	295	10	305
Adult Resources - Hatton Grove	01/04/2012	05/12/2016	01/01/2017	125	2	127
Mental Health	01/03/2014	05/12/2016	01/01/2017	144	6	150
Mental Health	01/06/2012	05/12/2016	01/01/2017	199	5	204
Occupational Therapy Team	07/10/2013	05/12/2016	01/01/2017	196	4	200
All Age Disabilities	05/01/2015	05/12/2016	01/01/2017	68	2	70
Occupational Therapy Team	01/04/2015	05/12/2016	01/01/2017	113	5	118
Occupational Therapy Team (Daily Living Equipt).	24/08/2015	05/12/2016	01/01/2017	160	9	169
Mental Health	01/06/2015	05/12/2016	01/01/2017	112	6	118
All Age Disabilities	15/11/2015	05/12/2016	01/01/2017	115	10	125
All Age Disabilities	01/06/2015	05/12/2016	01/01/2017	163	12	175
Mental Health	12/09/2015	05/12/2016	01/01/2017	88	6	94
Occupational Therapy Team	03/12/2015	05/12/2016	01/01/2017	67	6	73
Older People Services - Specialist POD	06/01/2016	05/12/2016	01/01/2017	60	1	61
Social Work and OT - OPS - Review Cases Pod	29/02/2016	05/12/2016	01/01/2017	68	5	73
All Age Disabilities	01/03/2016	05/12/2016	01/01/2017	85	12	97
Older People Services - Specialist POD	18/08/2015	05/12/2016	01/01/2017	90	5	95
Business Objects	19/10/2015	05/12/2016	01/01/2017	127	11	138



## GRANTS TO VOLUNTARY ORGANISATIONS - 2017/18 FINANCIAL YEAR

<b>Cabinet Member</b>	Councillor Douglas Mills
<b>Cabinet Portfolio</b>	Community, Commerce and Regeneration
<b>Officer Contact</b>	Kevin Byrne, Nigel Cramb : Administration Directorate
<b>Papers with report</b>	Appendix A : Voluntary Sector core grant Recommendations 2017-18 Appendix B : Transport grant recommendations 2017-18 Appendix C : Assessment of core grant applications 2017-18

### HEADLINE INFORMATION

<b>Summary</b>	Cabinet is asked to agree the Council's 2017/18 Voluntary Sector Grants budget (core funding) and Transport grants. In addition, to agree the Council's 2017/18 contribution to the London Councils Grants scheme.
<b>Putting our Residents First</b>	This report contributes to the following Council objectives: <i>Our People; Our Natural Environment; Financial Management.</i>  The grants budget is used to support a range of Voluntary Sector activity, which supports the Council in achieving its priorities and objectives. The transport grant is used to facilitate the transport needs of members of a number of small voluntary organisations.
<b>Financial Cost</b>	The report proposes the allocation of £1,681,200 core funding grants for the 2017/18 financial year and the allocation of £50,513 to support the provision of transport. The report also proposes making provision to enable a contribution to the London Councils Grant scheme of <b>£263,222.</b>
<b>Relevant Policy Overview Committee</b>	Corporate Services and Partnerships
<b>Ward(s) affected</b>	All.

## **RECOMMENDATION**

**That the Cabinet agrees:**

- 1. The overall allocation of grants to Voluntary Sector of £1,681,200 for the provision of core grant funding for the 2017/18 financial year and specific awards as set out in the schedule - Appendix A.**
- 2. Grants totalling £50,513 to organisations to enable the provision of transport as set out in Appendix B.**
- 3. The Council's 2016/17 contribution of £263,222 to the London Councils Grants scheme.**

## **INFORMATION**

### **Reasons for recommendation**

The Council continues to be a long term financial supporter of the Borough's voluntary sector and acknowledges the important role the sector provides for residents. As such, the Council has committed significant levels of funding to a range of voluntary sector organisations based in the Borough.

The Council seeks to maximise the benefits to residents from investment in Hillingdon's voluntary sector and to ensure value for money in the current challenging time for local government finances.

The ongoing commitment of significant financial support to the Borough's voluntary sector by the Council has served to sustain a wide range of voluntary sector activity. The certainty of core funding has provided a platform for many groups to expand activity, diversify to meet new demands, or to pursue new initiatives.

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

The Cabinet has the following alternative options:

- 1 Agree the recommendations subject to any changes the Cabinet wishes to make or;
- 2 Reject one or more of the recommendations.

In respect of the Council's contribution to the London Councils Grant Scheme, the Council has the option of not approving its contribution. However, for the overall London grants scheme to be approved, at least two thirds of the 32 London boroughs plus the City of London must approve their individual budget contribution. If there is no agreement, under the legislation governing the grants scheme, the overall level of expenditure for the Grants Committee reverts back to the previous year's budget, which for Hillingdon was £308,502.

## **Comments of Policy Overview Committee**

As in previous years, the Corporate Services and Partnerships Policy Overview Committee will consider the grants proposed at its meeting on 5<sup>th</sup> January 2017 and report any comments back to the subsequent Cabinet meeting.

### **Supporting Information**

The voluntary sector core grants budget is unique in offering core funding to organisations that are key partners and offer services that contribute to the Council's priorities and the well-being of residents. Recipients with stable core support are often able to attract additional income either via other funders or by securing contracts. Detail of the funding secured by each organisation is contained in the assessments of each application, Appendix C.

### **2017/18 Recommendations**

An analysis of each application together with financial comments is attached as Appendix C. Where applicable, in the individual assessment of applications, reference is made to issues that the organisation is asked to address in respect of the funding offered.

### **Current funding climate**

In assessing the grant applications officers have noted a decline in the levels of external funding some organisations are able to secure. This reflects the changing nature of voluntary sector funding; that of increased competition in a harsher financial climate. Whilst this situation does not apply to all organisations in receipt of core funding, it is noticeable that the smaller groups and particularly those without national links or part of a consortium are most affected by this trend. The move to commissioning and consolidation of contracts is having an effect, with some larger organisations reliant on bigger contracts, which now encompass smaller contract pots that were previously held by smaller groups. This combined with an increasing level of detail and complexity required of some funding streams has further impacted on levels of income.

For the last few years the grants reports have touched upon on the levels of reserves that some organisations had been holding. It acknowledged that whilst the majority were holding levels of reserves commensurate with the level of need and risk some organisations appeared to be holding funds that were above those that were likely to be required. This trend appears to be coming to an end and officers have noticed in some organisations are getting to levels of reserves that are low and could, in some circumstances, give rise to cash flow issues. Officers will work with the organisations in question to see what strategies can be applied to address such issues.

For organisations seeking funding opportunities, social media and the internet is the primary source of information. Smaller voluntary groups are reporting that the former annual funding fair, where organisations were able to meet potential funders face to face and receive advice on making applications is missed. In order to

support the Borough's smaller voluntary sector groups, officers together with sector representatives, will explore the potential for delivering a funding advice event. Pan London plans are also currently being developed for a co-ordinated provision of support to the sector and to volunteering, which officers will seek to support.

## **New Applications**

The Council has received one new application from Outside Chance an organisation previously not funded by the Council. A detailed assessment of each of the applications is included in Appendix C. The comment is summarised below.

### **Outside Chance**

Outside Chance is an organisation that provides schools with a support programme that delivers, anti-crime, anti-gang, age appropriate workshops in primary and secondary schools. Targeted at year 6 & 7 stage pupils, students are taught how to safely report bullying and hate crime in all its forms.

Outside Chance already operates in four London boroughs including Hillingdon and also runs a young offender programme and workshops on sexually transmitted infections and relationship management for girls. In 2015/16 sessions were run in 8 primary schools (672 students) and 4 secondary schools (882 students) in Hillingdon. The proposal is to deliver sessions to a further 1,200 students in Hillingdon for 2017-18. The initial workshop programme was funded by Heathrow Community Fund. Whilst the service is popular and well received, the Core Grants budget is not considered the appropriate source of funding. There is a case that should schools value this type of support then they should be prioritising this initiative and making budget provision so that the service can be purchased direct from Outside Chance, rather than rely of ongoing core grant support to run workshops in schools.

### **Funding Levels**

Officers, having assessed the applications, are making recommendations for levels of funding for the 2017/18 financial year at the same amounts as those for the 2016/17 awards. Officers are pleased to report of particular note, a first time funded group, Recycle a bike has gone from strength to strength.

### **Recycle a bike (RAB)**

The Council first committed funding to RAB in December 2015, when it agreed a contribution to this relatively new charity which supports people with mental health issues to gain skills in bicycle repair and work experience in retail. It successfully supported 30 plus residents last year, operating as a social enterprise, recycling discarded and donated old bikes, refurbishing and selling them on.

The December 2015 report recommended funding over the next two financial years, which would enable the employment of a full time co-ordinator and support RAB to become self sufficient. Cabinet agreed funding of £25,000 for 2016/7, made up of £13,000 from the grants budget and a further £12,000 from section 106 employment

training funds. Cabinet agreed that support for 2017/18 would be considered on its merits at the next grants round based on progress the organisation had made. Officers are pleased to advise that the organisation has shown considerable progress. RAB moved to Council owned premises in Fassnidge Park during the summer of 2016, having transformed a semi derelict store into a workshop and retail space. Furthermore at the Council's request the RAB have taken over the operation of the cafe in Fassnidge Park. RAB have transformed a rundown building into an attractive vibrant facility and are using the cafe to offer further training for residents with mental health challenges. Officers, therefore, recommend a contribution for the 2017/18 financial year of £20,000. As for the 2016/17 financial year officers will seek to identify a proportion of the grant awarded from section 106 or other budgets on top of the £13,000 core grant.

### **Transport Grants**

In addition to the funding, the Council offers to support the core costs of organisations it has traditionally awarded grants to support some of the Borough's smaller voluntary groups which have been used to meet the transport needs of group members. The organisations supported from this budget cater mainly for clients with disabilities who require specialist transport and that would find it challenging to travel by public transport. The proposed grants budget to support these organisations for 2017/18 is £50,513. Details of the organisations and the level of grant recommended are attached as Appendix (B).

### **London Councils Grant Scheme**

The scheme supports voluntary sector activity and specifically funds voluntary organisations across all 32 London authorities and the City of London.

On 23rd November 2016 the London Councils Grants Committee agreed that its overall budget for the London Council's Grants scheme for 2017/18 would total £8,000,000.

The level of budget and individual constituent Council contributions has reduced from the level agreed for the 2016/17 budget from a base line £9,000,000.

Hillingdon's contribution for 2017/18 is £263,222 a decrease of £45,280 over the Council's 2015/16 contribution of £308,502.

The 2016/17 contribution was offset by a one off reduction in funding achieved by decreasing the amount of reserves the Grants Committee holds. Hillingdon's one off reduction was £16,659 making its actual contribution for 2016/17 to the London Council's Grants scheme £291,843.

Individual borough contributions are based on the Office of National Statistics mid-year population estimates for June 2015, with Hillingdon's percentage of London's total population increasing slightly from 3.37% to 3.43%.

It is anticipated that the individual boroughs will agree to accept the recommendations on their contributions.

## **Financial Implications**

This report proposes the allocation of £1,681,200 core funding grants for the 2017/18 financial year. The draft 2017/18 budget presented to Cabinet on this agenda contains sufficient budgetary provision to fund the recommended level of award. A full review of the financial statements and application forms of each organisation has been undertaken and brief financial commentary has been included for each organisation in Appendix C to this report.

Recommendations also include the full allocation of Transport Grant budgets for 2017/18, as set out in Appendix B to this report, and a reduced contribution to the London Councils Grant Committee of £263,222, both of which to be contained within existing planned revenue resources and budget proposals.

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

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

The overall effect of these proposals will be to strengthen and support Hillingdon's voluntary sector with new growth and initiatives, which will directly benefit residents.

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

No formal consultation has been undertaken on the proposals for agreement at this Cabinet.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report and confirms that the 2017/18 draft budget has been updated to fund the level of grant award and reduced contribution to the London Borough Grants Scheme detailed in this report. Alongside the broader support offered to the voluntary sector through the Council's voluntary sector leasing policy and non-domestic rate discounts, this programme of grants enables these groups to support delivery of services to residents.

To ensure value for money is achieved, the current financial standing and longer term financial viability of recommended organisations, in conjunction with service provision provided to Hillingdon residents, have been reviewed and considered by Officers alongside grant bids.

### **Legal**

Section 1 of the Localism Act 2011 gives the Council a power of general competence which provides local authorities with the power to do anything that individuals may generally do. It includes the power for Council to make grant payments to voluntary organisations.

With regard to the London Councils Grant Scheme, this Scheme is established under Section 48 of the Local Government Act 1985. As stated in the report, if two-thirds of the London boroughs do not approve their individual budget contribution, the previous year's budget will continue to apply to the Scheme.

### **Relevant Service Groups**

Relevant teams in Residents Services, Finance, Adult Social Care and Children and Young Peoples Services have been consulted on the proposals.

### **BACKGROUND PAPERS**

Previous Cabinet reports.

<b>Corporate Voluntary Sector Grant Recommendations 2017-18</b>			
<b>Organisations</b>	<b>Grant Award 16-17</b>	<b>Grant Request 17-18</b>	<b>Grant Rec 17-18</b>
<b>Adult Social Care</b>			
Age UK Hillingdon	270,000	270,000	270,000
Community Cancer Centre	20,000	30,000	20,000
Carers Trust Thames (previously Crossroads Care)	135,000	135,000	135,000
Crown Centre for the Deaf	10,000	10,000	10,000
DASH	98,000	98,000	98,000
EACH - Pukaar	30,000	30,000	30,000
Heathrow Travel Care	30,000	30,000	30,000
Hillingdon Aids Response Trust	15,000	15,000	15,000
Hillingdon Carers	105,000	120,000	105,000
Hillingdon Citizens Advice Bureau	280,000	280,000	280,000
Hillingdon MIND	70,000	85,000	70,000
Hillingdon Shopmobility	22,000	22,000	22,000
Hillingdon Women's Centre	25,000	32,000	25,000
Mencap Jubilee Pool	5,000	5,000	5,000
MHA - Northwood Live at Home	15,000	15,000	15,000
RELATE London North West	12,000	13,013	12,000
Samaritans Hillingdon	3,000	5,000	3,000
Victim Support Hillingdon	10,000	10,540	10,000
RVS (Royal Voluntary Service)	40,000	40,000	40,000
Recycle-A-Bike	13,000	20,000	13,000
<b>CHILDREN &amp; FAMILIES SERVICES</b>			
Bell Farm Christian Centre	50,000	55,000	50,000
Centre of ADHD and Autism Support	10,000	23,805	10,000
Hestia	44,950	44,984	44,950
Hillingdon Autistic Care & Support	40,000	62,500	40,000
Hillingdon Federation of Community Association - Playschemes	23,500	23,500	23,500
Hillingdon Outdoor Activities Centre	54,500	54,600	54,500
Homestart Hillingdon	120,000	120,000	120,000
P3	42,000	42,000	42,000
Uxbridge Child Contact Centre	3,000	3,910	3,000
<b>RESIDENTS SERVICES</b>			
Friends of No 11(F) Group Operations Rm	6,000	12,000	6,000
Groundwork South	18,000	18,000	18,000
Herts & Middlesex Wildlife Trust	2,500	2,500	2,500
Hillingdon Community Transport	32,000	32,000	32,000



Hillingdon Federation of Community Association	15,000	15,300	15,000
Hillingdon Natural History Society	1,000	1,000	1,000
London Wildlife trust (Hillingdon)	10,000	10,000	10,000
Pinner & Ruislip Beekeepers" Assoc	750	750	750
<b>SMALL GRANTS SCHEME</b>	25,000	0	0
<b>NEW APPLICATIONS 2017/18</b>			
Outside Chance	0	15,000	0
<b>TOTAL</b>	<b>1,706,200</b>	<b>1,802,402</b>	<b>1,681,200</b>

## TRANSPORT GRANT RECOMMENDATIONS 2017/18

GRANT TO	AWARD 2016/17 £'s	RECOMMENDED 2017/18 £'s	COMMENTS	Requested Award
As One Club	900	900	The Club supports 10 members that have been attending the club for 15 plus years and are all Hillingdon residents.	900
Hayes and Harlington Social Club for the Blind	2,600	2,200	The Group applied for the amount stated they serve residents of Hillingdon that have been going to the club for 8+ years	2,200
Hayes Stroke Club	3,400	3,400	The Club has 12 members that have been attending for more than 8 years they all have disabilities that require special transport and assistance.	3,400
Jubilee Club	3,640	3,640	The Club supports 15 users ranging from the ages of 18 to over 75 there are 12 sessions the club would not be able to continue if the grant was not provided.	3,640
Mencap (North)	7,000	7,000	The average number of people are 48 per session for people with learning difficulties in addition to 2 club sessions per week. Their expenditure is £14,000 per year with all volunteers	7,000
Mencap (South)	8,500	8,500	The club supports a wide variety of members of the community with learning disabilities.	8,500
Phoenix Blind Club	1,000	1,000	The group supports 12 people over 12 sessions per year they use the HCT service request came from the organisation.	975
Shopmobility	2,000	2,000	Shopmobility provides a service for the elderly and disabled to be able to navigate in the shopping area where there is no public access.	2,000
Social Activities for Multiple Sclerosis (SAMS)	2,000	2,000	With regards to this grant the administrator was in hospital long term so will provide the paperwork following return.	2,000
Society for Disabled Artists (SODA)	5,000	5,000	The Service is provided to a consistent level of users who can ensure that they are able to attend the service provided.	5,000
Uxbridge Social Club for the Blind	3,000	1,300	The amount requested was provided by the organisation.	1,200
Windmill Club for People with Disabilities	13,000	13,000	The group supports 20 people who have been accessing the programme for more than 27 years.	1,300
Pelican Club	400	500	Group supporting blind and partially sighted residents aged 75+.	500
<b>Total</b>	<b>54,140</b>	<b>50,840</b>		



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<i>Organisation: Age UK Hillingdon (AgeUKH)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> AgeUKH provides support services to older people to enable them to; have greater choice and control over their lives, maintain independence at home and enjoy an active lifestyle. They operate throughout the borough reaching high % of older residents, providing: <ul style="list-style-type: none"> <li>• Information, advice and outreach services</li> <li>• Practical home and hospital support services</li> <li>• Social well being services</li> </ul> They work closely with a range of voluntary sector, statutory, local and national organisations to extend the support available to older people in the borough.				£270,000 Core salaries, Helping Hands scheme and projects	
				<b>Recommendation: £270,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
15,733	346	52,200	Met	£270,000	£2,105,000
<i>Planned activities for 2017/18</i> Highlights include:					
Information/advice services: <ul style="list-style-type: none"> <li>• 400 welfare benefit sessions</li> <li>• 150 financial health care checks</li> <li>• 300 Will writing sessions</li> </ul> Practical Support At Home and Hospital <ul style="list-style-type: none"> <li>• 3,000 shopping trips for 65 Helping Hands clients</li> <li>• 1,500 clients benefit from 2,500 handyperson jobs</li> <li>• 200 clients benefit from Falls prevention home visits</li> <li>• 500 clients receive home from hospital service</li> <li>• 5,000 clients in A&amp;E supported</li> </ul> Social Wellbeing Services <ul style="list-style-type: none"> <li>• 15 x weekly social/activity clubs in community</li> <li>• Further 10 x weekly social activities held at Townfield</li> <li>• 80 housebound clients receive weekly befriending service</li> <li>• 250 clients receive one off practical volunteer support</li> </ul> Age UKH aims to be the first point of contact for older people across the borough and reaches approximately 40% of people older than 65 in Hillingdon, 30% of those living alone and 50% of those aged 80+. It works consistently to extend its reach. Two priority plans for direct services in the coming year are; to secure funding to grow the information and advice and social wellbeing services, and to expand the Townfield Centre as a resource. The latter will support additional social wellbeing activities and reduce costs of renting facilities. <p>They will continue to grow the Help At Home social enterprise which incorporates the Handy Person scheme and the Helping Hands shopping scheme with the aim to be fully self supporting in the future.</p> <i>Officer Comment</i> With the pressures of an ageing population and a tight economic climate, AgeUKH has stepped up as a key provider working alongside voluntary sector and statutory partners to deliver in the new policy environment. The Hillingdon for All (H4A) Wellbeing service and their participation in the Accountable Care Partnership are good examples of collaboration that supports integrated health and social care provision and meets Council priorities. AgeUKH represent older people on a number of Council forums including the Leaders Initiative, Hillingdon Partners, Safeguarding Adults, End of Life Forum, Hillingdon Dementia Group as well as NHS working groups that report to the Health and Wellbeing Board.					

Value for money indicators are high with 52,200 volunteer hours of support given annually, a monetary value of nearly £0.5m. 11 businesses provided in-kind support through volunteer will writing services, trips for clients, contributions to various activities etc.

Income from the Council this year in contracts and grants totals under £670K (32% of anticipated spend this year) with a further £500K secured from the CCG, approximately £700K in earned income and £300K from other sources. Income from the Welfare Benefits and Financial Healthchecks services funded by LBH (combined cost of £170K) totalled £1.7M in financial benefits for residents. The service was supplemented by £44K from Age UKH's reserves.

The corporate grant is requested to fund AgeUKH's services as it has in previous years, at approximately £120K core funding with another £60K allocated to specific services. A further £90K will be restricted to maintaining the Helping Hands shopping service. This service provides weekly shopping to approximately 70 housebound and vulnerable clients for a small charge (£10 per shop). While the service is not taking on new clients, the existing clients are increasingly frail and AgeUKH wish to continue provision in 17/18 and has invited officers to consider their proposals thereafter. They forecast a drop off of about 10 clients over the year and suggest that any under spend (anticipated at £16K per 10 client drop off) be used to fund 'safeguarding' jobs carried out by the Handyperson scheme, so that these can be completed free of charge. The Handy Person scheme is currently unfunded and officers will maintain a dialogue regarding these essential services to support them continuing.

The organisation made a deficit last year but is forecasting a balanced budget this year and next. It is, as in previous years, holding relatively large unrestricted reserves at just under 5 months running costs (£800k). This is required for redundancy and lease commitments of approximately £600K but also to supplement the costs of services, in particular the Handy Person and Help at Home services which don't receive external funding but play a key role in supporting residents. A £100K is earmarked for the Townfield extension in 17/18 if required. It has medium sized bids planned to City Bridge, Garfield Weston and Age UK England. Given the ongoing consolidation of some services and expansion of others, it is recommended to award the request.

*Corporate Finance Comment*

The organisation has suffered a loss in 2015-16, due to decrease in the income level from legacies and charitable activities as well as an increase in expenditure on social and practical home support.

The value of unrestricted reserves is high and the organisation forecasts a surplus for 2016-17 and 2017-18 assuming receipt of the full LBH grant. The reserves policy is to set aside £120k, the annual commitment for current property leases plus 3-6 months running costs. In the event of loss of income, the charity could therefore meet its objects whilst seeking alternative funding. The unrestricted funds also include designated balances for IT and premises renovation.

The grant represents 14% of the total income. If the grant is not awarded, a financial strain could be put on the organisation.

<i>Organisation: Community Cancer Centre (CCC)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> CCC serves clients who have had a diagnosis of cancer and their family/carers. Starting as a breast cancer support group in 1990's, it has expanded to cover all forms of cancer and targets traditionally underrepresented groups such as men and BME communities.  The group aims to assist people affected by cancer to live well within their diagnosis, treatment and aftercare, whether that is for terminal or recoverable types of cancer. Carers are also supported and included in the activities. Part of its attractiveness to cancer sufferers is that it is based in the community rather than a hospital setting and mostly run by volunteers, many who have had cancer themselves.  Activities include befriending and listening services, drop in coffee mornings, various support groups, access to information, bereavement support, free complementary therapy sessions, social events and outreach at Hillingdon hospital. Exercise and yoga sessions focus on recovering from the effects of treatments and there is a back to work support group. It is open 5 days per week.				£30,000  Centre Manager's salary and premises costs	
				<b>Recommendation: £20,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
169	27	5,200	Partially Met	£20,000	£53,000
<i>Planned activities for 2017/18</i>					
<ul style="list-style-type: none"> <li>• Recruit and train 20 new volunteers</li> <li>• Recruit and train another 10 therapists</li> <li>• 600 free complementary therapy sessions</li> <li>• 1,000 befriending/listening ear sessions</li> <li>• Weekly coffee mornings, yoga and exercise sessions</li> <li>• Volunteer led weekly support sessions at cancer clinic at Hillingdon Hospital</li> <li>• Monthly MOT and back to work support group sessions and monthly awareness raising outreach</li> <li>• Ad hoc workshops on specific issues, Saturday pamper sessions, bereavement counselling, and social events</li> </ul>					
Weekly hospital and community monthly outreach work aims to raise awareness of cancer and its diagnosis but also the Centre and the support it offers. Clients who come to the service are only registered if they return after their first information visit to take up the opportunities on offer. Cancer sufferers and their carers can access up to 6 free therapy sessions and all the other services on offer are free. Social activities promote friendships and mutual support with people who have similar experiences. Volunteer training now includes a bereavement element for supporting families and carers.					
Future plans include initiating a new support group for young people with cancer.					
<i>Officer Comment</i>					
The organisation is volunteer driven with the strength that most of the volunteers have had or been affected by cancer and therefore can empathise and share lived experience. The Centre makes an effort to recruit and train volunteers from all backgrounds and ethnicities to ensure accessibility. In addition, the Centre has 3 part time staff; Centre Manager, Volunteer recruitment and training officer and has recruited a new Therapist co-ordinator this year.					
The targets set in the specific aims which the Centre fell short on last year can be attributed to having a staff member on maternity leave and the usual fluctuations in volunteer availability and retention. In response, the Centre has recruited and trained replacement volunteers and now has a third member of staff to support the service. The Board has also established a fundraising committee.					

The corporate grant represents 38% of the anticipated spend for 2016/17. The grant request is an uplift of £10K to contribute to core costs to cover additional part time staff. Other income has been raised from Hillingdon Community Trust for specific projects and over £13K has been raised from their own fundraising events. The organisation is expecting a deficit this year but have some small bids planned and pending for 2017. However their unrestricted reserves are low so it is incumbent on the organisation to strengthen its financial position. Officers will maintain a dialogue with the Centre to encourage them to undertake more forward planning but do not recommend the increase requested as it will further their reliance on Council funds.

*Corporate Finance Comment*

The accounts are prepared to the end of October each year so those for 2015-16 are not yet available. The organisation has achieved a surplus of £9.7k in 2014-15. This is due to an increase in voluntary income and fundraising and reduced expenditure relating to charitable activities. This has been added into the organisation's restricted funds possibly to pay for the additional staffing costs.

The grant applied for in 2017-18 represents 48% of its anticipated income. The organisation estimates that 2016-17 expenditure will exceed income. The organisation receives no other statutory funding and is totally reliant on voluntary grants and donations in order to support cancer victims and their families.





independently for longer, but also specifically supports the Health and Well-being Strategy priorities, The Carers Strategy and Integrated Care work. It also supports the CCG's Out of hospital Strategy.

The organisation has a good level of training and development for staff and even recruits and trains staff with no prior experience at no cost to the individual. Ongoing training and work shadowing is provided and three staff were supported through Diplomas in Health and Social Care and 3 managers are working towards their Level 5 Diplomas this year.

The Council contract will represent approximately 40% of their income for Hillingdon, with the corporate grant and private clients making up the majority of the outstanding income. The corporate grant (28% of anticipated spend) subsidises the high cost of quality respite care and enables carers outside of the contract to buy affordable care as well as benefiting clients within the contract. Due to the integral nature of the corporate grant to the organisation it is recommended to fund at the level requested.

*Corporate Finance Comment*

The organisation as a whole (covering West London, Bucks and Milton Keynes) has achieved a surplus in 2015-16 after suffering financial losses for the last four years.

The level of reserves held comply with their policy to maintain sufficient funds to cover 3 months operations expenditure, to cover lease obligations and be able to meet the cost of staff redundancies in the event of closure. The reserve specific to Hillingdon stands at £50k. The forecast surplus for 2016-17 and for 2017-18 but at a reduced rate in relation to Hillingdon specific projects.

The grant requested represents 6% of the organisation's total income but is 26% of the Hillingdon area income, so if it were withdrawn the services the organisation provides may be curtailed.

<i>Organisation: Crown Centre for the Deaf and Hard of Hearing</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> The aim of the Centre is to reduce isolation caused by this disability, by bringing people together for social events and other practical purposes. It facilitates 2 deaf activity clubs and hosts deaf church meetings and a 2 weekly deaf surgery for residents who require assistance with accessing universal services, form filling, telephone calls etc.  Based at the Pavilions at Stockley Park, the organisation runs the building for its activities which are all held in British Sign Language. Affiliated to the group is the Deaf Badminton club at Barnhill.				£10,000 for staffing and accommodation costs	
				Recommendation: <b>£10,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 16-17 for Hillingdon benefit</i>
192	10	2500	Met	£10,000	£23,621
<i>Planned activities for 2017-18</i>					
<p>The Crown centre is the only organisation dedicated to supporting the needs of the borough's deaf and hard of hearing community. It serves to reduce isolation by provision of weekly social activities and supports access to essential public services for the borough's deaf community. In addition, it coordinates group holidays, short breaks and events all held in British Sign Language for its members, encouraging mutual support.</p> <p>The client group tends in the main to be older residents and over recent years there has been a noticeable decline in members. The Centre commits all of the £10,000 it receives from the Council on staff and accommodation costs. It has a part time coordinator and administrator. The centre continues to benefit from a small but dedicated number of volunteers who make up the management committee. The Committee organises a number of social events over the course of the year and for a small club they are very active and continue to generate income from club activities despite a reducing membership.</p> <p><i>Officer Comment</i> The challenges the centre are experiencing with their accommodation continue. Despite being interested in a move to alternative premises, nothing suitable has been identified. Crown centre are exploring with Sandgate FC, another West Drayton based organisation, sharing their current premises and therefore potentially securing much needed financial and in kind support for upgrading the premises and assisting to future running costs.</p> <p>British Sign Language classes are temporarily discontinued due to low demand, but plans to re-introduce if required. Officers have also been encouraging the Centre to increase their membership of young people but there has been little appetite from young deaf users. This is probably due to technological advances which enable young deaf people to communicate via various social media.</p> <p>The Crown centre is continuing to address the challenge of repaying 'historic' debts associated with running costs and as a result, despite a grant from Hillingdon Community Trust (£7.5K), expenditure in 2016/17 will again outstrip income. The organisation holds healthy reserves although a proportion is required for utility and other arrears and to meet a significant deficit expected next year (£11.5K). Given the high running costs and increasing needs for refurbishment of the premises, it is important that an agreement is reached with Sandgate FC to enable the organisation to focus on its core role in supporting the borough's deaf community. Officers will continue to provide support and advice to the organisation during this period.</p>					
<i>Corporate Finance Comments</i>					
This organisation has made a surplus in 2015-16 but is expecting to suffer losses in 2016-17 and in 2017-18 as income decreases, even if the full grant is awarded.					
The grant requested is to pay for the organisation's staffing and accommodation costs. Although, the reserves are insufficient to fund the full year activities in 2017-18, but these are associated with historic debt.					

<i>Organisation:</i> <b>Disablement Association Hillingdon</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> DASH supports people with disabilities to achieve their potential, and promote their independence and integration into mainstream life. It operates activity programmes across Hillingdon and has its Head office in Hayes.  DASH provides a wide range of services/activities designed for/by disabled individuals to meet their identified needs. It covers assistance with direct payments/personal budgets, advice and information, discrimination representation, form filling, benefits applications etc to sporting & recreational activities, social groups, volunteering, employment support, work experience, outreach and activities in day centres.  The organisation ensures that disabled people achieve social inclusion, increased confidence and financial stability. In the wider community, DASH provides education and training to raise awareness of disability.				£98,000 Core salaries and running costs	
				<b>Recommendation: £98,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
1,600	60	4,500	Met	£98,000	£393,792
<i>Planned activities for 2017/18 include:</i>					
<ul style="list-style-type: none"> <li>• 1,000 advice sessions on Personal Independence Projects (PIP) and other generic advice issues</li> <li>• 200 individual families receive special support for SEN transformation</li> <li>• 600 clients receive personal budget support</li> <li>• 350 clients benefit from sporting and recreational activities</li> <li>• Work placements for young disabled adults</li> <li>• Disability awareness training including with local businesses</li> <li>• 3 x weekly youth clubs</li> </ul>					
DASH continues to expand its sporting and recreational activities offer with new walking and seated football targeted towards older men and a new singing and performing arts group and now has a considerable portfolio of activities for disabled clients to benefit from. These activities run alongside a professional advice and guidance service on a range of issues including Personal Independent Payments (PIP), welfare benefits advice, Equality Act advice and representation, and Educational Health Plan transformation. Thus ensuring that disabled residents are able to access their rights, and a range of opportunities that support them to live independently and maintain their health and wellbeing.					
Their advice and support relating to changes in PIP and Employment Support Allowance have seen the last 10 clients' tribunals (July/Aug 2016) being successful. This resulted in an average of £5K increase in income per client per annum. Meeting the demand for welfare benefits advice continues to be a challenge for DASH given the changes in benefits recently and its negative impact on disabled people. DASH are planning to increase their advice provision in the coming year, funding pending.					
DASH engages with a number of strategic forums and has various partnership arrangements with different departments in the Council such as Sports Development, Youth Services, Well being Team and the Fiesta programme. It is also a key partner on Hillingdon for All, through which the CCG has funded the Wellbeing Service which includes supporting elderly disabled people to better manage their conditions.					
<i>Officer Comment</i>					
The group has a good record of securing external funding to deliver services although this year sees a significant reduction in income, primarily through the loss of the LBH Advocacy contract. The corporate grant represents 25% of their spend in 16/17 with other funds secured from a Council contract to deliver Direct payments support, Council for Disabled Children (support to transition to education and healthcare plans) and City Bridge Trust (activities - ending March 2017). Replacement funding is being sought from					

Lloyds Bank, the Lottery and Hillingdon Community Trust for 2017 onwards and if successful will maintain funding at similar levels as last year.

*Corporate Finance Comment*

The charity has achieved a small surplus in 2015-16. They have successfully delivered the LBH contract at a reduced rate and the lottery funding awarded in 2012-13 was a one-off payment. The organisation is anticipating to make a loss in 2016-17 and achieve a surplus in 2017-18.

The grant received in 2016-17 represents 19% of the organisation's income in 2015-16. The policy of the organisation is to aim to keep 3 months running costs in unrestricted reserves, but they have less than 2.5 months provided for 2015-16. The loss of the LBH grant would further diminish the charity's reserves, rendering them unable to provide the services currently offered and to develop new initiatives planned for the future.

<i>Organisation: EACH - Pukaar</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Based in Ealing, EACH specialises in supporting ethnic minority groups through providing counselling, advice and information, particularly in the areas of drugs/alcohol abuse, mental health and domestic violence.  In Hillingdon, they operate three projects; 1) 1-1 counselling for the Tamil community affected by mental health issues; 2) Ascent - a generic 1-1 and group counselling for people affected by violence funded through London Council; 3) and Pukaar - a specialist counselling for ethnic minority women affected by domestic violence.  This grant request is for the Pukaar project that will deliver culturally appropriate support and counselling to BME women in their own language. The part time counsellor (3 days p.w.) works through 3 satellite offices in the borough.				£30,000 salary for part time counsellor and running costs of service	
				<b>Recommendation: £30,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
137 of which 70 are Pukaar	1	400	Met	£30,000	£47,000
<i>Planned activities for 2017/18</i>					
<p>The Hillingdon Pukaar project aims to provide:</p> <ul style="list-style-type: none"> <li>• 80 women with initial assessments, care planning and signposting as appropriate</li> <li>• 70 women take up 1-1 counselling (up to 21 sessions per client)</li> <li>• Deliver 52 group support sessions for 8-10 women per session</li> </ul> <p>All women are offered referrals for advocacy and support to appropriate agencies in the borough. EACH ensures that BME women's needs are represented at MARAC meetings and the Hillingdon Domestic Violence forum.</p> <p><i>Officer Comment</i> The organisation covers 5 boroughs in West London and delivers an element of the London Councils ASCENT Project in West London which provides pan London counselling, advice and support to women suffering violence. Through ASCENT they provide a similar but smaller counselling and group support service in Hillingdon to women affected by violence without the BME focus. They are British Association of Counselling and Psychotherapy (BACP) accredited, adhering to a stringent standard of provision, including management and supervision of counsellors.</p> <p>The Pukaar project works with BME women who can find it particularly difficult to access mainstream services for language and cultural reasons. The part time counsellor speaks English, Hindi and Urdu and understands Punjabi. A volunteer counsellor who speaks Pasho and Dari supports Afghani women.</p> <p>EACH provides a value for money service through utilising low or no cost locations, volunteer placements and sharing their knowledge and expertise with other agencies and working collaboratively to improve services and outcomes for women.</p> <p>It fits with the borough's preventative agenda by reducing repeat victimisation and improving women's integration, coping skills, mental health, self esteem and resilience. In the longer term, 50% of women who engage with the service move into education and training bringing wider benefits to family and the community. The grant adds value to the generic work being delivered as part of the ASCENT project, ensuring that BME women have access to similar support.</p>					

*Corporate Finance Comment*

This organisation has made a surplus over the past four years. The income received from grants and contracts has decreased at a slightly lower rate than expenditure on charitable activities.

The grant requested this year represents just over 2% of all income received. The organisation's balances are sufficient to fund the grant request, however this is an out of borough service and LBH is in effect buying in the services it receives.

<i>Organisation: Heathrow Travel Care (HTC)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> HTC's core work provides crisis social work at Heathrow Airport for anyone coming in or out of the airport, taking referrals from local national and international agencies. Clients are given an initial assessment followed by interventions, advice or advocacy support, referral to other appropriate agencies etc. It runs a number of targeted programmes such as rough sleepers, emergency planning, provision of responsible adults for minors and advice to British nationals in need.  The organisation co-ordinates and provides initial Humanitarian Assistance following any major incident or disaster affecting Heathrow Airport. It hosts the Liaison group for voluntary and public sector partners including the Council for ongoing emergency planning. HTC assists LBH to discharge its Emergency Planning duties as a Category 1 responder under Civil Contingencies Act.				£30,000 for management salary	
				<b>Recommendation: £30,000</b>	
<i>No. Of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
1,700 (1,500 in person at offices)	28	550	Met	£30,000	£334,000
<i>Planned activities for 2017/18</i>					
<ul style="list-style-type: none"> <li>• Host and lead on emergency response at the airport to deal with any major incident including recruiting, training and co-ordinating 25 core volunteer responders</li> <li>• Provide 6 x evening and weekend training for emergency response volunteers</li> <li>• To reduce number of rough sleepers to 25 at the official street count in November 2016</li> <li>• To reconnect 300 clients to other authorities or countries of origin</li> <li>• Provide a responsible adult service to UKBA/Border Force, &amp; MET police with regards to counter terrorism</li> </ul>					
<p>The organisation plays the lead role in co-ordinating agencies at Heathrow and response in the event of a humanitarian crisis. This includes working with chaplaincy and recruiting and training volunteers. This year they developed a new electronic training programme which is now being used by many UK ports.</p> <p>Via the Social work advice project at Foreign and Commonwealth Office (FCO), HTC social workers assist with establishing local client connections in all parts of the UK <u>before arrival</u> to lessen the need faced at Heathrow. They will raise awareness with Embassies that Heathrow is not the only point of entry and support other ports to receive vulnerable people. This results in less use of LBH resources because only those with a proven connection would be referred to LBH services.</p> <p>HCT is chairing the newly established Responsible Gateway forum, which aims to improve the airport. It brings together stakeholders within the airport to identify gaps, share resources and arrange joint approaches when working with vulnerable people.</p>					
<i>Officer Comment</i>					
<p>HTC have had a productive and busy year. Figures for last year show that 4% of HTC clients were referred to LBH and the rest reconnected to other boroughs. For many clients, preparatory work happens before they arrive in the UK, via British embassies. Rough sleepers continue to be a problem at the airport and the organisation is proactively addressing this in partnership with the police, Council Homeless Team and ThamesReach. They have reduced official rough sleeper figures in the past year from 39 to 28. This work is ongoing and the partnership are keen to further reduce the figures.</p>					
<p>During the year HCT held a large event for referral agencies and other stakeholders, highlighting the range of issues individuals present with including deportees, missing persons, victims of crime, forced marriages, psychological and health problems, elderly returnees, unaccompanied minors, FGM etc and their role in</p>					



providing support. They have undertaken preventative outreach to British Embassies and organisations who support British Nationals abroad, to ensure that returnees are properly prepared with a return plan.

The majority of HTC funding comes from Heathrow Airport, including in-kind resources such as accommodation costs. Foreign and Commonwealth Office provides a further £120K. The LBH grant makes up 9% of estimated spend in 2016/17. It represents good value as many clients are reconnected to other boroughs instead of ending up at the Council by default. Clients who are referred to the borough's services have had a thorough preparatory assessment, again assisting officers to process claims etc efficiently. The group maintain working relationships with a number of different Council departments and officers including Housing, Adult Social Care, mental health, Civil protection, disability, older people etc.

The organisation's reserves are high at approx 5 months operating costs but they have an obligation to lead on Emergency Planning and the majority of their income is agreed annually. Further, the level of reserves has been reducing year on year, as HCT reviewed their staffing requirements and strengthened some core staff function. It is therefore recommended to award their request this year.

*Corporate Finance Comment*

The organisation experienced a deficit in 2015-16 due to reduction in donations and anticipates similar losses in 2016-17 and 2017-18.

The grant awarded in 2016-17 represents over 9% of the organisation's income in 2015-16 and contributes towards the Service Manager's salary costs.

The charity considers the high value reserves to be necessary to continue operating in the event of any major streams of funding being withdrawn. HTC is now an embedded part of Heathrow's emergency response process, as such they need to ensure they can uphold their responsibilities to stakeholders hence holding unrestricted reserves equating to over 5 months operation costs.

<i>Organisation: Hillingdon AIDS Response Trust (HART)</i>				<i>Amount Requested and Proposed Use</i>	
<p><i>Description/Activities</i> HART provides a unique community based service to people affected by and living with HIV/AIDS. Their services cover the social, financial, emotional and practical needs facing clients outside of the clinical setting and dispensing of medication. They therefore work closely with the Tudor Centre and GP's who refer clients to them in recognition of the wider support required to enable adherence to treatment regimes.</p> <p>Their offer includes peer support, information and advice including welfare benefits and housing, treatment information and management, access to hardship grants, health and well being workshops, social events, complementary therapies and regular drop in sessions for 1-1 support.</p> <p>Services are available 5 days a week and an emphasis is placed on creating the space for clients to develop peer support networks where they can speak freely about their condition and gain identification and find solutions.</p>				£15,000 core salary costs	
				<b>Recommendation: £15,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
235	10	1,000	Met	£15,000	£114,000
<p><i>Planned activities for 2017/18. Targets include:</i></p> <ul style="list-style-type: none"> <li>• Register and support 25 new members</li> <li>• Provide 150 drop in days for estimated 1,000 visits</li> <li>• 200 complementary therapy sessions</li> <li>• 100 specialist welfare and debt advice sessions</li> <li>• Provide 5 day a week information and advice and emotional support including signposting for counselling</li> <li>• Respond to individuals in crisis with bespoke support including hardship grants, advocacy, food bank vouchers, baby milk, free nutritious meals, home visits</li> </ul> <p>The organisation encourages peer support through activities that enable clients to build up social networks and break down isolation. Benefits advice is provided by a contracted CAB adviser and clients are signposted to solicitors for legal advice. Workshops are arranged on relevant issues, such as money management courses, HIV treatment options/management, disclosure, nutrition, which all support clients to manage their condition. Conscious of the importance of maintaining good health, HART provides healthy meals, baby milk for positive mothers, and is registered to refer to Food bank and Food chain services. The charity provides emotional support and listening ear and refers clients to psychologist and counselling services. It targets schools, colleges and youth organisations with information and access to resources around HIV/AIDS transmission and prevention.</p> <p><i>Officer Comment</i> It has been possible to live with HIV with the assistance of medication for many years now and so it is less of a priority for statutory providers. In Hillingdon, HART are the only community service now available to people affected by HIV/AIDS, outside of the medical setting. Their services are critical for ensuring that patients can manage and adhere to their treatment programmes and to support them in crisis. Clients are mainly referred from the Tudor Sexual Health Centre who address their medical needs, in recognition of the broader support required to help people stay well. HART provides a full range of emotional, practical and specialist advice to assist the client back into a stable lifestyle and able to manage their condition including adherence to their treatment. They provide a non judgemental, confidential atmosphere where clients can build up social networks with openness about their condition. Their aim is to enable clients to self manage their illness, prevent further transmission and remain independent in the community.</p>					
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Much of their input is preventative in nature, enabling clients to self manage their illness and lives and remain independent in the community and avoiding costly breakdowns in health. Provision of free baby milk and condoms and HIV awareness raising also helps to reduce transmission rates.

This year, the LBH Public Health contract (their main source of income) was reconfigured and reduced financially, placing new responsibilities on the group to deliver. This has left some of their more social/peer support and well being activities unfunded. They have managed to continue to deliver these independently this year and are seeking external funding to continue in the long term. The contract is being retendered in 2017/18, as part of a larger sexual health contract. HART intends to bid as part of a larger consortium of providers which if successful will see them subcontract from a lead provider. It has engaged this year in discussions and partnership building to support this. However, it recognises the need to increase their external income and reduce dependence on a single source of funding.

HART's corporate grant makes up a small proportion of their total spend, with the majority coming from LBH Public health (£97K reduced to £77K in 16/17). Their funding for 2017/18 is unsecured but they have bids with two large trusts pending and as indicated above are aiming to sub contract on the Sexual Health contract. While this is a time of financial uncertainty for HART, they are actively fundraising and have reserves to cover interim unfunded periods. Officers therefore recommend the funding request.

*Corporate Finance Comment*

The organisation has achieved a breakeven position in 2015-16 but they anticipate to be suffering losses for the next 2 years.

The organisation receives 11% of its income from the LB Hillingdon VS grant. It also receives just under 65% of its income from LBH Public Health and Social Care contract funding and 17% from LB Harrow. The remainder is primarily from fundraising. The financial policy is to retain sufficient unrestricted balances to continue providing services for 6 months in the event of delay in receiving grants. A reduction in any of the grants would impact on the services already provided and any new initiatives planned for the future

The high value of restricted reserves are the costs of land and buildings.

<i>Organisation:</i> <b>Hillingdon Carers</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Provides a range of activities and services for carers under 5 broad categories: 1. Information, advice and support through a number of different access points 2. Health and well being services designed to enable carers to look after themselves through a menu of activities 3. Young carers services designed to meet the needs of young people who are in a caring role with specialist support where mental health or substance misuse is present and a whole family support programme 4. Transition project for young adult carers 5. Education, Awareness and Outreach with schools, statutory agencies, and working in partnership to meet requirements of Carers Act and the Carers Strategy for Hillingdon. 6. Conducting Carers assessments on behalf of the Council				£120,000 contribution to rent, & core salaries	
				<b>Recommendation: £105,000</b>	
<i>No. of Service Users 15/16</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend for Hillingdon benefit</i>
6,433	47	6,000	Met	£105,000	£742,000
<i>Planned activities for 2017-18</i>					
<p>Hillingdon Carers successfully established the Hillingdon Carers Partnership (HCP) and bid for and won the Council's newly combined Carers contract. This represents the majority of Hillingdon Carers income. The members of HCP are Hillingdon Carers (lead), Alzheimers Society, Carers Thames Trust, MIND and Harlington Hospice as sub-contracting partners. This has been a groundbreaking piece of work for the local voluntary sector, led by Hillingdon Carers, aimed at streamlining services and reaching more carers as a result. Targets below are inclusive of the whole contract as well as other externally funded services:</p> <ul style="list-style-type: none"> <li>• 6,000 carers will receive information and support</li> <li>• 500 new adult carers and 143 new young carers will be identified</li> <li>• £500K secured for carers through welfare benefits</li> <li>• 148 carers of people with dementia supported</li> <li>• 2,000 short breaks provided through clubs and trips for young carers</li> <li>• 100 carers access free legal advice</li> <li>• All young carers will have access to a transition to adulthood programme including employment training and support</li> <li>• 70% of young HCP registered carers will be in education, employment or training</li> <li>• £100K in external funding secured for additional services</li> </ul> <p>Service design will promote a single point of access for Carers, a Crisis intervention service where there is risk of breakdown in the caring role, a Family support service to deal with complex carer arrangements on a short term intensive basis and an improved therapeutic care and mental health offers. Long term, they envisage supporting smaller carer groups across the borough, expanding carer cafes, giving employment support to adults when their caring role is finished, and increasing training opportunities.</p> <p>They are active on Hillingdon for All partnership and Wellbeing Service, which the CCG may wish to extend to all residents in the borough with a health condition including carers, in the near future.</p>					
<i>Officer Comment</i>					
Hillingdon Carers has a track record of working in partnership as exemplified both by HCP and Hillingdon for All. It has a strong relationship with the Council and CCG and played a key role in development of the boroughs All-age Carers Strategy. The organisation has raised the profile of carers in Hillingdon on the national stage via Department of Health and National Carers Trust. The corporate grant has been essential in enabling the co-ordination of services via the HCP and establishing an infrastructure for the organisation to manage its new responsibilities.					

Hillingdon Carers has secured external funds from the Hillingdon Community Trust to provide the Young Carers plus project (substance misuse) in the South of the borough and is aiming to roll this out borough wide via the Council contract. It has also successfully secured their funding to provide a dementia support programme (additional to the HCP contract) using volunteers in the south of the borough and from BUPA to train volunteers to deliver a Healthier Carers programme. Lloyds Bank and Carers Trust have awarded them funding for support to young adults in transition to adulthood.

Through donations it supplies free counselling, a number of carer cafes, a physical activity programme for young carers and a family social programme. It has strong links with businesses who provide pro bono support including legal advice, employment mentoring for young people, financial advice for carers delivering further value for money. The Lloyds Bank Foundation is providing expertise with regard to the setting up and management of HCP and sub-contracting.

The HCP contract is worth £646K for 17/18 and combined with the corporate grant, their funding is largely dependent on Council funding (approx 87%). However, they provide quality, professional services and won the tender competitively. They are requesting an increase of £15,000 for additional core costs that will contribute towards the development of a carers centre in Uxbridge and a hub in the south of the borough at Key House. While sympathetic to the request, officers do not recommend the increase at this time.

#### *Corporate Finance Comment*

The organisation has suffered a further deficit in 2015-16 following a surge in expenditure on its N Hance - YAC Transition, Arts, Partnerships Manager and Young Carers project.

The grant received in 2016-17 represents almost 16% of the organisation's income. This year the organisation is requesting a further £15k for 2017-18 mainly to pay for the increase in accommodation costs: rent and service charge.

The organisation has balances of unrestricted reserves which represent under 3 months' running costs. The restricted balances of over £113k appear to be earmarked to cover shortfalls in future Carers contract funding. They also consider the grant from LBH as being restricted income which would seem to be incorrect. If this discrepancy was addressed, the unrestricted balances would be considerable and would not merit an increase in LBH grant especially if these are relating to accommodation costs.

<i>Organisation:</i> <b>Hillingdon &amp; Ealing Citizens Advice (HECA)</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Provides qualified face to face generalist advice, with casework where necessary at 3 bureaux, across the borough. In addition to this core service funded by the corporate grant, the service provides a number of projects that target specific needs including financial/money advice, outreach services, and pro bono solicitor and independent financial advice service.  Clients can access the service via a telephone helpline and website for a call back service, appointments and assessments as well as the traditional drop in service. Personal callers to the bureaux can also access 'assisted self help' advice through information kiosks. To ensure accessibility to vulnerable groups, HECA runs a number of outreach projects targeting mental health, money management and offers mortgage/debt advice services.  Drop-in is open for 39 hours per week with advice by appointment available 5 days per week at Uxbridge, and 3 days at Hayes and 2 days at Ruislip. Telephone gateway advice and appointments are available 4 days per week x 5 hours each.				£280,000 for core advice in 3 bureaux plus management/admin	
				<b>Recommendation: £280,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 16/17 for Hillingdon benefit</i>
7,718	42	16,000+	Met	£280,000	£494,890
<i>Planned activities/Targets for 17/18</i>					
<ul style="list-style-type: none"> <li>• 12,000 client contacts and 1,150 advice sessions delivered</li> <li>• 1,000 clients gain access to pro bono solicitors following a gateway assessment</li> <li>• 20 new volunteers recruited and trained, with an average number of 45 active</li> <li>• £1 - 1.5m secured in financial gains for clients with additional 400 non financial positive outcomes</li> <li>• 25 financial capability trainings conducted</li> <li>• Overall client satisfaction of over 95%.</li> </ul>					
<p>While HECA provide a universal service that benefits all sections of the community, it also recognises the need to provide projects on particular issues such as finances, and to maximise accessibility for particular groups. HECA are expecting through their successful partnership with Toynbee Hall (provision of debt advice) to expand their existing delivery for residents in Hillingdon, including possible new ways of delivering debt advice to severely disabled clients. Based on the experience at Hayes Bureau, HECA will operate a new delivery model at the bureau, funded by HCT, consisting of two Enhanced Gateway Assessors providing immediate support for vulnerable clients to avoid crisis's brought about by delays in claims being processed and decisions made.</p>					
<p>HECA are expecting an increased demand in financial inclusion services as Universal Credit is rolled out in Hillingdon and the benefit cap takes effect, which will be delivered in partnership with the Council and JCP. Numbers of clients with disabilities and long term health issues continues to rise (35% of clients in 15/16) and is expected to continue into 17/18 due to the changes in welfare benefits for this group. Research has also highlighted the need for more debt advice in the borough and HECA are recruiting an additional debt adviser to help meet the demand in 17/18.</p>					
<p>It continues to provide preventative financial capability training aiming to support residents to improve their money management skills, reduce poverty and personal debt problems. The number of direct beneficiaries last year was 539. Staff will also receive additional training to identify and provide support around domestic and sexual violence and other harmful practices.</p>					
<i>Officer Comment</i>					
Another highly successful year for HECA has seen them achieve £1.5M+ in financial gains for clients this year which included £189K in working and child tax credits and £752K through disability and carer benefits.					

422 non financial positive outcomes were recorded including repossessions averted, affordable debt payment plans negotiated resulting in reduced need for statutory interventions. Debt and money advice services are preventative with the added value of being largely externally funded.

Considerable added value is gained through trained volunteers who deliver a high proportion of advice, particularly through reception desks and telephone gateway services so paid staff could focus on complex cases. Thus both reducing staff costs and expanding accessibility of the service. Volunteers also increase the number of languages the organisation can communicate in, which totals 18 currently. Staffing is lean with 9 f/t and 5 p/t paid posts.

HECA maintain close links with the Council, providing intelligence, training, support and strategic input to a number of services, including Housing and Early Intervention as well as other statutory and voluntary sector providers. This feedback on residents experiences of various policies supports the wider community by preventing problems from continuing.

The corporate grant represents just over half of the organisation's total income, a percentage which has been reducing year on year as the organisation secures more external funding. In addition the Council provides the three bureaux rent free. Other funding secured includes £88K in two Council contracts for mental health outreach and money advice for tenants, Hillingdon Community Trust, Toynbee Hall and Citizens Advice.

Unrestricted reserves remain high at £251K, primarily due to the need to designate £96K towards a pension deficit. A further £85K is designated for various contingencies leaving £170K, approximately 4 months running costs. This is in the context of running at a loss for the past two years with another small loss expected this year.

*Corporate Finance Comment*

The organisation has suffered a smaller loss in 2015-16 and anticipates a further £20k loss in 2016-17 before breaking even in 2017-18.

The reserves policy is to hold balances equal to 3 months running costs. The organisation states that it has achieved this, but the figures look as though it is holding almost 2.7 times this value, being held for their pension deficit.

The requested grant represents 55% of the organisation's total income and would significantly curtail their activities if not received.

<i>Organisation:</i> <b>Hillingdon Mind</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> MIND provides 12 day, evening and weekend social clubs which support clients with mental health issues, to reduce social isolation and aid integration into the community. This includes 2 culturally specific support/peer groups, groups in different locations in the borough, including out of hours offers. Free meeting space is made available for 5 further peer support groups. For those more isolated, a 1-1 befriending service and support group is available.  Other services include trained volunteers representing vulnerable clients in police custody; a thriving counselling service, including specialised focus on addictions and gambling; an employment service; a new young people's service and mental health awareness raising and training.				£85,000 for core salaries and rent	
				<b>Recommendation: £70,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
998	140	16,500	Met	£70,000	£557,000
<p><i>Planned activities for 2017/18 include:</i></p> <ul style="list-style-type: none"> <li>• 12 weekly social club support groups</li> <li>• 3 x 10 week anger management courses</li> <li>• 10 mental health awareness sessions</li> <li>• 280 calls to Appropriate adult service responded to</li> <li>• 45 service users befriended with cohort of 50 trained volunteers</li> <li>• 100+ benefit from free and fee paying counselling</li> <li>• 50 clients benefit from employment support</li> <li>• 3 x weekly emotional and practical support sessions for young people</li> <li>• Addictions counselling and gambling counselling sessions</li> </ul> <p>MIND has established new services and expanded their offer in existing areas this year. This includes a new young people's service (16-25 yrs) aimed at reducing isolation through 3 peer support groups building their confidence and ability to access training, education and employment as well as mainstream services.</p> <p>They have recently established a satellite service in the South of the borough to provide addictions counselling through the HAGAM fund and secured funding from Hillingdon Community Trust to provide gambling counselling as well. The counselling service is proposing to engage in awareness raising with schools, community groups etc as a preventative measure and is planning training for volunteer counsellors to address food addictions.</p> <p>The employment support project, funded by the Lottery, offers workshops, group work and individual mentoring and emotional support to help people to access learning, training, and volunteer opportunities to improve their employability. MIND provide volunteering opportunities through its existing services and hopes to increase the number of peer led support groups available this way. Through volunteering clients increase their confidence and work related skills. MIND aims to secure more funding to support the development of peer support programmes.</p> <p>They are part of the delivery group for the Hillingdon Carers Partnership contract, providing support to Carers affected by mental illness. They are also part of the Hillingdon for All partnership, and have seconded a member of staff to lead on assessments and referrals for the Well being Service.</p> <p><i>Officer Comment</i> Hillingdon MIND contributes to service design in Hillingdon through participation on a number of boards and forums such as the Joint Hillingdon Mental Health Transformation Group, and Children and Young People's Partnership Steering Group. With the new addictions service based in Hayes, and support groups across a number of venues, the organisation is more easily accessible to users. It has approximately 140 volunteers</p>					



in a number of different capacities from counselling to running peer support groups. The latter providing identification and lived experience that is mutually beneficial. It has an inclusive ethos and runs specific projects for minority groups such as BME and LGBT, who face particular barriers accessing support. Working with schools, GP practice staff and the general public, they raise awareness of mental health issues in order to promote inclusivity and reduce the stigma associated with mental health issues.

The corporate grant represents 13% of the group's estimated spend. Other funding from the Council in contracts totals £95K. The CCG fund counselling for £59K and further £25K via the Hillingdon for All service. Along with the Lottery grant of £52K for employment support, MIND are hoping to secure funds from ESF as part of a joint bid to deliver more work related activities and have further bids planned.

The organisation is seeking an increase of £15K to the grant for 2017/18. MIND's unrestricted reserves have reduced as it has drawn on these to supplement service delivery for the past few years. Unrestricted reserves stand at 3 months running costs with anticipated budgets and income indicating shortfalls for this year and next.

Last year the organisation bid for an increase which officers recommended was reviewed this year in the light of actual rather than projected expansion. The organisation provides value for money and has delivered as intended across additional areas of need. Officers are sympathetic to the request for an increase and recognise the need to expand the core to support its extra activities but suggest that the organisation adopt a more full cost recovery approach to ensure the organisation's sustainability.

*Corporate Finance Comment*

The organisation has requested an increase in grant funding to cover additional salary costs for Office Administrator and for the rent of the Aston House Office.

The application anticipates it will make deficits of around £46k in 2016-17 and £30k in 2017-18. The value of the current reserves represents just under 3 months of running costs and could cover a one-off decrease in grant without effect upon the services provided but in the long term this would be unsustainable.

<i>Organisation:</i> <b>Hillingdon Shopmobility</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Shopmobility provide mobility aids such as scooters and wheelchairs for in and around Uxbridge Town Centre. They also hire manual and powered scooters for periods outside the town centre for holiday excursions or day trips. They hold individual events such as assisted shopping at Christmas and provide scooters at the local auto show and sell small mobility items.  The service is available 6 days per week from 9.15am - 4.45pm and is staffed by 5 part time staff and 4 regular volunteers.				£22,000  Operations Manager and contribution towards Senior Administrative salary	
				<b>Recommendation: £22,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
685 clients (4,450 visits)	13	1,820	Met	£22,000	£68,227
<i>Planned activities for 2017-18</i> Shopmobility is affiliated with the National Federation of Shopmobility and adhere to their high standards and practices. In addition to enabling customers' access to independent shopping, some customers use the service to attend clubs, meet family and friends, do voluntary work and access other facilities in the town centre. Service aims for next year include:					
<ul style="list-style-type: none"> <li>• Enable 5,000 shopping visits to Uxbridge</li> <li>• Provide 70 registered users with electric scooters or manual wheelchairs for holidays or day trips</li> <li>• Provide 15 electric scooters for users at the annual Autoshow in July</li> <li>• 100 disabled residents attend Assisted Christmas Shopping event</li> <li>• Promote services and offer demonstrations at additional events</li> <li>• Register 250 new customers</li> </ul>					
<i>Officer Comment</i> This practical service aims to ensure integration of elderly or disabled and isolated clients and promote their independence and access to the normal range of recreational activities available to able bodied people. Carers can also potentially benefit from the opportunity for respite. Promotion of services and demonstrations are offered to Sheltered Housing, schools and clubs.  Five part time staff are supported by 13 volunteers, who provide 30 hours cover per week in the office and a further 5 hours per week on promotion and fundraising activities. This enables the organisation to keep staffing costs low. A survey 4 years ago showed that Shopmobility customers spent around £238K at the Pavilions and it is anticipated that a similar amount is spent in INTU each year, therefore the service benefits traders as well.  The corporate grant makes up 32% of the groups anticipated spend. Other income is derived from LBH transport grant (£2K for Christmas shopping event), the INTU shopping centre (£10K), local fundraising (£11K), traded income (£2K), and membership fees set at £23.00 per annum accumulating approx £16K. The group are anticipating an operating loss of £5K this year and next year if they need to replace equipment and cannot fundraise for this externally (have a bid planned to City Bridge Trust). Otherwise, they will break even both years. Reserves are comfortable at 4 months running costs.					
<i>Corporate Finance Comment</i> This organisation has suffered deficits in 2015-16 and in 2014-15. This is due to nil income raised from mobility products and increased expenditure on support costs due to depreciation charge.  The organisation is expected to suffer losses in 2016-17 and 2017-18 if the City Bridge bid is unsuccessful.  Its unrestricted reserves are to cover over 4 months running expenses, to provide cash flow in the event of late funding payments and to cover unplanned repairs to the vehicle fleet. If the grant is withdrawn it will impact on the services provided.					

<i>Organisation: Hillingdon Women's Centre</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> HWC provides a space for women to access information, advice and guidance, signposting, drop-in support, domestic violence interventions, low cost legal advice, health and well-being and social related activities and training opportunities. It provides interpretation where needed and supported volunteering opportunities for women seeking to build their skills and experience to become job ready. HWC promotes self-empowerment, via opportunity, advice and friendship, enabling women to find the next best step forward for their situation. The organisation plays a key role in the Women in the Community Network and are active members of the Hillingdon DV Action Forum.				£32,000 contribution to core salary costs	
				<b>Recommendation: £25,000</b>	
<i>No. Of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
2850 (inc 1,050 drop in Centre)	20	7000	Met	£25,000	£92,863
<i>Planned activities for 2017-18</i>					
HWC aims to continue to provide: <ul style="list-style-type: none"> <li>• 1,000 Drop-in sessions for women including support and interventions relating to Domestic Violence</li> <li>• Over 500 legal advice sessions and 300 women will be supported around welfare benefits</li> <li>• Supporting over 50 women into work placements, volunteering and further education</li> <li>• Run a DV support group, facilitated by a trained Counsellor</li> <li>• Lead role in Women in the Community events including International Women's day.</li> <li>• Weekly ICT skills club, &amp; regular social events</li> <li>• Work closely with the DV Action Forum and other agencies to improve DV support for women</li> </ul>					
Plans for next year include; expanding the employment programme developed from their previous volunteering scheme and expanding the provision of low cost legal advice.					
<i>Officer Comment</i>					
HWC has continued to move forward with their process of transformation and service improvements. Following their participation in the HARP project, which aimed to coordinate information advice and guidance services across the borough delivered by the voluntary sector in Hillingdon, the centre has improved its IAG practices including adopting the database Charity Log.					
They have strengthened the management committee by recruiting new skilled members and have refreshed their business plan. In order to deliver against their new vision and business plan they continue to apply for a number of different funding opportunities as well as building on business sponsorship and other giving. In addition to the Lottery bid, they have made an application to the DWP for further funding, Heritage lottery fund and Nationwide.					
HWC are the only centre providing a holistic service and a safe space to vulnerable women in the borough. They are an integral part of the voluntary and violence against women sector in Hillingdon, and receive and make many DV referrals to and from different agencies. They also provide a unique service in relation to supporting women to rebuild their lives following DV alongside more general support to all women in coping with other issues that affect their lives and well-being. They are active in the community and boards and forums. Their volunteers provide value for money by enabling the centre to provide a range of services and skills such as legal advice, therapists, job skills such as ICT, therefore minimising the costs of providing the support women need. They own their own premises, which ensures that overheads remain relatively low.					
HWC are requesting an increase for 2017/18 to contribute to core running costs. With 1 full time member of staff, the Centre struggles to balance staffing the centre at the same time as attending the broad range of community events/forums required of a universal service. While sympathetic to the request for an increase,					

officers are keen to see the Centre bring in more external funding to increase their staff complement rather than increase their reliance on the Council.

*Corporate Finance Comment*

This organisation has suffered a deficit in 2015/16 due to an increase in fundraising trading costs and a reduction in voluntary income.

The application form states that they are expecting to suffer deficits in 2016-17 and 2017-18 from increased expenditure and reduced income levels. They have requested a £7k increase in grant for 2017-18, £4k for staffing costs and £3k towards general running costs of the office.

The LBH grant awarded for 2016/17 represents over 36% of total income and its withdrawal would impact severely on the ability to maintain current levels of service.

<i>Organisation: Mencap Jubilee Pool</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> The hydrotherapy pool provides a warm water facility that is ideal for recuperating patients following hospital treatment. It is also used for clients with learning disabilities and for children in the wider community to receive swimming lessons.  It is run entirely by volunteers and the pool comes under the umbrella of Mencap South Hillingdon.				£5,000  Running costs of hydrotherapy pool	
				<b>Recommendation: £5,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
600+	15	N/R	Met	£5,000	£19,700
<i>Planned activities for 2017/18</i>					
Mencap plans to continue to operate the pool for the benefit of three groups; those with learning disabilities, teaching swimming to children and to aid recovery for patients following hospital treatment.					
Hillingdon Hospital's physiotherapy unit use the pool regularly for patients under their care. Many of these users continue using the pool after discharge by joining another group slot for people with long term disabilities. The pool is also used regularly in term time by local special needs schools, enabling teachers to support their pupils safely and without outside distractions from other pool users.					
Mencap rent slots to a swim school who use it for teaching children to swim during term time. This ensures the facility is adequately used and contributes to the running costs. This also provides significant benefits to a number of children from the local area.					
The pool is run by volunteers with the Lifeguards fees being paid for by Mencap Hillingdon South. Following funding of £11K from the Mayor's fund in 2015/16, the pool has been relined, resulting in a much improved experience for users. Another recent improvement has been the installation of a heat pump which has significantly reduced the costs of heating the pool with a boiler and acquisition of a replacement pool cover.					
<i>Officer Comment</i>					
This is the only warm water pool (33 degrees) of its size in the borough. It provides a safe leisure space for Mencap's users as well as a therapeutic intervention and swimming lessons for the wider community.					
The pool requires constant maintenance and refurbishment to ensure that it is running efficiently and adhering to health and safety regulations. The pool has an active committee of 8 who manage and fundraise for the capital improvements. Sadly it has had to relinquish a major capital grant from City Bridge for new changing rooms, which was secured last year due to lack of match funding for the project.					
The grant made up 26% of the anticipated spend for 2016/17. The majority of the remainder comes from pool fees with a small addition from local fundraising. Fluctuating costs and the need for capital to be readily available for repairs, requires that they hold reserves at a healthy level. Currently they stand at £37K. Outstanding works include renovating the changing rooms which will require considerable fundraising efforts.					
<i>Corporate Finance Comment</i>					
The organisation has achieved a surplus in 2015-16 despite having suffered losses in the last 2 years as expenditure on the pool refurbishment has eaten into the reserves set aside for this purpose. The organisation is forecasting a smaller surplus in 2016-17 and a surplus of £2.8k in 2017-18.					
Although it holds unrestricted funds of a value that could cover the loss of the LBH grant, this balance is kept for any emergency which may arise.					

<i>Organisation: MHA Northwood Live At Home Scheme</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> MHA provides much needed support to elderly people in Northwood Hills and Northwood to enable them to remain living independently, without the isolation often associated with getting older. Activities are all provided with the assistance of trained volunteers and include befriending, assisted shopping, lunch and social clubs, exercise classes, transport and information.				£15,000 contribution to core salary and running costs	
Northwood Live At Home Scheme (MHA) complies with Methodist Homes National quality standards and operates out of various venues in Northwood.				Recommendation <b>£15,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
164	53	2,500-5,000	Met	£15,000	£106,100
<i>Planned activities for 2017/18</i>					
<ul style="list-style-type: none"> <li>• Weekly social groups + weekly lunch clubs</li> <li>• Weekly exercise + yoga classes</li> <li>• 200 x 1-1 assisted shopping trips</li> <li>• 4-6 group shopping trips + 4 group lunch outings</li> <li>• Monthly weekend or evening activities</li> <li>• Monthly iPad training + music therapy groups</li> </ul>					
<p>Members are assisted depending on their needs and requirements by a large cohort of volunteers. Ad hoc befrienders support those who are housebound or recently bereaved. Volunteer drivers can assist members to attend activities. Some of the volunteers are themselves older people who wish to engage with others to reduce their own loneliness. The activities have a pronounced social and health element and contribute to improved physical and mental health, confidence, stimulation for those with early stages of dementia etc.</p> <p>Plans include introducing an art class next year, developing more intergenerational activities like the iPad training and increasing the male membership, which is currently under-represented.</p>					
<i>Officer Comment</i>					
<p>Membership has risen from 136 in 2015 to 164 to date due to the hard work of the staff and volunteers. Most of the members are aged 80-90. There is an established link between loneliness and poor physical and mental health and the Scheme supports those in danger of depression or with additional needs to improve their social connectivity. The group maintains a good working relationship with other providers such as Hillingdon for All Well being Service and Age UKH with whom they mutually refer. They also take referrals from the Council's Older People's Services and NHS.</p> <p>LBH funding totals £18,500 (corporate grant and dining centre grant) which represents 17% of their total income. The national Methodist Homes Association provides an additional £22K per annum and member contributions bring in a further £21K. Local fundraising, donations and trusts make up the remainder. The scheme has always represented good value for money and its income has been stable. Small bids have been made locally for additional activities.</p> <p>Officers have considered their reserves to be overly cautious and the organisation has responded by strengthening its core operation with a part time administrator recruited this year (16/17 funded from reserves). The scheme is mindful of its volunteer reliant structure and the need to manage the volunteers appropriately and safely. Therefore any future expansion needs to consider the ability to maintain paid staff and similarly, if addressing higher end needs will require specialist staff, rather than volunteers. The organisation is exploring multi-year funding from trusts assist them to meet the rising demand for their services.</p>					

*Corporate Finance Comments*

The organisation has suffered a deficit for year ended 30<sup>th</sup> June 2016. The application form states that they are expecting to suffer £18k loss in 2016-17 and £19k loss in 2016 due to an increase in expenditure against reduced income levels.

The organisation's policy is to have 6 months full costs and to allow for staff redundancy costs in reserve, however they are currently holding over 8 months running costs in reserve to allow for the office refurbishment and to cover a further shortfall in the funding streams.

The grant represents a large proportion of the organisation's income and if the grant was reduced or stopped it would impact on the activities that they carry out.

<i>Organisation: Relate London North West</i>				<i>Amount Requested and Proposed Use</i>	
<p><i>Description/Activities</i></p> <p>Relate North West provides counselling support to families in eight boroughs including Hillingdon. Counselling services in the borough include family, sexual, 1-1, mediation and relationship counselling. This assists clients to strengthen their marriages and/or families, avoid separations, support children and enables divorcing couples to go through the separation process without court intervention.</p> <p>They hold sessions at Dovetail Community Outreach and at their Harrow head quarters for Hillingdon clients.</p> <p>They provide back office support to the Uxbridge Contact Centre, which provides opportunities for separated parents to meet their children in a safe neutral environment.</p>				£13,013	
				Counselling in Hillingdon	
				<b>Recommendation: £12,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
951 unique clients	0	0	Met	£12,000	£100,101
<i>Planned activities for 2017-18</i>					
<p>Relate have had a steady presence in the borough for a number of years and is a solid and respected agency. Their core activities cover a far broader range than the perceived 'marriage counselling' with support packages offered to schools, training and family mediation as a result of divorce.</p> <p>They also hold separate contracts with Hillingdon schools for counselling to students and run a mediation service funded by CAF/CASS for couples who have decided to divorce. The aim of the latter service is to work with both parties to ensure a mutually acceptable agreement can be reached in relation to children, property and finances. They offer an education and training programme which works with individuals to improve relationships or people working with vulnerable groups.</p> <p>Relate expect to deliver 1,100 counselling sessions in Hillingdon next year, broken down as:</p> <ul style="list-style-type: none"> <li>• 847 supported counselling sessions</li> <li>• 209 supported initial consultations with a counsellor</li> <li>• 44 supported psychosexual therapy sessions</li> </ul> <p><i>Officer Comment</i></p> <p>The grant represents 12% of the total spend in Hillingdon. The majority of funding comes from client contributions and the LBH grant assists clients that cannot afford to pay all or part of the cost as clients are charged on a sliding scale based on what they can afford. These arrangements help Relate keep their costs affordable, and accessible to a greater number. It offers value for money, since on average the Council grant pays 18% of each counselling session delivered. The loss of grant from the local authority would force Relate to only continue to see those clients who could afford to pay the full cost.</p> <p>In many cases these interventions prevent further costs to the Council and statutory services i.e. children in care, or costly court proceedings.</p> <p>The request for an increase is to maintain the subsidy at 18%, as the cost per session has increased from £60 to £65 this year. The organisation suffered a reduction in grant income in 15/16 but their balances overall are healthy with approximately 6 months unrestricted reserves. Although just under half of this is designated for a potential relocation of the Head office, and the organisation is forecasting a deficit for this year and next, officers do not at this time recommend the increase.</p>					
<i>Corporate Finance Comment</i>					
<p>The organisation achieved a surplus in 2015-16 due to increased income level than expenditure on charitable activities. The application form forecasts losses for 2016/17 and 2017/18.</p>					
The request for a grant increase of £1k will continue to be made towards the counselling sessions provided within					



Hillingdon.

They have large balances of unrestricted reserves which could be used to fund their grant request. The grant sum requested only makes up 1.5% of their total income, but as the organisation is an out of borough service and without the grant they may not be able to subsidise the costs of the service for those who cannot afford to pay.

<i>Organisation: Hillingdon Samaritans</i>				<i>Amount Requested and Proposed Use</i>	
<p><i>Description/Activities</i></p> <p>The Samaritans core service provides 24 hour emotional support by phone, email and text message, 7 days a week, for residents in need of acute emotional support. Their service is free and confidential and clients can access the Centre at specific drop-in times.</p> <p>The Samaritans work with local organisations such as Brunel, Uxbridge College, Uxbridge Police, British Airways and local schools, raising awareness of and access to the service. It delivers training in listening ear skills to local groups including Street Angels.</p> <p>The organisation is entirely run by trained volunteers. Training takes 6 weeks and is scheduled 3 times a year.</p>				£5,000 contribution to branch running costs and volunteer expenses	
				<b>Recommendation: £3,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
22,000 contacts	71	6,000	Met	£3,000	£15,404
<p><i>Planned activities for 2017/18</i></p> <p>The branch is aiming to increase its number of volunteers trained and in turn hopes to support an additional 10-30% of callers. They have experienced a significant increase in demand since the introduction of a Freecall number.</p> <p>The branch is forging new partnerships with Central and North West London NHS and the London Community Rehabilitation Company (works with London offenders on probation). By providing listening skills training to other groups, they hope to improve their outcomes. Raising awareness of pupils at schools helps students to recognise signs of emotional distress either in themselves or others and give them some tools for support.</p> <p><i>Officer Comment</i></p> <p>The 24/7, 365 days of the year support the organisation provides is an excellent return for the level of financial support committed via the grants budget. There are no paid staff and the branch owns and maintains its own property. Other funding comes from individual donations, schools and a few businesses respectively. Volunteers are well trained and supported and commit thousands of volunteer hours each year.</p> <p>The Samaritans have considerable reserves although most of these are fixed assets associated with the property. Of the £47K left, £30K is designated for property maintenance with the remainder representing approximately a year's expenditure. It is not therefore considered necessary to increase the grant to that requested.</p> <p><i>Corporate Finance Comment</i></p> <p>This organisation has experienced an increase in expenditure more than the increase in income for 2016. It expects to breakeven in 2017 and 2018 with the assumption that the requested grant is awarded.</p> <p>The organisation's policy is to hold reserves equivalent to 18 months running costs, however they are currently holding lot more in the reserve than required.</p>					

<i>Organisation: Victim Support Hillingdon</i>				<i>Amount Requested and Proposed Use</i>	
<p><i>Description/Activities</i></p> <p>Victim Support provides free practical and emotional support to anyone affected by crime in the borough. They are a national organisation structured to have a local presence of trained volunteers who will contact victims and offer support. The service is independent of the police but works collaboratively, taking 90% of their referrals from them.</p> <p>Their aim is to reduce the impact of crime on victims and will assist whether the crime has been reported or not and regardless of when it happened. They respond to individuals social, economic, emotional and health needs resulting from their experience.</p> <p>VS also delivers a pan London domestic violence programme in Hillingdon centrally funded by MOPAC. The contract supports 6 DV staff in LBH but for the purposes of this assessment, figures are not included.</p>				£10,540 for volunteer training, administration and premises costs	
				<b>Recommendation: £10,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
7,230 referrals of which 788 required ongoing support	22	6,000	Met	£10,000	£80,000
<i>Planned activities for 2017/18</i>					
<ul style="list-style-type: none"> <li>Recruit and train volunteers for the community support programme and manage them delivering to the public</li> </ul> <p>Last year using trained volunteers, they co-ordinated 7,320 victim referrals, provided needs assessments for 2,995 of those and assisted 788 with ongoing help. Residents are provided with home visits from 8am - 8pm Monday to Saturday by volunteers or clients can meet at outreach centres throughout the borough. Training includes mental health, disability awareness, data protection, confidentiality, and safeguarding. More in-depth training is available on domestic violence and supporting child and youth victims and bereavement.</p> <p>This year in addition to the standard delivery of a community support team, VS hope to raise funds for a crime prevention programme in the south of the borough:</p> <ul style="list-style-type: none"> <li>Secure funds</li> <li>Recruit and train 9 extra volunteers to target under-represented groups such as traveller communities, BME and disability groups</li> <li>Target community groups with awareness raising and encouraging them to report crime and access support available</li> </ul> <p>Victim Support work closely with the police and work in partnership with a range of statutory and voluntary sector providers. They are represented on Multi Agency Domestic Homicide Review, Independent Advisory Group and the Safer Neighbourhood Board and the Domestic Violence forum.</p> <p><i>Officer Comment</i></p> <p>VS has a cohort of 1.5 staff working in the borough who recruit, train and supervise the volunteers. The Council grant makes up 13% of the running cost of the programme with the rest of the funding from MOPAC. The majority of the corporate grant is spent on volunteer training/expenses and accommodation costs.</p> <p>Without the community service, residents would not be able to access a single point of support but would have to seek help from a range of providers. This is a low cost alternative that ensures that anyone who requires it can find out easily what they are eligible for, enlist support accessing the justice system and get their emotional and practical needs met (such as lock fitting, alarms etc).</p>					

As mentioned above, VS are in the process of bidding for a Hillingdon Community Trust grant (£10K primarily for materials) to enable them to deliver a crime prevention service in the south of the borough. This is based on the premise that fewer minority communities report crime nor seek support for it. If the bid to the trust is successful, they wish to use the corporate grant to match fund it to strengthen the offer of community support with a prevention focus.

Officers recommend funding VS at last years level and if the HCT bid is successful will seek assurance that there will not be any loss or impact on the borough-wide community support programme.

*Corporate Finance Comment*

This organisation operates nationally and the accounts provided reflect the consolidated position as at 31 March 2016. They have suffered huge losses in 2015-16 due to the loss of the national Witness Service contract and a number of smaller contracts.

The request for a grant increase of £500 is due to a recruitment event across the borough.

The grant requested represents only 0.02% of the organisation's income and could be funded from existing balances, however as Victim Support is a national charity the services to LB Hillingdon may be affected without any financial support.

<i>Organisation: Royal Voluntary Service (RVS)</i>				<i>Amount Requested and Proposed Use</i>	
<p><b>Description/Activities</b> This national organisation supports older people through a range of interventions provided by volunteers to enable them to have more active and fulfilling lives. RVS has set up a 1-1 befriending and signposting service in Hillingdon for people with dementia and their carers to improve their quality of life. The service is now in its 5<sup>th</sup> year.</p> <p>They recruit, train and allocate volunteers as befrienders, who visit clients, socialise, and undertake small tasks etc. This improves the quality of life of the client, particularly those in early stages, who are not receiving services but who may be isolated and at risk of harming themselves. It also provides a short amount of respite for carers.</p> <p>The project seeks to raise awareness of dementia among the public and actively supports the national dementia awareness campaign.</p>				£40,000 Salary for co-ordinator and associated project costs	
				<b>Recommendation: £40,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
240 (of which 49 befriendees)	38	3,200	Met	£40,000	£40,000
<p><b>Planned activities for 2017/18</b></p> <p>The core programme of befriending will continue with following targets:</p> <ul style="list-style-type: none"> <li>• Maintain 40 trained volunteers to deliver the service</li> <li>• Provide 1-1 befriending to 60 clients</li> <li>• Provide 200 people with advice, information and signposting on dementia</li> </ul> <p>The service is developing new elements to support befriending. For dementia sufferers, work is going ahead developing crafting groups to make fiddle blankets as this is proven to relieve stress in sufferers. It will also raise awareness in the crafting groups of dementia. A customer engagement volunteer has been recruited who will be able to undertake some of the initial assessments of referrals needs and draw up the care plans to guide volunteers, thus freeing up some time of the co-ordinator. A pilot taxi driver scheme is also in development to assist sufferers to access facilities outside the home.</p> <p>The scheme recently moved from Age UKH premises at Townfield to Key House, which the co-ordinator hopes will establish linkages with relevant groups accommodated there.</p> <p><b>Officer Comment</b> The service targets support to those during onset and early stages of dementia where there is less statutory cover, by addressing isolation and enabling those affected to remain part of the community. Carers are supported with information and signposting to various services provided by statutory and voluntary sector groups. Volunteers are offered training in basic and advanced dementia care skills.</p> <p>The service is part of the Pan-London Dementia Action forum raising awareness of dementia and bringing together organisations to deliver more effective solutions locally. It has also been invited to join the local Dementia Steering Group.</p> <p>The project provides value for money with only one paid staff member and the training of volunteers, DBS checks, marketing, risk management etc provided centrally by RVS. It benefits from the experience of a national organisation running schemes in other areas as well as infrastructure support. Keeping clients safe and prolonging their ability to remain in their own homes, delays the need for costly residential or hospital care.</p> <p>The project continues to struggle to manage the constraints of its model in order to expand the reach and maximise outputs. Demand is far higher than can be supported which often means that the service is closed</p>					

for referrals to avoid undue waiting times to be matched to a befriender. Despite attempts by the co-ordinator to collaborate and work with other local organisations, the pressure of having one staff member to manage the scheme does limit the outcomes. Officers have been supporting RVS to scale up the impact by facilitating discussions with other related organisations to explore joint working initiatives and encouraging fundraising for additional staff.

The grant makes up the total of their income for the scheme. Officers are keen to see this situation change and will be working with them to this end. A healthy reserve has been accumulated largely from the initial setting up of the project which can be used as match funding for new initiatives. Given the scale and cost associated with dementia, it is therefore recommended to continue to fund the scheme, ensuring that the next year sees tangible progress in extending this much needed project.

*Corporate Finance Comment*

The accounts provided are the national charity accounts of the company.

The organisation's deficit has reduced in 2015-16 but failed to achieve its objective of bringing the deficit below £1.6m. Income in relation to services continued to decline due to the closure of retail units, however its expenditure was reduced at the higher rate.

The deficit has resulted in the organisation having to draw down from its balances. Although its national balances are considerable, this is an out of borough service and activities in LB Hillingdon are funded solely via the Council. Without the funding, the organisation may not be able to provide the services to Hillingdon.

<i>Organisation:</i> <b>Recycle-a-Bike Uxbridge Ltd (RAB)</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Recycle-a-Bike (RAB) recycles abandoned and donated bikes and provides a cycle repair service, which has environmental benefits. Refurbished bikes are sold to the public generating some income.  It is a non for profit company that exists to support people with mental health issues with skills and confidence to engage in mainstream life and gain employment related training.  RAB runs a bike maintenance facility, a shop and a park cafeteria that all offer work experience, training and volunteering opportunities to unemployed residents with mental health (MH) conditions.				£20,000 contribution towards staff, volunteer training/expenses and running costs	
				<b>Recommendation:</b>  <b>£13,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
30 residents with MH issues  (+ 500 donated to or used the bike shop)	7 volunteers running the scheme  5+ builder vols	1,664 running the scheme  5,000+ refurbishing premises	Met	£13,000 grant (& S106 £12,000 making total £25,000)	£77,380
<i>Planned activities for 2017/18 include</i>					
<ul style="list-style-type: none"> <li>• Continue to operate Recycle-a-Bike and the Rusty Bike park cafe from the organisation's new location in Fassnidge Park</li> <li>• Finish the renovation of the site in addition to the major repairs already completed</li> <li>• Offer 'bike related' work experience and training (some accredited) to 20+ residents who suffer from mental health conditions</li> <li>• Expand the cafe's menu, visitor numbers and catering related work experience opportunities (10+)</li> <li>• Collect and recycle a minimum of 50 bikes and work with the Council to deliver the staff bike loan scheme</li> <li>• Establish an income generating Bike Parking scheme and promote the cafe to cycle groups</li> <li>• Expand the number of lead volunteers and increase the number of female clients</li> </ul>					
<i>Officer Comment</i>					
RAB is a social enterprise which supports people with mental health issues to gain skills in bicycle repair and work experience in retail. In June 15, RAB became a fully incorporated not-for-profit company. It successfully supported 30 residents delivering 3 x 2 - 4 hr sessions per week in cycle maintenance training, in last year through refurbishing and selling discarded and donated old bikes.					
Having secured a 3 year Council lease for premises in Fassnidge Park in October 2015 to operate the shop, workshop and cafe from, they have set about the extensive renovation required including a new roof, windows, electrics and toilets. They financed the renovations themselves using volunteer labour to keep costs to a minimum.					
The defunct cafe has been re-opened, RAB relocated and the site's cafe, bike shop and workshop is fully operational. Consequently, they are now in a position to offer more unemployed clients, work experience and catering/hospitality training opportunities. The Cafe also increases the potential for income generation.					
RAB has 1 paid member of staff who manages the whole operation (seconded from the NHS until June 2017 with plans to make the post permanent). A further 7 skilled volunteers assist as supervisors and trainers to the work experience volunteers. It is anticipated that RAB will take on more paid staff as the organisation grows and generates more income.					

The scheme offers considerable value for money on a number of levels. The estimated costs of materials for the building work is £9K with a further £4K required on other buildings on the site has all been met at their own cost. There has been a strong commitment from a number of skilled people who have volunteered to renovate the building, and work with the organisation. A derelict site has been regenerated for use of all residents as well as making it a destination place for bike enthusiasts. It is cost effective as it generates income as well as reducing waste and operating for a social benefit. They received a Heathrow Community Fund grant of £20K last year.

RAB has developed a range of local partnerships including with Job Centre Plus and Mental Health & Addiction Services who make referrals. They assist the Council to deliver the staff bike loan scheme and they attend Brunel fresher's fair where they sell recycled bikes.

Last year, officers recommended a commitment over the next two financial years which would contribute to the employment of a full time co-ordinator. During the first year (2016/17) RAB received £25K which was made up from a core grant of £13K and some S106 employment training funding. RAB have requested a smaller amount this year of £20,000 as it is anticipated that their income generating activities will grow when they are fully established in their new premises. It seems likely that a similar reduced amount might be required in 18/19 to fully sustain the operation. Given the value for money, the relatively small investment and multiple positive outcomes, it is recommended to continue funding RAB from the corporate grants budget at a similar level to last year and again look to 'top' this up via section 106 funding or another appropriate budget.

*Corporate Finance Comment (last years)*

This is the second time the organisation has applied for a grant. They achieved a surplus in 2015-16 and forecast surplus for 2016-17 and breakeven position for 2017/18 assuming a contribution of £20k is received from LBH.

The organisation only aims to apply for a further £15k grant funding for 2018 as it hopes to be self-sustainable by the end of year three.

This organisation has moved to a council owned property in Fassnidge Park from September 2016.

The unrestricted reserves are held to pay for the day to day running costs and renovation costs of the new premises. The restricted balances are for the development for the Cafe and to pay for a part time cafe supervisor.



<i>Organisation:</i> <b>Bell Farm Christian Centre (BFCC)</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Bell Farm operates in a particularly deprived area in West Drayton with a history of juvenile crime, providing services aimed at preventative early intervention. These include projects for children and families, older people, advice services, parenting support, and training and education.  Bell Farm has expanded delivery to other parts of the borough such as Heathrow Villages and Harefield but its core work is in West Drayton. Various clubs for children/parents and young people are held on a regular basis. Lunch clubs and events are held for older people and an outreach service is provided for the housebound.				£55K for management, advice and families services	
				<b>Recommendation: £50,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
2259	32	6,830	Met	£50,000	£492,000
<i>Planned activities for 2017-18</i>					
<ul style="list-style-type: none"> <li>• 100 families supported through stay and play groups</li> <li>• 80 children participate in summer holiday playschemes</li> <li>• 75 older people attend weekly lunch &amp; social club &amp; 25 isolated older people receive regular visits</li> <li>• 900 clients supported with advice and information from 14 hours of drop in x 48 weeks</li> <li>• 150 parents attend parenting courses and weekly parent support groups</li> <li>• 45 individuals supported with other training courses</li> </ul>					
Plans for 2017/18 include continuing to develop the new local food bank in partnership with other churches and affiliate with the Trussel Trust, secure funding to appoint a part time co-ordinator and increase distribution. There are discussions around provision of advice at the point of food distribution to aid prevention of crisis occurring. BFCC in collaboration with the national Food Share, will also receive surplus food from a local supermarket for distribution to local families in need.					
Funding has been secured to deliver additional activities for older people on a weekly basis using the new extension. A regular under 5's soft play activity is also being planned.					
<i>Officer Comment</i>					
BFCC are a highly committed and locally trusted organisation. They work with traditionally excluded and hard to reach communities such as Travellers, assisting them to integrate into the wider community. This year has been particularly challenging for Bell Farm as it saw the retirement of its founder member and minister, Tony Pilkington and managed an extension to their premises and some funding uncertainties.					
As a result the organisation has restructured its management with the role of Business Operations transformed into Director of Services who will provide the strategic direction, management etc and a separate Minister for the Church. The new Director of Services has been recruited. Phase 1 of the build is nearly finished with some outstanding bids to improve disability access. On completion, more older people will be accommodated in the lunch club, the Advice service will have a confidential interview room and more space will be available for the other activities and courses run by the centre. Next year therefore will necessarily be one of consolidation as the new Director settles in and they begin to deliver in the newly built premises.					
LBH will be tendering the parenting courses next year, hitherto delivered by BFCC, which adds some uncertainty for that activity. However now the major fundraising efforts for the extension have been realised, the organisation can focus on fundraising for activities next year. They have secured City Bridge and Hillingdon Community Trust grants for the advice service, and estimates income from local fundraising and activities at about £65K. A 3 year BBC Children in Need bid is planned for after school learning as well as various annual and capital grants. The corporate grant represents 10% of the organisations expenditure for 16/17 but this includes some of the costs of the build, thus inflating their usual spend by approximately £200K. Next year it is estimated this will return to around £300K.					

BFCC provides valued engagement and regeneration in a local area that continues to need support. In fact pressure on services is increasing due to nearby building developments. The community's relative peacefulness can be attributed to the work the organisation carries out which focuses on prevention and integration. The advice service supports residents to live in settled and affordable homes; work with older people ensures that they can maintain their independence longer in better health; parenting and other courses support families to make better choices and improve their lifestyles. Attending to children's basic needs and young people's aspirations promotes positive outcomes for the future. In short, such a preventative agenda fits well with Council priorities, provides value for money and potential savings to the Council. It is recommended to fund at the same level as last year.

*Corporate Finance Comments*

The organisation achieved a surplus for the past two years. This is due to an increase of funds received through numerous income streams and reduction in expenditure on charitable activities.

The majority of the grant will contribute towards staff salaries. The requested grant increase would go towards the centre's Advice Information and Care Service supporting users on a variety of issues such as housing, domestic violence, debt etc. with a particular focus on disadvantaged and vulnerable members of the community.

The unrestricted reserves equate to less than half of the grant requested and is the minimum amount required to keep the organisation afloat for 1 to 2 months in case of a significant drop in funding.

<i>Organisation: Centre for ADHD &amp; Autism Support (CAAS)</i>				<i>Amount Requested and Use</i>	
<p><i>Description</i> CAAS aims to support, educate and empower individuals with ADHD and/or autism, their families and the community. Originally based in Harrow, it has since moved to Eastcote and is working with Hillingdon residents although the majority of clients come from Harrow.</p> <p>It is a parent led registered charity, providing support to parents/families and individuals affected, both young and old. It runs various support groups, 1-1 drop ins, counselling, parenting courses, workshops, education, health and benefits information.</p> <p>A youth programme provides support to young people during various transition phases in their lives, drama therapy and clubs. Training and support groups are provided for adults with ADHD and Autism.</p> <p>They also work with schools and professionals to raise awareness of the conditions.</p>				£23,805 salary and revenue costs	
				<b>Recommendation: £10,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 15-16</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
496 of which 87 LBH residents	6	650	N/A	£10,000	£178,000
<p><i>Officer Comment</i> While the majority of clients come from and are funded by Harrow, Hillingdon residents have substantially increased this year, (87 in 15/16 to 72 in the first quarter 16/17) following the award of their first grant. They have supported several Hillingdon schools in the past year, including Haydon school and Ruislip High, whose staff have benefited from their training. They have attended parent support groups and supported individual parents in Coteford Juniors, Bourne Primary, Newham, Queensmead, Grangewood, Hayes Park and others. They run an 'Empowering Ourselves to be heard' training for professionals which they deliver on site or in schools. This includes a panel of speakers with ADHD and autism.</p> <p>They aim to increase Hillingdon clients at the centre (in addition to schools support) in 17/18 to:</p> <ul style="list-style-type: none"> <li>• 100 drop in's or 1-1 support</li> <li>• 28 supported with training courses</li> </ul> <p>They will also provide a new sleep support service and a Carer nurture programme. They plan to secure funding for a sibling support service and an additional therapy group for autistic adults and aim to increase their youth activities offer.</p> <p>All their services are accessible to Hillingdon residents except for training and support group for adults with ADHD which is currently restricted to Harrow residents and funded by Harrow CCG. The figures submitted for the first quarter of this year show a substantial proportion of Hillingdon residents have been accessing training courses, workshops, support groups, and clubs. They uniquely support individuals and their families from childhood to adult life and prior to an official diagnosis.</p> <p>The group works collaboratively with a range of statutory and voluntary sector providers in both boroughs. Specifically in Hillingdon it contributes to the Autism Task and Finish group and Short breaks Working group, and works closely with the Parent Carer Forum. It is seeking closer links with Hillingdon CAMHS and Early Intervention service. The service prevents family breakdown and reduces the need for statutory intervention, particularly at vulnerable transitional life stages. Services provided to clients are either free or have a minimal charge.</p> <p>CAAS has secured funding of approximately £45K from Harrow Council and CCG with a further £115K from trusts including the Lottery, John Lyons and Children in Need this year. The corporate grant represented 6% of their total income.</p>					

Given the high level of resident benefit and the good track record of the organisation for securing external funding, this organisation represents good value for money. It is recommended that £10K is awarded for core management costs.

*Finance Comment*

This is the second time the organisation has applied for a grant. They suffered a small loss in 2015-16 and forecast a surplus for 2016-17 but a deficit again in 2017-18.

The grant requested equates to almost 7% of the income achieved in 2015-16 and if awarded this will be used to send Hillingdon based clients on specialist courses and workshops as well as provide them with access to a family support worker for either 1:1 or group support. The unrestricted reserves held are less than 15% of annual running costs, this is the level required by the trustees.

<i>Organisation: Hestia Housing and Support</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Hestia delivers a domestic violence refuge and floating support service in the borough, funded through a Council contract. This bid is to continue to deliver a children's support service both at the refuge and within the community, for children directly affected by domestic violence.				£44,984 Child Support worker salary and associated costs	
In Hillingdon they also provide a human trafficking service, providing short term accommodation to male and female victims, funded by the Salvation Army. Their offices are based at Television House in Eastcote.				<b>Recommendation: £44,950</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
283 of which 94 were children	1	140	Met	£44,950	£412,800
<i>Planned activities for 2017/18</i>					
<p>With this grant Hestia will provide:</p> <ul style="list-style-type: none"> <li>• Support to children residing in the refuge (estimate 40 children)</li> <li>• Support to 45 children in the parallel programme who are being resettled in the community</li> <li>• Parenting support to mothers in relation to their children's experiences of domestic violence in the refuge (estimate 27) and community programme (estimate 12)</li> </ul> <p>The children's refuge service offers 1-1 and group meetings for children, arts and crafts sessions, stay and play groups, a homework club etc depending on the age range and needs of the children at the refuge at any one time. For the mothers there is 1-1 support and group meetings with the local health visitor, children's centre staff etc. It aims to support children to re-build their confidence, reduce behavioural problems and strengthen the mother child bond. In addition, the children's worker liaises with educational authorities, securing school places and ensuring attendance and access to extra-curricular activities.</p> <p>The community service provides a structured 12 week programme which takes place three times a year and is age specific. It helps children to come to terms with the impact that domestic violence has had on their lives, ensuring that they understand they are not at fault, enhancing their self esteem and promoting healthy respectful relationships. A parallel programme is available to mothers to help them understand the impact on their children. The community programme is only available to families who are settled and can commit to the programme and are free of abusive relationships.</p> <p>Last year (15/16) the Children's worker supported 44 children and 25 mothers in the refuge and 51 children and 32 mothers in the community programme. The challenge for the coming year will be to scale up the programme to meet the demand coming from local Hillingdon referrers.</p> <p><i>Officer Comment</i> Hestia is a large organisation covering 21 boroughs in London. It benefits from the usual economies of scale and knowledge transfer ie. The community programme operating in Hillingdon had previously been a success in Camden.</p> <p>Value for money is derived from Hestia in-kind support from Hasbro who provide Christmas activities and gifts for the families in the refuge. It facilitates a peer support group for women run for and by survivors who support each other and build up social networks. Hestia lease the refuge from the Council and are currently engaging with local businesses and trusts to improve the premises.</p> <p>Hestia is represented on and engages with local strategic forums to support the borough's priorities. It provides quality assured services, and adds value to its programmes in Hillingdon through presentations to raise awareness of DV, and involvement in campaigns and local networks.</p>					
As noted above, the demand from other Hillingdon services for the community programme has increased					

resulting in a substantial waiting list (70+). Hestia plan to be able to run different age groups concurrently to meet demand and reduce waiting times of individuals (up to 9 months), which has resulted in drop off's particularly among teenagers. It will be seeking external funding of £15K from Heathrow Community Fund to this end and hope to hear by January 2017.

Hestia's presence in the borough has reduced this year as it no longer provides mental health housing and floating support contract for the borough. There still remains uncertainty over the borough's future intentions for the DV contract. Hestia's continued ability to deliver the children's programme is very much linked to their continuing to provide the borough's DV contract, so while officers recommend funding this service, it will need to be reviewed if there are changes to the DV contract.

*Corporate Finance Comment*

This organisation has achieved a surplus for the last 5 years.

This organisation operates across 21 London Boroughs so despite the LBH grant representing less than 1% of organisation's total income, with regards to services within LB Hillingdon it represents 11% of income. This income is made up of statutory income from contracts/SLAs with LBH, rents and the LBH grant.

Its balances are considerable and the organisation as a whole could sustain the grant funding being cut. However, as this is an out of borough organisation, LB Hillingdon may not be able to access such a wide range of services without awarding the grant.

<i>Organisation:</i> <b>Hillingdon Autistic Care and Support</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Hillingdon Autistic Care and Support (HACS) provides support in five main areas: Family support, Training service for parents/carers and professionals, Recreation service, Employment training and support and Autism awareness.  Services support people with the condition and their families. The organisation works with schools, colleges, employers, social services and mental health services to improve the response to and, therefore, the experience of those with autism.				£62,500 CEO salary + staff admin	
				<b>Recommendation: £40,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
684 clients	40	1,400+	Met	£40,000	£390,785

*Planned activities for 2017-18*

- 500 clients attend one of 10 specialist workshops or conference
- 90 children participate in twice monthly Saturday clubs
- 4 holiday playschemes for over 90 children facilitated
- 60 young people access regular youth club sessions
- 6 schools and 6 community groups and 6 children's centres receive autism awareness training
- 60 learners access work experience, 25 with accredited learning outcomes.
- 80 parents access support groups for parents of autistic children

In addition, there is a telephone help line available for 40 hours per week. Family support offers individualised casework and representation and advocacy at meetings with external agencies including tribunals. HACS provides support navigating new welfare benefits and entitlements.

HACS feeds into policy development through the Autism Partnership Board and is represented on a number of Council groups and forums. They have developed a relationship with the police and are to deliver training to officers on autism and young people in the criminal justice system. They support family members by acting as the appropriate adult during police interviews. They deliver training to schools and professionals to improve the experience of people with autism. They hold 4 partnership agreements with the Council to deliver recreational services covering 2 afterschool clubs, Saturday clubs and Holiday Playschemes.

Recently, HACS have expanded their activities in employment support and training. In addition to the cafe at the Rural Activities Garden Centre (RAGC) and through support of the Council they have taken over the running of a second cafe at Brookfield. They have recruited a part time Employment Support Worker to add to the Vocational Learning Mentor (f/t, funded by HCT) who will support adults into employment. So far, 6 adults have gained employment and HACS hopes to be able to increase this substantially as the new cafe and staff get established.

*Officer Comment*

The group received a total of £95,960 from LBH in 2016-17 which makes up 25% of their expected spend this year. Additional funding has been secured from Hillingdon Community Trust (£73K) and Global Make Some Noise (£25K for Saturday club). It earned £24k from various charges such as conferences, youth & Saturday club and playschemes plus £40k in traded income from the RAGC tea room.

The accounts show that HACS made a considerable surplus over the last two years, associated with their recent expansion of activities and are predicting small deficits for this year and next. Their reserves are consequently high at £300K albeit with a large proportion restricted to direct running costs.

Following a restructure to improve its efficiency, and align with its new activities, it replaced a Family Support Worker and an Information officer with an Advice worker and recruited more employment staff. The post of Business Development officer, this year and next, will take the form of a full time consultancy while the trustees review the future need.

The request for £62,500 represents an increase of £22,500 or 56% from previous year. The request seeks to increase contribution to the CEO salary to £45K from £25K and for a new post of Business Administration Apprentice (f/t) for £5K.

The 2015/16 core grant of £40,000 to HACS was set following two prior years of additional support (of £70k per year) towards business development work. Cabinet decided the level based on a previous grant of £25k (in 2013/14) uplifted to £40k (16/17) in recognition of the growth in HACS activities and success of the additional business development investment.

HACS are a valued partner and continue to provide niche support for an important group in Hillingdon. However, this model is not sustainable in the longer term and it will be important for HACS to cover its overheads and corporate centre costs in pricing for additional work - whether through the local authority or other sources. In addition HACS hold significant restricted reserves for various project costs which may be able to be utilised on projects to then release unrestricted funds which could support the corporate costs.

It recommended, therefore, that HACS core grant for 2017/18 remain at £40,000.

*Corporate Finance Comment*

This organisation has made a surplus for the past two years.

The application form states that they are expecting to suffer losses in 2016-17 and 2017-18 due to increase in expenditure against reduced income levels.

The application requests the grant as a further contribution towards staffing costs. There are currently just sufficient unrestricted reserves to cover the value of the grant applied for.



<b>Organisation: Hillingdon Federation of Community Associations Summer Playscheme</b>				<i>Amount Requested and Proposed Use</i>	
<b>Description/Activities</b> This will be the 22 <sup>nd</sup> year The Federation have organised summer play schemes. There are currently 10 separate schemes on offer across the borough, mainly based in community centres. Prices are set at an affordable rate to target low income families. Total provision runs 14 weeks concurrently, and all staff and volunteers are trained and or qualified in play work. In addition, a term time weekly after school sports club, A4K, is run in partnership with Brunel. This serves to introduce children to a wide range of sporting activities and outings. This is a low cost club run by Federation volunteers.				£23,500 provision of 10 playschemes and a sports club	
				<b>Recommendation: £23,500</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
600	26	890	Met	£23,500	£40,760
<b>Planned activities for 2017-18</b>					
<p>A long term Council partner, the Federation's summer playscheme programme celebrated its 21<sup>st</sup> year in 2016. As in 2016 the Federation propose to run 10 playschemes for five days. The play schemes again aim to reach 500+ children - the scheme supported 531 young people in 2016. In addition, the Activities for Kids club - A4K - aims to provide a term time sporting programme to 60-70 children.</p> <p>The Federation will seek to recruit and train 25 volunteers to assist with the schemes, and part of the application is a request to use £1K for a training budget to enable the playscheme staff and volunteers to access training throughout the year including Makaton Sign Language, Epi-pen training and asthma awareness courses.</p> <p>Schemes adhere to good practice guidelines and OFSTED regulations with 2 schemes being OFSTED registered. The other schemes and A4K have a training programme to meet the Quality Framework which is guided by the playscheme co-ordinator and the Council's Childcare Development Adviser. All volunteers and staff are DBS checked and verified.</p> <p><b>Officer Comment</b> The scheme has continued to grow and the Federation are keen to stress that the programme continues to offer affordable play provision throughout the borough and that it is probably the only volunteer led scheme operating in London. As the scheme has expanded to cover more venues and accommodate more children more staff / volunteers have been recruited. The scheme is coordinated by a play scheme organiser, engaged by the Federation. The organiser who receives a small stipend is also responsible for training and monitoring the schemes.</p> <p>Officers have held some initial discussions with the Federation regarding how the scheme addresses the challenge of moving from a programme that initially relied on volunteers but is now more reliant on paid staff.</p> <p>Discussions have focused on the reliance of the scheme on parental donations, as the scheme does not have a set fee for the children that attend, and how this income is accounted for in the operation of HFCA's play schemes. The income is used to cover the cost of materials, visits, entertainers, equipment and activities within each scheme.</p> <p>Whilst this approach could be accommodated when the scheme only operated from a limited number of venues and relied on volunteers, officers have concerns about this arrangement in the future.</p> <p>Officers continue to support the application acknowledging the hard work and commitment the Federation organisers put into the scheme and how valued it is by service users.</p>					

The issues of volunteers / staff payment and how the funds committed by parents are used to support the scheme do, however, need to be considered in order to ensure that the scheme can continue to be viable and accessible to a wide section of our community. Officers will continue to discuss the issues identified in the report and liaise with the Cabinet Member for Community, Commerce and Regeneration as necessary.

As the accounts run from January to December, any award is subject to this year's accounts being approved by Finance.

*Corporate Finance Comment*

The organisation has achieved a surplus in 2015 due to repayment of a loan from Charville and reduced expenditure on revenue grants and loan payments.

The play scheme grant from LBH constitutes 42% of the organisation's total income and its unrestricted reserves are insufficient to supply services if the grant is cut. 100% of the grant specifically awarded for play schemes is spent on the running of constituent local community play schemes in LB Hillingdon.

<i>Organisation:</i> <b>Hillingdon Outdoor Activities Centre (HOAC)</b>				<i>Amount Requested and Use:</i>	
<i>Description</i> HOAC runs a unique and well established outdoor activities centre for the whole community with a focus on youth, that includes a range of activities for the disabled, schools, youth groups as well as for individuals and families.  Located in Harefield, it boasts a 45 acre lake and provides a wide range of land and water based outdoor activities including sailing, canoeing, sculling, windsurfing, fencing, climbing, abseiling, caving, and archery, leadership training etc.  The Centre is a registered youth charity set up in partnership with Hillingdon Council.				£54,600 contribution to core staff salary costs	
				<b>Recommendation: £54,500</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Estimated volunteers hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 16/17</i>
22,000 (of which 40% LBH residents)	50	2,000	Met	£54,500	£676,000
<i>Targets for 17/18:</i>					
<ul style="list-style-type: none"> <li>• 20,000 users through group bookings (schools, colleges/youth groups)</li> <li>• 1,400 places for holiday course for local residents</li> <li>• 50+ young people gaining leadership skills via a tailored volunteering programme</li> <li>• 1,000 day members engaging in water activities.</li> </ul>					
HOAC will continue to provide a busy and popular site for a comprehensive list of well run courses and activities primarily for young people aged 8 upwards to learn new skills and gain qualifications.					
The Centre employs 7 f/t staff and 50 p/t instructors. They are supported by 50+ volunteers. They estimate that up to 22,000 mainly young people benefit with a total of 40,000 visits. Of these they estimate 40% are LBH residents. A charge applies for activities and bookings are in demand. They are quality controlled by inspections from various Associations and hold an Adventure Activities licence.					
<i>Officer comment</i>					
The site is under serious threat from the proposed plans for HS2 and attempts to look to relocate have not yet come to fruition. It was believed that a site in Denham would be suitable for them to relocate to but it has encountered problems and may fall through if the Department for Transport deem it too expensive.					
The bid represents approximately 8% of HOAC's total expenditure (£676K) in 2016-17. The majority of income comes from membership and charges to clients. According to the accounts the organisation has made a deficit last year due to a reduction in grants income and increase in expenditure relating to costs incurred for proposed Denham move. Reserves are high at approximately 6 months running costs (£384K) as investment into the site and equipment was put on hold pending the sites future. HOAC has prudently been delaying replacing equipment or investing in the infrastructure until the outcome became clearer. The future remains uncertain; HOAC is still in negotiation with HS2 over compensation but is not expecting a payout that will cover all of the additional costs.					
The organisation now hopes that it will hear the outcome of decisions on the site by 2019 and is expecting to break even for 16/17 and 17/18 based on receiving the requested award. Unrestricted reserves of £200K are held for either the potential move or for large scale investment plan into the existing site, costs which include replacement pontoon (£100K), refurbish changing rooms (£50K) and expansion of caving (£50K).					
Officers recommend that, despite this uncertainty, the grant of £54,500 be awarded to ensure that HOAC is in a position to explore its options fully. Should, during the year, it become evident that full funding is not needed then adjustment may be made.					
<i>Corporate Finance Comment</i>					
The organisation has suffered a loss in 2015-16 due to increased expenditure on charitable activities as well as reduced income levels from voluntary grants. The requested grant will contribute towards the centre's					

staffing costs - specifically the Centre Principal and Office Manager.

The organisation holds a substantial amount of unrestricted reserves which equate to 6 months running costs. However, due to upcoming HS2 project this organisation is likely to be moving to new premises in Denham within the next year. This means that HOAC will become an out of borough organisation.

<i>Organisation:</i> <b>Home-start Hillingdon</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Works with families experiencing difficulties that have at least one child under five. Assistance is tailored to the needs identified and provides both practical and emotional support.  Support is flexible with the majority of families receiving home visits by volunteers on a weekly basis for as long as required. For families with additional needs, a Family support worker is available to provide 1-1 support. Occasional support is also offered by a co-ordinator where the home visiting support is deemed inappropriate to the family's needs.				£120,000 Core salary and running costs	
				<b>Recommendation: £120,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16/17</i>	<i>Total spend 2016/17 for Hillingdon benefit</i>
76 families (inc 162 children)	30	Approx 1,600 hours	Met	£120,000	£149,600
<i>Planned activities for 2017-18</i>					
<ul style="list-style-type: none"> <li>• A minimum of 60 families will receive ongoing home visiting support</li> <li>• A further 15-20 will receive intensive 1-1 from the family support worker and/or co-ordinator</li> <li>• Run one volunteer preparation course training for 10-14 new volunteers x 40 hours</li> </ul>					
<p>Home-Start specialises in working with hard to reach families who face significant and complex challenges including mental illness, physical disability, children with additional needs, poverty and inadequate housing. The aim is to improve a family's resilience and ability to cope with their particular situation. Multiple issues and needs are common, so the service is tailored individually and is not time limited.</p> <p>They work with families referred by children's services, mental health teams, children's centres or health visitors, some of whom may have a child protection plan. Once families have been assessed by the co-ordinator and a plan of support is agreed, a trained volunteer with parenting experience provides at least 2.5 contact hours per week to deliver the plan.</p> <p>Volunteers receive thorough training including safeguarding, understanding depression, listening and play skills, as well as ongoing supervision. They continue to have access to training throughout their time volunteering. In addition to the Volunteer supported service, Home-Start provide a Family support worker who deals with the more complex cases where the use of volunteers would be inappropriate.</p>					
<i>Officer Comment</i>					
<p>Homestart offer a valued and structured service that aims to prevent family breakdown and intervention needed from statutory services. They comply with Home-Start UK Quality Assurance system which covers management, governance and service delivery. Volunteers receive on-going training, support and supervision while delivering to families.</p> <p>They take referrals from Children's services, children's centres, health visitors and mental health teams. Links with referrers are maintained during their contact including an end of support evaluation on the progress and achievements each family has made. They use a structured assessment and evaluation tool for each family enabling them to self assess their progress.</p> <p>The small team of 1 full time and 4 part time staff provide the training, management and supervision of the volunteers. Recruitment and retention is an ever increasing challenge due to the sizeable commitment required in time and training of the volunteers. Further due to the vulnerability of the clients and necessity for close supervision, the staff are not able to manage more volunteers safely. So while there is more demand than the organisation can meet, they cannot expand operations without more paid staff.</p> <p>The organisation is largely dependent on the corporate grant which unusually makes up approximately 80% of its anticipated spend in 16/17. It is working hard to reduce this dependence (last year it was 87%) and has established a funding relationship with the CCG with a small contract worth £10K pa. and has secured</p>					

funding for 3 years from Hillingdon Community Trust for a grant of £15K pa for a part time Family Support Worker. Other small grants are pending. Officers will encourage more external funding bids in the forthcoming year and explore options for increasing the Family Support worker role which is a key role in the organisation from part time to full time.

*Corporate Finance Comments*

The organisation has suffered a loss in 2015-16, due to a decrease in the income level from charitable activities as well as an increase in expenditure. They are however anticipating losses in 2016-17 and 2017-18, which will eat into their reserves.

The LBH grant constitutes over 87% of its total income, so the organisation is heavily dependent on receiving the grant in order to continue its services to the community.

The unrestricted reserves are not enough to cover the loss of the grant and are currently held in order to pay staff redundancy and the termination of contracts. This will ensure the organisation is left debt free in the event of the scheme being forced to close.

<b>Organisation: People Potential Possibilities - P3</b>				<i>Amount Requested and Proposed Use</i>	
<b>Description/Activities</b> The group provides wrap around support to vulnerable young people who are at risk of or are homeless. They run 4 supported housing schemes, 2 move on accommodations, floating housing support, a young person's advice centre and a job shop within the borough. It conducts outreach work in schools and the community targeted at young people to prevent homelessness, unemployment and exclusion. P3 run a family advice service in children's centres across the borough, and a sexual health service operates from its advice centre.				£42,000  Core staff salaries and costs associated for Hillingdon activities.	
				<b>Recommendation: £42,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
1105	Volunteer placements for clients	0	Met	£42,000	£1,104,003
<b>Planned activities for 2017-18</b>					
<p>P3 has continued to deliver successfully in Hillingdon and next year they aim to:</p> <ul style="list-style-type: none"> <li>• Provide advice and information to 600+ young people, including preventing homelessness</li> <li>• Facilitate 33 units of supported housing</li> <li>• Provide floating support to 40 young people at any one time</li> <li>• Deliver a minimum of 6 units of semi independent move on accommodation for Hillingdon young people.</li> <li>• Provide advice to 336 families who attend Children's Centres.</li> </ul> <p>The organisation has been successful in securing external funding of £200K to provide employment support to NEETs and those affected by the new lower benefit cap. This enables P3 to provide added value with about 40 NEET young people receiving free employment support at their Job shop, and 50 people affected by the benefit cap will be supported with an aim to get 18 into employment.</p> <p><b>Officer Comment</b> P3 work successfully with a typically hard to engage group. They support young people in crisis or at risk, providing services to achieve their independence, while engaging in a range of activities to prevent crisis and risk in the first place. At the core of all design and delivery of the services is feedback and participation of clients, thus improving ownership and responsibility for addressing their issues and problems.</p> <p>The organisation has acquired a number of quality standards including AQS and Matrix for Advice services, Investors in People and Disability Two Ticks. In their 2015 AQS inspection, the auditor highlighted 21 areas of outstanding practice. P3 attend a wide range of local forums and networks to support local work and offer best practice advice.</p> <p>P3's corporate grant makes up approximately 4% of the estimated total Hillingdon spend in 2016 -17. The organisation has won over £0.6m in LBH contracts and the other main source of income is clients housing benefit / rent at £358K. Local services benefit from national initiatives, and £200K has been secured via ESF and Job Centre funds to provide employment support (2yrs) to Hillingdon residents. Despite the high proportion of LBH contracts that make up their funding, there is enough added value to justify the corporate grant. Their success in getting ex-clients into their own labour force is testament to their approach. They operate out of hours support and a no closure policy meaning that clients can always return for support after they have left the service. The secondary benefits of preventing homelessness, crisis and NEET issues to the wider community and the Council are clear and therefore it is recommended to award the request.</p>					
<b>Corporate Finance Comment</b>					
<p>The national organisation has achieved surpluses for the past 3 years.</p> <p>The grant requested is primarily for local staffing and associated admin costs and as it represents less than 0.3% of the income of the whole organisation could be funded from existing balances. However, the grant requested accounts to 4% of the income specifically relating to Hillingdon. The grant does appear to be integral to the plans for local expenditure during 2016-17 in order to maintain delivery of the service.</p>					

<i>Organisation:</i> <b>Uxbridge Child Contact Centre</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> UCCC provide a safe and neutral space where separated parents can spend time with their children and maintain contact or be able to start to rebuild relationships where there is no other option available.  Entirely volunteer run, it is affiliated with Relate who provide infrastructure support.  Sessions are held on a Saturday, twice monthly in Uxbridge.				£3,910 Rent and running costs	
				<b>Recommendation: £3,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
45 families (74 Children)	11	656	Met	£3,000	£6,610
<i>Planned activities for 2017-18</i>					
<p>To continue to run twice monthly contact sessions for parents and their children, with the aim of supporting families to manage their own arrangements in the longer term. Sessions are solely supported by a team of volunteers. The volunteers provide the space for 3 hours contact with the non resident parent and their children, that is supervised in a setting with toys. Grandparents and extended family members are also welcomed with the prior agreement of both parents, helping to sustain wider relationships that might otherwise not have the opportunity to flourish.</p> <p>They predict similar numbers of families to be supported in 2017-18.</p> <p>The centre aims to encourage families to move on from supervised contact to making their own arrangements independently. This minimises the negative impact on children of parents separating.</p> <p><i>Officer Comment</i> The centre provides the only facility in the borough to support estranged parents to have contact with their children in a safe, secure and neutral space. The Centre is affiliated to the National Association of Child Contact Centres (NACCC) and is run following their standards and guidelines.</p> <p>Referrals are received from varying sources including CAFCASS, solicitors, mediation services, the courts and families themselves. The work of the centre is a valuable part of the borough's work with children and families which can alleviate the need for expensive court hearings.</p> <p>This year saw the start of two new volunteer co-ordinators and a closer relationship with Relate London North West (RLNW). Relate provide management, governance and administration, in particular financial support, allowing the volunteers to focus on the families and children. Both organisations benefit from the close relationship which provides a natural bridge for clients seeking access to either or both services.</p> <p>The scheme offers value for money being run solely by volunteers and it receives in kind donations such as toys. Volunteers are able to access training from RLNW, therefore creating minimal overheads. The corporate grant makes up 50% of spend and £2K is sought through CAFCASS annually.</p> <p>The increased request of £910 is for a contribution to Relate's staff management and financial administration costs, which reflects the closer relationship. Last year, Relate managed the recruitment and training of two new volunteer co-ordinators. Previously, costs have been absorbed by Relate and they are now looking for a contribution. However, despite a drop in grant funding last year, Relate have made a surplus and carry fairly significant reserves (including those designated for new premises) so while the request is fair, it may be hard to justify. Officers therefore recommend funding at last year's level to cover project running costs.</p>					
<i>Corporate Finance Comment</i>					
This organisation works in alliance with Relate London North West and it is their accounts that have been					



presented. They contain no specific information regarding the Uxbridge Child Contact Centre

However, the application states that the requested grant of £3.9k is to be used towards staffing, rents and administration costs which compensates 59% of their annual expenditure for Hillingdon.

Relate NWL holds large balances of cash and unrestricted reserves and the grant requested is only a very small proportion of this organisation's total income. The Contact Centre however does not have access to these funds and is mainly funded from the grants received. It would therefore be very difficult to carry on providing the service in Hillingdon if the grant was reduced or withdrawn.

<b>Organisation: The Friends of the 11(F) Group Operations Rooms</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> No 11(F) Group Operations Rooms are now owned by the Hillingdon Council having been transferred from RAF ownership. The Friends work closely with the Council, RAF and their curator. Their role is to support the preservation of the Battle of Britain Bunker as a national heritage site.				£12,000 Admin staff and service improvements including a website	
Friends volunteers provide education and tours to the public for the site. In addition, they support research and raise funds to maintain and develop the site.				<b>Recommendation: £6,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
7,479 (inc LBH residents)	38	5,000	N/A	£6,000	£6,000
<i>Planned activities for 2017-18</i> Hosted tours of the Bunker are conducted and often carried out by the Friends Volunteers. They also carry out basic maintenance work. September 2017 will see a major milestone for the Friends with the projected opening of the new visitors centre adjacent to the Bunker. Its opening will attract a significant number of additional visitors as well as making the experience accessible for people with disabilities. The Friends have been building up resources in order to equip the centre and to deal with the increased footfall. Whilst a significant amount of work is undertaken by volunteers, the application is primarily to cover staff costs.					
<i>Officer Comment</i> The project is linked to the development of a new Borough Museum at St Andrews Park nearby and will share a curator to reduce costs. The Friends have requested an increase on their grant allocation for 2017/18 as it is anticipated that the opening of the new centre will place additional demands on the organisation. Going forward an increase in the number of visitors should lead to an increase in the organisations revenue and it is noted that the organisation has been active in its fundraising in anticipation of the new centre. The reserves the organisation has secured have risen from £89,000 in 2014/15 to over £100,000 in 2016/17. While it is anticipated that a considerable percentage of these reserves will be committed once the new centre opens, in view of the above, it is recommended to fund at last year's level.					
<i>Corporate Finance Comment</i> This is the third time the organisation has applied for a grant. They have achieved a smaller surplus this year than in 2014-15 due to increased expenditure as a result of payment transfer to BMM account.  The increase in grant request is to fund the additional service improvements and staffing costs because of the new visitors centre.  The grant requested equates to almost 39% of the income achieved in 2015-16 and if awarded will support staffing, administration and service improvement costs. There are no restrictions on reserves however it is planned that they will be used to equip the new visitors centre due to open during 2017.  The application does not yet include full forecast expenditure for 2016-17 and it is therefore difficult to assess whether there is need for the grant.					

<i>Organisation: The Groundwork South Trust Ltd (GS)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Provide a wide range of environmental community based projects in Hillingdon. Projects include the Colne Valley Park Regional Park, the Healing Gardens project for older people, developing a horticultural therapy offer and delivering the Com.Cafe on the Glebe Estate in West Drayton. GS also manages grants for the Heathrow Community Fund and the Tesco Bags of Help fund.				£18,000  For core costs plus contribution to Healing Gardens Project	
				<b>Recommendation: £18,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
Up to 13,000 Including park visitors	52	5000	Met	£18,000	£246,000
<i>Planned activities for 2017-18</i>					
<ul style="list-style-type: none"> <li>• Further development of Charity Shop (Violet Ave)</li> <li>• Com Cafe - further development of community Cafe.</li> <li>• Healing Gardens for 90 clients</li> <li>• Colne Valley Park CIC</li> <li>• Heathrow Community Fund - Grant Management of £200k + to Hillingdon residents and community groups</li> <li>• Food for thought scheme (up to 240 children benefit from learning how food is produced)</li> </ul>					
<p>New areas that Groundwork wants to develop in Hillingdon include Horticultural Therapy for young people not in education, employment or training (NEET) at their Iver Centre on the Hillingdon borders. Based on their successes with the Com Cafe (out of 40 local volunteers, 12 have moved to paid employment), they are looking to engage with local community groups to provide community development activities on the Austin Estate in Hayes.</p>					
<p>They have started a new project in Yiewsley to encourage people to get more active by using the Colne Valley Park close by. This involves improving the entrance to the park making it more accessible and safer to encourage residents to access the resource for health and well being benefits. They have secured funding for a pilot to assist families with a child with learning disabilities to enjoy outdoor activities.</p>					
<i>Officer Comment</i>					
<p>Approximately £7K of core grant is put towards the operational costs of the Healing Gardens project in Hillingdon. The project is made up of a team of volunteers who go out on a weekly basis to maintain the gardens of elderly people. This improves safety and security of elderly home owners premises as well as improving well being of the volunteer team some of whom have disabilities. They are hoping to scale up the project by employing a paid co-ordinator to manage it.</p>					
<p>The core grant also contributes towards a development manager who is tasked with establishing new projects in Hillingdon and attends strategic local forums such as LBH Strong and Active Partnership.</p>					
<i>Value for Money</i>					
<p>The grant represents approx 7% of total spend estimated for Hillingdon in 16/17. GS has secured external funding from Heathrow Community Trust to manage the Fund, LBH Housing for Com Cafe (£35K) and General Mills (£70K) for Food for Thought. It subsidises its grant funding with traded income of approx £100K per annum. This year it secured a stage 1 Lottery Grant for £60K to develop a large proposal which could see up to £600K for the development of the Colne Valley Park later in 2017/18.</p>					
<p>Over recent years, the Council has valued GS's ability to support local projects as and when required. The Heathrow Villages project, the development of Blue Sky, providing the former host function Hillingdon Link before establishment of Healthwatch and the ongoing delivery of the Healing Gardens scheme are all strong examples. It is this added value that provides opportunity for the Council as we seek delivery partners over coming years. Officers recommend a continued to GS of £18k for 2017/18.</p>					

*Corporate Finance Comment*

This organisation does not operate solely within Hillingdon. The accounts reflect the consolidated position, incorporating subsidiaries. Groundwork has achieved a much smaller surplus in 2015-16 than compared to the previous three years.

The grant requested represents less than 1% of their income and they have a high value of unrestricted reserves. However, this organisation works across boroughs in Southern England and services to LB Hillingdon may be curtailed if the grant was not awarded.

<i>Organisation: Herts &amp; Middlesex Wildlife Trust (HMWT)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Grant supports a programme of habitat management and conservation work at 4 Council owned nature reserves. HMWT provide a range of volunteering opportunities for Hillingdon residents as well as leading on a number of wildlife activities at the reserves.				£2,500 Contribution to Reserve Officer Salary	
				<b>Recommendation: £2,500</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
Hillingdon only: Estimated 1,000 unique visitors per year 361 individual members	334 total for organisation	10,510 total for organisation	Met	£2,500	£18,804
<i>Planned activities for 2017-18</i>					
In addition to the core activities above, HMWT will continue to support the priorities in Hillingdon's Sustainable Development Strategy to protect and enhance the environment, support health and wellbeing of residents and promote strong active communities. Targets include delivery of 7 volunteer work parties, 2 talks to local groups and 2 guided walks.					
<i>Officer Comment</i>					
HMWT activities support Hillingdon's Local Plan to improve quality and accessibility of green spaces, protect and enhance biodiversity and promote healthier lifestyles. It works actively with other groups and the Council to achieve the plan with the assistance of volunteers, which makes the arrangements cost effective.					
The Trust provides value for money since the corporate grant only represents 13% of its total anticipated local spend for 2016-17. Further, without the input of H&MWT, the Council would have to manage the reserves itself. The organisation has established a volunteer trainee reserve officer programme which will produce future Reserve Officers. The trainees work 3 days per week and assist with various nature reserve tasks. These arrangements contribute to keeping the costs down whilst delivering efficiently.					
<i>Corporate Finance Comment</i>					
This organisation which covers a wider area than LB Hillingdon has achieved a surplus in 2015/16 due to a rise in income from membership subscriptions, fees and contracts.					
The organisation holds a financial reserves policy at a level equivalent to 6 months operating expenditure in order to protect itself against changing membership and variable grant funding. Unrestricted funds have also been set aside for the expansion of their premises.					
The awarded LBH grant will support the continued management and improvement of nature reserves run by HMWT in LB Hillingdon. Although the organisation holds adequate funds to manage the nature reserves in the borough, being an out of borough organisation means that the level of service required in Hillingdon cannot be guaranteed without the grant.					

<i>Organisation:</i> <b>Hillingdon Community Transport (HCT)</b>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> HCT provide affordable accessible transport and drivers for local community groups and statutory agencies, who can book vehicles in advance to support their activities. It uses volunteer and paid drivers and provides driving training and general advice for staff and external partners.				£32,000 core staff salaries	
Core activities include a Shoppa Bus service, low cost rentals for members, and contracts with Special Needs schools.				<b>Recommendation: £32,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
32,264 passengers & 149 groups used service to make 3,655 trips	22	6,000+	Met	£32,000	£283,200
<i>Planned activities for 2017-18</i>					
<p>Following another successful year, the organisation aims to continue to carry in excess of 20,000+ passengers of which 1,500 will be wheelchair users. For 2015/16 the organisation carried in excess of 32,000 passengers and responded to 1,167 requests for transport. HCT also maintained 6 schools contracts to provide transport to special needs pupils. Due to the difficulty of predicting demand the services offered fluctuate each year.</p> <p>HCT are also looking to maintain the Shoppa bus service and aims to carry 500 passengers next year. The organisation will continue to make use of the minibus pooling arrangements with 4 partners and are looking to expand the number of vehicles in the arrangement. It aims to train 150 people in Midas driving training.</p> <p><i>Officer Comment</i> A long term Council partner, HCT operates a community transport service (18 minibuses) for community and voluntary groups at low cost using volunteer drivers. In addition it also maintains a pool of paid drivers who fulfil 6 school and other paid contracts. This paid work also provides revenue which supports the low cost transport services. The Shoppa bus service is very popular particularly in the villages in the South of the borough enabling residents' access to low cost door to door service in areas with limited public transport.</p> <p>The grant represents 11% of their total anticipated spend. The six school contracts (£105K) were won from competitive tenders (e-auction) therefore ensuring quality and value for money. Other income is mainly derived from group hire (£108K) and training fees. A membership fee is paid by voluntary sector groups to enable them to benefit from low cost accessible hire.</p> <p>The Council provide the accommodation at Harlington Road for the fleet at a low rent. The use of volunteer drivers for non-contract work ensures that costs are kept low to enable as many people as possible access the service. HCT maintains a minibus 'pooling' arrangement with four organisations that own their own buses. They maintain and manage the vehicles and in return can use the bus when it's not booked.</p> <p>The group's unrestricted reserve levels are high (approx 6 months running costs) but this should be seen in the context of the constant maintenance costs and need to upgrade a fleet of vehicles. HCT has a rolling bus replacement programme in place and officers will be encouraging them to continue to utilise reserves to upgrade their fleet, in order to improve the efficiency of the operations.</p>					
<i>Corporate Finance Comments</i>					
This organisation has achieved a smaller surplus this year due to an increase in group transport costs and reduced income from charitable activities. The forecast is that they will achieve a similar surplus for 2016-17 and 2017-18.					

The organisation has a policy whereby it is required to maintain an unrestricted reserve of at least £60k (previously £30k) due to the fact that the notice period for a cut in grant has been shortened from 6 to 3 months. This would enable them to continue providing a service whilst seeking alternative funding. Although the balance of unrestricted reserves over £60k could be used to fund their activities in 2017-18, this would not be sustainable in the longer term.

<b>Organisation: Hillingdon Federation of Community Associations (HFCA)</b>				<i>Amount Requested and Proposed Use</i>	
<b>Description/Activities</b> The Federation uses the grant to distribute small grants to its membership of 19 community associations (CA's) to assist them in the maintenance and running of community buildings and activities. The majority of buildings are owned and leased from the Council.  The Federation provides umbrella support to CA's through regular Meetings and briefings. Issues covered include legal, employment, funding, lease renewal and health and safety. The Federation are responsible for delivery of playschemes funded by Council (see separate report)				£15,300 Small grants to 19 community associations inc £600 secretarial costs for running the Federation	
				<b>Recommendation: £15,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
19 community associations (150,000 estimated footfall at centres)	Federation has 4 (more volunteers via 20 centres)	300+ on management of federation and support to CA's	Met	£15,000	£15,465
<b>Planned activities for 2017/18</b>					
<p>The Federation, run by a committee of 4 volunteers, now has 19 affiliated associations and acts as an umbrella organisation providing a range of practical support and advice as well as a focal point for the community associations to engage with the Council, the Police, local trusts etc. The Federation maintain a website which enables the public to be access information on activities of individual CA's and therefore increases footfall.</p> <p>The grant scheme which is managed and delivered by the Federation, provides a mechanism for community Associations to access small amounts of funding for capital items, repairs, equipment etc.</p> <p>The Federation itself holds a number of forums per year, an AGM, an annual fundraising quiz night, and occasional meetings are held for affiliated CA administrators/managers to discuss best practice, exchange information or collaborate to achieve efficiencies in procuring etc.</p> <p>Separate to this application, the Federation run the Junior Citizens programme on behalf of the Council.</p>					
<b>Officer Comment</b>					
<p>The Federation use a modest amount of the grant received to cover costs, with the rest being committed to fund the small grants programme it operates. The grants awarded by the Federation are small and serve to support maintenance / refurbishment tasks. The grants are applied for to pay for materials; with volunteers undertaking the actual work. From this perspective the Federation continues to provide significant value for money and the grant is a cost effective way of supporting the maintenance of community assets in the shape of the Community centres. Residents receive a significant benefit from having access to a range of social, recreational and sporting activities run from the centres.</p> <p>Last year with the closing of Community Matters, the national body that supported CA's and the decline in HAVS has meant that the role of the Federation is even more important as the only provider of infrastructure support to CA's. The Association is requesting a modest increase of £300 for grants but as the organisation has achieved a surplus for the last two years, officers recommend funding at last year's level.</p>					
<b>Corporate Finance Comment</b>					
<p>The organisation has achieved a surplus in 2015 due to repayment of a loan from Charville and reduced expenditure on revenue grants and loan payments. The requested grant constitutes £14.7k funding towards the service provision costs of the 19 constituent member associations alongside £600 funding to pay for admin costs.</p> <p>The grant from LBH constitutes over 27% of the organisation's income and its unrestricted reserves are insufficient to fund the running of constituent local community associations in Hillingdon.</p>					



<i>Organisation: Hillingdon Natural History Society</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> The Society manages the north and south nature reserves at Harefield Place. These are run on behalf of and in accordance with management plans and license from LBH.				£1,000	For insurance and running costs
				<b>Recommendation: £1,000</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016 -17 for Hillingdon benefit</i>
N/R	10+ (excl committee)	900+	Met	£1,000	£1,730
<i>Planned activities for 2017-18</i>					
<p>In addition to the practical reserve management, the group organises a winter and summer programme of events for the public and works with other local conservation groups, and developing the skills of the volunteers is an aim next year. The Society is also continuing to deliver a project focusing on improving the habitat for the glow worm population.</p>					
<i>Officer Comment</i>					
<p>A dedicated complement of volunteers maintains the reserves and wildlife habitats and collects records of species as the reserves provide a habitat for some endangered species. The group aims to maintain a functioning reserve in a way that is suitable for its biodiversity whilst maintaining accessibility for the general public. Much of the work is practical like maintaining footpaths, bridges, hides etc.</p>					
<p>The group provides excellent VFM being totally run by volunteers, who diligently manage the reserves and encourage the general public to enjoy them. The grant represents over half of the anticipated income for 2016/17 with the rest coming mainly from subscriptions. The organisation also fundraises locally to enable them to maintain healthy reserves to fund replacement tools. It currently has £6K in reserves.</p>					
<i>Corporate Finance Comment</i>					
<p>The organisation has made a small loss in 2015-16. It maintains unrestricted reserves to cover 3 years running costs, and in view of a previous equipment theft and to cover costs in the event of the LBH grant being withdrawn.</p>					
<p>The grant represents 53% of the organisation's income. It could be covered from existing balances, but a reduction in grant could limit the organisation's activities and would not be sustainable in future.</p>					

<i>Organisation: London Wildlife Trust (Hillingdon)</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> LWT manage 200 acres of reserves on behalf of the Council, covering 11 nature reserves. The group aims to: <ul style="list-style-type: none"> <li>• increase public access</li> <li>• use the reserves as an educational tool</li> <li>• enhance wildlife in the area</li> </ul> <p>The practical maintenance work is carried out with the assistance of volunteers.</p>				£10,000  For direct management of 11 Council owned reserves	
				<b>Recommendation: £10,000</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
N/R	58	2,600+	Met	£10,000	£106,000
<i>Planned activities for 2017-18</i>					
<p>The prime aim of LWT is to protect London's green spaces for the enjoyment of people and the benefit of wildlife. LWT work with local communities through a network of borough groups, and Nature Reserves and educational services are central to all activities. Local examples include; specific volunteer activity days to manage the sites, organised walks, promotional work at events and festivals. The local Hillingdon group have worked with the Challenge Project to provide opportunities for teams of young people to carry out community projects. During 2017/18, LWT will produce management briefs for Frays Farm Meadows, Denham Lock Wood, Gutteridge Wood, Ten Acre Wood and Yeading Brooks Meadows.</p>					
<i>Officer Comment</i>					
<p>LWT has secured funding for Higher Level Stewardships from DEFRA at 6 of the 11 local sites, and the Council grant serves as match funding. Currently 1 F/T, 3 P/T and 3 trainees work on Hillingdon projects in addition to the volunteers. The Trust works closely with the Council on management advisory groups and is active on the Biodiversity Partnership.</p> <p>The grant offers VFM and is 9% of their total anticipated spend in the borough this year. The use of volunteers enables LWT to deliver reserves management in a cost efficient manner. A new Water for Wildlife project (funded by Esmee Fairbairn £91K) will be delivered across London next year, with several Hillingdon locations included. Additionally LWT has secured Heritage Lottery Funding of £40K to deliver a 'small mammals project' in West London.</p>					
<i>Corporate Finance Comment</i>					
<p>The trust has achieved a higher surplus in 2015-16. Although expenditure has increased by 13% since last year due to an increase in voluntary funds and charitable activities, the organisation's income level has increased over 16% hence generating a surplus. The application states that the trust expects to reduce project based staffing costs to compensate for the drop in income from Trusts etc and have successfully secured £40k new funding from HLF and £91k new funding from Esmee Fairbairn Foundation for 2016-17.</p> <p>The grant requested represents less than 0.3% of the organisation's income and could be funded from existing balances, however London Wildlife Trust operates across the whole of Greater London and will be unlikely to continue to provide services to LB Hillingdon without financial support.</p> <p>LBH grant has attracted £32k match funding from Big Green Fund, Uxbridge Moor &amp; Crane Meadows and Higher Level Stewardship organisations.</p>					

<b>Organisation: Pinner &amp; Ruislip Beekeepers Association</b>				<i>Amount Requested and Proposed Use</i>	
<b>Description/Activities</b> Promotes safe and responsible beekeeping, responds to enquiries from Council and general public regarding swarms of bees and provides a swarm collection and re-housing service for the borough.  The Association provides training in beekeeping and speakers for community and school groups to raise awareness of the importance of bees as local pollinators. Members also sell honey at local events and fairs.				£750 contribution towards accommodation costs	
				<b>Recommendation: £750</b>	
<i>No. of Service Users</i>	<i>Active Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
1000+	70	5,000	Met	£750	£6,450
<b>Planned activities for 2017-18</b>					
<p>In 2016-17 the Association responded to approximately 400 calls and requests to deal with swarms of bees and wasps from the Council and general public free of charge, and is planning to offer the same level of service in 2017-18. This year the early summer cold spell affected the bees with PRBKA losing 75% of their colonies, and next year they aim to build back the previous numbers. There are also plans to continue with the core activities listed above, including supplying most of the bees which pollinate much of the borough.</p>					
<b>Officer Comment</b>					
<p>The grant represents 10% of the group's anticipated income for 2016/17. The rest of the income is self generated through honey sales, member subscriptions and training, and varies considerably each year due to fluctuations in honey production due to weather conditions and the prevalence of disease which can wipe out the hives. The group holds cash reserves of approximately £12.5K of which £8,507 is held in a special fund made up of donations from members, for the purchase of land for their premises. The group's current premises is on loan, and they are keen to own their premises and thus secure their future. Reserves are required also to fund unexpected repairs to the apiary and to cover potential loss of sales due to poor honey production some years.</p>					
<p>The Association is run entirely by volunteers, and all services they deliver are provided without charge. This represents a significant cost saving to the Council in terms of swarm collection.</p>					
<b>Corporate Finance Comment</b>					
<p>The organisation has achieved a reduced surplus of £2k this year due to an decrease in gift aid, trade sales and honey sales and closing stock. The organisation successfully covers its running costs from members subscriptions and the sale of honey and other bee related products.</p>					
<p>The LBH grant represents 5.6% of the Association's income.</p>					
<p>The organisation notes that due to adverse weather conditions in Summer 2016, the production of honey is considerably lower and this could have an adverse affect on its income.</p>					

<i>Organisation: Outside Chance</i>				<i>Amount Requested and Proposed Use</i>	
<i>Description/Activities</i> Outside Chance delivers 90 minute early intervention, anti-crime, anti-gang age appropriate workshops in primary and secondary schools (Yr6 & Yr7). Students are taught how to safely report bullying and hate crime in all its forms.  It operates in 4 London boroughs including Hillingdon and also runs a young offender programme and STI and relationship workshops for girls. In 2015/16 sessions were run in 8 primary schools (672 students) and 4 secondary schools (882 students) in Hillingdon. Proposal is to deliver to a further 1,200 students in Hillingdon for 2017-18.				£ 15,000 to roll out Outside Chance sessions at Hillingdon Schools	
				<b>Recommendation: £Nil</b>	
<i>No. of Service Users</i>	<i>Active. Volunteers</i>	<i>Est Volunteer Hours p.a.</i>	<i>Specific Aims</i>	<i>Corporate Grant 16-17</i>	<i>Total spend 2016-17 for Hillingdon benefit</i>
1,554 in Hillingdon last year	None (except management committee)	None	N/A	N/A	Not specified
<i>Planned activities for 2017-18</i>					
To run the Anti Crime and Transition workshop sessions in schools for 1200 year 6 primary school students.					
<i>Added Value in the Borough</i>					
Outside Chance provides a specialist workshop to school children within the school setting. The sessions respond to identified concerns around bullying and transition from primary to secondary. Workshops cover anti crime, anti gang, hate crime etc. Intervention at this stage supports resilience of students, increasing self confidence and helps students avoid making the wrong choices of friends or wrong decisions in their future actions.					
They initiated a Hillingdon programme in 15/16 funded by Heathrow Community Fund and delivered to 8 primary and 4 secondary schools (total of 882 students) with notable success as evidenced by the response from schools. In addition, they delivered 2 STI and relationship awareness workshops to 420 girls from Swakeley Girls school and Barnhill Community school free of charge. Evaluations of the workshop were high at 98% positive. In 16/17 they have offered 6 free workshops to Hillingdon schools funded from their reserves, of which 5 have been taken up from the first mailshot in October,					
<i>Value for Money</i>					
The grant requested would cover the majority of the costs of delivering the scheme in Hillingdon (based on predicted 1200 students at £15 per session = £18,000), but they are also hoping to secure funds from Heathrow Community Fund and Hillingdon Community Trust for the project. Both bids are pending decision in January and if successful they will ensure a longer period of intervention.					
If the bid from the Council is successful they will deliver a further 2 STI and relationship awareness courses to girls secondary schools.					
The grant is to pay a contribution towards CEO and support worker costs, travel costs and office and premises costs to enable the scheme to be delivered free of charge to schools in Hillingdon. Based on the proposed operating model the project would continue to require investment to enable growth or to reach more students. In addition the model does not seek income from schools for the service being provided and could be perceived as a subsidy towards supporting schools to meet their responsibilities towards students.					
Whilst the sessions appear popular and well attended, officers feel that this might be more appropriately funded the Schools themselves.					
Despite the obvious benefits, the scheme is not considered for a voluntary sector core grant as it is felt					

schools themselves should be considering paying for this type of intervention.

*Corporate Finance Comment*

This is the first time the organisation has applied for a grant. They have achieved a surplus this year despite of making £15k loss in 2014-15.

The grant requested equates to almost 19% of the income achieved in 2015-16 and if awarded will support staffing and accommodation costs. The organisation holds a financial reserves policy at a level equivalent to 3 months operating expenditure in order to protect itself against financially challenging environment.

This is an out of borough organisation and LB Hillingdon may not be able to access all the services without awarding the grant.

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## CHILDREN, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW COMMITTEE: *Supporting Educational Aspiration for Disadvantaged Children*

<b>Cabinet Member(s)</b>	Councillor David Simmonds CBE
<b>Cabinet Portfolio(s)</b>	Education and Children's Services
<b>Officer Contact(s)</b>	Nikki O'Halloran, Administration Directorate
<b>Papers with report</b>	Appendix A - Policy Overview Committee review - final report

### 1. HEADLINE INFORMATION

<b>Summary</b>	<p>To receive the Committee's review into Supporting Educational Aspiration for Disadvantaged Children.</p> <p>The Committee's report identifies a number of measures that it is anticipated will help to strengthen the work undertaken by schools working with the Council to promote greater educational attainment and progress by children from disadvantaged backgrounds living in the Borough.</p> <p>The Committee recognises the important role schools have to play in taking the lead to address gaps in educational progress and attainment across different pupil groups in the Borough. The Committee is recommending that officers work with schools to develop opportunities for greater joint working between schools. Opportunities to increase the take up of Pupil Premium Funding should be pursued to increase the resources available locally.</p> <p>Cabinet is requested to consider the Committee's findings.</p>
<b>Putting our Residents First</b>	This report supports the following Council objective of: <i>Our People</i> .
<b>Financial Cost</b>	There are no direct financial implications arising from this report. Where resources have been identified, these are already within existing service budgets.
<b>Relevant Policy Overview Committee</b>	Children, Young People and Learning
<b>Ward(s) affected</b>	All

## **2. RECOMMENDATIONS**

**That Cabinet welcomes the report from the Children, Young People and Learning Policy Overview Committee on its review into Supporting Educational Aspiration for Disadvantaged Children and agrees the recommendations of the review, along with their implementation, as set out below:**

- 1. That Cabinet endorses the existing work undertaken by the Council in relation to school improvement and the support provided to schools and families, while acknowledging the potential for this to be enhanced through greater school to school support.**
- 2. That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:**
  - a. Consider how schools could be further assisted by school to school support to boost attendance of disadvantaged pupils.**
  - b. Consider how schools could support one another in relation to the recruitment and retention of staff.**
  - c. Identify whether schools can be further supported in their use of pupil premium funding and in the monitoring of the performance of pupils receiving pupil premium.**
  - d. Determine whether information can be provided to schools in order to ensure that schools are fully aware of which pupils are eligible for pupil premium.**
  - e. Explore the provision to schools of a directory of relevant services provided by the Council.**
  - f. Consider the strengthening of linkages between schools and Children's Centres in the Borough.**
- 3. That the Cabinet Member for Education and Children's Services considers requesting officers to analyse data to identify areas of the Borough where there are the largest number of disadvantaged children and for this and other relevant data to be reported back to the Committee for future consideration.**
- 4. That the Cabinet Member for Education and Children's Services recommends that the following areas be investigated further in light of the Committee's review:**
  - a. That the review of Child and Adolescent Mental Health Services (CAMHS) requested by the Committee as part of its previous review of Early Intervention Services be undertaken as soon as possible. It is further proposed that this be a joint review to involve the Children, Young People and Learning Policy Overview Committee, the External Services Scrutiny Committee and other bodies, if appropriate.**
  - b. That concerns raised in relation to the frequency with which some children and families are moved from one place of temporary accommodation be reviewed by officers and reported to the Cabinet Member as appropriate.**
  - c. That concerns with regard to the frequency of health checks for pupils and the availability of information relating to these be passed to officers in**



**Public Health with a view to them raising these issues with the relevant bodies.**

- d. Officers provide the Committee with an overview of the established links between schools and the business community, with a view to this being developed into a more comprehensive report or the subject of a future review. This would identify how the Council and its partners can help to support and strengthen existing joint working between schools and the business community and seek to identify new opportunities.**

### **Reasons for recommendations**

To consider the report of the Children, Young People and Learning Policy Overview Committee and propose ways in which the Council, working with its partners, can support disadvantaged children in order to improve educational attainment.

It should be noted that following the Committee's review carried out earlier in the year, funding for education-related functions is being more constrained, in particular that available for local authority functions through the Education Services Grant which is expected to be abolished from September 2017. These recommendations should be considered in light of upcoming changes and, in particular, the role of schools in supporting educational attainment.

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

The Cabinet could decide to reject some or all of the Committee's recommendations, or pursue alternative routes in which to progress the objectives of the review.

## **3. INFORMATION**

### **Supporting Information**

Children and young people experience educational disadvantage as a result of many different, and sometimes multiple, adverse circumstances and factors. There is no single definition of a 'disadvantaged' child. However, the definition of 'disadvantaged' currently used by the Government for allocation of the Pupil Premium funding, and which is also used by Ofsted, is a pupil who is:

- Eligible for Free Schools Meals (FSM) in the last six years; or
- Looked after continuously for 1 day or more; or
- Adopted from care.

Therefore, as defined above, the largest group of children who are disadvantaged will be those from low-income families and will be those pupils categorised as eligible for Free School Meals at any point within the last six years.

Government figures show that children from disadvantaged backgrounds are far less likely to get good GCSE results. Within Hillingdon, the 2015 exam results show that 39% of pupils eligible for free school meals in the last six years achieved 5 A\*-C GCSEs (including English and Maths), compared to 64% of other pupils. This gives a gap of 25% in terms of outcomes at age 16 between disadvantaged young people and their non-disadvantaged peers. Whilst the attainment gap is greater at secondary level, evidence at national and local level highlights that disadvantage is a key indicator of academic success and educational opportunity at all phases.

Closing attainment gaps is central to school improvement. The Hillingdon School Improvement Plan 2015-18 refers to the school community working together to demonstrate 'that we are closing the gap rapidly for young people from our most vulnerable groups, including those who are disadvantaged...'

The broader policy background was set out in the 2010-2015 Coalition Government policy on the education of disadvantaged children. More recently, the Government has set out the mission 'to ensure that every child, regardless of background, receives an education that equips them with the skills and knowledge that they need to succeed. That means extra support for the most disadvantaged...'

A number of initiatives and funding streams are targeted towards disadvantaged children and young people, principally the Pupil Premium, which was first introduced in 2011. Other measures include free school meals, the fifteen hours free early education entitlement for the most disadvantaged two-year-olds and the 16-18 bursary scheme. Also of relevance, given its focus on school attendance and family support, is the Troubled Families Programme and the Local Authority's duty to raise participation.

A research project undertaken by the National Foundation for Educational Research and commissioned by the Department for Education (DfE), 'Supporting the attainment of disadvantaged pupils: Articulating success and good practice' (November 2015) investigated the differences between schools in the performance of pupils from disadvantaged backgrounds.

The study found that between one and two-thirds of the variance between schools in disadvantaged pupils' attainment could be explained by school-level characteristics. The study identified seven building blocks for success:

- An ethos of attainment for all pupils, rather than stereotyping disadvantaged pupils as a group with less potential to succeed.
- An individualised approach to addressing barriers to learning and emotional support, at an early stage, rather than providing access to generic support and focusing on pupils nearing their end-of-key-stage assessments.
- High quality teaching first rather than bolt-on strategies and activities outside school hours.
- A focus on outcomes for individual pupils, rather than on providing strategies.
- Deploying the best staff to support disadvantaged pupils; develop skills and roles of teachers and teaching assistants, rather than using additional staff who do not know the pupils well.
- Decisions to be based upon data and should respond to evidence, using frequent, rather than one-off assessment and decision points.
- Clear, responsive leadership: setting ever higher aspirations and devolving responsibility for raising attainment to all staff, rather than accepting low aspirations and variable performance.

All schools receive additional funding from the Department for Education (DfE) to raise the attainment and improve the progress of children and young people from disadvantaged backgrounds. This funding, known as the Pupil Premium grant, can be used by schools in any way that they choose, but must show an impact on outcomes for children from the poorest backgrounds. Schools are held to account for the use of Pupil Premium grant funding by Ofsted through the new inspection framework and also through strong governance at individual school and Local Authority level.

During the last financial year, schools in Hillingdon received in the region of £8.5 million of Pupil Premium grant funding, which was used to support the attainment of more than 12,000 children. The DfE uses a measure called FSM Ever 6 to determine the number of pupils eligible for pupil premium funding. FSM Ever 6 uses eligibility for Free School Meals based on income as its primary indicator. In 2014/15, Pupil Premium funding was set at £1320 per eligible pupil in primary schools and £935 per eligible pupil in secondary schools.

Anecdotal feedback from across the Borough indicates that schools are currently using their funding primarily to provide interventions to boost learning and to tackle underachievement, to support programmes designed to raise aspiration for targeted pupils and to work at a pastoral/family level with disadvantaged children who are displaying vulnerability to social exclusion. Some schools are also using proportions of this funding to improve the quality of teaching and learning across the whole-school.

Improving outcomes for vulnerable children, including the disadvantaged, are at the heart of Hillingdon's school-led, school improvement plan. Risk based assessment approaches, including the analysis of outcomes data for disadvantaged children to identify schools who may need intervention are used. In addition, in November 2015 the Primary Head Teachers Forum in Hillingdon delivered a working conference for primary Head Teachers, focusing on closing the gap for disadvantaged children. More recently, the Strategic Schools Partnership Board in Hillingdon has agreed to support a cross-phase conference to tackle the underachievement of key groups. Support and training for governors regarding challenge on behalf of disadvantaged children will be available through partner organisations, including the Governor Support Service. Schools have raised concerns regarding the accurate identification of disadvantaged children.

This review relates to the Council's Education Services and also to Children's Social Care, with regard to the educational attainment and aspiration of looked after children. The review, by its very nature, focuses on schools within the Borough. It recognises that Hillingdon's schools are largely autonomous and independent organisations, with whom the Council seeks to work in partnership in order to raise the educational attainment of children and young people from disadvantaged backgrounds.

### **Cabinet Members' response**

The Cabinet Member has considered the recommendations of the review and supports their implementation on the basis set out below:

<b>Recommendation</b>	<b>Response</b>
<p><b>1.</b> That Cabinet endorses the existing work undertaken by the Council in relation to school improvement and the support provided to schools and families, while acknowledging the potential for this to be enhanced through greater school to school support.</p>	<p><b>Support</b> - It is recognised that the Council has a role to play in challenging, and where appropriate, supporting schools to improve the outcomes for children from disadvantaged backgrounds. Opportunities to develop school-to-school support to enhance the current arrangements should be explored.</p>

<p><b>2.</b> That the Cabinet Member for Education and Children’s Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:</p> <ul style="list-style-type: none"> <li>a. Consider how schools could be further assisted by school to school support to boost attendance of disadvantaged pupils.</li> <li>b. Consider how schools could support one another in relation to the recruitment and retention of staff.</li> <li>c. Identify whether schools can be further supported in their use of pupil premium funding and in the monitoring of the performance of pupils receiving pupil premium.</li> <li>d. Determine whether information can be provided to schools in order to ensure that schools are fully aware of which pupils are eligible for pupil premium.</li> <li>e. Explore the provision to schools of a directory of relevant services provided by the Council.</li> <li>f. Consider the strengthening of linkages between schools and Children's Centres in the Borough.</li> </ul>	<p><b>Support</b> - There are opportunities to develop arrangements for schools to increase their support to other schools to help share experience, advice and ways to improve the educational outcomes for children from disadvantaged backgrounds. This should include the recruitment and retention of staff and how to increase the uptake of pupil premium funding by parents and carers to benefit pupils at the school. Providing information to schools about the services on offer from the council for disadvantaged children may assist schools in sign-posting families to appropriate information and advice, including children’s centres.</p>
<p><b>3.</b> That the Cabinet Member for Education and Children’s Services considers requesting officers to analyse data to identify areas of the Borough where there are the largest number of disadvantaged children and for this and other relevant data to be reported back to the Committee for future consideration.</p>	<p><b>Support</b> - A clear picture of the needs of disadvantaged children and where there are concentrations of need in the Borough will assist the Committee to target questions and challenge to those areas or groups of pupils which experience the greatest gaps.</p>
<p><b>4.</b> That the Cabinet Member for Education and Children's Services recommends that the following areas be investigated further in light of the Committee's review:</p> <ul style="list-style-type: none"> <li>a. That the review of Child and Adolescent Mental Health Services (CAMHS) requested by the Committee as part of its previous review of Early Intervention Services be undertaken as soon as possible. It is further proposed that this be a joint review to involve the Children, Young People and Learning</li> </ul>	<p><b>Support</b> - The Committee has previously identified issues in relation to CAMHS and it is noted that it has been previously agreed to undertake a review. Bearing this in mind, there is no objection to a review being undertaken, subject to the Committee being in a position to fully assess the ongoing changes being made to the CAMHS Strategy.</p>

<p>Policy Overview Committee, the External Services Scrutiny Committee and other bodies, if appropriate.</p>	
<p><b>4. b.</b> That concerns raised in relation to the frequency with which some children and families are moved from one place of temporary accommodation be reviewed by officers and reported to the Cabinet Member as appropriate.</p>	<p><b>Support</b> - It is acknowledged that a high number of homeless presentations to the council are due to the loss of private rented accommodation and there are occasions where it is necessary to secure suitable, emergency, short-term accommodation. An update report will be provided to the Cabinet Member.</p>
<p><b>4. c.</b> That concerns with regard to the frequency of health checks for pupils and the availability of information relating to these be passed to officers in Public Health with a view to them raising these issues with the relevant bodies.</p>	<p><b>Support</b> - It is recognised that early identification of potential health issues will ensure that action is taken to improve health and wellbeing, which in turn provides for a strong basis for effective pupil learning and development. Concerns about the frequency of health checks will be passed to the Public Health Team to action with the relevant bodies.</p>
<p><b>4. d.</b> Officers provide the Committee with an overview of the established links between schools and the business community, with a view to this being developed into a more comprehensive report or the subject of a future review. This would identify how the Council and its partners can help to support and strengthen existing joint working between schools and the business community and seek to identify new opportunities.</p>	<p><b>Support</b> - It is recognised that building stronger links with the business community will help to develop new opportunities for Hillingdon's children and young people to develop skills and their experiences, including those from disadvantaged backgrounds. Providing the Committee with further information will support the development of these opportunities.</p>

### **Financial Implications**

The recommendations set out in this report do not have any direct financial implications. Any additional work undertaken after agreement by the Cabinet would be met from within the existing resources available.

The recommendations do not create any additional budgetary pressures and primarily seek to ensure that the necessary policies, processes and procedures are effectively developed and embedded in order to maximise the effectiveness of services for disadvantaged children.

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

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

These recommendations, if approved by Cabinet, will help to strengthen the ways in which the Council and its partners can support disadvantaged children to improve educational attainment.

## **Consultation Carried Out or Required**

The Committee sought a range of expert witness testimony as set out in Appendix B of its report.

## **5. CORPORATE IMPLICATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report, confirming that there are no direct financial implications arising from the recommendations outlined above. It is noted that funding for education-related functions is being more constrained, in particular that available for local authority functions through the Education Services Grant which is expected to be abolished from September 2017.

### **Legal**

There are no legal issues arising out of the recommendations proposed at the outset of this report.

## **6. BACKGROUND PAPERS**

NIL.

# London Borough Of Hillingdon

## Report of the Children, Young People & Learning Policy Overview Committee 2016/17

# Supporting Educational Aspiration for Disadvantaged Children

### **Members of the Committee**

*Cllr. Jane Palmer, (Chairman)*  
*Cllr. Nick Denys (Vice-Chairman)*  
*Cllr. Jem Duducu*  
*Cllr. Dominic Gilham*  
*Cllr. Becky Haggart*  
*Cllr. Allan Kauffman*  
*Cllr. John Oswell*  
*Cllr. Jagit Singh*  
*Cllr. Jan Sweeting*  
*Mr Tony Little*

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## RECOMMENDATIONS

1. That Cabinet endorses the existing work undertaken by the Council in relation to school improvement and the support provided to schools and families, while acknowledging the potential for this to be enhanced through greater school to school support.
2. That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:
  - a. Consider how schools could be further assisted by school to school support to boost attendance of disadvantaged pupils.
  - b. Consider how schools could support one another in relation to the recruitment and retention of staff.
  - c. Identify whether schools can be further supported in their use of pupil premium funding and in the monitoring of the performance of pupils receiving pupil premium.
  - d. Determine whether information can be provided to schools in order to ensure that schools are fully aware of which pupils are eligible for pupil premium.
  - e. Explore the provision to schools of a directory of relevant services provided by the Council.
  - f. Consider the strengthening of linkages between schools and Children's Centres in the Borough.
3. That the Cabinet Member for Education and Children's Services considers requesting officers to analyse data to identify areas of the Borough where there are the largest number of disadvantaged children and for this and other relevant data to be reported back to the Committee for future consideration.
4. That the Cabinet Member for Education and Children's Services recommends that the following areas be investigated further in light of the Committee's review:
  - a. That the review of Child and Adolescent Mental Health Services (CAMHS) requested by the Committee as part of its previous review of Early Intervention Services be undertaken as soon as possible. It is further proposed that this be a joint review to involve the Children, Young People and Learning Policy Overview Committee, the External Services Scrutiny Committee and other bodies, if appropriate.
  - b. That concerns raised in relation to the frequency with which some children and families are moved from one place of temporary accommodation be reviewed by officers and reported to the Cabinet Member as appropriate.
  - c. That concerns with regard to the frequency of health checks for pupils and the availability of information relating to these be passed to officers in Public Health with a view to them raising these issues with the relevant bodies.
  - d. Officers provide the Committee with an overview of the established links between schools and the business community, with a view to this being developed into a more comprehensive report or the subject of a future review. This would identify how the Council and its partners can help to support and strengthen existing joint

working between schools and the business community and seek to identify new opportunities.

## BACKGROUND TO THE REVIEW

The Committee agreed to investigate how educational aspiration could be supported for disadvantaged children in order to improve attainment. This was due to concerns raised by Government provided data that demonstrated that children from disadvantaged backgrounds were far less likely to achieve good academic results. The Hillingdon School Improvement Plan acknowledges that the gap between key vulnerable groups, including disadvantaged children, and their peers in school is not closing quickly enough and does not compare favourably with the national picture for all children.

In Key Stages 1 and 2, while attainment of disadvantaged pupils has improved, a gap remains between them and their non disadvantaged peers, although this is closing. Combined reading, writing and mathematics scores for disadvantaged children in Hillingdon are improving at a faster rate than for disadvantaged children nationally. At Key Stage 1, the overall gap in attainment narrowed from 17% in 2013/14 to 15% in 2014/15. At Key Stage 2, the overall gap in attainment narrowed from 20% in 2013/14 to 17% in 2014/15. This demonstrates an overall improvement in outcomes for disadvantaged pupils across the primary sector in Hillingdon, although outcomes for these pupils still do not compare favourably with the national measures for all other pupils. Similarly, data shows that the average progress of disadvantaged children varies across schools in the Borough, indicating that additional in-school factors affect outcomes.

Attainment figures published in January 2015 showed that, nationally in 2013/2014, 33.5% of disadvantaged pupils achieved at least 5 A\*- C GCSEs (or equivalent) grades, including English and mathematics, compared to 60.5% of all other pupils, a difference of 27%.<sup>1</sup>

Within Hillingdon, 39% of pupils who had been eligible for free school meals in the last six years achieved 5 A\*- C GCSEs (including English and Maths), compared to 64% of other pupils. This represents a difference of 25% between the attainment of disadvantaged pupils and that of their non-disadvantaged peers. Although evidence of the attainment gap is greatest at secondary level, disadvantage is a key predictor of academic success at all stages of education.

With the exception of entry for the English Baccalaureate, for which outcomes for disadvantaged children have improved in the Borough in 2014/15 compared to the previous year, all other secondary measures show a decline in the performance and progress of disadvantaged children, with the national LAIT (Local Authority Interactive Tool) highlighting an overall downward trend for disadvantaged children in secondary schools in Hillingdon.

The Department for Education's Local Authority Interactive Tool shows that the number of pupils in the Borough of Hillingdon eligible for Free School Meals has increased each year for the past five years. The latest available figure is 12,190 (an increase of approx 4,000 children since 2010/11). By comparison, the number of children eligible for Free School Meals in neighbouring boroughs and across London has decreased in 2014/15.

At national level, attainment gaps have narrowed slightly in recent years. However, the attainment gap between pupils from low income families and those from wealthier backgrounds in the UK is one of the largest in OECD countries.

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<sup>1</sup> Office for National Statistics, January 2015 - <https://www.gov.uk/government/statistics/gcse-and-equivalent-attainment-by-pupil-characteristics-2014>

## **Key Issues in relation to the attainment of disadvantaged Pupils**

The 2015 annual HMI report ('Education, Children's Services & Skills'), which included a specific focus on disadvantaged children, included the following points:

- The performance of pupils and students from low-income backgrounds is the 'most troubling' weakness of the education system.
- The importance of achieving a good level of attainment in the early years before a child starts school.
- The attainment gap is a particular cause for concern at secondary level.
- Disadvantaged children suffer disproportionately where the quality of education is not good and where information and guidance on future pathways is poor.
- White British pupils continue to be the lowest performing of the larger ethnic groups.

It is widely recognised that some of the most successful intervention measures will be those that target disadvantaged pupils at the early stages of education, in order to reduce the risk of them falling behind their peers in the first place. The Committee has taken this into consideration in determining its recommendations.

A number of initiatives and funding streams are targeted towards disadvantaged children and young people, principally the pupil premium, which was first introduced in 2011. This funding is provided to schools by the Department of Education (DfE) to raise attainment and improve the progress of children and young people from disadvantaged backgrounds. The funding can be used by schools in any way that they choose, but must show an impact on outcomes for children from the poorest backgrounds. Schools are held to account for their use of pupil premium grant funding by Ofsted, through the new inspection framework and also through strong governance at individual school and local authority level.

Other measures targeting disadvantaged pupils include free school meals, the fifteen hours free early education entitlement for the most disadvantaged two-year-olds and the 16-18 bursary scheme.

The Committee has attempted to focus on these areas in its evidence gathering and to give particular consideration to whether existing mechanisms and resources, such as the pupil premium, could be better targeted. Schools in Hillingdon received approximately £8.5 million of pupil premium grant funding in 2014/15, which was used to support the attainment of more than 12,000 children. The funding equated to £1,320 per eligible primary pupil and £935 per eligible secondary pupil.

More detailed gap analysis of data across the Borough suggests that two particular groups of disadvantaged pupils in Hillingdon are most prone to underperformance and, therefore, poorer educational outcomes when compared to their peers. These groups are more able disadvantaged pupils and disadvantaged white British children. Evidence suggests that white British boys, in particular, are more likely to underachieve at Key Stage 2 and at secondary school in Hillingdon.

### **Defining the review**

Children and young people experience educational disadvantage as a result of many different and sometimes multiple, adverse circumstances and factors. There is no single definition of a 'disadvantaged' child. However, the definition of 'disadvantaged' currently used by the

Government for allocation of the pupil premium and which is also used by Ofsted, is a pupil who is:

- Eligible for Free Schools Meals (FSM) in the last six years; or
- Looked after continuously for 1 day or more; or
- Adopted from care.

For the purposes of this review, the above definition of a disadvantaged pupil has been used.

## **Review Context**

Government issued Statutory Guidance on the Role of the Director of Children's Services and Lead Member for Children's Services 2013 stated that - 'LAs should work with partners to promote prevention and early intervention and offer early help... This will help to...narrow the gaps for the most disadvantaged.' It is anticipated that the recommendations put forward by this review, along with the wider early intervention and prevention work undertaken by the Council, will help the Council to meet its statutory duty and, most importantly, help improve outcomes for disadvantaged pupils in the Borough.

A research project undertaken by the National Foundation for Educational Research (commissioned by the Department for Education (DfE)), entitled 'Supporting the attainment of disadvantaged pupils: Articulating success and good practice' (November 2015) investigated the differences between schools when comparing the performance of pupils from disadvantaged backgrounds. The study found that between one and two-thirds of the variance between schools in disadvantaged pupil attainment could be explained by school-level characteristics. The study identified seven key components that could help to close the attainment gap:

- An ethos of attainment for all pupils, rather than stereotyping disadvantaged pupils as a group with less potential to succeed.
- An individualised approach to addressing barriers to learning and emotional support at an early stage, rather than providing access to generic support and focusing on pupils nearing their end-of-key-stage assessments.
- High quality teaching first rather than bolt-on strategies and activities outside school hours.
- A focus on outcomes for individual pupils, rather than on providing strategies.
- Deploying the best staff to support disadvantaged pupils; developing the skills and roles of teachers and teaching assistants, rather than using additional staff who do not know the pupils well.
- Decisions to be based upon data and should respond to evidence, using frequent, rather than one-off, assessment and decision points.
- Clear, responsive leadership: setting ever higher aspirations and devolving responsibility for raising attainment to all staff, rather than accepting low aspirations and variable performance.

Anecdotal feedback from across the Borough indicates that schools are currently using their funding primarily to provide interventions to boost learning and to tackle underachievement; to support programmes designed to raise aspiration for targeted pupils and to work at a pastoral/family level with disadvantaged children who are displaying vulnerability to social exclusion. Some schools are also using a proportion of the funding to improve the quality of teaching and learning across the whole-school.

During 2015/16, the Committee undertook a review entitled 'The Effectiveness of Early Help to Promote Positive Outcomes for Families.' This focused on the Council's Early Intervention and Prevention Services. The current review has aimed to build upon and compliment the findings of this previous review, with recommendations that target disadvantaged pupils and suggest actions that can be undertaken by the Council, schools and other partners.

### **Evidence Gathering**

A witness session was held at the Committee meeting on 16 March 2016. This heard evidence from Ann Bowen-Breslin, Headteacher of Hillingdon Primary School and Liz Horrigan, Headteacher of Harlington School. A written submission was provided by Laurie Cornwell, Headteacher of The Skills Hub and Young People's Academy. The Committee also heard from Deborah Bell, representing the Key Working Service within the Council's Early Intervention and Prevention Service.

Data in relation to closing the attainment gap for disadvantaged pupils was provided to assist the review, with officers providing an overview to the Committee.

A written submission that had been submitted by Ann Bowen-Breslin was considered at the Committee meeting held on 13 April 2016, with a further witness session being held at the Committee meeting on 14 June 2016. This heard from Laurie Cornwell, Headteacher of The Skills Hub and Young People's Academy and Richard Yates, Headteacher of West Drayton Primary School.

## CONTEXT OF THE RECOMMENDATIONS

It is evident from the information received by the Committee during the review and the details included in the scoping document, that a wide variety of work is already undertaken by the Council in relation to school improvement and the support provided for disadvantaged families.

In relation to School Improvement, the Hillingdon School Improvement Plan 2015-18 refers to the school community working together to demonstrate 'that we are closing the gap rapidly for young people from our most vulnerable groups, including those who are disadvantaged.' Outcomes for vulnerable children, including disadvantaged children, have been placed at the heart of the Plan, with the School Improvement team analysing data relating to outcomes for disadvantaged children in order to identify schools that may be in need of support or intervention.

Work is ongoing in this area, with the School Improvement team having worked in partnership with the Primary Head Teachers' Forum in Hillingdon to hold a working conference in November 2015. This focused on closing the gap for disadvantaged children.

The Schools Strategic Partnership Board, established by the Council, acts as a central leadership forum for school development by ensuring that the School Improvement Plan is effectively developed, quality-assured and promoted and shared effectively with schools and other partners. The Board has been working to make support and training available to school governors to enable them to feel confident in being able to offer robust challenge to the attainment of disadvantaged pupils.

The Council aims to promote the highest possible education standards. It does this in a variety of ways including<sup>2</sup>:

- Monitoring of the performance and effectiveness of all schools in the Borough and sharing this information with stakeholders regularly to scrutinise Hillingdon's school provision against London and national averages.
- Collaborating with partners to tackle key barriers to school improvement at Borough, phase/setting and individual school level.
- Encouraging head teachers and school leadership teams to set and achieve aspirational targets for all.
- Identifying and challenging underperformance in the earliest stages.
- Sign-posting and, where necessary, brokering appropriate support in a timely and effective manner.
- Intervening without delay where schools require rapid improvement.
- Identifying and assisting vulnerable young people so that they may sustain their engagement in education, employment and training.
- Securing sufficient high quality early years provision, in support of children's development and readiness for school.

The Council's Early Intervention and Prevention Service provides a variety of support to schools, including the provision of training and support for schools to undertake Early Help Assessments for pupils who have been identified as being at risk of achieving poor outcomes. Between April 2014 and March 2016, 126 persons in the Borough working with children (excluding Council staff) had received training in relation to Early Help Assessments and the

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<sup>2</sup> Hillingdon School Improvement Plan 2015-18, p5

associated Team Around the Family (TAF) initiative. The Key Working Service, part of Early Intervention and Prevention, supports the TAF process. However, it should be noted that one of the teacher witnesses felt that they were not able to access the type of holistic planning support that would benefit the school and were also concerned that the school was required to pay £6,000 before being entitled to the provision of any intervention services.

Although there is much evidence of the positive contribution towards improving educational attainment already made by the Council, the witnesses that have presented evidence to the Committee during the review highlighted areas where they felt that further support could be provided. These suggestions, which will be explored more fully within the context of the other recommendations set out in this report, have included the provision of additional information to ensure that schools are able to maximise their use of pupil premium funding.

Schools have raised concerns regarding the accurate identification of disadvantaged children. They have requested the support of the Council to ensure that information and funding received is correct and reflects the profile of the children that they have on roll.

The fact that there remains a significant gap between the overall attainment of disadvantaged pupils and that of their non disadvantaged peers, albeit one that is closing at most Key Stages and subject areas, demonstrates that there is no room for complacency.

It is therefore recommended:

**1**

**That Cabinet endorses the existing work undertaken by the Council in relation to school improvement and the support provided to schools and families, while acknowledging the potential for this to be enhanced through greater school to school support.**

It is evident that poor school attendance can have a detrimental effect on pupil attainment and that this is often a factor in cases that the Council's preventative / intensive key workers or Team Around the Family become involved in. Poor school attendance is a characteristic in 35% of such cases, although it is acknowledged that attendance is related to other challenges.

Although not statutorily required to do so, the Council's Participation Key Working Team is available for commissioning by academies in the Borough with regard to improving school attendance. 96% of secondary academies and 100% of primary academies have a Service Level Agreement with the Council to cover this work, which includes the Council receiving an alert for pupils whose school attendance falls below 90%.

Teacher witnesses generally considered that they had a good working relationship with relevant Council services, such as the Safer Schools team, the Participation Team and the Youth Offending Service, with students that had a poor attendance record, or for whom there were other issues of concern, being signposted to youth service programmes.

Schools were already undertaking pupil attendance tracking and were also encouraging pupil attendance through initiatives such as non-uniform days, by forging strong relationships with parents and by disallowing holiday absence during term time.

It is clear that much positive work is already being undertaken in order to maximise pupil attendance. However, schools remained concerned by the attendance of some of pupils and its impact on their attainment and development.



It is therefore recommended:

**2a**

*That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Consider how schools could be further assisted by school to school support to boost attendance of disadvantaged pupils.**

This review has highlighted the importance of schools being able to recruit and retain high quality staff. This is seen as being critical to the success of pupils. Witnesses have highlighted that recruitment is becoming increasingly difficult due to the relatively high cost of housing in the Borough and asked whether more could be done to provide affordable housing for school staff. This issue was exacerbated by Hillingdon's close proximity to schools in other boroughs that paid an inner London allowance to staff.

The Council already encourages schools to work together to tackle recruitment and retention issues, with a Strategy Group having been set up, comprising local headteachers. It was acknowledged that although pay levels were a factor, from a teacher retention perspective, it was also important that new recruits, particularly those new to the profession, were provided with a package of support and continuous professional development opportunities. It was noted that at least one school in the Borough was providing a year long support package to new teaching staff in order to encourage them to remain in teaching.

The support that was already being provided by the Council was welcome, but it was felt that further opportunities could be explored given the importance of recruitment and retention.

It is therefore recommended:

**2b**

*That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Consider how schools could support one another in relation to the recruitment and retention of staff.**

The pupil premium is additional funding available to publically funded schools in England. It was introduced by the Government in 2011 and is designed to help raise the attainment of disadvantaged pupils and to close the gap between them and their non disadvantaged peers.

Teacher witnesses participating in the review advised that they currently spent pupil premium funding on a wide variety of initiatives, such as dedicated support for disadvantaged pupils and the provision of educational trips and extracurricular activities. One witness felt that there was sometimes too much focus on academic results when schools were determining how to spend pupil premium funding. It was suggested that other outcomes, such as wider pupil development, were equally important, if not more so. In relation to the monitoring of progress of both disadvantaged and non disadvantaged pupils, teacher witnesses advised that baseline data was important in order to demonstrate how pupils had progressed from their starting point when they had first become a pupil at a particular school.

Strong governance at school and, where appropriate, at local authority level, was seen as being key to ensuring that the maximum possible benefits of pupil premium funding were realised. Schools currently had a variety of mechanisms through which they monitored the use of pupil premium and it was recognised that, while some schools might benefit from additional support, it would not be sufficient to use a single model across all schools, either in terms of advising schools regarding spending of funding or when advising with regard to mechanisms through which the associated outcomes could be monitored.

The Council already provides advice to schools and encourages engagement with parents to help ensure that schools are able to make the best use of pupil premium funding. Taking this into consideration and also the need to ensure that existing sources of advice and support available to schools, such as the Sutton Trust and Education Endowment Foundation Toolkit, are not duplicated, it is therefore recommended:

**2c**

*That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Identify whether schools can be further supported in their use of pupil premium funding and in the monitoring of the performance of pupils receiving pupil premium.**

School representatives have expressed concerns that they are often not aware of all the pupils who are eligible for pupil premium and that as a result, their schools may not be receiving all the funding that they are entitled to. In addition, a number of parents who had children eligible for free school meals did not take them up. This made it difficult to rely on this measure to determine which pupils were disadvantaged and therefore eligible for pupil premium funding.

Whilst acknowledging that it would be difficult, if not impossible for schools or the Council to have a fully accurate picture of which pupils were eligible for pupil premium funding, it was requested that the Council provides support to ensure that information and funding received is correct and reflects the profile of children that a school has on its roll.

It is therefore recommended:

**2d**

*That the Cabinet Member for Education and Children's Services considers instructing officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Determine whether information can be provided to schools in order to ensure that schools are fully aware of which pupils are eligible for pupil premium.**

Although the school representatives participating in the review had generally had positive experiences of engagement with the Council, it was considered that schools did not always have a clear picture of which Council services were available, either for direct access by the schools themselves or for use by parents of school pupils. This could result in schools and parents missing out on services available to them. It was requested that the Council should consider compiling a directory of all the relevant services available and for this to be provided to schools.

It is therefore recommended:

**2e**

*That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Explore the provision to schools of a directory of relevant services provided by the Council.**

The teacher witnesses felt they did not have a good awareness of the role of Children's Centres in helping families and children, particularly those from disadvantaged backgrounds. While it was recognised that Children's Centres may already be undertaking a variety of work in this area, the witnesses had not had any direct engagement with the Children's Centres.

Concerns were raised that poor comprehension skills amongst pupils were partially due to some parents not spending time reading with their young children. It was suggested that positive parenting classes could be provided to new parents and that attendance at such classes could be incentivised in some way. A further suggestion made was that Children's Centres could consider undertaking audits within specific geographic areas of the Borough, in order to review services currently being provided and to identify the scope for changes or additional provision.

Witnesses saw the potential benefits of the Children's Centres engaging directly with all schools to promote and share opportunities available and to ensure that awareness of the services amongst parents is maximised. Such promotion could be linked in to the directory of services proposed as part of recommendation 2a v.

It is therefore recommended

**2f**

*That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:*

**Consider the strengthening of linkages between schools and Children's Centres in the Borough.**

According to the Terms of Reference of this review, one of its aims was 'to consider what the available data tells us about needs within the Borough and the identification of opportunities for further investigation.' Some gap data, showing the performance of disadvantaged pupils compared to their non disadvantaged peers, was presented to the Committee. The data demonstrated that the overall attainment of disadvantaged pupils was and remains significantly lower than that of other pupils. Although the overall trend is of a narrowing gap, particularly at Keys Stages 1 and 4, the Committee is concerned that the attainment gap for Key Stage 2 in 2016 had widened when compared to 2014 against overall attainment, reading and writing.

While the Committee anticipates that the existing work of the Council and its partners and the implementation of the recommendations set out in this report will contribute towards the improved attainment of disadvantaged pupils, it considers that the data analysed as part of the review did not provide enough detail to enable it to make a full assessment of the performance of disadvantaged pupils and the areas where there is particular scope for improvement. Committee Members are particularly interested in identifying the attainment of disadvantaged pupils in the relatively deprived parts of Hillingdon, such as Hayes, West Drayton and Yiewsley,

in order to consider how this could affect the targeting of services and measures to improve the attainment of disadvantaged pupils. One of the review witnesses was particularly troubled by the attainment of white British pupils. With this in mind, the Committee considers that more detailed data analysis is required in relation to the performance of disadvantaged pupils as a whole and of particular cohorts within this group.

It is therefore recommended:

**3**

**That the Cabinet Member for Education and Children's Services considers requesting officers to analyse data to identify areas of the Borough where there are the largest number of disadvantaged children and for this and other relevant data to be reported back to the Committee for future consideration.**

### Other Recommendations

This section covers issues that have been raised during the course of the review that do not directly relate to educational improvement or to the areas covered by the Children, Young People and Learning Policy Overview Committee's Terms of Reference. The Committee considers that it is important that these issues are not overlooked and has, therefore, made recommendations that these concerns are referred to the relevant Council Committees for them to further investigate what action they consider to be appropriate.

Difficulties in making referrals to Child and Adolescent Mental Health Services (CAMHS) or other providers and in obtaining effective support in relation to mental health issues have been highlighted as concerns previously, including by the Committee's previous review of Early Intervention services and by an earlier review of youth crime and anti-social behaviour.

This review has identified similar concerns, with teacher witnesses stating that they found it challenging to meet the thresholds required in order to obtain CAMHS support for their pupils. This was identified as being an on-going issue that had not been addressed significantly for a number of years. It was also worrying that cases referred to CAMHS could be closed for non-attendance at an appointment as this could be caused by the particular mental health issues that the referral was attempting to address. One witness also felt that there was a need for the provision of additional training in relation to CAMHS and stated that there was anecdotal evidence that the work of CAMHS was not attempting to address pupil behaviour. Waiting lists for referrals to the service were long and there could be a significant gap between referral and provision of an initial appointment, which could exacerbate problems further. Notwithstanding the issues raised, the overall working relationship with CAMHS was seen as being positive.

The Committee has previously considered, on more than one occasion, recommending the undertaking of a joint review of CAMHS, which would also involve the External Services Committee and other bodies, as appropriate. This was based upon the numerous concerns that have previously been expressed in relation to CAMHS.

There have been delays with regard to taking forward this recommendation. However, the Committee has been frustrated by these delays and considers it to be of paramount importance that a review of CAMHS provision within Hillingdon is progressed without delay.

It is therefore recommended:

## 4a

**That the review of Child and Adolescent Mental Health Services (CAMHS) requested by the Committee as part of its previous review of Early Intervention Services be undertaken as soon as possible. It is further proposed that this be a joint review to involve the Children, Young People and Learning Policy Overview Committee, the External Services Scrutiny Committee and other bodies, if appropriate.**

Witnesses who presented evidence to the Committee were concerned about the frequency with which some children were moved from one place of temporary accommodation to another. Upon starting at a new school, children tended to gradually establish themselves and make progress as they gained confidence. This progress could be jeopardised if the child was then re-housed in another area within the Borough. Student mobility was considered to be a key factor that influenced pupil attainment, with mid-year admissions often requiring intensive support outside of the mainstream environment.

It was questioned whether more could be done to consider the needs of children experiencing several moves and the impact that this was likely to have on their educational attainment and general wellbeing. It was also suggested that the Council could audit temporary accommodation locations in order to identify where there were specific problems.

It is therefore recommended:

## 4b

**That concerns raised in relation to the frequency with which some children and families are moved from one place of temporary accommodation be reviewed by officers and reported to the Cabinet Member as appropriate.**

This review has identified some concerns with regard to pupil health checks. Acknowledging budgetary constraints and the limits of the remit of the Council, it was proposed to the Committee that the frequency of health checks should be increased. It was also proposed that the checks should be compulsory and that results of checks should be communicated directly to school, in addition to General Practitioners continuing to receive them. The Committee appreciates that, for reasons of parental choice and the protection of personal data, it may not be possible, or even desirable, for all these suggestions to be implemented. However, it does consider that the issues raised are worthy of further discussion.

It is therefore recommended:

## 4c

**That concerns with regard to the frequency of health checks for pupils and the availability of information relating to these be passed to officers in Public Health with a view to them raising these issues with the relevant bodies.**

The limitations of this review have not facilitated the exploration of the links between schools in the Borough and the local business community and the importance of mentoring and aspiration

raising. This is an area of work for which the Council has had discussions with partner organisations and it is one that the Committee believes should be explored further.

It is therefore recommended that

**4d**

**Officers provide the Committee with an overview of the established links between schools and the business community, with a view to this being developed into a more comprehensive report or the subject of a future review. This would identify how the Council and its partners can help to support and strengthen existing joint working between schools and the business community and seek to identify new opportunities.**

## Appendix A - Terms of Reference

The following Terms of Reference were agreed in the review scoping report.

1. To explore how the attainment of the most disadvantaged pupils in Hillingdon is affected and to investigate how this gap could be closed.
2. To investigate the measures that the Council, schools and other providers have in place to address the barriers to attainment, either caused by, or contributed to by disadvantage.
3. To consider evidence from officers, schools / teachers and other key stakeholders.
4. To review national research and evidence of good practice in other areas and to investigate how this is being applied in Hillingdon and what improvements can be made.
5. To investigate the promotion of Council and partner provided services and whether this could be increased or better targeted.
6. To consider whether the effectiveness of spending of pupil premium funding could be improved.
7. To consider what the available data tells us about needs within the Borough and the identification of opportunities for further investigation.
8. To propose ways in which the Council could work effectively with schools and other partners to reduce the impact of disadvantage on educational attainment, within its School Improvement remit.

## Appendix B - Witnesses

Witness sessions for the review took place at the meetings of the Children, Young People and Learning Policy Overview Committee meeting held on 16 March 2016 and 14 June 2016. These sessions heard from the following witnesses:

<b>Witness Session 1 (16 March 2016)</b>
Ann Bowen-Breslin, Headteacher of Hillingdon Primary School (written submission presented to Committee separately at meeting on 13 April 2016)
Liz Horrigan, Headteacher of Harlington School
Laurie Cornwell, Executive Headteacher of The Skills Hub and Young People's Academy (Written evidence only)
Deborah Bell, LBH Key Working Service within the Early Intervention and Prevention Service.
Naveed Mohammed, Service Manager - Business Performance, LBH
Dan Kennedy, Head of Business Performance, Policy & Standards

<b>Witness Session 2 (14 June 2016)</b>
Laurie Cornwell, Executive Headteacher of The Skills Hub and Young People's Academy*
Richard Yates, Headteacher of West Drayton Primary School

\* Laurie Cornwell submitted additional information following the Committee meeting. This was circulated to the Committee Members for consideration.



## Appendix C - Background Reading

To assist with the writing of this review, reference has been made to the following background information.

- § **Minutes and witness statements from the March 2016 witness session**  
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=323&MId=2449&Ver=4>
- § **Minutes and witness statements from the April 2016 Committee meeting**  
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=323&MId=2450&Ver=4>
- § **Minutes and witness statements from the June 2016 witness session**  
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=323&MId=2769&Ver=4>
- § **Support for Disadvantaged Children in Education in England**  
<http://researchbriefings.parliament.uk/ResearchBriefing/Summary/SN07061#fullreport>
- § **Ofsted Annual Report 2014/15: Education and Skills**  
[www.gov.uk/government/publications/ofsted-annual-report-201415-education-and-skills](http://www.gov.uk/government/publications/ofsted-annual-report-201415-education-and-skills)
- § **Poor white British boys and girls educationally underperforming**  
[www.parliament.uk/business/committees/committees-a-z/commons-select/education-committee/news/white-working-class-report/](http://www.parliament.uk/business/committees/committees-a-z/commons-select/education-committee/news/white-working-class-report/)

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## ICKENHAM NEIGHBOURHOOD AREA AND NEIGHBOURHOOD FORUM APPLICATIONS

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning, Transportation and Recycling
<b>Officer Contact</b>	James Gleave: Residents Services
<b>Papers with report</b>	Appendix 1: Copy of Ickenham Neighbourhood Area and Neighbourhood Forum application

### 1. HEADLINE INFORMATION

<b>Purpose of report</b>	This report explains the content of an application submitted by residents in Ickenham for the establishment of a neighbourhood forum and neighbourhood area. It provides a summary of comments received on the proposals following a six week period of public consultation, recommends that Cabinet approves the application and identifies the implications of making such a decision.
<b>Putting our Residents First</b>	This report supports the following Council objectives of: <i>Our People; Our Built Environment; Our Natural Environment; Our Heritage and Civic Pride;</i> The proposals align with the Council's Local Plan Part 1 and emerging Local Plan Part 2: Development Management Policies, Site Allocations and Designations and Policies Map.
<b>Financial Cost</b>	The approval of the application is likely to result in the preparation of a neighbourhood plan relating to the neighbourhood area. Costs associated with this process will be met from existing budgets and the Government's Neighbourhood Planning Grant.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services Policy Overview Committee.
<b>Ward(s) affected</b>	All

### 2. RECOMMENDATION

That Cabinet:-

1. Approves the application submitted by Ickenham residents for the establishment of a neighbourhood forum and the designation of a neighbourhood area.
2. Instructs officers to bid for funds from the Government's Neighbourhood Planning Grant in December 2016, to offset costs associated with the production of the Ickenham Neighbourhood Plan.

## **Reasons for recommendations**

On 27th May 2016, officers received an application to establish a neighbourhood forum and neighbourhood area for Ickenham, which will form the basis of the production of the neighbourhood plan. On the basis that the proposals meet the requirements set out in the Government's neighbourhood planning regulations, it is recommended that the application should be approved.

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

Cabinet may decline to approve the application for the neighbourhood forum, the neighbourhood area or both proposals. Such an approach is likely to result in the resubmission of the proposals.

## **Comments of Policy Overview Committee(s)**

None at this stage.

## **3. INFORMATION**

### **Background**

1. Although the neighbourhood forum and neighbourhood area constitute separate proposals, they are intrinsically linked and have been submitted in a single joint application. If both proposals are agreed by Cabinet, officers understand that the forum intends to commence the production of a neighbourhood plan for Ickenham. Once adopted, the neighbourhood plan will form part of the Council's Local Plan and will be a significant material consideration in the determination of planning applications within the defined neighbourhood area.

2. The background to neighbourhood planning and the implications for Hillingdon were first reported to Cabinet in January 2012. This is Hillingdon's first application to establish a neighbourhood forum and a neighbourhood area. A copy of the application, including a map showing the extent of the proposed neighbourhood area, is attached at Appendix 1 of this report.

### **What are Neighbourhood Forums and Neighbourhood Areas?**

3. A designated neighbourhood forum is an organisation or group empowered to lead the neighbourhood planning process. The group or organisation must apply to the local planning authority to establish a neighbourhood forum (a forum application). In addition to meeting the relevant parts of Government planning legislation, the forum must also have a membership that includes a minimum of 21 individuals who either:

- live in the neighbourhood area;
- work there; and/or
- are elected members for a local authority that includes all or part of the neighbourhood area.

4. The neighbourhood forum operates within a defined neighbourhood area, which forms the geographic extent of the neighbourhood plan. The extent of the neighbourhood area must be agreed by the local planning authority before the neighbourhood plan can commence. As noted above, residents from Ickenham have submitted a joint application to establish a

neighbourhood forum and designate a neighbourhood area, with a view to preparing a neighbourhood plan.

#### Ickenham Neighbourhood Forum (INF)

5. The application submitted to the Council sets out the background to the establishment of the forum. A public meeting was held with local residents on 19th March 2016 to discuss the process and to gather support for the submission of the application. At a further meeting on 19th April 2016, the constitution of the forum was discussed and an interim committee agreed.

6. In accordance with planning legislation a neighbourhood forum constitution has been prepared and submitted with the application. The purpose of the forum, as set out in its constitution, is:

- To prepare a neighbourhood plan for the Ickenham Neighbourhood Area; and
- To promote, conserve and improve the social, economic and environmental well-being of the Ickenham Neighbourhood Area (INA), for the benefit of Ickenham's residents, businesses and the public at large.

7. In addition to its objectives, the forum may:

- Invite and receive contributions and raise funds where appropriate, to finance the work of the Forum, and to open a bank account to manage such funds;
- Publicise and promote the work of the Forum and organise meetings, training courses, events, seminars etc;
- Work with groups of a similar nature and exchange information, advice and knowledge with them, including co-operation with other voluntary bodies, charities, statutory and non-statutory organisations;
- Employ staff and volunteers as are necessary to conduct activities to meet the objectives of the Forum (the Forum cannot remunerate Forum members beyond reasonable travel and subsistence expenses); and
- Take any form of action that is lawful, which is necessary to achieve the objectives of the Forum, including taking out any contracts which it may see fit.

8. The application states that the duration of the forum will be 5 years. Regular meetings will be held and the first Annual General Meeting will be held one month after its designation by the Council.

#### Ickenham Neighbourhood Area

9. The extent of the proposed neighbourhood area is shown on the map included as part of the application attached at Appendix 1. Based on information available, this is thought to be one of the largest neighbourhood areas in London. Officers understand that the proposed boundary has been identified through discussions between members of the forum and local residents. It is agreed that the area constitutes what is known and understood to be Ickenham.

#### Public consultation

10. In accordance with the Government's neighbourhood planning guidance, the proposals were published on the Council's website for a period of 6 weeks from Tuesday 20<sup>th</sup> September to Wednesday 2<sup>nd</sup> November 2016. Copies of the application were also made available at

libraries in Ickenham, South Ruislip, Oak Farm, Manor Farm, Ruislip Manor, Eastcote and Harefield.

11. In addition, members of the planning policy team and the neighbourhood forum attended a drop in session at Ickenham library on 13<sup>th</sup> October 2016, to provide an opportunity for interested parties to ask questions about the proposals. The session was attended by approximately 20 local residents and a representative from the planning consultancy GL Hearn, who attended on behalf of Meyer Homes, the owner of the Master Brewer site. Issues raised during this session included the identification of green spaces on the forum website, how the application relates to the production of the forthcoming neighbourhood plan, approximate timescales going forward and how the proposals relate to Hillingdon's Local Plan.

12. The Council received four responses to the 6 week consultation process. A summary of each of the responses received is set out in the following table:

<b>Representor</b>	<b>Support/Object</b>	<b>Summary of Representation</b>
Rosemary Bennett	Support	Looks forward to working with members of the Forum in the coming months.
Douglas Neilson	Support	<p>The proposed area is appropriate. It is somewhat larger than the urban development of Ickenham and will encourage residents to take an interest in their broader environment to the east and west of the village centre.</p> <p>There has been a significant effort to make the forum representative of the views of all residents and businesses in Ickenham. Forum meetings have been well managed and run professionally.</p> <p>The neighbourhood forum is a powerful complementary influence on the consensual development of the area.</p>
Chris Mountain	Support	The historic 1980s LBH Ickenham spatial planning documents use a similar boundary to the one that is proposed for the neighbourhood area. The northern, southern and western boundaries match and may reflect the ward boundaries at that time.
GL Hearn for Meyer Homes	Support	<p>The former Master Brewer motel site (and land around Hillingdon (Swakeleys) station) is situated outside of Ickenham and designated as part of North Hillingdon Local Centre. The land is also subject to an emerging site allocation (ref. SA 14 - Local Plan Part 2 - Site Allocations and Designations (Proposed Submission Version, October 2015)). Consideration should also be given to how the area designation will link to the wider North Hillingdon local centre.</p> <p>Meyer Homes is committed to continued engagement and consultation with the Ickenham Residents' Association and wider local community on the future development of the former Master Brewer Motel site.</p>

Determination of the application

13. The Council has 13 weeks in which to determine the application. The determination process involves an assessment of whether the proposals meet the legal tests as set out in Government's neighbourhood planning legislation. In practical terms these tests are:

- whether the forum has been set up for the express purpose of promoting or improving the environmental, economic and social wellbeing of the neighbourhood area;
- whether membership is open to all those who live, work and carry out business within the neighbourhood area;
- whether membership includes a minimum of 21 people who either live, work or carry out business within the neighbourhood area; and
- confirmation that the neighbourhood forum has a written constitution.

14. In determining the application for the neighbourhood area the Council must have regard to the desirability of designating the whole of the area as a neighbourhood area.

Assessment of the proposals

15. The following table provides an assessment of the proposals against the criteria set out above:

<b>Application</b>	<b>Assessment Criteria</b>	<b>Commentary</b>
<b>Neighbourhood Forum</b>	Whether the forum has been set up for the express purpose of promoting or improving the environmental, economic and social wellbeing of the neighbourhood area.	Discussions with the forum indicate that this is the case
	Whether membership is open to all those who live, work and carry out business within the neighbourhood area.	Membership of the forum has been actively promoted throughout Ickenham.
	Whether membership includes a minimum of 21 people who either live, work or carry out business within the neighbourhood area.	Membership of the INF far exceeds 21 members.
	Confirmation that the neighbourhood forum has a written constitution.	The written constitution is included as part of the application.
<b>Neighbourhood Area</b>	Desirability of designating the whole area as a neighbourhood area.	Further to a request from officers, members of the forum provided further justification on the proposed extent of the neighbourhood area. In essence, this was defined through discussions with local residents and represents what most consider to be the boundary of Ickenham. The application highlights the discussions that have taken place with Resident's Associations outside of Ickenham. No objections to the

		proposed boundary were raised during these discussions and none have been received in response to consultation process.
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16. On the basis of the above analysis, officers recommend that Cabinet grants approval for the establishment of Ickenham Neighbourhood Forum and the designation of Ickenham Neighbourhood Area.

Implications for Hillingdon and Next Steps

17. Once designated, the established forum will seek to prepare a neighbourhood plan for Ickenham. The Council is required to assist with this process and officers will report back to Cabinet at the appropriate time. The following table sets out in simple terms what a neighbourhood plan can and can't do:

<b>What neighbourhood planning can do</b>	<b>What neighbourhood planning can't do</b>
Choose where new housing should go and what it should look like	Put a block on all future development, or stop development that is already underway
Protect and regenerate high streets, green spaces and local heritage	Plan for fewer homes than the local planning authority
Improve public spaces and plan for sustainable transport provision	Deal with non-planning matters such as increasing bus services or rubbish removal
	Go against strategic policies in the local authority's Local Plan

18. As part of the production of the neighbourhood plan, the Council is required to hold a public examination chaired by an independent planning inspector, followed by a local referendum on whether the plan should be adopted. Once the plan has been through this process and has been agreed with the local community, it has the same legal status as the Local Plan. At this point it becomes part of the statutory development plan. Applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise.

19. The Housing and Planning Act 2016 contains numerous sections that are yet to come into force and one such section will require the Council, if requested to do so by INF, to notify the INF of a relevant planning application and any alteration to that application. It is not yet known when this section will come into force but it is anticipated to be relatively soon.

**Financial Implications**

20. There are limited costs associated with the actual designation of the neighbourhood forum and neighbourhood area. Once designated, the Council will be eligible to bid for funds from the Government's Neighbourhood Planning Grant (NPG). The second round of bidding for the NPG in 2016 closes on 31<sup>st</sup> December 2016. The following funds are available:



- Area designation: Local Planning Authorities can claim £5,000 for the first five neighbourhood areas designated. The limit of five areas applies to the total number of areas designated in the LPA (i.e. it includes areas designated in previous years).
- Forum designation: LPAs can claim £5,000 for the first five neighbourhood forums they designate. The limit of five forums applies to the total number of areas designated in the LPA (i.e. it includes forums designated in previous years).

21. It is anticipated that funds from the NPG and existing planning budgets will be used to meet the costs associated with the production of the neighbourhood plan for Ickenham, following agreement of the forum and the neighbourhood area.

22. It should be noted that communities that draw up a neighbourhood plan and secure the consent of local people via a referendum will benefit from 25% of the levy revenues arising from development that takes place within their designated area boundary. This amount will not be subject to an annual limit.

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

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

The forthcoming Ickenham neighbourhood plan will guide the assessment of planning applications in the neighbourhood area. Whilst the plan could well have an impact on residents within the designated neighbourhood area, the contents will need to be consistent with the Council's adopted Local Plan Part 1 and emerging Local Plan Part 2, which have been approved by Cabinet.

#### **CORPORATE IMPLICATIONS**

##### **Corporate Finance**

Corporate Finance has reviewed this report, noting that the direct cost to the Council of establishing the proposed neighborhood forum will be limited and is expected to ultimately be funded by specific Government Grant. Once established, the neighbourhood forum would be able to direct investment of 25% of Community Infrastructure Levy receipts generated within the designated area, which would impact upon both income and capital expenditure projections within the Council's broader Medium Term Financial Forecast. These medium term implications will be quantified and reflected in future refreshes of the MTFE as the application progresses.

##### **Legal**

The Localism Act 2011 provides that any qualifying body can initiate the process for the preparation of a neighbourhood plan. A qualifying body includes a designated neighbourhood forum. The designation of the neighbourhood forum and neighbourhood area in this case would be the first step in the neighbourhood planning process which could ultimately result in a neighbourhood plan being made.

The Neighbourhood Planning (General) Regulations 2012/637 sets out what should be included in the applications for designation of a neighbourhood area and neighbourhood forum and the local planning authority's duties in relation to determining and publicising the applications.

Section 61F (5) of the Town and Country Planning Act 1990 sets out the conditions to be met in an application for designation as a neighbourhood forum.

If deciding to refuse to designate a neighbourhood forum then the council must publish a statement setting out the decision and the reasons for making that decision, as well as details of where and when the refusal statement may be inspected. A local planning authority can refuse to designate the area applied for as a neighbourhood area if it considers the area is not appropriate. It must give reasons for reaching this decision. If a neighbourhood forum application is approved, but the extent of the neighbourhood area is smaller than that which was applied for, the neighbourhood forum will be the designated forum for the part of the area which is designated as the neighbourhood area.

The Neighbourhood Planning (General) Regulations 2012/637 states that as soon as possible after designating a neighbourhood forum or neighbourhood area, the local planning authority must publish details of the neighbourhood area and neighbourhood forum on the council website and in such other manner considered likely to bring it to the attention of those who live, or work in the neighbourhood area.

A decision to approve or refuse the applications by the local planning authority can be subject to a judicial review. Section 61F (8) of the 1990 Act states that a neighbourhood forum designation ceases to have effect five years after the date that the designation was made. At this point an organisation or body would be able to reapply for neighbourhood forum status.

A designated neighbourhood forum can also give notice to the local planning authority that it no longer wishes to be designated as the neighbourhood forum for a neighbourhood area. In this instance the local planning authority would have to withdraw the formal designation of the neighbourhood forum and must publish a statement setting out the details of the withdrawal (and details of where this statement can be inspected).

In addition, Section 61F (9) of the 1990 Act states that a local planning authority can also withdraw a neighbourhood forum designation if it is considered that the body is no longer meeting the conditions on which it was designated or any other criteria that the local planning authority had regard to in making the designation.

Section 120 of the Localism Act 2011 authorises the Secretary of State to provide financial assistance in relation to neighbourhood planning and funding payments as detailed in the body of the report will be made under section 31 of the Local Government Act 2003. All claims for funding need to be submitted via LOGASnet and certified by an officer with the requisite authority.

## **Property and Construction**

There are no specific Property and construction implications arising at this stage from the recommendations in this report. There are council owned property assets within the Ickenham Neighbourhood Area and once the neighbourhood plan is adopted this will be a consideration in determining any future proposals for these sites.

## **BACKGROUND PAPERS**

NIL

# Ickenham Neighbourhood Plan Area application

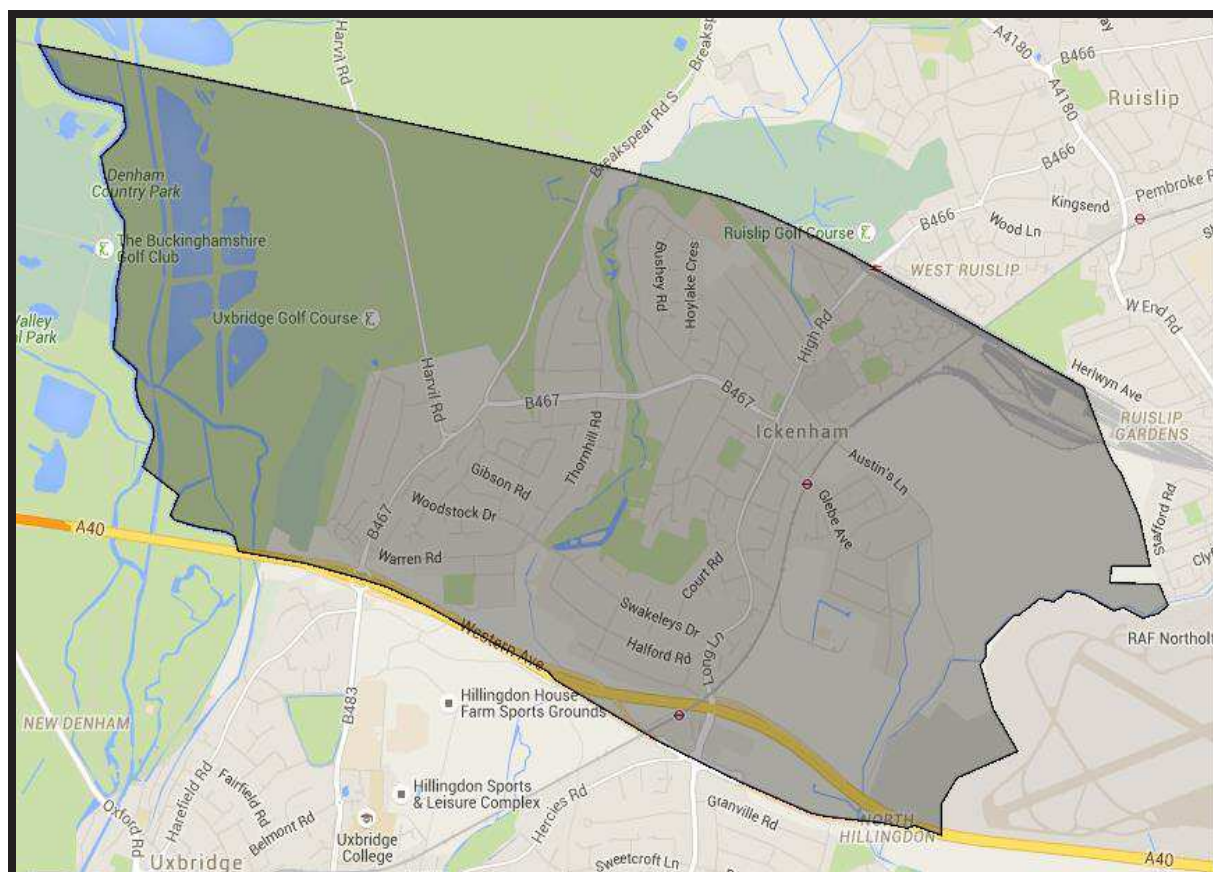
and

# Ickenham Neighbourhood Forum application

## Neighbourhood Plan Area application

The historic Middlesex village of Ickenham, now part of suburban Greater London, has a strong sense of identity and community spirit. At the 2011 census, roughly 12,000 people lived in the village and our proposed Neighbourhood Area corresponds with local feedback on our borders. Those borders have changed over the centuries, but have remained largely constant since the Chiltern railway and RAF Northolt divided Ickenham from Harefield and Ruislip one hundred years ago, and since the Western Avenue was constructed to our south in the 1950s.

## Proposed Ickenham Neighbourhood Plan Area



A more detailed zoomable map can be viewed on our website here:  
<https://ickenhamplan.wordpress.com/what-area-would-a-plan-cover/>

The starting point for the proposed neighbourhood area came from discussions with the Ickenham and Ruislip Gardens Residents' Associations. Once we had established a proposed area, we consulted Residents' Associations and Ward Councillors in neighbouring Ruislip, North Hillingdon, North Uxbridge and Harefield.

Put simply, this is Ickenham. To the best of our knowledge, everyone living in the proposed area think they live in Ickenham and furthermore, we believe that nobody living outside the proposed area think that they live in Ickenham. Feedback has strongly suggested that we should write a neighbourhood plan for all of Ickenham, rather than just the built-up part of the village, or for the Ickenham electoral ward. Any other boundary would not be an Ickenham boundary, and would exclude parts of the village that people know and love.

The five different shaded areas on the map at Annex A below represent the five different local authority electoral wards within the Ickenham. The entire Ickenham ward is included (in green), along with small parts of four others.

Our northern boundary follows the centre of the Chiltern railway line. Some northern parts within the proposed area around Harvil Road historically fell within the Harefield Parish – the historic building 'Harefield Place' is testament to that. These days people living off Harvil Road see themselves as Ickenham residents. The Harefield Residents' and Tenants association have not objected to the proposed railway boundary. The Chiltern railway also divides Ickenham from Ruislip, and the part of Ickenham shown in red at Annex A falls within the West Ruislip electoral ward. That area was moved out of the Ickenham ward solely to regulate ward population size and contains Ickenham's historic village green. This issue has been discussed with West Ruislip ward Councillors, the Ruislip Residents' Association.

To our east, the whole Ickenham Marshes area is included, all the way over to the Ruislip Gardens estate. Despite the name, this area is mostly within the South Ruislip electoral ward (shown in yellow at Annex A). Since the field enclosure in the 1700s, Ickenham folk have always farmed the fields and historically used the common land. Early discussions with the Ruislip Gardens Residents' Association confirmed that they were happy for the Marshes to be included in the Ickenham Neighbourhood Area, and also that Ruislip Gardens residents would be involved in any discussions about the future of the Marshes. It was agreed that the Stafford Road allotment site in Ruislip Gardens would not be included in the area application. Discussions with Transport for London have also taken place in relation to the inclusion of the land they own in this part of Ickenham.

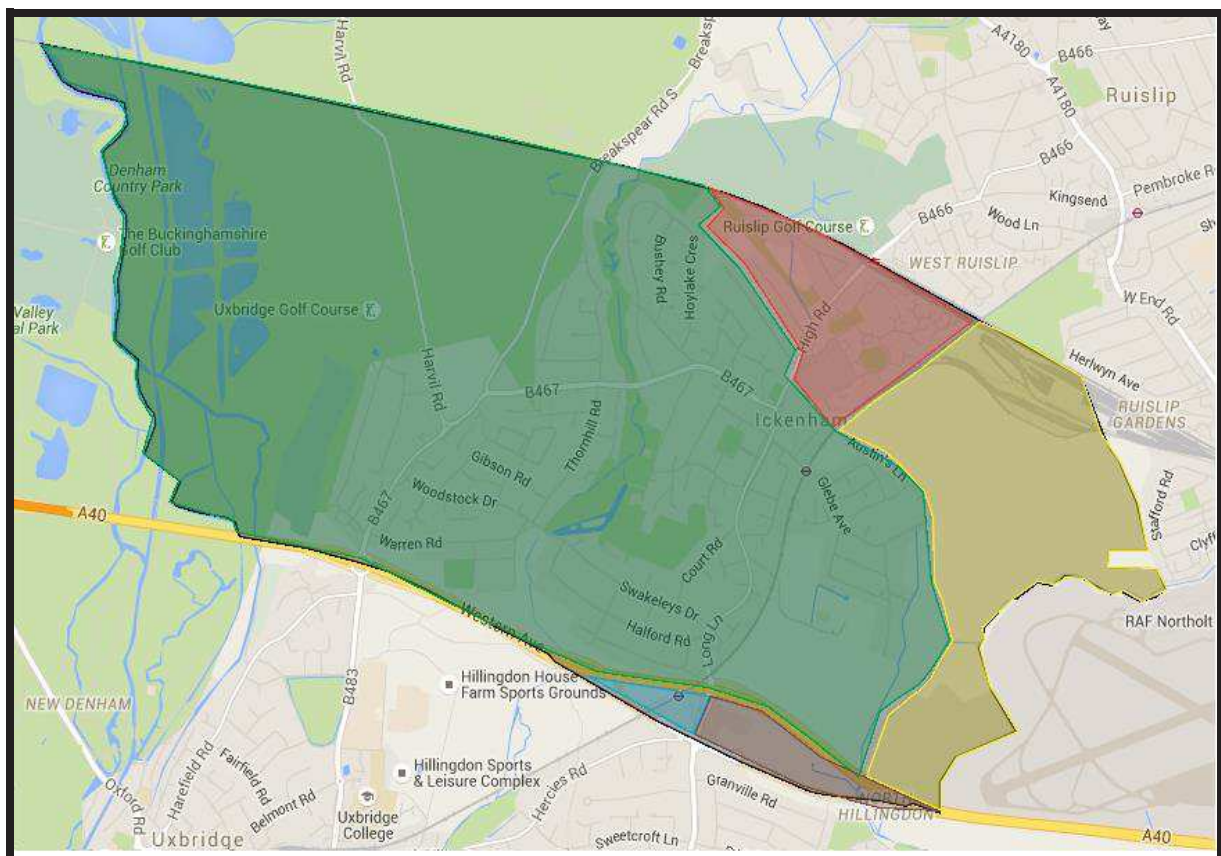
To the south, our boundary follows the centre of the A40 (pre-1990s re-routing) and including the area around Hillingdon (Swakeleys) station and the old Master Brewer hotel. We recognise that our emerging borough-wide Local Plan designates strategic

development sites around Hillingdon station. Given their size and location, these sites are important for the growth of the whole Borough, and we very much look forward to working with developers and the Council to realise developments that will bring new facilities and residents to further enhance the unique character of the village. Again, over-the-border consultation has been undertaken to ensure that neighbouring residents groups and ward Councillors are aware of the proposed area.

Westwards our boundary extends to the historic Middlesex/ Buckinghamshire line, which follows the centre of the river Colne, until just north of the A40, where the county boundary follows the aptly named Shire Ditch. This western part of Ickenham includes our local golf course, a stretch of the Grand Union Canal, Denham Deep Lock and several nature reserves, including Denham Lock Wood and Frays Farm Meadows which are Sites of Special Scientific Interest.

Throughout the process of establishing the proposed area, discussion and consultation with neighbouring groups has been key and it is our intention to maintain this over-the-border engagement. It is important to acknowledge that the process of shaping the future of an area needs to be collaborative and transparent throughout – this should include taking on board views from those outside the neighbourhood area but who have an interest in development, policies or projects within it.

## Annex A – Ickenham boundary with local authority electoral wards



## **Neighbourhood Forum application**

### **Are we established for the express purpose of promoting or improving the social, economic and environmental well-being of an area?**

Yes. We are constituted to:

- prepare a neighbourhood plan for the Ickenham Neighbourhood Area
- promote, conserve and improve the social, economic and environmental well-being of the Ickenham Neighbourhood Area, for the benefit of Ickenham's residents, businesses and the public at large.

### **Do we have an open membership policy?**

Yes – our constitution is clear that membership is open to everyone that lives, works or owns land in the proposed Ickenham neighbourhood area. The first page on our website ([ickenhamplan.wordpress.com](http://ickenhamplan.wordpress.com)) is “how do I get involved?” and we will aim to continue to actively recruiting new Forum members during the neighbourhood planning process.

### **Do we have at least 21 individuals members - each of whom live or work in the area?**

Yes (See Annex C for membership list)

### **Do we have a written constitution?**

Yes (see Annex B for our constitution)

### **Have we secured (or taken reasonable steps to attempt to secure) membership from different places in the neighbourhood area and from different sections of the community in that area?**

Yes – Forum members are drawn from every corner of Ickenham (see membership distribution map at Annex D), with a range of ages and backgrounds broadly in line with the relevant demographics from the 2011 Census. We currently only have a few local businesses represented, but aim to recruit many more as we progress the neighbourhood plan.

### **Supporting information about how our group was formed**

After inviting a Parish Councillor from nearby Chalfont St Peter to talk about their neighbourhood plan in August 2015, the Ickenham Residents' Association committed to 'kick-start' a conversation about a neighbourhood plan for Ickenham. At the Ickenham Festive Community Night in December 2015 the residents' association arranged a table with information to inform local people about neighbourhood planning, and also asked for local views on what people liked\disliked\would change about the village. 380 comments were recorded on an enormous scroll of paper, and there was clear enthusiasm on the night to think ahead to what Ickenham would be like in 10 years' time. 80 local people signed up to hear more about the views collected and to

get more information about neighbourhood planning.

Building on the fantastic feedback at the Festive Evening, the residents' association arranged a public village meeting on 19 March 2016 to decide whether or not to have a go at writing a neighbourhood plan, and to sign up volunteers to lead the process. 400 leaflets were circulated to local residents and businesses to raise awareness of the meeting. Posters were displayed on 11 local noticeboards. The meeting was publicised in the Ickenham Church News newsletter (which is delivered monthly to every home in the village), the residents' association newsletter and online via the Ickenham Plan website, the village Facebook group and on twitter by the residents' association and the local news website Hillingdon is Here. The residents' association also invited a variety of local stakeholders, including known owners of local development sites (or their representatives), the Council planning department, the Canal & Rivers Trust and all five local schools, who were also asked to help publicise the event.

Over 100 people packed into the Village Hall for the meeting and were addressed by Chris Mountain (an Ickenhamer and member of the neighbourhood planning team at the Dept. for Communities and Local Government) and local councillor John Hensley. After a lively Q&A session about what a neighbourhood plan could and couldn't address, and discussion of the future of several development sites in the village, a show of hands demonstrated significant support for the creation of a Neighbourhood Forum to write a neighbourhood plan. Names, addresses and email addresses of prospective Forum members were recorded, along with details of any particular areas of interest or expertise.

The next steps agreed at the village meeting were for a Forum constitution to be drafted and display online for comment, and to arrange another meeting to agree the constitution and the other elements of our neighbourhood forum\area application.

That follow-up meeting on 14 April attracted over 30 local people – including several new members. The constitution was discussed and agreed, as was our proposed neighbourhood area. Eight members put themselves forward as interim committee members – to manage affairs until our first AGM, to be held when formal designation is confirmed by the Council.

The forum application was then circulated and publicised – with further comments invited and received. All 15 local councillors have been informed about our plan, with Cllrs Corthorne, Hensley, Duducu and Simmonds taking particular interest. The final document was agreed at the first Forum committee meeting on 19 May and submitted later that month.

Following a constructive meeting with Council officers on 7 July, it was agreed to

re-submit the applications to include more detail on the rationale for the proposed neighbourhood area, and also to update the application to include details of the 50 new forum members that were signed up at the neighbourhood plan stall at the Ickenham Festival gala day in June.

**The interim committee agreed at the meeting on 14 April**

Chris Mountain (Chair)	Richard Jones
Sarah Acton (Treasurer)	Jill Dalton
Simon Bowles (Vice Chair)	Grace Eminton
Ros Webber (Membership)	Andy Moreton

**Applications submitted on behalf of the Ickenham Neighbourhood Forum to London Borough of Hillingdon by Chris Mountain - [ickenhamplan@hotmail.com](mailto:ickenhamplan@hotmail.com)**



## **Annex B**

# **Ickenham Neighbourhood Forum Constitution**

### **1. Name**

The name of the Forum shall be the Ickenham Neighbourhood Forum (the Forum).

### **2. Area of Benefit**

The area in which the Forum will pursue its objectives is the Ickenham Neighbourhood Area, which is the area designated by the London Borough of Hillingdon for which the Forum will produce a neighbourhood plan.

### **3. Objectives**

The purpose of the Forum is:

- 3.1. To prepare a neighbourhood plan for the Ickenham Neighbourhood Area
- 3.2. To promote, conserve and improve the social, economic and environmental well-being of the Ickenham Neighbourhood Area (INA), for the benefit of Ickenham's residents, businesses and the public at large.

### **4. Powers**

In addition to its objectives, the Forum may:

- 4.1. Invite and receive contributions and raise funds where appropriate, to finance the work of the Forum, and to open a bank account to manage such funds;
- 4.2. Publicise and promote the work of the Forum and organise meetings, training courses, events, seminars etc.;
- 4.3. Work with groups of a similar nature and exchange information, advice and knowledge with them, including co-operation with other voluntary bodies, charities, statutory and non-statutory organisations;
- 4.4. Employ staff and volunteers as are necessary to conduct activities to meet the objectives of the Forum (the Forum cannot remunerate Forum members beyond reasonable travel and subsistence expenses);
- 4.5. Take any form of action that is lawful, which is necessary to achieve the objectives of the Forum, including taking out any contracts which it may see fit.

### **5. Membership**

- 5.1. The Forum will comprise at least 21 individuals who live, work or own land in the INA or who are elected councilors for the five Wards in the London

Borough of Hillingdon that fall within the INA (list of Forum members at Annex C).

- 5.2. Membership is open to all individuals who live or work in the INA. It is also open to individuals who are elected councilors for the five Wards that falls within the INA. Membership shall be drawn from different parts of the INA and different sections of the community. The Membership Secretary will keep a record of all registered Members.
- 5.3. Members shall be accepted by the Forum; resignations from membership shall be received by the Forum.

## **6. Administration**

- 6.1. The Forum shall be administered by a Committee consisting of at least 8 elected members. The Officers of this Committee shall be the Chairman, Vice Chairman, Membership Secretary and Treasurer. A quorum will consist of 5 members of the Committee.
- 6.2. The Officers and Committee members shall be elected annually by the membership and their terms of office shall commence with the declaration of election results at the Annual General Meeting. Nominations should be submitted in writing 14 days before the date of the Annual General Meeting. If insufficient nominations have been received to fill the vacancies, the Chairman of the meeting may at his or her discretion, take nominations from the floor.
- 6.3. The electorate shall consist of all registered members of the Forum and voting will be conducted at the Annual General Meeting.
- 6.4. All Committee Members shall be eligible for re-election upon completion of their term of office.
- 6.5. The Committee shall have the powers to co-opt Committee members as required to lead specific work packages.
- 6.6. Committee Members will be required to submit a basic declaration of interest form, all of which will be made publically available on request.

## **7. Meetings**

- 7.1. The first Annual General Meeting shall be held roughly one month after formal designation of the Forum by the London Borough of Hillingdon. The second and subsequent AGMs will be held annually in April. Notice in writing of the Meeting shall be given at least twenty-eight days prior to the event.
- 7.2. An Extraordinary General Meeting may be convened at the request of the Committee or at the request of one-third of the membership with prior written notice furnished to the membership at least twenty-eight days before the

Meeting. A quorum of such a meeting shall consist of not less than 50% of the membership. Decisions at the meeting shall be by simple majority.

7.3. The Constitution shall be amended only at an AGM or EGM if three-quarters of those attending and voting, vote for such an amendment. The Chairman of the meeting shall have a casting vote or a second vote.

7.4. The Committee shall meet quarterly (with additional meeting as required), with minutes taken including the recording of all decisions. Decisions will be voted on and approved by a simple majority of those present (provide a quorum is present). Minutes will be approved at the next meeting and then displayed online.

7.5. Details of committee meeting will be publicised at least one week in advance and all existing and prospective Forum members are welcome to attend.

7.6. Committee meetings will routinely include reports from Officers and co-opted members leading specific work packages.

## **8. Finance**

8.1. The income and property of the Forum, however derived, shall be applied solely towards achieving the objectives of the Forum as defined in paragraph (3) above.

8.2. The Committee or the Treasurer on its behalf shall keep proper books of account to be kept with respect to all sums of money received and expended by the Forum and the matters in respect of which such receipts and expenditures take place.

8.3. Once at least in every year, the Forum's accounts shall undergo an independent examination a suitably by qualified person. The results of this examination shall be presented to the members of the Forum.

8.4. Financial decision making will be devolved to the Committee, with all spending decisions, (including applications for funding) to be approved by a simple majority of committee members present at a committee meeting (provided a quorum is present).

## **9. Dissolution**

The Forum may be dissolved by a resolution passed by not less than three-quarters of those members present with voting rights at either an Annual or Extraordinary General meeting called for the purpose and for which twenty-eight days prior notice has been given in writing. Such a resolution may give instructions for the disposal of any assets held by the Forum after all debts and liabilities had been paid, the balance left to be transferred to some other institution or institutions having objectives similar to those of the Forum.

## **10. Duration of the Forum**

The duration of the Forum is 5 years from the date that the Forum is designated by the London Borough of Hillingdon. The Forum can apply to the London Borough of Hillingdon for re-designation for a further 5 years in 2021.

## **11. The Constitution**

Anything not provided by this Constitution shall be decided by the Committee.

## Annex C

### List of Neighbourhood Forum members

The following 149 people have signed up to join the Forum. Where a preference for involvement on a specific theme has been expressed, those people have been tentatively grouped into working groups. (B) indicates local business people (C) indicates local councilors

#### General Members

Richard Piper  
Shelia Jones-Owen  
Fiona Ryan  
Lorraine Shepherd  
Alison Ramsdale  
Margaret Slatford  
Rose Brenton  
Christine Rohan  
Jacqueline Prosvic  
Claire Gardner  
Nick Alford  
Chris Hill  
Diana Hill  
Jenny Eddington  
Will Gardner  
Frank Poole  
Steve Utterson  
Mark Doney  
Geraldine Doney  
Peter Smyth  
Leslie Smyth  
Roger Oldfield  
Stephanie Oldfield  
Mark Morrish  
Jill Watson  
Anne-Marie Drinkwater  
Stephanie Smith  
Reena Shah  
Dev Shah  
David Reid  
Geoffrey Bridger  
Robert Mclean  
Carol Humphies  
David Sexton  
Jason Goodings (B)  
Maria Mowberry  
Alan Williams  
T Lemon  
Hilary Parker  
Karen Hampshire  
John Pearson  
Zachary Hampshire

Michael Davey  
Richard Clayton  
Shruti Clayton  
Chris Mountain  
Rosie Mountain  
Grace Eminton  
Martin Clarke  
Chris Clarke  
Joanne Curle  
Graham Allmark  
Diane Allmark  
Kathy Harvey  
Richard Dalton (B)  
Elizabeth Lygo  
Andy Moreton  
Jill Cassidy  
Geoff Rousell  
Lynn Bennett  
Pat Hooper  
Robin Hooper  
Margaret Walker  
Darren Walker  
John Hensley (C)  
Janet Smith  
Janet Sorenson  
Danny Doogan  
Maxine Smith  
John Rowe  
Stephane Perraut  
Ben Beadle  
George Przybyla  
Doug Neilson  
Jacqueline Trease  
Juliet Morris  
Brian Adams  
Scott Wells  
Carine Peiser  
Caroline Jones  
Alec McCutcheon  
Jo Legg  
Gerry James  
Elisabeth Tilbury  
Richard Boyes

#### Built Environment

##### working group

Alan Dearsley  
Alisha Lad  
Fiona Brown  
E Back  
Maureen Farral  
Christine Harris  
Diana May  
Steve Reay  
Margot Barnikel

#### Heritage

##### working group

Dharmista Lad  
John Bent  
Joan Waters  
Ros Webber  
Denise Booth (B)  
Steve Booth (B)  
Sue Crane  
David Crane  
Simon Bowles

#### Local business

##### working group

Anna Lowiec  
Zena Woodstock (B)

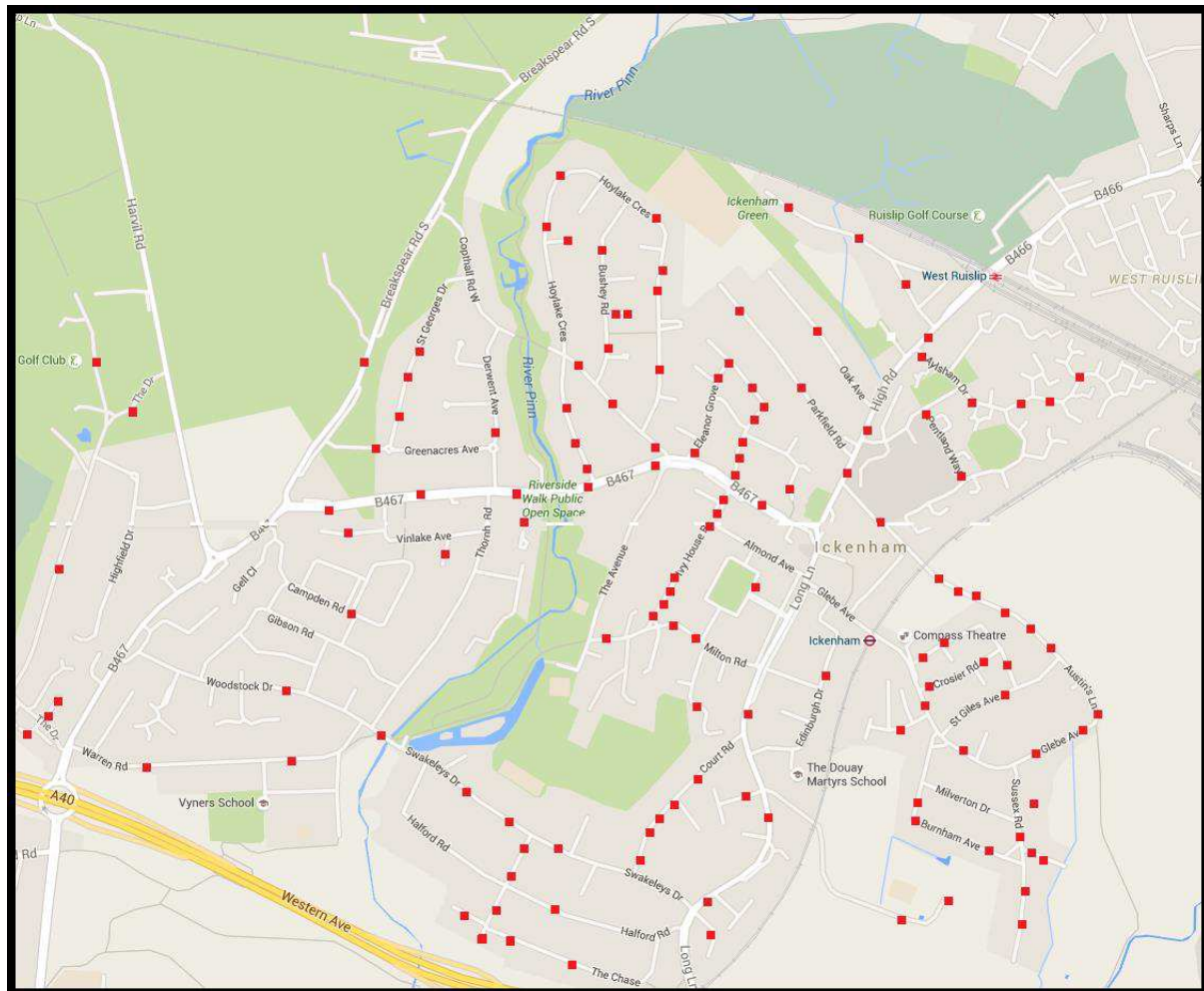
#### Green Spaces

##### working group

Susan Sweeting  
Elizabeth Dearsley  
Mrs L Asokan  
Pauline Cramp  
Rachel Evans  
Sara Di Cranci  
Iran Adil-Smith  
Rosemary Bennett  
Debbie Valman

## Annex D Distribution of Forum members

Forum members are drawn from over 40 different roads all over the village. The red squares indicate which roads currently have Forum members, but do not necessarily identify a particular address.



## REVIEW OF THE SOCIAL HOUSING ALLOCATION POLICY

<b>Cabinet Member</b>	Councillor Philip Corthorne
<b>Cabinet Portfolio</b>	Social Services, Housing, Health and Wellbeing
<b>Officer Contact(s)</b>	Raj Alagh, Administration Directorate Dan Kennedy, Residents Services Directorate
<b>Papers with report</b>	Appendix 1: Consultation Report (incorporating Social Housing Allocation Policy Consultation Questionnaire) Appendix 2: Equality and Human Rights Impact Assessment Appendix 3: Social Housing Allocation Policy ( <b>Note: this appendix is circulated separately as printed in colour</b> )

### HEADLINE INFORMATION

<b>Summary</b>	Following the completion of a full consultation exercise authorised by Cabinet at its July 2016 meeting, the details of the consultation responses are set out together with an up to date Equality and Human Rights Impact Assessment. Cabinet is being asked to consider, in the light of the responses and the Assessment, implementing changes to the Council's Social Housing Allocation Policy.
<b>Putting our Residents First</b>	This report supports the following Council objectives of: <i>Our People; Our Built Environment;</i>
<b>Financial Cost</b>	There are no direct costs associated with the recommendations made in this report.
<b>Relevant Policy Overview Committee</b>	Social Services, Housing and Public Health
<b>Ward(s) affected</b>	All

### RECOMMENDATIONS

That Cabinet:

- 1) **Notes both the outcome of the consultation exercise undertaken in relation to the Council's Social Housing Allocation Policy and the completed Equalities and Human Rights Impact Assessment and has full regard to them in deciding whether to make changes to the Policy.**
- 2) **Approves a revised Social Housing Allocation Policy as appended to the Report.**

## **Reasons for recommendation**

The Council is reviewing its Social Housing Allocation Policy as a result of developments in recent case-law.

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

The Council could decide not to approve a revised Social Housing Allocation Policy but this is not considered to be a viable option given the changes in the law in this area. Failure to approve the revised Policy also exposes the Council to the risk of further legal challenge.

## **Policy Overview Committee comments**

None at this stage.

## **INFORMATION**

### **Supporting Information**

#### **Background**

1. The Housing Act 1996 ["the Act"] introduced a new regime for the allocation of social housing by local housing authorities. The Act has been amended a number of times, most recently by the Localism Act 2011.
2. Section 166A of the Act provides that every local housing authority in England must have an allocation scheme for determining priorities and which also sets out the procedure to be followed in allocating housing accommodation.
3. The Council's Social Housing Allocation Policy ["the Policy"], which was formally approved by Cabinet in June 2013, sets out both the criteria and procedure for the allocation of social housing and nominations for housing to housing associations in the Borough. The Council will only admit those applicants for housing, who meet the necessary eligibility criteria and who qualify, on to its housing register.
4. There are only a limited number of social housing units available each year and the demand significantly outweighs the supply. The Policy facilitates the Council's overriding objective of putting residents first. The key features of the Policy can be summarised as follows. It:
  - provides a fair and transparent system by which people are prioritised for social housing;
  - helps those most in housing need;
  - rewards residents with a long attachment to the Borough;
  - encourages residents to access employment and training;
  - makes best use of the Council's housing stock;
  - promotes the development of sustainable mixed communities.
5. Section 166A[3] of the Act imposes a mandatory requirement on local housing authorities to ensure that their allocation schemes are framed so as to secure that reasonable preference is given to the following categories of persons:



- applicants who are homeless or who are owed re-housing duties under the homelessness legislation. This includes applicants who are intentionally homeless;
  - applicants occupying insanitary or overcrowded housing or who otherwise live in unsatisfactory conditions;
  - applicants who need to move on medical or welfare grounds;
  - applicants who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or others.
6. Under the terms of the Policy, only persons with a local connection and with at least 10 years' continuous residence in the Borough will, as a general rule, qualify to join the housing register. A number of exceptions to this rule are set out in the Policy.
  7. The Council's current practice is to place all applicants for housing on to its housing register who fall into one or more of the reasonable preference groups in one of the priority Bands A-C provided that they meet its '10 years continuous residence in the Borough rule. However, if applicants are unable to satisfy this rule, they are excluded altogether from the housing register.
  8. The most common category of reasonable preference groups are applicants who are homeless or who are owed re-housing duties under the homelessness legislation. There have been a number of challenges from such applicants, with less than 10 years continuous residence in the Borough, who have applied to the Council for housing but have been refused access to the housing register.
  9. A report, setting out details of the challenges, was considered by Cabinet at its July 2016 meeting. The report also summarised important changes in recent case-law which served as the basis for the challenges.
  10. Cabinet agreed to consider proposals for changes to be made to the Policy and therefore it authorised a full consultation exercise to be undertaken in relation to them and Cabinet further agreed that it would receive a report at its November 2016 meeting for the purpose of considering the consultation responses and deciding what changes to make to the Policy.

## **The Consultation**

11. The consultation period was 10 weeks and it ran from Wednesday 3 August 2016 to Friday 14 October 2016. The proposals, which are cumulative in nature, and which were the subject of the consultation exercise, are summarised as follows:
  - Proposal 1 - retain the requirement for 10 years continuous residency in the Borough to qualify for the housing register but include a further exception to this rule for statutory reasonable preference groups.
  - Proposal 2 - place statutory homeless applicants that do not have 10 years continuous residency in the Borough in a new Band D.
  - Proposal 3a - continue to make an exception to the 10 year residency rule for people aged over 60 who would benefit from sheltered housing, but include a requirement that they are currently resident in the Borough.
  - Proposal 3b - continue to make an exception from the 10 year residency rule for people who are under-occupying their current social housing, but include a requirement that they are currently resident in the Borough.

- Proposal 4 - extend the definition of local connection to include people placed in housing in the Borough in one of the following set of circumstances:
  - a. they are intentionally homeless but have a priority need;
  - b. they are unintentionally homeless and have a priority need;
  - c. they are threatened with homelessness unintentionally and have a priority need;
  - d. they are unintentionally homeless but do not have a priority need.

12. An inclusive consultation programme was devised which included the following elements:

- A letter explaining the changes, together with a consultation questionnaire, was sent by post to:
  - § all applicants currently on the housing register;
  - § all applicants accepted as homeless and awaiting rehousing;
  - § all applicants with a homelessness decision pending; and
- E-mails were sent to:
  - § all Registered Providers of social housing operating in the Borough of Hillingdon;
  - § relevant voluntary sector organisations operating in Hillingdon;
  - § neighbouring local authorities.
- An on-line questionnaire, together with the consultation documents, was placed on the 'Have Your Say' say page of the Council's website.
- A total of 17 drop in sessions were arranged at 5 different locations in the Borough.
- A link to the consultation was placed on the Locata website, which is the on-line portal for applications to join the housing register.
- Attention was drawn to the consultation through Council publications, including social media, and by posters placed in the Housing Reception at the Civic Centre, the one-stop shop, Libraries and the Citizens Advice Bureau, and by providing information regarding the survey to existing groups such as Residents Associations.
- Named telephone and email contacts for any queries and assistance regarding the consultation process were provided.
- The questionnaire was available on-line and in paper form.
- Options for the documentation to be made available in large type, braille, on audio tape or in a different language were provided.

13. The initial mail sent out to individual households was completed by 4 August 2016 and sent to 2,703 people. Subsequent to this, an additional 620 clients, who have since registered on the Locata website, were also sent the consultation letter and questionnaire.

14. The headline responses to each of the proposals are shown in table 1 below and additional detail is included in the consultation report which is attached as Appendix 1 to the Report.

**Table 1**

Proposal	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
1	35.0%	32.3%	16.4%	6.7%	9.4%
2	30.7%	31.3%	15.9%	10.5%	11.6%
3a	38.0%	35.3%	12.4%	8.9%	5.4%
3b	28.0%	34.5%	22.0%	10.3%	5.2%
4	28.5%	33.3%	24.7%	9.2%	4.3%

15. The response rate of approximately 11% is broadly in line with what is normally expected from consultation exercises of this nature. However, importantly the 372 responses were drawn from a good cross section of the main groups targeted. In broad terms, the findings from the consultation demonstrate that the majority of respondents are in favour of all the proposed changes to the Policy.

### **The Equalities and Human Rights Impact Assessment**

16. The assessment has concluded that there is no clear and discernible impact which through, the implementation of any of the proposals, would see a negative and disproportionate impact on any individual group. The proposals will create a firmer basis upon which decisions on housing allocations can be made and will directly benefit residents who are often considered to be the most vulnerable. Each proposal for change alters the composition of the housing register so that the distribution of groups changes. However, the changes are unlikely to disproportionately and negatively impact the groups concerned. A copy of the assessment is attached as Appendix 2 to the Report.

### **The Revised Policy**

17. A copy of the proposed changes to the Policy, following the consultation exercise, is attached as Appendix 3 for Cabinet's consideration.

### **Financial Implications**

There are no direct costs associated with the implementation of the new Social Housing Allocation Policy as it is primarily concerned with the maintenance and management of the Housing Waiting list.

The risk of legal challenge and associated expenses has been reduced by bringing the Allocations Policy in line with new developments in case law.

An Allocation policy can impact on the value obtained from the Social Housing stock through its influence on access and therefore the value obtained by the Housing Revenue Account. This in turn may impact on the general fund costs relating to temporary accommodation through changes to levels in demand.

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

Adoption of a revised Social Housing Allocation Policy will ensure that residents who apply to the Council for housing will continue to be treated fairly and in accordance with the law. The proposals provide clarity that applicants falling within the statutory reasonable preference groups will have access to the housing register, whilst continuing to recognise local priorities.

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

The proposed changes to the Policy have been subject to a wide ranging consultation process which is the subject of the Report.

## CORPORATE IMPLICATIONS

### Corporate Finance

Corporate Finance has reviewed this report and associated Social Housing Allocation Policy, confirming that there are no direct financial implications arising from the recommendation that Cabinet adopt the updated policy. As noted above, the revised policy brings the Council into line with case law in a number of areas, reducing the risk of legal challenge and associated costs.

### Legal

Although the Borough Solicitor is the joint author of the report, he nevertheless wishes to draw Cabinet's attention to the following specific legal implications.

### Consultation

It is important to note that consultation exercises undertaken by public bodies have been subject to ever increasing judicial scrutiny. The case of **Moseley v London Borough of Haringey LBC** was determined by the highest Court in the land, the Supreme Court, in 2014. The Supreme Court unanimously approved the case of **R v Brent LBC ex parte Gunning** which sets out the key features of a lawful consultation process. The Gunning principles, as they are known, require that consultation should:

- a) be undertaken at a time when the relevant proposals are still at a formative stage;
- b) give sufficient reasons for particular proposals to permit intelligent consideration and an intelligent response;
- c) give consultees adequate time for consideration and response;
- d) ensure that the product of consultation must be conscientiously taken into account by the decision maker.

The Borough Solicitor confirms that the first three principles, as set out above, have been fully met by the Council in this case. A robust, full and fair consultation exercise has been undertaken by the Council over a period of ten weeks.

It is therefore imperative that Cabinet, in making its decision as to whether it should agree to adopt a revised Policy, must conscientiously take into account the consultation responses which are fully set out in the Report. In this respect, it should be noted that there is majority support for the proposals which were subject to consultation, with over 60% of consultees in favour of each individual proposal.

The main proposal is to place statutory homeless applicants that do not have 10 years continuous residency in the Borough in a new Band D. 62% of consultees have either strongly agreed or agreed with this proposal.

Furthermore, there is a proper legal basis for placing statutory homeless applicants into a new Band D. The Court of Appeal has ruled that if local housing authorities are of the view that there is a lesser need for housing for people, who fall within one of the reasonable preference groups, than those people who fall within the other reasonable preference groups, then it is for the authorities to consider whether to reflect that banding in an appropriate banding structure within their Social Housing Allocation Policies. In this respect, it should be noted that although statutory homeless applicants may not have a lesser need for housing as such, they

nevertheless have greater protection than applicants who fall within the other statutory reasonable preference groups by virtue of Part 7 of the Housing Act 1996 and therefore it is lawful to place them in a lower Band to reflect the protection they enjoy.

### **The Equalities and Human Rights Impact Assessment**

The Council, as a public body, is subject to the Human Rights Act and also to the Public Sector Equality Duty ["PSED"] which is contained in the Equality Act 2010. The Council must therefore have due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between those with protected characteristics and those without it. The protected characteristics, in summary, are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The PSED must be fulfilled before, and at the time when the decision is made. Carrying out an Equality Impact Assessment is an invaluable tool in demonstrating that the Council has complied with the PSED, but only if it is done properly.

An Equalities and Human Rights Impact Assessment has been prepared and is attached as Appendix 2 to the report. It is a comprehensive document which fully takes account of the consultation responses which the Council received.

Cabinet is required to have due regard to the Equality and Human Rights Impact Assessment before making its decision to agree the second recommendation contained in the Report.

In this respect, Cabinet will note that the Assessment has concluded that the potential for the Policy to improve the outcomes for local residents is significant. Through clarification of the ten year continuous residency in the Borough rule, the proposals which were the subject of consultation not only create a firmer basis upon which decisions on housing allocations can be made but also directly benefit those residents considered to be amongst the most vulnerable. Furthermore, the analysis set out in the Assessment shows that that there is no clear and discernible impact which, through the application of any of the proposals to revise the Policy, would see a negative and disproportionate impact on any individual group.

However, this is not to underestimate the impact of the proposals on the Policy. Each of the proposals do in some way alter the composition of the housing register so that the distribution of some of the groups varies but the end result is that the relative ranking of the groups remains as it would be before the proposals are implemented.

The consultation responses, from an equalities and access perspective, were relatively balanced with the only caveats applying to the percentage of Indian and Black African respondents which was slightly lower than their respective profiles in the housing register.

The Assessment states that the Policy actually seeks to advance equality of access and improved outcomes for local residents and in the circumstances, there is no need for any mitigating actions.

Finally, there is no suggestion in the Assessment that any human rights would be violated.

## **6. BACKGROUND PAPERS**

Review of Social Housing Allocation Policy, Cabinet Report dated 21 July 2016.

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# HILLINGDON

LONDON

## Appendix 1 - Social Housing Allocation Policy Consultation Report

At its meeting on 21<sup>st</sup> July 2016 Hillingdon Council's Cabinet, agreed to review the Council's Social Housing Allocation Policy and authorised a full consultation exercise to be undertaken in relation to a number of proposals to change it. This report provides information on the consultation process undertaken and its results.

### Consultation process

The purpose of the consultation was to seek views and comments in relation to the proposed changes.

A letter explaining the changes, together with a consultation questionnaire for anonymous responses, was:

- sent by post to:
  - all applicants currently on the housing register;
  - all applicants accepted as homeless and awaiting rehousing;
  - all applicants with a homelessness decision pending;(including all homeless applicants and homeless households awaiting rehousing, currently in temporary accommodation) and
- sent by email to:
  - all Registered Providers of social housing operating in the borough of Hillingdon;
  - relevant voluntary sector organisations operating in Hillingdon
  - neighbouring local authorities.
- placed on the Council's website

Post rather than email was used to contact individuals / households to ensure access to those without email addresses and to encourage responses from those less comfortable with digital communications. Distribution of the documentation was commenced on 3rd August 2016. The letter sent advised that the Council's current Policy, with the proposed changes highlighted in red ink, was available to read on the Council's website [www.hillingdon.gov.uk/consultation](http://www.hillingdon.gov.uk/consultation). It also offered the option of a paper copy of the Policy, and copies of documentation in large type, Braille, on audio tape or in the respondents own language. Contact information was provided to make such requests.

Prior to the consultation documents being posted and emailed to partner organisations, an on-line questionnaire along with the consultation documents was placed on the 'Have Your Say' page of Hillingdon Council's website. In addition, a link to the consultation was placed on the Locata website, which is the on-line portal for applications to join the housing register. Attention was drawn to the consultation through council publications, including social media, and by posters placed in the Housing Reception at the Civic Centre, the one-stop shop, libraries and the Citizens Advice Bureau, and by providing information regarding the survey to existing groups such as resident's associations.

The initial mail out to individual households went to 2,703 people. Subsequent to this, an additional 620 clients who have registered on Locata were also sent the consultation letter and questionnaire. A copy of the letter and the questionnaire are included in appendices 1a and 1b.

Residents were also given the opportunity to telephone in to named contacts or to meet face to face with council officers to discuss the proposed changes. A total of 17 drop-in sessions were held on different dates and at different times in 5 locations around the borough. A full schedule of the drop-in sessions is included at appendix 1c.

### Consultation Period

The consultation ran for in excess of 10 weeks from Wednesday 3<sup>rd</sup> August 2016 to 5pm on Friday 14<sup>th</sup> October 2016.

### The proposed changes

There are 4 proposed changes that were summarised on the consultation questionnaire as follows:

#### **Proposal 1**

The requirement for 10 years continuous residence to qualify for the housing register will be retained, but the Council is proposing that the statutory reasonable preference groups will be a further exception to this rule.

The statutory reasonable preference groups are:

- Statutorily homeless applicants. This includes applicants who are intentionally homeless
- Applicants occupying insanitary or overcrowded housing or who otherwise live in unsatisfactory housing conditions
- Applicants who need to move on medical or welfare grounds
- Applicants who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or others



## **Proposal 2**

The Council is proposing that statutory homeless applicants that do not have 10 years continuous residency in the borough of Hillingdon will be placed in a new Band D.

## **Proposal 3a**

The Council is proposing that people over 60, who would benefit from sheltered housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.

## **Proposal 3b**

The Council is proposing that people who are under-occupying their current social housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.

## **Proposal 4**

The Council is proposing to extend the definition of local connection to include people placed in the borough in one of the following set of circumstances:

- They are intentionally homeless but have a priority need;
- They are unintentionally homeless and have a priority need;
- They are threatened with homelessness unintentionally and have a priority need;
- They are unintentionally homeless but do not have a priority need.

## **Summary of consultation response**

There was a good response to the consultation, with a total of 372 questionnaires having been completed. The vast majority of questionnaires were completed by residents living in the borough. The response at drop-in sessions was much more limited, with only four people attending. Those attending were seeking clarification regarding the proposals.

## **Telephone calls regarding the consultation**

There were 26 telephone calls received regarding the consultation. Most were seeking clarification; some concerning the proposals, but more commonly to understand whether there was a requirement to fill in the questionnaire as part of their housing application process. One person requested a paper copy of the new allocation policy, which was sent on the 5<sup>th</sup> August 2016; another asked for duplicate documents, sent on the 16<sup>th</sup> August 2016 and one person asked for the documentation to be translated into Polish. This was subsequently done and sent on the 18<sup>th</sup> August 2016. Five clients wanted to confirm their intention to attend one of the drop-in sessions.

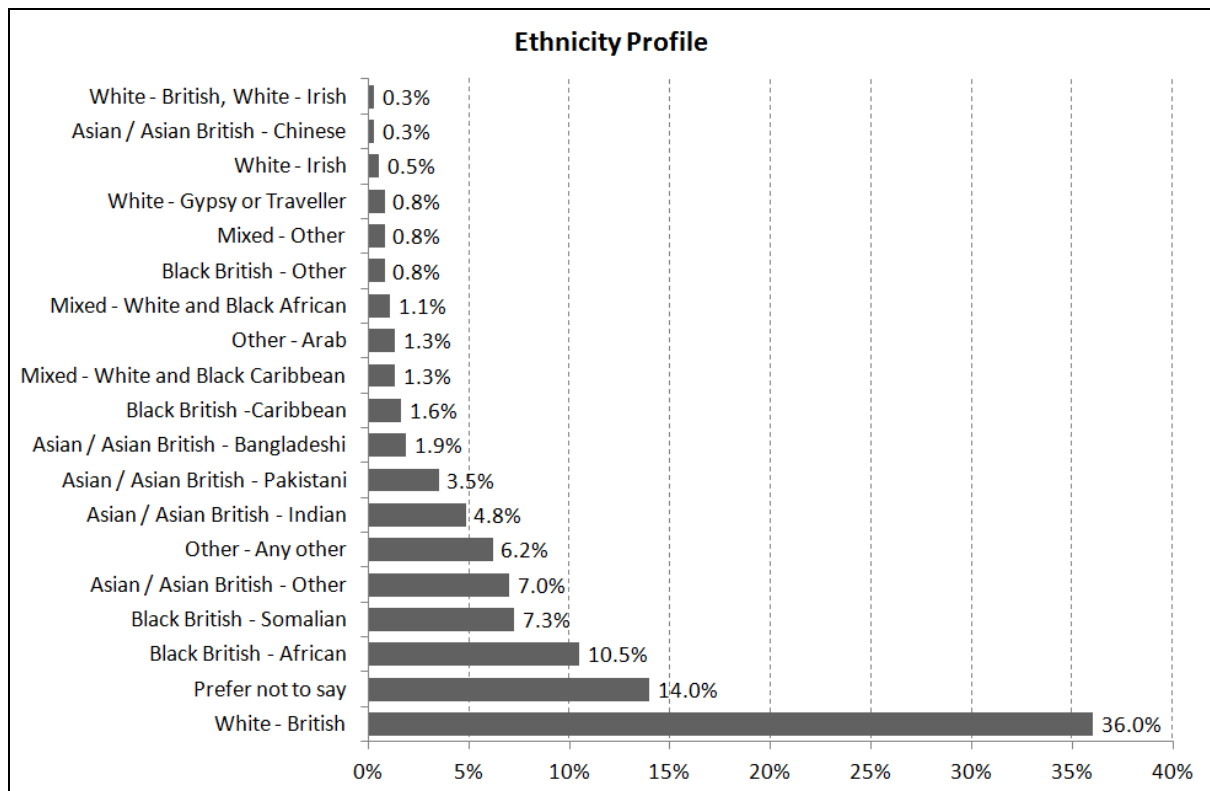
## Analysis of questionnaire responses

The questionnaire collected profiling information and asked respondents to indicate the extent to which they agreed or disagreed with each of the proposals. It also provided opportunities for free text and invited respondents to tell us their views in relation to each proposal in turn and to make any additional comments regarding the proposals overall.

### **Profile of respondents**

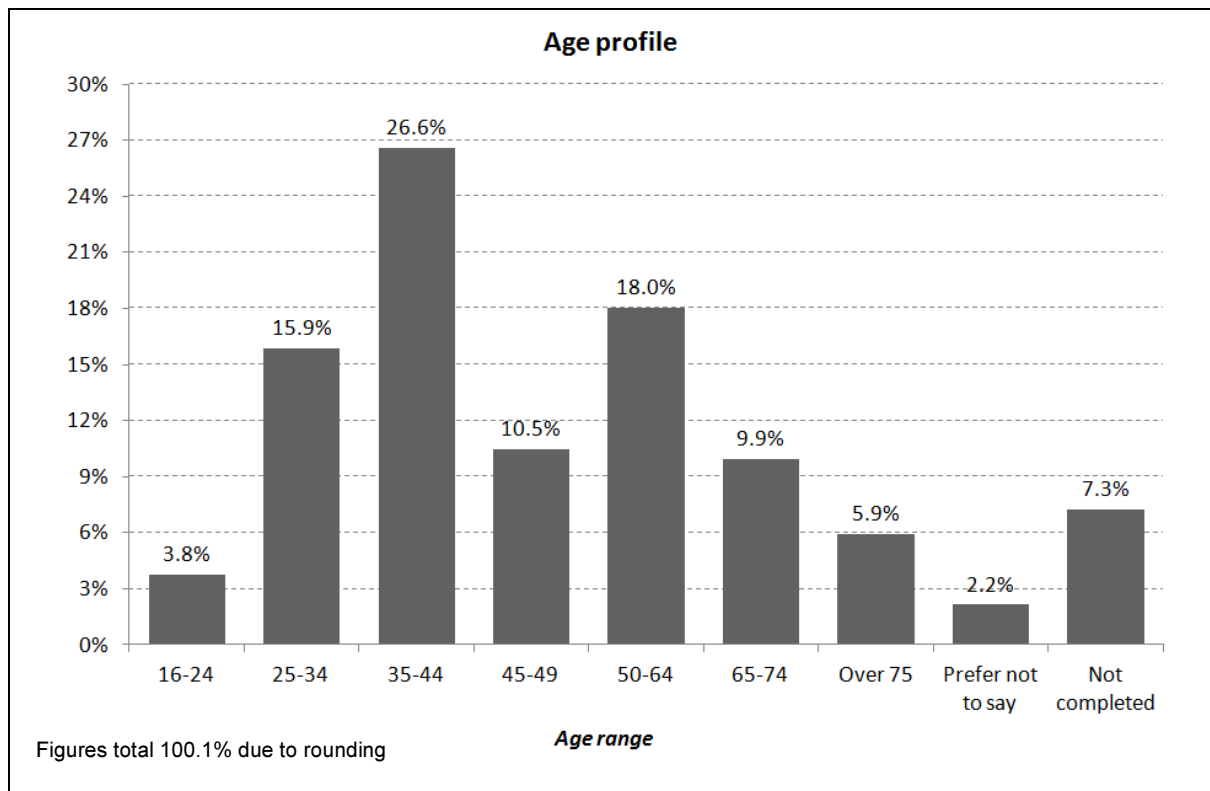
- Of the 372 respondents, 364 (98%) were Hillingdon Borough Residents.
- There were 4 responses from housing associations, 2 from voluntary or community organisations and 1 from a private landlord.
- Of the individuals and households responding, 237 confirmed that they were currently on Hillingdon's Housing Register. Of those that answered this question:
  - 133 (44%) were current residents registered for a transfer
  - 40 (13%) were homeless households on the housing register
  - 64 (21%) were households on the housing register but not currently a tenant or homeless
  - 65 (22%) were not currently registered
- Of 325 responses that provided information on gender, 198 (61%) were female and 127 (39%) were male. There were a further 13 that responded 'prefer not to say' and the remainder were blank.
- Ethnicity data is provided for 320 households and a further 28 confirmed that they would prefer not to say. The largest group were White British and Irish with 137 respondents and a further 3 white respondents identifying themselves as Gypsy or Traveller. There were 65 responses from Asian households, 75 from Black households, 12 mixed race and 28 other. A more detailed breakdown is shown in chart 1 below.

**Chart 1**



- A total of 159 respondents were either married or in a civil or domestic partnership; 45 were divorced or separated, 100 describe themselves as single and 22 were widowed. 19 stated a preference not to say and the remaining 27 left the question blank.
- There has been a substantial response from disabled people with 93 respondents confirming that they have a disability.
- At 44, the number of respondents that preferred not to say in relation to their sexual orientation was higher for other questions. Of those that did respond, heterosexual / straight was by far most prevalent with 285 responses.
- The number that preferred not to disclose their religion was also substantial at 37. The most common answer given was Christian, accounting for 133 responses, followed by Muslim with 93 responses.
- The responses include a wide spread of age ranges as shown in chart 2

**Chart 2**



- A breakdown of the tenure of housing respondents shows that private tenants and council tenants provided between them 60% of the responses, 21% came from those in those in temporary accommodation, 15% from housing association tenants and 4% from home owners.

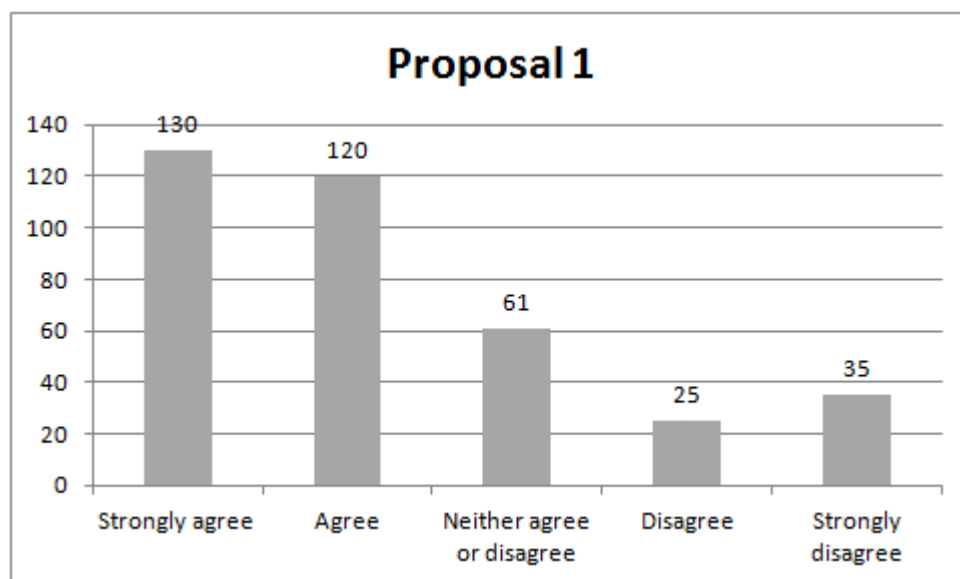
**Response to Proposal 1**

**The requirement for 10 years continuous residence to qualify for the housing register will be retained, but the Council is proposing that the statutory reasonable preference groups will be a further exception to this rule.**

Of 371 responses to proposal 1, two thirds or 67.3% supported the change and 16.1% opposed it.

Strongly agree	35.0%
Agree	32.3%
Neither agree nor disagree	16.4%
Disagree	6.7%
Strongly disagree	9.4%

Chart 3



There was strong support for this proposal amongst those on the housing register, whether existing tenants registered for a transfer, homeless households or others registered. There was also strong support amongst respondents not on the housing register.

Table 1

	Respondents on the housing register, of which:						Respondents not currently on the housing register	
	Registered for a transfer		Homeless		Others Registered			
Strongly agree	44	34%	17	44%	20	26%	28	41%
Agree	41	31%	9	23%	35	45%	14	21%
Neither agree nor disagree	28	21%	6	15%	12	15%	9	13%
Disagree	11	8%	4	10%	3	4%	5	7%
Strongly disagree	7	5%	3	8%	8	10%	12	18%
<b>Total</b>	<b>131</b>	<b>100%</b>	<b>39</b>	<b>100%</b>	<b>78</b>	<b>100%</b>	<b>68</b>	<b>100%</b>

Data in the table relates to 316 respondents that provided answers to both questions

There were 89 respondents that left additional comments in relation to proposal 1. Not all related directly to the proposal and some were concerned with their own housing applications and circumstances.

There were some mixed views regarding the exceptions to the 10 year rule. More comments were favourable than against with 11 explicitly reiterating their support. Reasons for supporting the proposal included that 'vulnerable people should be given a priority'; that 'it would assist in tackling the housing crisis'; that 'priority should

be given to those in overcrowded or insanitary conditions'; and that 'it would help young children the most'. A small number would have preferred the 10 year rule to be removed altogether, one considered it to discriminate against minorities and two that it discriminated against gypsies and travellers.

Some other respondents disagreed with relaxing the 10 year rule. There were 6 respondents that considered the rule should remain as at present. Comments included that: 'it is perfect at it is'; and that '10 years' continuous residence qualification for the housing register is not unreasonable'. One person commented that 'adding reasonable preference groups destroys the whole purpose of having a 10 year rule and that homeless households will eat up housing resources in a flash'.

The most common comment made was to disagree with those found to be intentionally homeless being able to join the register. This was made reference to by 13 respondents.

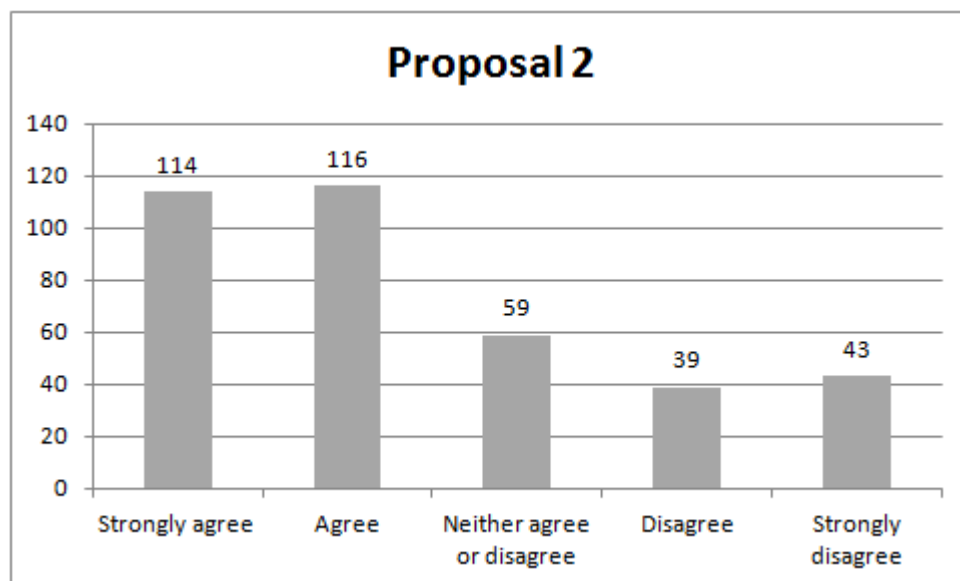
### **Response to Proposal 2**

**The Council is proposing that statutory homeless applicants that do not have 10 years continuous residency in the borough of Hillingdon will be placed in a new Band D.**

Proposal 2 was also strongly supported with 62% of 371 responses in favour of the proposal compared to 22.1% opposed.

Strongly agree	30.7%
Agree	31.3%
Neither agree nor disagree	15.9%
Disagree	10.5%
Strongly disagree	11.6%

Chart 4



The placing of homeless households in a new Band D is supported most strongly by non-homeless households on the housing register. Amongst tenants registered for a transfer, 63% support the proposal, along with 65% of other non homeless applicants. Although a lower percentage, there is also majority support amongst homeless households at 52%. Respondents not on the housing register are 56% in favour.

Table 2

	Respondents on the housing register, of which:						Respondents not currently on the housing register	
	Registered for a transfer		Homeless		Others Registered			
Strongly agree	42	32%	10	26%	25	32%	17	25%
Agree	41	31%	10	26%	26	33%	21	31%
Neither agree nor disagree	24	18%	3	8%	11	14%	13	19%
Disagree	12	9%	10	26%	8	10%	6	9%
Strongly disagree	13	10%	6	15%	8	10%	10	15%
<b>Total</b>	<b>132</b>	<b>100%</b>	<b>39</b>	<b>100%</b>	<b>78</b>	<b>100%</b>	<b>67</b>	<b>100%</b>

Data in the table relates to 316 respondents that provided answers to both questions

There were 92 respondents that made additional comments in relation to proposal 2. A significant number of these referred again to the 10 year rule more generally and were in the same vein as responses to proposal 1. Amongst those made comments concerning homeless households being placed in a new Band D, there were a number of comments supporting homeless families being placed on the housing register regardless of their number of years' residency. In 10 instances, the use of Band D is not seen as giving sufficient priority. Comments include: 'there is no need to treat them unfavourably'; 'homeless people are suffering and the system shouldn't disadvantage them'. More of the comments made were against this proposal and 5 made direct reference to supporting priority for long term residents. 'Continuous long term residency should remain a cornerstone of priority unless a compelling and compassionate case can be made for disregarding it.' One person worried that the proposal would attract applicants to Hillingdon.

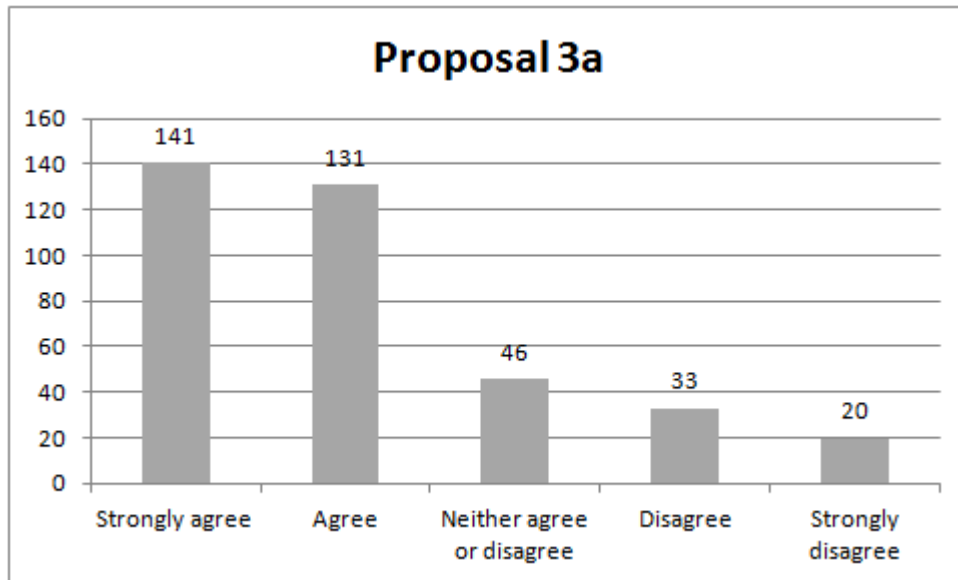
### Response to Proposal 3a

**The Council is proposing that people over 60, who would benefit from sheltered housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.**

Almost three quarters of respondents (73.3%) were in favour of this proposal and only 14.3% opposed.

Strongly agree	38.0%
Agree	35.3%
Neither agree nor disagree	12.4%
Disagree	8.9%
Strongly disagree	5.4%

Chart 5



There was very strong support for this proposal across the different groups on and off the housing register, ranging from 69% support amongst those not registered, to 77% support from those on the housing register that are not existing tenants or homeless.

Table 3

	Respondents on the housing register, of which:						Respondents not currently on the housing register	
	Registered for a transfer		Homeless		Others Registered			
Strongly agree	49	37%	13	34%	31	40%	26	38%
Agree	46	35%	15	39%	29	37%	21	31%
Neither agree nor disagree	15	11%	7	18%	8	10%	8	12%
Disagree	17	13%	2	5%	7	9%	6	9%
Strongly disagree	5	4%	1	3%	3	4%	7	10%
<b>Total</b>	<b>132</b>	<b>100%</b>	<b>38</b>	<b>100%</b>	<b>78</b>	<b>100%</b>	<b>68</b>	<b>100%</b>

Data in the table relates to 316 respondents that provided answers to both questions



There were 62 comments concerning proposal 3a. There were more comments supporting the proposal than against, with 20 making positive comments and many of these referring to the need to prioritise elderly residents i.e. 'those over 60 need care and compassion'. There were a couple of comments that considered that the 10 year residency exclusion should be applied more widely for elderly people so that it wasn't restricted to sheltered housing. Comments from those disagreeing with the proposal are of 2 distinct types. Firstly there were 10 respondents who thought the exclusion from the 10 year residency requirement should continue to apply to those who are not resident in the borough. Comments included: that elderly people 'should be able to live where they want'; that there are 'many reasons why people need to move out of borough temporarily'; and that it is 'often elderly that desperately want to move back near family'. There were a further 5 comments disagreeing with the proposal because they did not consider that an exclusion from the 10 year residency for elderly people should apply at all.

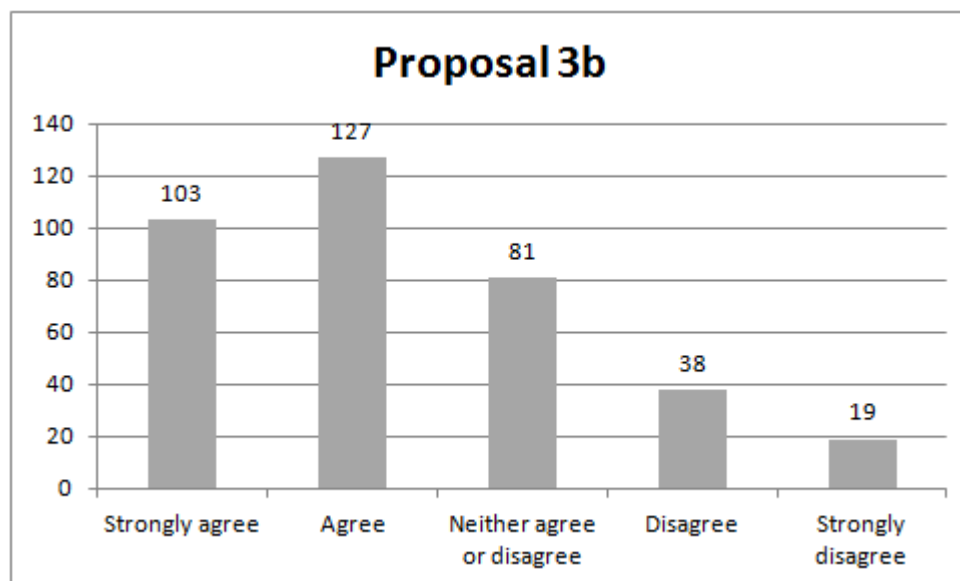
### **Response to Proposal 3b**

**The Council is proposing that people who are under-occupying their current social housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.**

There were 368 responses to this question; 62.5% were in favour and 15.5% opposed.

Strongly agree	28.0%
Agree	34.5%
Neither agree nor disagree	22.0%
Disagree	10.3%
Strongly disagree	5.2%

Chart 6



There was majority support again for this proposal across groups off and on the housing register. The lowest level of support was amongst those not on the register at 54%.

**Table 4**

	Respondents on the housing register, of which:						Respondents not currently on the housing register	
	Registered for a transfer		Homeless		Others Registered			
Strongly agree	38	29%	12	31%	19	24%	19	29%
Agree	46	35%	13	33%	30	38%	16	25%
Neither agree nor disagree	25	19%	8	21%	15	19%	19	29%
Disagree	14	11%	5	13%	10	13%	7	11%
Strongly disagree	8	6%	1	3%	4	5%	4	6%
<b>Total</b>	<b>131</b>	<b>100%</b>	<b>39</b>	<b>100%</b>	<b>78</b>	<b>100%</b>	<b>65</b>	<b>100%</b>

Data in the table relates to 313 respondents that provided answers to both questions

There were additional comments made by 50 respondents, of which 20 reiterated their agreement with the proposal. Comments included: 'It is not fair to take up more rooms than they need'; 'Putting our residents first!'; and 'yes as this will free up properties for large families'. There were 3 respondents that thought the 10 year rule should apply to those under-occupying social housing and 5 thought that the exclusion should remain for those living out of borough. Comments included: 'the resident first, then another person from outside Hillingdon'; and 'they should swap, in or out of borough'.

### **Response to Proposal 4**

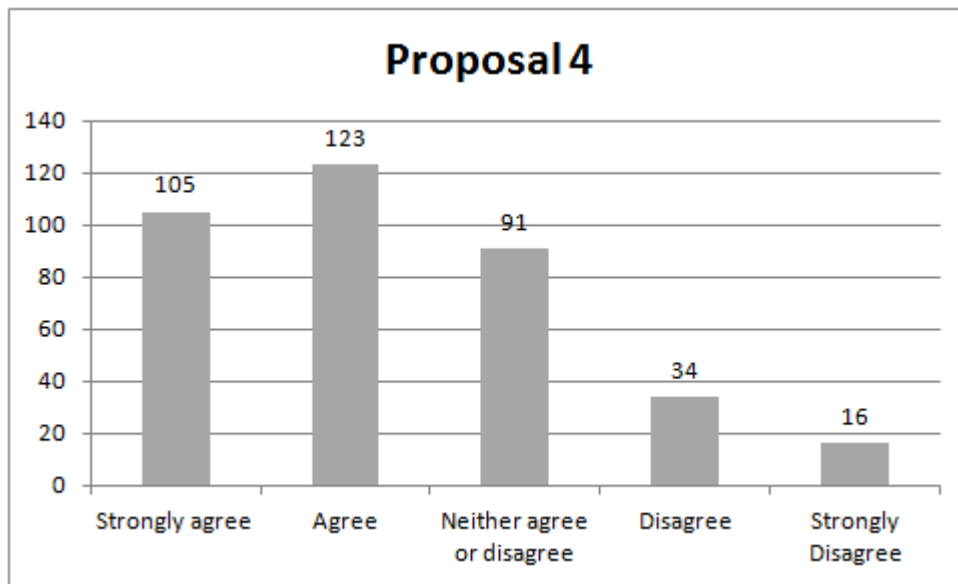
The Council is proposing to extend the definition of local connection to include people placed in the borough in one of the following set of circumstances:

- They are intentionally homeless but have a priority need;
- They are unintentionally homeless and have a priority need;
- They are threatened with homelessness unintentionally and have a priority need;
- They are unintentionally homeless but do not have a priority need.

Of 369 responses to this question, 61.8% were in favour and 13.6% were opposed.

Strongly agree	28.5%
Agree	33.3%
Neither agree nor disagree	24.7%
Disagree	9.2%
Strongly disagree	4.3%

Chart 7



Groups on and off the housing register were in favour. For this proposal the largest support proportionately was from homeless households on the register with 77% in favour of the proposal.

Table 5

	Respondents on the housing register, of which:						Respondents not currently on the housing register	
	Registered for a transfer		Homeless		Others Registered			
Strongly agree	35	27%	16	41%	16	21%	23	34%
Agree	41	32%	14	36%	33	42%	14	21%
Neither agree nor disagree	37	28%	7	18%	19	24%	17	25%
Disagree	12	9%	2	5%	8	10%	7	10%
Strongly disagree	5	4%	0	0%	2	3%	7	10%
<b>Total</b>	<b>130</b>	<b>100%</b>	<b>39</b>	<b>100%</b>	<b>78</b>	<b>100%</b>	<b>68</b>	<b>100%</b>

Data in the table relates to 315 respondents that provided answers to both questions

There were 61 additional comments made in relation to this proposal. Some of the comments are a reiteration that Hillingdon's residents should come first and that the 10 year criteria should apply in all instances. More detailed comments are again critical of the inclusion of those that are intentionally homeless. A number also state that the changes should only apply to those who are in priority need. There is

concern expressed that this may encourage other boroughs to move homeless households to Hillingdon.

An opportunity was provided following the questions relating to the proposals for any additional comments to be made. This was taken up by 123 respondents. Many used this opportunity to provide information about their personal housing circumstances. There were also numerous suggestions for housing that did not directly relate to the allocation policy proposals. Some of these raised other issues in relation to the allocation policy such as giving greater priority to the Armed Forces (in addition to the priority already afforded) and to public sector workers, and altering the savings qualification threshold. Other suggestions were concerned with matters other than allocations, such as building more homes.



# HILLINGDON

LONDON

## Address

**3<sup>rd</sup> August 2016**

**Ref:JP/PW/101598**

Dear Sir/Madam

## **Re: Review of Hillingdon Council's Social Housing Allocation Policy - Consultation 2016**

At its meeting on Thursday 21 July 2016, Hillingdon Council's Cabinet, its principal decision making body, agreed to review the Council's current Social Housing Allocation Policy and it authorised a full consultation exercise to be undertaken in relation to a number of proposals to change it.

The purpose of this document is to seek your views and comments in relation to the proposed changes to the Allocation Policy.

Whether you are a private registered provider of social housing, a registered social landlord, an applicant or prospective applicant for placement on to the Council's housing register, living in temporary accommodation in or outside of the borough, a voluntary or community organisation providing housing advice and assistance, your comments and views are welcomed.

The consultation period will commence on **Wednesday 3 August 2016** and ends at **5pm on Friday 14 October 2016**.

### **What is a Housing Allocation Policy?**

By law, every local housing authority in the country must have an allocation policy in place. This allows them to:

- set out the procedures which have to be followed in the allocation of social housing accommodation. This is Council owned housing stock and Housing Association properties which the Council has nomination rights to.
- determine priorities for the allocation of social housing accommodation for various categories of applicants.

Hillingdon Council's current policy was adopted in June 2013.

### **Why does Hillingdon Council's current Social Housing Allocation Policy need to be changed?**

The Council needs to keep the Policy under review for two main reasons. Firstly, to ensure that the Policy is fully compliant with changes in the law. A number of important changes have taken place in the last two years. Secondly, to address changes in local housing need. The demand for social housing in Hillingdon will always far exceed supply and the Council therefore needs to prioritise allocation.

### **What changes are proposed?**

The Council's current Policy, with the proposed changes highlighted in red ink, is available to read on the Council's website [www.hillingdon.gov.uk/consultation](http://www.hillingdon.gov.uk/consultation)

There are **4** main proposed changes to the Allocation Policy which are the subject of this consultation exercise. They are summarised as follows:

1. There is an inconsistency between paragraphs 2.2.4 and paragraph 12 of the Policy which should be removed. Paragraph 12 sets out the various categories of statutory reasonable preference groups and indicates that they will be placed on the Council's housing register, regardless of how long they have lived in Hillingdon. This is in accordance with existing law, clarified by the courts since the current Policy came into force.

The Council has expressed in its Policy that long-standing Hillingdon residents should be given priority for social housing. It has therefore introduced a 10 year continuous residence in the borough rule which it is not proposing to change. Paragraph 2.2.4 sets out a number of exceptions to the 10 year rule which currently does not include the statutory reasonable preference groups.

In order to rectify this anomaly, the Council is proposing to add the statutory reasonable preference groups as a further exception to the 10 year continuous residence in the borough rule in paragraph 2.2.4 of the Policy.

This proposed change can be found on **page 10** of the Policy as it appears on the Council's website.

2. Currently, the Policy states that all applicants in the statutory reasonable preference groups are placed on the housing register in one of Bands A-C, depending on their circumstances. However, in practice, only those applicants with 10 years continuous residence in the borough are admitted to the housing register and placed in one of these Bands. This includes those who are statutorily homeless.

The Council is proposing to restructure its Policy so that all statutorily homeless persons with less than 10 years continuous residence in the borough are placed in a new Band D on the housing register. This would entitle applicants to a reasonable preference over those who are not admitted on to the housing register, but a lower preference than those in Bands A-C.

These proposed changes can be found on **pages 24 and 44** of the Policy as it appears on the Council's website.

Statutorily homeless persons with 10 or more years continuous residence in the borough will continue to be placed in Bands A-C, depending on their circumstances. This principle will also apply, as is currently the case, to all applicants who fall within the other statutory reasonable preference groups.

3. As is indicated in point 1 above, paragraph 2.2.4 of the Policy provides for a number of exceptions to the 10 year continuous residence in the borough rule. Two of the current exceptions are:

- People over 60 who would benefit from sheltered housing. They are to be considered for sheltered housing after other households who meet the residency criteria.
- People who are under-occupying their current social housing.

With regard to both of these exceptions, the Council is proposing to change them by introducing a requirement that they will only apply to those people who are currently resident in the borough. The reason for this proposed change is so that the Council can effectively manage the number of people who are capable of falling within either of the exceptions.

This proposed change can be found on **page 10** of the Policy as it appears on the Council's website.

4. The term "local connection" appears in both paragraphs 2.2.4 and 14.3 of the Policy. It is proposed to extend the meaning of this term so that it includes people placed in the borough of Hillingdon in temporary accommodation in one of the following set of circumstances:

- they are intentionally homeless but have a priority need;
- they are unintentionally homeless and have a priority need;
- they are threatened with homelessness unintentionally and have a priority need;
- they are unintentionally homeless but do not have a priority need.

The proposed change can be found on **pages 9 and 33** of the Policy as it appears on the Council's website.

If you would like to receive a paper copy of the Policy, please contact us using the contact details provided below.

### **Questionnaire**

A Consultation Questionnaire is attached which gives you the opportunity to respond to each of the 4 proposed changes. Please return the completed questionnaire in the enclosed pre-paid envelope. Alternatively you may wish to complete the questionnaire online at [www.hillingdon.gov.uk/consultation](http://www.hillingdon.gov.uk/consultation)

Any information you provide will be anonymous and not shared with any third parties. It will not be possible to identify any individual from the information provided.

Questions 7 to 16 are included to ensure we gather feedback from a diverse cross-section of the community. The results will be used for monitoring purposes and will contribute to assessing the potential impact of any changes following this consultation.

### **Participation**

The Council will be organising drop in sessions during the consultation period. If you are interested in attending one of these sessions, please contact us.

### **What happens at the end of the consultation period?**

Hillingdon Council will carefully consider each of the consultation responses. It will also undertake an Equality Impact Assessment in compliance with its legal duty. A written report will be prepared for the Council's Cabinet to consider and decide what



changes, if any, should be made to the Council's Social Housing Allocation Policy. It is expected that Cabinet will make its decision before the end of the year.

### **Translation and interpretation**

If you would like this document or the questionnaire in large type, Braille, on audio tape or in your own language, please ask an English speaker to contact us using the contact details provided above.

### **Contact Details**

If you have any questions about the consultation, require further information or would like to attend a drop-in session before you complete the questionnaire, please contact Zulfiqar Mulak 01895 250 377 , Melissa Murphy 01895 250 460 or Debby Weller 01895 556 281 or email [housingregister@hillingdon.gov.uk](mailto:housingregister@hillingdon.gov.uk).

If you have any questions about your housing application please call the Council's Contact Centre on 01895 556 666.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jean Palmer'.

Jean Palmer OBE  
**Deputy Chief Executive, Corporate Director**  
**Residents Services**



# HILLINGDON

LONDON

## **Social Housing Allocation Policy Consultation Questionnaire**

Hillingdon Council is keen to hear your views about the proposed changes to the Social Housing Allocation Policy and would be grateful if you could spare some time to complete this questionnaire.

Please return your completed questionnaire to us using the enclosed pre-paid envelope. Alternatively, you can complete the questionnaire online at [www.hillingdon.gov.uk/consultation](http://www.hillingdon.gov.uk/consultation) where you can also download and read the full revised draft with the proposed changes highlighted.

Any information you provide will be kept strictly confidential and not shared with any third parties.

The consultation deadline is 5pm on **Friday 14<sup>th</sup> October 2016**.

### **Proposal 1**

1. The requirement for 10 years continuous residence to qualify for the housing register will be retained, but the Council is proposing that the statutory reasonable preference groups will be a further exception to this rule.

The statutory reasonable preference groups are:

- Statutorily homeless applicants. This includes applicants who are intentionally homeless
- Applicants occupying insanitary or overcrowded housing or who otherwise live in unsatisfactory housing conditions
- Applicants who need to move on medical or welfare grounds
- Applicants who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or others

Please indicate below the extent to which you agree or disagree with the proposal

<b><i>Please tick one box</i></b>	✓
Strongly agree	
Agree	
Neither agree nor disagree	
Disagree	
Strongly disagree	

Use the box below to tell us any views you may have about this proposal

**Proposal 2**

2. The council is proposing that statutorily homeless applicants that do not have 10 years continuous residency in the borough of Hillingdon will be placed in a new Band D.

Please indicate below the extent to which you agree or disagree with the proposal

<b><i>Please tick one box</i></b>	✓
Strongly agree	
Agree	
Neither agree nor disagree	
Disagree	
Strongly disagree	

Use the box below to tell us any views you may have about this proposal

**Proposal 3**

3. The council is proposing that people over 60, who would benefit from sheltered housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.

Please indicate below the extent to which you agree or disagree with the proposal

<b><i>Please tick one box</i></b>	✓
Strongly agree	
Agree	
Neither agree nor disagree	
Disagree	
Strongly disagree	

Use the box below to tell us any views you may have about this proposal

4. The council is proposing that people who are under-occupying their current social housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough.

Please indicate below the extent to which you agree or disagree with the proposal

<b><i>Please tick one box</i></b>	✓
Strongly agree	
Agree	
Neither agree nor disagree	
Disagree	
Strongly disagree	

Use the box below to tell us any views you may have about this proposal

**Proposal 4**

5. The council is proposing that the definition of local connection is extended so that it includes people placed in the borough of Hillingdon in one of the following set of circumstances:

- they are intentionally homeless but have a priority need;
- they are unintentionally homeless and have a priority need;
- they are threatened with homelessness unintentionally and have a priority need;
- they are unintentionally homeless but do not have a priority need.

Please indicate below the extent to which you agree or disagree with the proposal

<b><i>Please tick one box</i></b>	✓
Strongly agree	
Agree	
Neither agree nor disagree	
Disagree	
Strongly disagree	

Use the box below to tell us any views you may have about this proposal

6. Do you have any additional comments to make about the proposed changes to the Social Housing Allocation Policy?

Use the box below to tell us your views

## **About you**

7. Are you:

<b><i>Please tick one box</i></b>	✓
An individual person or household	
Completing the questionnaire on behalf of a voluntary or community organisation working in the borough ( <b><i>Please go to Question 17</i></b> )	
Completing the questionnaire on behalf of a housing association with homes in the borough ( <b><i>Please go to Question 17</i></b> )	
Completing the questionnaire on behalf of another type of organisation ( <b><i>Please go to Question 17</i></b> )	

8. Are you currently on the council's Social Housing Register?

<b><i>Please tick one box</i></b>	✓
Yes - I am a current tenant registered for a transfer	
Yes - I am registered and am homeless	
Yes - I am a registered, am not a current tenant and am not homeless	
No - I am not registered	

9. What is your current housing situation? I am

<b><i>Please tick one box</i></b>	✓
A council tenant	
Living in temporary accommodation provided by Hillingdon Council because I was homeless	
Living in temporary accommodation provided by another Council because I was homeless	
A private tenant	
A housing association tenant	
A home owner (with or without a mortgage)	

10. Are you:

<b><i>Please tick one box</i></b>	✓
Male	
Female	
Prefer not to say	

11. How old are you?

<b>Please tick one box</b>	✓
16 - 24	
25 - 34	
35 - 44	
45 - 49	
50 - 64	
65 - 74	
Over 75	
Prefer not to say	

12. How would you describe your ethnicity?

<b>Please tick one box</b>	✓		
White - British			
White - Irish		Asian / Asian British - Chinese	
White - Gypsy or Irish Traveller		Asian / Asian British - Other	
Mixed - White and Black Caribbean		Black British - African	
Mixed - White and Black African		Black British - Caribbean	
Mixed - White and Asian		Black British - Somalian	
Mixed - Other		Black British - Other	
Asian / Asian British - Indian		Other - Arab	
Asian / Asian British - Pakistani		Other - Any other	
Asian / Asian British - Bangladeshi		Prefer not to say	

13. Do you consider yourself to have a disability?

<b>Please tick one box</b>	✓
Yes	
No	
Prefer not to say	

14. What is your sexual orientation?

<b>Please tick one box</b>	✓
Heterosexual / Straight	
Bisexual	
Gay man	
Gay woman / Lesbian	
Other	
Prefer not to say	

15. What is your religion / belief?

<b>Please tick one box</b>	✓
Sikh	<input type="checkbox"/>
Buddhist	<input type="checkbox"/>
Christian	<input type="checkbox"/>
Hindu	<input type="checkbox"/>
Humanist	<input type="checkbox"/>
Jewish	<input type="checkbox"/>
Muslim	<input type="checkbox"/>
No religion / not religious	<input type="checkbox"/>
Other	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

16. What is your marital status?

<b>Please tick one box</b>	✓
Single	<input type="checkbox"/>
Civil Partnership	<input type="checkbox"/>
Divorced	<input type="checkbox"/>
Domestic Partner	<input type="checkbox"/>
Married	<input type="checkbox"/>
Separated	<input type="checkbox"/>
Widowed	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

17. If you are responding on behalf of a voluntary or community organisation, a statutory organisation or a housing association with homes in the borough, please provide the name of your organisation in the box below:

**Thank you for completing this questionnaire.  
Your views are important to us and will help us to review the  
Social Housing Allocation Policy**



Appendix 1c

**DROP-IN SESSIONS FOR HOUSING ALLOCATIONS POLICY CONSULTATION**

<b>VENUE</b>	<b>SESSION 1</b>	<b>SESSION 2</b>	<b>SESSION 3</b>	<b>SESSION 4</b>
Key House Trust Training Room, 106 High St, Yiewsley, UB7 7BQ Vicky Peck - <a href="mailto:vpeck@h4all.org.uk">vpeck@h4all.org.uk</a> 01895-442929	Thurs 31 <sup>st</sup> August  10:00am - 2:00pm	Thurs 8 <sup>th</sup> Sept  5:30am- 8:00pm	Mon 26 <sup>th</sup> Sept  10:00am - 2:00pm	Mon 3 <sup>rd</sup> October  5:30 - 8:00pm
Harefield Community Centre Hall, Priory Avenue, Harefield, UB9 6HP Brenda Davis, Treasurer Lynne Mogge, Centre Manager <a href="mailto:harefieldcommunitycentre@btconnect.com">harefieldcommunitycentre@btconnect.com</a> 01895 824621	Mon 5 <sup>th</sup> Sept  10:00am - 1:30pm	Thurs 15 <sup>th</sup> Sept  4:30pm - 7:30pm	Mon 3 <sup>rd</sup> Oct  10:00am - 1:30pm	Thurs 29 <sup>th</sup> Sept  5:30pm - 8:00pm
Ickenham Library Meeting Room Long Lane, Ickenham UB10 8RE Elaine Fewell, Acting Manager <a href="mailto:efewell@hillingdon.gov.uk">efewell@hillingdon.gov.uk</a> 01895-558271 (Ext 8271)	Thurs 8 <sup>th</sup> Sept  10:00am - 2:00pm	Thurs 15 <sup>th</sup> Sept  5:00pm - 8:00pm	Thurs 6 <sup>th</sup> October  10:00am - 2:00pm	Tues 4 <sup>th</sup> October  5:00pm - 7:30pm
Botwell Green Library, 1 <sup>st</sup> Floor meeting room (wheelchair accessible) East Avenue Hayes UB3 2HW Gemma McCaffery <a href="mailto:gmccaffery@hillingdon.gov.uk">gmccaffery@hillingdon.gov.uk</a> 01895 558633 (dial Ext 4850)	Friday 9 <sup>th</sup> Sept  10:00am - 2:00pm	Mon 5 <sup>th</sup> Sept  5:30am- 8:00pm	Friday 30 <sup>th</sup> Sept  10:00am - 2:00pm	
Civic Centre, Uxbridge Middlesex Suite	Thurs 1 <sup>st</sup> Sept  9:00am - 4:00pm		Mon 3 <sup>rd</sup> Oct  9:00am - 4:00pm	

## Appendix 1d

### Organisations Consulted

#### West London Borough Councils

London Borough of Brent	London Borough of Harrow
London Borough of Ealing	London Borough of Hounslow
London Borough of Hammersmith & Fulham	London Borough of Kensington & Chelsea

#### Housing Associations operating in Hillingdon

A2Dominion Homes Limited	Network
A2Dominion South Limited	Notting Hill Home
Ability	Notting Hill Housing
Aldwyck	Octavia Housing
Anchor Trust	Origin
ASRA	Paradigm
Catalyst	Peabody Trust
Central and Cecil	Places for people Homes Limited
Co-op	Places for People Individual
Dawley	Plexus UK
Family	Sanctuary
Genesis	Shepherds
Habinteg	Southwark
Hanover	St Peters
Harefield	Thames Valley Charitable
Harrow	Thames Valley Housing
Hastoe	The Abbeyfield
Home Group	The Guinness
Innisfree	The Richmond
Inquilab	The Riverside
London & Quadrant	Viridian
London Strategic	West London YMCA
Look Ahead	Women's Pioneer
Metropolitan	

#### Relevant Voluntary Organisations and Residents Associations operating in Hillingdon

Afghan Women's Group	Hillingdon Somali Women's Group
ARCH	Hillingdon Women's Centre
Avondale Residents Association	Ickenham Residents Association
Bell Farm Christian Centre	Kemps, Hawes & Bennetts TRA

Buckingham & Cedars TRA	MHA-Northwood Live at Home Scheme
Carers Trust Hillingdon	New Day
Christchurch	No Second Night Out
Citizens Advice Bureau	Northwood Residents Association
Cobden Close TRA	Northwood Hills Residents Association
Com. Café	P3 Navigator
DASH	Ruislip Residents Association
Eastcote Residents Association	SAHAN
Garden City Estates Residents Association	St Margaret's Church, Uxbridge
Harefield TRA	St Mungos
HART	South Ruislip Residents Association
Heathrow Travel Care	Street Rescue
Heritage and Barchester TRA	Trinity
HESTIA	YMCA
HGNC (Hillingdon Gurkha and Nepalese Community)	Oak Farm RA
HIFN (Hillingdon Interfaith Network)	British Keralites Association
High Point Village Residents Association	Friends of Hayes End
Hillingdon Age UK	Friends of Roxbourne Park
Hillingdon Asian Women's Group	Hillingdon Alliance of Residents Association
Hillingdon Autistic Care & Support	Hillingdon Women's Centre
Hillingdon Carers	North Hayes Residents Association
Hillingdon Mind	P3 Navigator

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## Equality and Human Rights Impact Assessment

### STEP A) Description of what is to be assessed and its relevance to equality

**What is being assessed?** Please tick

Review of a service  Staff restructure  Decommissioning a service

Changing a policy  Tendering for a new service  A strategy or plan

The Housing Allocation Policy describes how the council assesses applications for housing, prioritises each application and decides which applicant will be offered (allocated) Council and Housing Association housing.

The Housing Allocations Scheme covers housing in Hillingdon owned by the Council or by Housing Associations that have entered into a nominations agreement with the council.

Hillingdon Council receives many enquiries every year from people looking to rent a home in the borough. Because Hillingdon only has a limited amount of social housing available to rent, the main purpose of this scheme is to explain who will be allocated housing and why.

The proposed changes to the policy are set out below:

- A proposal to add the statutory reasonable preference groups as a further exception to the 10 year continuous residence in the borough rule in paragraph 2.2.4 of the Policy. The statutory reasonable preference categories are as follows
  - people who are homeless within the meaning of Part 7 of the 1996 Act (including those who are intentionally homeless and those not in priority need)
  - people who are owed a duty by any housing authority under section 190(2),

193(2) or 195(2) of the 1996 Act (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any housing authority under s.192(3)

- people occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions
  - people who need to move on medical or welfare grounds, including grounds relating to a disability<sup>11</sup>, and
  - people who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or others)
- 
- A proposal to restructure the Policy so that all statutorily homeless persons with less than 10 years continuous residence in the borough are placed in a new Band D on the housing register thus entitling applicants to a reasonable preference over those who are not admitted on to the housing register, but a lower preference than those in Bands A-C
  - Proposal to change existing exceptions to the ten-year rule by introducing a requirement that they will only apply to those people who are currently resident in the borough. The reason for this proposed change is so that the Council can effectively manage the number of people who are capable of falling within either of the exceptions.
  - The extension of the meaning of the term 'local connection' so that it includes people placed in the borough of Hillingdon in temporary accommodation in one of the following set of circumstances:
    - they are intentionally homeless but have a priority need;
    - they are unintentionally homeless and have a priority need;
    - they are threatened with homelessness unintentionally and have a priority need;
    - they are unintentionally homeless but do not have a priority need.

The application of one or more of these proposals will remove some of the confusion associated with the existing Allocation Policy and allow for a firmer basis upon which to make decisions about the allocation of social housing.

Thus although this EIA provides an assessment of the policy overall, specific attention will be paid to the impact of the proposals that have the potential to have a disproportionate impact on those protected groups under the Equalities Act. Where such impacts are identified the EIA will also look at possible mitigating actions.

Who is accountable? E.g. Head of Service or Corporate Director

Mr D. Kennedy  
Head of Business Performance, Policy and Standards

Date assessment completed and approved by accountable person

03/11/2016

Names and job titles of people carrying out the assessment

Naveed Mohammed - Service Manager Business Performance

A.1) What are the main aims and intended benefits of what you are assessing?

The Allocation Scheme is designed to meet all legal requirements and to support and contribute towards the Council's wider objective of putting residents first. The Council is also committed to preventing homelessness and the Allocation Scheme focuses on supporting residents to actively pursue suitable alternatives to avoid becoming homeless.

The key objectives of this Allocations Scheme are to:

- Provide a fair and transparent system by which people are prioritised for social housing.
- Help those most in housing need.
- Reward residents with a long attachment to the borough
- Encourage residents to access employment and training
- Make best use of Hillingdon's social housing stock.
- Promote the development of sustainable mixed communities.

A.2) Who are the service users or staff affected by what you are assessing? What is their equality profile?

Service users affected are residents currently on the housing register and those that will apply to the council for housing assistance. As of 11/10/2016 the number of residents, across all existing categories likely to be affected by the changes stood at 2160 . Their equality profile is set out below.

**Ethnicity**

The following table (table 1) provides a breakdown of ethnicity of applicants. It shows that of the total of 2160, 42% of all applicants were from a White British background. The proportion of BME applicants stood at 34.3%.

Comparing the figures above the overall population profile for the borough shows that, at 42% - the White British cohort was slightly lower than their profile locally (52%). Similarly at 34% of all applicants - the proportion of applicants from a BME background was also below its profile locally (40%). It is important to note here that at 10.2% - the proportion of applicants where ethnic background was not known was quite high.

Table 1

Band	Count of Applicants	% of Applicants
Other	149	6.90%
BME	735	34.03%
Unknown	221	10.23%
White Other	131	6.06%
White English, Welsh, Scottish, N Irish	924	42.78%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>

Breaking the BME figure down reveals that of the 735 applicants from a BME background 26% were from a Black African background ( which is significantly higher than the 4.6% of Black-Africans in the borough overall). Somali and Indian groups also feature predominantly at 16.6% and 14.15% respectively. Whilst for Indian heritage groups the latter figure is consistent with their overall population profile - for Somali groups it is more difficult to assess given the category 'Somali' doesn't feature as a separate grouping in the 'main' ethnic classifications used.

Table 1.1

<b>Ethnicity</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
Arab	1	0.14%
BLACK BRIT-AFRICAN	193	26.26%
BLACK BRIT-CARIBBEAN	51	6.94%
BLACK BRIT-OTHER	12	1.63%
BLACK BRIT-SOMALIAN	122	16.60%
BRIT ASIAN OTHER	109	14.83%
BRIT ASIAN-BANGLADESHI	50	6.80%
BRIT ASIAN-INDIAN	104	14.15%
BRIT ASIAN-PAKISTANI	63	8.57%
MIXED AFRICAN/CARIBBEAN	1	0.14%
MIXED WHITE/ASIAN	6	0.82%
MIXED WHITE/BLK AFRICAN	10	1.36%
MIXED WHITE/BLK CARIBBEAN	10	1.36%
Somali	2	0.27%
Tamil	1	0.14%
<b>Grand Total</b>	<b>735</b>	<b>100.00%</b>

### **Age**

Looking at the age profile (table 2) shows that of the 2160 clients, the majority fell within the 26-39 age bracket (39%). The next highest was the 40-59 age band (34%).

Comparing this with the profile locally shows that a higher proportion of applicants were from the age band 26-39 - than is their profile locally (which as of 2015-16 stood at approximately 70,170 or 23.8% of the local population). Similarly the proportion of applicants aged 40-59 was also higher than their profile locally (34% of all applicants compared to 25% in the local population).

Table 2

<b>Band</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
18-25	142	6.57%
26-39	835	38.66%
40-59	729	33.75%
60-79	353	16.34%
80+	101	4.68%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>



## **Gender**

There is a clear preponderance of female applicants on the housing register. Of the 2160 applicants - just over 70% are female with the remaining 30% male. This is different from the borough-wide gender breakdown which is recorded at 51% male: 49% female as per the 2016 sub-national population projections.

Table 3

<b>Gender</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
F	1513	70.05%
M	647	29.95%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>

## **Mobility/Disability**

The Census 2011 records data in terms of health rather than disability - so drawing like for like comparisons is problematic. Looking at data from 2011 Census indicates that the percentage of residents that reported a long-term health condition or disability stood at 14% (defined here as day to day activities being limited 'a little' or 'a lot'). Housing services do not collect against a similar measure - however using the proxy of numbers of applicants classified against one of the DSL levels (those requiring adapted properties) shows that 4% of Hillingdon tenants met one of the three DSL levels.

Table 4

<b>Mobility (DSL)</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
N	2072	95.93%
Y	88	4.07%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>

The latter is however more consistent with the 3.6% of local residents that were in receipt of disability living allowance (10,090/273,976)<sup>1</sup>.

Table 5

<b>Period</b>	<b>London Borough Hillingdon</b>	<b>Region London</b>	<b>Country England</b>
<b>Aug-12</b>	10,090	334,610	2,698,340
<b>Aug-11</b>	9,770	328,350	2,652,740
<b>Aug-10</b>	9,420	321,350	2,609,180
<b>Aug-09</b>	9,140	310,510	2,537,590
<b>Aug-08</b>	8,820	299,480	2,453,310
<b>Aug-07</b>	8,510	288,660	2,375,900
<b>Aug-06</b>	8,370	278,920	2,292,900
<b>Aug-05</b>	8,180	272,920	2,237,510

<sup>1</sup> Accessed via

<http://www.neighbourhood.statistics.gov.uk/dissemination/LeadTrendView.do?a=7&b=6275131&c=Hillingdon&d=13&e=6&f=34321&g=6329305&i=1001x1003x1004x1005&l=1355&o=393&m=0&r=1&s=1462354332984&enc=1&adminCompId=34321&variableFamilyIds=4945&xW=938> on 11/10/2016.

<b>Aug-04</b>	7,970	264,640	2,173,470
<b>Aug-03</b>	7,650	253,460	2,091,820
<b>Aug-02</b>	7,310	239,580	1,995,090

### **Religion**

The 2011 Census reported that 49% of Hillingdon residents described themselves as Christian. The second highest reported category was no religion at 17% with Muslims forming the third highest category at 10%. Hindus and Sikhs also formed small but sizeable populations at 8% and 6% respectively.

### **Sexual Orientation**

Recent governments have proposed that lesbian, gay, bisexual and transgender (LGBT) people constitute 5 to 7 per cent of the population, which the LGBT rights organisation Stonewall accepts as a reasonable estimate. This equates to about 3.5 to 4m LGBT people in the UK. Yet there are no hard data since the Census does not include appropriate questions to determine the UK population's sexual orientation or gender identity.

According to the HumanCity report - Rainbow Rising - which looked into housing needs of LGBT communities - The majority of LGBT people have experienced at least one housing 'need', including the related problems of homelessness, domestic violence, relationship breakdown, harassment in or around the home, pressure from relatives to move out of the family home and financial difficulties in maintaining their homes.

Research reveals that some of the housing problems faced by LBGT people are tenure-specific while others are experienced across all tenures. Shared housing, including sharing communal areas, being accepted by other tenants and landlords, and having a lack of privacy, impacted on LGBT people's general well-being quality of life.

Housing problems specific to the social rented sector centred on the response of a landlord to harassment or the threat of homelessness. Some LGBT people feel that service providers do not understand or take on board their specific problems and needs and that they feel alienated by policies and practices upheld in the social rented sector, which leads to feelings of victimisation. Indeed, according to research by Stonewall - almost half of LGBT people feel that their local authority, housing association or other voluntary agency they had approached for housing assistance did not understand their needs.

### **Household composition**

Table 6 below shows the household composition of applicants on the housing register. Data shows that single applicants formed the bulk of those on the register (43%). At 36% of the total cohort, couples formed the next largest group.

Table 6

<b>Household Composition</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
Couple	778	36.02%
Couple - OAPs	68	3.15%
Single	946	43.80%
Single - OAP	361	16.71%
Single - Under 18	7	0.32%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>

### **Pregnancy and Maternity**

Data on number of pregnant females in the borough overall are not available. However trends for the number of births in Hillingdon suggests that numbers have been steadily increasing. Thus between 2006 and 2014 - there was an increase of over 700 births per year equivalent to an increase of 20%.

Table 7

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Live births</b>	3,691	3,845	4,126	4,207	4,192	4,357	4,536	4,330	4,423

The figures above present an overview of the current equality profile of both the Borough as a whole - but also (and where available) a comparative analysis of how the composition of the housing register reflects the population as a whole.

It is important to note here that the data on the housing register detailed above also presents a 'baseline' - in that it reflects the application of the current Allocations Policy (before any implementation of the changes being proposed). The following section begins to detail how each of the proposals, if implemented, will impact on the composition of the housing register thus allowing for a better understanding of any disproportionate and/or negative impact.

**Proposal 1 - the Council is proposing to add the statutory reasonable preference groups as a further exception to the 10 year continuous residence in the borough rule in paragraph 2.2.4 of the Policy.**

The most notable impact of proposal 1 is the increase in the numbers included in the housing register from 2199 to 2896 - marking an increase of 31.6%. The majority of this increase coming in at Band D (table 8).

Table 8

Bedroom size

Banding	1	2	3	4	Grand Total
A	112	95	80	65	352
B	115	301	457	108	981
C	227	330	191	325	1073
D	60	215	151	64	490
<b>Grand Total</b>	<b>514</b>	<b>941</b>	<b>879</b>	<b>562</b>	<b>2896</b>

Looking at the impact on individual groups indicates that mobility, gender and age groups are likely to broadly stay the same. For instance Table 9 below shows the gender composition for the housing register. As can be seen there is no material difference from instituting Proposal 1 with the female/male split staying consistent at 70:30.

Table 9

Gender	Count of Applicants	% of Applicants
F	2027	70%
M	869	30%
<b>Grand Total</b>	<b>2896</b>	<b>100%</b>

Table 10 details the age distribution. Small movements can be observed across the 5 age bands listed. Whilst numbers in the 18-25, 26,39, 60-79 and 80+ all showing small decreases - the 40-59 age band shows an increase of 3%. In terms of ranking however the 26-39 age band remains the single biggest grouping.

Table 10

Age Band	Count of Applicants	% of Applicants
18-25	223	7.70%
26-39	1135	39.21%
40-59	881	30.41%
60-79	513	17.72%
80+	144	4.97%
<b>Grand Total</b>	<b>2896</b>	<b>100.00%</b>

A similar trend holds true for mobility. The introduction of proposal 1 does not make a material difference to the number of Hillingdon residents that meet the criteria for DSL. There is a marginal decrease in the numbers that qualify - although at 0.68% - the change is not significant.

Table 11

Mobility (DSL)	Count of Applicants	% of Applicants
N	2798	96.61%
Y	98	3.39%
<b>Grand Total</b>	<b>2896</b>	<b>100.00%</b>

The final area to review is impact on the ethnic composition of the housing register. In the baseline data - the single biggest ethnic group was White British at 42.78% with BME at 34.03%. Were the changes in proposal 1 implemented - data indicates that there will be a slight increase in the number of White British applicants on the housing register (to 43.21%) and a slight reduction in the percentage of BME applicants (to 32.54%).

Table 12

Ethnic Grouping	Count of Applicants	% of Applicants
Other	192	6.63%
BME	942	32.54%
Unknown	326	11.27%
White	184	6.34%
White English, Welsh, Scottish, N Irish	1251	43.21%
<b>Grand Total</b>	<b>2896</b>	<b>100.00%</b>

**Proposal 2 - The Council is proposing to restructure its Policy so that all statutorily homeless persons with less than 10 years continuous residence in the borough are placed in a new Band D on the housing register. This would entitle applicants to a reasonable preference over those who are not admitted on to the housing register, but a lower preference than those in Bands A-C.**

Like before - the intention behind the following analysis is to understand how application of proposal 2 is likely to affect the composition of the housing register compared to the baseline.

Taking gender first indicates that like proposal 1 - there is unlikely to be a material difference. There is a marginal decrease in the percentage of female applicants (with an associated increase for male applicants). However at 68.2% females still form the vast majority of applicants on the housing register.

Table 13

Gender	Count of Applicants	% of Applicants
F	1807	68.27%
M	840	31.73%
<b>Grand Total</b>	<b>2647</b>	<b>100.00%</b>

A similar pattern holds true for age and ethnicity. Taking the former - table 14 below shows that, when compared to the baseline - there are small increases to the 18-25, 26-39 and 40-59 age bands. There was however a decrease of 3.49% in the proportion of applicants in the 60-79 age band.

Table 14

Age Bands	Count of Applicants	% of Applicants
18-25	176	6.65%
26-39	1054	39.82%
40-59	949	35.85%
60-79	366	13.83%
80+	102	3.85%
<b>Grand Total</b>	<b>2647</b>	<b>100.00%</b>

For ethnicity the main changes from the implementation of Proposal 2 centre on the increase in the proportion of BME applicants which increases from 34.03% in the original baseline to 37.78%. The biggest drop occurs in the White British cohort which drops from 42.70% to 37.51%.

Table 15

Ethnicity	Count of Applicants	% of Applicants
Other	201	7.59%
BME	1000	37.78%
Unknown	295	11.14%
White	158	5.97%
White English, Welsh, Scottish, N Irish	993	37.51%
<b>Grand Total</b>	<b>2647</b>	<b>100.00%</b>

Looking at mobility indicates that there would be no material difference to the percentage of clients meeting the DSL criteria with figures staying consistent at 95.93% and 4.07% respectively.

Table 16

Mobility (DSL)	Count of Applicants	% of Applicants
N	2072	95.93%
Y	88	4.07%
<b>Grand Total</b>	<b>2160</b>	<b>100.00%</b>

Finally looking at household composition shows that compared to the baseline the percentage of single applicants drops from 43.7% to 35.7%. Similarly there is a marginal drop in the percentage of couples on the housing register from 36.02% to 29.39%. It is important to note here that based on the projections below - there is a higher percentage of blanks. This is due to the fact that clients placed in emergency accommodation would be affected - but for whom there is a lack of detailed information relating to household composition.

Table 17

Household Composition	Count of Applicants	% of Applicants
Couple	778	29.39%
Couple - OAPs	68	2.57%
Single	946	35.74%
Single - OAP	361	13.64%
Single - Under 18	7	0.26%
(blank)	487	18.40%
<b>Grand Total</b>	<b>2647</b>	<b>100.00%</b>

**Proposal 3 - Proposal to change existing exceptions to the ten-year rule by introducing a requirement that they will only apply to those people who are currently resident in the borough. The reason for this proposed change is so that the Council can effectively manage the number of people who are capable of falling within either of the exceptions.**

The most immediate impact of proposal three on the number and make-up of the housing register is the small decline in housing register numbers from 2160 to 2098. How this manifests in terms of impact on protected characteristics is detailed below.

Taking the gender breakdown first - like previous trends there is no marked impact on the compilation of the housing register. There is a very small reduction in the number of female applicants - but at 0.17% - the impact is negligible. Female applicants continue to feature as the preponderant grouping.

Table 18

Gender	Count of Applicants	% of Applicants
F	1473	70.21%
M	625	29.79%
<b>Grand Total</b>	<b>2098</b>	<b>100.00%</b>

Moving on to age presents a similar picture. As can be seen below and following the implementation of change 3, the single biggest age-group continue to be 26-39 at 39.8%. This is in fact an increase (albeit small) on the baseline position. A similar trend applies to the 4-59 age band which again features as the second highest age group. If the age-bands - there is a drop in the number of applicants from the 60-79 age-band from 16.3% (baseline) to 14.87%.

Table 19

Age Bands	Count of Applicants	% of Applicants
18-25	142	6.77%
26-39	835	39.80%
40-59	729	34.75%
60-79	312	14.87%
80+	80	3.81%
<b>Grand Total</b>	<b>2098</b>	<b>100.00%</b>

Looking at ethnicity indicates that any changes are negligible. White British continue to form the majority grouping - although there is a small reduction in percentage of applicants from this heritage group (42.28% compared to the previous 42.78%). Applicants from a BME background form 34.37% of the revised housing register (following the changes). This compares to 34.03% in the baseline. There is a small reduction of 0.04% in the number of White Other applicants.

Table 20

<b>Ethnicity</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
Other	148	7.05%
BME	721	34.37%
Unknown	214	10.20%
White	128	6.10%
White English, Welsh, Scottish, N Irish	887	42.28%
<b>Grand Total</b>	<b>2098</b>	<b>100.00%</b>

Finally moving on to mobility and household composition suggests that the impact of proposal 3 is likely to be small overall.

For mobility - the table below shows the breakdown in the proportion of clients that meet one of the three levels of DSE. As is shown - there is still only a relatively small number of clients on the housing register that would require an adapted property of some sort. This is consistent with the baseline position.

Table 21

<b>Mobility (DSL)</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
N	2010	95.81%
Y	88	4.19%
<b>Grand Total</b>	<b>2098</b>	<b>100.00%</b>

Finally for household composition there is a slight increase in the proportion of couples that feature on the housing register from 36% to 37%. There is also an increase in the proportion of applicants that are single from 43.8% to 45.9%. Groups that are negatively affected - albeit in very small terms are OAPs whether single or couple where as a proportion they drop from 3.15% (baseline) to 2.76% (following the change) and 16.7% (baseline) to 14.73% (following the change).

Table 22

<b>Household Composition</b>	<b>Count of Applicants</b>	<b>% of Applicants</b>
Couple	778	37.08%
Couple - OAPs	58	2.76%
Single	946	45.09%
Single - OAP	309	14.73%
Single - Under 18	7	0.33%
<b>Grand Total</b>	<b>2098</b>	<b>100.00%</b>



**Proposal 4 - the extension of the meaning of the term 'local connection' so that it includes people placed in the borough of Hillingdon in temporary accommodation in one of the following set of circumstances:**

- they are intentionally homeless but have a priority need;
- they are unintentionally homeless and have a priority need;
- they are threatened with homelessness unintentionally and have a priority need;
- they are unintentionally homeless but do not have a priority need.

Before moving onto to discuss the potential impacts of the changes contained within proposal 4 - it is important to clarify the methodological approach upon which the calculations are based. The definition used for Temporary Accommodation is *accommodation secured for use following Homelessness investigation under the 1996 Housing Act*. As such this precludes prevention placements as by definition a prevention removes the need for homeless assessment and placing in Temporary accommodation. As there is no data relating to placement in borough by other authorities, the estimates below are based entirely on the assumption that approximately 5% of placements by neighbouring London boroughs are in London Borough of Hillingdon. Using figures from June 2016, Brent have 2895 households, Ealing 2378 households, Harrow 828 households and Hounslow 998 households. Using these figures and applying a 5% rule gives us approximately 355 households being placed in Hillingdon by other boroughs.

Having established the methodology - the most immediate change of implementing Proposal 4 is the increase in numbers on the housing register which increases from 2160 to 3251 based on the assumptions from 2011.

Given the nature of the changes being proposed estimating the impact on individual groups is problematic. As such an assumption is made that whilst overall numbers will increase - proportionally the size of each group will remain consistent with the baseline.

A.3) Who are the stakeholders in this assessment and what is their interest in it?

<b>Stakeholders</b>	<b>Interest</b>
Residents	Access affordable, secure, suitable and appropriate housing that meets their needs.
Head of Housing	Ensure a robust and transparent Allocations policy. Deliver value for money in service delivery. Ensure access to affordable, suitable accommodation for homeless households.
Members	Ensure policies adopted by the Council meet resident needs. Ensure access to affordable, suitable and secure accommodation for homeless households

A.4) Which protected characteristics or community issues are relevant to the assessment? in the box.

Age		Sex	
Disability		Sexual Orientation	
Gender reassignment			
Marriage or civil partnership		Carers	
Pregnancy or maternity		Community Cohesion	
Race/Ethnicity		Community Safety	
Religion or belief		Human Rights	

## STEP B) Consideration of information; data, research, consultation, engagement

B.1) Consideration of information and data - what have you got and what is it telling you?

Key findings from the analysis include

- Overall each of the changes presented do not in and of themselves make a significant difference to any individual group. There are small variations in proportionality across the four changes - and within this certain groups are impacted more in relative terms. However the data and analysis thereof does not indicate that there is a *negative and disproportionate* impact on any one group. Indeed where changes are observed, in each of the four proposals - the 'ranking' of groups remains consistent with the baseline.
- Looking systematically across the four proposals being suggested shows the following
  - Proposal 1 - The potential is for the housing register to increase from 2160 to 2896 with the bulk in non priority Band D, Gender, Age groups and Mobility cohorts are likely to remain broadly similar to the current position.
  - Proposal 2 - Overall numbers on the housing register will increase from 2160 to 2647, increase in the ratio of BME applicants from 34% to 37% , decline in ratio of White British from 43% to 37.5%. Decline in ratio aged 60+ from 21% to 17.5%. Paragraph 12.1 of the Social Housing Allocation Policy states that, where the main homelessness duty has been accepted, applicants will be placed in one of Bands A, B or C. Those homeless households that will, under this, proposal be awarded a Band D will have a reduced prospect of being allocated social housing. Groups with protected characteristics would be included amongst these homeless households and consequently there would be a negative impact on these groups. However, homeless households are afforded the protection of the housing duty under Part 7 of the Housing Act 1996, unlike those in other reasonable preference categories. The lower banding is considered justifiable in view of this and taking into account the net shortage of accommodation available and the operation of the Social Housing Allocation Policy as a whole.
  - Proposal 3 - Small decline in housing register numbers from 2160 to 2098. Impact directly on older non resident applicants reducing the ratio amongst those aged 60+ from 21% to 18.7%
  - Proposal 4 - Significant increase in overall numbers from 2160 to 3251, based on assumptions from 2011.
- It is important to note here that when comparing the breakdown of the current housing register and whether this adequately reflects the make-up of the wider borough access to the housing register is broadly reflective. For instance using mobility as a proxy indicates that 4% of applicants on the housing register required access to some form of adapted property. Looking at borough-wide figures for the percentage of applicants in receipt of disability living allowance indicates this to be at 3.6%.

- Looking at ethnicity approximately 52% of residents in Hillingdon were from a White British background. The profile of residents on the Housing register from a white British background was 43% - indicating a slightly lower profile. For BME groups the split between proportion on housing register Vs proportion overall was 40:35 - again indicating a broadly consistent picture.
- The only group where its proportion on the housing register vastly outweighed its proportion in the overall population was gender where the 70:30 split in favour of females was significantly different to the 51:49 percentage split (in favour of males) overall.

## Consultation

B.2) Did you carry out any consultation or engagement as part of this assessment?

Please tick                      NO                      YES

Section 166A [13] of the Housing Act provides that before making an alteration to their scheme reflecting a major change of policy, a local housing authority must send a copy of the proposed alteration to every private registered provider of social housing and registered social landlord with which they have nomination agreements and afford those persons a reasonable opportunity to comment on the proposals.

Given the proposals meet the criteria of being 'a major change of policy' a consultation was held between 3<sup>rd</sup> August and 14<sup>th</sup> October 2016.

To encourage a representative response rate a hard copy consultation pack, which included a questionnaire and pre-paid return envelope, was sent to every applicant currently on the Housing Register and all homeless households where a re-housing duty had been accepted or homelessness investigations were still underway. This includes all homeless households in temporary accommodation.

New applicants to the Housing Register during the consultation period were also invited to take part. Information about the consultation, proposed changes and questionnaire was available online at the council's 'Have Your Say' Page and on the Locata website.

To meet accessibility needs assistance was offered for those speaking another language or who required the information in an alternative format. Contact details were published for telephone queries and for any requests for a face-to-face discussion through the provision of drop-in sessions at venues across the borough.

Information about the consultation was sent to partner organisations, including all Registered Providers working in the borough, relevant voluntary sector organisations and neighbouring local authorities.

Finally attention was also drawn to the consultation through the Hillingdon Council website, council publications, including social media, and by posters placed in the

Housing Reception area at the Civic Centre, Libraries and the Citizens Advice Bureau, and by providing information regarding the survey to existing groups such as resident's associations.

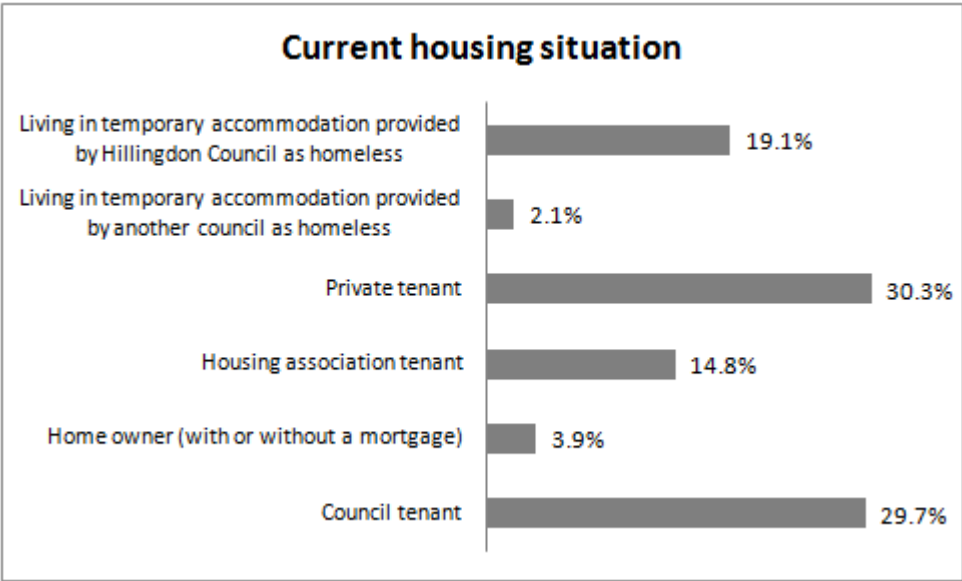
Analysis of the results of the consultation

A total of 372 consultation responses were received.

In terms of headline figures:

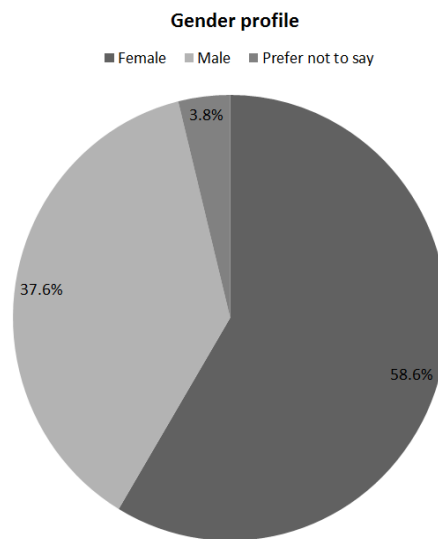
- 98% of respondents were Borough residents.
- 93% of responses came from an individual or household with the remainder coming from private landlords, housing associations or voluntary groups.
- Approximately 78% of the responses came from individuals who were entered on the Housing Register.
- The current housing status of respondents is detailed in chart 1 below. As can be seen below the bulk of the responses came from private tenants (30.3%) followed very closely by council tenants (29.1%). 19.1% of responses came from residents currently in temporary accommodation (provided by Hillingdon) due to homelessness.

Chart 1



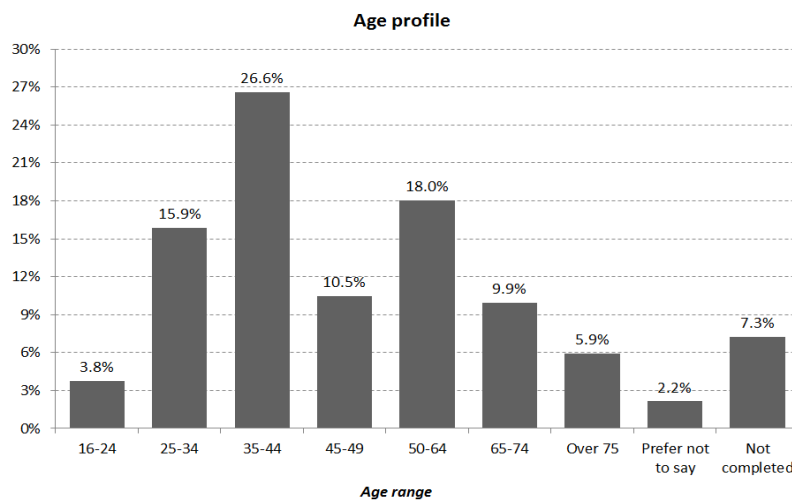
- The gender profile shows that female respondents to the survey make up the majority with 58.6% compared to males 37.6% (chart 2).

Chart 2



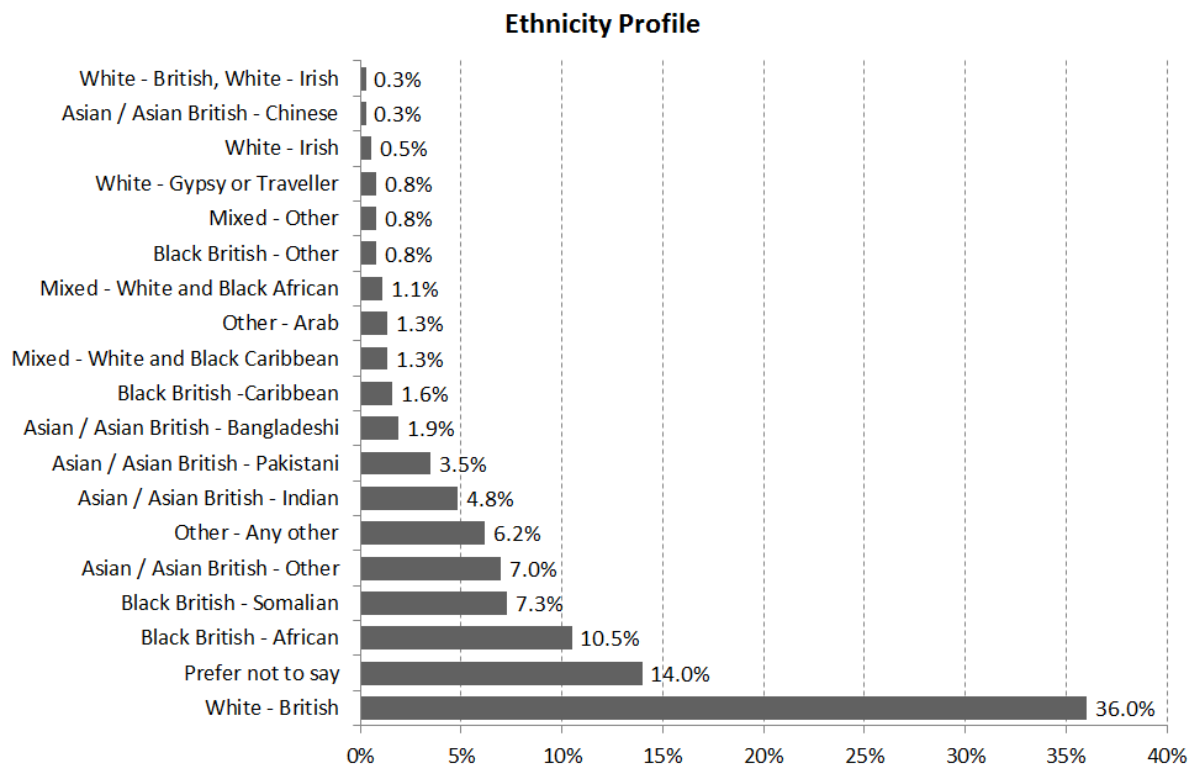
- The following chart provides an age-breakdown of respondents. There was a fair distribution across the age-bands although most responses came from the 35-44 grouping (26.6%). The lowest return (of those that disclosed age) came amongst the 16-24 at 3.8%.

Chart 3



- The ethnic background of respondents shows White British making up the largest ethnic group from the survey (36%) followed by combined Black British ethnic group (24%). Comparing this to the profile of the housing register indicates that the consultation drew a broadly representative response from the White British group. Response rates from the Indian and Black African groups were however slightly lower than their housing register profile.

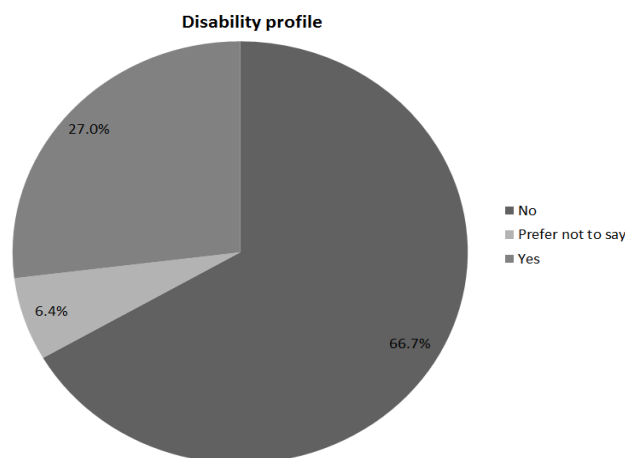
Chart 4



- Chart 5 provides the disability profile of respondents. It is interesting to note here that although the proxy measures used indicate a lower profile of disabled applicants overall in the housing register - the response rate below shows a higher proportion of respondents stating a disability. It is difficult to determine what element of the respondents below are also on the housing register - however the figures do re-affirm the need to improve data collection against key characteristics.

Looking at headline figures indicates that 66.7% of respondents did not state a disability with 27% confirming a disability.

Chart 5



- Moving on to sexual orientation the survey shows high proportion of heterosexual/straight respondents at 83.1% followed by 12.8% who prefer not to say.
- The largest religious group from the survey was Christian (38.9%) followed by Muslim (27.2%) and the smallest group being Humanist (0.6%).
- Finally looking at marital profile shows a high proportion of married couples (40.1%), followed by singles (26.9%) and the lowest proportion being civil partnership (0.8%).

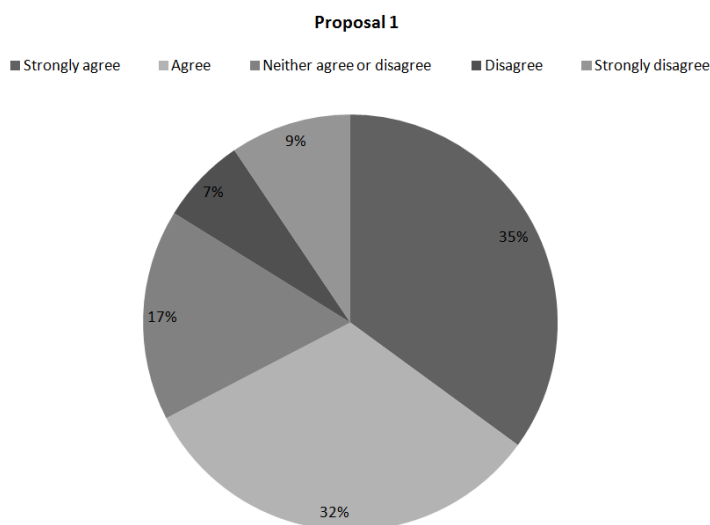
Having profiled the respondents - the following section details the actual responses in favour or against the proposals being put forward.

### Proposal 1

Regarding proposal 1 a combined 67.3% strongly agree or agree in favour of the 10 year continuous qualifying period being retained but also amended to include the reasonable preference categories. This compares to 16.1% that either strongly disagree or disagree.

Chart 6 below provides a fuller breakdown.

Chart 6

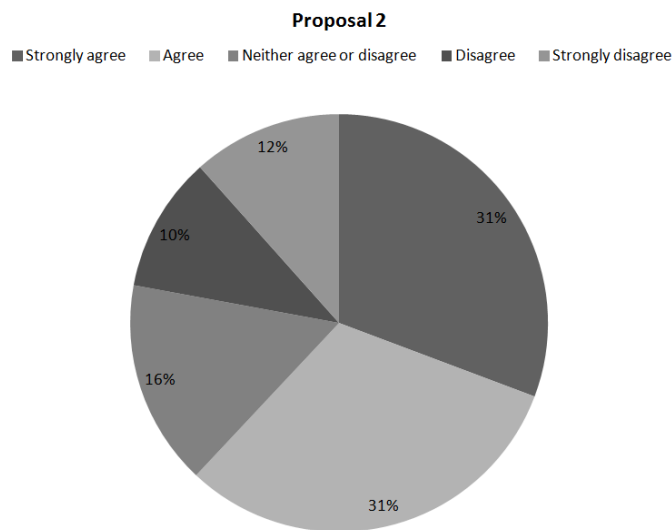




## Proposal 2

- Looking at proposal 2 and the creation of a new Band D for those statutorily homeless applicants that do not have 10 years continuous residency in the borough, analysis of the responses reveals
  - A combined 62.0% either strongly agree or agree in favour of the proposal.
  - A combined 22.1% either strongly disagree or disagree with the proposal and a combined
  - 15.9% of respondents neither agree nor disagree.

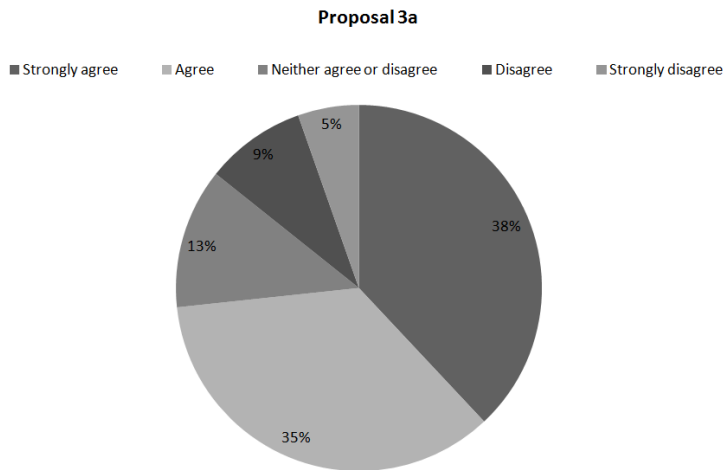
Chart 7



## Proposal 3a

- Moving on to proposal 3a where the council is proposing that people over 60, who would benefit from sheltered housing, will continue to be excluded from the 10 year continuous residency rule, but they will now be required to be currently resident in the borough. The chart (chart 8 below suggests a combined 73.3% strongly agree and agree in favour of the proposal, followed by 14.3% combined strongly disagree and disagree and 12.4% neither agree nor disagree.

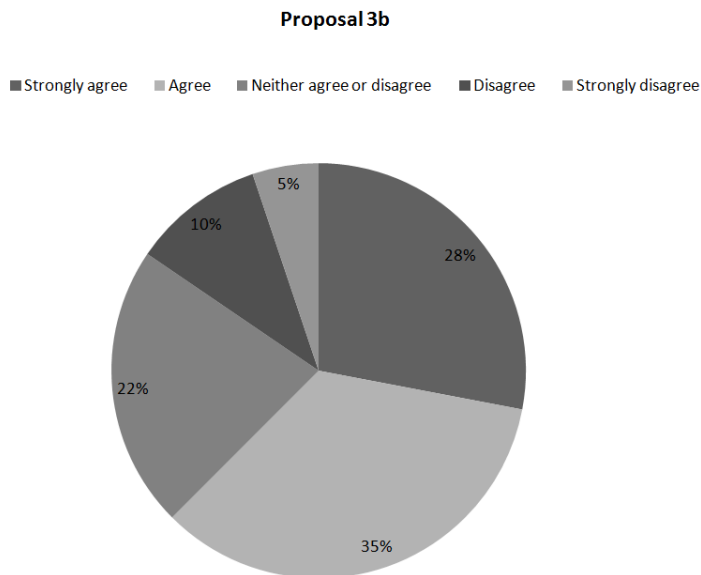
Chart 8



**Proposal 3b**

- For Proposal 3b which proffers a change that would see people who are under-occupying their current social housing continue to be excluded from the 10 year continuous residency rule, but who would now be required to be currently resident in the borough, the responses suggest:
  - A combined 62.5% that either strongly agree or agree in favour of the proposal,
  - This compares to 15.5% that strongly disagree or disagree with the changes being proposed
  - Whilst a combined 22.0% neither agree nor disagree.

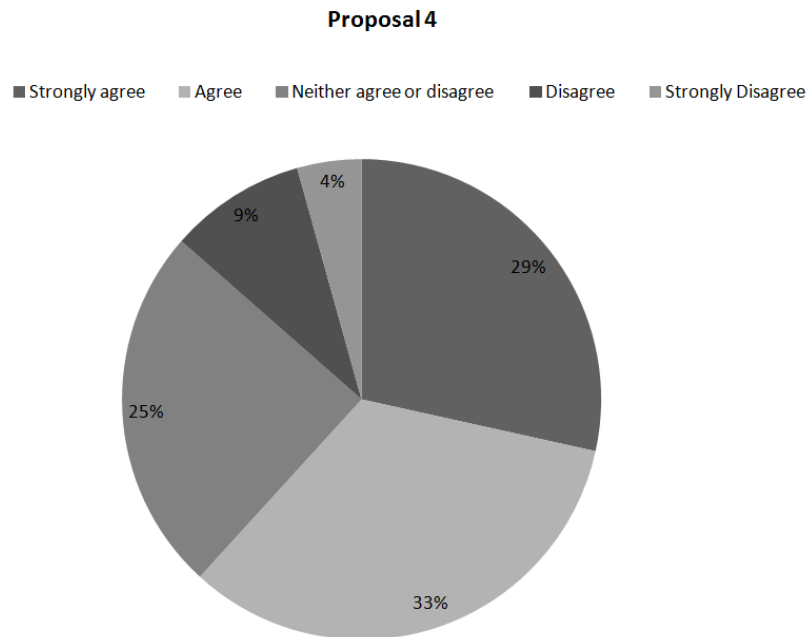
Chart 9



## Proposal 4

- Finally in relation to proposal 4 and the proposed extension of the definition of local connection the data below indicates
  - A combined 61.8% either strongly agree or agree in favour of the proposal,
  - This is followed by 24.7% that neither agree nor disagree and a combined
  - 13.5% of respondents either strongly disagree or disagree.

Chart 10



### B.3) Provide any other information to consider as part of the assessment

#### Financial context

The Social Housing Allocation Policy does not have a direct impact on the cost of social housing as it is primarily concerned with the maintenance and management of the Housing Waiting list. A key risk with any Allocations policy is that of legal challenge, which can have financial implications.

In general terms, the policy can impact on the value obtained from the Social Housing stock through its influence on access and therefore the value obtained by the Housing Revenue Account, and this in turn may impact on the general fund costs relating to temporary accommodation.

In terms of the specific proposals, Proposal 1 is likely to increase the size of the housing register, with priority rankings the key criteria in considering any wider financial impact on housing costs. The impact of Proposal 2 will be dependent on the size and movement within the Housing list given the Band D priority. Proposal 3 may

increase the number of units available to Hillingdon residents and potentially have a favourable impact on demand pressures across housing. However Proposal 4 has the potential to increase future demand through extending the definition of the local connection.

National policy context

The Social Housing Allocation Policy sets out the criteria and procedure through which housing owned by Hillingdon Council is allocated and nominations are made for housing stock let by Registered Providers in Hillingdon.

It identifies local criteria in defining qualifying persons and pays due regard to the legal framework for allocating social housing, and the wider strategic housing context.

**C) Assessment**

What did you find in B1? Who is affected? Is there, or likely to be, an impact on certain groups?

C.1) Describe any **NEGATIVE** impacts (actual or potential):

Equality Group	Impact on this group and actions you need to take
<b>Men</b>	<p>Overall the proportion of applicants from a male background hovers at approximately 30%. Whilst appearing much lower - this is not peculiar in the context of wider housing where the majority of applicants are often made in the name of the female householder.</p> <p>Looking at the impacts - analysis shows that there wasn't a significant and/or disproportionate impact on the representation of males on the housing register by any of the four proposals. Indeed, whilst there were small variations - the overall picture of a 70:30 split remained consistent.</p>
<b>Women</b>	<p>Overall the proportion of applicants from a female background hovers at approximately 70%. Whilst appearing much higher - this is not peculiar in the context of wider housing where the majority of applicants are often made in the name of the female householder.</p> <p>Looking at the impacts - analysis shows that there wasn't a significant and/or disproportionate impact on the representation of females on the housing register by any of the four proposals. Indeed, whilst there were small variations - the overall picture of a 70:30 split remained consistent.</p>
<b>Race</b>	<p>Of the four proposals detailed - analysis of proposals 1, 3 and 4 does not suggest that there is likely to be a disproportionate and/or negative impact from the changes. Indeed in broad terms - whilst there are some distributional changes - in practical terms these are largely negligible (for instance in proposal 3 the percentage of White</p>

	<p>British applicants drops from 42.78% to 42.28%. The change for BME figures from the same proposal sees the proportion move from 34.37% to a new 34.03%.</p> <p>There is however a potentially bigger change initiated by proposal 2. Whilst this is still not enough to indicate a negative and disproportionate impact - changes initiated through this proposal indicate an increase in the proportion of BME applicants by 3.75% and a reduction in the proportion of White British applicants from 42.70% to 37.51% - a 5.19% drop.</p>
<b>Disability</b>	<p>Based on the analysis - there does not seem to be a disproportionate and/or negative impact on people with disabilities. Using the proxy measure of mobility suggests that against each of the proposals - the proportion of people requiring access to some form of adapted property remains consistent at circa 4%. Using the DLA claimant count as a proxy measure suggests that the proportion of people with disability in the wider populace is broadly consistent with the profile of disabled persons on the housing register.</p>
<b>Age</b>	<p>Impact on older clients broadly follows the trends above. The majority of proposals, if implemented, will not significantly impact any particular age groups in a negative and/or disproportionate way. Only proposal 3 has any meaningful impact where accompanying the small decline in housing register numbers overall (from 2160 to 2098) there is also a reduction in the proportion of older non resident applicants reducing the ratio amongst those aged 60+ from 21% to 18.7%. However it is important to note here that applying the test of proportionality - the numbers affected are small overall.</p>

C.2) Describe any **POSITIVE** impacts

<b>Equality Group</b>	<b>Impact on this group and actions you need to take</b>
<b>All</b>	<p>One of the key benefits of the proposals is the relaxation of the 10 year rule as it applies to those individuals that fall under the reasonable preference categories - this includes statutorily homeless applicants, applicants occupying insanitary or overcrowded housing (or who otherwise live in unsatisfactory housing conditions), applicants who need to move on medical or welfare grounds or those applicants who need to move to a particular locality in the borough - where a failure to move would cause hardship to themselves or others. The nature of the reasonable preference categories means they cut across the 'protected groups'. However - long-standing data has indicated that certain groups are more vulnerable for instance:</p> <ul style="list-style-type: none"> <li>• Research by the Chartered Institute of Housing revealed that BME households tend to live in more overcrowded conditions, and overcrowding is most severe among</li> </ul>

	<p>Pakistani, Bangladeshi and black African households. These three groups also have the highest numbers of children. Overcrowding may also be related to multi-generational living arrangements, the shortage of large properties in the social sector, clustering in areas where overcrowding is particularly severe (such as London), and low incomes. Bangladeshi households are more affected than any other ethnic group, with nearly one quarter living in overcrowded conditions CIH, 2008.</p> <ul style="list-style-type: none"> <li>• Whilst the medical or welfare grounds criterion would apply equally - it has the potential to benefit those applicants with disabilities - who otherwise would not have met the 10-year rule.</li> <li>• Finally whilst poor quality housing can affect multiple groups - particularly vulnerable households include those on low incomes. Again a number of protected groups are disproportionately likely to be included in low-income categories including BME groups and single-parent households - many of whom are headed up by females.</li> <li>• If implemented the proposals - especially proposal 4 opens up the possibility of more families being eligible for the housing register and therefore increase their chances to secure affordable and suitable accommodation.</li> </ul>
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## D) Conclusions

The key intentions behind the Allocation Policy are to

- Provide a fair and transparent system by which people are prioritised for social housing.
- Help those most in housing need.
- Reward residents with a long attachment to the borough
- Encourage residents to access employment and training
- Make best use of Hillingdon's social housing stock.
- Promote the development of sustainable mixed communities.

To this end, the potential for the Policy to improve the outcomes for local residents is significant. Hitherto, challenges around interpretation and application of the Allocations Policy has meant that not all residents, who would otherwise be eligible, have benefitted from the Policy. However, through clarifying the ten year rule - the proposals now being put forward not only create a firmer basis upon which decisions on housing allocations can be made - they directly benefit residents who can often be amongst the most vulnerable.

It is not surprising therefore - that the analysis shows there is no clear and discernible impact which, through the application of any of the four proposals, would see a negative and disproportionate impact on any individual group.

This is not to say that the impact of the policy is completely benign - indeed each

proposal does in some way alter the composition of the housing register so that the distribution of some groups varies. However applying the test of proportionality - percentage swings of 1-5% are unlikely to disproportionately and negatively affect the groups concerned. It is telling that despite the changes - the relative ranking of the groups remains as it was before the implementation of any proposals.

In addition to the above and following a review of the responses to the consultation - there is broad support for the proposals being put forward. From an equalities and access perspective - the consultation also drew a relatively balanced response with the only caveats applying to the percentage of Indian and Black African respondents which was slightly lower than their respective profile in the housing register.

Based on the above - and given the conclusion that rather than net negative effect - the policy actually seeks to advance equality of access and improved outcomes for local residents - the need for mitigating actions is none.

**Signed and dated:...**

A handwritten signature in cursive script, appearing to read 'D. Kennedy', written in black ink.

03.11.2016

**Name and position:** Mr D. Kennedy, Head of Business Performance, Policy and Standards

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## 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 September 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 Council's policies that make up the Local Development Framework.</p>
<b>Financial Cost</b>	As at 30 September 2016 the Council holds £14,075k relating to s106 and s278 agreements. Of this £4,097k is allocated / earmarked for projects and £4,382k 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 £5,556k that is currently spendable and not yet allocated/earmarked towards specific projects and £40k interest on interest bearing schemes. In Quarter 2, the Council has received additional income of £1,220k and spent £232k.
<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 30 June 2016 (which was the subject of the report in September 2016) as well as up to 30 September 2016. Text that is highlighted in bold indicates key changes since the Cabinet report of 22 September 2016. Figures indicated in bold under the column headed 'Total income as at 30/09/16' indicate new income received and shaded cells indicate where funds are held in an interest bearing account). The table shows expenditure between 1 July and 30 September 2016 of £232k (compared to £336k during the previous quarter) and income of £1,220k (compared to £743k during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 30 September 2016 is £14,075k. 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 September 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 September 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 September 2016 (£14,075k) £4,382k relates to funds that the Council is unable to spend and £4,097k is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £5,556k 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 September 2016 the s106/278 balance is £14,075k. This is inclusive of £4,382k 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 £4,097k has been earmarked to specific projects. The residual balance of £5,556k 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 2 additional income received in s106/278 monies was £1,220k whilst expenditure totalling £232k was financed by the contributions.

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

Service Area	Balance b/f (01/07/16)	Income Received	Total	Spend	Balance c/f (30/09/16)	Earmarked Balances	Balance Spensible not allocated
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>S278</b>							
Planning & Transportation	2,332	87	2,419	(49)	2,370	2,370	0
<b>S106</b>							
Planning & Transportation	3,377	517	3,894	(156)	3,738	1,662	2,076
Central Services, Culture & Heritage (CSL)	198	3	201	(1)	200	56	144
Community, Commerce & Regeneration (PPR)	2,182	229	2,411	(23)	2,388	1,135	1,253
Education & Children Services	1,724	171	1,895	(0)	1,895	1,724	171
Environment	1,050	19	1,069	(3)	1,066	362	704
Housing, Social Services & Health	2,184	194	2,378	(0)	2,378	1,170	1,208
Interest on interest bearing schemes	40	0	40	(0)	40	40	0
<b>Sub-Total (S278/106)</b>	<b>13,087</b>	<b>1,220</b>	<b>14,307</b>	<b>(232)</b>	<b>14,075</b>	<b>8,519</b>	<b>5,556</b>
Less: Sums held on behalf of partners	4,088	305	4,393	(11)	4,382	4,382	0
<b>Total LBH Balances</b>	<b>8,999</b>	<b>915</b>	<b>9,914</b>	<b>(221)</b>	<b>9,693</b>	<b>4,137</b>	<b>5,556</b>

The unallocated balance of £5,556k 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	1,208
Air Quality	345
Carbon Reduction	155
Community Facilities	314
Economic Development	320
Libraries	98
Nature Conservation	77
Public Realm / Town Centres	1,201
Schools	171
TFL/Highways	930
Training schemes	677
Travel Plans	60
<b>Total</b>	<b>5,556</b>

A further amount of £171k S106 monies in respect of Education were received in Quarter 2 and it is expected that these balances will be utilised to support the existing Primary and Secondary School Expansions programme.

Unallocated balances related to affordable housing increased by £170k to £1,208k. These balances can potentially support Council plans for residential development.

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 September 2016 there are no contributions that need to be spent within twelve months, i.e. 30th September 2017.

In addition, there are balances totalling £122k 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 £9,693k monies held at 30 September 2016. This sum includes £122k which has become due for repayment to the developer as schemes have not yet been developed to invest these monies.

## **Legal**

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

## **Corporate Property and Construction**

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

## **6. BACKGROUND PAPERS**

District Auditor's "The Management of Planning Obligations" Action Plan May 1999

Monitoring Officers Report January 2001

Planning Obligations Supplementary Planning Document Adopted July 2008 and revised 2014

Planning Obligations Quarterly Financial Monitoring Report to Cabinet September 2016

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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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
<b>SECTION 278</b>										
<b>PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING</b>										
PT278/2709 (Includes Former PT1/29) *16	Botwell	Stockley Park Phase 3 "Tident Site" 379777/W/96/1447 (new permission 379777/APP/2015/1004)	618,441.14	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 PT278/27. A further £12,500 of Engineering fees needs to be claimed from developer should works commence. Interest added. <b>Original planning permission no longer valid and works not therefore required. Deposit to be returned.</b>
PT278/30/115 *22	Heathrow Villages	Terminal 5, Land at Longford Roundabout, Heathrow s278 10 Jan 02 47853/93/246	10,500.00	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.
PT278/34/86A *18	Brunel	Brunel site3 532/SPP/2001/1888 - Highways Works at Junction Hillingdon Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	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.
PT278/44/87A *20	Brunel	Brunel s278 16 April 04 532/SPP/2002/2237 - Traffic Calming on Cleveland Road & New Entrance on Kingston Lane	102,018.78	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. £58,962.38 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 PT84/87B-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.
PT278/48/135 *32	Northwood	10A Sandy Lodge Way, Northwood 54671/APP/2002/54	7,458.07	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.
PT278/47	Various	Refunds Various	40,374.35	40,374.35	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 £232.58 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 PT/37/40F (£838.48) transferred from PT/37/40B.

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT278/48	Various	No Legal Agreement Various	282,882.66	238,783.66	239,255.54	190,814.54	51,564.67	43,627.12	0.00	No Legal Agreement - consultancy fees. £14,000 to be transferred to a PPR (08/09) for construction training secured from the s106 agreement for Budgens Site, South Ruislip. ECU fees claimed in relation to Bishop Ramsey school S278 works. £5,200 security deposit received for car park at Mount Vernon Hospital. Security deposit returned following completion of highway works at Mount Vernon Hospital. £25,448 received and £22,247 claimed by ECU this quarter as fees associated with 278 highways works. £3,201 is as a security deposit for heavy duty crossing (Gatfold Building, Blyth Road). Deposit received for highway works (Alfa Foods)/fees claimed. <b>Further engineering fees received and claimed.</b>
PT278/49/117*23	Yeading	Grand Union Village Southall 327/APP/2000/2106	77,331.55	77,331.55	55,222.89	55,222.89	0.00	22,108.66	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £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	MCD 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 Drayon - 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.
PT278/62/148A*51	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT278/63/175A*49	South Ruislip	BFFO, R.A.F Northolt 189/APP/2006/2091	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	£5K received as the security deposit for the due and proper implementation of junction works at the White House Gate entrance to the development. Signals complete and in operation. Currently within 12 month maintenance period. Date of final completion to be confirmed.
PT278/64/173	Eastcote & East Ruislip	R.A.F. Eastcote 10189/APP/2004/1781	19,200.00	19,200.00	12,201.13	12,201.13	0.00	6,998.87	0.00	Engineers fees paid prior to the execution of an agreement to secure access works associated with this application. 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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm, 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs. Works complete, security to be refunded following maintenance period.
PT/278/72/231A *66	West Ruislip	R.A.F West Ruislip (Ickenham Park) Design check on S278 Designs 38402/APP/2007/1072	53,986.57	53,986.57	45,486.57	45,486.57	0.00	8,500.00	0.00	Fees received for design checks. Peican crossing and signals on Long Lane. S278 agreement and technical approval pending. Further £18,000 returnable deposit received to ensure reinstatement of temporary crossover on Alysham Drive. Further fees received towards inspection fees and traffic orders. Spend towards fees & inspection. Works completed, deposit returned.
PT/278/73	South Ruislip	R.A.F Northolt, South Ruislip/Main Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74/209C	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/3744	120,300.26	120,300.26	117,300.26	117,300.26	0.00	3,000.00	0.00	Fees received for design checks for proposed junctionworks and carriageway widening at Trout Road. S278 agreement and technical approval pending. Further fees received & claimed for inspection works.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements.S278 agreement.
PT/278/77/197 *62	Ruislip Manor	Windmill Hill Public House, Pembroke Road, Ruislip 11924/APP/2632	24,000.00	24,000.00	1,000.00	1,000.00	0.00	23,000.00	0.00	Fees received for design checks (£1,000). £23,000 received as a security deposit to ensure works are carried at a satisfactory standard. £1,000 engineering fees claimed.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	14,782.00	14,782.00	0.00	5,000.00	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring (£14,782).
PT/278/81/249E *84	Townfield	Fmr Glenister Hall, 119 Minot Drive, Hayes, 40169/APP/2011/243	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	Fees received for design checks and monitoring and supervision. £4,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring.
PT/278/82/273A *87	Uxbridge South	Autogild House (Ltd), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	99,115.00	99,115.00	7,920.00	7,920.00	0.00	91,195.00	0.00	Fees received and claimed for design checks & monitoring of s278 works. £19,195 received towards upgrading of traffic lights at junction of Cowley Mill Road. £72,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. £5,920 received & claimed for design checks.
PT/278/83/283A *90	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge 585/APP/2009/2752	182,096.00	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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT/278/105/350C * 122	South Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	951,810.00	951,810.00	73,856.22	73,310.00	546.22	877,963.78	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. Spend towards required traffic orders for highway works.
PT/278/95/40J *131	Botwell	Land at Thorn EMI Complex (Old Vinyl factory) - Gatefold Building 51688/APP/2011/2253	33,397.13	0.00	0.00	0.00	0.00	33,397.13	0.00	£33,397.14 received as a returnable deposit sum. Funds to be returned with interest on satisfactory completion of the works.
PT/278/107/355E *132	Botwell	Former EMI site, Dawley Road (Prologis), Hayes. 8294/APP/2015/1406	5,000.00	0.00	0.00	0.00	5,000.00	0.00	£5,000 received as the highways deposit sum to ensure satisfactory completion of the works. Any unspent funds to be returned to the developer on completion.	
PT/278/108/378C *133	Townfield	27 Uxbridge Rd, (Hayes Gate House) 2385/APP/2013/2523	5,000.00	0.00	0.00	0.00	5,000.00	0.00	£5,000 received as the highways deposit sum to ensure satisfactory completion of the works. Any unspent funds to be returned to the developer on completion.	
		<b>SECTION 278 SUB - TOTAL</b>	<b>3,761,430.35</b>	<b>3,673,934.22</b>	<b>1,388,662.02</b>	<b>1,339,674.80</b>	<b>52,110.89</b>	<b>2,372,768.33</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 'jump 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 Bypass ( 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/09) *28	Pinkwell	Former Arlington Hotel, Shepiston Lane, Harrington - Highway Works 382/BH/97/0714	23,639.34	23,639.34	19,304.12	8,018.67	11,285.45	4,335.22	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13.141K). Excess funds are to be refunded to the developer following the date of the Final Account. 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 substantially completed March 2016 - <b>Minor works outstanding.</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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/05/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT/25/66 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/1797/0684	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.
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/2012/1893)	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/2012/1838)	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 Bedfont Court. 47853/SPP/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 irresolvable 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/21/99A (£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/64/21C	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 TfL funding. Further improvements to area have been implemented as part of the MCD development. Funds to be held as contingency for any works required to the junction arising out of the MCD development. No time constraints.
PT/65/74A (see EY/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 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.

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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT176/119	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 TfL. Deed of variation not required site included in vehicle activated sign (VAS) forward programme. Officers looking into feasibility of Driver Feedback Sign. Implementation due Spring 2007, subject to feasibility. Quotes being sought with the view to possible purchase of signs. Interest accrued. No time constraints. Utilities works completed Nov 08. Scheme programmed for implementation April/May 2010. Spend towards the provision of anti skid and electrical work. VAS signs installed, scheme complete, awaiting invoices.
PT182/114 (formerly PT178/05)	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.
PT182/114 (formerly PT178/23)	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.
PT84/87B-D (Formerly part of PT178/44)	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 looppath 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.
PT188/140C *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. DOV completed to extend time limit to spend funds to March 2017. Bus extension operational from end of Sept 2012. £24,756 paid towards the provision of bus stop on the Prologis site. Payment to TfL for first year of operation 12/13. £33,513 further TfL costs. <b>£48,289 allocated towards upgrading A10 bus stops, Stockley road, adjacent to Prologis Park (Cabinet Member Decision 08/11/2016). Remaining balance (£128,182 ) final TFL payment for year 5 of bus operation.</b>
PT188/140F *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	0.00	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads. 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 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 and time limit has now passed. Officers in contact with developer. <b>Contribution required to be returned. Developer has agreed to use the funds towards a transport study on Stockley Road, to assess the traffic impact of their developments.</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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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. <b>Developer has confirmed that remaining balance £7,552.97 can also be retained by the Council to be spent towards the Hayes Town Centre Scheme.</b>
PT/102/161D	Yiewsley	Honeywell Site, Trout Road Yiewsley 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 Tavistock Road to West Drayton Station and bus interchange (Cabinet Member Decision 22/04/2014). Scheme completed September 2014. £10,000 can be retained towards other schemes related to the development.
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	100,000.00	100,000.00	99,482.27	97,997.19	1,485.08	517.73	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. <b>Remaining invoice paid. Scheme closed.</b>
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	0.00	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). <b>Funds allocated towards bus stop improvements in the Cowley Mill Road area (Cabinet Member Decision 14/09/2016). Scheme implemented October 2016, awaiting invoices.</b>
PT/119/209A *67	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the Travel Plan. To be refunded five years following first occupation.
PT/115/209B	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	4,850.00	4,850.00	0.00	0.00	0.00	4,850.00	0.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2015). Allocated towards setting up Hertz car club in Trout Road (Cabinet Member Decision 7/02/2014).
PT/119/209D	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	31,874.14	31,874.14	31,874.14	7,655.00	24,219.14	0.00	0.00	Funds received for the purpose of the provision of 3 upgraded or replacement bus shelters within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016). Further £874.14 received as indexation payment. £7,665 allocated towards bus stop improvements in Yiewsley High Road (Cabinet Member Decision 7/02/2014). Scheme complete. Balance allocated towards provision of remaining bus shelters (Cabinet Member Decision 19/02/2016). <b>All invoices paid, scheme closed.</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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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). <b>Scheme completed July 2016, awaiting invoices.</b>
PT/124/261	West Drayton	Land at Stockley Close Estate, West Drayton. 56244/APP/2003/1437	60,000.00	60,000.00	52,855.44	52,855.44	7,144.34	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. Remaining towpath work to be completed as part of a larger scheme 2016/17.</b>
PT/125/242C	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	369,910.54	369,910.54	0.00	0.00	0.00	369,910.54	369,910.54	£210,000 received as the phase 2 & 3 payments towards improvements and additions to TFL bus services within vicinity of the development (see legal agreement for further details). No time limits for spend. £159,910.54 received June quarter as the Phase 4 payment.
PT/126/242D *82	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel plan bond received to ensure compliance by the owner of its monitoring and reporting obligations. To be refunded after 10 years.
PT/128/276A	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	22,155.20	22,155.20	0.00	0.00	0.00	22,155.20	22,155.20	Contribution received towards the provision of public transport infrastructure in the vicinity of the site. Measures considered include upgrade to bus stops, improvements to bus services and cycle ways (see agreement for further details). Funds to be spent within 7 years of receipt (9/7/2019).
PT/129/277A	Heathrow Villages	The Ponal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	0.00	Funds received towards co-ordinating and monitoring the green travel plan associated with the site. No time limits for spend.
PT/130/277B	Heathrow Villages	The Ponal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	40,965.69	40,965.69	40,965.00	40,965.00	0.69	0.00	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). TfL scheme complete March 2016, invoice paid, scheme closed.
PT/131/273B	Uxbridge South	Autogild House (Lidl), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as the Travel Plan bond to be used by the Council to cover the Council's expenses in monitoring compliance by the owner with the travel plan for a ten year period. Balance to be refunded after 10 years (2022).
PT/132/149J *88	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	Travel Plan bond received to ensure the completion by the owner of 3 travel surveys. £5,000 to be returned on completion of each survey.
PT/133/149K	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	62,500.00	62,500.00	0.00	0.00	0.00	62,500.00	62,500.00	Contribution received towards the establishment of parking management areas within the area no further than 800m from the boundary of the site. Funds to be spent within 7 years of receipt (Nov 2019).
PT/134/149L	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.00	Contribution received towards the maintenance of the towpath directly opposite the site (as defined in the agreement). Funds to be spent within 7 years of receipt (Nov 2019). Funds allocated towards appropriate maintenance works (Cabinet Member Decision 07/05/2015).
PT/135/198E	Uxbridge South	Fmr Gas works, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Contribution received towards the implementation of directional signage on Cowley Mill Road and junction with St John's Road (see agreement for details). Funds to be spent within 7 years of receipt (March 2020). Funds allocated towards HGV signage as part of the Cowley Mill Area improvement scheme (Cabinet Member Decision 22/07/2016). <b>Scheme complete, September 2016, awaiting invoices.</b>
PT/136/297A	Heathrow Villages	Fmr Technicolor Site, 276 Bath Rd, Sipson, West Drayton. 35293/APP/2009/1938	34,541.66	34,541.66	0.00	0.00	0.00	34,541.66	34,541.66	Contribution received towards the cost of upgrading the bus stops and the installation of drop kerbing/ tactile paving to enable pedestrian access over Bath Road in the vicinity of the site. Funds to be spent within 7 years of receipt (May 2020).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS AS AT 30/09/16	BALANCE SPENDABLE NOT ALLOCATED AS AT 30/09/16	COMMENTS (as at mid November 2016)
PT/137/300A *101	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	AS AT 30/09/16 10,000.00	AS AT 30/09/16 10,000.00	AS AT 30/09/16 10,000.00	To 30/09/16 10,000.00	AS AT 30/09/16 0.00	AS AT 30/09/16 0.00	Funds received as the "TFL Feasibility Contribution" to be used by TFL to carry out a feasibility study into capacity and improvement options for the Parkway and Bulls Bridge Roundabout. No time limits for spend. Funds allocated towards Bulls Bridge Feasibility study (Cabinet Member Decision 28/06/2016). <b>Funds transferred to TFL, scheme closed.</b>	
PT/139/300B *102	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	Contribution received to be used by TFL to carry out required improvement works to the junction at The Parkway and Bulls Bridge Roundabout. No time limits	
PT/139/300C	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	15,000.00	15,000.00	0.00	0.00	15,000.00	15,000.00	Contribution received towards improvements to the grand Union Canal frontage within the vicinity of Bulls Bridge. No time limits.	
PT/140/315A	Pinkwell	Asda Unit 4 Westlands Estate, Millington Road, Hayes 32157/APP/2011/872	458,800.00	458,800.00	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	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, Pinher 25760/APP/2013/2632	20,000.00	20,000.00	0.00	0.00	20,000.00	20,000.00	Contribution received towards improving town centre facilities in the Authority's Area. No time limits for spend.	
PT/144/198H	Uxbridge South	Former Gas Works site (Kier Park) Cowley Mill Road, Uxbridge 3114/APP/2012/2881	40,635.00	40,635.00	0.00	0.00	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	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	58,375.63	58,375.63	7,655.37	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). <b>Scheme substantially complete.</b>	
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	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	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	Contribution to be used by the Council to offset the shortfall in energy savings and enable the Council to make annual energy carbon savings elsewhere in the Authority's area. Funds to be spent within 5 years of receipt (July 2020). £11,500 used towards Compass Theatre scheme as part of end of year financing (retrospective Cabinet Member Decision 23/05/2016).	
PT/151/345A	Uxbridge South	Charter Place, Vine Street, Uxbridge 30875/APP/2014/1345	25,000.00	25,000.00	0.00	0.00	25,000.00	25,000.00	Contribution received towards improvement of the area from the High Street through to Windsor Street to Charter Place (see agreement for details). No time limits for spend.	
PT/152/334B	Uxbridge South	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	20,000.00	20,000.00	0.00	0.00	20,000.00	20,000.00	Funds received as the travel plan contribution. For use by the Council to co-ordinate and monitor the Occupier Green Travel Plans (see agreement for specific terms of use). Monies to be returned at the end of the monitoring period.	

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PT/153/345B	South Uxbridge	Charter Place, Vine Street, Uxbridge 30675/APP/2014/1345	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Funds received as the travel plan bond, to be used to ensure that the obligations outlined in the approve travel plan are satisfactorily carried out.
PT/154/350A	South Ruislip	Fmr Aria Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	135,000.00	135,000.00	0.00	0.00	0.00	135,000.00	135,000.00	Contribution towards the provision of public transport infrastructure improvements and related initiatives in the authority's area including: bus priority measures, improvements to bus services and cycle provision (see legal agreement for details). Funds to be spent within 7 years of receipt (Sept 2022).
PT/155/283D	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/APP/2009/2752	63,366.34	63,366.34	0.00	0.00	0.00	63,366.34	63,366.34	Contribution received as the first of two instalments towards the provision of bus stops serving the development, in line with the S106 Planning Obligations SPD 2008. Funds to be spent within 10 years of receipt (Oct 2025).
PT/156/40G	Botwell	Land at Thorn EMI Complex (Old Vinyl Factory) 51588/APP/2000/1827 & 5987/APP/2012/1838	50,722.94	50,722.94	50,722.94	50,722.94	0.00	0.00	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 transferred to TFL, scheme closed.
PT/157/355A *119	Botwell	Formt EMI Site, Dawley Rd, Hayes 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, Hayes 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	5,000.00	Contribution received to fund a flood attenuation feasibility study for packet Boat Lane (see agreement for details). Funds to be spent within 7 years of receipt (Jan 2023).
PT/160/354C *124	Botwell	Land on west side of Dawley Road, Hayes (EC House) 38065/APP/2014/2143	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/161/373 *125	Townfield	Airlink House, 18-22 Pump Lane, Hayes 5505/APP/2015/1546	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/162/249G	Townfield	Fmr Glenister Hall, 114 Minet Drive, Hayes 40169/APP/2011/243	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	2,500.00	Funds received towards the implementation of passing bays in Hunters Grove (if required). See agreement for details.
PT/163/40I	Botwell	Old Vinyl Factory, Bmth Rd, Hayes. 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, Hayes. 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 routes 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, Hayes. 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).



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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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	Kichever House, Wanwick 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/169/383A *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).
PT/169/383B	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	20,000.00	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	50,000.00	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	200,000.00	200,000.00	200,000.00	200,000.00	0.00	0.00	Contribution received to be used by the Council towards improvement of the Cedars and Graines 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/173/384A	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	15,304.81	15,304.81	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.
PT/173/386	Yiewsley	Stockley Country Park, Stockley Golf Course, Uxbridge. 37850/APP/2012/2739	6,660.00	6,660.00	0.00	0.00	0.00	6,660.00	6,660.00	Contribution received towards providing a digital topographically measured survey of the site, prior to importation of materials. (see agreement for details). No time limits for spend.
PT/174/387A	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	52,725.45	52,725.45	0.00	0.00	0.00	52,725.45	52,725.45	Funds received as the public realm/recreational open space contribution towards CCTV, provision of lighting; rerouting of underused paths & links; safety improvements to public transport interchanges; safer town centres; night bus networks; improvement to recreational open space in the Local Authority's area (see agreement for details). Funds to be spent within 7 years of receipt (Sept 2023)
PT/175/388 *134	Yiewsley	21 High Street, Yiewsley. 26628/APP/2014/675	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/175/389 *135	Northwood	Land at Northwood School, Potter Street, Northwood. 12850/APP/2014/4492	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.00	£150,000 received as the TFL contribution, to be used by TFL towards bus service improvements made necessary by the development. Funds required to be transferred to TFL.
PT/177/283F	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/APP/2009/2752	287,124.74	287,124.74	0.00	0.00	0.00	287,124.74	287,124.74	Funds received as the first instalment of the St. Andrews Roundabout contribution, to be used towards the works shown on plan number 2152-sk 52 attached to the agreement. Funds to be spent within 10 years of receipt of the last relevant payment.
		PLANNING TRANSPORTATION & RECYCLING SUB - TOTAL	5,908,060.44	5,391,550.25	2,170,654.19	2,014,565.95	404,467.58	3,737,406.25	2,076,062.93	
		PLANNING TRANSPORTATION & RECYCLING TOTAL	9,669,490.79	9,065,484.47	3,559,316.21	3,354,240.75	456,578.47	6,110,174.58	2,076,062.93	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										

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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
EYL/118/214B	Uxbridge	Hillingdon House Farm. 2543/APP/2005/870	1,090,166.31	1,090,166.31	741,313.09	741,313.09	0.00	348,853.22	0.00	£256,399.34 received as first instalment towards the cost of providing nursery (£64,099), primary (£110,251.72) and secondary (£82,047) school places within the London Borough of Hillingdon. First contribution to be spent before April 2017. Primary contribution (£110,251.72) allocated and spent towards expansion at Whitehall School (part of phase 1 of the school expansion programme). Cabinet Member decision 6/12/2011. Second instalment (£288,661.94) received. Second contribution to be spent before Oct 2018. Final instalment (£585,085) 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 Council's 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 Council's 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 Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/140/209G	Yiewsley	Tesco, Trout Road, Yiewsley 60929/APP/2007/3744	231,454.55	231,454.55	69,612.21	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 Colnam 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 Rabbistram 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). £19,483 allocated and £32,641 spent towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/158/242B	West Drayton	West Drayton Village (north site) off 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 Rabbistram Primary School 2013/14 closing (Cabinet Member Approval 23/07/2014). 1,162,355 allocated and spent towards St Martin's Primary School (new school) as part of the Council's Primary Expansion Programme (Cabinet Member Decision 29/03/2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
EYL/165/267B	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	60,915.00	60,915.00	27,341.00	27,341.00	0.00	33,574.00	0.00	Contribution received towards the provision of education facilities and places as detailed in the agreement. Funds to be split as follows: nursery £7,185; primary £20,156; secondary £33,574. No time limits for spend. £20,156 allocated and spent towards expansion at Wood End Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). £7,185 allocated and spent towards expansion at Rosedale Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). Remaining funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/169/276C	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	1,158,245.50	1,158,245.50	762,750.86	762,750.86	0.00	395,494.64	0.00	First instalment £375,570.86 received towards the cost of providing education improvements or facilities to accommodate extra children in the Authority's area (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). Second instalment £387,160 received towards the same purpose (spend July 2020). £375,570 allocated and spent towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014). £87,180 spent towards expansion at Heathrow Primary School 2013/14 closing (Cabinet Member Approval 23/07/2014). Final instalment received (Spend by February 2022). Remaining funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/203/320	Northwood	15 Nicholas Way, Northwood 16824/APP/2012/3220	12,796.00	12,796.00	0.00	0.00	0.00	12,796.00	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). Funds to be spent within 5 years of receipt (Feb 2019). <b>Funds earmarked towards Northwood Secondary School, as part of the Councils Secondary School Expansion Programme.</b>
EYL/206/358	Northwood	Land forming part of Oakhurst, Northgate, Northwood. 6712/APP/2011/2712	13,391.12	13,391.12	0.00	0.00	0.00	13,391.12	0.00	Contribution received to be used by the Council towards providing education, educational improvements or facilities; in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend. <b>Funds earmarked towards Northwood Secondary School, as part of the Councils Secondary School Expansion Programme.</b>
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. <b>Remaining balance earmarked towards Northwood Secondary School, as part of the Councils Secondary School Expansion Programme.</b>
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).

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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/05/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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 Hut), 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. 585/ 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). <b>Funds spent towards Council's School Expansion Programme as part of end of year financing. Subject to formal approval.</b>
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	0.00	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend. <b>Funds earmarked towards St Martin's Primary School project, as part of the Council's Primary School Expansion Programme.</b>
EYL/232/357	Ickenham	66 Long Lane, Ickenham 20545/APP/2012/2848	20,041.43	20,041.43	0.00	0.00	0.00	20,041.43	0.00	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend. <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Council's Secondary School Expansion Programme.</b>
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	0.00	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). Spend within 7 years of receipt (Jan 2023). <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Council's Secondary School Expansion Programme.</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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/05/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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	0.00	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. <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Councils Secondary School Expansion Programme.</b>
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	0.00	Funds received towards the cost of providing educational places within the London Borough of Hillingdon. No time limit on spend. <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Councils Secondary School Expansion Programme.</b>
EYL/236/377	Northwood	Littlhurst, Northgate, Northwood. 31866/APP/2013/3686	12,796.00	12,796.00	0.00	0.00	0.00	12,796.00	0.00	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend. <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Councils Secondary School Expansion Programme.</b>
EYL/237/282B	West Drayton	Kitchener House, Warwick Rd., West Drayton. 18218/APP/2013/2183	62,652.00	62,652.00	0.00	0.00	0.00	62,652.00	0.00	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 children; improvement and expansion of playground and external leisure spaces (see agreement for details). Funds to be spent within 10 years of receipt (April 2026). <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Councils Secondary School Expansion Programme.</b>
EYL/238/384B	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	163,471.66	163,471.66	0.00	0.00	0.00	163,471.66	0.00	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 children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend. <b>Funds earmarked towards Abbotsfield Secondary School project, as part of the Councils Secondary School Expansion Programme.</b>
EYL/239	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	115,141.84	0.00	0.00	0.00	0.00	115,141.84	115,141.84	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). Funds to be spent within 7 years of receipt (September 2023).
EYL/240/390A	West drayton	Former Angler's Retreat PH, Cricklefield Road, West Drayton 11981/APP/2013/3307	55,941.35	0.00	0.00	0.00	0.00	55,941.35	55,941.35	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). Funds to be spent within 5 years of receipt (September 2021).
		<b>EDUCATION, YOUTH AND LEISURE SUB - TOTAL</b>	<b>10,271,661.62</b>	<b>10,100,578.43</b>	<b>8,376,688.63</b>	<b>8,376,688.63</b>	<b>0.00</b>	<b>1,894,972.99</b>	<b>171,083.19</b>	
<b>PORTFOLIO: COMMUNITY, COMMERCE AND REGENERATION</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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PPR/47/26A (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 379777/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 improvements to the public transport interchange and public realm improvements as part of the Crossrail/Hayes Town Centre Scheme.
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	500,000.00	350,000.00	346,721.80	346,721.80	0.00	153,278.20	153,278.20	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. £200,000 allocated to the delivery of the Strategy as outlined in Allocation report. (Cabinet Member decision 27/10/10). £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. <b>£150,000 received towards the same purpose (T2 instalments 2014/15, 15/16 and 16/17 to be confirmed)</b>
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	0.00	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	0.00	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). <b>Funds allocated towards employment initiatives at the Recycle a Bike Project (Cabinet Member Decision 03/10/2016).</b>
PPR/57/238D	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	20,679.21	20,679.21	0.00	0.00	0.00	20,679.21	0.00	Contribution towards construction training initiatives within the Borough. Funds to be spent within 7 years of receipt (February 2018). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/58/238C	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	9,667.50	9,667.50	0.00	0.00	0.00	9,667.50	0.00	Contribution received towards construction training and the provision of a work place co-ordinator within the Borough. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
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).

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PPR/62/231C	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	75,168.90	75,168.90	75,168.90	75,168.90	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.
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. £21,945 reallocated towards Uxbridge College Construction Training Centre (Cabinet Member Decision 03/10/2016).
PPR/67/266C	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	9,236.85	9,236.85	0.00	0.00	0.00	9,236.85	0.00	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). Funds allocated towards the <b>Recycle a Bike Cafe Project (Cabinet Member Decision 03/10/2016)</b> .
PPR/68/266D	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	23,007.98	23,007.98	23,007.98	30,281.49	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 28/04/2016)
PPR/69/276D	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	54,107.14	54,107.14	0.00	0.00	0.00	54,107.14	37,433.86	First instalment (£21,111.11) towards improvements to local community facilities within the Authority's area. Funds to be spent within 7 years of receipt (July 2019). £16,322 received as second instalment towards the same purpose (spend July 2020). Final instalment £16,673.28 received this quarter (spend by February 2022). Earmarked towards phase 2 of Townfield community centre.
PPR/70/267C	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	10,000.00	10,000.00	3,742.97	3,742.97	0.00	6,257.03	6,257.03	Funds to be used for the purpose of improving community facilities in the vicinity of the development. No time limits for spend. Funds allocated towards upgrading cinema equipment at The Beck Theatre (Cabinet Member Decision 28/08/2014). Scheme complete, contribution not required, funds to be reallocated.
PPR/71/277C	Heathrow Villages	The Portal, Scyfia 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, Scyfia Rd, Heathrow Airport. 50270/APP/2011/1422	51,609.49	51,609.49	0.00	0.00	0.00	51,609.49	51,609.49	Contribution received towards training persons within the locality of the development for jobs of a nature to be carried out within the development. Further contribution received towards the same purpose. No time limits for spend.
PPR/75/291A	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	13,699.22	13,699.22	0.00	0.00	0.00	13,699.22	13,699.22	Contribution to be used towards construction training courses delivered by recognised providers and the provision of a work place co-ordinator within the authority's area. No time limits.

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PPR/76/282C	West Ruilip	Lyon Court 28-30 Pembroke Road, Ruilip. 66895/APP/2011/3049	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 Ruilip	Lyon Court, 28-30 Pembroke Road, Ruilip 66895/APP/2011/3049	25,330.03	0.00	0.00	0.00	25,330.03	25,330.03	Contribution received towards the provision of CCTV, lighting, safety improvements to public transport facilities and car parks or safer town centres (see agreement for details). Funds to be spent within 5 years of completion of the development (estimated to be 2019).
PPR/78/198F	Uxbridge	Fmr Gasworks Site, Cowley Mill Road (Kier Park), Uxbridge. 3114/APP/2012/2881	10,000.00	0.00	0.00	0.00	10,000.00	0.00	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). <b>Funds allocated towards Uxbridge College Construction Training Centre (Cabinet Member Decision 03/10/2016).</b>
PPR/79/299E	Cavendish	161 Elliot Ave. (fmr Southbourne Day Centre), Ruilip. 66033/APP/2009/1080	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 Technicolor Site, 276 Bath Rd, Sipson. 35293/APP/2009/1938	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 Technicolor Site, 271 Bath Rd, Sipson. 35293/APP/1938	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	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	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	Bolwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	7,731.96	0.00	0.00	0.00	7,731.96	7,731.96	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's Area. No time limits.
PPR/85/306B	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	7,875.62	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	0.00	0.00	0.00	17,190.00	0.00	Contribution received towards the cost of providing construction training schemes in the Borough. Funds to be spent within 7 years of receipt (Oct 2020). <b>Funds allocated towards Uxbridge College Construction Training Centre (Cabinet Member Decision 03/10/2016).</b>
PPR/88/325A	West Drayton	Stockley Close Units 1623 & 1685 51458/APP/2013/2973	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/89/328B	Townfield	Land at Pronto Industrial Estate, 565-591 Uxbridge Road, Hayes 4404/APP/2013/1650 4404/APP/2008/3558	35,813.52	0.00	0.00	0.00	35,813.52	0.00	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). <b>Funds allocated towards Uxbridge College Construction Training Centre (Cabinet Member Decision 03/10/2016).</b>
PPR/90/331B	Cavendish	216 Field End Road, Eastcote. 6331/APP/2010/2411	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.



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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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 24485/APP/2013/138	22,543.13	22,543.13	0.00	0.00	0.00	22,543.13	22,543.13	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits.
PPR/93/333C	Yiewsley	39 High Road, Yiewsley 24485/APP/2013/138	25,010.10	25,010.10	0.00	0.00	0.00	25,010.10	25,010.10	Contribution received as the "public realm contribution" towards the provision of CCTV, lighting, closure/gating of paths and links, safety improvements to public transport interchanges, facilities, and car parks, enhanced night bus networks to and from major new facilities and leisure uses within the authority's area. No time limits for spend.
PPR/94/348B	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 (HP14 & 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), 38069/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 20549/APP/2012/2848	31,792.72	31,792.72	0.00	0.00	0.00	31,792.72	31,792.72	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.
PPR/104/355B	Botwell	Form: EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	82,800.00	82,800.00	0.00	0.00	0.00	82,800.00	82,800.00	Contribution received towards investment in local energy efficiency and carbon reduction measures within the Authority's area. Spend within 7 years of receipt (Nov 2022).
PPR/105/355C	Botwell	Form: EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	9,600.00	9,600.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds received towards the provision of a construction work place co-ordinator. Funds to be spent within 7 years of receipt (Nov 2022).
PPR/106/360A	Heathrow Villages	Form: Unitair Centre, Great South West Rd, Feltham, 49559/APP/2014/334	9,984.00	9,984.00	0.00	0.00	0.00	9,984.00	9,984.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2016 / 2017 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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).
PPR/111/379A	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/113/274C	Botwell	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/114/380A	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/115/381	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/116/382C	West Drayton	Kitchener House, Warwick Rd, West Drayton, 18218/APP/2013/2183	16,769.78	16,769.78	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/117/283E	North Uxbridge	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark), 35214/APP/2014/2232	13,150.00	13,150.00	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/118/384C	Yiewsley	Caxton House, Trout Road, Yiewsley, 3678/APP/2013/3637	35,415.97	35,415.97	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/119/385A	Northwood Hills	Frank Welch Court, High Meadow Close, Pinner, 196/APP/2013/2958	26,307.20	26,307.20	0.00	0.00	0.00	26,307.20	26,307.00	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/120/350D	South Ruislip	Former Aria Dairy site, Victoria Road, Ruislip, 6619/APP/2014/1600	9,600.00	9,600.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds to be used by the Council towards a work place co-ordinator payable per phase (phase 1 payment received). Funds to be spent within 7 years of receipt (September 2023).
PPR/121/391	Brunel	Brunel University (AMCC2), Kingston Lane, Uxbridge, 532/APP/2015/350	24,559.38	24,559.38	0.00	0.00	0.00	24,559.38	24,559.38	Funds received towards the cost of providing construction training to residents in the local vicinity of the land. No time limits for spend.
PPR/122/387C	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	32,443.83	32,443.83	0.00	0.00	0.00	32,443.83	32,443.83	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 (September 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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
PPR/123/390E	West Drayton	Former Angler's Retreat PH, Crickefield Road, West Drayton 11981/APP/2013/3307	12,667.50	0.00	0.00	0.00	0.00	12,667.50	12,667.50	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 (September 2021).
		COMMUNITY, COMMERCE & REGENERATION TOTAL	5,106,350.04	4,877,079.33	2,718,663.46	98,176.88	2,387,686.58	1,253,115.43		
<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	32.50	32.50	9,305.93	0.00	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	5,200.00	0.00	0.00	Funds received towards improvements to nearby community facilities. Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal allocation of funding.
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	13,338.00	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	1,599.00	1,599.00	1,599.00	Funds received towards additional or improved library facilities in the vicinity of the site. No time limits.
CSL/17/238A	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	31,645.25	31,645.25	0.00	0.00	31,645.25	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	3,268.46	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	3,250.00	3,250.00	0.00	0.00	0.00	Funds received towards the expansion of local community facilities in the area of the development. Funds to be spent within 5 years of receipt (April 2016). Funds allocated 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	2,150.96	0.00	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 Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	4,167.60	4,167.60	0.00	0.00	4,167.60	4,167.60	4,167.60	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. No time limits.
CSL/26/249B	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	20,000.00	20,000.00	20,000.00	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	13,339.95	675.95	473.12	0.00	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). 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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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	Drawton 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, 585-591 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	Yiewsley	39 High Street, Yiewsley 24485/APP/2013/138	1,321.00	1,321.00	0.00	0.00	0.00	1,321.00	1,321.00	Contribution to be used by the Council towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/54/343C	Harefield	Royal Quay, Coppemill Lock, Harefield 43159/APP/2013/1094	1,846.79	1,846.79	0.00	0.00	0.00	1,846.79	1,846.79	Contribution to be used by the Council towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/53/346C	Northwood	42-46 Ducks Hill Road, Northwood 49987/APP/2013/1451	1,355.94	1,355.94	0.00	0.00	0.00	1,355.94	1,355.94	Contribution to be used by the Council towards the provision of or improvement to library facilities and/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 & Heritage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	805.36	805.36	0.00	0.00	0.00	805.36	805.36	Contribution to be used by the Council towards the provision of or improvement to library facilities and/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	941.85	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)

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
CSL/64/384D	Yewsey	Caxton House, Trout Road, Yewsey, 3678/APP/2013/3637	1,643.89	1,643.89	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/APP/2013/2958	1,082.25	1,082.25	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.
CSL/66/387D	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	1,647.31	0.00	0.00	0.00	0.00	1,647.31	1,647.31	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 (September 2023)
CSL/67/390B	West Drayton	Former Angler's Retreat PH, Crickfield Road, West Drayton 11981/APP/2013/3307	883.18	0.00	0.00	0.00	0.00	883.18	883.18	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 5 years of receipt (September 2021)
		<b>CENTRAL SERVICES, CULTURE &amp; HERITAGE - TOTAL</b>	<b>217,172.59</b>	<b>214,642.10</b>	<b>17,786.33</b>	<b>17,045.43</b>	<b>3,958.45</b>	<b>199,386.26</b>	<b>143,482.17</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.
E/28/71 (Formerly PT/40)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C/92/787	12,692.00	12,692.00	267.81	267.81	0.00	12,424.19	0.00	Landscaping works (12.69K). Limited to specific area of land. Delays caused by land being in Stockley Park Consortium ownership. Green Spaces team is looking into the potential for a scheme within the parameters of the legal agreement. Site overgrown preventing planting trees in preferred location. The trees officer has suggested two locations on the site where they could be planted instead. Officers currently considering feasibility. No time constraints.
E/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, Ruslip 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. Remaining balance allocated towards a scheme of improvements at Rosedale Park (Cabinet Member Decision 08/06/2016). <b>Scheme completed August 2016, awaiting invoices.</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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
E/59/155F	West Drayton	Former RAF - Porters Way, West High Road, Ickenham, 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), 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	Eastcote	Highgrove House, Easote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	10,000.00	10,000.00	9,614.17	9,614.17	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). Works on going.
E/69/246B	Botwell	5618-563 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. Funds allocated towards improvements at Rosedale Park (Cabinet Member Decision 08/06/2016). <b>Scheme completed August 2016, awaiting invoices.</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. Further £15,000 allocated towards the management of Ten Acre Woods (Cabinet Member Decision 22/07/2016).
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). £86,741 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	0.00	First instalment (£8,761) of a contribution received towards air quality improvements in the Authority's area including, measures to reduce emissions, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). £9,031 received as the second instalment towards the same purpose (spend by July 2020). Final instalment received this quarter (spend Feb 2022). <b>Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).</b>
E/78/282A	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip. 66895/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 air 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.

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
E/83/198G	Uxbridge	Fmt Gasworks Site, Cowley Mill Road, Uxbridge (Kier Park), 3114/APP/2012/2881	15,000.00	15,000.00	13,045.98	10,145.92	7,100.06	1,954.02	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. 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/84/287D	Heathrow Villages	Fmt 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	
E/85/300D	Townfield	Fmt Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Contribution received to be used towards reducing emissions, tree & other planting, vehicle restrictions, use of cleaner fuels, environmental management and air quality strategy (see legal agreement for details). No time limits.
E/86/305B	Northwood	London School of Theology, Green Lane, Northwood 10112/APP/2012/2057	30,609.90	30,609.90	0.00	0.00	0.00	30,609.90	0.00	Contribution received towards the provision of tennis courts within Northwood Recreation Ground. No time limits.
E/87/314A	Pinkwell	Building 5, Hyde Park Hayes, Millington Road, Hayes 45753/APP/2012/2029	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.00	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). Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).
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 10/20/2015). Scheme complete. £37,215 allocated and spent towards Compass Theatre scheme as part of end of year financing (retrospective Cabinet Member decision 23/05/2016).
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	0.00	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. Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).
E/90/325B	West Drayton	Stockley Close Units 1623 & 1685 25760/APP/2013/3632	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	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). Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).
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	0.00	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). Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).
E/93/326	Pinkwell	Prologis 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.

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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
E/94/338B	Uxbridge South	37 St John's Road, Uxbridge Way, Uxbridge 158111/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	0.00	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 (Sept 2022). <b>Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).</b>
E/99/350B	West Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Sept 2022).
E/100/40H	Botwell	Land at Thorn EMI Complex (Old Vinyl Factory). 51588/APP/2000/1827 & 5987/APP/2012/1838	25,361.47	25,361.47	0.00	0.00	0.00	25,361.47	25,361.47	Contribution received towards initiatives to improve air quality within the Authority's area. Funds to be spent within 7 years of receipt (Nov 2022)
E/101/355D	Botwell	Fmr EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	12,500.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Nov 2022).
E/102/360B	Heathrow Villages	Fmr Unilair Centre, Great South West Rd, Feltham. 49559/APP/2014/334	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	26,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/103/359D	Yiewsley	26-36 Horton Rd, Yiewsley 35077/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.



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			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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 Lane, 37977/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 Swakeleys 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	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 10 year of receipt (April 2023).
E/110/384E	Yiewsley	Caxton House, Trout Road, Yiewsley. 3678/APP/2013/3637	25,508.01	25,508.01	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	31,369.64	0.00	0.00	0.00	31,369.64	31,369.64	Contribution received to improve the ecological facilities at Pin 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.
E/112/382	Brunel	82A-86 Pield Heath Road, Hillingdon. 70060/APP/2014/2070	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	Contribution to be used to plant and maintain an appropriate tree within the landscaping enhancement area described in the agreement. No time limits for spend.
E/113/393	West Drayton	Land West of Laurel Lane (Laurel Lane School), West Drayton. 70019/APP/2014/1807	5,000.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	Funds received as the tree planting and landscape improvement contribution, to be used towards the cost of landscaping works to The Closes Recreation Ground (see agreement for details). No time limits for spend.
E/114/390C	West Drayton	Former Angler's Retreat PH, Crickfield Road, West Drayton 11981/APP/2013/3307	12,937.65	0.00	0.00	0.00	0.00	12,937.65	12,937.65	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 2021).
		<b>FINANCE PROPERTY &amp; BUSINESS SERVICES SUB-TOTAL</b>	<b>1,335,750.77</b>	<b>1,316,813.12</b>	<b>270,659.95</b>	<b>267,759.89</b>	<b>9,500.06</b>	<b>1,065,090.82</b>	<b>703,843.36</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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
<b>PORTFOLIO: SOCIAL SERVICES, HOUSING, HEALTH &amp; WELLBEING</b>										
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. 6593/6/APP/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. 61657/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 November 2016)
			AS AT 30/09/16	AS AT 30/06/16	AS AT 30/09/16	AS AT 30/06/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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 59214/APP/2010/1766	12,958.84	12,958.84	0.00	0.00	0.00	12,958.84	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of receipt (July 2018).
H/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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
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 & 3359/3358 & 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	Kilchener 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 November 2016)
			AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	
H/62/384F *129	Yiewsley	Caxton House, Trout Road, Yiewsley, 3678/APP/2013/3637	15,482.07	15,482.07	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	10,195.29	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.
H/64/387E *136	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	15,518.40	0.00	0.00	0.00	0.00	15,518.40	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. Spend within 7 years of receipt (September 2023).
H/65/387F	Uxbridge North	Norwich Union House, 1-3 Bakers Road, Uxbridge 8218/APP/2011/1853	170,545.32	0.00	0.00	0.00	0.00	170,545.32	170,545.32	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. Funds to be spent within 7 years of receipt (September 2023).
H/66/390D *137	West Drayton	Former Angler's Retreat PH, Cricklefield Road, West Drayton 11981/APP/2013/3307	8,319.90	0.00	0.00	0.00	0.00	8,319.90	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 (September 2021).
		<b>SOCIAL SERVICES HEALTH &amp; HOUSING SUB-TOTAL</b>	<b>2,623,809.30</b>	<b>2,429,425.68</b>	<b>246,056.57</b>	<b>246,056.57</b>	<b>0.00</b>	<b>2,377,762.73</b>	<b>1,207,993.84</b>	
		<b>SECTION 106 SUB - TOTAL</b>	<b>25,462,804.76</b>	<b>24,330,088.91</b>	<b>13,617,771.95</b>	<b>13,617,771.95</b>	<b>516,102.97</b>	<b>11,662,295.63</b>	<b>5,555,580.92</b>	
		<b>Interest on all interest bearing schemes</b>	<b>40,664.10</b>	<b>40,664.10</b>	<b>667.64</b>	<b>667.64</b>	<b>168.90</b>	<b>39,996.46</b>	<b>0.00</b>	
		<b>GRAND TOTAL ALL SCHEMES</b>	<b>29,264,899.21</b>	<b>28,044,687.23</b>	<b>15,189,838.79</b>	<b>14,958,114.39</b>	<b>568,382.76</b>	<b>14,075,060.42</b>	<b>5,555,580.92</b>	

**NOTES**

The balance of funds remaining must be spent on works as set out in each individual agreement.

Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.

Bold figures indicate changes in income and expenditure

Income figures for schemes within shaded cells indicate where funds are held in interest bearing accounts.

\* Denotes funds the Council is unable to spend currently (totals £4,382,053.60)

\*2: PT/05 £359,328.06 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.

\*16: PT/2827 £601,441.14 is to be held as a returnable security deposit for the highway works (to be later refunded).

\*18: PT/2834 £194,910.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.

\*20: PT/2830 £20,938.04 includes a returnable security deposit for the highway works (to be later refunded) plus interest.

\*22: PT/2849 £22,108.66 includes a returnable security deposit for the highway works (to be later refunded)

\*23: PT/2849 £37,426.09 reasonable period" for expenditure without owner's agreement has elapsed.

\*24: PT/25 £4,335.22 reasonable period" for spend has elapsed. Awa Agreement with developer being sought

\*28: PT/24 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)

\*32: PT/2846 £176,471.86 funds have been received to provide a specific bus service through TL, therefore implementation is not within control of the Council.

\*38 PT/88/140C £73,774.40 there has not been any petitions for parking schemes in the area.

\*46 PT/88/140F £32,805.42 there has not been any petitions for parking schemes in the area.

\*47 PT/37/40E £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).

\*48 PT/28/63 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).

\*51 PT/28/62/149A £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).

\*52 PT/28/65 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).

\*57 H/11/195B £3,156.00 funds have been received to provide health care services in the borough.

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 30/09/16	AS AT 30/09/16	AS AT 30/09/16	AS AT 30/09/16	To 30/09/16	AS AT 30/09/16	AS AT 30/09/16	(as at mid November 2016)
'59-H13194E										
'60-PT/278176		£12,426.75 funds have been received to provide health care services in the borough.								
'61-PT/110198B		£5,000.00 is to be held as a returnable security deposit for highway works (to be later refunded)								
'62-PT/27817197		£14,240.00 is to be held as a returnable security deposit for the implementation of the travel plan (to be later refunded)								
'63-PT/111206A		£23,000.00 held as security for the due and proper execution of the works.								
'67-PT/114209A		£20,000.00 is to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
'70-H18219C		£25,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'72-H20238F		£3,902.00 funds have been received to provide Health Care services in the borough.								
'74-H22239E		£31,441.99 funds have been received to provide Health Care services in the borough.								
'76-PT/278176238G		£7,363.00 funds have been received to provide Health Care services in the borough.								
'81-H128263D		£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'82-PT/126242D		£5,233.36 funds have been received to provide Health Care services in the borough.								
'84-PT/27817249E		£3,353.86 funds have been received to provide Health Care services in the borough.								
'85-H30276G		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
'87-PT/2781762273A		£4,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)								
'88-PT/1321146J		£35,620.80 funds received to provide health care facilities in the borough.								
'89-H32284C		£72,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)								
'90-PT/278183292		£15,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'91-H33291C		£5,280.23 funds received to provide health care facilities in the borough.								
'92-H34282F		£31,500.00 funds to be held as a returnable deposit for highways works (to be later refunded).								
'93-PT/27817695		£5,416.75 funds received to provide health care facilities in the borough.								
'94-H36289D		£15,031.25 funds received to provide health care facilities in the borough.								
'95-H37301E		£5,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).								
'100-H42242G		£9,001.79 funds received to provide health care facilities in the borough.								
'101-PT/137300A		£12,958.84 funds received to provide health care facilities in the borough.								
'102-PT/138300B		£6,448.10 funds received to provide health care facilities in the borough.								
'103-H44319D		£337,574.00 funds received to provide health care facilities in the borough.								
'104-H46323G		£10,000.00 funds to be used by TfL for traffic study at Bulls Bridge roundabout								
'105-PT/148327		£20,000.00 funds to be used towards TfL scheme at Bulls Bridge roundabout								
'106-H47329E		£24,312.54 funds received to provide health care facilities in the borough.								
'107-H48331E		£14,126.88 funds received to provide health care facilities in the borough.								
'108-H49283B		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
'109-H50333F		£14,066.23 funds received to provide health care facilities in the borough.								
'110-H51231H		£4,320.40 funds received to provide health care facilities in the borough.								
'111-PT/278198339		£447,149.63 funds received to provide health care facilities in the borough.								
'112-H54343D		£12,444.41 funds received to provide health care facilities in the borough.								
'113-H53346D		£17,374.27 funds received to provide health care facilities in the borough.								
'114-H55347D		£20,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).								
'115-PT/278189349		£8,698.77 funds received to provide health care facilities in the borough.								
'116-H57351D		£8,434.86 funds received to provide health care facilities in the borough.								
'117-H58348B		£12,162.78 funds received to provide health care facilities in the borough.								
'118-PT/27810370A		£106,884.18 funds to be held as a returnable deposit for highways works (to be later refunded).								
'119-PT/157359A		£6,212.88 funds received to provide health care facilities in the borough.								
'120-H59359E		£7,597.72 funds received to provide health care facilities in the borough.								
'121-H60359E		£51,234.86 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'122-PT/278105350C		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'123-PT/158371A		£14,997.03 funds received to provide health care facilities in the borough.								
'124-PT/160354C		£25,275.45 funds received to provide health care facilities in the borough.								
'125-PT/161373		£878,500.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'126-PT/165374B		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'127-PT/169383A		£4,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'128-H61382F		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'129-H62384F		£8,872.64 funds received to provide health care facilities in the borough.								
'130-H63385D		£15,482.07 funds received to provide health care facilities in the borough.								
'131-PT/278189540J		£10,196.29 funds received to provide health care facilities in the borough.								
'132-PT/278107355E		£33,397.13 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'133-PT/278108378C		£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'134-PT/17175388		£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
'135-PT/176398		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'136-H64387E		£150,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
'137-H66390D		£15,516.40 funds received to provide health care facilities in the borough.								
		£8,319.90 funds received to provide health care facilities in the borough.								
		£4,382,053.60								

## 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>	This report contributes to the following Council objectives: <i>Our Built Environment; Our People; Financial Management</i>  Investment in schools to adequately address the impact of the population increase within the London Borough of Hillingdon on existing school places. This project also forms part of the Hillingdon Improvement Programme.
<b>Financial Cost</b>	The forecast of the existing Primary Schools capital programme is £139,043k 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 £143,117k 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 updated forecast shows that demand for primary places in the north of the Borough appears to be reaching a plateau. However, there remains a residual need for a small number of additional forms of entry. Thirty additional Reception places have been provided at Hillside Infant School for September 2016. Demand for places in the south of the Borough is still forecast to grow, particularly in the Hayes area where there has been significant housing development, with more expected in the future. For 2016, Guru Nanak Academy offered an additional 30 Reception places. Officers are in the process of exploring options to meet this future need and will report back to Members in the first instance for consideration.

##### Phase 4 - Permanent School Expansions

The planning applications for the 1 FE expansions of Hillside Infant and Junior Schools and Warrender Primary School have been submitted. Work has now started on preparing the documentation required to procure a contractors for these projects.

#### **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, albeit with pressure building at a slower pace than indicated in the 2015 forecast. Over the next five years, it is expected that there will be a need for an additional 11-13 forms of entry. This is in addition to the existing programme of expansions (Northwood, Abbotsfield and Swakeleys schools, which will add 5.5 forms of entry capacity). A new free school, Pinner High School, has opened in Harrow, 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. The recent announcement by the Education Funding Agency of two new secondary Free Schools in the north of the Borough will assist in alleviating the demand pressures. However, no sites have been confirmed for these new schools.



## Secondary School Expansions

Discussions with a number of secondary schools regarding expansion are progressing. Arcadis LLP have been appointed as multi-disciplinary consultants for these projects and are working 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 has been managed by the Council.

**Northwood School:** Following the completion of phase 1 of the construction works at Northwood Secondary School (new school building, new sports hall and car park) in September 2016, phase 2 of the works (demolition of old school buildings and the provision of sports pitches) commenced in October 2016 and remains on schedule for completion in July 2017.

**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 was split into 2 tranches as outlined in table 1. The main contract works have now been completed on all the projects that were started earlier in the year.

**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	Complete
Minet Infant and Junior	New hot water generator.	Complete
Hayes Park Primary	Replacement heating and hot water systems	Complete
Yeading Junior	Boiler and window replacement.	Complete
<b>Tranche 2</b>		
Coteford Infant	Partial roof renewal, new internal lighting in the roof void areas and new external lighting	Complete
Colham Manor Primary	Replacement heating and hot water systems	Complete
Warrender Primary	Fire safety upgrade, boiler replacement plant and front entrance adaptation works	Complete
Field End Junior	New roofing	Complete
Newnham Infant & Junior	Replacement heating and hot water systems	TBC

**Newnham Infant and Junior:** Whilst the designs for the proposed 1FE expansion works were being completed the requirement to carry out condition works at this school was being kept under review. As the expansion project at these schools is subject to review, the proposed condition works required at the site are being reconsidered for implementation, subject to agreement from Members.

## 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 and details will be included in a future Cabinet Report.

### **3.4 PRIORITY SCHOOLS BUILDING PROGRAMME PHASE 2 (PSBP2)**

In 2014 the Department of Education (DfE) announced the availability of funding under Phase 2 of Priority Schools Building Programme which is focused on undertaking major rebuilding and refurbishment works for schools and sixth form colleges in the very worst condition. These projects will be managed directly by the Education Funding Agency (EFA).

The Council submitted 'Expressions of Interest' for a number of maintained schools of which 5 were successful; The Skills Hub, Minet Infant School, Minet Junior School, Harlington School and Meadow High School. Since the announcement of the successful schools The Skills Hub has become an Academy. A further 3 applications made directly by Botwell House Catholic Primary School, Douay Martyrs Catholic School and Queensmead School were also successful.

For the Council maintained schools in the programme (Minet Infant School, Minet Junior School, Harlington School and Meadow High School) the initial meetings between the EFA, their appointed consultants and the schools have now taken place and the EFA are currently in the process of completing their initial feasibility studies for the projects.

### **3.5. FINANCIAL IMPLICATIONS**

#### Month 7 Monitoring - Financial Summary

The total Schools Expansion Capital Programme revised budget is £313,571k for the period up to 2020/21 including prior years. This includes £140,023k 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.

The forecast over the life of the schools expansion programme is an under spend of £1,608k representing a favourable movement of £133k from the previous month. This is partly in relation to released project contingency budgets amounting to £378k that are no longer required on completed schemes within the Primary Schools Phase 2 and 3 programmes.

An under spend of £61k is reported on the implementation of mobile classrooms at Hillside and Newnham primary schools for bulge year provision. In addition an under spend of £1,037k is reported after completion of Phase 1 of the replacement of Northwood School under the Secondary Schools New Build Programme.

A further £132k has been reported as a cost underspend within the overall programme largely as a result of the minor works budget in place to meet the costs of legacy schemes no longer being required.

## Phase 4 - Permanent School Expansions

The potential expansion of three schools will be funded from the initial £27,400k set aside for Phase 4 permanent expansions. The 1 FE expansions at both Hillside and Warrender will proceed as planned whilst the proposed expansion at Newnham will remain under review with the option to expand at a later date if required. There is forecast slippage of £417k arising from this.

The demand for places in the South of the borough is still forecast to grow due the intensification of housing developments in addition to the potential loss of pupil places at Nanaksar School. The implications of this are being considered as part of the ongoing capital MTF process.

## Secondary School Expansions

The revised forecast for secondary school places shows a longer term sustained pressure for additional school places however this is at a slower pace than indicated previously. The additional need of 11-13 FE's is a reduction on the prior reported position.

Discussions have been ongoing with a number of secondary schools regarding expansion and multi disciplinary consultants are undertaking design work for possible expansions.

Costs associated with the expansion of secondary schools to meet future demand (excluding Northwood and Abbotsfield) have been reflected in the revised budget of £95,900k approved by Council in February 2016. The budgetary requirement is being reviewed in light of the revised school places forecast. The 2016/17 budget reports slippage of £1,112k based on re-profiling of schemes within the programme.

## Free School Proposals

In September 2016 the EFA announced the successful application of two Free Secondary Schools in the north of the Borough. The progress of the proposals would be dependent on the availability of suitable sites. These schools can assist in meeting the aforementioned secondary school places with the potential to have a favourable impact on the existing capital investment programme.

## Priority Schools Building Programme Phase 1 (Secondary Schools Replacement)

Northwood - Phase 1 of the construction works at Northwood Secondary School is complete and Phase 2 to demolish the old building and external works is underway. As noted above the overall forecast outturn is an under spend of £1,037k partly due to released contingencies on Phase 1 of the project that are no longer required and also savings on furniture, fittings and equipment.

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 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. There is forecast slippage of £2,000k on the 2016/17 budget due mainly to re-profiling of highways works which will not be completed this financial year.

### Schools Condition Programme

The 2016/17 revised capital programme budget for the Schools Conditions Building Programme is £3,850k which is financed from a combination of internal and external resources including school contributions.

The revised budget is required to fund nine Phase 1 priority schemes approved by Cabinet in January 2016. The budget is also required to meet the retention and legacy costs of prior year schemes whilst also setting aside provision for winter contingency should the need arise for reactive capital maintenance.

Works are complete at eight of the nine schools that comprise the Phase 1 main School Conditions Programme. There may be works required at Newnham School whilst the expansions project remains under review.

Works are identified for several schools as Phase 2 of the programme, however as these works will not be completed until next financial year there is forecast slippage of £760k.

## **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 & Junior	1 FE Expansion.	Pre-construction.
Warrender Primary	1 FE 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.	Phase 1 complete Phase 2 will be completed in July 2017
Abbotsfield School	2.5 FE Expansion: Demolition of existing school and construction of a new 9 FE school.	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.	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.

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

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