



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 27
SEPTEMBER 2018

Time: 7.00 PM

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

**Meeting
Details:** Members of the Public and
Media are welcome to attend
this meeting and observe the
public business discussed.

This meeting will also be
broadcast live on the
Council's YouTube Channel.

To all Members of the Cabinet:

Ray Puddifoot MBE (Chairman)
Leader of the Council

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

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Housing, Health & Wellbeing

Douglas Mills
Community, Commerce & Regeneration

Richard Lewis
Central Services, Culture & Heritage

Published:
Tuesday, 18 September 2018

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

This Agenda is available online at:
www.hillingdon.gov.uk

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

Putting our residents first

Useful information for residents and visitors

Watching & recording this meeting

You can watch the public part 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.

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

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Accessibility

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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:

27 September 2018 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

18 September 2018
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 Transport for London: Local Implementation Plan Three and Annual Spending Submission 2019/20 (Cllr Keith Burrows) 11 - 22
- 6 Consideration of setting a Licensed Deficit Budget for Holy Trinity CE Primary & Oak Wood Secondary schools (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 23 - 40
- 7 Mental Health Section 75 Agreement with Central and North West London NHS Foundation Trust (Cllr Philip Corthorne) 41 - 116
- 8 Council Budget: 2018/19 Revenue and Capital Month 4 Budget Monitoring Report (Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco) 117 - 178
- 9 School Capital Programme Update (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 179 - 188
- 10 Quarterly Planning Obligations Monitoring Report (Cllr Keith Burrows) 189 - 224

Cabinet Reports - Part 2 (Private and Not for Publication)

- | | | |
|-----------|---|-----------|
| 11 | Contract Award: Hosting and Application Support for the Council's Oracle E-Business Suite System (Cllr Jonathan Bianco) | 225 - 234 |
| 12 | Sale of Site adjacent to South Ruislip Library (Plot B) to Hillingdon First Limited (Cllr Jonathan Bianco) | 235 - 240 |
| 13 | The provision of Pesticide Residue Testing, Radiation Testing & Bacterial Testing for the Imported Food Office, Heathrow (Cllr Douglas Mills) | 241 - 250 |
| 14 | Property at Stipularis Drive, Yeading (Cllr Jonathan Bianco) | 251 - 256 |
| 15 | Voluntary Sector Lease (Cllr Jonathan Bianco) | 257 - 264 |

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.

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

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Minutes

Cabinet

Thursday, 26 July 2018

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



HILLINGDON
LONDON

Published on: 27 July 2018

Decisions come into effect from: 3 August 2018 *

Cabinet Members Present:

Ray Puddifoot MBE

David Simmonds CBE

Jonathan Bianco

Douglas Mills

Keith Burrows

Richard Lewis

Susan O'Brien (Ex-Officio Member of the Cabinet)

Members also Present:

Wayne Bridges

Henry Higgins

Simon Arnold

Nick Denys

Peter Curling

John Morse

John Oswell

Ian Edwards

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Philip Corthorne.

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 21 June 2018 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.

5. REVIEW INTO AIR QUALITY BY THE PREVIOUS 2017/18 RESIDENTS' & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

Councillor Wayne Bridges introduced the report from the previous Committee, which was warmly welcomed by Cabinet.

RESOLVED:

That Cabinet:

- A. Welcome the upcoming review of the Council's Air Quality Action Plan in 2018 and the positive and comprehensive work being undertaken by the Council to tackle air quality issues locally.**
- B. Note that in support of this, the Committee has examined the topic of Air Quality and makes the following recommendations to Cabinet, for consideration as part of the wider review as follows:**
 - 1. The Action Plan should maintain a strong focus on Hillingdon school travel plans. It should prioritise work with schools most affected by air pollution, particularly to explore measures to tackle car/coach idling emissions.**
 - 2. Further promotion of the Air Text service/pollution alerts for Borough residents should be considered.**
 - 3. Explore ways in which the Council can work with businesses to help them and their employees improve air quality in the Borough.**
 - 4. Review the air quality monitoring networks across the Borough to ensure that there is appropriate coverage, particularly in Air Quality Focus Areas.**
 - 5. As the whole Borough is designated a Smoke Control Area, that the Council explores further ways to make businesses and residents aware of their responsibilities.**
 - 6. That existing work by the Council to promote healthier and greener alternatives to driving, such as cycling and walking and other practical ways to reduce pollution be integrated into the Action Plan along with ways to evaluate their impact in helping to reduce emissions.**

Reasons for decision

Cabinet received a report from the previous 2017/18 Residents' & Environmental Services Policy Overview Committee which had made a number of Hillingdon specific recommendations regarding air quality. Whilst recognising the work already that had been undertaken, it was noted that the Committee had identified areas that

could be focussed on further to help manage key air quality issues affecting residents.

Cabinet highlighted the impact on children of poor air quality and also the Council's recently announced legal challenge in respect of the Borough's main contributor of pollution, Heathrow Airport.

Cabinet agreed the recommendations to go forward as part of the Borough's Air Quality Action Plan to be comprehensively reviewed this year.

Alternative options considered and rejected

The Cabinet could have decided to reject some or all of the Committee's recommendations.

Officers to action:

Val Beale, Residents Services (implementation)
Anisha Teji, Chief Executive's Office (monitoring)

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. REVISED FINANCING SCHEME FOR SCHOOLS

RESOLVED:

That the Cabinet approves the Revised Scheme for Financing Schools.

Reasons for decision

Cabinet agreed the necessary technical changes to the Scheme for Financing Schools in light of new guidance from the Government, predominantly on the treatment of loans to schools. Cabinet noted that the Scheme was a statutory document that set out the financial relationship between the Council and maintained schools within the Borough.

Alternative options considered and rejected

None.

Officer to action:

Peter Malewicz, Finance

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. UPDATE TO HILLINGDON'S LOCAL DEVELOPMENT SCHEME

RESOLVED:

That the Cabinet:

- 1. Endorses and recommends that the Local Development Scheme is referred to Full Council in September 2018 for adoption.**
- 2. Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, any editing and textual changes to the Local Development Scheme prior to submission to Council.**

Reasons for decision

Cabinet received an updated version of the Local Development Scheme which was a statutory document that set out the timetable for the production of the Local Plan. Cabinet recommended it to Council for final approval.

Alternative options considered and rejected

None.

Officer to action:

James Gleave: 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. MONTHLY COUNCIL BUDGET MONITORING REPORT - MONTH 2

RESOLVED:

That Cabinet:

- 1. Note the budget position as at May 2018 (Month 2) as outlined in Table 1.**
- 2. Note the Treasury Management update as at May 2018 at Appendix E.**
- 3. Continue the delegated authority up until the September 2018 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 21 June 2018 and 26 July 2018 Cabinet meetings, detailed at Appendix F.**

4. **Delegate full authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Director of Residents Services, to make all necessary procurement and financial decisions, including approving the appointment of further consultancies and the placing of building contracts required for the development of the mixed tenure scheme at Acol Crescent comprising 19 General Needs and 14 Shared Ownership housing units.**
5. **Accept a capital grant of £205k from the Department for Education in respect of the Healthy Pupils Capital Fund.**
6. **Accept an award of £200k from Transport for London in respect of the Borough Principal Roads programme.**
7. **Agree to fund a lease for a horse to support a local paralympic athlete at a cost of £8k per annum for up to three years.**
8. **Agree an annual grant for 2018/19 of £81,000 to the Metropolitan Police Service for a variety of activities including, twelve month leasing of semi-marked police cars, pro-active operations to tackle drug misuse and support for responses to domestic abuse cases.**
9. **Ratify a special urgency decision taken by the Leader of the Council and the Cabinet Member for Community, Commerce and Regeneration on 24 July 2018 to agree the appointment of DSSL Group Ltd to undertake the replacement of CCTV systems at various Town Centre locations across the Borough under single tender action.**

Reasons for decision

Cabinet was informed of the latest Month 2 forecast revenue, capital and treasury position for the current year 2018/19 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a number of decisions, including the acceptance of grants from the Government and Transport for London for public health and transport initiatives. Cabinet also agreed support for Hillingdon's Gold Medal Paralympic Dressage rider and funding towards the Metropolitan Police for local community safety priorities. Furthermore, a decision previously taken under delegated authority to upgrade the CCTV across the Borough's towns and villages, was ratified.

Cabinet also remarked on the Dedicated Schools Budget and called on the Schools Forum to take more responsibility leading on the financial challenges that are currently facing local schools.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance

Classification: Public

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

9. FORMER ADULT EDUCATION CENTRE & LAUREL LANE PRIMARY SCHOOL ACADEMY LEASE

RESOLVED:

That the Cabinet:

- 1. Authorises the grant of a lease of the former Adult Education Centre to LDBS Frays Academy Trust for a term of years to expire co-terminously with the 125 year lease of Laurel Lane Primary School dated 28th March 2013, as set out on the site plan.**
- 2. Authorises giving consent to the Trust to carry out the proposed refurbishment of the former Adult Education Centre building and notes that the Council will contribute £35,000 towards the cost of the refurbishment.**

Reasons for decision

Cabinet gave its approval to a supplemental lease of the former Adult Education Centre alongside the existing 125 year academy lease of Laurel Lane Primary School. Cabinet also agreed to contribute funding towards the refurbishment of the Centre, so that the School could enhance the early years and educational facilities available to local residents.

Alternative options considered and rejected

Cabinet could have decided to retain the building, however, it had identified no other use for the site.

Officer to action:

Mike Paterson, 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.

10. GRANT OF A LEASE TO OCCUPY WORKSHOP AND YARD AT HARLINGTON ROAD DEPOT

RESOLVED:

That the Cabinet authorises the grant of a 5 year lease to Dennis Eagle Limited for a workshop and yard at Harlington Road Depot (as shown in the site plan) with a three month break clause to terminate concurrently with the Commercial Contract as detailed in this report and instructs Legal Services to complete the appropriate lease documentation.

Reasons for decision

Cabinet agreed to grant a lease for property located on Harlington Road Depot for use as a workshop and yard to Dennis Eagle Limited, following a decision in April 2018 to award up to a five year contract to the company to provide vehicle and plant inspection, servicing, maintenance and repair to the Council's fleet of vehicles.

Alternative options considered and rejected

Cabinet could have not granted a lease, but this would have affected the delivery of services to the Council's fleet.

Officer to action:

Michele Wilcox - 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.

11. CONTRACT FOR LIFT REPLACEMENT PROGRAMME - MELBOURNE HOUSE, YEADING AND SKEFFINGTON COURT, HAYES

RESOLVED:

That the Cabinet:

- 1. Agrees to accept the tender received from Lift and Engineering Services Limited for the replacement of the four passenger lifts installed within Melbourne House, Yeading and Skeffington Court, Hayes;**
- 2. Agrees to award a contract for these same works to Lift and Engineering Services Limited for the value of £669,292. Based upon the Council's specification.**

Reasons for decision

Cabinet awarded a contract to upgrade the lifts at Melbourne House, Yeading & Skeffington Court, Hayes, both of which were high-rise tower blocks in the Borough, to ensure the safety and convenience of the residents in the buildings.

Alternative options considered and rejected

The Cabinet could have decided not to upgrade the lifts, but agreed that this would not solve underlying problems of unreliability and could result in further costly repairs.

Officer to action:

Gary Penticost, 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.

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

No additional items were considered by the Cabinet.

The meeting closed at 19.25pm.

Internal Use only - implementation of decisions

When the Cabinet's decisions come into effect

Cabinet's decision on the Local Development Scheme took immediate effect and is now referred to Full Council for approval.

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the remaining Cabinet decisions. Therefore, these decisions can be implemented by officers upon the expiry of the scrutiny call-in period date below:

from 5pm, Friday 3 August 2018

Officers to action the decisions are indicated in the minutes.

The minutes are the official notice for any subsequent internal process approvals required by officers to action the Cabinet's decisions.

The public part of this meeting was broadcast on the Council's YouTube channel [here](#). Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.

If you would like further information about the decisions of the Cabinet, please contact the Council below:

democratic@hillington.gov.uk

Democratic Services: 01895 250636

Media enquiries: 01895 250403

To find out more about how the Cabinet works to put residents first, visit [here](#).

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TRANSPORT FOR LONDON, LOCAL IMPLEMENTATION PLAN THREE AND 2019/20 ANNUAL SPENDING SUBMISSION

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Alan Tilly, Residents Services
Papers with report	None

HEADLINES

Summary	To make a decision upon the content of the Transport for London Local Implementation Plan Three and Transport for London 2019/20 Annual Spending Submission along with authorisation to prepare and submit both documents to Transport for London.
Putting our Residents First	<p>This report supports the following Council objectives of: <i>Our People; Our Natural Environment; Our Built Environment; Our Heritage and Civic Pride; Strong financial management.</i></p> <p>The Council's adopted Local Plan Part 1 (2012) and Submitted Local Plan Part 2 (2018)</p>
Financial Cost	There are no direct financial costs arising from this report. The preparation of the Transport for London Local Implementation Plan Three and the 2019/20 Annual Spending Submission will enable the Council to secure funding from Transport for London for investment in transport projects and programmes.
Relevant Policy Overview Committee	Residents, Education and Environmental Services.
Relevant Ward(s)	All

RECOMMENDATIONS

That the Cabinet:

1. **Instructs officers to prepare and submit to Transport for London the draft for consultation Local Implementation Plan Three which will include the nine Borough Objectives set out in this Report;**
2. **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, to agree the final list of Draft Local Implementation Plan Three consultees;**
4. **Agrees the principles of the Council's Draft Local Implementation Plan Three and the 2019/20 Annual Spending Submission to Transport for London as set out in the report;**
5. **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, to agree the Draft Local Implementation Plan Three and the 2019/20 Annual Spending Submission prior to submission to Transport for London; and**
6. **Notes that the subsequent progression of any individual scheme or programme in the Draft Local Implementation Plan Three and the 2019/20 Annual Spending Submission, will be subject to the Council's democratic capital release procedures. Final sign-off will be by the Leader of the Council and Cabinet Member for Finance, Property and Business Services.**

Reasons for recommendation

The Local Implementation Plan (LIP) mechanism is used by London boroughs to deliver locally the Mayor's Transport Strategy 2018 (MTS) outcomes and by which Transport for London (TfL) provides funding to the boroughs towards this end. The London Borough of Hillingdon is required to prepare and submit to TfL by 2nd November 2018 the Draft for Consultation Local Implementation Plan Three (LIP3) and the 2019/20 Annual Spending Submission. The 2019/20 Annual Spending Submission sets out the proposed expenditure on transport schemes on a project-by-project basis for the coming financial year.

Alternative options considered / risk management

Cabinet could decide not to submit the 2019/20 Annual Spending Submission but this would put at risk a significant amount of funding that TfL have indicated is available to the Council for investment on a range of transport projects and programmes.

Democratic compliance / previous authority

Cabinet authority is required to respond to such consultations and also authorise submission of any bid to an external public body where a financial commitment or any agreement by the Council may be required.

Policy Overview Committee comments

None at this stage

SUPPORTING INFORMATION

Transport for London Local Implementation Plan Three and the Annual Spending Submission 2019/20

In March 2018 Sadiq Khan Mayor of London, published the Mayor's Transport Strategy (2018). This sets out his plans to "*Transform London's streets, improve public transport and create opportunities for new homes and jobs*". To achieve this, the Mayor wants to encourage more people to walk, cycle and use public transport. The Greater London Authority Act 1999 requires each London borough to prepare Local Implementation Plans containing its proposals for the implementation of the MTS.

Guidance produced by TfL states that Hillingdon's LIP3 should contain:-

- Borough objectives and a Delivery Plan for meeting these;
- A list of potential highway and transport schemes up to 2041; and
- A costed programme of investment for the three year period 2019/20 to 2021/22.

The LIP3 should set out how the London Borough of Hillingdon will work towards the achieving the MTS goals of:-

- Healthy streets healthy people;
- A good public transport experience; and
- New homes and jobs.

The MTS has nine expected outcomes, in response, Hillingdon in its LIP3 must set out nine corresponding Borough objectives. The nine Borough objectives are central to LIP3 as these set out what the Council will do locally to help deliver the MTS outcomes.

The Hillingdon LIP3 must also contain a Delivery Plan, this sets those highway and transport schemes up to 2041 that will be implemented locally in pursuance of Hillingdon's objectives and the Mayor's outcomes.

Similar to previous years and ahead of Hillingdon's LIP3 coming into effect in March 2019, the Council is required to submit to TfL no later than on 2nd November 2018 its Annual Spending Submission. This should contain a detailed and costed programme of schemes and initiatives for the first year of the LIP3 - 2019/20.

In previous years, each of the Council's highway and transport schemes has been listed under one of eight programme headings. These are listed below:

1. Transport Interchange and Improving the Public Realm;
2. North South Links and Supporting Growth;
3. School Travel Plan and Local Roads Safety Measures;
4. Accessibility and Mobility;
5. Parking Management Schemes;
6. Public Footpath Improvements;
7. Transport Impacts; and
8. Road Safety, Active Travel and Public Health Campaigns.

As the MTS has nine outcomes and the Council nine objectives, it is logical for the Council to now have nine corresponding programme headings in both its LIP3 Delivery Plan and the 2019/20 Annual Spending Submission.

This sequential line of nine outcomes, objectives and Delivery Plan/Annual Spending Submission programmes headings have been discussed with and are supported by the Cabinet Member for Planning, Transport and Recycling. It is proposed to group all transport projects and programmes funded by TfL under the most relevant Borough objective. Each scheme for which funding is sought will be matched against the most appropriate MTS outcome and Hillingdon objective in its capital release report.

The section below sets out the Mayor's Transport Strategy outcomes, Hillingdon's objectives and measures to be contained in Hillingdon's LIP3 Delivery Plan/ 2019/20 Annual Spending Submission.

Outcome 1: London's streets will be healthy and more Londoners will travel actively

Hillingdon Objective: Hillingdon's streets will be characterised by the 10 health streets indicators.

Town Centre and residential streets will be assessed against the Healthy Streets guidance and barriers to active travel will be addressed through projects and programmes contained in the Local Implementation Plan 3.

Hillingdon Delivery Plan/Annual Spending Submission

Active travel projects and programmes including but not limited to:

- Public realm improvements;
- Places for people;
- Interchange between modes;
- Facilities for disabled people;
- Walking and cycling facilities; and
- Street trees.

Outcome 2: London's streets will be safe and secure

Hillingdon Objective: **Real and perceived threats to safety will be identified and addressed.**

London Borough of Hillingdon will work with stakeholders to collect, collate, analyse and interpret road traffic collision causality data and crime statistics to help understand real and perceived threats to residents' personal safety. A package of measures will be drafted and contained in LIP3 to address the issues identified.

Hillingdon Delivery Plan/ Annual Spending Submission

Road traffic and personal safety projects and programmes including but not limited to:

- A package of road safety education, training and publicity that targets all road users;
- Local road safety schemes;
- Partnership working with the Metropolitan Police Safer Transport Team;
- Monitoring and enforcement;
- Traffic calming and 20 mph zones; and
- School Travel Plan road safety schemes.

Outcome 3: London's streets will be used more efficiently and have less traffic on them

Hillingdon Objective: **Through design, planning and management Hillingdon's streets will be used efficiently and have less traffic on them.**

Through proper design, management and maintenance streets in Hillingdon will operate to maximum efficiency. Land use/transportation planning policies will be applied to reduce the need to travel and measures will be put in place to encourage and enable travel by public transport, cycling and walking - helping Hillingdon's streets to become places for people.

Travel Plans will continue to be required in support of new planning applications, delivery of these will continue to be monitored. The Council will implement, monitor and review actions in the Delivery Plan aimed at reducing the volume of road traffic using Hillingdon's roads.

Hillingdon Delivery Plan/Annual Spending Submission

Managing the road network projects and programmes including but not limited to:

- Understanding and addressing traffic congestion;
- Parking management schemes;
- Travel awareness campaigns;
- Car parking strategies and management;
- Parking Management Schemes;
- Stop and Shop schemes;
- Legible London;
- Managing the impact of road works and disturbance caused by utility companies;
- Managing the impact of construction traffic; and
- Freight deliveries/consolidation centres.

Outcome 4: London's streets will be clean and green

Hillingdon Objective: Town centres will be vibrant, clean and accessible, residential areas will be safe, quiet and relaxing, business streets will be connected to the wider transport network.

Hillingdon's streets will be safe, clean and green and places for people. This will be achieved through the development management process, maintenance and investment in the measures identified in the Healthy Streets Guidance. Air quality will be monitored and using a priority based approach, the Council will devise a package of LIP3 measures to reduce public exposure to air pollution. The Council will be early adopter of new technology and innovation.

Hillingdon Delivery Plan/Annual Spending Submission

Transport and the environment projects and programmes including but not limited to:

- Air quality management schemes;
- Noise reduction measures;
- Residential amenity;
- Street trees;
- Measures to alleviate the detrimental impact of road traffic in residential areas
- Access to the Grand Union Canal
- Linking Public Open Space
- Sustainable Urban Drainage (SUDS); and
- Electric vehicle infrastructure and supporting a low emission bus and taxi fleet.

Outcome 5: The public transport network will meet the needs of a growing London

Hillingdon Objective: The public transport network will respond to and shape the built environment that it serves.

New and existing bus service start points, final destinations and places en-route will include facilities for both the operation of public transport and improving passenger experience. The Council will gather quantitative and qualitative data through a range of means to help develop public transport projects. Every opportunity will be taken to secure developer contributions to provide public transport infrastructure for both the passenger and operator. The Council will be an early adopter of new models for delivering public transport.

Hillingdon Delivery Plan/Annual Spending Submission

Public transport development projects and programmes including but not limited to:

- Demand responsive bus services;
- Car clubs;
- Real time information;
- Promotion campaigns and incentives to increase public transport uptake;
- Dial-a-Ride; and
- Travel Plans and personalised journey planning support for business and residents.

Outcome 6: Public transport will be safe, affordable and accessible to all

Hillingdon Objective: Public transport in Hillingdon will be inclusive and satisfy the travel needs of residents, visitors and businesses.

From the outset every opportunity will be taken to ensure that public transport in Hillingdon is inclusive to all. Bus stops, railway stations and taxi ranks will be well lit, clean and maintained and any physical barriers to accessibility removed. Use will be made of the TfL model, iBus data and the findings of the WestTrans Strategic Bus Corridor Studies to prioritise the implementation.

Hillingdon Delivery Plan/Annual Spending Submission

Public transport use projects and programmes including but not limited to:

- Access to bus stops;
- Step free access;
- Electric bus fleet with charging point infrastructure
- Focus on the first and last mile interventions;
- Improving on-street information; and
- Interventions to make the trip to bus stops and train stations safe, convenient and attractive.

Outcome 7: Journeys by public transport will be pleasant, fast and reliable

Hillingdon Objective: The development and management of Hillingdon's streets will support frequent and reliable public transport services.

How the public transport network is managed and investment prioritised will be in response to user demand and benefit. Measures will provide for the needs of public transport operators and facilities for passengers. Developer contributions will be a key source of funding for this investment.

Hillingdon Delivery Plan/Annual Spending Submission

Public transport infrastructure and network management including but not limited to:

- Bus priority measures;
- Traffic signal efficiencies;
- Parking management;
- Delivery and freight management;
- Junction improvements;
- Corridor improvements; and
- Monitoring and review.

Outcome 8: Active, efficient, and sustainable travel will be the best option in new developments

Hillingdon Objective: Through land use/transport planning the travel choices in new developments will include all those that are active, efficient and sustainable.

Through the development management process new developments will be situated in locations accessible by walking, cycling and public transport and will include facilities to encourage and enable travel by these modes.

Hillingdon Delivery Plan/ Annual Spending Submission

Sustainable transport projects and programmes including but not limited to:

- Liveable neighbourhoods - working with developers to bring forward developments that cater for all modes of transport;
- Facilities for disabled people;
- Investment in the network of public footpaths;
- Strategic cycle routes;
- Cycle parking;
- Cycle infrastructure; and
- Car parking that is responsive to local circumstance

Outcome 9: Transport investment will unlock the delivery of new homes and jobs

Hillingdon Objective: Transport planning and investment will connect and facilitate the release of sites for new homes and jobs.

Using the Local Plan the opportunities to deliver new homes and jobs will be identified and LIP3 funds will be used for investment in measures to unlock site constrained by poor transport accessibility. There will be projects to improve the public realm in turn giving business the confidence to invest.

Hillingdon Delivery Plan / Annual Spending Submission

Transport and growth projects and programmes including but not limited to:

- Multi-modal corridors;
- Access to business parks by walking, cycling and public transport;
- Network capacity improvements; and
- Access to Elizabeth Line (Crossrail).

Submission Process

By 2nd November 2018 Boroughs are required to have produced and submitted to TfL and other consultees a draft LIP3.

Section 145 (2) of The GLA Act places a duty on Boroughs to consult the following persons or bodies when preparing their LIP3:-

- The relevant Commissioner or Commissioners of Police for the City of London and the Metropolis
- TfL
- Such organisations representing disabled people as the boroughs consider appropriate
- Other London boroughs whose area is, in the opinion of the council preparing the LIP, likely to be affected by the plan
- Any other body or person required to be consulted by the direction of the Mayor.

Transport for London recognises that Boroughs will have their own local engagement and consultation arrangements but suggests they may also wish to consult with:-

- Elected members
- The Local Strategic Partnership
- The Borough's Director of Public Health
- Local community groups, transport user groups, environmental groups and representatives of younger and older people (for example, London TravelWatch, the London Cycling Campaign, Sustrans, Living Streets, English Heritage, Transport for All, the Road Haulage Association, the Freight Transport Association, the AA and RAC)
- A mobility forum, or similar
- Other service sectors (for example, health, education, planning, fire)
- Crime and disorder reduction partnerships
- Business communities, including Business Improvement Districts (BIDs), large employers and London First
- Transport operators, taxi driver associations and private hire vehicle (PHV) companies

No later than December 7th 2018 TfL will respond to Boroughs advising on the adequacy of their LIP3. The Council then has until 16th February 2019 to amend the LIP3 and submit the final draft version to TfL.

If LIP3 is approved by the Mayor of London, TfL will then provide the funding needed to implement the schemes listed in the Delivery Plan. Over the last three financial years, the average value of the annual LIP settlements has been £5,479,000 per annum.

Financial Implications

In March 2018 The Mayor of London published the Mayor's Transport Strategy (2018). This sets out his plans to "*transform London's streets, improve public transport and create opportunities for new homes and jobs*". To achieve this, the Mayor wants to encourage more people to walk, cycle and use public transport. The Greater London Authority Act 1999 requires each London borough to prepare Local Implementation Plans containing their proposals for the implementation of the Mayor's Transport Strategy.

Ahead of Hillingdon's LIP3 coming into effect in March 2019, the Council is required to submit to TfL no later than on 2nd November 2018 their Annual Spending Submission. This should

contain a detailed and costed programme of schemes and initiatives for the first year of the LIP3 - 2019/20.

In December 2017 TfL confirmed Hillingdon's 2018/19 Local Implementation Plan funding allocations as set out in the following table:

Table One. 2018/19 Local Implementation Plan funding

Local Implementation Plan Programme	2018/19 £000
Corridors and Neighbourhoods	2,373
Local Transport Fund	100
Total	2,473

On the basis of current funding levels officers will submit the 2019/20 Annual Spending Submission scheme proposals for a total of £2,473k in respect of the Local Implementation Plan Delivery Plan consisting of capital and revenue. The final split of capital and revenue will depend on the nature of scheme proposals. The approved capital programme submitted to Cabinet in February 2018 assumes a baseline TfL grant funded expenditure budget of £2,473k for 2019/20, which will be refreshed once TfL confirm the final funding position for next year following the submission.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon Hillingdon residents, service users and communities?

By producing and submitting to TfL LIP3, the Council can realistically expect to receive funding from TfL for investment in local transport projects and programmes. These projects and programmes include town centre enhancements, transport interchange, road safety, mobility and accessibility, parking management, footpaths and public health. This investment will benefit Hillingdon residents, service users and community by supporting the local economy, improving public health and protecting the environment.

Consultation carried out or required

None at this stage.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report and associated financial implications, noting that the recommendations outlined above are intended to enable the Council to secure grant funding from Transport for London to deliver improvement to local transport infrastructure. The Council's Medium Term Financial Forecast incorporates an estimate of funding available through this route, which will be refined over the coming months and confirmed as part of the broader budget setting report in February 2019.

Legal

The Borough Solicitor confirms that the Council is responsible for submitting the local Implementation Plan for approval pursuant to Section 145 of the Greater London Authority Act 1999.

Infrastructure / Asset Management

No comments.

BACKGROUND PAPERS

- Mayor of London, Guidance for Borough Officers on Developing the Third Local Implementation Plan, March 2018; and
- Model Template and Text for Preparing the Third Local Implementation Plan, April 2018.

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CONSIDERATION OF SETTING A LICENSED DEFICIT BUDGET IN 2018/19 FOR TWO SCHOOLS IN THE BOROUGH

Cabinet Member(s)	Councillor David Simmonds CBE Councillor Jonathan Bianco
Cabinet Portfolio(s)	Deputy Leader of the Council & Cabinet Member for Education & Children's Services Cabinet Member for Finance, Property and Business Services
Officer Contact(s)	Peter Malewicz - Finance
Papers with report	<ol style="list-style-type: none"> 1. Written request from Holy Trinity CE Primary School to set a deficit budget for 2018/19 + 3 Year Budget Plan 2018/19-2020/21 2. Written request from Oak Wood School to set a deficit budget for 2018/19 +3 Year Budget Plan 2018/19-2020/21

HEADLINES

Summary	This report seeks Cabinet's approval for Holy Trinity CE Primary School and Oak Wood School to set a licensed deficit budget in 2018/19.
Putting our Residents First	Schools are a key frontline service in the Borough and are the largest service providing investment in residents' children's and young people's future life chances and delivering on Our People Theme in the Council's Vision.
Financial Cost	Funding for schools and school related expenditure is provided through the Dedicated Schools Grant (DSG) and the Pupil Premium and as such has no impact on the Council's budget requirement, although the Council will need to provide the schools with sufficient cashflow by means of paying the schools DSG Budget in advance of receipt of the grant. It should be noted that schools cannot borrow money unless they have written permission of the Secretary of State.
Relevant Policy Overview Committee	Residents, Education and Environmental Services
Relevant Ward(s)	Northwood & Hillingdon East

RECOMMENDATIONS

That Cabinet:

1. Approves the application for a licensed deficit from Holy Trinity CE Primary School for 2018/19.
2. Approves the application for a licensed deficit from Oak Wood School for 2018/19.

Reasons for recommendation

Cabinet is the decision making body for school funding issues. By agreeing for these two schools to set a licensed deficit budget will enable the schools to function with the certainty of funding, whilst the schools take reasonable steps to manage their costs.

Alternative options considered / risk management

Cabinet could decide to take the following alternative action:

- (a) Write off the deficit, which would need to be agreed by the Schools Forum, if the expectation is for the DSG to fund any school deficit.
- (b) Withdraw the governor delegated powers over the schools budgets if it is felt that the school has been given advice and support by the Local Authority but has not taken adequate action to address the financial position.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

The Scheme for Financing Schools determines that maintained schools are required to submit a balanced three year budget plan approved by the full Governing Body by the 31st May each financial year. In exceptional circumstances, where a governing body has explored all alternatives to the satisfaction of the Local Authority, it may be appropriate for the Local Authority to agree to licence a deficit for a specific period. It would be expected that the vast majority of deficits should be for one financial year. In particularly exceptional circumstances, however, school governing bodies may agree with the Local Authority to manage a deficit over/up to three financial years.

It is becoming increasingly evident that a number of schools are facing significant financial issues in the medium term. Schools funding remains cash-flat and as costs rise, school balances are forecasted to reduce at a significant rate. Schools Forum have been updated with the concerns regarding the future of schools budgets and officers continue to engage with Schools Forum members in order to encourage that they consider ways that the situation could be addressed.

Additionally, the Local Authority Schools Finance team continue to work with schools to closely monitor and support those that are a cause for concern in relation to their financial position.

In the event that a school is unable to set a balanced budget the school is moved to a process of formal monthly monitoring in order that a more regular review of income and expenditure against budget can be carried out. In some instances the Local Authority may also be required to attend regular financial monitoring meetings with the Headteacher and Governors in order to review progress against the financial recovery plan. If a school fails to take action to safeguard the financial position then the Local Authority has the option to withdraw full delegation.

Holy Trinity CE Primary School

Holy Trinity has been receiving additional support from the Schools Finance team and is subject to monthly budget monitoring. This additional support has been put in place in order to assist the school with closer monitoring and to ensure that they continue to make progress towards improving their financial position.

Holy Trinity set a balanced budget for 2017/18 but actually ended the year with a £54k deficit. Holy Trinity is a small, oversubscribed school, but one of the lowest funded in Hillingdon, which has made it more and more challenging to set a balanced budget in recent years in light of increasing costs but limited increases in funding. Following a further increase in planned expenditure as a consequence of pay awards for both teaching and non-teaching staff, the school has been unable to set a balanced budget for 2018/19. The projected deficit is £54k in the first year of the three year budget, and the school at this stage, appears unable to reverse this deficit during the three year period. The following table provides a summary of the schools three year budget plan:

Holy Trinity CE Primary School - Three Year Budget Plan

	2018/19 £000	2019/20 £000	2020/21 £000
Balance Brought Forward	(54)	(54)	(94)
In Year Position	0	(40)	(60)
Balance Carried Forward	(54)	(94)	(154)

The school has already made cost reductions by reducing the senior leadership team, using unqualified teachers to cover teacher planning and preparation time and reducing the number of support staff and admin staff in order to try and recover the deficit. The school is also identifying ways of generating additional income, including increasing lettings and increasing parental fees for school clubs.

The Schools Finance team will continue to work closely with the school to monitor the financial position and identify further possible areas of cost reduction to address the deficit position, though this will prove challenging given the schools circumstances.

Oak Wood School

Oak Wood School has been receiving significant additional support from the Schools Finance team and is subject to monthly budget monitoring by Schools Finance officers. This additional support has been put in place in order to assist the school with closer monitoring and to ensure that they continue to make progress towards improving the financial position.

Oak Wood School ended the 2017/18 financial year with a revenue deficit of £2,656k. The 2018/19 budget plan provided by the school shows an in-year projected deficit of £1,100k, which together with the brought forward balance, results in a cumulative deficit for 2017/18 of £3,756k. Whilst the cumulative deficit position at Oak Wood continues to increase it should be noted that the projected in-year deficit in 2018/19 is lower than the in-year deficit incurred in 2017/18.

The main reason for the current financial position at Oak Wood School, relates to low pupil numbers over a number of years. However, following completion of the new school building along with the move to co-education and increases in the secondary school age pupil population, the pupil numbers began to increase significantly from September 2017 and this increase is projected to continue as detailed in the table below. Whilst these additional pupils will result in additional funding at Oak Wood, it should be noted that where a school does experience pupil growth, the funding will only be provided for those children in the following financial year. This effectively places a financial burden on the school as they incur additional costs through having to employ more teachers and support staff from September each year as the pupil numbers continue to grow until the growth has been achieved in all year groups.

Year Group	Oct 2017	Oct 2018	Oct 2019	Oct 2020	Oct 2021
Year 7	182	200	230	270	270
Year 8	114	200	200	230	270
Year 9	71	117	200	200	230
Year 10	70	72	117	200	200
Year 11	51	73	72	117	200
Year 12	49	45	55	55	70
Year 13	42	49	45	55	55
Total	579	756	919	1,127	1,295

To assist the school with avoiding cash-flow problems arising from the deficit position, the local authority has re-profiled the school budget share payments and to date Oak Wood has been advanced an additional £3,129k. It is expected that the school will need a further advance of approximately £800k to cover expenditure for the remainder of the 2018/19 financial year.

In setting the 2018/19 budget the school and members of the Interim Executive Board (IEB) have undertaken a detailed review of all areas of expenditure and have taken the following measures to improve the financial position;

- A review of the Senior Leadership team and taking the decision not to replace an Assistant Headteacher leaving in August 2018,
- A reorganisation of the Administration team,
- A freeze on all recruitment across the school,
- A review of all contracts with particular focus on those due for renewal in the current year,
- A review of the curriculum model,
- A review of income with a view to increasing funds generated from letting the school premises and provision of meals to local primary schools.

The schools three year budget plan for 2018/19 to 2020/21 indicates that the in-year deficit will reduce in 2019/20 as the projected increase in pupil numbers impacts on the schools funding. It is hoped that the school will be in a position to set an in-year balanced budget in at least 2020/21. It will however take time for the cumulative deficit to be repaid and therefore it can be expected that the school will be applying for a licensed deficit for the next few years.

Financial Implications

Funding for schools and school related expenditure is provided through the Dedicated Schools Grant (DSG) and the Pupil Premium and as such has no impact on the Council's budget requirement, although the Council will need to provide the schools with sufficient cashflow by means of paying the schools DSG Budget in advance of receipt of the grant.

The three year budget plans for these schools indicate that it will be very unlikely that they will be in a position to set a balanced budget with no deficit carry forward for the foreseeable future

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon Hillingdon residents, service users and communities?

By allowing the school to set a licensed deficit, will enable it to function with certainty of funding, whilst the school takes reasonable steps to manage its costs.

Consultation carried out or required

None

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report and associated financial implications, noting that there is no direct financial impact to the Council's General Fund from granting of licenced deficits for local authority schools.

Legal

The Borough Solicitor confirms that the Council's Scheme for Financing Schools as required by Section 48 of the School Standards and Framework Act 1998 authorises Cabinet to licence a deficit in respect of a school. There are no legal impediments to Cabinet agreeing the recommendations set out in the report.

BACKGROUND PAPERS

NIL



Holy Trinity CE Primary School

Northwood

Rickmansworth Road, Northwood, Middlesex, HA6 2RH

T: 01923 822529 E: admin@holytrinitynorthwood.org

www.holytrinitynorthwood.org



Executive Headteacher: Reverend Daniel Norris MBA NPQH

Co- Heads of School: Mrs. Sally Roscoe and Mrs. Clare Rodenas

"Living and Learning in the Family of God"

FAO: Greg Watson
Link Officer - Schools Finance Team
London Borough of Hillingdon

29th May 2018

Application for Deficit Licence - Budget 2018 – 21

Holy Trinity is a popular and vastly oversubscribed school that has been rated good by Ofsted (2017) and outstanding by SIAMS (2015). For many years we have held an excellent reputation and have sought to make a contribution to the wider school system in Hillingdon and beyond. In the last two years we have seen a dramatic reduction in funding which is not enabling us to keep pace with increases in costs which also includes rises in staff pension and national insurance contributions. Governors and leaders have sought to address this funding gap and have had to make significant changes that we believe negatively impact on the quality of education that our school provides for the children it serves.

Our financial benchmarking indicates that compared to similar schools there are no areas of expenditure that are dissimilar. We are however one of the lowest funded schools in Hillingdon, we are small and we receive significantly less pupil premium funding than other schools, despite the fact that we are experiencing an increasing level of need in our community.

Despite our school's many successes we are struggling to recruit and retain staff. The severe shortage of teachers in the local area, coupled with our current financial position make it impossible for us to be competitive and thus staff do not choose us or decide to leave us as other schools are able to offer them salary progression and additional support in the classroom to improve work life balance. In anticipation of the teacher recruitment crisis Holy Trinity School became a Lead School to offer the School Direct Programme in the local area and train our own teachers. However, in recent years, the national funding has been removed for this programme and due to our current financial position, we are no longer able to afford to train teachers. Unless a candidate is willing to take a year without a salary and pay for their own training costs we cannot take them on. This has prevented many high-quality career changers from joining our programme. We have candidates but we cannot afford to train them. If we have no other option we can be forced to use an agency which exacerbates our financial position.

We believe that seeking to make further reductions in expenditure will compromise the safety of our pupils and therefore with regret are required to submit this application for a license to set a deficit budget.

In order to seek to return our school finances to balance we have:

- Reduced the number of support staff we have supporting children in the classroom. We now only have an additional staff member in the Nursery and Reception classes to meet the statutory ratio and in the Year 1 class to aid transition with those children who need to continue with the EYFS curriculum. We have some additional support in the Year 6 classroom in the mornings to support children in core subjects. All other TA posts relate to pupils who have statutory provision with an EHCP. This means that some classes do not have any additional support and we are therefore



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unable to offer the interventions that have been recommended to support our children. Our staff are paid on the lowest scales of the NJC scale (which has been subject to living wage increases) and this inability to value them as we would wish and their performance deserves has led to challenges in recruitment and retention.

- Removed the Reading Recovery Teacher post. We are no longer able to deliver the reading recovery programme for those pupils who need it in Year 1 with our qualified and experienced reading recovery teacher now teaches a class full time.
- Covered statutory planning and preparation time for teachers with an unqualified teacher, nursery nurse or HLTA which is more economic than using qualified teachers.
- Not replaced a senior leader who is leaving the school at the end of this academic year thus increasing the workload burden of other senior leaders and reducing the school's capacity for emergency internal cover. The school's current leadership structure is less costly than a standard Headteacher and Deputy Headteacher.
- Reduced the time of the Executive Headteacher from 2.5 days per week to 2 days per week. Our Executive Headteacher has now been undertaking other income generating work for the last 7 years.
- Ceased providing any stationery items to children who are now required to bring their own.
- A shared Business Manager with our partner school for 2 days per week (previously full time) who is renegotiating our contracts to ensure we have the most favourable terms due to our partnership.

We have also sought to increase our income in the following ways:

- We have increased fees to parents for breakfast and after school club to ensure we can meet the increasing costs of staffing and generate additional income
- Supported the PTFA to generate income to purchase books and IT equipment so that these can be removed from the school budget
- All extra-curricular clubs are now chargeable to parents so that they generate income
- We are now actively seeking to let our premises on all occasions when this is economically advantageous to do so.
- Senior leaders and governors are making grant applications to charitable bodies

A recent example of the challenges we face as a small school is the decision by the Council to close the school's library service. Holy Trinity School has previously relied heavily on this service to provide a circulation of quality texts to our children and this service made a highly significant contribution to the stock of books in our school library. We simply cannot afford to purchase the number of books that this service enabled our children to benefit from.

Holy Trinity School is extremely grateful to the council officers who have supported us in the challenging preparation of the enclosed budget and for confirming that there is nothing that governors and leaders could be doing to improve our situation that we are not already in the process of doing. We are therefore seeking that our budget plan be approved and that the challenging issues that we are facing be raised at the highest level in order that the predicted deterioration of our position might be improved and not worsened by policy decisions.

Holy Trinity - CFR Report

Income

CFR	Details	2018 - 19	2019 - 20	2020 - 21
I01	Funds Delegated by the LA	933,498	955,771	962,860
I02	Funding for Sixth Form Students	0	0	0
I03	SEN Funding	29,500	29,500	29,500
I04	Funding for Minority Ethnic Pupils	0	0	0
I05	Pupil Premium	47,700	45,400	43,100
I06	Other Government Grants	0	0	0
I07	Other Grants and Payments	0	0	0
I08	Income from Facilities & Services	121,196	123,674	125,132
I09	Income from Catering	0	0	0
I10	Supply Teacher Insurance Claims	0	0	0
I11	Other Insurance Claims	0	0	0
I12	Contributions to Educational Visits	0	0	0
I13	Donations and/or Voluntary Funds	7,500	7,500	7,500
I15	Pupil Ext Sch Funding and/or Grants	0	0	0
I16	Community Focused Funding and/or Grants	0	0	0
I17	Community Focused Facilities Income	0	0	0
I18	Additional Grant for Schools	49,671	49,671	49,671
I19	New Income Code	0	0	0
Total Income Revenue		1,189,065	1,211,516	1,217,763

Expenditure

CFR	Details	2018 - 19	2019 - 20	2020 - 21
E01	Teaching Staff	565,070	627,903	649,201
E02	Supply Teaching Staff	3,000	3,000	3,060
E03	Education Support Staff	227,328	233,779	231,236
E04	Premises Staff	30,287	32,595	33,201
E05	Administrative Staff	75,667	80,389	82,742
E06	Catering Staff	0	0	0
E07	Other Staff	23,060	33,747	34,432
E08	Indirect Employee Expenses	2,486	2,536	2,586
E09	Development and Training	5,000	5,100	5,202
E10	Supply Teacher Insurance	8,500	8,670	8,843
E11	Other Staff Related Insurance	2,500	2,550	2,601
E12	Building Maintenance and Improvement	5,000	5,100	5,202
E13	Grounds Maintenance and Improvement	2,000	2,040	2,081
E14	Cleaning and Caretaking	18,413	18,781	19,157
E15	Water and Sewerage	3,200	3,264	3,329
E16	Energy	11,324	11,550	11,781
E17	Rates	2,466	2,515	2,566
E18	Other Occupation Costs	16,860	17,197	17,541
E19	Learning Resources (not ICT)	42,257	42,736	43,225
E20	ICT Learning Resources	11,000	6,000	6,120
E21	Exam Fees	0	0	0

E22	Administrative Supplies	7,988	8,148	8,311
E23	Other Insurance Costs	6,825	7,102	7,244
E24	Special Facilities	0	0	0
E25	Catering Supplies	35,401	36,109	36,831
E26	Agency Supply Teaching Staff	27,950	2,000	2,040
E27	Bought in Prof Services - Curric	27,700	28,254	28,819
E28	Bought in Prof Services - Other	27,000	30,220	30,824
E29	Loan Interest	600	0	0
E30	Revenue Contributions to Capital	0	0	0
E31	Community Focused School Staff	0	0	0
E32	Community Focused School Costs	0	0	0
Total Expenditure Revenue		1,188,882	1,251,285	1,278,175

In Year Surplus / (Deficit)	183	(39,769)	(60,412)
Surplus / (Deficit) Brought Fwd	(54,467)	(54,284)	(94,053)
Cumulative Surplus / (Deficit) C/Fwd	(54,284)	(94,053)	(154,465)

Capital Income				
CFR	Details	2018 - 19	2019 - 20	2020 - 21
CI01	Capital Income	0	0	0
CI03	Voluntary or Private income	0	0	0
CI04	Direct revenue financing (revenue contributio	0	0	0
Total Capital Income		0	0	0

Capital Expenditure				
CFR	Details	2018 - 19	2019 - 20	2020 - 21
CE01	Acquisition of Land and Existing Buildings	0	0	0
CE02	New Construction Conversion and Renovati	0	0	0
CE03	Vehicles, Plant, Equipment and Machinery	0	0	0
CE04	Information and Communication Technology	0	0	0
Total Capital Expenditure		0	0	0

In Year Surplus / (Deficit)	0	0	0
Surplus / (Deficit) Brought Fwd	0	0	0
Cumulative Surplus / (Deficit) C/Fwd	0	0	0

DECLARATIONS

This budget was/will be* considered by the Governing

Body at their meeting on:

Date: _____

Delete as Appropriate

Rev'd D R Norris ~ Executive Headteacher: _____

Date: _____

Mark Dunning ~ Chair of Governors: _____

Date: _____



Oak Wood School

Sutton Court Road
Uxbridge UB10 0EX
E: office@oakwoodhillington.org.uk
T: 01895 237350

29th June 2018

Mr P Malewicz
London Borough of Hillingdon
Civic Centre 2S/05
High Street
Uxbridge
Middx
UB8 1UW

Dear Mr Malewicz,

OAK WOOD SCHOOL 2018/19 – REQUEST FOR LICENCE TO RUN IN DEFICIT

1. The Interim Executive Board of Oak Wood School need to request a licence from LBH to run in deficit for the 2018/19 financial year. The CFR report for the 2018/19 budget is attached.

The school asked for a licence to run at a deficit of £1,066,759 in 2017/18; the actual outturn was £1,101,783, up by £35,024 this overspend was primarily due the cost of interim arrangements for the school's first Co-ed intake - involving the hire of a temporary block of toilets and block of changing rooms for girls. In addition, there was a reduction the projected growth contingency funding.

2. The school is forecasting a deficit of £1,100,486 down by £1,297 compared to previous year. The school will not just rely on increased numbers to reduce the deficit but also keeping a tight rein on costs where possible.
3. The school is currently financially dependent on receiving funding from LBH but continues to take steps to ensure strict financial prudence. The communications strategy embarked on in the previous year seeking to raise the profile of the school, promote the new build and maximise recruitment continues to help increase Year 7 intake with 208 confirmed places compared to 53 Year 11 boys leaving and a further 11 offered admission by the Local Authority on behalf of the school.



For up-to-date news, pictures and information
visit our school website - oakwoodhillington.org.uk
and follow us on Twitter/Instagram @oak_wood_school

This is a significant rise in pupil numbers that will create extra costs including recruitment for extra staff. Obviously the school will not get funding for these students until the next financial year. In addition to this the school has moved into new school buildings with higher fixed premises costs.

4. As part of our efforts to review the schools' expenditure line by line we have taken the following measures:
 - a. Reviewed the school's curriculum model for September 2018 and we plan on further reviewing this next academic year to ensure that curriculum is as financially efficient of as possible, this review will include 6th form provision
 - b. Not replacing an Assistant Headteacher who leaves in August 2018 and further reviewing the staffing model
 - c. Reviewed all contracts, including some in the current year for maximum financial efficiencies; some of which have the potential to reduce cost in future years. All contracts will be reviewed at completion to ensure the school gets the best value for money.
 - d. A reorganisation of the Admin team which has resulted in savings in this financial year and subsequent years.
 - e. A freeze on recruitment across the school
 - f. We also continue to increase income by using a lettings company to rent out the school buildings out of hours and by allowing the school's catering provider to transport meals to local primary schools.

5. Attached is a projection of the deficit position up to and including 2020/21. Increasing pupil numbers, will provide the opportunity to significantly start reducing the deficit budget.

6. While we do know that in the long term the school role will increase significantly and we currently predict that the school will be financially sustainable from 2021, the Headteacher and the Interim Executive Board feel that in order for us to continue, the deficit will be a significant issue that will hamper the development of the school.

We would welcome a discussion on how to resolve this issue.

Yours Sincerely,

Allóysius Frederick

Chair, Interim Executive Board

CFR Report

29 June 2018 12:41

Oak Wood School

Main Budget 2018/19-3rd

Section	Description	2018-19	2019-20	2020-21
Revenue				
Income				
101	Funds Delegated by the LA	2,862,754	3,788,095	4,641,117
102	Funding for Sixth Form Students	428,661	428,661	428,661
103	SEN Funding	159,741	159,741	159,741
104	Funding for Minority Ethnic Pupils	0	0	0
105	Pupil Premium	132,435	132,435	132,435
106	Other Government Grants	0	0	0
107	Other Grants and Payments	0	0	0
108	Income from Facilities & Services	103,735	118,226	135,405
109	Income from Catering	0	0	0
110	Supply Teacher Insurance Claims	0	0	0
111	Other Insurance Claims	0	0	0
112	Contributions to Educational Visits	0	0	0
113	Donations and/or Voluntary Funds	0	0	0
115	Pupil Ext Sch Funding and/or Grants	0	0	0
116	Community Focused Funding and/or Grants	0	0	0
117	Community Focused Facilities Income	0	0	0
118	Additional Grant for Schools	0	0	0
119	New Income Code	0	0	0
Total Income:		3,687,326	4,627,158	5,497,359

Section	Description	2018-19	2019-20	2020-21
Expenditure				
E01	Teaching Staff	2,509,593	2,937,887	3,294,287
E02	Supply Teaching Staff	0	0	0
E03	Education Support Staff	416,727	445,229	456,679
E04	Premises Staff	62,764	66,502	67,805
E05	Administrative Staff	272,905	281,420	287,629
E06	Catering Staff	0	0	0
E07	Other Staff	34,431	34,691	34,691
E08	Indirect Employee Expenses	85,548	89,731	94,121
E09	Development and Training	19,560	20,526	21,540
E10	Supply Teacher Insurance	0	0	0
E11	Other Staff Related Insurance	0	0	0
E12	Building Maintenance and Improvement	57,388	57,582	60,431
E13	Grounds Maintenance and Improvement	13,380	16,380	16,708
E14	Cleaning and Caretaking	158,434	166,185	174,319
E15	Water and Sewerage	19,500	20,670	21,910
E16	Energy	105,120	111,427	118,113
E17	Rates	26,952	26,952	26,952
E18	Other Occupation Costs	42,648	43,815	45,023
E19	Learning Resources (not ICT)	124,684	124,283	125,914
E20	ICT Learning Resources	2,450	2,499	2,549
E21	Exam Fees	32,223	33,834	35,526
E22	Administrative Supplies	85,239	81,600	84,656
E23	Other Insurance Costs	17,622	17,974	18,334
E24	Special Facilities	0	0	0
E25	Catering Supplies	28,658	31,016	33,600
E26	Agency Supply Teaching Staff	123,208	172,481	204,472
E27	Bought in Prof Services - Curric	240,952	252,337	268,873
E28	Bought in Prof Services - Other	262,827	224,782	233,860
E29	Loan Interest	45,000	55,000	70,000
E30	Revenue Contributions to Capital	0	0	0
E31	Community Focused School Staff	0	0	0
E32	Community Focused School Costs	0	0	0
Total Expenditure:		4,787,812	5,314,804	5,797,992

Section	Description	2018-19	2019-20	2020-21
In Year Surplus/Deficit		(1,100,486)	(687,647)	(300,633)
Surplus/Deficit B/Fwds		(2,656,122)	(3,756,607)	(4,444,254)
Cumulative C/Fwds		(3,756,607)	(4,444,254)	(4,744,887)

Capital

Income

CI01	Capital Income	12,398	12,398	12,398
CI03	Voluntary or Private income	0	0	0
CI04	Direct revenue financing (revenue contributions to capital)	0	0	0
Total Income:		12,398	12,398	12,398

Section	Description	2018-19	2019-20	2020-21
Expenditure				
CE01	Acquisition of Land and Existing Buildings	0	0	0
CE02	New Construction Conversion and Renovation	12,398	12,398	12,398
CE03	Vehicles, Plant, Equipment and Machinery	181,324	0	0
CE04	Information and Communication Technology	0	0	0
Total Expenditure:		193,722	12,398	12,398

Section	Description	2018-19	2019-20	2020-21
In Year Surplus/Deficit		(181,324)	0	0
Surplus/Deficit B/Fwds		181,324	0	0
Cumulative C/Fwds		0	0	0

DECLARATIONS

This budget was ~~will be~~ considered by the
Governing Body at their meeting on:
Delete as appropriate

Date: 25.6.2018

Mark Bland

Date: 2/7/18

Chair of Governors

Date: 2.7.2018

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MENTAL HEALTH SECTION 75 AGREEMENT WITH CENTRAL AND NORTH WEST LONDON NHS FOUNDATION TRUST

Cabinet Member	Councillor Philip Corthorne
Cabinet Portfolio	Social Services, Housing, Health and Wellbeing
Officer Contact	Kate Kelly-Talbot - Social Care
Papers with report	Appendix 1 - Draft Section 75 Agreement

HEADLINES

Summary	<p>This report seeks Cabinet approval for the Council to enter into a five-year agreement with the Central and North West London NHS Foundation Trust (CNWL) under section 75 of the National Health Act, 2006. This is intended to support more integrated working arrangements between Council and NHS staff that will improve outcomes for Hillingdon residents living with mental health conditions.</p> <p>The report highlights the key terms and conditions of the agreement. The report is not seeking approval to enter into pooled budget arrangements with CNWL.</p>
Putting our Residents First	<p>This report supports the following Council objectives of: <i>Our People</i>.</p> <p>It contributes to the implementation of Delivery Area 4 (DA4) Hillingdon's Joint Health and Wellbeing Strategy: <i>Improving outcomes for adults and children with mental health and well-being needs</i>.</p>
Financial Cost	<p>The funding to be transferred to CNWL under this agreement is £185.1k per annum, a total of £925.5k for the 5 year agreement.</p>
Relevant Policy Overview Committee	Social Care, Housing and Public Health
Relevant Ward(s)	All wards

RECOMMENDATIONS

That Cabinet agrees:

1. To enter into a partnership agreement under section 75 of the National Health Service Act, 2006, with the Central and North West London NHS Foundation Trust in order to establish integrated team management arrangements for the period 1st April 2018 to 31st March 2023;
2. To contribute a total of £925k (£185.1k pa) to the funding of posts employed by the Central and North West London NHS Foundation Trust during the term of the agreement;
3. To delegate to the Leader of the Council and the Cabinet Member for Social Services, Housing, Health and Wellbeing with advice from the Corporate Director of Finance and the Corporate Director of Social Care authority to amend the Mental Health section 75 agreement during the term of the agreement where this will benefit residents living with mental health conditions.

Reasons for recommendations

1. **Partnership agreement** - The proposed agreement is intended to provide the legal basis for combining health and social care staff together into integrated teams with a single management structure with the intention of delivering the following aims:

- To reduce the time people have to wait for assessment and access support and services/treatment for their mental health needs;
- To reduce the number of times individuals and their Carers need to be moved between staff and different teams;
- To change provision and create more flexible options to ensure that people with mental health needs live in the least restrictive and least supported setting necessary to meet their need;
- To ensure that people get the right care, at the right time in the right place.

2. Achieving the above aims requires the delegation of a number of functions and these are summarised as in table 1 below:

Table 1: Delegation of Functions Summary	
Function	Delegation
<ul style="list-style-type: none"> • Day to day management of staff. 	<ul style="list-style-type: none"> • Delegation to CNWL by the Council
<ul style="list-style-type: none"> • Assessment, re-assessment and review of social care needs under the Care Act 2014. 	<ul style="list-style-type: none"> • Delegation to CNWL by the Council

<ul style="list-style-type: none"> • Care co-ordination under the Care Programme Approach (CPA). 	<ul style="list-style-type: none"> • Delegation to the Council by CNWL
<ul style="list-style-type: none"> • Assessment and reassessment of health needs. 	<ul style="list-style-type: none"> • Delegation to the Council by CNWL
<ul style="list-style-type: none"> • Role of Safeguarding Enquiry Officer. 	<ul style="list-style-type: none"> • Delegation to CNWL by the Council

3. The integrated teams included within the proposed agreement are:

- Community Mental Health Teams (CMHTs) based at Mead House in Hayes and the Pembroke Centre in Ruislip.
- Early Intervention Service.
- Centralised Approved Mental Health Professional (AMHP).
- Community Rehabilitation Team.
- Addiction Recovery Community (ARCH) Service.
- Employment Support Service.

4. **Financial Contribution to CNWL employed posts** - Table 2 below shows the posts on the CNWL payroll that it is proposed will be funded by the Council.

Table 2: Council Funded CNWL Posts	
Job Group	Team
Social Worker Band 6	Rehab Service
Employment Specialist - 1FTE x Band 5; 0.2 FTE Band 6	CMHT Pembroke Centre
Peer Support Worker / Band 3	CMHT Pembroke Centre
Contribution to Integrated CMHT Manager posts	CMHT North, East & West

5. A key focus of the social worker post employed by CNWL is the completion of Care Act reviews. The current arrangements reflect a legacy situation and were established to address recruitment issues approximately two years ago. These arrangements would be subject to review in the event of the post becoming vacant during the term of the proposed agreement.

6. The employment specialist funding reflects 43% of the cost of the service, the remaining 57% (£64k) of which is provided by CNWL. This service supports people with severe and enduring mental health conditions back into paid employment and is an effective means of supporting recovery from mental illness and preventing relapse.

7. The Peer Support Worker is one of six posts, the other five being funded by CNWL. Post holders are people living with mental health conditions and are, therefore, experts by experience and fulfil an important function in supporting the recovery of residents with mental health needs and also in preventing crises that are avoidable.

8. The Integrated CMHT Manager posts are providing direct day to day line management to the Council's Social Care Team Managers, which includes the allocation of work and it is suggested that it is reasonable for the Council to make a contribution to management costs.

9. **Amendments to the s.75 agreement** - The recommendation enables the Council to be responsive to opportunities to deliver better outcomes for residents that may arise during the period of the s.75 agreement. This recommendation would not prevent the Leader and Cabinet Member from referring any proposed amendment to Cabinet for decision if they considered this to be more appropriate.

Alternative options considered / risk management

10. **Partnership agreement** - Officers have considered the following alternative options available to Cabinet:

- Not agreeing to enter into the agreement with CNWL - The agreement is intended to provide the legal basis for current integrated staffing arrangements. If Cabinet decided not to enter into the agreement it may be necessary to make arrangements to disaggregate the staff teams, which would be counter to the objective of delivering more integrated services to improve outcomes for residents and their experience of care. This is therefore not recommended;
- Approving the agreement for a shorter period - This is not recommended as officers believe that the agreement contains sufficient provision for review and early termination to end it before 2023 should this prove necessary.

11. **Financial Contribution to CNWL employed posts** - Cabinet could decide not to fund all or some of the CNWL posts shown in table 1 above. This is not recommended as it would have a detrimental impact on the delivery of more integrated mental health services and achievements of the aims identified in paragraph 1 above. As explained in paragraph 5, the arrangements for the social worker post would be subject to review in the event of a vacancy arising.

12. **Amendments to the s.75 agreement** - Cabinet could decide that it wants any changes to the s.75 considered by a full meeting of Cabinet. This is not recommended as it increases the workload of Cabinet and reduces the responsiveness of the Council.

Policy Overview Committee comments

13. None at this stage.

SUPPORTING INFORMATION

Background

14. The Council and the Central and North West London NHS Foundation Trust (CNWL) entered into a partnership agreement to establish an integrated health social care mental health team under a single management structure in 2006. This was renewed in 2012 and in 2015. The draft 2018 to 2023 agreement that Cabinet is being asked to consider is a refresh that better reflects current and intended practice over the next five years.

National Strategic Context

15. The National Mental Health Strategy published in 2011 set out six objectives, including improvement in the outcomes, physical health and experience of care of people with mental health problems and a reduction in avoidable harm and stigma. The Five-year Forward View for Mental Health published in 2016 established three key aims to be achieved by 2020/21 and these were:

- a) Delivery of the right care, at the right time and of the right quality;
- b) An approach that integrates mental and physical health; and
- c) Promoting good mental health and preventing poor mental health - helping people lead better lives as equal citizens.

Local Strategic Context

16. The Agreement should be seen in the context of Delivery Area 4 (DA4) of Hillingdon's Joint Health and Wellbeing Strategy, 2018 - 2021. The strategy is the Hillingdon chapter of the North West London Sustainability and Transformation Plan (STP). In accordance with the Five-year Forward View for Mental Health, the focus of DA4 is improving outcomes for adults and children with mental health needs and a key local priority is to reduce the gap in life expectancy between adults with mental health needs and the rest of the population. The intention is that more integrated working between health and social care will contribute to the delivery of better outcomes for people living with mental health conditions.

Section 75 Agreement: Key Features

17. This section provides a summary of the key provisions of the proposed agreement, the detail of which is set out in **Appendix 1** of this report. The agreement is based on the premise that the Council and CNWL will progress towards closer integration where this is the appropriate mechanism for delivering better outcomes for residents with mental health needs.

18. **Agreement duration:** The length of the proposed agreement is a matter for Council and CNWL decision, as there are no national requirements. A period of five years is proposed in order to avoid overburdening Cabinet. However, sufficient safeguards are built into the agreement to give both the Council and CNWL the flexibility to respond to changes in the national and local landscape.

19. **Employment arrangements**: No changes of employer are intended by the agreement. This means that people employed by the Council at the start of the agreement will retain this status. The same principle applies with CNWL staff, i.e. staff employed by CNWL at the start of the agreement will remain so for the duration of its term.

20. Staff management responsibilities such as approving annual leave; professional supervision and appraisal; absence management; taking disciplinary action where required; and recruitment will be undertaken by the Council in respect of its employees and by CNWL for its employees.

21. **Risk share**: The agreement requires that each organisation manages its own risks in respect of their respective financial and resource contributions to the services for the duration of the agreement. This also means that liability for any overspends will sit with the partner organisation responsible for the budget in which the overspend has been identified. However, it is intended that the sharing of financial information through the proposed governance arrangements for the s75 agreement (see paragraph 27 below) will provide an opportunity to take a more collaborative, system-wide approach that may in some cases be able to mitigate pressures.

22. **Expenditure against Council budgets**: There is nothing in the agreement intended to give CNWL employees authority to commit expenditure against Council budgets. They may make recommendations about expenditure, e.g. for meeting assessed care needs, but only Council employees will be able to approve the use of resources in accordance with the Scheme of Delegations. Equally, only Council officers will be able to contract on behalf of the Council, once again, in accordance with the Scheme of Delegations.

23. **Premises**: The services included within the agreement will operate from Council owned premises, i.e. Mead House in Hayes and the Pembroke Centre in Ruislip. It is not proposed to charge CNWL for occupation of these premises and the Council will hold the responsibility for repairs and maintenance of both the exterior and interior of these buildings. CNWL equally do not intend to charge the Council for use of office space at the Riverside Centre by AMHPs. They will also retaining the repairing obligations in respect of this building.

24. **Dispute resolution**: There are three components to the dispute resolution process in the proposed agreement and these are:

- *Step 1* - Resolution by ordinary negotiation between the officers with the primary day to day responsibility for the delivery of the agreement. For the Council it is proposed that this is the Assistant Director, Mental Health and Learning Disabilities and for CNWL the Borough Director, Mental Health;
- *Step 2* - Joint consideration by the Council's Corporate Director for Adult, Children and Young People's Services and CNWL's Chief Executive; and
- *Step 3* - Referral to the Centre for Effective Dispute Resolution (CEDR).

25. **Review mechanism**: A provision is included within the agreement that allows for a review and variation during its term in order to respond to changed circumstances.

26. **Early termination**: The agreement contains provision for either partner to terminate the agreement early for no specified reason by giving six months' written notice to the other. The usual requirement in Council contracts is three months' notice but officers are proposing the longer period to reflect the logistical difficulties involved with the disaggregation of services and the importance of this taking place in a planned way to minimise disruption to residents living with mental health conditions.

27. **Governance**: There are three components to the proposed governance arrangements for the mental health s75 agreement and these are:

- ***Strategic Partnership Board***. This will include the Council's Corporate Director Social Care and CNWL's Deputy Chief Executive. It will be supported by the Council's Assistant Director, Mental Health and Learning Disabilities and CNWL's Borough Director, Mental Health. The Board will meet once a year and its key responsibilities will be to review progress in delivering the key aims and objectives of the agreement over the previous year and also set the priorities for the following year. National policy and requirements will be a key influencer determining these priorities. From the Council's perspective priorities will be determined by the strategic direction determined by Cabinet. Priorities will also be influenced by relevant changes to the Joint Health and Wellbeing Strategy agreed by partners at the Health and Wellbeing Board;
- ***Operational Partnership Board***. The key function of this Board is to provide regular oversight of the operation of the agreement and it will meet quarterly for that purpose. Its membership will include the Council's Assistant Director, Mental Health and Learning Disabilities and CNWL's Borough Director, Mental Health as well service manager representatives and those from finance and performance teams. A key function will be monitoring performance against metrics (see table 2 below);
- ***Partnership Liaison Meetings***. Comprising of the Council's Assistant Director, Mental Health and Learning Disabilities and CNWL's Borough Director, Mental Health these monthly meetings are intended to address operational issues that may arise and impact on the delivery of the aims and objectives of the agreement.

Measuring Impact

28. Table 3 below identifies the eight measures that it has been agreed between the Council and CNWL to determine the effectiveness of the partnership arrangements in the proposed agreement.

Table 3: Partnership Arrangement Performance Measures	
1.	% of Service Users aged 18 + known to secondary mental health services in settled accommodation.

2.	% of Service Users aged 18 + in receipt of a Direct Payment/Personal Health Budget.
3.	% of social care mental health referrals seen within 28 days of referral.
4.	% of mental health referrals seen within 28 days of referral.
5.	% of adults in contact with secondary mental health in paid employment.
6.	Number of delayed days per 100k population attributed to: a) NHS; b) Social Care; and c) Both
7.	% of Care Act reviews undertaken within the statutory timescale.
8.	No of Carers in receipt of a Carer's assessment.
9.	No of Carers in receipt of respite or another Carer's service.

29. The intention is to establish baselines in 2018/19 that will inform target setting for 2019/20 and subsequent years for the duration of the agreement.

Financial Implications

30. By entering into this S75 agreement the Council will be committing to pay £185.1k per annum (£925.5k for the 5 year contract) to CNWL to fund staff employed directly by CNWL. This funding is part of the budget set to provide Mental Health Services and contained within the overall Social Care Budget.

31. It is noted that no other funds will be transferred and the Mental Health Budget will remain under the control of the Council.

RESIDENT BENEFIT & CONSULTATION

What will be the effect of the recommendations?

32. Approval of the recommendations will contribute to the provision of integrated, high quality, safe, cost effective and efficient mental health services that meet local health and social care needs. The service model supported by the agreement is intended to deliver personalised, recovery focused care and choice to residents living with mental health conditions and their Carers and to maximise their independence.

Consultation carried out or required

33. CNWL has been consulted in the drafting of this report.

CORPORATE CONSIDERATIONS

Corporate Finance

34. Corporate Finance has reviewed this report, noting that the recommended Section 75 agreement is intended to support integrated working arrangements between the Council and the Central and North West London NHS Foundation Trust (CNWL) in provision of Mental Health Services. This agreement does not create a pooled budget, and annual contributions of £185k are funded within existing Social Care base budgets. Although this initial agreement covers a five year period, a six month break clause is in place to enable early termination or revision if required.

Legal

35. The Borough Solicitor confirms that the proposed agreement complies with statutory guidance issued by the Secretary of State. There are no legal impediments to the Council entering into this agreement with CNWL.

BACKGROUND PAPERS

NIL

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Appendix 1

**THE LONDON BOROUGH OF HILLINGDON AND
CENTRAL AND NORTH WEST LONDON NHS
FOUNDATION TRUST**

**PARTNERSHIP AGREEMENT
ADULT MENTAL HEALTH SERVICES**

1st April 2018 – 31st March 2023

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THIS AGREEMENT is made on the day of 2018

PARTIES

- (1) **Hillingdon London Borough Council** of Civic Centre, High Street, Uxbridge UB8 1UW (the "**Council**")
- (2) **Central and North West London NHS Foundation Trust** of Stephenson House, 75 Hampstead Road, London NW1 2PL (the "**Trust**").

BACKGROUND

- A. The Council is a Local Authority established under the London Government Act 1963 (as amended) and by virtue of Part 1 of the Care Act 2014 the Council is responsible for ensuring access to, commissioning and/or providing social care services on behalf of the population of the London borough of Hillingdon.
- B. The Trust is an NHS Foundation Trust established under Section 35 of the National Health Service Act 2006 ("2006 Act").
- C. Section 75 of the National Health Service Act 2006 and the NHS Bodies and Local Authorities Partnership Arrangements Regulations 2000, S.I. 617 ("Regulations") provide powers for local authorities and NHS bodies to set up joint working arrangements.
- D. The Partners enter into this Agreement in exercise of the powers in Section 75 of the 2006 Act and the Regulations in order to establish a framework for the delegation of management responsibility and integrated provision of the Services to be provided to eligible people within the Council's administrative area in accordance with the terms of this Agreement. The Trust will act as the host Partner in accordance with the Regulations.
- E. The objective of this Agreement is to improve the services for people with mental health and dual diagnosis needs through close working between the NHS and Local Government and which is pursuant to the obligations for the Partners to co-operate with each other in providing such services in accordance with the Regulations. The aims and outcomes of the Partners are set out in clause 3 and schedule 1.
- F. This Agreement follows consultation jointly by the Partners with such persons as appear to the Partners to be affected by these arrangements and these arrangements contribute to the fulfilment of the objectives set out in the Health Improvement Plan as required under the Regulations.
- G. The Partners are satisfied that the arrangements contemplated by this Agreement are likely to lead to an improvement in the way that their funds and services for residents with mental health and dual diagnosis needs are managed.
- H. The Council and the Trust have approved the terms and conditions of this Agreement.
- I. The Partners are entering into this Agreement in exercise of powers referred to in

Section 75 of the 2006 Act.

1 DEFINED TERMS AND INTERPRETATION

1.1 In this Agreement, except where the context otherwise requires, the following expressions shall have the meanings respectively ascribed to them:-

"2000 Act"	means the Freedom of Information Act, 2000;
"2004 Regulations"	means the Environmental Information Regulations 2004.
"2006 Act"	means the National Health Service Act, 2006;
"2018 Act"	means the Data Protection Act, 2018;
"Agreement"	means this Agreement, Schedules and Annexes and any variation of it from time to time agreed by the Partners;
"Aims and objectives"	means as described in Schedule 1 of this Agreement;
"AMHP"	means an Approved Mental Health Professional, a person who is warranted, or authorised, to make certain legal decisions and applications under the Mental Health Act 1983;
"Annual Review"	means a review undertaken by the Partners to demonstrate the extent to which the Aims and Objectives have been delivered for each year of the Agreement;
"Annual Summary"	means the list of policies of the Council, insofar as it has a statutory function to make such policy, that have an impact upon delivery of the Service;
"Authorised Officers"	means the person notified by each of the Partners to the other from time to time as authorised to act on behalf of that Partner (which person shall until further notice be for the Council its Assistant Director, Adult Social Care (Learning Disabilities and Mental Health) and for the Trust its Divisional Director, Goodall Division);
"Best Value duty"	means the duty placed on local authorities under section 3 of the Local Government Act, 1999, to secure continuous improvement in the way in which their functions are exercised having regard to a combination of economy, efficiency and

	effectiveness;
“Borough Director”	means the Trust’s employee, jointly appointed and jointly accountable to the Trust’s Divisional Director, Goodall Division and the Council’s Assistant Director, Adult Social Care (Learning Disabilities and Mental Health);
“Carer”	means an adult providing care for another adult for free (s10 (3) Care Act, 2014). This person may be the partner, relative or friend of the Service User. Alternatively, a young carer is someone under 18 who helps look after another person but not by virtue of a contract or scheduled voluntary work.(s17ZA/17ZB, Children Act, 1989);
“CMHT”	means Community Mental Health Team;
“Commencement Date”	means 1 st April 2018;
“Council”	means London Borough of Hillingdon (and any successor to its statutory function);
“Council’s Health Related Care Functions”	means those services that the Council is required to provide to Service Users in accordance with its statutory obligation and as set out in Schedule 2 where relevant to this Agreement;
“ Council’s Staff”	means the Council’s employees who shall remain employed by the Council and who shall provide the Council’s Health Related Care Functions on behalf of the Council but who shall be managed on behalf of the Council by the Trust, pursuant to the terms of this Agreement;
“Equalities Legislation”	means all Law which makes unlawful discrimination on grounds of sex, marital or civil partnership status, sexual orientation, gender reassignment, colour, race, ethnic, or national origin disability, age, religion or belief, part-time or temporary status in employment or otherwise including, without limitation, the Equality Act 2010 and any other such provisions according to Law;
“FACE assessment”	means a tool for undertaking assessments in compliance with requirements under the 2014 Act;
“Financial Year”	means the financial year from 1 st April in any year to

31st March in the following calendar year;

"HCCG"	means Hillingdon Clinical Commissioning Group established under Chapter A2 of Part 2 of the National Health Service Act 2006 as amended by section 25(1) of the Health and Social Care Act 2012 and is responsible for commissioning services to meet the health needs of persons who are patients of the providers of primary medical services in the London borough of Hillingdon;
"Health Improvement Plan"	means the local NHS Health Improvement and Modernisation Plan which applies locally to the Trust prepared pursuant to the 2006 Act or any other plan known to incorporate the Health Improvement Objectives including the Local Delivery Plan and shall include here any contract objectives agreed with the Hillingdon CCG as the local NHS commissioner of care arrangements;
"Honorary Contract"	means for the purposes of the Agreement an employee of the Trust undertaking work of a short duration by the Council who is not substantively employed by the Council;
"HWB"	Means the Health and Wellbeing Board established by the Council pursuant to Section 194 of the Health and Social Care Act, 2012;
"Individual Service Budget"	means the financial budget attributed to each particular service or team identified in clause 6.1;
"Individual Service Budget Holder"	means the service manager who has the responsibility for the relevant individual service budget;
"Law"	means any applicable law (including but not limited to decisions of the European Court of Justice) provision of the EC Treaty, legislation of the European Union, statute, bye-law, regulation, order, regulatory policy, guidance or code of practice (to the extent that such policy, guidance or code is legally binding) rule of court or directions or requirements of any Regulatory Body, delegated or subordinate legislation or notice of any Regulatory Body
"National Eligibility Criteria"	means the minimum criteria contained within the Care and Support (Eligibility Criteria) Regulations, 2015, for determining access to assistance from local authorities with meeting an individual's social care needs;

"NICE"	means the National Institute for Health and Care Excellence, a body established under the 2012 Health and Social Care Act with responsibility for developing guidance and quality standards in health and social care;
"PB"	means the Hillingdon Operational Partnership Board which shall be the <i>'joint committee'</i> established in accordance with paragraph 10 (2) of the Regulations and will be responsible for the review of performance and oversight of this Agreement as set out in the governance arrangements in Schedule 6 ;
"Partners"	means the parties to this Agreement and the term "Partner" shall mean either one of them; the term "Partnership" shall be construed accordingly;
"Partnership Staff"	means employees of the Council and employees of the Trust who are directly responsible for assessing and or providing care to Service Users under the agreement within the integrated services;
"Regulations"	means the NHS Bodies and Local Authorities Partnership Arrangements Regulations 2000, S.I. 617 as amended by the Care Act 2014 (Consequential Amendments) (Secondary Legislation) Order, 2015 and other amendments as may be made from time to time;
"Regulated activities"	means activities listed in Schedule 1 of the Health and Social Care Act, 2008 (Regulated Activities) Regulations, 2014;
"Regulatory Body"	means a government department and regulatory, statutory and other entities committees and bodies which whether under statute, rules and regulations, codes of practice or otherwise are entitled to regulate or investigate the matters dealt with in this agreement or any other affairs of either of the Partners.
"Section 117 (s117)"	means free mental health after care that is available to people compulsorily detained in hospital under section 3 of the Mental Health Act 1983; those sentenced by a criminal court to detention in a psychiatric hospital; and/or people transferred to psychiatric hospital from prison;
"Service"	means the services as set out in clause 5.1 as further described in Schedule 1, Schedules 3 and 4 ;

“Service User”	means any eligible person receiving or entitled to receive the benefit of the Service;
“Service Manager”	means the individual who is appointed as the manager of an individual service in clause 5.1;
"Shifting Settings of Care"	means is a programme which helps people with ongoing but stable mental illness to be supported by their GP and a mental health worker in the community rather than by specialist mental health services;
“Single Assessment Process”	means the single assessment by the Council and the Trust jointly of prospective Service Users in accordance with national requirements for the Care Programme Approach and guidance or directions issued by the Department of Health and/or Care Quality Commission relevant to the provision of the Service, Care Act 2014 or any part thereof as may be issued to the Council or the Trust in the future;
“Staff”	means collectively the Partnership Staff and the Council Staff;
“Term”	means the period from the Commencement Date expiring on 31 st March 2023 subject to earlier termination or extension in accordance with the terms of this Agreement;
“ Partnership Agreement Manager” (PAM)	means the Trust’s Borough Director who shall be jointly designated and jointly accountable to the Trust’s Divisional Director, Jameson Division and the Council’s Assistant Director, Adult Social Care (Learning Disabilities and Mental Health) or such other officer of the Trust, which meets the council’s approval;
“Trust”	means the Central and North West London NHS Foundation Trust (and any successor to its statutory function);
“Trust Budget”	means the funding that the Trust has identified for each of the service in clause 5.1 to meet the NHS Health Care Functions;
“ Council Budget”	means the funding that the council has identified for each of the service in clause 5.1 to meet the Council’s Health Related Care Functions set out in Schedule 2 ;
“Trust’s NHS Care Related Functions”	means those services that the Trust is required to provide to Service Users in accordance with its

statutory obligations and as set out in **Schedule 2** where relevant to this Agreement;

“TUPE” means the Transfer of Undertakings (Protection of Employment Regulations) 2006.

- 1.2 In this Agreement, all references to any statute or statutory provision shall be deemed to include references to any statute or statutory provision which amends, extends, consolidates or replaces the same and shall include any orders, regulations, codes of practice, instruments or other subordinate legislation made thereunder and any conditions attaching thereto. Where relevant, references to English statutes and statutory provisions shall be construed as references also to equivalent statutes, statutory provisions and rules of law in other jurisdictions.
- 1.3 Any headings to Clauses, together with the front cover and the index are for convenience only and shall not affect the meaning of this Agreement. Unless the contrary is stated, references to Clauses and Schedules shall mean the clauses and schedules of this Agreement.
- 1.4 Any reference to the Partners shall include their respective statutory successors, employees and agents.
- 1.5 In the event of a conflict, the conditions set out in the Clauses to this Agreement shall take priority over the Schedules.
- 1.6 Where a term of this Agreement provides for a list of items following the word "including" or "includes", then such list is not to be interpreted as being an exhaustive list.
- 1.7 In this Agreement, words importing any particular gender include all other genders, and the term "person" includes any individual, partnership, firm, trust, body corporate, government, governmental body, trust, agency, unincorporated body of persons or association and a reference to a person includes a reference to that person's successors and permitted assigns.
- 1.8 In this Agreement, words importing the singular only shall include the plural and vice versa.
- 1.9 In this Agreement, "staff" and "employees" shall have the same meaning and shall include reference to any full or part time employee or officer, director, manager and agent.
- 1.10 Subject to the contrary being stated expressly or implied from the context in these terms and conditions, all communication between the Partners shall be in writing.
- 1.11 Unless expressly stated otherwise, all monetary amounts are expressed in pounds sterling but in the event that pounds sterling is replaced as legal tender in the United Kingdom by a different currency then all monetary amounts shall be converted into such other currency at the rate prevailing on the date such other currency first became legal tender in the United Kingdom.

1.12 All references to the Agreement include (subject to all relevant approvals) a reference to the Agreement as amended, supplemented, substituted, novated or assigned from time to time.

2. COMMENCEMENT AND DURATION

2.1 The term of this Agreement will be for a term of five years with effect from 1st April 2018, unless terminated sooner by not less than six months' written notice by either Party or in accordance with Clause 29 of this Agreement.

3. COMMUNICATIONS

3.1 Both Partners will ensure that their Partner is kept up to date with information that is relevant to the operation of this Agreement. To achieve this, the Community Service Manager within Adult Mental Health Services will normally attend the Council's Operational Managers' Senior Management Team meeting in accordance with the frequency of meetings. The Council's Mental Health Service Manager will normally attend the Trust's Borough Management meetings in relation to Adult Mental Health Services provided by the Trust within the borough.

4. AIMS AND OBJECTIVES

4.1 The Partners have agreed to enter into partnership arrangements as described in this Agreement for the purpose of the management of the provision by the Partners of mental health services and dual diagnosis services to meet the aims and objectives of the Partners as set out in **Schedule 1**.

4.2 In summary, the aims of the Partnership are:

4.2.1 To ensure the effective and efficient management of mental health services in the London Borough of Hillingdon.

4.2.2 Through sharing resources and working in collaboration, to improve service, performance, quality and outcomes for Service Users;

4.2.3 To ensure that services are user focused, and responsive to identified needs;

4.2.4 To deliver seamless services through effective multi-agency and multi-disciplinary communication and processes;

4.2.5 To ensure Value for Money and efficient use of resources, maximising income where at all possible and avoiding duplication;

4.2.6 To promote the involvement of the independent and voluntary sectors users and carers in the planning and provision of mental health services;

4.2.7 To respond to gaps in service delivery through improved service design, and inform commissioning intentions;

4.2.8 To increase the range of skills, professional and organisational, available to

the provision of mental health services and provide a diverse range of learning and development opportunities for staff.

- 4.3 In summary, the outcomes for the people of Hillingdon will be:
- 4.3.1 One point of entry to health and social care services that provides fair access to everyone;
 - 4.3.2 An ability to move between different services easily and speedily access the resources required to meet individual needs;
 - 4.3.3 An effective and consistent approach to assessment, co-ordination and review of services;
 - 4.3.4 Safe, sound and supportive modern mental health services;
 - 4.3.5 A flexible range of health and social care services that can be organised in a flexible way to meet the changing needs of the people of Hillingdon;
 - 4.3.6 Involvement of Service Users, Carers and other relevant stakeholders in the planning, commissioning, monitoring, and evaluation of services.
- 4.4 The Partners shall agree an annual Schedule of Strategic Priorities to be achieved by the Partners for the following Financial Year. The process for agreeing the Schedule of Strategic Priorities shall be as described in **Schedule 6** of this Agreement.
- 4.5 At the earliest opportunity after the 1st January of each year of this Agreement the Council shall submit to the Partnership Board its proposed annual Schedule of Strategic Priorities by no later than 31 January in each year of this Agreement. The Schedule of Strategic Priorities shall contain such information as the Partnership Board shall require in order to consider and agree the strategic priorities for the following Financial Year.
- 4.6 The Partnership Board shall give due consideration to the draft Schedule of Strategic Priorities and will alert the Council at the earliest opportunity if the same are not acceptable and/or whether any changes are required to comply with the Partnership Board's objectives. The Council shall promptly deal with the Partnership Board's comments (if any) and where relevant, amend and re-submit a revised draft Schedule of Strategic Priorities.
- 4.7 The Partnership Board shall meet as regularly as required to discuss and agree the Schedule of Strategic Priorities, with a view to signing off the same for the relevant Financial Year no later than 15 March in the immediately preceding Financial Year.
- 5. FUNCTIONS**
- 5.1 The Trust's NHS Health Care Functions and the Council's Health Related Care Functions are to be carried out by the Trust insofar as is necessary to meet the aims and objectives in **Schedule 1** (Aims and Objectives) and the terms of this Agreement as per the definition set out in **Schedule 2** (Functions).

- 5.2 The delegation of functions detailed in **Schedule 2** is summarised below:
- 5.2.1 *Day to day management of staff* - The Council delegates to the Trust;
 - 5.2.2 *Assessment, re-assessment and review of social care needs* under the 2014 Act - The Council delegates to the Trust;
 - 5.2.3 *Care co-ordination under the Care Programme Approach (CPA)* - Trust delegates to Council;
 - 5.2.4 *Assessment and reassessment of health needs* - The Trust delegates to the Council.
 - 5.2.5 *Role of Safeguarding Enquiry Officer* - The Council delegates to the Trust.
- 5.3 Nothing in this Agreement shall affect the liability of the Partners to any third party for the exercise of the Council's Social Care Functions; or any powers or duty to recover charges for the provision of any of the Services in the exercise of any of the Council's Social Care Functions.

6. SERVICE OPERATIONAL ARRANGEMENTS

- 6.1 The Trust shall be responsible for the management of the delivery of the Services under this Agreement. The Services are:
- 6.1.1 CMHT East and CMHT West - Mead House;
 - 6.1.2 CMHT North – Pembroke Centre;
 - 6.1.3 Early Intervention Service;
 - 6.1.4 Community Rehab Team;
 - 6.1.5 Addiction Recovery Community (ARCH) Service; and
 - 6.1.6 Employment Support Service.
- 6.2 The Council shall retain statutory responsibility for managing the AMHP Service, subject to any changes in legislation that may from time to time be made.
- 6.3 Other services that are not substantially different from the services currently set out in this Agreement may be included in the Agreement if they are intended to meet the needs of eligible Service Users and Carers and where those other services meet the agreed joint Aims and Objectives of the Partners as described in **Schedule 1** and the PB so determines, subject to any agreed formal processes required.
- 6.4 The Service shall be provided by the Partners to Service Users and Carers in accordance with the provisions of **Schedule 3** (Service Operation).
- 6.5 The eligibility of Service Users and Carers to receive the Service shall be assessed in accordance with the provisions of **Schedule 3**.

- 6.6 The Trust shall manage and direct the duties of all of the Staff including the Council's Staff mentioned in **Schedule 4** (Personnel and Management) and this function shall be undertaken in accordance with the structures, duties and limitations of authority described in **Schedule 4**. For the avoidance of doubt, nothing in this Agreement shall be construed or have effect as construing any relationship of employer and employee between the Trust and any Council Staff and nothing in this Agreement shall constitute or be construed as constituting or establishing any partnership or joint venture between the parties for any purpose whatsoever.
- 6.7 Both Partners shall ensure that in making any decision with respect to a Service User or Carer, due consideration is given to the Service User's gender, sexual orientation, religious persuasion, racial origin, cultural and linguistic background, in accordance with the Equalities Legislation.
- 6.8 The Trust shall use reasonable endeavours to ensure that when providing the Services in exercise of the Council Functions the Council Staff comply with all Law and the Annual Summary relating to the provision of the Service or any part thereof and in particular, but without limitation, with the Essential Standards of Quality and Safety as defined by Care Quality Commission and in accordance with the Health and Social Care Act, 2008 and the Care Act, 2014.
- 6.9 The Trust and the Council shall ensure that adequate numbers of Staff are allocated to the provision of the Service, and that those Staff members are competent and able to carry out their duties, including but not limited to, having the appropriate and up-to-date qualifications where applicable to that role.
- 6.10 The Trust shall nominate a senior member of staff to act as the Partnership Agreement Manager (PAM), who would ensure the Partners' compliance with this Agreement, manage the liaison and interface with the Trust's Services in this Agreement and oversee the general relational activities between the partners.
- 6.11 The Trust shall ensure that all relevant legislation and statutory guidance are complied with and shall manage the partnership staff and services in accordance with all such legislation and statutory guidance.

7. FINANCIAL ARRANGEMENTS

- 7.1 The financial arrangements in respect of the delivery of this Agreement shall be as described in **Schedule 5**, which may be amended from time to time in accordance with Clause 27 (Variation).
- 7.2 For the avoidance of doubt, it is not the intention of the Partners through this Agreement to establish a Pooled Budget, although there is nothing in this Agreement that precludes the Partners from doing so if subsequently agreed in accordance with Clause 27.
- 7.3 The Partners will agree their respective individual budgets by 31st March in each year previous to the financial year to which they relate. The Partners agree to share their respective budgets with the other Partner in accordance with the provisions of **Schedule 7** (Governance).
- 7.4 The Partners recognise the potential impact of changes to their respective budgets on the other Partner. The Partners agree to use reasonable endeavours not to make

unilateral reductions in resources and/or funding for the Services in any one financial year unless it has been agreed by the PB.

- 7.5 Where reasonably possible, neither Partner shall reduce resources or funding without giving the other Partner at least 6 months' notice of their intention to do so.
- 7.6 The staffing resources of the partners described in **Schedules 5** shall be used in pursuit of the Aims and Objectives described in **Schedule 1**.
- 7.7 All other costs associated with the staffing resources in **Schedule 5** shall remain with the appropriate Partner in accordance with **Schedule 5**.
- 7.8 The Council shall make available to the Trust, the Council's Staff to work in the provision of the Service.
- 7.9 The Partners shall make available their premises described in **Schedule 5** for use in pursuit of the Aims and Objectives described in **Schedule 1**.
- 7.10 Each Partner shall pay its own costs and expenses incurred from time to time in the negotiation and management of this Agreement, save as expressly otherwise provided in this Agreement.

8. RISK SHARE, OVERSPENDS AND UNDERSPENDS

Risk Share

- 8.1 No risk share arrangements shall apply to this Agreement unless otherwise agreed in accordance with Clause 27 (Variation). For avoidance of doubt, each Partner shall manage their own risks in respect of their respective financial and resource contribution to the Services.

Overspends and Underspends

- 8.2 Liability for any overspends shall sit with the Partner responsible for the budget in which the overspend (or potential overspend) has been identified. For avoidance of doubt, the Council shall not be responsible for an overspend in a Trust budget and the Trust shall not be responsible for an overspend in a Council budget.
- 8.3 The PB shall explore the scope for addressing budget overspends through efficiencies achieved by closer joint working in accordance with **Schedule 7**.
- 8.4 The benefit from any underspend shall sit with the Partner responsible for the budget in which underspend has been identified.
- 8.5 The PB may consider opportunities presented by underspends in budgets under the control of the respective Partner.

9 INDEMNITY AND INSURANCE

- 9.1 The Trust shall ensure that insurance is in accordance with current NHS arrangements for property, employer, professional and clinical negligence liability and third party liability. The Council shall maintain public liability insurance for not less than £10 million for any one incident (the number of incidents to be unlimited) and employer's liability insurance for not less than the statutory minimum.
- 9.2 Each Partner shall provide to the other upon request such evidence as may reasonably be required to confirm that the insurance arrangements are satisfactory and are in force at all times.
- 9.3 Each party (the "Indemnifying Party") shall indemnify the other party, its officers, employees and agents against any damage, cost, liability, loss, claim or proceedings whatsoever arising in respect of:
- 9.3.1 any damage to property real or personal, including any infringement of third party patents, copyrights and registered designs;
 - 9.3.2 any personal injury including injury resulting in death;
 - 9.3.3 any award or recommendation of compensation payable to a Service User following complaint or investigation by the Health Service Commissioner or Local Government Commissioner for England or any similar entity;
 - 9.3.4 arising following the commencement date of this Agreement out of or in connection with the Arrangements and/or the Services to the extent such damage, cost, liability, loss, claim or proceedings shall be due directly to any negligent act or omission by the Indemnifying Partner, its officers or employees, any fraudulent or dishonest act of any of its officers, employees or contractors or any breach of statutory or common law duty.
- 9.4 Under this Agreement neither Party shall be liable to the other for any indirect loss of profit, loss of use, loss of production, loss of business, loss of business opportunity, loss of business revenue, loss of goodwill or any claim for consequential loss or for indirect loss of any nature.
- 9.5 The indemnity shall not apply to any such claim or proceeding:
- 9.5.1 unless as soon as reasonably practicable following receipt of notice of such claim or proceeding, the Partner in receipt of that notice shall have notified the other Partner in writing of it and shall, upon the latter's request and at the latter's cost, have permitted the latter to have full care and control of the claim or proceeding, using legal representation approved by the Partner in receipt of that notice, such approval not to be unreasonably withheld or delayed; or
 - 9.5.2 if the Partner in receipt of the notice the claim or proceeding, its employees or agents shall have made any admission in respect of such claim or proceeding or taken any action related to such claim or proceeding prejudicial to the defence of it without the written consent of the other Partner (such consent not to be unreasonably withheld or delayed), provided that this condition shall not be treated as breached by any statement properly made by the former Partner, its employees or agents in connection with the

operation of its internal complaints procedures, accident reporting procedures or disciplinary procedures or where such statement is required by Law.

- 9.6 Each Partner shall keep the other Partner and its legal advisers fully informed of the progress of any such claim or proceeding, will consult fully with the other Partner on the nature of any defence to be advanced and will not settle any such claim or proceeding without the prior written approval of the other Partner (such approval not to be unreasonably withheld).
- 9.7 Without prejudice to the provisions of Clause 9.5 both Partners shall use their reasonable endeavours to inform each other promptly of any circumstances reasonably thought likely to give rise to any such claim or proceedings of which they are directly aware and shall keep each other reasonably informed of developments in relation to any such claim or proceeding even where they decide not to make a claim under this clause 8.
- 9.8 The Partners shall each give to the other such help as may reasonably be required for the efficient conduct and prompt handling of any claim or proceeding.
- 9.9 No Council staff will be transferring to the Trust under the terms of this Agreement. The Council therefore warrants that there are no individuals presently employed by the Council (including, for the avoidance of doubt, the Council's Staff) whose contracts of employment will, by virtue of TUPE, would or could be deemed as employees of the Trust after the Commencement Date.
- 9.10 If at any time it is subsequently agreed or determined by the Partners and/or by an employment tribunal or other court of competent jurisdiction that there are persons presently employed by Council (including, for the avoidance of doubt, the Council's Staff) whose contracts of employment do have effect after the Commencement Date as if originally made between those persons and the Trust ("Transferring Staff") then:
- 9.10.1 the Council shall within seven (7) days of the date on which it was so agreed or determined have the opportunity to offer a position as an employee of the Council to some or all of the Transferring Staff;
- 9.10.2 the Trust shall procure that no person to whom the Council has offered a position in accordance with Clause 9.10.1 shall be dismissed by reason of redundancy or some other substantial reason until the period for acceptance of the Council's offer has expired and the person in question has not accepted the Council's offer;
- 9.10.3 subject to Clauses 9.10.1 and 9.10.2, the Trust shall be entitled to dismiss any or all of the Transferring Staff by reason of redundancy or for some other substantial reason provided that the Trust shall carry out in the required manner any obligation to consult with the Transferring Staff or any of them, or their respective representatives, and shall use all reasonable endeavors to mitigate the amount of any costs payable in respect of the Transferring Staff or their dismissal.
- 9.11 The Council shall indemnify the Trust from and against all losses, costs, claims, demands, actions, fines, penalties and expenses (including legal expenses) which the Trust shall take all reasonable steps to mitigate, in connection with or as a result of:

- 9.11.1 the dismissal of any Transferring Staff as referred to in Clause 9.10.3 above and compliance with the requirements of Clause 9.11.2 by the Trust;
- 9.11.2 any claim or demand by any of the Council's Staff or any trade union or staff association or employee representative (whether or not recognised by the employer of the Council's Staff) arising out of the employment of the Council's Staff or any of them where this arises from the act, negligence or default of the Council including, without prejudice the generality of the foregoing:
 - 9.11.2.1 in connection with any failure to comply with the requirements of TUPE;
 - 9.11.2.2 in connection with any failure to comply with the requirements of Annexes C and D to Circular ODPM 03/2003; and
 - 9.11.2.3 in connection with any failure to comply with the requirements of The Best Value Authorities Staff Transfer (Pensions) Direction 2007.

10. REVIEW

- 10.1 Save where the Strategic Partnership Board or the Partnership Board agree alternative arrangements (including alternative frequencies), the Partners shall undertake an annual review (referred to as the 'Annual Review') to determine the extent to which the aims and objectives of the Agreement have been delivered. The outcomes of the Annual Review shall be reported to the Strategic Partnership Board in accordance with the provisions of **Schedule 6**.

11 BEST VALUE AND CLINICAL GOVERNANCE

- 11.1 The Council is subject to the duty of "Best Value" in accordance with section 3 of the Local Government Act, 1999. The Trust shall assist the Council in fulfilling this duty where required.
- 11.2 Council may undertake reviews of the mental health and addiction services in pursuance of the Council wide commitment to continuous service improvement and the Trust shall provide such assistance and information and participate in those reviews as reasonably requested by the Council.
- 11.3 The Trust is subject to the requirements of clinical governance and safety and quality control assurance. Therefore the Partners shall ensure that the Service complies with such requirements, including any requirements made from time to time by CQC.
- 11.4 The Trust shall deliver services according to relevant national standards, guidance, and evidence based practice.
- 11.5 The Trust shall provide, reports to Council Cabinet, Policy and Overview Committee, Scrutiny Committee and full Council as required by Council Standing Orders.
- 11.6 If the Partners are unable to reach agreement on any change sought in consequence of a best value, or governance review, the dispute will be subject to the Dispute Resolution procedure set out in Clause 17.

11.7 The Partners will contribute to and comply with internal audit inspections of Council services, and, work collaboratively for external inspections of all or part of mental health services, and for other performance inspections in which mental health services contribute.

12. INFORMATION SHARING, CONFIDENTIALITY AND DATA PROTECTION

12.1 The Partners shall ensure that confidentiality is maintained at all times in all matters relating to the services provided under this Agreement.

12.2 "Personal Data" shall have the meaning ascribed to it in the 2018 Act.

12.3 In this Agreement "confidential information" shall mean any information or data (of whatever nature and however recorded or preserved) of a confidential nature relating to either Partner or its activities or the activities and affairs of its employees, agents, Service Users or relatives, under this Agreement. Save that Confidential Information shall not include information or data that is or becomes:-

12.3.1 generally available to the public otherwise than by reason of breach of the provisions of this Clause;

12.3.2 known to the other Partner and is at its free disposal (having been generated independently by the other Partner or a third party) and not derived directly or indirectly from the Partner's Confidential Information prior to its receipt from the Partner;

12.3.3 subsequently disclosed to the other Partner without obligations of confidence by a third party owing no such obligations to the Partner in respect of that Confidential Information;

12.3.4 required by law to be disclosed;

12.3.5 required by the Local Government Commissioner for England.

12.4 The Partners agree at all times during the continuance of this Agreement to keep confidential all the other Partner's Confidential Information, and only to share Personal Data to the extent permitted by law. For avoidance of doubt, this Clause shall not affect the rights of any workers under Section 43 A-L of the Employment Rights Act 1996.

12.5 The Partners hereby warrant that in respect of the Confidential Information and Personal Data of the other Partner (including any person employed or engaged by them in connection with this Agreement) they shall:

12.5.1 only use the other Partner's Confidential Information for the performance of their obligations under this Agreement;

12.5.2 not disclose any of the other Partner's Confidential Information to any third party without the prior written consent of the other Partner;

12.5.3 take all necessary precautions to ensure that all the other Partner's Confidential Information is treated as confidential and not disclosed (save as aforesaid) or used other than for the performance of their obligations under this Agreement by their employees, servants, agents or sub-contractors;

12.5.4 only process Personal Data disclosed by the other Partner in accordance with 2018 Act and GDPR.

- 12.6 Nothing in this Clause shall be deemed or construed to prevent either Partner from disclosing any Confidential Information obtained from the other to any employee, consultant, contractor or other person engaged by them in connection herewith, provided that they shall have obtained from the employee, consultant, contractor or other person a signed confidentiality undertaking on substantially the same terms as are contained in this Clause
- 12.7 Upon termination or expiry of this Agreement, howsoever occurring, the Partners shall return or destroy at the direction and request of the other Partner all Confidential Information and all notes and memoranda prepared in relation to the Confidential Information, of the other Partner.
- 12.8 The Partners must ensure that all matters relating to the individual Service User's circumstances are treated as confidential. When information is to be shared with other agencies a Service User consent form will be signed, the form of which shall be agreed between the Partners.
- 12.9 No Partner shall issue any press release or any statement containing information relating to or connected with or arising out of this Agreement or the matters contained in it, including information relating to the business or affairs of any other Partner, without obtaining the previous approval of the other Partner such approval to be in relation to its contents and the manner of its presentation and publication or disclosure (such approval not to be unreasonably withheld or delayed).
- 12.10 The provisions of this Clause 12 shall continue to apply notwithstanding termination of this Agreement.
- 12.11 The Partners will indemnify each other against all claims and proceedings and all proven liability, loss, costs and expenses incurred in connection therewith which result from a breach of the 2018 Act ("DPA") by the other Partner (unless such liability, loss, costs, and expenses arises out of the negligence of the party seeking to enforce the indemnity).
- 12.12 Each Partner shall:
- 12.12.1 where processing Personal Data and/or Sensitive Personal Data (both as defined by the DPA) comply in all respects with the provisions of the DPA with particular regard to the data protection principles at Part 1 of Schedule 1 to the DPA and all appropriate guidance;
- 12.12.2 notify the other Partner immediately of any notice or notification served on or sent to it under the DPA by:
- (a) the Office of the Information Commissioner (as defined by the DPA) (including in particular any enforcement or transfer prohibition notice); or
 - (b) by any individual in connection with any Personal Data or Sensitive Personal Data including but not limited to any subject access request;
- 12.12.3 undertake such acts as a Partner may reasonably request of the other Partner as a consequence of such notice or notification; and

12.12.4 restrict access to Personal Data and Sensitive Personal Data only to responsible employees who need to have such access to it for the purposes of processing Personal Data (“processing” to have the meaning ascribed to it by the DPA) and who have undertaken training in the use of Personal Data and Sensitive Personal Data to a standard reasonably required by the Partners.

12.13 The Partners agree to use all reasonable efforts to assist each other to comply with their obligations under the DPA.

12.14 The Partners agree that for these purposes that any of the Staff making a protected disclosure (as defined in Section 1 of the Public Interest Disclosure Act 1998) shall not be subjected to any detriment. The Partners declare that any provision in this Agreement does not preclude the Staff from making a protected disclosure.

13. FREEDOM OF INFORMATION ACT AND ENVIRONMENTAL PROTECTION REGULATIONS

13.1 The Partners acknowledge that each of them is subject to obligations under the 2000 Act (“FOIA”) and the 2004 Regulations.

13.2 The Partners agree that they will each cooperate with each other to enable any Partner receiving a request under the 2000 Act or the 2004 Regulations to respond to a request promptly and within the statutory timescales. This cooperation shall include (but not be limited to) finding, retrieving and supplying information held, directing requests to other Partners as appropriate and responding to any requests by the Partner receiving a request for comments or other assistance.

13.3 Any and all agreements between the Partners as to confidentiality shall be subject to duties under the 2000 Act and 2004 Regulations. No Partner shall be in breach of this Clause 13 if it makes disclosures in accordance with the 2000 Act and/or the 2004 Regulations.

14. OMBUDSMEN AND INVESTIGATIONS BY REGULATORY BODIES

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

15. COMPLAINTS

15.1 Complaints regarding the Service shall in the first instance be directed to the Trust and if not resolved will be managed according to the Trust's standard complaints procedure or the Council's standard complaints procedure as appropriate and this will include the provision of information to all Service Users and their Carers or established representatives on how to complain.

15.2 Any dispute or uncertainty about which procedure to follow should be resolved jointly by the Complaints Manager (Trust) and the Complaints Manager (Council).

- 15.3 Where the complaint is being brought against both the Trust and the Council, it will be managed within the shortest timeframe of whichever Partner.
- 15.4 Both parties shall co-operate in the investigation of all complaints and will participate in the complaints resolution process as required.
- 15.5 Both parties shall co-operate in the investigation of enquiries from elected members of the Council.
- 15.6 The Trust shall ensure that all Services provided and arrangements for complaints are in accordance with its policy and that of the Equality and Human Rights Commission and all or any policies and procedures approved by the Trust as available through its web site under the 2000 Act
- 15.7 A log of complaints (“the Complaints Log”) shall be maintained to include, but not be limited to, the following information:
- 15.7.1 the name and address of the Service User;
 - 15.7.2 the name and address of the complainant (if different);
 - 15.7.3 the nature of the complaint;
 - 15.7.4 the response to the complaint and the time taken to respond; and
 - 15.7.5 the level of satisfaction of the complainant.
- 15.8 The Complaints Log shall be accessible to all Partners on request and shall be discussed periodically by the PB.
- 15.9 During the period of the Agreement the Partners shall work together to develop closer integration on a range of issues including complaints management.
- 15.10 Each Partner shall use their reasonable endeavours to inform the other Partner of any circumstance reasonably thought likely to give rise to a complaint or in which a complaint has been made.
- 15.11 The Trust will investigate all Serious Incidents in the spirit of co-operation and openness for Council residents known to the services covered in this agreement. All management reports and investigations for Council residents known to the services covered in this agreement will be shared with the Council.
- 15.12 The Borough Director will provide to the Partnership Board a minimum of quarterly reports on the progress of Serious Incident enquiries and remedial actions.

16. PROTECTING ADULTS AT RISK

- 16.1 Notwithstanding the provisions of Clause 14 if the complaint or issue under investigation falls within the remit of Section 42 of the 2014 Act; and chapter 14 of the Care and Support Statutory Guidance; and the London Multi-Agency Safeguarding Policy and Procedures ADASS 2016 then all processes will be administered in accordance with the law, statutory guidance, as detailed in the policy and procedures.

16.2 All Partners shall fully co-operate with any Safeguarding enquiry as conducted under section 42 of the 2014 Act, and any Safeguarding Adults Review, as conducted under section 44 of the 2014 Act, including supplying without delay any information required under section 45 of the 2014 Act.

17. DISPUTE RESOLUTION

17.1 The Partners will use their best efforts to negotiate in good faith and settle any dispute that may arise out of or relate to this Agreement.

17.2 In the event of a dispute over the application or interpretation of this Agreement, the dispute may be referred by the Partners in writing as follows:

17.2.1 in the first instance to the Authorised Officers to resolve through ordinary negotiations within thirty (30) days

17.2.2 in the second instance to, in the case of the Trust, the Chief Executive and, in the case of the Council, the Director for Adult Social Care to resolve through ordinary negotiations within thirty (30) days

17.3 If the Dispute is not resolved within thirty (30) days following a referral under clause 17.2.2 shall the Partners attempt in good faith to resolve the dispute through the model mediation procedure of the Centre for Effective Dispute Resolution (CEDR).

17.4 If the Partners are unable to agree on the joint appointment of a mediator within five (5) days, they shall make a joint application to CEDR to nominate the mediator.

17.5 The mediator, after consultation with the Partners where appropriate, will:

17.5.1 attend any meetings with either or both of the Partners preceding the mediation, if requested or if the mediator decides this is appropriate and the Partners agree;

17.5.2 read before the mediation each case summary and all the documents sent to him;

17.5.3 chair, and determine the procedure for the mediation;

17.5.4 assist the Partners in drawing up any written settlement agreement; and

17.5.5 abide by the terms of CEDR's model mediation procedure and CEDR's code of conduct for mediators.

17.6 The mediator (and any member of the mediator's firm or company) will not act for either of the Partners individually in connection with the dispute in any capacity during the Term. The Partners accept that in relation to the dispute neither the mediator nor CEDR is an agent of, or acting in any capacity for, either of the Partners. Furthermore, the Partners and the mediator accept that the mediator (unless an employee of CEDR) is acting as an independent contractor and not as an agent or employee of CEDR.

17.7 CEDR, in conjunction with the mediator, will make the necessary arrangements for the mediation including, as necessary:

- 17.7.1 nominating, and obtaining the agreement of the Partners to, the mediator;
 - 17.7.2 organising a suitable venue and dates;
 - 17.7.3 organising exchange of the case summaries and documents;
 - 17.7.4 meeting with either or both of the Partners (and the mediator if appointed), either together or separately, to discuss any matters or concerns relating to the mediation; and
 - 15.7.5 general administration in relation to the mediation.
- 17.8 If there is any issue about the conduct of the mediation upon which the Partners cannot agree within a reasonable time, CEDR will, at the request of either Partner, decide the issue for the Partners, having consulted with them.
- 17.9 The Partners agree to notify the mediator of any of the relevant timescales which they wish to observe.
- 17.10 Each Partner will state the names of:
- 17.10.1 the person(s) who will be the lead negotiator(s) for that Partner, who must have full authority to settle the dispute; and
 - 17.10.2 any other person(s) (such as professional advisers, colleagues or sub-contractors) who will also be present at, and/or participating in, the mediation on that Partner's behalf.
- 17.11 Each Partner will send to CEDR at least 2 (two) weeks before the mediation, or such other date as may be agreed between the Partners and CEDR, sufficient copies of:
- 17.11.1 its case summary; and
 - 17.11.2 all the documents to which the case summary refers and any others to which it may want to refer in the mediation.
- 17.12 In addition, each Partner may send to the mediator (through CEDR) and/or bring to the mediation further documentation which it wishes to disclose in confidence to the mediator but not to the other Partner, clearly stating in writing that such documentation is confidential to the mediator and CEDR.
- 17.13 The mediator will be responsible for sending a copy of each Partner's Case Summary and supporting documents (pursuant to clause 17.10) to the other simultaneously.
- 17.14 The Partners should try to agree:
- 17.14.1 the maximum number of pages of each case summary; and
 - 17.14.2 a joint set of supporting documents or the maximum length of each set of supporting documents.
- 17.15 The mediation will take place at the time and place arranged by CEDR.
- 17.16 The mediator will chair, and determine the procedure at, the mediation.
- 17.17 No recording or transcript of the mediation will be made.

- 17.18 If the Partners are unable to reach a settlement in the negotiations at the mediation, and only if both the Partners so request and the mediator agrees, the mediator will produce for the Partners a non-binding recommendation on terms of settlement. This will not attempt to anticipate what a court might order but will set out what the mediator suggest are appropriate settlement terms in all of the circumstances.
- 17.19 Any settlement reached in the mediation will not be legally binding until it has been reduced to writing and signed by, or on behalf of, the Partners. The mediator will assist the Partners in recording the outcome of the mediation.
- 17.20 The mediation will terminate when:
- 17.20.1 a Partner withdraws from the mediation;
 - 17.20.2 a written settlement agreement is concluded;
 - 17.20.3 the mediator decides that continuing the mediation is unlikely to result in a settlement; or
 - 17.20.4 the mediator decides he should retire for any of the reasons in CEDR's code of conduct.
- 17.21 Every person involved in the mediation will keep confidential and not use for any collateral or ulterior purpose:
- 17.21.1 information that the mediation is to take place or has taken place, other than to inform a court dealing with any litigation relating to the dispute of that information; and
 - 17.21.2 all information (whether given orally, in writing or otherwise) arising out of, or in connection with, the mediation including the fact of any settlement and its terms.
- 17.22 All information (whether oral or documentary and on any media) arising out of, or in connection with, the mediation will be without prejudice, privileged and not admissible as evidence or disclosed in any current or subsequent litigation or other proceedings whatsoever. This does not apply to any information, which would in any event have been admissible or disclosed in any such proceedings.
- 17.23 Paragraphs 17.21 and 17.22 shall not apply insofar as any such information is necessary to implement and enforce any settlement agreement arising out of the mediation.
- 17.24 None of the Partners will call the mediator or CEDR (or any employee, consultant, officer or representative of CEDR) as a witness, consultant, arbitrator or expert in any litigation or other proceedings whatsoever. The mediator and CEDR will not voluntarily act in any such capacity without the written agreement of both the Partners.
- 17.25 CEDR's fees (which include the mediator's fees) and the other expenses of the mediation will be borne equally by the Partners. Payment of these fees and expenses will be made to CEDR in accordance with its fee schedule and terms and conditions of business.
- 17.26 Each Partner will bear its own costs and expenses of its participation in the mediation.

17.27 Neither the mediator nor CEDR shall be liable to the Partners for any act or omission in connection with the services provided by them in, or in relation to, the mediation, unless the act or omission is shown to have been in bad faith.

18. EXCLUSION OF PARTNERSHIP, JOINT VENTURE OR AGENCY

18.1 Nothing in this Agreement shall create a legal partnership as defined under the Partnership Act, 1890 or joint venture between the partners or the relationship of employer and employee between the Partners or render either Partner directly liable to any third party for the debts, liabilities or obligations of the other.

18.2 Neither Partner nor any of its employees or agents will in any circumstances hold itself out to be the servant or agent of the other Partner, except where expressly permitted by this Agreement.

18.3 Save as expressly provided otherwise in the Agreement or where the context or any statutory provision otherwise necessarily requires, neither Partner shall in any way whatsoever have authority to, or hold itself out as having authority to:

18.3.1 act as an agent of the other;

18.3.2 make any representations or give any warranties to third parties on behalf of or in respect of the other;

18.3.3 bind the other in any way; or

18.3.4 vary, amend revoke or create any byelaw.

19. ASSIGNMENTS AND SUB-AGREEMENT

19.1 Other than as required by law, neither Partner shall:

19.1.1 assign or transfer the whole or any part of this Agreement, without the prior written consent of the other Partner, which shall not be unreasonably withheld or delayed.

19.1.2 create any interest, charge or security over or deal in any other manner with this agreement or part of it without the prior written consent of the other and for the avoidance of doubt, a partner shall be absolutely entitled to withhold such consent

19.1.3 a partner may only sub-contract the performance of this agreement or any part thereof with the prior written consent of the other partner, which consent the other partner shall be absolutely entitled to withhold.

19.1.4 a partner shall cease to sub-contract if the other partner in writing withdraws such consent, save that in such event the partner who has so sub-contracted shall be allowed a reasonable period in which to rearrange its affairs of not less than three months

19.1.5 consent to sub-contract (if given) shall not relieve the sub-contracting partner from any liability or obligation under this agreement.

20 INTELLECTUAL PROPERTY

- 20.1 In this Clause “Intellectual Property” shall mean all copyright, patents trademarks, service marks, database rights, design rights (whether registered or unregistered) and all other similar proprietary rights as may exist anywhere in the world.
- 20.2 The Partners hereby grant each other a royalty free licence with the right to sub-license to use any of the existing Intellectual Property required for the performance of the other’s obligations under this Agreement in accordance with the provisions of this Agreement. Such license and any sub-licence to expire when this Agreement is terminated or expires howsoever occurring. Upon termination of the licence each Partner shall return or destroy and procure the return or destruction by any sub-licensee at the direction and request of the other Partner all the other Partner’s Intellectual Property.
- 20.3 Any Intellectual Property that arises solely as a result of this Agreement shall be assigned as follows:
- 20.3.1 If the Intellectual Property relates to a NHS functions the rights shall be vested in the Trust;
- 20.3.2 If the Intellectual Property relates to a Social Services function the rights shall be vested in the Council;
- 20.3.3 Where any Intellectual Property cannot be so determined as being created either in the exercise of NHS functions or Social Services function (“Joint Intellectual Property”) then the Joint Intellectual Property shall vest in the Partner in the best position to exploit the Intellectual Property as determined by the PB. The other Partner shall be entitled to be paid royalties at a reasonable rate to be determined by the PB on any commercial exploitation of the Joint Intellectual Property.
- 20.4 Each Partner hereby grants to the other Partner an irrevocable royalty free license of all Intellectual Property arising in the course of this Agreement, with the right to sub license, to use such Intellectual Property for any purposes the other Partner sees fit, save that where a Partner is receiving royalties from the exploitation of Joint Intellectual Property from the other Partner it shall be entitled to sub-license such Joint Intellectual Property on a commercial basis with the prior consent of the other Partner, such consent not to be unreasonably withheld or delayed.

21. EVIDENCE IN LEGAL PROCEEDINGS

- 21.1 Each Partner shall if required to do so by the other provide any relevant information in connection with any legal proceedings, internal disciplinary hearing or other hearing arising in connection with this Agreement, save in connection with any proceedings or potential proceedings between the Partners.
- 21.2 Each Partner shall immediately on becoming aware of any accident, damage or breach of any statutory provision relating to or connected in any way with the Partnership Arrangements under this Agreement, notify the other of the said accident, damage or breach.
- 21.3 Any information or assistance provided by either Partner to the other in accordance with this Clause shall be provided free of charge unless the subject of

the proceedings or hearing arose prior to the commencement date of this Agreement.

22. ENTIRE AGREEMENT

- 22.1 The terms herein contained together with the contents of the Schedules and Annexes constitute the complete agreement and understanding between the Partners and supersede all previous communications representations understandings and agreements with respect to the subject matter hereof, and any representation promise or condition not incorporated herein shall not be binding on either Partner.
- 22.2 Each of the Partners acknowledges and agrees that in entering into this Agreement, and the documents referred to in it, it does not rely on, and shall have no remedy in respect of, any statement, representation, warranty or understanding (whether negligently or innocently made) of any person (whether party to this Agreement or not) other than as expressly set out in this Agreement.

23 FORCE MAJEURE

- 23.1 In this Agreement, “force majeure” shall mean any cause preventing either Partner from performing any or all of its obligations which arises from or are attributable to either acts, events, omissions or accidents beyond the reasonable control of the Partner so prevented including act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood or storm or war, civil war, armed conflict or terrorist attack, nuclear, chemical or biological contamination or sonic boom, but nothing else.
- 23.2 If either Partner is prevented or delayed in the performance of any of its obligations under this Agreement by force majeure, that Partner shall forthwith serve notice in writing on the other Partner specifying the nature and extent of the circumstances giving rise to force majeure, and shall, subject to service of such notice and having taken all reasonable steps to avoid such prevention or delay and have no liability in respect of the performance of such of its obligations as are prevented by the force majeure events during the continuation of such events, and for such time after they cease as is necessary for that Partner, using all reasonable endeavours, to recommence its affected operations in order for it to perform its obligations.
- 23.3 If either Partner is prevented from performance of its obligations, by reason of force majeure, for a continuous period in excess of three months, the other Partner may terminate this Agreement forthwith on service of written notice upon the Partner so prevented, in which case neither Partner shall have any liability to the other except that rights and liabilities which accrued prior to such termination shall continue to subsist.

24. OBSERVANCE OF STATUTORY REQUIREMENTS

- 24.1 The Partners shall comply and ensure that their employees, agents and sub-contractors shall comply with all the relevant legal provisions, whether in the form of Orders, Regulations, Statutes, Statutory Instruments, codes of practice, Bye laws, Directions or governmental guidance or the like, to be performed in connection with this Partnership Arrangements under this Agreement

25. THE CONTRACTS (RIGHTS OF THIRD PARTIES) ACT, 1999

25.1 The Contracts (Rights of Third Parties) Act, 1999 shall not apply to this Agreement.

26. PREVENTION OF CORRUPTION/QUALITY CONTROL

26.1 The Partners shall have mutual policies and procedures to ensure that relevant controls assurance, probity and professional standards are met.

27. VARIATION

27.1 The Partners anticipate that over the lifetime of this Agreement the provisions may need to change in order to support the delivery of the Aims and Objectives in **Schedule 1**, which may themselves change from time to time to reflect national and local priorities. This Agreement shall not be varied or amended unless such variation or amendment has been agreed in writing and signed by the duly authorised officers of the Partners.

28. WAIVERS

28.1 The failure or delay of either Partner to exercise a right or remedy provided by this Agreement or by law shall not be construed to be a waiver of the right or remedy. A waiver of a breach of any provision of this Agreement or of a default under this Agreement shall not be construed to be a waiver of any other breach or default and shall not affect the terms of this Agreement.

28.2 A waiver of a breach of any terms of this Agreement or a default under this Agreement will not prevent a Partner from subsequently requiring compliance with the waived obligation. The rights and remedies provided by this Agreement are cumulative and (subject as otherwise provided in this Agreement) are not exclusive of any rights or remedies provided by law.

29. TERMINATION

29.1 This Agreement may be terminated by not less than one month's notice in writing from either Partner to the other, if the other Partner fails to remedy a material breach of a provision of this Agreement (where such breach is capable of remedy) within one calendar month of a written notice being given which requires such breach to be remedied and which states that it is the intention of the notifying Partner to terminate this Agreement forthwith if the breach is not so remedied;

29.2 This Agreement may be terminated forthwith by a notice in writing from either Partner to the other, if:

29.2.1 there is a material breach by the other Partner of a provision of this Agreement which is not capable of remedy;

29.2.2 the other is in breach of any of its statutory duties in relation to this Agreement or any of the functions exercised under it;

29.2.3 the Service is repeatedly failing to meet any standards and performance targets after being served a performance notice and given thirty (30) days to remedy any such failure in such performance notice;

29.2.4 if the other Partner, its employees or agents either offers, gives or agrees to give to anyone any inducement or reward or confers any other benefit in

respect of this or any other Agreement (even if the Partner is unaware of any such action) or otherwise commits an offence under the Bribery Act 2010 or has given or offered any reward or consideration or inducement or benefit the receipt of which is an offence under Section 117(2) of the Local Government Act 1972 (including any subsequent amendments thereto) or any other relevant legislation; or

29.2.5 HCCG terminates its agreement with the Trust to provide the services covered in this Agreement.

29.3 This Agreement may be terminated at any time by not less than 6 months' notice in writing from either Partner to the other.

29.4 The rights contained in this Clause 29 shall be without prejudice to any rights or remedies which may have accrued to the Partners against the other in respect of any breach of the terms of this Agreement.

30. EFFECTS OF TERMINATION

30.1 Upon termination or expiry of this agreement howsoever occurring, the Partners shall co-operate in good faith in order to terminate this Agreement with as little adverse impact on Services Users and staff as reasonably possible.

30.2 The partners shall return to the other any funds held on behalf of the other or the contributions of the partnership costs for the functions it performs under the agreement, with 30 days of the date of this agreement terminates or expires.

30.3 CNWL shall at the request of the Council assign any contracts or parts thereof, which relate to services it performs on behalf of the Council.

30.4 Notwithstanding any notice of termination in accordance with Clause 30:

30.4.1 the Trust and the Council shall continue to be liable to provide the Service in accordance with this Agreement for all Service Users receiving the Service at the date of the end of the notice of termination;

30.4.2 the Partners shall continue to manage their budgets necessary to ensure fulfilment of the obligations in Clause 30.4.1;

30.4.3 the PB shall continue to manage the budgets and integrated service in so far as is necessary to ensure fulfilment of the obligations in Clause 30.4.1. such liabilities to continue subject to Clause 30.2.

30.5 The partners will pay for their own costs associated with the termination of the Agreement which may include redundancy costs of staff.

30.6 The joint provision of on-going care for Service Users under this Agreement in accordance with Clause 30.4 will come to an end with both Partners responsible for any on-going care for Service Users in accordance with their statutory obligations to those Service Users to ensure that there is no detrimental effect to Service Users as a result of the termination of this Agreement.

30.7 For a period of 6 months after the Agreement has ended, each Party shall, at its own expense, meet reasonable requests for information to assist in the continued provision of Services.

30.8 On termination of this Agreement and subject to the provisions of this Clause 30, each Partner will be liable to carry out its statutory duties without recourse to or without any right to call on the assistance of the other Partner based on the terms of this Agreement.

31. NOTICES

31.1 Any notice to be given under this Agreement shall either be delivered personally or sent by facsimile or sent by first class post or electronic mail. The address for service of each Partner shall be as set out in Clause 31.1 or such other address as each Partner may previously have notified to the other Partner in writing. A notice shall be deemed to have been served if:

31.1.1 personally delivered, at the time of delivery;

31.1.2 sent by facsimile, at the time of transmission;

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

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

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

31.3 The address for service of notices as referred to in Clause 31.1 shall be as follows unless otherwise notified to the other Partner in writing:

31.3.1 if to the Council, addressed to the **Corporate Director of Adult and Children and Young People's Services**, London Borough of Hillingdon, 3E/04 Civic Centre, High Street, Uxbridge, UBS 1UW

31.3.2 if to the Trust, addressed to the **Divisional Director, Goodall Division**, CNWL, Stephenson House, 75 Hampstead Road, London NW1 2PL.

32 SEVERANCE

32.1 If any provision of this Agreement shall be found by any court or administrative body of competent jurisdiction to be invalid or unenforceable, such invalidity or

unenforceability shall not affect the other provisions of this Agreement, which shall remain in full force and effect.

- 32.2 If any provision of this Agreement is so found to be invalid or unenforceable but would be valid or enforceable if some part of the provision were deleted, the provision in question shall apply with such modifications as may be necessary to make it valid or enforceable.

33. FURTHER ASSURANCE

- 33.1 The Partners agree to do or procure to be done all such further acts and things and execute or procure the execution of all such other documents as either Partner may from time to time reasonably require for the purpose of giving full effect to the provisions of this Agreement and the intentions of the Partners as expressed in this Agreement.

34. GOVERNING LAW

- 34.1 This Agreement shall be governed by and construed in all respects in accordance with the laws of England and the Partners submit to the exclusive jurisdiction of the Courts of England.

IN WITNESS whereof the Partners Delegated Officers have signed and executed as a deed and delivered this Agreement on the day and year first before written.

**EXECUTION OF AGREEMENTS BY CENTRAL AND NORTH WEST LONDON
NHS FOUNDATION TRUST**

Signed by: Hardev Virdee

Duly authorised on behalf of the Central and North West London NHS Foundation Trust

Signed:

Name: Hardev Virdee

Position held: Chief Finance Office

EXECUTION OF AGREEMENTS BY THE COUNCIL

Signed by:

Duly authorised on behalf of the London Borough of Hillingdon

Signed:

Name:

Position held:

SCHEDULE 1 - AIMS AND OBJECTIVES

1. INTRODUCTION

1.1 The purpose of this **Schedule 1** is as follows:

- 1.1.1 To describe the strategic context in which the partnership arrangements under this Agreement have been established;
- 1.1.2 To describe the aims and objectives of the partnership arrangements;
- 1.1.3 To describe the principles supporting delivery of the aims and objectives;
- 1.1.4 To describe the standards that will apply to the Registered Services that form the Services covered by this Agreement.

2. STRATEGIC CONTEXT

2.1 In 2011, the Coalition government published a mental health strategy setting six objectives, including improvement in the outcomes, physical health and experience of care of people with mental health problems and a reduction in avoidable harm and stigma. The Five-year Forward View for Mental Health published in 2016 established three key aims to be achieved by 2020/21 and these were:

- 2.1.1 A 7-day NHS - right care, right time, right quality;
- 2.2.2 An integrated mental and physical health approach; and
- 2.2.3 Promoting good mental health and preventing poor mental health - helping people lead better lives as equal citizens.

2.2 This Agreement should be seen in the context of Delivery Area 4 (DA4) of Hillingdon's Joint Health and Wellbeing Strategy, 2018 - 2021. The strategy is the Hillingdon chapter of the North West London Sustainability and Transformation Plan (STP). In accordance with the Five-year Forward View for Mental Health, the focus of DA4 is improving outcomes for adults and children with mental health needs and a key local priority is to reduce the gap in life expectancy between adults with mental health needs and the rest of the population.

3. SUPPORTING PRINCIPLE

3.1 The fundamental principle supporting the provision and delivery of the Services under this Agreement shall be the Wellbeing Principle contained within the 2014 Act. Applying this principle requires a focus on nine key areas that the 2014 Act and supporting statutory guidance identify as defining an individual's wellbeing and these are:

- 3.1.1 Personal dignity (including treatment of the individual with respect);
- 3.1.2 Physical and mental health and emotional wellbeing;
- 3.1.3 Protection from abuse and neglect;
- 3.1.4 Control by the individual over day to day life;

- 3.1.5 Participation in work, education, training or recreation;
- 3.1.6 Social and economic wellbeing;
- 3.1.7 Domestic, family and personal relationships;
- 3.1.8 Suitability of living accommodation;
- 3.1.9 The individual's contribution to society.

4. AGREEMENT AIMS

- 4.1 Within the context described in Clause 2 of this Schedule, the overarching strategic aim of this Agreement is:
 - 4.1.1 To ensure the provision of integrated, high quality, safe, cost effective and efficient mental health services that meet local health and social care needs and deliver personalised, recovery focused care and choice to individuals and their Carers and that maximises their independence at all times.
- 4.2 Arrangements under this Agreement have been established with the intention of delivering the following additional aims:
 - 4.2.1 To reduce the time people have to wait for assessment and access support and services/treatment for their mental health needs;
 - 4.2.2 To reduce the number of times individuals and their carers need to be moved between staff and different teams;
 - 4.2.3 To change provision and create more flexible options to ensure that people with mental health needs live in the least restrictive and least supported setting necessary to meet their need;
 - 4.2.4 To ensure that people get the right care, at the right time in the right place.
- 4.3 The Partners agree that delivering integration between health and social care is not an end aim in itself but rather a mechanism for delivering better outcomes for people living with mental health conditions. The nature and extent of integration shall be kept under review during the term of this Agreement and that any proposals for further integration shall be based on evidence that this is the correct mechanism to delivery improved outcomes for people with mental health needs and Hillingdon's health and care economy.
- 4.4 The following objectives will be met through this Agreement:
 - 4.4.1 Clear pathways for individuals to 'step down' from residential and supported living provision when this level of support is no longer required;
 - 4.4.2 All individuals identified as s117 to have a care plan clearly identifying s117 needs which are reviewed regularly and individuals discharged as appropriate;

- 4.4.3 Support for individuals to consider accessing employment, education and training as part of their recovery;
- 4.4.4 Clear and monitored care pathways for all individuals, including those transitioning from adolescence to adulthood, which ensure safety, equality, quality and consistency of care;
- 4.4.4 Ensure individuals are safe and raising and investigating safeguarding alerts as required within London-wide targets;
- 4.4.5 A full health and social care needs assessment, risk assessment and carer's assessment will be carried out following referral from the Single Point of Access (SPA);
- 4.4.6 A completed FACE assessment for all individuals who have identified eligible social care needs under the 2014 Act within agreed timescales;
- 4.4.7 Clear processes to lead and undertake safeguarding investigation when alerts are raised regarding mental health service users;
- 4.4.8 An outcome based care and support plan will be put in place for each individual, with progress reviewed against this plan on a regular basis by the Care Coordinator;
- 4.4.9 Improved health and social care support at point of access to services and better liaison with services within primary care. Partners will work together to ensure the Shifting Settings of Care agenda is implemented and that individuals identified as being able to be supported by primary care are discharged safely following the agreed protocols with General Practitioners ("GPs");
- 4.4.10 The service will engage with people to ensure they are involved with employment support services, training and other activities designed to promote independence and recovery and to avoid social isolation;
- 4.4.11 Improved workforce planning which ensures a strategic and joint response to recruitment and improved staff development and career progression;
- 4.4.12 Improved delivery of personalised care, individual budgets and social inclusion, including support to maintain and find employment, maximising individual's potential and engagement with the local community.

5. SERVICE STANDARDS

- 5.1 The standards against which the Services shall operate are guided by CQC's five principles of safe and effective practice, which are:
 - 5.1.1 **Principle 1: Is it safe?** Patients are protected from physical, psychological or emotional harm or abuse;
 - 5.1.2 **Principle 2: Is it effective?** Patients' needs are met and care is in line with national guidelines and NICE quality standards and promotes best standards

and the best chance of getting better;

- 5.1.3 **Principle 3: Is it caring?** Patients are treated with compassion, respect and dignity and that care is tailored to their needs;
- 5.1.4 **Principle 4: Is it responsive?** Patients get the treatment or care at the right time, without excessive delay and they are involved and listened to;
- 5.1.5 **Principle 5: Is it well-led?** There is effective leadership, governance and clinical involvement at all levels and a fair, open culture exists which learns and improves listening and experience.

5.2 The Services that are Registered Activities shall adhere to CQC's Fundamental Standards and these are:

- 5.2.1 **Person-centred care** – Treatment that is tailored to the individual and meets their needs and preferences;
- 5.2.2 **Dignity and respect** – Making sure that individuals have privacy when needed and wanted, are treated as equals, are given any support needed to help them remain independent and involved in the local community;
- 5.2.3 **Consent** – The person (or anybody legally acting on their behalf) must give their consent before any care or treatment is given;
- 5.2.4 **Safety** – Individuals must not receive unsafe care or treatment or be put at risk of any harm that could otherwise be avoided. Risks must be evaluated during any care or treatment pathway, making sure your staff have the qualifications, competence, skills and experience to keep clients safe;
- 5.2.5 **Safeguarding from abuse** – Individuals are entitled to receive care without suffering any form of abuse or improper treatment. This includes neglect, degrading treatment, unnecessary or disproportionate restraint or inappropriate limits on freedom;
- 5.2.6 **Food and drink** – Anyone receiving care and treatment under your supervision must have enough to eat and drink to keep them in good health;
- 5.2.7 **Premises and equipment** – The premises and equipment used for your care service must be suitable, secure and looked after/used properly;
- 5.2.8 **Complaints** – Your care service must have a system in place so that you can handle and respond complaints, investigating any complaints thoroughly and taking action if problems are identified;
- 5.2.9 **Good governance** – You must have sufficient governance and systems in place to monitor the quality and safety of care and these must help the service improve and reduce any risks to health, safety and welfare of individuals;

- 5.2.10 **Staffing** – Qualified, competent and experienced staff must be in place, ensuring that fundamental standards are met. Staff must receive the support, training and supervision that they need to help them do their job;
- 5.2.11 **Fit and proper staff** – You must only employ those who can provide the care and treatment as appropriate to their role, with efficient recruitment procedures in place and relevant checks (e.g. DBS, formerly CRB) implemented;
- 5.2.12 **Duty of candour** – You must be open and transparent with individuals with regards to their care and treatment. Should something go wrong, you must tell them what has happened, provide support and an apology;
- 5.2.13 **Display of ratings** – You must display your CQC rating in a place where stakeholders can see it, also including this information on your website (if you have one) and making the latest CQC report on your service available.

6. PERFORMANCE MEASURES AND MONITORING

- 6.1 The key performance indicators that will measure delivery against the aims, objectives and service standards of this Agreement are set out in **Annex 1** of this Schedule. Monitoring performance will be undertaken by the PB in accordance with **Schedule 6**.

Section 75 Performance Measures

1. The Council and the Trust shall ensure that there are robust systems in place for the collection, analysis and reporting of all data required to measure delivery of the Aims and Objectives.
2. Table 1 below identifies the measures to determine the effectiveness of the Partnership Arrangements under this Agreement. **Baselines shall be established from 2018/19 activity to enable targets to be set for subsequent years.**
3. Performance against these measures shall be reported in to the PB and SPB. These measures shall be kept under review and amended as the Partners consider necessary to reflect local circumstances and national policy requirements.

Table 1: Partnership Arrangement Performance Measures		
	Performance Indicator	Information Supplier
1.	% of Service Users aged 18 + known to secondary mental health services in settled accommodation.	Trust
2.	% of Service Users aged 18 + in receipt of a Direct Payment/ Personal Health Budget.	Council
3.	% of social care mental health referrals seen within 28 days of referral.	Council
4.	% of mental health referrals seen within 28 days of referral.	Trust
5.	% of adults in contact with secondary mental health in paid employment.	Trust
6.	Number of delayed days per 100k population attributed to: a) NHS; b) Social Care; and c) Both	Council/Trust
7.	% of Care Act reviews undertaken within the statutory timescale.	Council
8.	No of Carers in receipt of a Carer's assessment.	Council/Trust
9.	No of Carers in receipt of respite or another Carer's service.	Council/Trust

SCHEDULE 2 - FUNCTIONS

1. INTRODUCTION

- 1.1 This Schedule details the NHS and Council health-related functions that are delegated or delivered under this Partnership Agreement. If a function of the Partners is not included within this Schedule then it should be construed as not delegated. This Schedule may be subject to amendment from time to time.
- 1.2 The delegation of any function under this Agreement shall not affect the accountability of the delegating Partner for the execution of that function.

2. FUNCTIONS OF NHS BODIES INCLUDED IN THE SECTION 75

- 2.1 The functions of arranging for the provision of services under sections 3, 3A and 3B of, and paragraphs 9 to 11 of Schedule 1, to the 2006 National Health Service Act, including rehabilitation services and services intended to avoid admission to hospital;

3. HEALTH-RELATED RESPONSIBILITIES OF THE COUNCIL INCLUDED IN THE SECTION 75

- 3.1 Functions under Part 1 of the Care Act, 2014.
- 3.2 For avoidance of doubt, the following Council functions under the Care Act are excluded:
 - 3.3.1 Functions under sections 14 to 17 (charging and assessing financial resources), 34 to 36 (deferred payment agreements), 42 to 47 (safeguarding adults), 48 to 52 (provider failure) and 69 to 70 (enforcement of debts) of the Care Act, 2014.

SCHEDULE 3 - SERVICE OPERATION

1. INTRODUCTION

- 1.1 The purpose of this **Schedule 3** is to describe the operation of the Services under this Agreement. The scope of this Schedule includes access criteria, conduct and location.

2. ACCESS CRITERIA

- 2.1 The general access criteria for the Services under this Agreement are as follows:

2.1.1 Individuals (aged 18 years and over) with severe and/or enduring mental illness or acute mental illness requiring specialist assessments, care and treatment living within the Borough.

2.1.2 Individuals who are 18 years and over, registered with a GP and resident in the borough or of no fixed abode whose personal circumstances would need specialist assessment, care and treatment, including those with a dual mental health and substance misuse problems, in accordance with the prevailing national policy guidelines, service specifications and operational policy of local services

2.1.3 Individuals who are not within the responsibility of the Council, but referred by other professionals or self-referred, shall be dealt with on a case by case basis through negotiation on behalf of the Partners by the Council with the neighbouring local authority and where necessary also by the Trust with the relevant NHS commissioners of care, according to any existing national guidelines on ordinary residence or commissioning responsibility.

- 2.2 Specific criteria relating to individual Services under this Agreement are described as follows:

2.2.3 Early Intervention Service - This Service provides support and guidance to the Council where a Service User aged 14 and over is being supported by Social Care and may require secondary mental health intervention. Services shall be provided under this Agreement on a case by case basis.

2.2.5 Centralised AMHP Service - This Service is available to Service Users considered as having a mental disorder of a nature and degree to warrant assessment and in possible need of compulsory admission to hospital. This includes:

- a) Residents of the borough who are ordinarily resident in the Borough but are temporarily absent; and
- b) Individuals who are not borough residents but are within the borough boundaries and are considered in urgent need of assessment.

- 2.2.6 Community Rehab Team - This Service is intended to support the recovery of people who are the responsibility of the Council and/or HCCG and are in funded placements either within the geographical boundaries of the London borough of Hillingdon or out of borough.
- 2.2.7 Addiction Recovery Community Service (ARCH) - ARCH is a free and confidential service for young people and adults who live or are registered with a GP in Hillingdon. ARCH work with people at any stage of their alcohol or drug difficulties to provide a single point of access to assessment and treatment, for problems. They recognise the importance of providing treatment for both the substance misuse problem, as well as any associated emotional/ mental health issues.
- 2.2.8 Employment Support Service - This service is available to people with severe and enduring mental health needs. The objective of the service is to support recovery through securing paid employment or to enable people with severe and enduring mental health needs to retain existing paid employment.

3. ASSESSMENT

- 3.1 The Trust shall accept referrals (including from, but not limited to, primary health care professionals and Council officers) and undertake an assessment of health and social care needs of individuals and their Carers where the individual meets the Access Criteria set out in Clause 2 of this Schedule.
- 3.2 The assessment shall:
- 3.2.1 Focus on the person's strengths as well as their needs and how they impact on their wellbeing, and the outcomes they want to achieve;
 - 3.2.2 Involve the person and, where appropriate, their Carer or someone else they nominate;
 - 3.2.3 Provide access to an independent advocate to support the person's involvement in the assessment if required;
 - 3.2.4 Consider other things besides care services that can contribute to the desired outcomes (e.g. preventive services, community support);
 - 3.2.5 Use the Care Act eligibility criteria to determine eligibility for Adult Social Care.
- 3.3 A FACE assessment shall be completed to determine an individual's indicative budget if following an initial assessment there is an appearance of a social care need.
- 3.4 The Trust shall provide or arrange for services, facilities or resources that will prevent, delay or reduce the development of needs for care and support of adults living with mental health conditions. This also includes short term

interventions following assessment and the provision of information, advice and signposting to support an individual's independence and choice.

- 3.5 The Trust shall meet a Carer's needs for support where the Carer has an eligible need and the person for whom they care is ordinarily resident in the Hillingdon area (or present and of no settled residence).
- 3.6 The Council shall retain responsibility for complying with the obligations for charging in accordance with the Care and Support (Charging and Assessment of Resources) Regulations 2014. However, the Trust shall be responsible for advising individuals of the requirement for a financial assessment and notifying the Council's Client Financial Assessment Team of the need to undertake a financial assessment. The Trust shall also make available to the Council information necessary to enable the Council to comply with its duties under the above mentioned regulations.
- 3.7 Where there is a dispute regarding the Service User's ordinary residence the Trust shall comply with the Care and Support (Disputes between Local Authorities) Regulations 2014. The Trust shall notify the Council's Legal Department where any such dispute remains unresolved no later than 28 days after it arose.

4. CARE PLANNING AND CARE COORDINATION

- 4.1 Where an assessment identifies eligible social care needs the Trust shall identify an appropriate support plan and make a recommendation to the relevant funding decision makers.
- 4.2 The Trust shall assess and manage risk as part of ongoing care and co-ordination.
- 4.3 The Trust will ensure that individuals with complex needs are supported under the Care Programme Approach. Individuals will be supported to meet their own recovery goals through the assessed need and development of a support plan to achieve those goals. These will be regularly reviewed. The ongoing support offered may include (but should not be limited to):
 - 4.3.1 Support to access work, education and leisure activities;
 - 4.3.2 Cognitive behavioural therapy and psychological interventions;
 - 4.3.3 Regular appointments to monitor and support progress against agreed recovery goals;
 - 4.3.4 Ongoing physical and mental health care monitoring, assessment, treatment and support;
 - 4.3.5 Medication management and symptom & side effect monitoring;
 - 4.3.6 Relapse prevention planning and crisis planning, including where appropriate engaging the Home Treatment Team or inpatient services if hospital admission is required;
 - 4.3.7 Working with families and support networks;

- 4.3.8 Developing social networks and links with community;
- 4.3.9 Support in accessing appropriate housing or supported accommodation and appropriate levels of financial benefits;
- 4.3.10 Liaison with inpatient services to ensure timely and supportive discharge planning including for those subject to s117 who should have their aftercare planned and regularly reviewed;
- 4.3.11 Referral on to more specialist services when required.

5. PROVISION OF CARE SERVICES UNDER THE MENTAL HEALTH ACT

- 5.1 Whilst the Council's statutory Director of Adult Social Services retains the responsibilities conferred by s7-9, 39A, 40 of the Mental Health Act 1983 in respect of a person received into guardianship, the Trust shall appoint a named care coordinator for the Service User who shall undertake the day to day functions of the Guardian.
- 5.2 Whilst the Council's statutory Director of Adult Social Services retains the responsibilities conferred by s29 of the Mental Health Act 1983 in respect of a person for whom they are appointed by the Court as Nearest Relative, the Trust shall appoint a named care coordinator for the Service User who shall undertake day to day functions on behalf of the Director of Adult Social Services.
- 5.3 The Service Manager, Mental Health will maintain a record of all Service Users for whom the Director of Adult Social Services is appointed in line with Clauses 5.1 and 5.2 above.

6. PROTECTING ADULTS AT RISK

- 6.1 The Trust shall ensure that all Partnership Staff attend basic Safeguarding Awareness training and follow the London-wide Multi-Agency Adult Safeguarding Policy and Procedures on raising concerns. The Trust will ensure that all Partnership Staff follow Making Safeguarding Personal and work with individuals to protect and maintain their safety and wellbeing at all times.
- 6.2 The Partners shall jointly ensure that there is enough capacity (Safeguarding Adult Managers (SAMS) and Enquiry Officers so that all concerns are promptly investigated.
- 6.3 All SAMS shall receive professional supervision by the Service Manager, Mental Health or the Council's Principal Social Worker or some other person as shall be notified to the Trust by the Council's Assistant Director, Learning Disability and Mental Health.
- 6.4 All safeguarding decisions concerning adults shall be made by SAMS employed by the Council. An audit of three cases a month shall be undertaken by Team Managers and reviewed by the Council's Principal Social Worker and lead for Safeguarding.

6.5 The Partners shall ensure close working relationships and effective communication between the Council's Principal Social Worker and lead for Safeguarding Team and the Mental Health Teams.

6.6 The Trust shall ensure that all concerns are also recorded on the Trust incident reporting system (DATIX)

6.7 The Council's Principal Social Worker shall ensure regular attendance and provision of quarterly reports to the PB.

7. MENTAL HEALTH ACT

7.1 The Trust shall ensure that Partnership Staff are sufficiently trained to carry out Mental Capacity Assessments.

7.2 The Trust will ensure that Partnership Staff carry out mental capacity assessments in all decision specific cases where this is required

7.3 Partnership Staff will be identified to act as Best Interest Assessors to undertake Deprivation of Liberty assessments. The Partners to determine optimum number through the Partnership Board.

8. SERVICES

8.1 Table 1 below identifies the Services under this Agreement and their location.

Table 1: Services and Service Location		
Site Owner: Council		
Team	Property Name	Address
<ul style="list-style-type: none"> • CMHT East • CMHT West • Community Rehab Team 	Mead House	Hayes End Road, Hayes, UB4 SEW Tel: 020 8561 6676
<ul style="list-style-type: none"> • CMHT North • Early Intervention • Service 	Pembroke Centre	90 Pembroke Road Ruislip Manor HA4 SQN Tel: 01895 622424 Short dial: 76200
Site Owner: Trust		
Team	Property Name	Address
<ul style="list-style-type: none"> • Inpatient Services • Centralised AMHP Service 	Riverside Centre	Hillingdon Hospital Site Field Heath Road Uxbridge UBB 3NN
<ul style="list-style-type: none"> • ARCH 	Old Bank House	64 High Street Uxbridge UB8 1JR

SCHEDULE 4 - PERSONNEL AND MANAGEMENT

1. INTRODUCTION

- 1.1 The purpose of this **Schedule 4** is to describe the personnel arrangements under this Agreement. Included within this Schedule are personnel management arrangements.
- 1.2 A summary of the staffing arrangements described in this Schedule are set out in **Annex A** to this Schedule.

2. PARTNERSHIP STAFFING

- 2.1 Table 1 below shows the total numbers of staff from the Council to be managed by the Trust as from 1st April 2018 by job type and showing distribution across Trust teams.

Table 1: Aligned Services: Council Staff by Job Type and Team									
	Head count	FTE	Other	North CMHT	East CMHT	West CMHT	Rehab	AMHP service	ARCH
Social Work Posts - SO1 to POB	25	22.72	0	4.0	5	4	3.62	1.5	4
Advanced Social Work Practitioner (Reviewing Officer)	1	0.6		0.6					
Team Manager - POD	4	4	0	1	1	1	0	1	0
Service Manager - POF	1	1	1	0	0	0	0	0	0
Admin Support	4	3.7	0	1	1.7	0	0	0	1
Total	34	31.82	1	6.6	7.7	5	3.62	2.5	5

- 2.2 Table 2 below identifies the posts employed by the Trust but funded by the Council in order to better support the Aims and Objectives described in **Schedule 1** of this Agreement.

Table 2: Council Funded Trust Posts	
Job Group	Team
Social Worker Band 6	Rehab Service
Employment Specialist - 1FTE x Band 5; 0.2 FTE Band 6	CMHT North Pembroke
Peer Support Worker / Band 3	CMHT North Pembroke

- 2.3 Table 3 shows the total numbers of the Trust's staff included within the aligned Services as at 1st April 2018.

Table 3: Aligned Services: Trust Staff Included	
Job Group	Establishment
Service Manager (Band 8b)	1
Operational manager (Band 8a)	4
Senior practitioner (Band 7)	5
Consultant Psychiatrist	4.1
Non Consultant Grade Medical Posts (EIS)	4.0
Nurse/CPN (Band 6)	17.63
OT (Band 7)	2
OT (Band 6)	5
Social Worker (Band 6)	3
Employment (Band 5)	3.6
Psychology senior (Band 8c)	1.4
Psychology (Band 8a)	2.4
Senior Administrator	4
Administrator	7.7
Peer Support Worker (Band 3)	3.0
Move on Workers (Band 4)	2
Social Worker (Band 7)	1
Psychologist (Band 7)	2.6
Psychologist (Band 8b)	1
Psychology (Band 8d)	0.4
Health Care Assistant (Band 2)	0.4
Peer Support Worker (Band 5)	1
Occupational Therapist (Band 5)	2
Nurse (Band 5)	3
Nurse (Band 7)	3.4
Nurse (Band 8a)	1
TOTALS	84.53

2.4 A database shall exist for Council's Staff in the integrated Services. This database shall be the full listing of all the Council's Staff which shall be held, updated and maintained by the Human Resources Department of the Council,

quarterly.

- 2.5 A database shall exist for Trust staff in the integrated Services. This database shall be the full listing of Trust staff which will be held, updated and managed by the Human Resources Department of the Trust, quarterly.
- 2.6 The Partnership Staff list will be reviewed annually by the SPB and any changes to posts functions and or staff groups will be subject to the approval of the authorised officers of the partnership.

3. STAFF MANAGEMENT ARRANGEMENTS

- 3.1 This Agreement shall formalise the management of Health and Social Care staff under the aligned management arrangement in Hillingdon. The Trust's Borough Director shall be operationally responsible for the day to day delivery against this Agreement. For avoidance of doubt, staff currently employed by the Council shall remain contracted to the Council in their employment and their terms and conditions shall remain the same. Staff currently employed by the Trust shall remain in the Trust's employment and their terms and conditions shall remain the same. Existing terms and conditions shall not be changed as a result of this Agreement.
- 3.2 The Council shall remain the employer of all existing Council's staff in the integrated Services. The Trust shall be responsible for the day to day management of Council staff. The Council shall retain direct responsibility for the following activities:
 - 3.2.1 Administering annual leave on the Council's ICT system, i.e. ResourceLink or any successor system;
 - 3.2.2 Professional supervision and appraisal;
 - 3.2.3 Absence management;
 - 3.2.4 Taking disciplinary action in accordance with the Council's disciplinary procedure; and
 - 3.2.5 Recruitment.
- 3.3 The Trust shall have responsibility for activities set out in Clause 3.2 in respect of their own directly employed staff.
- 3.4 All staff shall use the electronic annual leave system of their employing Partner for the purposes of booking or cancelling annual leave.
- 3.5 All Line Managers who have responsibility for staff employed by both organisations shall ensure that they are clear about their role in all staff management policies and procedures. The Council shall ensure that the Council personnel policies and procedures and any updates are accessible to relevant Trust staff.
- 3.6 The Partners shall retain employer' liabilities for their employees and be liable vicariously for the tortious acts of its employee under this Agreement, taking into account the provisions in paragraphs 3.1 and 3.2 of this **Schedule 4**.
- 3.7 The Trust Service Manager will have responsibility for the CMHTs and Community Rehab Teams. They will report directly to the Deputy Borough Director, with an indirect line reporting to the Council's Assistant Director

- (LD/MH). For avoidance of doubt, this means that they shall not be accountable to the Assistant Director (LD/MH).
- 3.8 The Council's Service Manager (MH) shall operate as the lead AMHP and the Social Care lead. They shall report directly to the Assistant Director of Social Care (LD/MH), with indirect reporting line to the Deputy Borough Director and Trust Head of Social Care.
- 3.9 The Service Manager (MH) shall promote strong partnership working with the Trust and work with health service colleagues to develop integrated approaches to assessment and care and support. For avoidance of doubt, this means that they shall not be accountable to the Deputy Borough Director and Trust Head of Social Care.
- 3.10 The Service Manager (MH) shall work with the Trust to ensure the relevant frameworks and policies for safeguarding adults at risk are embedded, and ensure that any safeguarding concerns are fully investigated under the Council's Safeguarding processes, linking closely with the Council's Safeguarding Adults Lead as appropriate.
- 3.11 The Service Manager (MH) shall be a member of the Trust's Senior Management Team and shall attend all Senior Management Team Meetings. The Service Manager shall also attend the monthly Social Care Leads' Meeting within the Trust with the Head of Social Care and advise of key and priority matters regarding the delivery of community mental health services.
- 3.12 The Service Manager (MH) shall directly line manage the AMHP Team and the social care component of the ARCH Team. In addition, they shall:
- 3.12.1 Act as Social Care's Representative on the multi-agency Mental Health Complex Care Panel and liaise as necessary on Member's Enquiries;
- 3.12.2 Facilitate the development of effective supporting structures for Carers;
- 3.12.3 Be responsible for ensuring the assessment and meeting of eligible needs through a personalised approach of people with mental health issues;
- 3.12.4 Take a proactive approach to ensure that vulnerable adults likely to be eligible for social care services do not fall between services.
- 3.13 The Service Manager (MH) shall meet with the Borough Director at a minimum of quarterly.
- 3.14 The Service Manager (MH) shall maintain accountability to the Council's statutory Director of Adult Social Care and professionally accountable to the Council's Principal Social Worker and the Trust's Head of Social Work and Social Care. They shall be managerially accountable to the Council's Assistant Director (LD/MH).
- 3.15 In the absence of the Service Manager (MH) for whatever reason their roles and responsibilities will, in the first instance, be delegated down to Team Manager level with an escalation route to the Council's Principal Social Worker and the Assistant Director (LD/MH).

- 3.16 Staff members' line manager shall ensure that all staff receives regular supervision and annual appraisals in accordance with the relevant Partner's policies and procedures.
- 3.17 It will also be the line manager's responsibility to monitor absenteeism, to ensure that monthly returns are made and that excessive levels of absence are dealt with. Where absences persist, the line manager will invoke the relevant policies procedures.
- 3.18 The Council retains responsibility for the provision of legal advice and support in so far as it relates to the carrying out of Council employer functions and health and social care functions including:
 - 3.18.1 Complaints or legal challenges to the provision of social care needs assessment or care planning functions for Service Users and Carers, as well as financial assessment and decisions regarding Service User contributions;
 - 3.18.2 Deprivation of Liberty Safeguards Procedure;
 - 3.18.3 Approved Mental Health Professionals functions.
- 3.19 The Trust agrees to notify the Council's legal department in relation to any proposed legal proceedings and provide full disclosure to enable effective management of the legal case and representation.
- 3.20 The Partnership Staff in the aligned services shall be able to access the Council's legal services in relation to social care delivery. The Service Manager (MH) shall provide initial assistance regarding Mental Health Act and other social care statutory queries and shall facilitate further advice from the Council's legal services team where more detailed legal support is required.
- 3.21 The Trust shall use its best endeavours to ensure that all managers of the Council's Staff attend management training and updates provided by the Council especially in relation to the Council's policies & procedures.
- 3.22 The Council shall ensure that all the Council's staff in the aligned services are kept informed and up-to-date with Council policies and procedures applicable to them by electronic means and the Quarterly Staff Meeting
- 3.23 The Social Work Team Managers in the CMHTs shall take the lead on the social care and social work tasks as part of the CMHT Management Team. This includes:
 - 3.23.1 Attending all team assessment feedback/ allocation meetings to ensure social care needs have been adequately considered in every initial assessment and that social care needs are considered in allocation decisions (i.e. the move to people with significant social care needs being allocated to a social worker);
 - 3.23.2 Reviewing all social care assessments and support planning to ensure that it meets Care Act eligibility and the social worker has used a person-centred/strengths based approach. This includes signing off paper work before submission for financial decision making processes;

- 3.23.3 Be the link to inpatient services to ensure social care needs are identified early and not leading to a social care Delayed Transfer of Care;
- 3.23.4 Ensuring that Carers' assessments are being undertaken and following Council policy;
- 3.23.5 Providing expertise to the team on the Mental Capacity Act;
- 3.23.6 Maintaining the s117 register in their team. The AMHP Team Manager will be responsible for holding the register for the Borough;
- 3.23.7 Taking the lead in the team for social care performance reporting and ensuring the whole team understands its responsibilities;
- 3.23.8 Provide the expertise on safeguarding concerns in the team and ensure that appropriate concerns are raised through the proper channels and the team maintains levels of statutory/mandatory training and sufficient enquiry officers and SAMS (where the team has responsibility for this function). The Social Work Team Managers must take part in the monitoring of the system;
- 3.23.9 Monitoring the social work workforce in their respective teams to ensure that sickness/appraisals are reported in line with Council policies and procedures;
- 3.23.10 Have responsibility for the social work staffing budget for their team and will be expected to authorise care packages in accordance with the Council's Scheme of Delegations;
- 3.23.11 Carrying out investigations/enquiries and provide written responses to all social care complaints/Members Enquiries/MP Enquiries as directed by the relevant Service Manager;
- 3.23.12 Attending a monthly forum with the Service Manager in Hillingdon;
- 3.23.13 Providing both line management and professional supervision to a named group of social workers within the borough and AMHP supervision if they are an AMHP.

4. SERVICE MANAGEMENT

- 4.1 The aligned Services under this Agreement shall be managed within the Trust's borough based operational management structure.
- 4.2 On behalf of the Council, the Trust's Borough Director holds management responsibility for Council's staff, including health and safety, pursuant to this Agreement. They will ensure appropriate deployment of staff to deliver safe and efficient quality services.
- 4.3 Component parts of the Council's delegated management responsibilities to the Trust's Borough Director may be further delegated to Service Managers, Team Managers and other appropriate officers in accordance with the contracted

duties and responsibilities of the respective posts and the relevant Council policies, procedures, guidelines and best practices.

5. PROFESSIONAL DEVELOPMENT

- 5.1 Social work staff within the aligned services shall have access to the Trust's Head of Social Work and Social Care. They shall work closely and collaboratively with the Council to provide on-going professional support, leadership and ensure professional supervision as required for all qualified social workers and AMHPs in the aligned services.
- 5.2 The Councils Service Manager (MH) shall ensure annual performance development reviews (PADAs) are undertaken and reviewed by the Team Managers for all Council's Staff using the Council's procedures and that this information is used jointly by the Council and Trust managers as appropriate for the purposes of individual development activities.
- 5.3 The Trust and Council shall ensure that all health and social care staff within the integrated Service have access to appropriate training as identified in individual staff appraisals, including that staff are able to attend Council and Trust training and apply for funding for qualification study as appropriate to their job role.
- 5.4 The Trust shall allow all Council's Staff learning/secondment opportunities in accordance with the Council's policy. The Council shall allow all Trust staff in the integrated services learning/secondment opportunities in accordance with the Trust's policy.
- 5.5 The Trust shall encourage and allow Council's Staff to act as practice teachers (or their replacement) for students studying for the social work qualification, newly qualified social workers on Assessed and Supported Year in Employment (ASYE) and/or social workers undertaking training for Approved Mental Health Professional status.
- 5.6 The Trust shall ensure that social workers are released to undertake AMHP training.
- 5.7 The Trust shall ensure all social workers are enabled to undertake at least the minimum Health and Care Professions Council (HCPC) continuous professional development requirements to remain registered, and will ensure all social workers and AMHPs are enabled to attend relevant training and practice to keep up to date as per registration requirements. The Service Manager (MH) shall maintain a record of all Staff registration details.

6. COUNCIL RESPONSIBILITY FOR AMHP WORK

- 6.1 The Mental Health Act 1983 places a duty on the local authority to retain responsibility for approving AMHPs, and for the quality of the service. The Service Manager (MH) shall remain responsible for operational management of the Council's AMHP service. This shall include oversight of duty AMHPs, health and safety issues while AMHPs are undertaking statutory Mental Health Act functions on behalf of the Council and quality assurance of statutory Mental Health Act work. The Trust's employees who are approved by the Council shall be required to undertake AMHP functions on behalf of the Council and they shall have an honorary contract with the Council which would offer protections regarding health and safety, insurance and professional indemnity.

- 6.2 The Trust shall ensure social workers are able to seek and maintain AMHP status in order to ensure that adequate numbers of AMHPs are approved to provide sufficient cover for the borough. The budget for training Approved Mental Health Professional shall remain with the Council. The Service Manager (MH) shall determine suitability for training and determine capability criteria for approval and re-approval following the current AMHP Pathways, Approval and Re-Warranting Process.
- 6.3 The Service Manager (MH)'s AMHP-related responsibilities shall be responsible for the provision of AMHP services, roles and duties under the provisions of the Mental Health Act, 1983. These responsibilities shall include:
- 6.3.1 Arranging that suitably qualified AMHPs are available to ensure a quick response to urgent assessments under the Mental Health Act 1983 during normal working hours;
 - 6.3.2 Agreeing the minimum number of staff necessary to deliver a safe and effective AMHP service;
 - 6.3.3 Ensuring that staff are appropriately trained and qualified to undertake AMHP duties;
 - 6.3.4 Ensuring that all AMHPs access appropriate opportunities for continuous professional development;
 - 6.3.5 Providing opportunities for reflective practice through group meetings for all AMHPs; and
 - 6.3.6 Ensuring that the work of all AMHPs is periodically reviewed and evaluated to ensure they continue to carry out their statutory duties to the required standard.
- 6.4 The Service Manager (MH) will work with the AMHP Team Manager to provide a quarterly report to the PB on the number of AMHPs, number of Mental Health Act assessments and related statutory activity.
- 6.5 Any AMHP who is an employee of the Trust shall sign an Honorary Contract whereby they are approved by, act on behalf of the Council and are accountable and responsible to the Council when undertaking AMHP functions. They would have access to the Council's Learning and Development Team and Legal Services for advice regarding those functions.

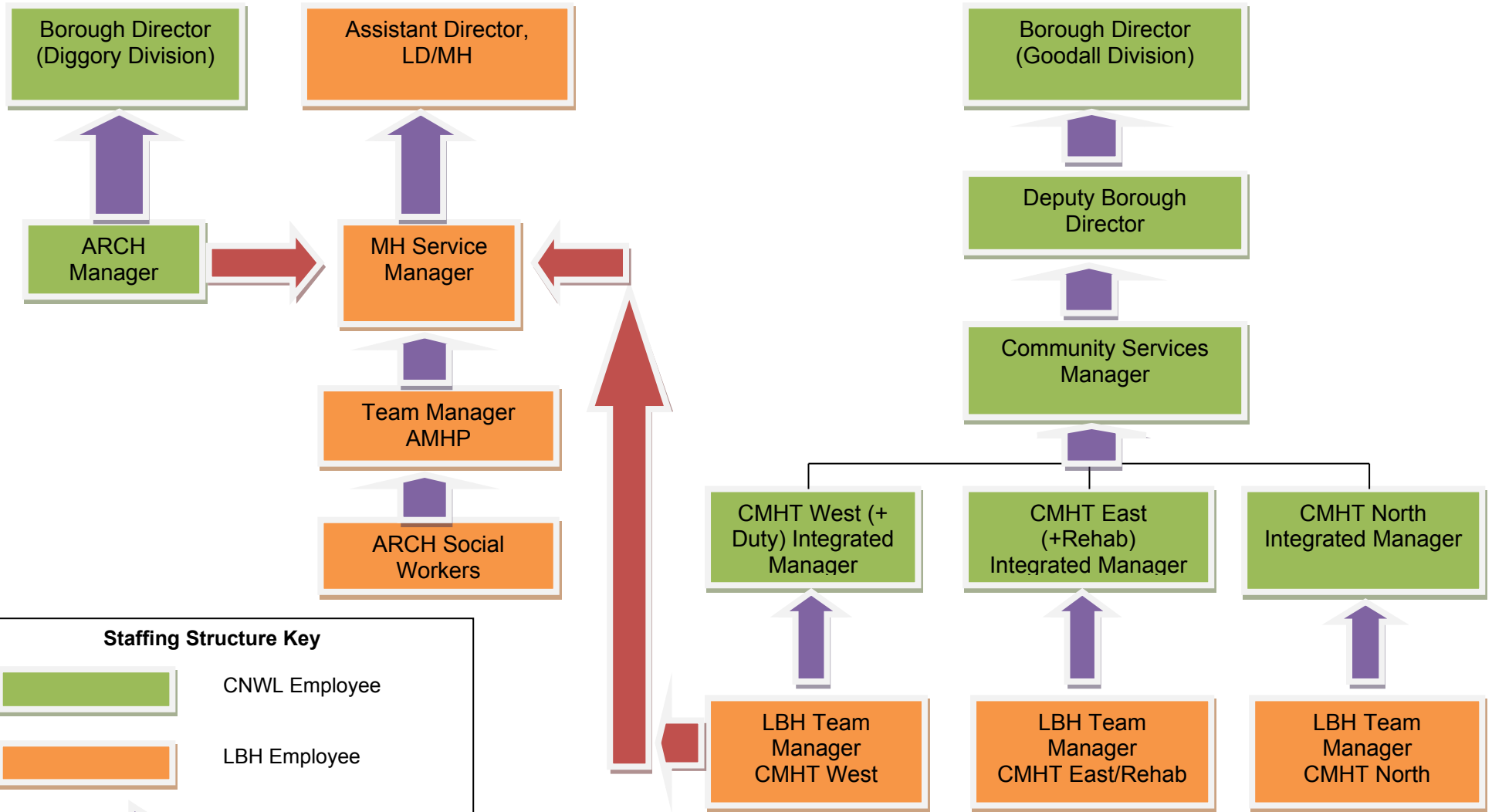
7. COUNCIL RESPONSIBILITY FOR DOLS PROCEDURE AND BIA WORK

- 7.1 The Council will continue to fulfil its statutory duties under the Mental Health Act. The Trust agree to provide training to staff regarding their responsibility to identify any possible deprivation of liberty and to ensure staff are alert to the threshold tests so that Service Users are not unlawfully deprived of their liberty.
- 7.2 The Trust agrees to allow appropriately qualified staff time to train to become Best Interest Assessors (BIA) and undertake assessments as required by the Deprivation of Liberty Safeguards (DOLS) procedure.




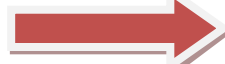
8. RECRUITMENT

8.1 Recruitment to vacant Council posts shall be undertaken under the authority of the Council's Assistant Director, Learning Disability and Mental, but led operationally by the Service Manager (MH), in conjunction with the Integrated CMHT.

STAFFING STRUCTURE SUMMARY



Staffing Structure Key

-  CNWL Employee
-  LBH Employee
-  Direct reporting line
-  Indirect reporting line

SCHEDULE 5 - RESOURCES

1. INTRODUCTION

1.1 The purpose of this **Schedule 5** is to describe the following in respect of this Agreement:

1.1.1 Financial Arrangements

1.1.2 Premises

1.2 In accordance with Clause 7.2 of this Agreement, it is not the intention of the Partners to enter into a Pooled Budget arrangement and the terms of this Schedule reflect this intention.

2. FINANCIAL ARRANGEMENTS

2.1 Table 1 below shows the funding that will be transferring between Partners under this Agreement.

Table 1: Council Funded Trust Posts	
Job Group	Value (£,000pa)
1. Social Worker (Band 6)	41.9
2. Employment Support Worker (1FTE x Band 5; 0.2FTE x Band 6)	47.7
3. Peer Support Worker (Band 3)	27.5
4. Integrated management costs	68
TOTAL	185.1

2.2 Each Partner shall share with the SPB in Q4 of each financial year of this Agreement their proposed budget for the proceeding financial year. This is for the purposes of achieving mutual understanding of the financial context in which the Services will be delivered.

2.3 Each of the Partners will share relevant financial information at the Operational Group and PB.

2.4 The Council shall continue to hold statutory responsibility for externally purchased social care provision. Provision will be sourced through the Council's Brokerage Team but the review, care co-ordination and monitoring functions will be delegated to the trust.

2.5 The Council shall also continue to be responsible for contracting or service commissioning with external providers. The Trust shall feedback to the Council any information that will assist the Council to monitor the effectiveness of those contracts.

2.6 Any package of care, whether community support or supported accommodation shall be signed off by the relevant Council manager in accordance with the

Council's Scheme of Delegations and be accompanied with the completed FACE indicative budget.

- 2.7 The Council shall continue to be responsible for social care functions of the Complex Care Panel and its decisions for the services covered by this Agreement.
- 2.8 The Trust shall be operationally responsible for updating Council systems on all externally commissioned social care services.
- 2.9 The Council shall bear responsibility for all costs associated with the Council's Staff, including basic costs of employment and associated non-pay costs, including professional indemnity and training.
- 2.10 The Council shall be responsible for the training of AMHP and will retain the training budgets for this.
- 2.11 The Council shall bear responsibility for all costs associated with the Council's Staff, including basic costs of employment and associated non-pay costs, including professional indemnity and training.

3. PREMISES

- 3.1 Table 1 below identifies the premises owned by the Council from which the Services shall be delivered by the Trust.

Table 1: Council Owned Premises	
Mead House	Hayes End Road, Hayes, UB4 SEW
Pembroke Centre	90 Pembroke Road Ruislip Manor HA4 SQN

- 3.2 Table 2 identifies the premises owned or leased by the Trust from which the Services shall be delivered.

Table 2: Trust Owned Premises	
Riverside Centre	Hillingdon Hospital Site Field Heath Road Uxbridge UBB 3NN
Old Bank House	64 High Street Uxbridge UB8 1JR

- 3.3 The owners of the buildings identified in table 1 and 2 above shall be responsible for ensuring that the exterior of the premises is kept in good repair and also that

- the internal building is fit for purpose and in compliance with all statutory requirements at all times.
- 3.4 The owners of the premises shown in tables 1 and 2 shall be responsible for the following:
- 3.4.1 Cleaning of the exterior of the building to appropriate standards;
 - 3.4.2 The provision of heating and hot and cold water.
- 3.5 On a day to day basis, the CHMT shall be responsible for ensuring that these responsibilities are met. Any Partner that occupies the premises of the other shall:
- 3.5.1 Keep the premises clean, tidy and clear of rubbish and in the same condition as at the beginning of their occupation;
 - 3.5.2 Not use the premises other than for the delivery of the Services;
 - 3.5.3 Not make any alteration or addition whatsoever to the premises without the owner's permission;
 - 3.5.4 Not do anything which would exclude the owner, their agents, or any other occupier permitted by the owner, from the property;
 - 3.5.5 Maintain the decor, save for reasonable wear and tear, in parts of the premises which they occupy (including replacing lightbulbs and other sundry goods required in the course of their occupation);
 - 3.5.6 Indemnify the owner and keep the owner indemnified against all losses, claims, demands, actions, proceedings damages, costs, expenses, or liability in any way arising from their occupation;
 - 3.5.7 Not cause or permit to be caused any damage to the premises;
 - 3.5.8 Make good any damage caused to the premises.
- 3.6 For the avoidance of doubt, no rent or other associated premises' costs shall be payable by either Partner to the other in respect of the occupation of any premises.
- 3.7 Either Partner may, on written notice of not less than 3 months, give notice to the other Partner that it wishes to withdraw any of the premises from this Agreement. On removal of any such premises (unless agreed to the contrary by both Partners), the Partner giving notice shall substitute other premises in an appropriate area sufficient to enable the provisions of this Agreement to be implemented. Such re-provision will be at the sole expense of the Partner making such provision unless the Partners agree otherwise.
- 3.8 In the event that both Partners agree to any organisational changes of Hillingdon Adult Mental Health services that subsequently require reconfiguration or

adaptations to their respective premises, both Partners shall work collaboratively to agree funding arrangements and to ensure that any consents are given in a timely manner.

SCHEDULE 6 GOVERNANCE STRUCTURE

1. INTRODUCTION

- 1.1 The purpose of this **Schedule 6** is to describe the governance structure for the partnership arrangements under this Agreement.
- 1.2 This Schedule includes the terms of reference of the groups directly involved in the governance of this Agreement and describes those of relevance to it.
- 1.3 A summary of the governance structure for this Agreement is set out in **Annex A** to this Schedule.

2. AGREEMENT GOVERNANCE STRUCTURES: TERMS OF REFERENCE

a) Strategic Partnership Board

- 2.1 The key purpose of the Strategic Partnership Board (SPB) is to undertake strategic oversight of the Agreement.
- 2.2 The Board shall be responsible for:
 - 2.2.1 Reviewing progress on the Aims and Objectives of the Agreement as outlined in **Schedule 1** in informing the strategic development of the mental health services and consult further where necessary;
 - 2.2.2 Approving the Annual Report on the delivery of the Aims and Objectives;
 - 2.2.3 Determining the priorities necessary to deliver the Aims and Objectives for the following financial year, which shall be within the context of national and local policy requirements and legislative requirements;
 - 2.2.4 Identifying any variations to the Agreement necessary to deliver the Aims and Objectives and seeking approval in accordance with the Scheme of Delegations for both the Council and the Trust.
- 2.3 Issues that cannot be resolved at the PB will be escalated in the first instance through the line management arrangements operating in their respective organisations and from there to the SPB, if necessary.

Board Membership

- 2.4 The Board membership shall comprise of:
 - 2.4.1 The Council's Corporate Director of Adult, Children and Young People's Services;
 - 2.4.2 The Trust's Deputy Chief Operating Officer;
 - 2.4.3 The Council's Assistant Director, Learning Disability and Mental Health;
 - 2.4.4 The Trust's Borough Director, Mental Health.

2.4.5 The Trust's Head of Social Work and Social Care.

2.5 The Board shall be jointly chaired by the Council's Corporate Director of Adult, Children and Young People's Services and the Trust's Deputy Chief Operating Officer.

Accountability

2.6 The Council's Corporate Director of Adult, Children and Young People's Services shall be accountable to the Council's Cabinet and the Trust's Deputy Chief Operating Officer shall be accountable to the Trust's Board.

2.7 The SPB shall report issues of strategic importance to meeting the needs of adults with mental health needs to the Health and Wellbeing Board (HWB) as required. However, the SPB shall not be accountable to the HWB.

Frequency of Meetings

2.8 The SPB shall meeting at least annually but may meet more frequently at request of the Council's Corporate Director of Adult, Children and Young People's Services or the Trust's Deputy Chief Operating Officer.

2.9 Secretarial support for the SPB shall be provided jointly by the Executive Assistant to the Council's Corporate Director of Adult, Children and Young People's Services and the .

Commitment of Resources

2.10 The SPB shall only have power to commit resources in accordance with the respective Scheme of Delegations for the Council and the Trust.

b) Operational Partnership Board

2.11 The key purpose of the Operational Partnership Board (PB) is to provide regular oversight of the operation of the Agreement.

2.12 The Board shall be responsible for:

2.12.1 Manage and ensure that the performance of the Service against the performance metrics identified in **Annex A** to **Schedule 1** of this Agreement;

2.12.2 Resolve issues at an operational level in order to ensure the efficient and effective operation of the Services and best use of resources;

2.12.3 Manage and review effective AMHP provision and issues relating to the statutory duties under the Mental Health Act;

2.12.4 Monitor expenditure against the posts funded by the Council to identify any particular issues and associated solutions;

- 2.12.5 Monitor overall expenditure on the Services included within the Agreement to identify scope for improved efficiency and/or issues that require escalation to the SPB;
- 2.12.6 Manage human resources effectively and review staffing levels and capability to ensure high quality staff are in place for the successful operational management of the Services;
- 2.12.6 Develop the Annual Report and propose priorities for the following year for approval by the SPB.

Board Membership

- 2.13 The Board membership shall comprise of:
 - 2.13.1 The Council's Assistant Director, Learning Disability and Mental Health;
 - 2.13.2 The Trust's Borough Director, Mental Health;
 - 2.13.3 The Trust's Deputy Borough Director, Mental Health
 - 2.13.4 The Trust's Service Manager for Mental Health
 - 2.13.5 The Trust's Head of Social Work and Social Care
 - 2.13.6 The Council's Service Manager for Mental Health;
 - 2.13.7 The Service Manager for ARCH;
 - 2.13.8 Finance representatives from the Council and the Trust;
 - 2.13.9 Performance Team representatives from the Council and the Trust.
- 2.14 The Board shall be jointly chaired by the Council's Assistant Director, Learning Disability and Mental Health and the Trust's Borough Director, Mental Health.

Accountability

- 2.15 The PB shall be accountable to the SPB. It will also report issues of relevance to the delivery of mental health services in Hillingdon to the Mental Health Transformation Board but will not be accountable to it.

Frequency of Meetings

- 2.16 The PB shall meet quarterly but may meet frequently at the request of the Council's Assistant Director, Learning Disability and Mental Health or the Trust's Borough Director, Mental Health or at the request of the SPB.
- 2.17 Secretarial support for the PB will be provided by the Personal Assistant to the Trust's Deputy Borough Director, Mental Health.
- 2.18 The PB shall be quorate when there are at least two members where at least one member is from the Trust and one member is from the Council present to manage the Agenda for any specific meeting.

Commitment of Resources

- 2.19 The PB has no authority to commit any additional resources to this Agreement. It may reassign resources already allocated to the Agreement where this will address issues that are impacting negatively on the delivery of the Aims and Objectives or are likely to do so. Any such decisions shall be made in

accordance with the Scheme of Delegations for officers of the Council and the Trust respectively.

c) Partnership Liaison Meetings

2.20 The purpose of the Partnership Liaison Meetings is to address key operational issues that may from time to time impact on partnership arrangements and the delivery of the Aims and Objectives.

Attendees

2.21 Attendees at Liaison meetings shall include:

- 2.21.1 The Council's Assistant Director, Learning Disability and Mental Health;
- 2.21.2 The Trust's Borough Director, Mental Health;
- 2.21.3 Any such person or persons as shall be invited to attend by the above mentioned.

Accountability

2.22 The Council's Assistant Director, Learning Disability and Mental Health and the Trust's Borough Director, Mental Health shall report to the PB but shall not be accountable to it.

Frequency of Meetings

2.23 The Partnership Liaison Meetings shall take place at least monthly or at greater frequency if agreed between the Council's Assistant Director, Learning Disability and Mental Health and the Trust's Borough Director, Mental Health.

Commitment of Resources

2.24 The Partnership Liaison Meetings shall have no power to commit any resources over and above what is already included in this Agreement.

3. AGREEMENT GOVERNANCE STRUCTURES: OTHER RELEVANT GROUPS

i] Health and Wellbeing Board

3.1 The key purpose of the Health and Wellbeing Board is to fulfil statutory responsibilities under the Health and Social Care Act, 2012 to improve the health and wellbeing of the local population. The HWB meets at least four times a year and is chaired by the Council's Cabinet Member for Social Services, Housing, Public Health and Wellbeing.

ii] Trust Board

3.2 The Trust's Board of Directors has responsibility for measuring performance against goals, evaluating risk, appointing the senior management team and contributing to the development of the Trust's strategic plans. It meets every

two months and is accountable for the delivery of the Trust's responsibilities under the 2006 Act. Meetings are chaired by a non-executive director who is external to the Trust.

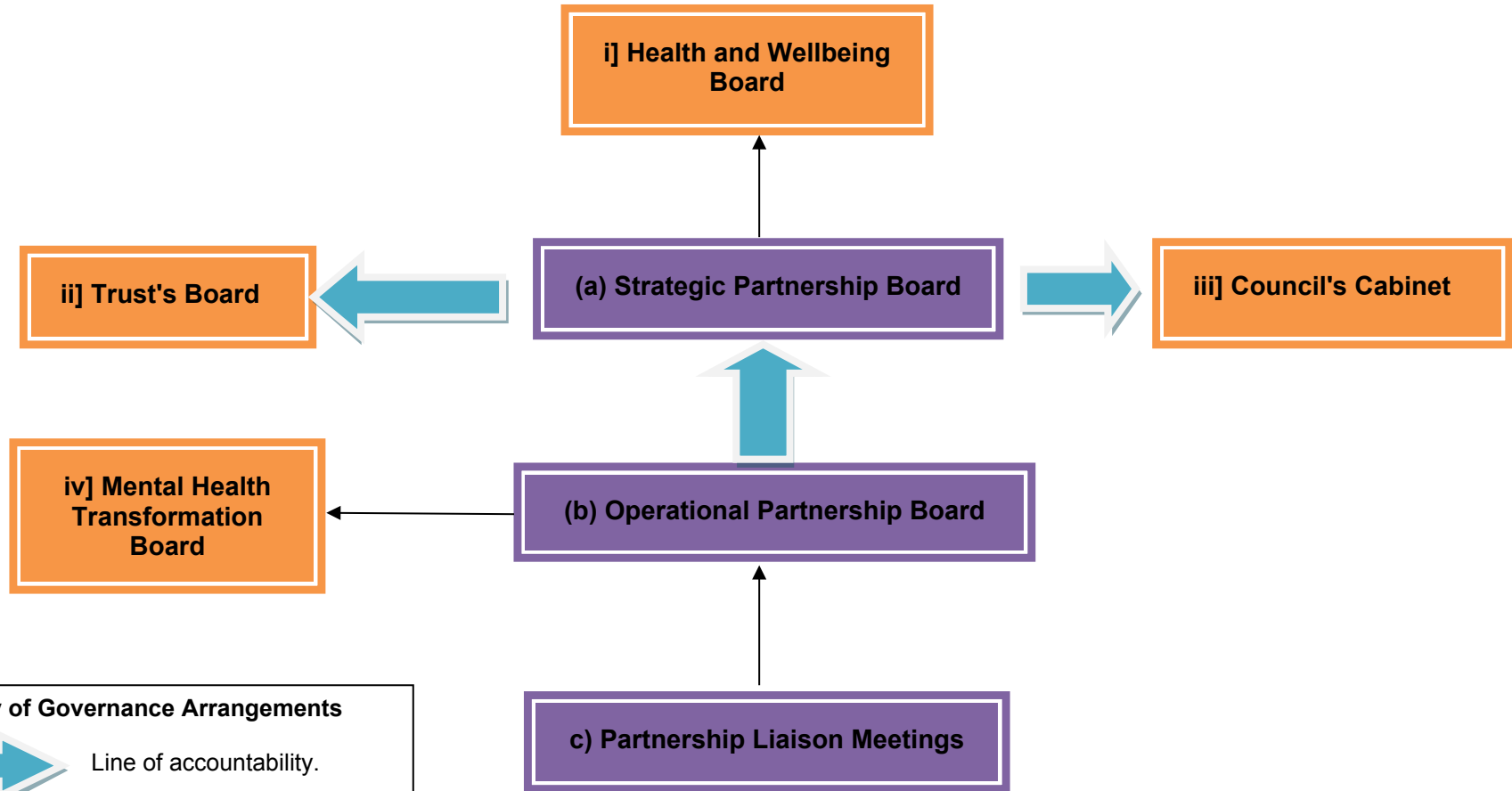
iii] Council's Cabinet

- 3.3 The Council's Cabinet is the executive decision making body of the Council. Chaired by the Leader of the Council, the Cabinet comprises six other elected councillors (known as 'Cabinet Members') who are responsible and publicly accountable for a range of Council services or a 'portfolio', e.g. finance, planning, children's services etc. The Cabinet meets on a monthly basis and makes the key decisions about strategy, policy and use of Council resources.

iv] Mental Health Transformation Board

- 3.4 The Mental Health Transformation Board is a multi-agency group intended to have oversight over a programme to transform mental health services in Hillingdon and improve outcomes for people living with mental health conditions. It meets every two months and is chaired by HCCG's Head of Mental Health and Community Services.

GOVERNANCE STRUCTURE SUMMARY



Key to Summary of Governance Arrangements

- Line of accountability.
- Reporting line.
- Group directly involved in Agreement governance.
- Group relevant to Agreement governance.

GOVERNANCE INFORMATION REPORTING REQUIREMENTS

Operational Partnership Board			
	Performance Area	Information Requirements	Frequency
1.	Finance	<ul style="list-style-type: none"> • Salary and non-salary spend. • Related financial issues. 	Quarterly
2.	Services & Delivery	<ul style="list-style-type: none"> • Delivery against performance measures in Annex A to Schedule 1. • Mental Health activity, including s117. • Social Care Mental Health activity, including: <ul style="list-style-type: none"> ○ Total people supported (18 - 64 and 65 +). ○ Number in residential/nursing (18 - 64 and 65 +). ○ Number in supported accommodation (18 - 64 and 65 +). ○ Number in receipt of homecare (18 - 64 and 65 +). ○ Number in receipt of outreach (18 - 64 and 65 +). ○ Number in receipt of day services (18 - 64 and 65 +). ○ Number in receipt of Direct Payments (18 - 64 and 65 +). ○ Length of service provided (18 - 64 and 65 +). • Number of Safeguarding cases, i.e. alerts, referrals and outcomes. 	Quarterly
	Human Resources	<ul style="list-style-type: none"> • Report on staffing issues. 	Quarterly
	Annual Report	<ul style="list-style-type: none"> • Development of annual report on delivery of Aims and Objectives in Schedule 1 of this Agreement. 	Q4 Annually
Strategic Partnership Board			
	Performance Area	Information Requirements	Frequency
	Aims and objectives delivery	<ul style="list-style-type: none"> • Summary of activity for financial year • Draft annual report 	Q4 Annually

		Key Deliverables	
		Agreed Schedule of Strategic Priorities for succeeding financial year.	Q4 Annually

COUNCIL BUDGET: 2018/19 REVENUE AND CAPITAL MONTH 4 BUDGET MONITORING

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

HEADLINE INFORMATION

Purpose of report	<p>This report provides the Council's forecast financial position and performance against the 2018/19 revenue budget and Capital Programme.</p> <p>An underspend of £64k is reported against 2018/19 General Fund revenue budgets as of July 2018 (Month 4), representing an adverse movement of £47k from the position reported to Cabinet at Month 2.</p> <p>The latest positions on other funds and the Capital Programme are detailed within the body of this report, with continuing pressures on High Needs placements in the Schools Budget feeding through to a projected £6,052k cumulative deficit on the ringfenced Dedicated Schools Grant account. This represents an adverse movement of £985k on the previously reported position.</p>
Contribution to our plans and strategies	Putting our Residents First: <i>Financial Management</i> Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services, Commerce and Communities
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. Note the budget position as at July 2018 (Month 4) as outlined in Table 1.
2. Note the Treasury Management update as at July 2018 at Appendix E.

3. Continue the delegated authority up until the October 2018 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 26 July 2018 and 27 September 2018 Cabinet meetings, detailed at Appendix F.
4. Agrees to enter into a legal agreement to fund Hillingdon's share of the historic GLC pension deficit from the existing £347k per annum London Pension Fund Authority levy budget as outlined in Appendix G.
5. Agrees to adopt the Department for Works and Pensions Local Housing Allowance Rental Rates for Section 17 short term accommodation families as set out in Appendix H
6. Approves the revised fixed penalty notice charges allowed under the Environmental Offences (Fixed Penalties) (England) Regulations 2017 as set out in Appendix I to be implemented in this financial year.
7. Approve to charge an affordable rent of £221.30 per week in 2018/19 (inclusive of a meals service charge of £30 per week based on one tenant) for each of the 88 one bed-roomed flats at the HRA new build Grassy Meadow extra care development, and approve to charge a meals service charge of £30 per week for each additional tenant in the property as detailed in Appendix J.
8. Approve the allocation of £78k from the Environmental and Recreational Initiatives Earmarked Reserve for the replacement of the soft play area on the Hillingdon Autistic Care and Support site and support the running of a Saturday club.
9. Accept an award of £600k from Transport for London in respect of the Bus Priority Programme.
10. Accept an award of £50k from Greater London Authority in respect of the Ruislip High Street Empty Shops into Civic Assets project.
11. Ratify a decision taken under special urgency procedures on 17 August 2018 by the Leader of the Council and Cabinet Member for Finance, Property and Business Services on the lease arrangements for playing fields at the Guru Nanak Sikh College, surrendering the current lease and authorising a new 125 lease with clear conditions in respect of the holding of events on the site.
12. Ratify a decision taken under special urgency procedures on 21 August 2018 by the Leader of the Council to:
 - a. Authorise the 2-year (plus two further 1-year options) contract for the provision of Christmas lights in town centres and high streets across the Borough to LITE Limited on the basis of the most economically advantageous tender.
 - b. Approve the first year cost of £151,512 for delivery of the fifteen 2018 in-house Christmas lighting schemes encompassing nineteen wards across the Borough.
 - c. Approve external grant awards totalling £38,180.40 to four external organisations who are independently coordinating Christmas lighting schemes as detailed in as follows:
 - i. Ickenham Festival Committee £6,483.10
 - ii. Northwood Residents Association £9,067.10
 - iii. Northwood Hills Residents Association £9,260.10
 - iv. Ruislip Manor Chamber of Commerce £13,370.10
13. Formally approve the allocation of the Strategic Investment Pot 2018/19, part of the London Business Rate Pilot Pool, to the individual projects as set out in Appendix K and communicates this decision to the Lead Authority (City of London Corporation) and any other bodies as appropriate.

INFORMATION

Reasons for Recommendations

1. The reason for **Recommendation 1** is to ensure that the Council achieves its budgetary objectives, providing Cabinet with an update on performance at Month 4 against budgets approved by Council on 22 February 2018. An update on the Council's Treasury Management activities is signposted in **Recommendation 2**.
2. **Recommendation 3** is intended to enable continued delegation of approval for appointment of consultancy and agency appointments over £50k to the Chief Executive, with final sign-off from the Leader of the Council. In addition, Appendix F reports on use of this delegated authority previously granted by Cabinet.
3. **Recommendation 4** seeks authority for the Council to enter into a legal agreement with the London Pension Fund Authority to reinvest future savings from declining levy payments to funding Hillingdon's share of the historic Greater London Authority pension fund deficit over a period of up to thirty years. Levy payments are currently budgeted at £347k per annum, with the latest estimate of the Hillingdon share of the deficit being £2,389k. This agreement is required as the London Pension Fund Authority lack legal powers to issue a levy for this purpose, with further detail set out in Appendix G.
4. The Council currently sets the rental rate for all Section 17 short term placements at the same level as Temporary Accommodation based on the 2011/12 1 bedroom self-contained rate, however, the Council is now placing a number of families in larger rented accommodation (two, three or four bedroom homes), but is currently not charging the most appropriate rent and by not doing so, is not able to draw down appropriate funding from Housing Benefit. **Recommendation 5** is intended to enable the Council to set the rental charge at the Local Housing Allowance (LHA) rate dependent on the size of the property and by doing so enable the correct level of funding to be drawn down from Housing Benefit. This would then be consistent with the approach taken for Housing clients. Further background to this recommendation is set out in Appendix H.
5. On the 1 April 2018 the Environmental Offences (Fixed Penalties) (England) Regulations 2017 came into force. These Regulations gave local authorities in England and Wales the ability to alter the fixed penalty notice (FPN) penalty range for a specified number of offences where the issue of an FPN can be considered. In light of these regulations, **Recommendation 6** seeks authority to implement the schedule of fees detailed in Appendix I with the aim of reinforcing deterrence whilst avoiding a detrimental impact upon FPN payment rates, which could result in additional expenditure for the Council incurred on taking non-payers to court.
6. Council in February 2018, as part of the HRA rent policy, agreed to delegate to the Leader and relevant Cabinet Member the authority to set affordable rent levels for newly acquired or built properties on a scheme-by-scheme basis. The Constitution enables Cabinet Members to also refer such a decision to the Cabinet to make. The HRA new build Grassy Meadow extra care development was approved on the financial viability assumption that these properties would be charged an affordable rent, with **Recommendation 7** seeking authority to set rents at that level as outlined in Appendix J.
7. **Recommendation 8** seeks authority to apply £50k from the Environmental and Recreational Initiatives Earmarked Reserve to fund the replacement of the softplay area at the site operated by Hillingdon Autistic Care and Support. Works are to include resurfacing, the adjustment of

ramps and the provision of new play equipment. An additional £28k to provide funding for a Saturday Club run by Hillingdon Autistic Care and Support for a period of 1 year is also recommended. The club provides structured activities and free play for children and young people with autism and providers respite for their families.

8. **Recommendation 9** confirms the receipt of funding from Transport for London of £600k in 2018/19 to deliver bus priority measures, which will enable improvements to bus services through measures such as lane and junction alterations and new bus stops, resulting in improved access and journey times for residents.
9. The Greater London Authority have confirmed funding of £50k in 2018/19 to undertake a feasibility to identify appropriate community uses for the Ruislip High Street as part of an “Empty Shops into Civic Assets” initiative and use this work to identify and undertake a stage 2 concept design with associated business plan for the identified site, to warrant the Council purchasing a long lease or freehold and facilitate a Good Growth Fund Round 3 applications in 2019. **Recommendation 10** seeks authority to accept this funding.
10. **Recommendation 11** confirms Cabinet Members agreement to the surrender of the existing lease to enable a new lease to be granted to the Academy in respect of its playing fields. Cabinet Members also agreed the inclusion of a clause in the new lease to limit attendance at any large events held on the playing fields without the Council’s prior written consent to ensure that public order, health, safety, and traffic management issues are managed. Under the Constitution such lease decisions are ordinarily considered by the Cabinet, however, the Leader of the Council is authorised to take urgent decisions in the absence of a Cabinet meeting and such decisions are then required to be ratified by Cabinet at a subsequent meeting. This is an abridged version of the decision made for public release. The full decision notice contains exempt information and was circulated to all Members on 17 August.
11. **Recommendation 12** is required following a competitive procurement process, the Leader of the Council accepted the most economically advantageous tender to provide Christmas lights across the Borough’s town and village centres, including high streets, for up to a four year period. Furthermore, the Leader of the Council approved the award of grants to specific local organisations who independently co-ordinate local Christmas light schemes. The proposed contract with LITE Limited was in excess of £500k and in accordance with the Council’s Constitution, it should ordinarily require Cabinet approval. The Leader of the Council, however, is authorised to take contract decisions on behalf of Cabinet where he deems it an urgent case in compliance with the Procurement and Contract Standing Orders. Such decisions are required to be ratified by Cabinet at a subsequent meeting.
12. On 10 September 2018 the Leader of the Council responded on behalf of the London Borough of Hillingdon indicating the Council’s support in relation to two bids with West London Alliance local authorities recommended to be funded from the London Business Rate Pilot Pool’s Strategic Investment Pot (SIP) as part of the overall package of projects for London totalling £46.83m which was also supported by the Leader of the Council. **Recommendation 13** provides the required formal authority to the City of London, which acts as the Accountable Body in managing the Pool’s resources, as set out in the Memorandum of Understanding approved by all London boroughs and further background information is set out in Appendix K.

Alternative options considered

13. There are no other options proposed for consideration.

SUMMARY

REVENUE

14. General Fund revenue budgets are projected to underspend by £64k as at Month 4, with a number of reported pressures included growing demand for Children's Services and the cost of fleet management operations being offset through a range of measures including; workforce underspends, reduced capital financing costs, release of General Contingency and deployment of Earmarked Reserves. Within this position there remains £405k uncommitted General Contingency available to manage emerging issues over the remainder of this financial year.
15. This forecast represents an adverse movement of £47k from the Month 2 reported position, reflecting £56k net adverse movement across group positions, £230k adverse movement on Development and Risk Contingency linked to Children's Services and a £239k favourable movement on corporate budgets due to slippage in capital expenditure.
16. General Fund Balances are expected to total £39,435k at 31 March 2019, under the assumption that the remaining Unallocated Budgets are utilised in-year, and reflecting the planned £950k drawdown from the £40,321k opening General Balances.
17. Of the £10,655k savings included in the 2018/19 budget, £8,655k are either banked or classed as 'on track for delivery', with £2,000k classified as being higher risk or in the early stages of delivery. Ultimately, all £10,655k savings are expected to be delivered in full or met through alternative mechanisms. Any items with potential issues will be covered by alternative in-year savings proposals and management actions.
18. A surplus of £1,166k is reported within the Collection Fund relating to favourable positions on both Council Tax and Business Rates, which is predominantly driven by strong growth in Gross Rates in the Borough and a carry forward surplus within Council Tax and represents a £116k improvement on Month 2. Any surplus realised at outturn will be available to support the General Fund budget in future years.
19. The Dedicated Schools Grant is projecting an in-year overspend of £1,927k at Month 4, an adverse movement of £985k from Month 2. This overspend is largely due to continuing pressures in the cost of High Needs and results in a forecast carry forward cumulative deficit of £6,052k at 31 March 2019, although this is expected to be revised upwards following the start of the new academic year. At Month 4, this position on the Schools Budget has been exacerbated by the decision by the Department for Education to clawback £443k Early Years funding due to lower than anticipated demand for the new extended fifteen hours of free childcare.
20. As previously noted, it is becoming increasingly unlikely that this pressure can be contained within the Schools Budget, and therefore the longer-term solution to this pressure may represent a significant risk within the context of the Council's own medium term financial planning. This is a problem across the sector and as such, there is significant lobbying of Government in progress.

CAPITAL

21. As at Month 4, an underspend of £190k is reported across the £391,513k General Fund Capital Programme, with no material variances reported at individual project level. While a favourable variance of £350k is reported on capital grant income, a £848k shortfall in capital receipts is

expected to result in a £808k pressure against £72,377k budgeted Prudential Borrowing. Slippage in planned capital expenditure from 2018/19 is expected to reduce the in year borrowing requirement by £17,910k and therefore impact favourably on debt financing costs for 2019/20.

FURTHER INFORMATION

General Fund Revenue Budget

22. An underspend of £64k is reported across normal operating activities at Month 4, although this includes a number of underlying pressures including Children's Services Placements and Fleet Management. These are being contained at a corporate level through the use of workforce underspends, Earmarked Reserves, uncommitted General Contingency budget and favourable variances on Corporate Operating Budgets arising from slippage in borrowing required to support capital investment.
23. £10,655k of savings are included in the 2018/19 General Fund revenue budget. Currently £6,208k are banked, delivery is currently in progress against £2,447k of savings, £2,000k are tracked as amber due to either being in the early stages of delivery or deemed higher risk although all savings are expected to ultimately be delivered in full or met through alternative measures. Since Month 2, £1,614k of savings have been moved to banked and £780k promoted from amber to on track.

Table 1: General Fund Overview

Original Budget	Budget Changes	Service	Month 4		Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'000
207,578	(495)	Directorate Operating Budgets	207,083	207,457	374	318	56
4,878	(441)	Corporate Operating Budgets	4,437	3,999	(438)	(199)	(239)
8,929	0	Development & Risk Contingency	8,929	8,929	0	(230)	230
200	0	HIP Initiatives	200	200	0	0	0
(1,249)	936	Unallocated Budget Items	(313)	(313)	0	0	0
220,336	0	Sub-total Normal Activities	220,336	220,272	(64)	(111)	47
0	0	No exceptional items have been identified	0	0	0	0	0
220,336	0	Total Net Expenditure	220,336	220,272	(64)	(111)	47
(219,386)	0	Budget Requirement	(219,386)	(219,386)	0	0	0
950	0	Net Total	950	886	(64)	(111)	47
(40,321)	0	Balances b/fwd	(40,321)	(40,321)			
(39,371)	0	Balances c/fwd 31 March 2019	(39,371)	(39,435)			

24. General Fund Balances are projected to total £39,435k at 31 March 2019 as a result of the planned drawdown of £950k being reduced by the £64k projected in year underspend. The Council's current MTFF assumes that unallocated balances will remain between £15,000k and £32,000k to manage emergent risks, with any sums above that level earmarked for use to smooth the impact of Government funding cuts.

Directorate Operating Budgets

25. Directorate Operating Budgets represent the majority of the Council's investment in day-to-day services for residents, with more volatile or demand-led areas of activity tracked separately through the Development and Risk Contingency. Further information on the latest projections for each service is contained within Appendix A to this report, with salient risks and variances within this position summarised in the following paragraphs.

Table 2: Directorate Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
7,591 (1,092)	46 0	Chief Executive's Office	Expenditure	7,637	7,585	(52)	2	(54)
			Income	(1,092)	(1,105)	(13)	(20)	7
6,499	46		Sub-Total	6,545	6,480	(65)	(18)	(47)
17,262 (3,170)	(17) 0	Finance	Expenditure	17,245	17,414	169	174	(5)
			Income	(3,170)	(3,434)	(264)	(222)	(42)
14,092	(17)		Sub-Total	14,075	13,980	(95)	(48)	(47)
116,355 (43,096)	1,927 (1,625)	Residents Services	Expenditure	117,364	119,142	123	960	(837)
			Income	(43,803)	(45,081)	377	(732)	1,109
73,259	302		Sub-Total	73,561	74,061	500	228	272
142,505 (28,777)	584 (1,410)	Social Care	Expenditure	143,089	143,903	814	231	583
			Income	(30,187)	(30,967)	(780)	(75)	(705)
113,728	(826)		Sub-Total	112,902	112,936	34	156	(122)
207,578	(495)	Total Directorate Operating Budgets		207,083	207,457	374	318	56

26. An underspend of £65k is reported on the Chief Executive's Office budgets at Month 4 as a result of vacancies and non-staffing underspends. Across Finance, a net underspend of £95k is projected as a result of vacant posts across the directorate while compensatory variances on income and expenditure relate to performance based grant funding to support Housing Benefit administration and associated investment in additional staffing.
27. A net pressure of £500k is reported across Residents Services, representing an adverse movement of £272k on the previously reported position. Increased projections for agency staff within residual Education functions and Private Sector Housing account for £310k of this movement, with a £100k uplift in street lighting energy and maintenance costs alongside smaller movements on fleet and waste services being offset by minor favourable movements across the group including an allocation of £214k from uncommitted Parking Revenue Account balances.
28. In line with the position reported at Month 2, the Residents Services position incorporates pressures of £619k linked to vehicle hire and maintenance in fleet services, £430k from shortfalls in off-street parking, £321k agency costs in areas of the group and £404k pressures on overtime and recycling in waste services. A range of management actions are being

undertaken which are expected to improve this position and reduce the forecast deployment of Earmarked Reserves to support these priority services.

29. A net £34k pressure is reported across Social Care budgets, representing an improved position of £122k from Month 2. This movement due primarily to a reduction in the staffing costs projection following a review of all vacant posts. Increases in placement costs are being offset by workforce underspends across the wider Directorate and a favourable movement on client income for Adult Social Care Placements. In addition, the headline £34k pressure incorporates pressures arising from higher placement costs following slippage in opening the Parkview development being offset by workforce underspends and robust levels of client income. Similarly the management of this position is currently dependent on drawdown of earmarked reserves which are expected to reduce as the year progresses and the impact of management actions and new ways of working are evidenced.
30. The Council is permitted to finance the costs associated with service transformation from Capital Receipts, with both one-off implementation costs and the support for service transformation, including the BID team, being funded from this resource. Current projections include an estimate of £1,684k for such costs, which will continue to be reviewed over the remainder of the year and have been excluded from reported monitoring positions. It is anticipated that these costs will be financed from a combination of Capital Receipts and Earmarked Reserves.

Progress on Savings

31. Savings of £10,655k were included in the 2018/19 budget, of which £8,655k are either banked or on track for delivery at this early stage of the year an improved position from Month 2 of £780k. £2,000k savings are in the early stages of delivery or potentially subject to greater risk to delivery, reduced from £2,780k at Month 2, however ultimately all £10,655k savings are expected to be either delivered in full or replaced with alternative initiatives. Any items with potential issues will be covered by alternative in-year savings proposals and management actions.

Table 3: Savings Tracker

2018/19 General Fund Savings Programme	CEOs	Finance	Residents Services	Social Care	Cross-Cutting	Total 2018/19 Savings	
	£'000	£'000	£'000	£'000	£'000	£'000	%
B Banked	(58)	(461)	(2,444)	(2,998)	(247)	(6,208)	58.3%
G On track for delivery	0	(267)	(170)	(1,454)	(556)	(2,447)	23.0%
A Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	0	(500)	(476)	(1,024)	(2,000)	18.8%
R Serious problems in the delivery of the saving	0	0	0	0	0	0	0.0%
Total 2018/19 Savings	(58)	(728)	(3,114)	(4,928)	(1,827)	(10,655)	100.0%

Corporate Operating Budgets

32. Corporately managed expenditure includes the revenue costs of the Council's Capital Programme, the net impact of Housing Benefit Subsidy arrangements on the Council, externally set levies and income arising from the provision of support services to other funds and ring-fenced budgets.
33. As a result of anticipated capital expenditure and associated borrowing being slipped from 2017/18, alongside proactive use of capital grants and alternative funding, an underspend of £501k is reported on provision for repayment of external borrowing at Month 4. This represents a favourable movement of £239k on Month 2 as the impact of in year expenditure on cash flow becomes clearer. No variance is reported on budgeted investment income, including higher yielding Strategic and Long-dated funds.
34. Externally set levies are reporting a pressure of £66k in relation to additional investment to support implementation of the West London District Coroners Service Improvement Plan. All other levies have been confirmed by awarding bodies and are not expected to vary materially over the remainder of the financial year.

Table 4: Corporate Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
0	0	Interest and Investment Income	Salaries	0	0	0	0	
6,259	(199)		Non-Sal Exp	6,060	5,559	(501)	(236)	
(371)	0		Income	(371)	(371)	0	0	
5,888	(199)		Sub-Total	5,689	5,188	(501)	(236)	
480	0	Levies and Other Corporate Budgets	Salaries	480	480	0	0	
11,237	0		Non-Sal Exp	11,237	11,300	63	(3)	
(11,602)	(242)		Income	(11,844)	(11,844)	0	0	
115	(242)		Sub-Total	(127)	(64)	63	(3)	
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0	
147,529	0		Non-Sal Exp	147,529	147,529	0	0	
(148,654)	0		Income	(148,654)	(148,654)	0	0	
(1,125)	0		Sub-Total	(1,125)	(1,125)	0	0	
4,878	(441)	Total Corporate Operating Budgets		4,437	3,999	(438)	(199)	(239)

Development & Risk Contingency

35. For 2018/19, £8,929k was set aside to manage uncertain elements of budgets within the Development & Risk Contingency, which included £7,929k in relation to specific risk items and £1,000k as General Contingency to manage unforeseen issues. At this early stage in the financial year, a breakeven position is projected against this provision, which represents a £230k adverse movement on Month 2 projections linked to growing complexity and placement length across Looked after Children and Children with Disabilities. Within this position £405k of General Contingency remains available to manage emerging risks.

Table 5: Development & Risk Contingency

Original Budget £'000	Budget Changes £'000	Service		Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
				Revised Budget £'000	Forecast Outturn £'000			
291	0	Fin.	Uninsured claims	291	291	0	0	0
1,736	0	Residents Services	Impact of Welfare Reform on Homelessness	1,736	1,165	(571)	(224)	(347)
1,172	0		Waste Disposal Levy & Associated Contracts	1,172	1,172	0	0	0
200	0		Heathrow Expansion Challenge Fund	200	200	0	0	0
1,885	0	Social Care	Asylum Service	1,885	1,852	(33)	0	(33)
797	0		Demographic Growth - Looked After Children	797	1,268	471	0	471
367	0		Demographic Growth - Children with Disabilities	367	735	368	0	368
277	0		Social Worker Agency Contingency	277	613	336	0	336
443	0		SEN transport	443	443	0	0	0
730	0		Demographic Growth - Adult Social Care	730	759	29	0	29
50	0		Winterbourne View	50	50	0	0	0
381	0	Corp. Items	Apprenticeship Levy	381	376	(5)	(6)	1
(400)	0		Additional Investment Income	(400)	(400)	0	0	0
1,000	0		General Contingency	1,000	405	(595)	0	(595)
8,929	0	Total Development & Risk Contingency		8,929	8,929	0	(230)	230

36. The managed reduction in households accommodated in Bed and Breakfast seen throughout 2017/18 has continued into 2018/19, with projections assuming that the number of households will be maintained at 124, 26 below MTF assumptions for the remainder of the year. In addition, continuing management action to reduce the costs and use of Temporary Accommodation through an increase in placements into the private sector is expected to deliver a £571k underspend against contingency provision.
37. The call on the Waste contingency reflects the budgeted provision of £1,172k, to fund estimated population driven increases in the cost of disposal via the West London Waste Authority (WLWA) levy and associated waste disposal contracts. While the first quarter of 2018/19 has shown an increase in waste volumes compared to the same period last year, current projections indicate that this can be managed within the existing contingency sum, although the position expected to become clearer as the year progresses and the impact of seasonal fluctuations and wider market factors materialise.
38. As at Month 4 the Asylum service is projecting a drawdown of £1,852k from the contingency, an underspend of £33k and an improvement of £33k on the Month 2 forecast, reflecting the impact of the new processes put in place over the last year, including the new funding policy. This position is based on the latest set of data, although it should be noted that this has not yet

been verified by the Home Office, as they have still not finalised the funding review for this financial year and therefore have not issued any of the financial returns.

39. There is an adverse movement at Month 4 of £471k on the contingency provision for the Looked After Children as result of an increase in the number of high cost Residential placements, where the Service has had to place children outside of the Borough. The unit cost of placement has increased from an average of £3,400 per week to £3,900 per week, and the length of stay is now longer than in previous years due to the complex nature of the support required. The service continues to monitor this position through regular reviews of individual cases, and where possible children are stepped down when it is safe to do so.
40. The Children with Disabilities service is projecting a draw down of £735k from the Contingency, an adverse movement of £368k on Month 2 projections. This reflects an increasing number of cases that are being assessed with more complex needs, which in many cases require a residential placement, or at a minimum the provision of additional respite care. The service have now taken steps to review individual placements to ascertain whether any of the placements should be part funded by external partners, such as education and health and anticipate that a number of placements will be part funded.
41. The service is projecting a drawdown of £759k from the Demographic Growth for Adult Social Care contingency, a pressure of £29k and an adverse movement from Month 2 projections. The Month 4 data is indicating increases in the number of and complexity of Social Care placements especially those with Learning Disability and Mental Health issues which are offset by more certainty in the numbers of new placements for Transitional Children as they transfer into Adult Social Care.
42. No other material variances are reported against specific contingency items; with a minor £5k underspend on the Apprenticeship Levy reflecting current payroll expenditure. To date there have been no specific calls on the £1,000k General Contingency, and it has been assumed that £595k of this sum will be applied to fund the pressures outlined above, with the remaining £405k to manage emerging issues over the remainder of this financial year.

HIP Initiatives

43. £200k of HIP Initiative funding is included in the 2018/19 General Fund revenue budget, which is supplemented by £899k brought forward balances, to provide £1,099k resources. £48k of projects have been approved through HIP Steering Group for funding from resources as at Month 4, leaving £1,051k available for future release.

Table 6: HIP Initiatives

Original Budget	Budget Changes	HIP Initiatives	Month 4		
			Revised Budget	Approved Allocations	Unallocated Balance
£'000	£'000		£'000	£'000	£'000
200	0	HIP Initiatives Budgets	200	0	(200)
0	899	B/fwd Funds	899	48	(851)
200	899	Total HIP Initiatives	1,099	48	(1,051)

Schools Budget

44. At Month 4 the Dedicated Schools Grant position is an in-year overspend of £1,927k. This is predominantly due to continuing pressures in the cost of High Needs. When the £4,125k deficit brought forward from 2017/18 is taken into account, the forecast deficit to carry forward to 2019/20 is £6,052k. This represents an adverse movement of £851k on the previously reported position, with £651k of this movement attributable to the continuing High Needs pressure which is expected to worsen following the start of the new academic year.
45. In addition, the Month 4 position includes a £443k adverse movement on Early Years as the Department for Education has announced that unapplied funding for the extended fifteen-hour childcare offer is to be clawed back. In previous years, any such underspend for a new initiative was retained locally and applied within the Schools Budget.

Collection Fund

46. A £1,166k surplus is projected against the Collection Fund at Month 4, a £116k improvement from Month 2, which is made up of a £626k surplus on Council Tax and a £540k surplus on Business Rates. The Council Tax surplus is largely as a result of strong in-year collection rates contributing £127k and the brought forward surplus of £499k relating to better than expected performance during 2017/18. The favourable variance across Business Rates is due to strong growth in Gross Rates as a number of new developments in the Borough have been brought into rating, with a £980k in-year surplus being sufficient to offset the brought forward deficit of £440k.

Housing Revenue Account

47. The Housing Revenue Account is currently forecasting a £175k favourable variance, resulting in a drawdown of reserves of £21,262k. This results in a projected 2018/19 closing HRA General Balance of £15,846k, with the use of reserves funding investment in new housing stock. The headline monitoring position incorporates underspends of £568k mainly in relation to planned works and contingency, offsetting a £393k pressure on rental income.

Future Revenue Implications of Capital Programme

48. Appendix D to this report outlines the forecast outturn on the 2018/19 to 2022/23 Capital Programme, with a £190k underspend projected over the five-year programme. Alongside a marginal variance on Government Grant income and a less favourable outlook for Capital Receipts, Prudential Borrowing is projected to be £808k higher than the £178,625k revised budget. While it is anticipated that this uplift could be managed within the planned £8,133k growth in capital financing costs over the MTF period, any further reductions in anticipated Capital Receipts or increases in project expenditure may necessitate a review of future financing costs.

Appendix A – Detailed Group Forecasts (General Fund)

Chief Executive's Office (£65k underspend, £47k improvement)

49. The overall position for the Chief Executive's Office at Month 4 is an underspend of £65k, representing a £47k improvement from Month 2. The position across the group reflects the result of salaries and non-salary underspends within Human Resources offset by salary pressures elsewhere within the service.

Table 7: Chief Executive's Office Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
				Revised Budget £'000	Forecast Outturn £'000			
1,445	0	Democratic Services	Salaries	1,445	1,486	41	36	5
1,750	(29)		Non-Sal Exp	1,721	1,716	(5)	(3)	(2)
(602)	0		Income	(602)	(603)	(1)	(8)	7
2,593	(29)		Sub-Total	2,564	2,599	35	25	10
2,012	(13)	Human Resources	Salaries	1,999	1,919	(80)	35	(115)
361	26		Non-Sal Exp	387	356	(31)	4	(35)
(230)	0		Income	(230)	(242)	(12)	(12)	0
2,143	13		Sub-Total	2,156	2,033	(123)	27	(150)
1,954	75	Legal Services	Salaries	2,029	2,052	23	(70)	93
69	(13)		Non-Sal Exp	56	56	0	0	0
(260)	0		Income	(260)	(260)	0	0	0
1,763	62		Sub-Total	1,825	1,848	23	(70)	93
5,411	62	Chief Executive's Office Directorate	Salaries	5,473	5,457	(16)	1	(17)
2,180	(16)		Non-Sal Exp	2,164	2,128	(36)	1	(37)
(1,092)	0		Income	(1,092)	(1,105)	(13)	(20)	7
6,499	46		Total	6,545	6,480	(65)	(18)	(47)

50. Democratic Services are forecasting an adverse movement on staffing costs whilst the underspend within Human Resources, relates to revisions in timescales for the implementation of the PADA system (£20k) and realignments of forecasts based on current spend on a variety of contracts, which account for the movement in month with vacant posts adding to the underspend.
51. The Legal Services function is reporting an overspend of £23k at Month 4, primarily due to an almost fully staffed establishment, although this is partly offset by a small number of vacant posts due to be filled in the next few months. Non-staffing and income forecasts are assumed to breakeven at Month 4, although legal income continues to be strong and will be monitored throughout the year.

Finance (£95k underspend, £47k improvement)

52. The overall position for Finance at Month 4 is a forecast underspend of £95k, an improvement of £47k from Month 2. This is predominantly through salaries underspends as a result of part-year vacancies in the Business Assurance, Corporate Finance and Revenues and Benefits functions, which are netted down by the use of contracts and agency to cover these vacancies.

Table 8: Finance Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
				Revised Budget £'000	Forecast Outturn £'000			
2,058	(155)	Business Assurance	Salaries	1,903	1,792	(111)	(61)	(50)
1,443	0		Non-Sal	1,443	1,494	51	27	24
(567)	0		Exp	(567)	(567)	0	0	0
2,934	(155)		Income	2,779	2,719	(60)	(34)	(26)
1,540	0	Procurement	Salaries	1,540	1,582	42	17	25
64	0		Non-Sal	64	55	(9)	(1)	(8)
(35)	0		Exp	(35)	(35)	0	0	0
1,569	0		Income	1,569	1,602	33	16	17
3,505	0	Corporate Finance	Salaries	3,505	3,484	(21)	(40)	19
1,785	0		Non-Sal	1,785	1,795	10	20	(10)
(151)	0		Exp	(151)	(160)	(9)	0	(9)
5,139	0		Income	5,139	5,119	(20)	(20)	0
4,277	155	Revenues & Benefits	Salaries	4,432	4,573	141	200	(59)
1,847	(17)		Non-Sal	1,830	1,896	66	6	60
(2,090)	0		Exp	(2,090)	(2,336)	(246)	(213)	(33)
4,034	138		Income	4,172	4,133	(39)	(7)	(32)
536	0	Pensions, Treasury & Statutory Accounting	Salaries	536	539	3	9	(6)
207	0		Non-Sal	207	204	(3)	(3)	0
(327)	0		Exp	(327)	(336)	(9)	(9)	0
416	0		Income	416	407	(9)	(3)	(6)
11,916	0	Finance Directorate	Salaries	11,916	11,970	54	125	(71)
5,346	(17)		Non-Sal	5,329	5,444	115	49	66
(3,170)	0		Exp	(3,170)	(3,434)	(264)	(222)	(42)
14,092	(17)		Income	14,075	13,980	(95)	(48)	(47)

53. Variances within Business Assurance reflect the restructuring of the service, with the underspend on Corporate Finance reflecting vacancies within the current establishment.
54. The underspend position within the Revenues & Benefits Service includes staffing pressures reflecting the cost of temporary agency workers employed on grant funded performance based schemes aiming to cut down fraud, and reduce errors, in Housing Benefit claims, which is the cause of the overachievement of income offset by additional staffing.

55. Pensions, Treasury and Statutory Accounting is reporting an underspend of £9k, principally due to a vacant post held within the service, reduced costs against the external audit contract with Ernst & Young, and increased charges to the Pension Fund for support provided.

Residents Services (£500k overspend, £272k adverse)

56. Residents Services directorate is showing a projected outturn overspend of £500k at Month 4, excluding pressure areas that have identified contingency provisions.

Table 10: Residents Services Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
17,187	109	Infrastructure, Waste and ICT	Salaries	17,296	16,880	(416)	(297)	(119)
35,689	223		Non-Sal	35,912	37,271	1,359	871	488
(10,543)	(488)		Exp	(11,031)	(11,326)	(295)	(328)	33
42,333	(156)		Income	42,177	42,825	648	246	402
18,547	376	Housing, Environment, Education, Health & Wellbeing	Salaries	18,923	18,387	(536)	(605)	69
23,510	816		Non-Sal	24,326	24,358	32	(99)	131
(17,361)	(1,037)		Exp	(18,398)	(17,769)	629	531	98
24,696	155		Income	24,851	24,976	125	(173)	298
3,995	16	Planning, Transportatio n & Regeneration	Salaries	4,011	3,841	(170)	(181)	11
685	339		Non-Sal	1,024	1,262	238	249	(11)
(4,059)	(131)		Exp	(4,190)	(4,214)	(24)	(22)	(2)
621	224		Income	845	889	44	46	(2)
12,626	6	Administrativ e, Technical & Business Services	Salaries	12,632	12,363	(269)	(185)	(84)
4,116	42		Non-Sal	4,158	4,043	(115)	76	(191)
(11,133)	31		Exp	(11,102)	(11,035)	67	218	(151)
5,609	79		Income	5,688	5,371	(317)	109	(426)
52,355	507	Residents Services Directorate	Salaries	52,292	51,471	(1,391)	(788)	(603)
64,000	1,420		Non-Sal	65,072	67,671	1,514	1,748	(234)
(43,096)	(1,625)		Exp	(43,803)	(45,081)	377	(732)	1,109
73,259	302		Income	73,561	74,061	500	228	272

57. The overall variance is a result of non-staffing pressures across Fleet Management, Grounds Maintenance and Residual Education functions being offset by staffing underspends across the directorate.

58. The Council's 2018/19 contingency budget contains provision for areas of expenditure or income within Residents Services for which there is a greater degree of uncertainty. The position against these contingency items is shown in Table 11 below. At Month 4, projected calls on contingency are £571k below the budgeted provision, a £347k improvement on the Month 2 position. The table below shows the breakdown for each contingency item.

Table 11: Development and Risk Contingency

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
			Revised Budget £'000	Forecast Outturn £'000			
1,736	0	Impact of Welfare Reform on Homelessness	1,736	1,165	(571)	(224)	(347)
1,172	0	Waste Disposal Levy & Associated Contracts	1,172	1,172	0	0	0
200	0	Heathrow Expansion Challenge Fund	200	200	0	0	0
3,108	0	Current Commitments	3,108	2,537	(571)	(224)	(347)

59. The Month 4 data in Table 12 below shows a continuation of the reduction achieved in 2017/18 of the use of Temporary Accommodation. The number of Households in higher cost Bed & Breakfast accommodation has now fallen below MTFF assumptions made by officers in modelling Supply and Demand.

Table 12: Housing Needs performance data

	May 18	June 18	July 18
All Approaches	274	213	223
Full Assessment Required	260	175	223
New into Temporary Accommodation (Homeless and Relief)	22	16	12
Households in Temporary Accommodation	511	484	480
Households in B&B	149	130	122

60. As in previous years, a contingency has been set aside in 2018/19 to resource the procurement of Private Sector placements or the need for Temporary Accommodation in the Borough. The call on contingency relating to homelessness is forecast at £1,165k, £571k below the budgeted provision, a £347k favourable movement from Month 2. The service is forecasting the number of clients in B&B accommodation will stay at 124, 26 below MTFF assumptions, whilst reducing the overall use and cost of Temporary Accommodation. This is expected to be achieved through an increase in placements into the private sector and the continued close monitoring of unit costs.
61. The Council will continue to closely monitor this risk, given the introduction of the Homeless Reduction Act in April 2018, potential pressures could materialise in the remainder of the financial year. Increased prevention and move-on activity may require the service to draw on the Housing Incentives earmarked reserve, with any drawdown being subject to the usual approvals.
62. The call on the Waste contingency is as per the budgeted provision of £1,172k, to fund estimated population driven increases in the cost of tonnages via the West London Waste Authority (WLWA) levy and associated waste disposal contracts. The first four months of 2018/19 have shown an increase in waste volumes compared to the same period last year. Current projections indicate that this can be managed within the existing contingency sum with the position expected to become clearer as the year progresses and the impact of seasonal fluctuations and wider market factors materialise.

Infrastructure, Waste and ICT (£648k overspend, £402k adverse)

63. At Month 4, there is a £648k forecast overspend across the service, from a number of variances across service areas reflecting a combination of ongoing staffing and non-staffing pressures. The overall forecast encompasses a number of management actions which will be closely monitored during the financial year.
64. The forecast pressure for Fleet Management is £696k, representing a £115k adverse movement and relates primarily to the vehicle repairs and maintenance, with a combination of legacy costs from the outgoing contractor and some additional costs from the new contractor. There are also risks associated with increasing fuel costs, potential risks regarding the service's performance in relation to insurance claims and pressures from hired vehicle costs. There are a range of management actions underway and the service are finalising the capital Vehicle Replacement Programme that should enable some in-year savings to mitigate these pressures.
65. An earmarked reserve drawdown of £500k is offsetting the pressure of £404k in Waste Services (a £145k adverse movement). This projected overspend is as a result of a temporary increase in overtime payments within the Waste Service resulting from performance issues with agency staff and wider recruitment difficulties in the refuse/recycling area owing to demand and competition. Non-staffing costs are forecasting a pressure, due to the cost of refuse sacks for green and garden waste and mixed dry recycling. There are forecast pressures of £581k across Waste Services workforce budgets. resulting from a temporary increase in overtime payments within the Waste Service due to performance issues with agency staff and wider recruitment difficulties in the refuse/recycling area owing to demand and competition. Whilst the impact of mitigating management action is being confirmed it is assumed this will be managed by an earmarked reserve drawdown of £500k. Non-staffing costs are forecasting a pressure, due to the cost of refuse sacks for green and garden waste and mixed dry recycling which at this stage are also forecast to require an offsetting drawdown from earmarked reserves.
66. The Highways and Street Lighting service has an adverse movement of £100k due to revised forecasts on energy and maintenance costs. The service continues to show an overall underspend of £112k largely reflecting anticipated over-achievement against income targets, attributable to various revenue streams including S38, S278, vehicle crossings and fixed penalties.
67. The Capital and Planned Works service shows a projected pressure of £106k against base budget. This is predominantly the residual expenditure for staffing costs after forecast fees have been assumed as chargeable to capital projects. The service is reviewing the cost of some of its higher cost agency to improve the position.

Housing, Environment, Education, Health & Wellbeing (£125k overspend, £298k adverse)

68. At Month 4 there is a £125k forecast overspend across the service representing an adverse movement of £298k from the Month 2 position. This largely reflects adverse movements in the Residual Education and Private Sector Housing services, through a combination of underlying reductions in grant income and revised agency staffing costs required to sustain these services.
69. Green Spaces shows an adverse movement of £7k from Month 2 reflecting minor revisions to staffing forecasts for Libraries and Grounds Maintenance. The overall position continues to reflect underspends on hard to recruit posts, reductions in income streams as a result of HS2 within Golf and forecast pressures on non-staffing budgets within Parks and Open Spaces.

70. Underspends from vacant posts within Trading Standards and Community Safety continue to be forecast at Month 4 and this position will continue to be closely monitored given that recruitment is already underway. The Public Health position will be influenced by outcomes from the BID review. The review is currently focused on areas of contract spend and ensuring efficient provision of mandated services.

Planning, Transportation & Regeneration (£44k overspend, £2k improvement)

71. A net overspend of £44k is reported across the service at Month 4, primarily arising from a £170k underspend on staffing budgets across Planning Services and Road Safety being offset by £238k pressures on non-staffing expenditure. The workforce underspend within Planning Services reflects challenging market conditions impacting upon the recruitment and retention of professional Planning Officers, with the corresponding increased reliance on external consultancy driving the non-staffing pressure. The reported position includes a £130k uplift in fees for outsourcing planning application processing, for which a specific funding strategy is still to be determined.
72. No material variance is reported across the £3,942k Development and Building Control revenue streams at this early stage in the financial year, although these continue to be closely monitored given both the potential impact of changing property market conditions and the need to maintain sufficient capacity within the service to support Planning Performance Agreements and Pre-Application Advice.

Administrative, Technical & Business Services (£317k underspend, £426k improvement)

73. Overall, the service is reporting a forecast underspend of £317k at Month 4, an improvement of £426k due primarily to revised spend on non-salaries budgets and the use of £214k uncommitted Parking Revenue Account reserves. Pressures on income budgets are being largely offset by additional on-street parking income of £214k and anticipated drawdown from Earmarked Reserves of £300k. The majority of this relates to the current underachievement of budgeted income targets for Cedars and Grainges car parks which have a forecast pressure of £430k. Income targets within Food and Safety are showing some improvement on the 2017/18 outturn position and if the first two months of the year are replicated, will deliver a small short fall of £25k. However, this will continue to be closely monitored given the potential for high levels of volatility in this revenue stream.
74. These pressures on income are netted down by vacancies across the Service, particularly in Business Services, Technical Administration and the Contact Centre, due to the fluid nature of the staffing of the functions and the high level of vacancies carried.

SOCIAL CARE (£34k overspend, £122k improvement)

75. Social Care is projecting an overspend of £34k as at Month 4, an improvement of £122k on the month 2 projections due primarily to a reduction in the staffing costs projections following a review of all vacant posts. It should be noted that the service is managing ongoing cost pressures relating to the cost of Agency Social Workers, Legal Counsel and the provision of Temporary Accommodation for Section 17 cases.

Table 13: Social Care Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
14,762	(6)	Children's Services	Salaries	14,756	14,942	186	143	43
17,224	123		Non-Sal Exp	17,347	17,547	200	231	(31)
(6,483)	(198)		Income	(6,681)	(6,690)	(9)	(140)	131
25,503	(81)		Sub-Total	25,422	25,799	377	234	143
8,358	105	Early Intervention, Prevention & SEND	Salaries	8,463	7,833	(630)	(496)	(134)
6,044	(105)		Non-Sal Exp	5,939	6,046	107	48	59
(2,243)	(14)		Income	(2,257)	(1,962)	295	318	(23)
12,159	(14)		Sub-Total	12,145	11,917	(228)	(130)	(98)
4,139	3	Social Care, OPS & PD	Salaries	4,142	4,038	(104)	(54)	(50)
38,672	(979)		Non-Sal Exp	37,693	38,594	901	255	646
(12,159)	66		Income	(12,093)	(12,958)	(865)	(184)	(681)
30,652	(910)		Sub-Total	29,742	29,674	(68)	17	(85)
4,208	(256)	Learning Disability and Mental Health Service	Salaries	3,952	4,084	132	84	48
34,031	743		Non-Sal Exp	34,774	34,883	109	5	104
(7,291)	(1,242)		Income	(8,533)	(8,772)	(239)	(81)	(158)
30,948	(755)		Sub-Total	30,193	30,195	2	8	(6)
11,719	535	Provider and Commissioned Care	Salaries	12,254	11,838	(416)	(123)	(293)
3,348	421		Non-Sal Exp	3,769	4,098	329	138	191
(601)	(22)		Income	(623)	(585)	38	12	26
14,466	934		Sub-Total	15,400	15,351	(49)	27	(76)
43,186	381	Social Care Directorate Total	Salaries	43,567	42,735	(832)	(446)	(386)
99,319	203		Non-Sal Exp	99,522	101,168	1,646	677	969
(28,777)	(1,410)		Income	(30,187)	(30,967)	(780)	(75)	(705)
113,728	(826)		Total	112,902	112,936	34	156	(122)

SOCIAL CARE DEVELOPMENT AND RISK CONTINGENCY (£1,171k overspend, £1,171k adverse)

76. The Council's 2018/19 Development and Risk Contingency includes provisions for areas of expenditure within Social Care for which there is a greater degree of uncertainty and relates to in-year demographic changes, including Asylum seekers and SEN Transport. Table 14 sets out the Month 4 projected position for the Development and Risk Contingency, which is reporting a pressure of £1,171k; an adverse movement on the Month 2 projections. This is due

to emerging pressures in the costs of Looked After Children and Children with Disabilities placements, where it is evident that the service are supporting more children with complex needs and growth in Adult placements with a Learning Disability and Mental Health primary care need. The current projections are also anticipating some use of earmarked reserves where appropriate to sustain the reported position.

Table 14: Social Care Development & Risk Contingency

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
			Revised Budget £'000	Forecast Outturn £'000			
1,885	0	Asylum Service	1,885	1,852	(33)	0	(33)
797	0	Demographic Growth - Looked After Children	797	1,268	471	0	471
367	0	Demographic Growth - Children with Disabilities	367	735	368	0	368
277	0	Social Worker Agency Contingency	277	613	336	0	336
443	0	SEN transport	443	443	0	0	0
730	0	Demographic Growth - Adult Social Care	730	759	29	0	29
50	0	Winterbourne View	50	50	0	0	0
4,549	0	Current Commitments	4,549	5,720	1,171	0	1,171

Asylum Service (£33k underspend, £33k improvement)

77. The service is projecting a drawdown of £1,852k from the contingency, an underspend of £33k an improvement of £33k on the Month 2 projections, reflecting the impact of the new processes put in place over the last year, including the new funding policy. This position is based on the latest set of data, although it should be noted that this has not yet been verified by the Home Office, as they have only recently released the outcome of their funding review for this financial year, which suggests no change. However, it is still evident that a number of Unaccompanied Asylum Seeking Children (UASC) will turn 18 during the 2018/19 financial year, where the grant funding is less than that provided for under-18's. Additionally, the introduction of the National Transfer Agreement in 2016, has enabled the Council to transfer a number of under-18 UASC to other local authorities in line with the agreement, which will result in a lower volume of under 18's being supported by Hillingdon, although the Council is starting to see a younger cohort of UASC, generally in the 13 to 14 year old age group, which will require at least a Foster Care placement.

Demographic Growth - Looked After Children (£471k overspend, £471k adverse)

78. The service is projecting a drawdown of £1,268k from the Contingency, an overspend of £471k and an adverse movement of £471k on the month 2 projections. This reflects that there are a high number of high cost Residential placements, where the Service has had to place children outside of the Borough. It is also evident that the unit cost has increased from an average of £3,400 per week to £3,900 per week, and that the length of stay is much greater than in previous years due to the complex nature of the support required. The service continues to monitor this position through regular reviews of individual cases, and where possible children are stepped down when it is safe to do so. It should also be noted that this year could start to see an increase in the number of children looked after, where previously this number has remained constant over the last few years.

Demographic Growth – Children with Disabilities (£368k overspend, £368k adverse)

79. The service is projecting a draw down of £735k from the Contingency, an overspend of £368k and an adverse movement of £368k on the month 2 projections. This reflects that there is an increase in the number of cases that have more complex needs, which in most cases, require a residential placement, or more respite care. The service have now taken steps to review individual placements to ascertain whether any of the placements should be part funded by external partners, such as education and health and anticipate that a number of placements will be part funded

Social Worker Agency (Children's) (£336k overspend, £336k adverse)

80. The service is projecting a drawdown of £613k from this contingency, an overspend of £336k and an adverse movement of £336k on the Month 2 position. This covers the additional cost of using agency staff to cover essential Social Worker posts as the recruitment of Social Workers continues to be very competitive. This determination of the contingency is based on a proportion of 90% permanent and 10% agency staff, the additional amount reflecting the premium that the Council pays for agency staff, which is currently assessed as £18k above the current total costs of a permanent member of staff. The current figures, based on hard to fill posts, indicates that the current percentage usage of agency staff is 50%. However, the service anticipates the position to improve over the next few months as the Council has been rated as good by Ofsted following the recent inspection, although the current lead in times for recruitment are approximately 6 months.

Demographic Growth - SEN Transport (Nil variance)

81. The service is projecting the full drawdown of £443k from the SEN Transport contingency, which is required to cover the anticipated increase in the number of pupils that have an Education, Health and Care Plan (EHCP). The current assumption is that most of the growth can be accommodated within the new arrangements (similar to last year's pattern). This position will be firmed up over the next few months in the lead up to the new academic year.

Demographic Growth - Adult Social Care (£29k overspend, £29k adverse)

82. The service is projecting a drawdown of £2,686k from the Transitional Children contingency, an overspend of £29k and an adverse movement of £29k on the Month 2 projections, due to more certainty in the cost of placements for these children as they transfer into Adult Social Care. It is evident that some of the costs are slightly lower at the beginning of the adult placement, as some of the children choose to stay on in education. However, these individuals will eventually be funded fully from the Adult Social Care budget once they turn 25.
83. The service still anticipates the full drawdown of the saving of £1,877k from the contingency, reflecting that the service have taken steps to improve processes and ensure that the costs of care are met from the appropriate organisation, including education and health. This assumes that the slippage in the Park View Extra Care facility (estimates to be £356k) will be covered by improvements across the placements budget.
84. The Month 4 data is indicating signs of increases in the number of placements, especially those with a Learning Disability (Headcount as at April 2018 was 664 clients, compared to 622 clients as at April 2017, an increase of 42 clients) and Mental Health (Headcount as at April 2018 was 186 clients, compared to 172 clients as at April 2017, an increase of 14 clients) primary care need. It is also evident that there is an increase in the complexity of need in these clients,

especially Mental Health, where the average cost per day has increased to £69.85 (April 2018) from £64.87 (April 2017) an increase of £4.98 per day (equivalent to 7.7%). The current per day rate for Mental Health clients is £73.30.

Winterbourne View (Nil variance)

85. The service is expecting the full drawdown of £50k from the Winterbourne View contingency, no change on last month's projections, reflecting the cost of the last cohort of clients.

DIRECTORATE OPERATING BUDGETS (£34k overspend, £122k favourable)

Children's Services (£377k overspend, £143k adverse)

86. The service is projecting an overspend of £377k, as at Month 4, an adverse movement of £143k on the month 2 projections, due primarily to the additional cost of agency staff, which are required to cover essential Social Worker posts that are currently vacant. This overspend reflects the current level of agency staff employed by the service to cover essential and hard to fill posts. The service anticipates that the use of agency staff will start to reduce and is very positive about planned recruitment following the recent Ofsted inspection, which resulted in the service being rated good. One such example is that the service have recently recruited 17 Newly Qualified Social Workers, who will start over the next few months. However, the lead in times for recruitment of Senior Social Workers generally exceeds 6 months, as a result, the service are assuming that permanent recruitment will take place in March 2019 for all other vacant posts. The service is currently managing a pressure in Legal costs and the cost of supporting Section 17 cases, utilising management action, implementing new ways of working and where these measures are insufficient, through the anticipated drawdown of appropriate earmarked reserves. Additionally, the in house Legal Service has recruited an additional advocate, which should help to reduce external Legal costs.

Early Intervention, Prevention & SEND (£228k underspend, £98k improvement)

87. The service is projecting an underspend of £228k as at Month 4, an improvement of £98k on the Month 2 projections, due to an improvement in the projected cost of staffing. The majority of the underspend relates to staffing, where the service has put on hold staff recruitment, whilst it undertakes a BID review. Included in this is an underspend of £219k on the Educational Psychological Service, which partially offsets a shortfall in income of £362k, following the cessation of funding from the DSG for Early Years and School based support

Older People and Physical Disabilities (£68k underspend, £85k improvement)

88. The service is projecting an underspend of £68k as at Month 4, an improvement of £85k on the Month 2 projections, due primarily to an improvement in the projected cost of staffing. This is netted down by an underspend of £104k on staffing, where the service has a number of vacant posts and an overachievement of income, totalling £865k, where £569k relates to clients and external organisations and the balance of £296k relates to an increase in the capitalisation of adaptation and minor works costs.

Learning Disability and Mental Health (£2k overspend, £6k improvement)

89. The service is projecting an overspend of £2k as at Month 4, an improvement of £6k on the Month 2 projections, due to a slight increase in the levels of projected income. The service is currently reporting an overspend of £132k on staffing costs, which is due primarily to a timing difference of realigning the salary budgets to reflect recent restructures. This is offset by an increase in income received from external organisations totalling £239k, which is netted down by an increase in the cost of placements totalling £109k.

Provider and Commissioned Care (£49k underspend, £76k improvement)

90. The service is projecting an underspend of £49k as at Month 4, an improvement of £76k on the Month 2 projections, as staffing structure savings become more certain. This includes an underspend of £416k on staffing, which relates predominantly to the Reablement and Extra

Care Services, netted down by an overspend of £329k on non-staffing costs, which relates to a range of proposed savings that are in the process of being finalised and relevant budgets being realigned and an overspend of £39k on income, which relates to an anticipated shortfall in the income received from the sale of meals.

Appendix B – Other Funds

COLLECTION FUND (£1,166k underspend, £116k improvement)

91. A surplus of £1,166k is reported within the Collection Fund at Month 4, relating to favourable positions on both Council Tax and Business Rates, which is predominantly driven by strong growth in Gross Rates in the Borough and a carry forward surplus within Council Tax. This represents a £116k improvement from the position reported at Month 2. Any surplus realised at outturn will be available to support the General Fund budget from 2019/20 onwards.
92. During 2018/19 the Council is participating in the 100% Business Rates Retention Pilot Pool for London, which provides scope for retaining additional growth while guaranteeing the level of income the Council would have received under the existing 50% Retention system. Business Rates projections below reflect this guaranteed minimum level of surplus, with any additional funds available from the pool to be captured separately in budget setting reports as appropriate.

Table 15: Collection Fund

Original Budget £'000	Budget Changes £'000	Service	Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
(121,176)	0	Council Tax	Gross Income	(121,176)	(121,350)	(174)	(87)	(87)
10,918	0		Council Tax Support	10,918	10,965	47	9	38
(2,680)	0		B/fwd Surplus	(2,680)	(3,179)	(499)	(499)	0
(112,938)	0		Sub-Total	(112,938)	(113,564)	(626)	(577)	(49)
(109,696)	0	Business Rates	Gross Income	(109,696)	(111,333)	(1,637)	(1,707)	70
(3,849)	0		Section 31 Grants	(3,849)	(4,053)	(204)	0	(204)
53,246	0		Less: Tariff	53,246	53,246	0	0	0
7,451	0		Less: Levy	7,451	8,312	861	794	67
69	0		B/fwd Deficit	69	509	440	440	0
(52,779)	0	Sub-Total	(52,779)	(53,319)	(540)	(473)	(67)	
(165,717)	0	Total Collection Fund	(165,717)	(166,883)	(1,166)	(1,050)	(116)	

93. An underspend of £626k is reported on Council Tax collection for 2018/19, representing continued strong collection performance alongside the brought forward surplus of £499k relating to better than expected performance during 2017/18. This represents a marginal £49k movement from Month 2 income projections.
94. A £540k net surplus is reported across Business Rates at Month 4, primarily as a result of strong growth in income due to a number of new developments in the Borough being brought into rating. Growth in the rating base and favourable Section 31 Grant income is expected to deliver a £980k post-levy surplus, which is sufficient to offset the brought forward deficit of £440k and deliver a net £540k surplus. Within this position, potential volatility in respect of Reliefs and Appeals continue to be closely monitored.

SCHOOLS BUDGET

Dedicated Schools Grant (£1,927k overspend, £985k adverse)

95. The Dedicated Schools Grant (DSG) outturn position is an in-year overspend of £1,927k at Month 4. This is an adverse movement of £985k from the Month 2 position, due to continuing pressures in the cost of High Needs placements and a reduction in the funding that the Council will receive for the new 30 hour free entitlement for three and four year old nursery placements. When the £4,125k deficit brought forward from 2017/18 is taken into account, the deficit to carry forward to 2019/20 is £6,052k.

Table 16: DSG Income and Expenditure 2018/19

Original Budget	Budget Changes	Funding Block	Month 4			Variance (as at Month 2)	Movement from Month 2
			Revised Budget	Forecast Outturn	Variance		
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(275,559)	2,260	Dedicated Schools Grant Income	(273,299)	(273,299)	0	0	0
214,132	0	Schools Block	214,132	213,821	(311)	(248)	(63)
26,100	(2,238)	Early Years Block	23,862	24,524	662	219	443
2,773	0	Central School Services Block	2,773	2,828	55	101	(46)
32,554	(22)	High Needs Block	32,532	34,053	1,521	870	651
0	0	Total Funding Blocks	0	1,927	1,927	942	985
0	0	Balance Brought Forward 1 April 2018	4,125	4,125			
0	0	Balance Carried Forward 31 March 2019	4,125	6,052			

Dedicated Schools Grant Income (nil variance, no change)

96. The DSG has now been realigned to reflect known funding adjustments to the Early Years and High Needs blocks. The Early Years block allocations for the free entitlement for two year olds and three and four year olds are updated each July based on data from the January schools and early years censuses.
97. The High Needs block has been adjusted following the import/export adjustment which has been made to reflect any changes either in the placement by a local authority of pupils and students in schools and colleges located in other local authority areas (exports), or in the funding required by schools and colleges accepting pupils and students resident in other local authority areas (imports).

Schools Block (£311k underspend, £63k improvement)

98. The £311k underspend relates to the growth contingency fund which is funded from the Schools Block. Schools that are expanding, in agreement with the local authority, to meet basic need pupil population growth, receive additional funding to provide financial recompense to schools throughout the relevant financial year to cover the cost of this agreed and planned growth. Schools Forum have taken the decision to withhold growth contingency allocations for three schools due to the expectation that pupil growth in September 2018 will not be sufficient to require the need for growth contingency funding, which accounts for the £63k improvement from the Month 2 position.

99. There is also a mechanism within the growth contingency policy to allow for schools that have experienced significant in year growth and it is currently anticipated that there will be an underspend in this budget allocation.
100. There is also a mechanism within the growth contingency policy to allow for schools that have experienced significant in-year growth and it is currently anticipated that there will be an underspend in this budget allocation.

Early Years Block (£662k overspend, £443k adverse)

101. Two year old funding has now been adjusted to reflect the number of children accessing the entitlement based on the January 2018 census. This has resulted in a £128k increase in 2018/19 funding which should cover the cost of the increase in two year olds accessing the free entitlement.
102. The three and four year old funding for both the universal and the additional free entitlement has also been adjusted following the January 2018 census and the release of the updated guidance. This guidance clarifies that the funding provided for the new additional 15-hour free entitlement will be adjusted based on actual take up, which is a change to the treatment of previous new initiatives, where the funding provided was not adjusted until sufficient time had been allowed to settle in the initiative. Funding for the universal entitlement has increased slightly, whilst the funding for the additional 15-hour entitlement has reduced significantly as a consequence of lower actual uptake than estimated by the DfE when calculating the original funding allocation. The current projection has been revised following publication of the May census data for early years and the impact of the funding adjustments is estimated to result in a £502k overspend in 2018/19.
103. It has been agreed that DSG will only fund The Early Years Centres up until 31 August 2018 with any over or underspend at this point to be charged to the DSG. Currently the three centres are projecting a £144k overspend as at the end of August. This is a consequence of a shortfall in the levels of income being generated.
104. There is currently a further overspend of £41k in the Early Years Advisory Service where a savings target of £150k has been put in place by Schools Forum which may not be achieved in full in the current year.
105. These overspends are partly offset by a £25k underspend in the Family Information Service where there are currently vacant posts which are yet to be recruited to.

Central School Services Block (£55k overspend, £46k improvement)

106. The overspend follows confirmation from the Education and Skills Funding Agency (ESFA) that the copyright licences for schools should be charged to the centrally retained DSG. The DSG budget was set with the view that these licenses could be charged to the Schools Block, and therefore no budget was included within the Central School Services Block.
107. The overspend is off-set by a projected underspend in the education costs of Looked After Children and additional income projected from schools that have excluded pupils where the local authority is able to recover the Age Weighted Pupil Unit cost for the period following exclusion.

High Needs Block (£1,521k overspend, £651k adverse)

108. There continues to be significant pressure in the High Needs Block with an overspend of £1,521k being projected at Month 4, an adverse movement of £651k on the Month 2 projections.
109. There is on-going pressure linked to the transfer of pupils in special schools from statements to Education, Health and Care plans (EHCPs). As pupils are transferred to an EHCP they move onto the new banded funding model often resulting in a higher resource requirement. The transfer process was completed by 31 March 2018, however, there were a number of cases where schools queried the funding levels allocated. Following further review and the submission of additional evidence these have been adjusted in a significant number of cases resulting in a higher level of resource being allocated. The 2018/19 budget was increased to reflect this anticipated increase, but the budget is still insufficient.
110. There is also a projected overspend on the placement of pupils with SEN in independent or non-maintained schools. The High Needs budget for 2018/19 includes a savings target within the budget for Independent and non-maintained school SEN placements which is dependent on a number of pupils leaving at the end of the summer term 2018 and new placements not being made. However, further placements have been made since the budget was set, resulting in an additional pressure on the High Needs block.
111. The projected spend on post-19 SEN placements is based on the current cohort of students. The costs here are likely to increase further once full details of the September 2018 placements are known later in the year.

Appendix C – HOUSING REVENUE ACCOUNT

112. The Housing Revenue Account (HRA) is currently forecasting a drawdown of reserves of £21,262k, which is £175k more favourable than the budgeted position and the overall movement from Month 2 is a favourable £7k. The 2018/19 closing HRA General Balance is forecasted to be £15,846k. The use of reserves is funding investment in new housing stock. The table below presents key variances by service area:

Table 17: Housing Revenue Account

Service	Month 4		Variance (+ adv / - fav)		
	Revised Budget	Forecast Outturn	Variance (As at Month 4)	Variance (As at Month 2)	Movement from Month 2
	£'000	£'000	£'000	£'000	£'000
Rent Income	(55,932)	(55,350)	582	276	306
Other Income	(4,877)	(5,066)	(189)	6	(195)
Net Income	(60,809)	(60,416)	393	282	111
Housing Management	12,819	12,991	172	92	80
Tenant Services	4,172	4,109	(63)	(52)	(11)
Repairs	5,056	5,090	34	(60)	94
Planned Maintenance	4,360	4,029	(331)	(50)	(281)
Capital Programme Funding	38,728	38,728	0	0	0
Interest & Investment Income	15,371	15,371	0	0	0
Development & Risk Contingency	1,740	1,360	(380)	(380)	0
Operating Costs	82,246	81,678	(568)	(450)	(118)
(Surplus) / Deficit	21,437	21,262	(175)	(168)	(7)
General Balance 01/04/2018	(37,108)	(37,108)	0	0	0
General Balance 31/03/2019	(15,671)	(15,846)	(175)	(168)	(7)

Income

113. Rental Income is forecast to under recover by £582k, an adverse movement of £306k on Month 2 which reflects updated assumptions on the timing of when new stock is likely to be rented to tenants.
114. Other Income is forecast to over recover by £189k, a favourable movement of £195k on Month 2 due to an increase in leaseholders' charges relating to 2017/18 actuals and 2018/19 estimates.
115. The number of RTB applications received in the first four months of 2018/19 was 58 compared to 63 for the same period in 2017/18, a reduction of 8%. There have been 16 RTB completions in the first four months of 2018/19 compared to 18 for the same period in 2017/18, a reduction of 11%. The RTB sales forecast will be kept under review, however at this early stage in the year the 2018/19 forecast is the same as the budget at 60 RTB sales, and this compares to 64 actual sales in 2017/18.

Expenditure

116. The Housing management service is forecast to overspend by £172k, an adverse movement of £80k. Tenant services is forecast underspend by £63k, a favourable movement of £11k on Month 2 due to staffing underspends.
117. The repairs budget is forecast to overspend by £34k, an adverse movement of £94k on Month 2 mainly due to an increase in the forecast expenditure on voids. The planned maintenance budget is forecast to underspend by £331k, a favourable movement of £281k on Month 2 due to underspends on the external decorations programme.
118. The forecast for the capital programme funding, interest and investment income and the development and risk contingency budgets remain unchanged from Month 2.

HRA Capital Expenditure

119. The HRA capital programme is set out in the table below. The 2018/19 revised budget is £83,791k and there is a forecast net variance of £16,493k, £18,623k due to re-phasing and a cost overspend of £2,130k. There is an increase in re-phasing of £1,918k on Month 2.

Table 18: HRA Capital Expenditure

Programme	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance Forecast V Revised Budget	2018/19 Project Re-Phasing	Total Project Budget 2018-23	Total Project Forecast 2018-23	Total Project Variance 2018-23
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Major Projects							
New General Needs Housing Stock	24,147	17,008	0	7,139	138,133	138,133	0
New Build - Appropriation of Land	8,635	10,765	2,130	0	8,635	10,765	2,130
New Build - Shared Ownership	6,382	1,330	0	5,052	15,596	15,596	0
New Build - Supported Housing Provision	12,884	10,674	0	2,210	15,343	15,343	0
ICT	81	81	0	0	162	162	0
HRA General Capital Contingency	8,908	8,908	0	0	8,908	8,908	0
Total Major Projects	61,037	48,766	2,130	14,401	186,777	188,907	2,130
Works to Stock							
Works to stock programme	20,619	16,397	0	4,222	57,797	57,797	0
Major Adaptations to Property	2,135	2,135	0	0	7,160	7,160	0
Total Works to Stock	22,754	18,532	0	4,222	64,957	64,957	0
Total HRA Capital	83,791	67,298	2,130	18,623	251,734	253,864	2,130
Movement on Month 2	0	(1,918)	0	1,918	0	0	0

Major Projects

120. The 2018/19 Major Projects Programme revised budget is £61,037k and the forecast expenditure is £48,766k, with a re-phasing of £14,401k and a cost variance of £2,130k during the period 2018-2023.

New General Needs Housing Stock

121. The 2018/19 General Needs Housing Stock revised budget is £24,147k. There is a forecast re-phasing of £7,139k across the General Needs Programme due to the construction works across a number of developments commencing later than initially expected. This represents an adverse variance of £599k on the Month 2 position.
122. To date fifteen buybacks have been approved with each acquisition at different stages of completion. A further eleven properties are pending approval, combined all the potential buybacks are estimated to cost up to £8,580k
123. The planning application was approved at Planning Committee on 20 February 2018 for the mixed development of General Needs and Shared Ownership units at the Acol Crescent site. Demolition and tree removal works have been completed and the former nursery site has been cleared. The appointment of a main contractor for the development is currently undergoing the governance process.
124. The Housing Programme comprising seven units of new build properties and five extensions or conversions at various sites have progressed, with all the extensions now complete. The new build at Cherry Lane is due for completion by October 2018.
125. Lead consultants and architects have been appointed for the three developments at Belmore Allotments, Maple and Poplar Day Centre sites and Willow Tree. The employer's agents and appointed architects continue to work on finalising the design of the schemes. The planning application for the Maple and Poplar site has been approved whilst approval for the other two developments remains outstanding, although the planning permission for the Belmore site will progress to committee imminently. Demolition works at all three sites will commence upon approval to appoint the preferred contractor.

New Build - Appropriation of Land

126. The revised budget of £8,635k is for New Build appropriation of land for two sites at the former Belmore Allotments and Maple / Poplar Day Centre. The forecast spend includes these two sites and appropriations for Woodside Day Centre £1,870k and Bartram Close Garages £260k.

New Build - Shared Ownership

127. The New Build Shared Ownership 2018/19 revised budget is £6,382k, with a forecast expenditure of £1,330k and a re-phasing of £5,052k. Some of the schemes are being delivered concurrently with the General Needs units and is therefore resulting in the need to re-phase the budget. There is an adverse movement of £328k on Month 2, which is in line with the movement in General Needs Housing Stock budget position.
128. The New Build Shared Ownership budget comprises schemes being delivered across five sites including units at both Belmore and Maple and Poplar. These will deliver 60 units in total.
129. The Woodside Day Centre redevelopment has progressed in-year following approval to submit planning application for mixed-use development of a GP surgery and 20 shared ownership flats. The planning application was approved at February Planning Committee and consultants have been appointed. Consultants are now progressing designs and preparing tender documents ready to gain expressions of interest.

New Build - Supported Housing

130. The Supported Housing Programme comprises the build of 160 mixed client group units across three different sites. The 2018/19 revised budget is £12,884k with a re-phasing of £2,210k due to the Yiewsley scheme. The re-phasing has reduced by £206k when compared to the Month 2 position and is resulting from the draft final account figure incorporating the need to utilise some of the project contingency.
131. The scheme at Yiewsley is a small part of a wider re-development of the whole site and is anticipated to create 12 units of supported housing. The project is at the preliminary stage of feasibility and the multi-disciplinary consultants have now been appointed.
132. The programme at Grassy Meadow is scheduled to complete in August 2018, however the development at Parkview will run beyond its target completion date.

ICT

133. The HRA ICT 2018/19 budget is £81k and the forecast is break even.

HRA General Contingency

134. The HRA General Capital Contingency revised budget is £8,908k and is forecast to be fully committed. The contingency budget is included within the HRA capital programme to ensure the Council retains sufficient flexibility to secure additional housing units where opportunities become available.

Works to Stock

135. The Works to Stock re-phasing variance is £4,222k, an increase in re-phasing of £1,197k on Month 2 relating to sprinklers £892k, windows £88k and roofs £217k, due to the validation, procurement and consultation timetables required to deliver these works.
136. The revised Major Adaptations budget is £2,135k and this is forecast to be fully spent.

HRA Capital Receipts

137. There have been 16 Right to Buy sales of Council dwellings as at the end of July 2018 for a total gross sales value of £3,511k and a further 44 sales are forecast to bring the yearly total to 60, totalling £10,992k in 2018/19.
138. The application of retained Right to Buy receipts is limited by the retention agreement to a maximum 30% of the cost of replacement housing. In the event that expenditure does not meet the criteria, funds would be payable to the MHCLG.
139. During 2018/19, the £10,642k receipts generated in 2015/16 could potentially become repayable unless the following expenditure profile is achieved: Q1 £10,229k, Q2 £7,170k, Q3 £7,435k and Q4 £10,641k. Cumulative expenditure on 1 for 1 replacement from previous quarters above the minimum requirement can be carried forward.
140. The cumulative spend requirement for 2018/19 Q1 was not met and the shortfall was £1,301k. Therefore, the Right to Buy 1 for 1 capital receipts of £390k plus interest of £54k was paid to MHCLG in July. However, it is expected that these monies will be paid back to the HRA in due course as the Council is opting-in to the Mayor of London's Right to Buy Ring-Fence Offer,

whereby Right to Buy 1 for 1 capital receipts and interest returned to MHCLG, is re-routed back to individual councils through the GLA as a grant.

Appendix D - GENERAL FUND CAPITAL PROGRAMME

141. As at Month 4 an under spend of £22,001k is reported on the £124,969k General Fund Capital Programme for 2018/19 due mainly to re-phasing of project expenditure. The forecast outturn variance over the life of the 2018/19 to 2022/23 programme is an under spend of £190k.
142. General Fund Capital Receipts of £18,320k are forecast for 2018/19 with a shortfall of £848k in total forecast receipts to 2022/23.
143. Overall Prudential Borrowing required to support the 2018/19 to 2022/23 Capital Programmes is forecast to be over budget by £808k. This is mainly due to the shortfall of £1,348k in forecast capital receipts, partly offset by favourable increases in grants and contributions of £350k and a cost underspend of £90k.

Capital Programme Overview

144. Table 19 below sets out the latest forecast outturn on General Fund capital projects, with project level detail contained in annexes A – D to this report. Forecast for future years include capital projects and programme of work approved by Cabinet and Council in February 2018.

Table 19: General Fund Capital Programme Summary

	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Movement from Previous Month
	£'000	£'000	£'000	£'000
Schools Programme	72,316	72,226	(90)	-
Self Financing Developments	79,544	79,544	-	-
Main Programme	123,332	123,332	-	-
Programme of Works	109,282	109,182	(100)	(100)
General Contingency	7,039	7,039	-	-
Total Capital Programme	391,513	391,323	(190)	(100)
Movement	911	811	(100)	

145. The revised five year programme budget has increased by £911k due partly to recent Transport for London grant awards for both the Borough Principal Roads Network and Bridges Assessment and Strengthening. There have also been allocations of schools' contributions towards the Devolved Formula Capital programme and Section 106 monies to new projects. The general equipment capitalisation budget has been increased by £49k to reflect inclusion of trade waste bin purchases within this budget.
146. The Schools programme reports a cost saving of £90k on project contingency and highways works for the replacement of Northwood Academy. The expansion at Warrender Primary school is expected to be complete by January 2019 and Hillside Primary by June 2019. Two secondary schools expansions (Vyners and Ruislip High) are in various stages of

progress, with completions of the works at Vyners expected in October 2019 and Ruislip High in April 2020.

147. The Self Financing Development Programme includes two major mixed residential developments at the former Belmore Allotments and Yiewsley pool sites. The Yiewsley site redevelopment includes discounted market sale housing and is in feasibility stage. Design work is in progress for the housing development at Belmore Allotments with a planning application to be submitted shortly. The budget also includes £50,000k to finance the newly incorporated housing company Hillingdon First.
148. The Main Programme includes major schemes such as the re-provision of Hillingdon Outdoor Activity Centre (HOAC), which has commenced and is currently on track for completion in 2020/21, with temporary arrangements to be in spring of next year. Other major schemes include the re-provision of Yiewsley swimming pool, which is yet to proceed.
149. Programmes of Works reports an under spend of £100k on the private sector renewal grants budget which is not expected to be fully committed this year. The CCTV programme has been accelerated with installations of new and upgraded cameras at various locations throughout the borough being carried out this year. The library refurbishment programme is expected to commence later this year and works are being identified for the new leisure centre refurbishment programme.
150. The remaining 2018/19 unallocated general contingency budget amounts to £1,039k after the recent approval to allocate funding of £115k to the Harlington Road Depot improvements budget for essential structural and drainage works. In total there are £7,039k contingency funds remaining available over the period 2018-23.

Capital Financing - General Fund

151. Table 20 below outlines the latest financing projections for the Capital Programme, with an adverse medium term variance of £808k reported on Prudential Borrowing, due mainly to a shortfall in other Council resources.

Table 20: General Fund Capital Programme Financing Summary

	Revised Budget 2018/19 £'000	Forecast 2018/19 £'000	Variance £'000	Total Financing Budget 2018-2023 £'000	Total Financing Forecast 2018-2023 £'000	Total Variance £'000	Movement
Council Resource Requirement	98,370	76,769	(21,601)	277,198	276,658	(540)	(310)
Financed By Prudential Borrowing							
Service Development	45,517	28,967	(16,550)	100,410	101,218	808	1,018
Self Financing	26,860	25,500	(1,360)	78,215	78,215	-	-
Total Borrowing	72,377	54,467	(17,910)	178,625	179,433	808	1,018
Financed By Other Council Resources							
Capital Receipts	21,493	18,302	(3,191)	72,073	71,225	(848)	(828)

CIL	4,500	4,000	(500)	26,500	26,000	(500)	(500)
Total Council Resources	98,370	76,769	(21,601)	277,198	276,658	(540)	(310)
Grants & Contributions	26,599	26,199	(400)	114,315	114,665	350	210
Capital Programme	124,969	102,968	(22,001)	391,513	391,323	(190)	(100)
Movement	911	(14,570)	(15,481)	911	811	(100)	

152. Total approved prudential borrowing is £178,576k over the five year programme of which £78,215k is in respect of Self Financing Developments that will generate future income including capital receipts from discounted market sale. There is also £100,410k approved borrowing for the development of services, which remains the principal driver of the £8,133k uplift in capital financing charges borne by revenue over the MTFF period.
153. In 2018/19 forecast capital receipts amount to £18,302k after financing transformation costs and as at the end of July an amount of £532k has been received following the sale of a garage site. The forecast includes £10,765k for planned appropriations of four General Fund sites to the HRA for residential development and £1,895k General Fund share of Right to Buy (RTB) sales based on a forecast 60 RTB sales in 2018/19. The adverse movement of £828k arises from a recent independent external valuation of a major site.
154. As at the end of June a total of £261k Community Infrastructure Levy (CIL) receipts (after administration fees) have been invoiced or received this financial year, a movement of £255k since Month 2. The monthly profile of CIL income varies depending on the timing and scale of developments with planning permission proceeding throughout the year. The forecast has been reduced by £500k due to uncertainty around the level of receipts that will be received this financial year. Budgeted eligible activity exceeds the CIL forecast with spend on Highways investment, community assets through the Chrysalis Programme and other major community infrastructure such as schools meeting the criteria for application of CIL monies.
155. Forecast grants and contributions are £350k higher than the revised budget due partly to the recently confirmed 2018/19 Schools Conditions Allocation of £2,140k being higher than the original budget estimate set before the announcement. The forecast also includes £205k Healthy Pupil capital grant funding as there is eligible expenditure within the existing Schools Expansions Programme. The financing budget assumes £13,350k Basic Needs grant for the period 2020/21-2022/23. It is expected that any grant awards below this level would be offset by expenditure reductions as the grant is based on forecast school places demand.
156. An adverse variance of £808k is reported on prudential borrowing due mainly to the forecast shortfalls in other Council sources of funding (capital receipts and CIL), partially offset by increases in grants and contributions and minor cost under spends.

ANNEX A - Schools Programme

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	Forecast Re-phasing	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Education and Children Services										
137,138	Primary Schools Expansions	93	93	0	0	93	93	0	93	0	0
4,352	New Primary Schools Expansions	8,880	9,516	0	636	10,974	10,974	0	9,774	1,200	0
1,040	Secondary Schools Expansions	19,828	7,276	0	(12,552)	54,960	54,960	0	21,735	33,225	0
45,568	Secondary Schools New Build	399	309	(90)	0	399	309	(90)	309	0	0
0	Meadow School	250	250	0	0	250	250	0	250	0	0
0	Additional Temporary Classrooms	2,400	0	0	(2,400)	4,000	4,000	0	4,000	0	0
0	Schools SRP	0	0	0	0	1,640	1,640	0	0	1,640	0
188,098	Total Schools Programme	31,850	17,444	(90)	(14,316)	72,316	72,226	(90)	36,161	36,065	0

ANNEX B - Self Financing Developments

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	2018/19 Forecast Re-phasing	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Self Financing Developments										
	Finance, Property and Business Services										
14	Yiewsley Site Development	1,860	500	0	(1,360)	23,000	23,000	0	23,000	0	0
0	Belmore Allotments Development	0	0	0	0	4,605	4,605	0	3,276	0	1,329
0	Housing Company Financing	25,000	25,000	0	0	50,000	50,000	0	50,000	0	0
	Social Services, Housing, Health and Wellbeing										
0	Woodside GP Surgery	0	0	0	0	1,939	1,939	0	1,939	0	0
14	Total Self Financing Developments	26,860	25,500	0	(1,360)	79,544	79,544	0	78,215	0	1,329

ANNEX C - Main Programme

Prior Year Cost	Project	2018/19 Revised Budget £'000	2018/19 Forecast £'000	2018/19 Cost Variance £'000	2018/19 Forecast Re-phasing £'000	Total Project Budget 2018-23 £000	Total Project Forecast 2018-23 £000	Total Project Variance 2018-23 £000	Project Forecast Financed by:		
									Council Resources £000	Government Grants £000	Other Cont'ns £000
	Community, Commerce and Regeneration										
2,200	Gateway Hillingdon	950	950	0	0	950	950	0	950	0	0
6,274	Hayes Town Centre Improvements	2,687	2,687	0	0	2,962	2,962	0	306	1,300	1,356
448	Inspiring Shopfronts	247	247	0	0	447	447	0	447	0	0
25	Uxbridge Cemetery Gatehouse	549	50	0	(499)	549	549	0	549	0	0
951	Uxbridge Change of Heart	1,045	1,045	0	0	1,045	1,045	0	997	0	48
	Central Services, Culture and Heritage										
0	New Museum	525	50	0	(475)	5,632	5,632	0	4,882	0	750
0	New Theatre	300	50	0	(250)	44,000	44,000	0	42,950	0	1,050
	Finance, Property and Business Services										
6,438	Battle of Britain Heritage Pride Project	342	342	0	0	342	342	0	342	0	0
36	Battle of Britain Underground Bunker	824	618	0	(206)	1,018	1,018	0	1,018	0	0
97	Bessingby Football/Boxing Clubhouse	1,497	1,247	0	(250)	1,497	1,497	0	1,497	0	0
0	Uniter Building Refurbishment	400	100	0	(300)	400	400	0	400	0	0
0	Purchase of Uxbridge Police Station	5,000	5,000	0	0	5,000	5,000	0	5,000	0	0
0	Botwell Leisure Centre Football Pitch	0	0	0	0	200	200	0	200	0	0
0	Yiewsley Swimming Pool	2,000	250	0	(1,750)	30,000	30,000	0	30,000	0	0
12	Hillingdon Outdoor Activity Centre	6,988	6,988	0	0	26,488	26,488	0	0	0	26,488
	Planning, Transportation and Recycling										
0	RAGC Car Park	250	250	0	0	250	250	0	250	0	0
4,017	Street Lighting - Invest to Save	1,483	1,483	0	0	1,483	1,483	0	1,483	0	0
	Social Services, Housing, Health and Wellbeing										
0	1 & 2 Merrimans Housing Project	620	100	0	(520)	620	620	0	620	0	0
	Cross Cabinet Member Portfolios										
24,854	Total Main Programme	26,156	21,906	0	(4,250)	123,332	123,332	0	92,335	1,300	29,697

ANNEX D - Programme of Works

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	Forecast Re-phasing	Project Budget 2018-2023	Project Forecast 2018-2023	Project Variance 2018-2023	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	393	393	0	0	1,193	1,193	0	1,193	0	0
	Community, Commerce and Regeneration										
N/A	Chrysalis Programme	1,331	1,331	0	0	5,331	5,331	0	5,331	0	0
N/A	Playground Replacement Programme	250	250	0	0	750	750	0	750	0	0
	Central Services, Culture and Heritage										
N/A	Bowls Clubs Refurbishments	651	651	0	0	1,151	1,151	0	1,151	0	0
N/A	Libraries Refurbishment Programme	1,000	750	0	(250)	3,000	3,000	0	3,000	0	0
N/A	Leisure Centre Refurbishment	1,601	1,351	0	(250)	3,101	3,101	0	3,101	0	0
	Education and Children Services										
N/A	Devolved Capital to Schools	979	979	0	0	2,011	2,011	0	0	1,846	165
N/A	School Building Condition Works	3,059	2,559	0	(500)	9,859	9,859	0	1,667	7,140	1,052
	Finance, Property and Business Services										
N/A	Civic Centre Works Programme	1,564	1,564	0	0	3,564	3,564	0	3,564	0	0
N/A	Corporate Technology and Innovation	1,104	1,104	0	0	3,596	3,596	0	3,596	0	0
N/A	Property Works Programme	680	680	0	0	2,600	2,600	0	2,600	0	0
N/A	CCTV Programme	708	1,393	0	685	1,758	1,758	0	1,758	0	0
N/A	Youth Provision	1,409	1,000	0	(409)	2,409	2,409	0	2,409	0	0
N/A	Planning, Transportation and Recycling										
N/A	Highways Structural Works	8,265	8,265	0	0	17,265	17,265	0	17,265	0	0
N/A	Road Safety	202	202	0	0	802	802	0	802	0	0
N/A	Transport for London	6,487	5,737	0	(750)	19,379	19,379	0	0	18,623	756
N/A	Purchase of Vehicles	3,911	3,500	0	(411)	10,551	10,551	0	10,551	0	0
N/A	Harlington Road Depot Improvements	315	315	0	0	315	315	0	315	0	0
	Social Services, Housing, Health and Wellbeing										
N/A	Disabled Facilities Grant	2,300	2,300	0	0	11,500	11,500	0	0	11,500	0
N/A	PSRG / LPRG	225	125	(100)	0	1,125	1,025	(100)	1,025	0	0
	Cross Cabinet Member Portfolios										
N/A	Environmental/Recreational Initiatives	887	887	0	0	887	887	0	887	0	0
N/A	Section 106 Projects	267	267	0	0	267	267	0	0	0	267
N/A	Equipment Capitalisation - Social Care	985	985	0	0	4,925	4,925	0	0	4,925	0
N/A	Equipment Capitalisation – General	491	491	0	0	1,943	1,943	0	1,943	0	0
	Total Programme of Works	39,064	37,079	(100)	(1,885)	109,282	109,182	(100)	62,908	44,034	2,240

Appendix E – Treasury Management Report as at 31 July 2018

Table 21: Outstanding Deposits - Average Rate of Return on Deposits: 0.49%

	Actual (£m)	Actual (%)	Benchmark (%)
Up to 1 Month	54.3	70.25	75.00
1-2 Months	0.0	0.00	0.00
2-3 Months	0.0	0.00	0.00
3-6 Months	8.0	10.35	10.00
6-9 Months	0.0	0.00	0.00
9-12 Months	0.0	0.00	0.00
Total	62.3	80.60	85.00
Strategic Funds	15.0	19.40	15.00
Total	77.3	100.00	100.00

157. Deposits are currently only held with UK institutions, all of which hold a minimum A- Fitch (or lowest equivalent) long-term credit rating. These UK deposits are spread between AAA rated Money Market Funds, Pooled Funds, Strategic Pooled Funds, Goldman Sachs International Bank, Lloyds Bank plc, UK Government Treasury Bills and with Northumberland CC.
158. The average rate of return on day-to-day operational treasury balances is 0.49%. As part of the Council's investment strategy for 18/19, a total of £15m has been invested in three strategic pooled funds (£5m in each). The strategic pooled funds have a 3-5 year investment horizon with dividends being distributed periodically. This means that any return on these funds can only start to be assessed after 6 months.
159. The Council aims to minimise its exposure to bail-in risk by utilising bail-in exempt instruments and institutions whenever possible. However, due to the significant amount held in instant access facilities needed to manage daily cash flows, it is not possible to fully protect Council funds from bail-in risk. At the end of July, 60% of the Council's total funds have exposure to bail-in risk compared to a June benchmark average of 62% in the Local Authority sector (latest benchmark provided quarterly by the Council's treasury advisors Arlingclose). The Council's exposure reduces to 6% once instant access facilities are removed from the bail-in total. The significant reduction to bail-in exposure this month is due to the purchase of £13.9m of UK T-Bills.
160. Liquidity was maintained throughout July by placing surplus funds in instant access accounts, short-term deposits with the DMADF and the purchase of UK Treasury Bills. Deposit maturities were scheduled to match cash outflows and where required, funds were withdrawn from instant access facilities. During the month there were maturities with the DMADF.

Table 22: Outstanding Debt - Average Interest Rate on Debt: 3.40%

	Actual (£m)	Actual (%)
General Fund		
PWLB	45.41	18.24
Long-Term Market	15.00	6.03
HRA		
PWLB	155.57	62.48
Long-Term Market	33.00	13.25
Total	248.98	100.00

161. There were no scheduled debt repayments or early debt repayment opportunities during July. Gilts yields had increased over the month, however premiums remained too high to make early

repayment of debt feasible; furthermore with the potential need to borrow later in the year repayment of any debt is unlikely.

162. There were no breaches of the Prudential Indicators or non-compliance with the Treasury Management Policy and Practices.
163. In order to maintain liquidity for day-to-day business operations during August, cash balances will be placed in instant access accounts and short-term deposits. Whilst yields on UK government treasury bills remain comparable with most bank deposits, T-bills will be purchased where viable; this should also assuage bail-in exposure.

Appendix F – Consultancy and agency assignments over £50k approved under delegated authority

164. 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 22: Consultancy and agency assignments

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Chief Executive's Office						
Property Assistant	08/01/2018	19/08/2018	17/02/2019	27	26	53
Property Assistant	18/12/2017	22/07/2018	20/01/2019	27	26	53
Finance						
Benefit Officer	02/08/2017	30/07/2018	28/10/2018	63	12	75
Benefit Officer	03/08/2015	23/07/2018	21/10/2018	151	14	165
Benefit Officer	01/12/2014	30/07/2018	28/10/2018	159	15	174
Residents Services						
Acting Fleet Manager	15/01/2018	13/08/2018	04/11/2018	54	29	83
Casual Smoking Cessation Sessional Advisor	01/04/2013	06/08/2018	05/11/2018	116	5	121
CCTV Programme & Project Manager	25/09/2016	23/07/2018	14/10/2018	105	16	121
Development Surveyor	06/11/2017	13/08/2018	11/11/2018	81	27	108
Domestic Abuse Programme Lead	28/08/2017	23/07/2018	21/10/2018	114	26	140
Education Strategy & Quality Assurance Manager	29/04/2015	09/07/2018	30/11/2018	466	41	507
Electrician/Multitrade	24/10/2016	06/08/2018	29/10/2018	60	12	72
Financial Assessment Officer	20/04/2015	20/08/2018	16/11/2018	106	8	114
Housing Options & Homeless Prevention Officer	24/02/2014	20/08/2018	12/11/2018	365	10	375
Housing Options & Homeless Prevention Officer	24/02/2014	20/08/2018	12/11/2018	365	10	375
Housing Options & Homeless Prevention Officer	24/02/2014	20/08/2018	12/11/2018	365	10	375
Interim Pre-Applications Manager	01/11/2015	03/09/2018	02/12/2018	219	27	246
Licensing Officer	03/05/2016	10/08/2018	09/11/2018	84	9	93
Parking Operations Manager	03/07/2017	30/07/2018	21/10/2018	72	16	88
Private Sector Housing Team	01/02/18	23/07/2018	21/10/2018	33	32	65
Programme Manager, Capital & Planned Works	14/08/2016	27/08/2018	25/11/2018	113	21	134
Programme Manager, Planned Works	13/06/2017	06/08/2018	04/11/2018	77	21	98
Repairs Planner	05/12/2016	13/08/2018	12/11/2018	64	13	77

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Senior School Improvement Advisor	07/03/2016	04/09/2018	10/12/2018	251	18	269
Senior School Improvement Advisor	07/03/2016	04/09/2018	10/12/2018	204	21	225
Technical Mgr M&E, Planned Works	24/10/2016	30/07/2018	26/10/2018	222	34	256
Social Care						
Approved Mental Health Worker	29/05/2016	30/07/2018	30/09/2018	161	8	169
Approved Mental Health Worker	01/06/2015	30/07/2018	30/09/2018	218	6	224
Care Worker	06/07/2016	30/07/2018	30/09/2018	60	2	62
Lead Approved Mental Health Practitioner	01/06/2012	30/07/2018	30/09/2018	308	6	314
Occupational Therapist	01/04/2015	30/07/2018	30/09/2018	228	7	235
Occupational Therapist	07/10/2013	30/07/2018	30/09/2018	311	7	318
Occupational Therapist	03/12/2015	30/07/2018	30/09/2018	181	7	188
Occupational Therapist	06/06/2016	30/07/2018	30/09/2018	154	7	161
Programme Lead	01/03/2018	30/07/2018	30/09/2018	62	15	77
Registered Care Manager	03/07/2017	30/07/2018	30/09/2018	54	4	58
Residential Care Worker	01/04/2012	30/07/2018	30/09/2018	173	3	176
Senior Social Worker	03/10/2016	30/07/2018	30/09/2018	119	7	126
Senior Social Worker	01/05/2017	30/07/2018	30/09/2018	86	7	93
Service Manager for OPSPD	02/04/2018	30/07/2018	30/09/2018	42	13	55
Social Worker (CHC)	03/01/2017	30/07/2018	30/09/2018	73	4	77
Social Worker/Senior Social Worker	02/10/2017	30/07/2018	30/09/2018	57	7	64
Social Worker/Senior Social Worker	04/09/2017	30/07/2018	30/09/2018	64	5	71
Social Worker	26/03/2018	30/07/2018	30/09/2018	73	7	80
Social Worker	05/06/2017	30/07/2018	30/09/2018	70	6	76
Social Worker	04/12/2017	30/07/2018	30/09/2018	58	8	66
Social Worker	02/10/2017	30/07/2018	02/09/2018	60	3	63
Social Worker	09/09/2016	30/07/2018	02/09/2018	70	5	75
Social Worker	01/11/2017	30/07/2018	30/09/2018	58	7	65
Support Worker	04/04/2016	30/07/2018	30/09/2018	66	3	69
Support Worker	03/04/2017	30/07/2018	30/09/2018	49	3	52
Team Manager	26/06/2016	30/07/2018	30/09/2018	157	8	165
Social Worker	28/03/2016	30/07/2018	30/09/2018	154	5	159
Senior Social Worker	06/06/2016	30/07/2018	30/09/2018	104	6	110
Team Manager	17/07/2017	30/07/2018	30/09/2018	110	8	118
Senior Social Worker	01/04/2013	30/07/2018	30/09/2018	101	7	108
Social Worker	06/04/2017	30/07/2018	30/09/2018	93	6	99
Social Worker	23/10/2017	30/07/2018	30/09/2018	62	5	67
Social Worker	13/11/2016	30/07/2018	30/09/2018	110	6	116
Social Worker	16/12/2016	30/07/2018	30/09/2018	127	7	134

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Social Worker	21/08/2016	30/07/2018	30/09/2018	138	6	144
Social Worker	05/09/2014	30/07/2018	30/09/2018	307	6	313
Social Worker	10/07/2017	30/07/2018	30/09/2018	62	6	68
Social Worker	07/11/2016	30/07/2018	30/09/2018	140	6	146
Social Worker	04/05/2015	30/07/2018	30/09/2018	211	6	217
Social Worker	13/04/2015	30/07/2018	30/09/2018	235	6	241
Social Worker	01/04/2013	30/07/2018	30/09/2018	159	6	165
Senior Social Worker	30/04/2012	30/07/2018	30/09/2018	305	6	311
Social Worker	11/07/2016	30/07/2018	30/09/2018	148	6	154
Social Worker	01/08/2015	30/07/2018	30/09/2018	174	7	181
Team Manager	27/03/2017	30/07/2018	30/09/2018	118	7	125
Social Worker	27/10/2016	30/07/2018	30/09/2018	122	6	128
Senior Social Worker	21/11/2017	30/07/2018	30/09/2018	110	7	117
Social Worker	04/05/2015	30/07/2018	30/09/2018	234	6	240
Social Worker	14/08/2017	30/07/2018	30/09/2018	84	6	90
Early Years Practitioner	12/09/2014	30/07/2018	30/09/2018	51	1	52
Early Years Practitioner	24/02/2014	30/07/2018	30/09/2018	64	1	65
Educational Psychologist	16/10/2016	30/07/2018	30/09/2018	59	4	63
Educational Psychologist	15/11/2015	30/07/2018	30/09/2018	199	8	207
Special Needs Officer	01/12/2016	30/07/2018	30/09/2018	96	6	102
Independent Domestic Violence Advisor	12/01/2015	30/07/2018	30/09/2018	126	4	130
Social Worker	11/08/2014	30/07/2018	30/09/2018	316	6	322
Social Worker	01/01/2013	30/07/2018	30/09/2018	341	6	347
Social Worker	01/04/2013	30/07/2018	30/09/2018	134	6	140
Social Worker	26/08/2016	30/07/2018	30/09/2018	118	5	123
Supervising Social Worker	01/09/2016	30/07/2018	30/09/2018	77	5	82
Support Worker	20/12/2015	30/07/2018	30/09/2018	73	3	76
Social Worker	04/07/2016	30/07/2018	30/09/2018	177	7	184
Child Protection Chair	20/07/2015	30/07/2018	30/09/2018	239	7	246
Social Worker	03/07/2016	30/07/2018	30/09/2018	162	7	169
Special Needs Officer	05/01/2015	30/07/2018	30/09/2018	162	8	170
Senior Social Worker	19/12/2011	30/07/2018	30/09/2018	393	7	400
Social Worker	07/11/2016	30/07/2018	30/09/2018	124	6	130
Social Worker	21/11/2016	30/07/2018	30/09/2018	114	6	120
Social Worker	01/01/2013	30/07/2018	30/09/2018	340	6	346
Senior Social Worker	29/06/2017	30/07/2018	30/09/2018	101	6	107
Case Progression Manager	07/04/2014	30/07/2018	30/09/2018	401	8	409
Senior Social Worker	05/10/2015	30/07/2018	30/09/2018	155	7	162
Early Years Practitioner	23/02/2015	30/07/2018	30/09/2018	73	2	75
Educational Psychologist	15/08/2016	30/07/2018	30/09/2018	123	8	131
Educational Psychologist	24/01/2017	30/07/2018	30/09/2018	62	2	64
Educational Psychologist	01/03/2016	30/07/2018	30/09/2018	247	12	259
Child Protection Chair	01/07/2015	30/07/2018	30/09/2018	181	8	189

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Social Worker	10/12/2017	30/07/2018	30/09/2018	51	6	57

Appendix G – London Pension Fund Authority

Recommendation 4:

That Cabinet agrees to enter into a legal agreement to fund Hillingdon's share of the historic GLC pension Scheme deficit from the existing £347k per annum LPFA levy budget as annual payments reduce.

Reason for Recommendation

165. Recommendation 4 seeks authority for the Council to enter into a legal agreement with the London Pension Fund Authority to reinvest future savings from declining levy payments to funding Hillingdon's share of the historic Greater London Authority pension fund deficit over a period of up to thirty years. Levy payments are currently budgeted at £347k per annum, with the latest estimate of the Hillingdon share of the deficit being £2,389k. This agreement is required as the London Pension Fund Authority lack legal powers to issue a levy for this purpose, with further detail set out in below.

Additional Information

166. On the abolition of the Greater London Council in 1986, pension liabilities for current employees were transferred to the boroughs and other employers while liabilities in respect of deferred, pensioner and dependent members were retained within a residual GLC pension fund. This residual fund has been managed by the London Pension Fund Authority (LPFA) since 1989, with the 32 London boroughs and City of London Corporation collectively responsible for these historic liabilities.
167. Between the creation of the residual fund in 1986 and 2001, actuarial valuations determined that the fund's assets were sufficient to meet future liabilities and therefore not contributions were sought from the 32 London boroughs and City of London Corporation. Given the opening funding position, no provision was granted to the LPFA to raise funds through a levy on London local government.
168. Following the 2007 triennial valuation, the LPFA lobbied for levy raising powers to recover this projected deficit from the boroughs, with the then Government going as far as drafting regulations to introduce a levy. Following challenges from two London boroughs, the position was unresolved in 2010 at which point the Coalition Government indicated a preference for the situation to be managed locally, rather than through legislation.
169. In addition to this emerging liability in respect of the residual pension fund itself (referred to by the LPFA as Category A liabilities), the LPFA has administered those liabilities relating to former Greater London Council employees which cannot be recouped from the pension (referred to as Category B liabilities). This second category of liability includes items such as the additional cost of employees awarded an unreduced pension before retirement age.
170. Category B liabilities are funded through a levy on the 32 London boroughs and City of London Corporation, with Hillingdon's 2018/19 charge set at £347k. It is anticipated that this annual charge will begin to fall in the near future as the aging cohort of employees in receipt of enhanced pension benefits shrinks.
171. London local government has been approach collectively through the Society for London Treasurers with a proposal to enter into an agreement to divert future reductions in the existing levy to make good the deficit on Category A liabilities over a period of up to 30 years. This proposal spreads the cost of recovering this deficit over a longer period than would have been

the case under the post-2007 valuation levy proposals, an enables the Council to meet this liability without setting aside additional funding within the MTFF.

172. The overall level of Category A liabilities was estimated at £177,000k in the 2016 valuation, with the Boroughs being liable for 90% of this sum to be apportioned on relative Council Tax Bases in line with the existing levy. While this sum will be subject to review at each triennial valuation, the Hillingdon share is currently assessed at £2,389k. The proposed agreement would see this sum paid over from the £347k levy budget as existing payments reduce over time.

Appendix H – Section 17 Rents

Recommendation 5:

That Cabinet agrees to adopt the Department for Works and Pensions Local Housing Allowance Rental Rates for Section 17 short term accommodation families.

Reason for Recommendation

173. The Council currently sets the rental rate for all Section 17 short term placements at the same level as Temporary Accommodation based on the 2011/12 1 bedroom self-contained rate, however the Council is now placing a number of families in larger rented accommodation (two, three or four bedroom homes), but is currently not charging the most appropriate rent and by not doing so, is not able to draw down appropriate funding from Housing Benefit. Recommendation 5 is intended to enable the Council to set the rental charge at the Local Housing Allowance (LHA) rate dependent on the size of the property and by doing so enable the correct level of funding to be drawn down from Housing Benefit. This would then be consistent with the approach taken for Housing clients. Further background to this recommendation is set out in Appendix H.

Additional Information

174. Over the last few years, the Council has seen an increase in the number of families presenting themselves as homeless and needing support under Section 17 of the Children's Act 1989. In most cases these families are those that have been made Intentionally Homeless (IH) or have No Recourse to Public Funds (NRPF).
175. The technical definition of Section 17 of the Children's Act 1989 is as follows:
- It shall be the general duty of every local authority (in addition to the other duties imposed on them by this Part):
- a) to safeguard and promote the welfare of children within their area in need: and
- b) so far as is consistent with that duty, to promote the upbringing of such children by their families, by providing a range and level of services appropriate to those children's needs.
176. Effectively the Council has to provide support to any family that has been made homeless or who is homeless, to protect the interest of the child and prevent them from coming into care.
177. In a minority of cases, families are placed in short term accommodation, predominantly Bed and Breakfast, however more recently a number of these families are being placed in rented accommodation, due to their size.
178. Currently, the Council supports 42 families in short term accommodation under Section 17 of the Children's Act 1989. Of the 42 families, 17 have No Recourse to Public Funds, the costs of which fall entirely on the Council to fund. The remaining 25 families are able to draw down Housing Benefit, although 11 of these are not in receipt of the full Housing Benefit (some as a result of the benefit cap and others being in employment) and they are contributing towards the cost of their accommodation.
179. The Council currently charges rent for all Section 17 families at the same level as Temporary Accommodation based on the 2011/12 1 bedroom self-contained rate of £173.08 per week or

in some instances £195.77 per week, where the rate of £195.77 per week includes a management fee for the Council and is funded from the Subsidy Grant. However, from 1 April 2018, this Subsidy will no longer be available for Section 17 cases. It should be noted that this rate differs from the amount that the Council pays the landlord, which is much higher than the rent charged to the family.

180. As the Council is placing a number of families in rented accommodation (two, three or four bedroom homes), the Council is currently not charging the most appropriate rent and by not doing so, is not able to draw down appropriate funding from Housing Benefit. It is therefore proposed that this approach is amended by setting the rental charge at the Local Housing Allowance (LHA) rate dependent on the size of the property. This would then be consistent with the approach taken in Housing.
181. The Council has considered the impact of this proposal on the families that would be affected by this change and has determined that it will be minimal for a very few number of families, predominantly those that have No Recourse to Public Funds. In these circumstances a financial assessment will be carried out to ascertain what they can afford in line with the HB calculations.

Appendix I – Environmental Offences (Fixed Penalties) (England) Regulations 2017

Recommendation 6:

That Cabinet approves the revised fixed penalty notice charges allowed under the Environmental Offences (Fixed Penalties) (England) Regulations 2017 to be implemented in this financial year.

Reason for Recommendation

182. On the 1 April 2018 the Environmental Offences (Fixed Penalties) (England) Regulations 2017 came into force. These Regulations gave local authorities in England and Wales the ability to alter the fixed penalty notice (FPN) penalty range for a specified number of offences where the issue of an FPN can be considered. In light of these regulations, Recommendation 6 seeks authority to implement the schedule of fees detailed in Appendix I with the aim of reinforcing deterrence whilst avoiding a detrimental impact upon FPN payment rates, which could result in additional expenditure for the council incurred on taking non-payers to court.

Additional Information

183. The following is the list of current fixed penalty notices used in the main and the legal act that empowers the local authority to do so. The last column sets out the recommended changes to be agreed by Cabinet which are facilitated by the amendments to the regulations.

Table 23 Fixed Penalty Notices

No.	Description of offence	Act	Amount of penalty if paid within stated discount period	Full amount of penalty if paid within stated payment period	Maximum penalty on conviction	Recommended Change
1	Depositing litter	Environmental Protection Act 1990 s87/88	£50 (10 days)	£80 (14 days)	£2,500	Discount amount of £85 Full amount of £100 (Max. Amount £150, London Councils suggest £100)
2	Graffiti	Anti-social Behaviour Act 2003 s43	£50 (10 days)	£80 (14 days)	£2,500	Discount amount of £85 Full amount of £100 (Max. Amount £150, London Councils suggest £100)
3	Fly-posting	Anti-social Behaviour Act 2003 s43	£50 (10 days)	£80 (14 days)	£2,500	Discount amount of £85 Full amount of £100 (Max. Amount £150, London Councils suggest £100)
4	Unauthorised distribution of free printed matter on designated land	Environmental Protection Act 1990 schedule 3A	£50 (10 days)	£80 (14 days)	£2,500	Discount amount of £85 Full amount of £100 (Max. Amount £150, London Councils suggest £100)

184. As a benchmark, these are the charges from three of Hillingdon's neighbouring boroughs, covering the higher volume FPNs:
- LB Hounslow - £80 full, £65 if paid within 10 days
 - LB Ealing - £80 flat rate
 - LB Harrow - £80 if paid within 10 days, £100 if paid within 14 day

185. Local authorities are able to retain the FPN income and during the 2017/18 financial year, a total of 3,900 FPNs were paid, a significant majority (96%) relating to offences attracting a fixed penalty of £80 (full rate) or £50 (discounted rate).
186. The revised fees have been set with the aim of reinforcing deterrence whilst avoiding a detrimental impact upon FPN payment rates, which could result in additional expenditure for the council incurred on taking non-payers to court.
187. The actual financial impact of the increased fees is difficult to estimate as it will be dependent on a number of variables, including the number of FPNs issued, deterrent effect of the higher fees and the profile of full and discounted rate payments. However any additional income generated will support the existing running costs of the Anti-Social Behaviour service which for 2018/19 has a gross cost of £1,237k with current income from FPNs expected to offset around 20% of this cost.

Appendix J – Grassy Meadow Rents

Recommendation 6:

That Cabinet approves to charge an affordable rent of £221.30 per week in 2018/19 (inclusive of a meals service charge of £30 per week based on one tenant) for each of the 88 one bed-roomed flats at the HRA new build Grassy Meadow extra care development, and approve to charge a meals service charge of £30 per week for each additional tenant in the property.

Reason for Recommendation

188. Council in February 2018, as part of the HRA rent policy, agreed to delegate to the Leader and relevant Cabinet Member the authority to set affordable rent levels for newly acquired or built properties on a scheme-by-scheme basis. The Constitution enables Cabinet Members to also refer such a decision to the Cabinet to make. The HRA new build Grassy Meadow extra care development was approved on the financial viability assumption that these properties would be charged an affordable rent, with Recommendation 7 seeking authority to set rents at that level as outlined in Appendix J.

Additional Information

189. The following is the list of current fixed penalty notices used in the main and the legal act that empowers the local authority to do so. The last column sets out the recommended changes to be agreed by Cabinet which are facilitated by the amendments to the regulations.
190. Hillingdon Council signed a Right To Buy (RTB) agreement with the Government in 2013 which had the expectation that Councils would deliver affordable homes part funded from 1-4-1 RTB receipts. The intention was that these properties would be charged an affordable rent. The intention behind this flexibility is to generate additional capacity for investment in new affordable housing.
191. Affordable rent allows local authorities to set rents at levels that are typically higher than social rents, and properties let on affordable rent terms fall within the definition of social housing.
192. Properties let on affordable rent terms should be made available at a rent of up to 80% of the gross market rents inclusive of service charges. In addition, an affordable rent should be no lower than the potential formula rent for the property.
193. Housing for vulnerable and older people often includes a range of services to support the particular needs of the client group. When setting an affordable rent level for housing for these client groups, the gross market rent comparables should be based on similar types of service provision.
194. The Grassy Meadow Extra Care Development is a Housing Revenue account (HRA) new build in the Hayes area (UB3 2UF) and comprises of 88 one bed-roomed self-contained flats. In addition to the rent and property service charges, the tenants will be provided with enhanced tenancy management support and meals.
195. The Head of Property and Estates has assessed the market place for comparables for the Grassy Meadow properties to determine the valuation of the gross market rents inclusive of service charges. The service charges also include enhanced tenancy management and meals, which is relevant for the Grassy Meadow development. The total gross market rent inclusive of service charges is valued at £305.23 per week per property. The affordable rent maximum

charge is £244.18 (80% of gross market rents). In order to provide a margin of safety in case market rents reduce the recommended affordable rent is £221.30 per week (72.5% of gross market rents) and this includes a meals charge of £30 for one tenant. For each additional tenant in a property there will be an additional meals charge of £30 per week.

196. Under the formula rent methodology the rent charge would be £111.63 per week, the services charges £39.26 per week and the meals charge £30 per week, giving an overall total charge of £180.89 per week. The affordable rent cannot be lower than this.

197. The table below summarises the rents inclusive of service charges mentioned in this Appendix.

Table 24 : Summary of rents inclusive of service charges

Grassy Meadow Rents	£ per week per property (based on 1 tenant)	£ per week per property (based on 2 tenants)
Gross Market Rent	305.23	335.23
Affordable Rent - Maximum	244.18	268.18
Recommended Affordable Rent	221.30*	251.30*
Affordable Rent – Minimum	180.89	210.89
(i.e.total charge under formula rent)		

*The £221.30 per week charge for one tenant includes a meals charge of £30. The £251.30 per week charge for two tenants includes a meals charge of £60 (£30*2).

Appendix K – London Business Rates Pilot Pool – Strategic Investment Pot

Recommendation 13:

198. That Cabinet formally approves the allocation of the Strategic Investment Pot 2018/19, part of the London Business Rate Pilot Pool, to the individual projects as set out in the report and communicates this decision to the Lead Authority (City of London Corporation) and any other bodies as appropriate.

Reason for Recommendation:

199. On 10 September 2018 the Leader of the Council responded on behalf of the London Borough of Hillingdon indicating the Council's support in relation to two bids with West London Alliance local authorities recommended to be funded from the SIP as part of the overall package of projects for London totalling £46.83m which was also supported by the Leader of the Council. This recommendation to Cabinet provides the required formal authority to the City of London, which acts as the Accountable Body in managing the Pool's resources, as set out in the Memorandum of Understanding approved by all London boroughs.

Background Information

200. For 2018/19, the GLA and the 33 London billing authorities are piloting 100% business rates retention. This allows London to retain an estimated £349m of extra funding. Of this, approximately 50% will be used for strategic investment and 15% some £52m was used to create the Strategic Investment Pot or SIP.
201. The aim for the SIP funds is to:
- contribute to the sustainable growth of London's economy and an increase in business rates income either directly or as a result of the wider economic benefits anticipated;
 - leverage additional investment funding from other private or public sources; and
 - have broad support across London government in accordance with the agreed governance process.

SIP Process

202. In April this year London Council's, in conjunction with the GLA and with the City of London Corporation acting as the Lead Authority, invited bids for funding from SIP. By the May 31st deadline 22 bids were received for a total of £123.4m. One of the 22 bids was from the West London Alliance who coordinated the bidding process on behalf of the seven West London boroughs, (bids from individual boroughs were not encouraged). The WLA totalled £20.1m and include three initiatives, as summarised below.

Bid title	Description of bid	Recommended amount bid for from SIP
1. Broadband network “spine” roll out to not spots investment	Extension of broadband trunk network to “notspots”, making use of the public buildings (including libraries, schools, offices and hospitals) to enable private providers to invest in those areas for the first time. Supported by TfL, GLA and OPDC	£7.7m, leveraging c.£150m TfL digital procurement, Worth c.£1.1m per borough
2. Skills and employment upscaling	Up scaling of employment pilots that have had a strong positive evaluation and high return on investment. Supported by a range of partners and organisations through the West London Skills and Employment Board. A detailed delivery plan is currently being developed with the Board and wider skills practitioner group.	£3.4m to be allocated as agreed at the time of the bid by growth directors. A programme plan and matrix will be developed with Growth Directors. Worth c. £400,000 per borough.
3. West London Orbital Complementary and enabling measures	Place-making, land safeguarding, master planning and community integration associated with WLO scheme. Supported by TfL and OPDC	£9m, boroughs identify CIL match through individual decision-making process and reflecting local priorities and timescales.

203. The City of London Corporation, the Lead Authority for the pooling arrangement led the evaluation process, convening a Panel of senior finance, regeneration, and service directors from the London authorities, the GLA, and London Councils to undertake the assessments.

204. Of the 22 bids submitted just eight were recommended by the SIP assessment panel for support. These included two of the WLA bids;

- **Digital investment - £7.7m**
- **Boosting skills and employment up scaling - £3.4m**

The West London Orbital project bid was not supported.

Summary of the London wide SIP schemes recommended for approval

Scheme	Amount £'s million
South Dock Bridge - a proposed new footbridge enabling delivery of new housing and commercial development and linking residential and commercial districts to the south of the Isle of Dogs to the Canary Wharf commercial district.	7.00
Productive Valley: South Tottenham Employment Area of Investment Fund + Rigg Approach Lea Bridge gateway to Waltham Forest	5.75
South London Innovation Corridor South Bank; Vauxhall Nine Elms Battersea) and local growth clusters (Brixton; New Cross; Old Kent Road; Peckham; Camberwell; and Wandsworth	8.00
Open Data Standard for Planning - development of an open data standard for planning applications to transform the quality of strategic planning and administration of planning permission. This bid could benefit all London Boroughs.	0.25
Euston Recruitment Hub - funding to build a Euston Construction Skills Centre	3.00
West London Alliance projects	11.13
Skills & Productivity - Investment in Digital Local London Investment in Fibre network Barking and Dagenham, Bexley, Enfield, Greenwich, Havering, Haringey, Newham, Redbridge and Waltham Forest. (Project similar to WLA Broadband initiative)	7.70
South London Multi-Purpose Internet of Things Platform - platform connecting various IoT enabled sensors across Council boundaries to gather data about, air quality, footfall, flood risks, traffic, road surface temperature, and parking space availability.	4.00
	Total Recommended Package £46.83

Agreement of SIP programme

205. The City of London is coordinating the approval process and the London Leaders Committee will be seeking to approve the final London wide package of projects at its meeting scheduled for 9th October.
206. The SIP process requires agreement from Leaders for both schemes in which their boroughs are included and approval of the full SIP package. **The approval by the Cabinet of both the West London schemes and the schemes for the whole of London is recommended.**

Next steps

207. In anticipation of approval of the proposed SIP schemes by the London Leaders the WLA has been looking to put appropriate governance arrangements in place and it has been confirmed that Ealing Council will be the lead and accountable body with respect to the allocation of funds.
208. The allocation of funding in terms of the skills and employment programme is relatively straightforward, with each borough receiving an allocation of funding to deliver a number of tailored programmes that will benefit residents.
209. The implementation of broadband network roll out is more complex and will require a range of additional work. This will include:
- securing external delivery partners across the West London region,
 - agreement by individual boroughs on the priority routes for the digital broadband cable,
 - future arrangements for the maintenance and ongoing management of the cable network.
210. Once work has been undertaken in respect of the above issues a further report will be brought to the Cabinet with recommendations on the future operational and management arrangements.

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SCHOOL CAPITAL PROGRAMME - UPDATE

Cabinet Members	Councillor David Simmonds CBE Councillor Jonathan Bianco
Cabinet Portfolios	Deputy Leader of the Council / Education & Children's Services Finance, Property & Business Services
Officer Contact	Bobby Finch, Residents Services
Papers with report	None

HEADLINES

Summary	This report provides an update on the primary and secondary school expansions, the school condition works programme and other school capital works.
Putting our Residents First	This report supports the Council's objectives of Our Built Environment; Our People; Financial Management Investment in schools to adequately address the impact of the population increase within the London Borough of Hillingdon on existing school places. This project also forms part of the Hillingdon Improvement Programme.
Financial Cost	Forecast expenditure on the existing Schools capital programme from 2018-2023 is £72,226k inclusive of an overall forecast cost underspend of £90k as at Month 4. Including expenditure of £188,098k incurred in prior years, total investment on the existing programme amounts to £260,324k.
Relevant Policy Overview Committee	Residents, Education and Environmental Services
Relevant Ward(s)	All Wards

RECOMMENDATIONS

That Cabinet:

- Note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**
- Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to agree which projects are to be funded from the Department for Education SEND Provision Fund.**

3. **Delegate full authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to make all necessary procurement and financial decisions, including the appointment of consultancies and the placing of building contracts for the projects to be funded from Department for Education SEND Provision Fund.**
4. **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 approve the remaining projects to be included in the School Condition Programme Phase 3.**
5. **Delegate full authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to make all necessary procurement and financial decisions, including the appointment of consultancies and the placing of building contracts for the School Condition Programme Phase 3.**

Reasons for recommendation

School expansions will meet the changing need for school places in the Borough. Progressing the School Condition Programme will allow the necessary repair or replacement works to be progressed in the schools to avoid the potential impact on their daily operations due to parts of the building fabric being beyond repair, or equipment which is at the end of its life. Ensuring these works are undertaken will minimise the risk of health and safety related issues or the possibility of a school closure occurring.

Developing the range and capacity of local, specialist education provision in the Borough will reduce the need to place children in out of borough schools, often at high cost and will better meet the education needs of Hillingdon children with complex needs and challenges.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)

Development of Proposals for Department for Education SEND Provision Fund

£3.6m capital funding is being made available by the Department for Education (DfE) to improve and increase SEND provision over a three year period. At Cabinet in April 2018 approval was received to enter into negotiations with identified providers to explore the feasibility of expanding provision in accordance with the requirements of the funding allocation.

Schools and colleges in Hillingdon were invited to offer expressions of interest in expanding or improving existing provision should resources be made available via the capital funding to enable them to do so. Guidance on gaps in provision, extracted from Hillingdon's Additional Needs Strategy was offered to inform the process. The initial expressions of interest received were developed into more detailed proposals. These proposals have been subsequently evaluated by Officers following site visits and discussions with the organisations who submitted each proposal.

Areas of Need

The following areas of need were highlighted as particularly significant in terms of the need for increased capacity. It should be noted that the lack of capacity locally to meet the priority needs outlined can result in the need to secure high cost out of borough placements.

Autistic Spectrum Disorder (ASD)

Review of the existing data indicates that ASD remains the most prevalent area of need within Hillingdon. Since August 2016, there has been a 15.7% increase in the number of children and young people supported by an Education, Health and Care Plan (EHCP) alongside a 16.1% increase in those with ASD as their primary area of need indicating a disproportionate growth in this area. All provision within Hillingdon currently designated to support children and young people with ASD is at or above their capacity.

Social Emotional and Mental Health Needs (SEMH)

Review of the existing data suggests that this remains a growing area of need. However it is possible that existing data may not be representative of the number of children and young people who experience SEMH difficulties as many are recorded with a primary need of ASD. Specialist provision available to support this cohort within Hillingdon is 50% smaller at Primary than it is at secondary level.

A consultation exercise has also been conducted in order to obtain a parent / carer perspective on gaps in provision and how they might be best responded to. A combined total of 84% of respondents identified ASD (highest percentage at 76%) and SEMH (joint second highest at 8%) as highest in terms of priority areas for development.

Officer recommendations have been made in recognition of both the criteria set out in the Government's guidance, whilst also considering how provider proposals accorded with the following:

- Met a clear need, or fill a clear gap in current provision;
- Were realistic and feasible;
- Were cost-effective and provide value for money; and
- Were sustainable over a period of years.

Consideration has also been given to the capital development programme as a whole in order to align this development with planned activity that agrees with existing plans.

Next Steps

Recommendations 2 and 3 of this report seeks delegated approval to agree which projects will be funded from the DfE SEND Provision Fund and to make all necessary procurement and financial decisions required to progress any approved projects.

Once proposals for projects are ready for implementation, including agreed costs and proposed timescale, formal agreement for each project will be sought using the delegated approvals by the Cabinet Members and officers requested in this report.

PRIMARY SCHOOLS

School Places Forecast

The demand for school places in Hillingdon has been rising in recent years and is forecast to continue to change in line with national and London-wide predictions. This has largely been driven by rising birth rates, new housing developments and families moving into the Borough. Overall there is some evidence of a slowdown in the demand for additional primary school places although there remain localised pockets of pressure in the Uxbridge and the Hayes / Yeading area. Officers are finalising a briefing for Cabinet Members on the latest forecast.

The governing bodies of two primary schools have decided to reduce their published admission number (PAN) following consultation. This includes Bishop Winnington-Ingram Primary School (30 places) and Pinkwell Primary School (60 places). In all cases the proposed reductions would contribute to localised pressures and / or reduce the choices available to residents and therefore proposals have been challenged by officers as part of the consultation process. Officers have escalated concerns to the Office of the Schools Adjudicator who have been reviewing the position and have advised they will be making a decision in September 2018. National Offer Day for Primary School Places was on 16th April - all Hillingdon children were offered a school place with a greater proportion receiving their higher choice of school compared to other London Boroughs (98.6 percent of applicants received an offer at one of their preferred primary schools, which is above the London average (97.6 percent)).

Permanent Expansions (Phase 4) Hillside Infant, Hillside Junior and Warrender Primary Schools

The construction works required to accommodate the additional pupils starting at Hillside Infants and Warrender Primary in September 2018 have been successfully delivered. The overall completion date is currently June 2019 for Hillside and January 2019 for Warrender. It should be noted that there are concerns with the performance of the contractor appointed to carry out the expansion works.

SECONDARY SCHOOLS

School Places Forecast

The most recent school places forecast shows a longer-term sustained demand for additional secondary school places, with the demand arriving first in the north of the Borough where fewer school places exist.

The additional places provided at Oakwood School (formerly Abbotsfield School) and Swakeleys School following completion of the rebuilding/expansion works has helped meet the demand for additional school places, mainly in the central and south of the Borough, with additional places required thereafter. Officers are finalising a briefing note for Cabinet Members on the latest July forecast.

The governing bodies of two secondary schools have decided to reduce their published admission number (PAN) following consultation. This includes Haydon school (12 places) and Uxbridge High (20 places). In all cases the proposed reductions would contribute to localised pressures and / or reduce the choices available to residents and therefore proposals have been challenged by officers as part of the consultation process. Officers have escalated concerns to the Office of the Schools Adjudicator who have been reviewing the position and have advised they will be making a decision in September 2018.

Ruislip High School and Vyners School Expansions

Vyners: Following the completion of the All Weather Pitch at Vyners School the contractor that will be undertaking the main expansion works was appointed in July 2018 and the construction works started August 2018. The anticipated completion date for the new classroom block is the October 2019, with an overall completion date for the project of December 2019.

Ruislip High: Due to the low number of contractor responses to the tender on the LHC framework, to ensure that there is sufficient competition the project is currently being retendered using the OJEU accelerated restricted procedure. The works have been resequenced so that there is sufficient accommodation for the September 2019 pupil intake with a later finish for the remaining works.

The tender responses have now been received and are being evaluated. This will be followed by appointment of a contractor by the end of the year.

Priority Schools Building Programme Phase 1 (PSBP1)

Oak Wood (previously Abbotsfield) School and Swakeleys School: Following the completion of the new school buildings at the end of 2017 the last stage of the works which is the demolition of the old school building and the work on the playing pitches is continuing.

SCHOOLS CONDITION PROGRAMME

Phase 2 Tranche 1

The replacement roof works at Grange Park Infant and Junior Schools was completed by the appointed contractor during June 2018. The Cabinet Member Report for the appointment of contractor for the Horsa Hut and Canteen renovation works at Lady Bankes Infant and Junior School has been approved. The works are scheduled to start in the autumn.

Phase 2 Tranche 2

The projects listed in table 1 are currently at the pre-construction stage and the construction works will start during the autumn.

Table 1: School Condition Works Programme (Phase 2 Tranche 2)

School	Works
Newnham Infants & Juniors	M&E (Heating) and Roof Lights
Lady Bankes Infants & Juniors	Windows Replacement
Yeading Juniors	Roofing
Field End Infants & Juniors	Roofing
Oak Farm	Heating
Ruislip Gardens	Roofing

An additional project has been added to the Tranche 2 which is the replacement heating and water system at Yeading Infants School.

Phase 3

Officers are currently assessing requests received from schools for assistance with condition works that are required on their premises. Once these assessments are completed, proposals will be presented to Cabinet Members for consideration on potential projects that could be taken forward as part of Phase 3 of the School Condition Programme.

Recommendations 4 and 5 seeks approval from Cabinet for delegated authority to approve projects to be included in Phase 3 of the School Condition Programme including the appointment of consultancies and the placing of building contracts.

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 and Skills Funding Agency (ESFA).

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.

The feasibility studies have been completed at Minet Infant/Junior and Meadow High by the ESFA appointed consultants and the control option from feasibility studies has been signed off by the schools and approved by the ESFA PSBP Board. The ESFA are progressing procurement options for the works.

FINANCIAL IMPLICATIONS

Monitoring - Financial Summary

The School Expansions Capital Programme revised budget is £260,414k for the period up to 2022/23 including prior years. This includes £137,231k for existing primary school expansions, £15,326k for new primary school expansions and £101,967k for secondary school expansions

and replacements. An additional £4,000k has been included within the programme for the provision of temporary classrooms whilst expansions are undertaken. Further to this, £1,890k budget has also been approved to support meeting the increasing demand for placements for pupils with special needs including £250k towards the provision for a larger dining hall at Meadow School.

The forecast over the life of the schools expansion programme is a cost underpend of £90k resulting from cost savings associated with highway works and the further release of project contingency following completion of the Northwood School rebuild. There is also a forecast re-phasing of £14,316k which reflects revised cash flow projections for the secondary school expansions and the likelihood that the temporary classrooms budget will not be required until 2019/20.

There is an emerging risk associated with four schools that have proposed to reduce their PAN numbers subject to consultation. The total potential reduction in the number of places amounts to 122 across both primary and secondary schools. Although this will be challenged by officers, any potential loss of places will need to be considered as part of future iterations of the Capital MTFF process to assess both strategy and financial implications. The position is currently being reviewed by the Office of the Schools Adjudicator.

Special Education Needs and Disabilities

The DfE has made grant funding available to support the Council in developing its local SEND provision in order to meet demand locally and avoid the often less favourable and more expensive requirement to place children out-of-borough. The Council was originally awarded a special provision fund of £2,916k, of which circa £1,276k was earmarked towards financing the delivery of 2 SRP units at Ruislip High as part of the overall school expansion.

The original grant award has since been supplemented by a further £678k, giving a total resource of £3,594k. The funds will be released over 3 years in equal instalments amounting to circa £1,198k per annum. The additional grant funding will be incorporated into the capital programme as part of the Council's MTFF process.

Any potential projects that do progress following consultation with parents and providers, will be funded from the aforementioned grant funding and any school contributions where applicable.

Phase 4 - Permanent School Expansions

The contractor is on site at both Hillside and Warrender Schools. The estimated total cost of both the expansions is to budget and will be funded from the New Primary School Expansions budget of £15,326k. There remains a marginal risk around contractor performance which will be monitored closely.

Secondary School Expansions

The updated forecast for secondary school places shows a longer-term sustained demand for additional places although the need is growing at a slightly slower pace than previously anticipated. Revised population growth forecasts in the secondary sector had reduced the requirement of this programme to 13FE's and the latest forecast position is currently in the

process of being finalised and updated. The additional places are expected to be delivered through a combination of expanding existing schools and via the delivery of potentially 2 new free schools. The approved budget is £56,000k which includes £21,204k committed towards the two current expansions at Vyners and Ruislip High Schools.

The progress from the ESFA on identifying suitable sites to deliver two secondary schools in the north of the Borough is ongoing. Any potential delays in having a free school in place to meet expected demand has been somewhat mitigated for via the inclusion of £4,000k within the capital programme for additional temporary classrooms.

Priority Schools Building Programme Phase 1

Oakwood School (Previously Abbotsfield) - The ESFA managed rebuilding of the schools has now been completed with works nearing completion to demolish the old site. The total estimated outturn to meet these costs is £12,319k.

Schools Condition Programme

The revised 2018/19 Schools Conditions Programme budget is £3,059k. All the approved phase 2 and the yet to be identified phase 3 projects will be managed within this budget. This includes the recently approved replacement heating and water system at Yeading Infants School. The budget includes £100k earmarked as winter contingency should the need arise resulting from reactive emergency works.

The schemes will progress subject to schools agreeing to contribute towards the condition works in line with Council policy.

Priority Schools Building Programme Phase 2

The Council has been successful in securing condition works to be carried out by the ESFA for five schools as part of phase 2 of the Priority Schools Building Programme. The projects are at various stages of the feasibility and procurement process as prioritised by the ESFA timetable.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon Hillingdon residents, service users and communities?

Completion of the school expansion projects will result in the provision of 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.

Progressing the School Condition Programme allows the necessary repair or replacement works to be progressed in schools, avoiding the potential impact on their daily operations due to parts of the building fabric being beyond economic repair, or equipment which is at the end of its life. Ensuring these works are undertaken will minimise the risk of health and safety related issues or the possibility of a school closure occurring.

Consultation carried out or required

A statutory process is required for expansion of local authority maintained school premises if this will increase the capacity of the school by more than 30 pupils and by 25% or 200, whichever is the lesser. The statutory process includes publication of proposals and a statutory consultation period. Statutory proposals for the expansion of Hillside Infant and Junior schools and Warrender Primary were published for consultation on 18 January 2017 and were approved by Cabinet on 16 March 2017.

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, subject to consultation.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and associated financial implications, noting that expenditure arising from recommended delegated decisions will be managed within the existing approved Schools Capital Programme budgets. Budgeted investment in this programme exceeds £72m over the period 2018/19 to 2022/23, with approximately 50% of investment expected to be met from Department for Education grant. The cost of remaining investment will fall upon Council Resources and therefore ultimately the local Council Taxpayer, with the resulting uplift in financing charges reflected in the Council's Medium Term Financial Forecast.

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.

Infrastructure / Asset Management

Asset Management authored this report.

BACKGROUND PAPERS

NIL

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PLANNING OBLIGATIONS QUARTERLY FINANCIAL MONITORING REPORT

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

HEADLINES

Summary	This report provides financial information on s106 and s278 agreements up to 30th June 2018 against respective portfolio areas.
Putting our Residents First	<p>This report supports the following Council objective of: <i>Our Built Environment; Our Heritage and Civic Pride; Financial Management</i></p> <p>Planning obligations are an established delivery mechanism for mitigating the effect of development, making it acceptable in planning terms and achieving the aims of the Community Strategy and other strategic documents that make up the Local Development Framework.</p>
Financial Cost	As at 30 June 2018 the Council holds £14,269k relating to s106 and s278 agreements. Of this £4,397k is allocated/earmarked for projects and £3,711k 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 £6,115k that is currently spendable and not yet allocated/earmarked towards specific projects and £46k interest on interest bearing schemes. In Quarter 1, the Council has received additional income of £570k and spent £145k.
Relevant Policy Overview Committee	Residents, Education and Environmental Services
Ward(s) affected	All

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.

SUPPORTING INFORMATION

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 31 March 2018 (which was the subject of the report in June 2018) as well as up to 30 June 2018. Text that is highlighted in bold indicates key changes since the Cabinet report of 21 June 2018. Figures indicated in bold under the column headed 'Total income as at 30/06/18' indicate new income received and shaded cells indicate where funds are held in an interest bearing account). The table shows expenditure between 1 April and 30 June 2018 of £145k (compared to £2,744k during the previous quarter) and income of £570k (compared to £1,723k during the previous quarter) within the same period.
2. The balance of s278/106 funds that the Council held at 30 June 2018 is £14,269k. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 30 June 2018 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 30 June 2018 also includes funds that relate to projects that are already underway or programmed, but where costs have not been drawn down against the relevant s106 (or s.278) cost centre.

3. In summary, of the 'total balance of funds' that the Council held at 30 June 2018 (£14,269k) £3,711k relates to funds that the Council is unable to spend and £4,397k is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £6,115k that is currently spendable and not yet earmarked/allocated towards specific projects and £46K that relates to interest on the interest bearing schemes.

Financial Implications

4. As at 30th June 2018 the s106/278 balance is £14,269k. This is inclusive of £3,711k 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 £4,397k has been earmarked to specific projects. The residual balance of £6,115k represents amounts yet to be allocated for any specific use although projects are being put in place to utilise this balance and £46k 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.

Table 1 – S106/278 contributions by service area

Service Area	Balance b/f (01/04/18)	Income Received	Total	Spend	Balance c/f (30/06/18)	Earmarked Balances	Balance Spendable not allocated
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
S278							
Planning & Transportation	1,923	9	1,932	(7)	1,925	1,925	0
S106							
Planning & Transportation	4,365	20	4,385	(125)	4,260	2,848	1,412
Central Services, Culture & Heritage	124	5	129	(0)	129	65	64
Community, Commerce & Regeneration	2,503	0	2,503	(0)	2,503	1,259	1,244
Education & Children Services	163	266	429	(0)	429	0	429
Environment	1,906	270	2,176	(9)	2,163	780	1,383
Housing, Social Services & Health	2,814	0	2,814	(13)	2,814	1,231	1,583
Interest on interest bearing schemes	46	0	46	(0)	46	46	0
Sub-Total (S278/106)	13,844	570	14,414	(145)	14,269	8,154	6,115
Less: Sums held on behalf of partners	3,721	20	3,741	(30)	3,711	3,711	0
Total LBH Balances	10,123	550	10,673	(115)	10,558	4,443	6,115

5. Table 1 provides additional detail of the s106/278 contributions in accordance to service area. In quarter 1 additional income received in s106/278 monies was £570k, whilst expenditure totalling £145k was financed by the contributions.

6. The unallocated balance of £6,115k represents amounts yet to be formally allocated for specific projects, however proposals are in various stages of development to utilise these balances. The unallocated balances are generally required to be spent towards the following areas and within the specific terms identified in the individual agreements:

Table 2 - S106 unallocated balances breakdown

Category	£'000
Affordable Housing	1,583
Air Quality	541
Carbon Reduction	214
Community Facility	646
Economic Development	383
Libraries	18
Nature Conservation	327
Public Realm / Town Centres	551
Schools	429
TFL / Highways	543
Training Schemes	820
Travel Plans	60
Total	6,115

7. From the above formally unallocated balances, those relating to affordable housing can potentially be utilised towards the planned residential development at the former Belmore Allotments site and other housing developments. Other balances are expected to be used towards the Schools Expansions Programme, TFL LIP programme and town centre initiatives.

8. 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.

9. Contributions which are not spent within the designated time frame may need to be returned to the developer. As at end of June 2018 it has been identified that £81k needs to be spent within twelve months, i.e. 30th June 2019.

10. In addition, there are balances totalling £14k that 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.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report, noting that schemes have not yet been identified to utilise £6,115k Section 106 / 278 Contributions received from developers to support investment in local infrastructure. As outlined in the financial implications above, proposals are in various stages of development to utilise these balances and officers will continue to review the applicability of these unallocated balances to ensure that where appropriate these are deployed to support existing or planned expenditure.

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 and interest accrued 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.

Infrastructure / Asset Management

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

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 June 2018

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CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
SECTION 278										
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING										
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/2001/1858 - 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.
PT278/46/135*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.

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PT278/48	Various	No Legal Agreement Various	539,607.50	530,143.14	457,068.38	450,104.02	6,964.36	82,539.12	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 (Gatefold Building, Blyth Road). Deposit received for highway works (Arla Foods)/fees claimed. Further engineering fees received and claimed.
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 TfL 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 TfL 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 TfL signal costs.
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	325,719.61	325,719.61	0.00	93,409.07	0.00	£188,737.70 (including £170,027.34 for Transport For London signals unit) for installation of two sets of traffic signals, one at the entrance to the site the other at Lavender Rise on Stockley Road and £190,686.91 received in respect of the Council's costs for supervision of the works (to be carried out by the owner). Works complete. Stage 3 road safety audit now agreed await completion of remedial works. Remedial works completed. Additional item of works being sought by officers who are chasing the developer for this. Council's costs of £205,686.71 claimed, TTS invoice for signals at Lavender Rise paid. Funding for additional items of works (removal of right turn lane) and BT cabling received. Design work and public consultation completed. Removal of right turn lane completed Sept 09. Scheme in maintenance period awaiting financial completion.
PT278/60/147B	West Drayon	DERA Site, Kingston Lane, West Drayton - Highways 45658/APP/2002/3012	56,816.26	56,816.26	0.00	0.00	0.00	56,816.26	0.00	£55,000 was received towards the total cost of highway works for the purchase and installation of traffic signals at Station Road/ Porters Way Junction and any such other incidental work as identified by the Council to support the development. Funds not spent by February 2014 are to be refunded together with interest accrued. These works to be performed by developer of RAF Porters Way (see PT278/62/148A). Funds to be retained as a contingency for these works.
PT278/62/149A *51	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT278/63/175A *49	South Ruislip	BFPO, 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.
PT/278/64/173	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.

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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. Pelican 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 junction works and carriageway widening at Trout Road. S278 agreement and technical approval pending. Further fees received & claimed for inspection works.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements. S278 agreement.
PT/278/77/197 *62	Ruislip Manor	Windmill Hill Public House, Pembroke Road, Ruislip 11924/APP/2632	24,000.00	24,000.00	1,000.00	1,000.00	0.00	23,000.00	0.00	Fees received for design checks (£1,000). £23,000 received as a security deposit to ensure works are carried out to a satisfactory standard. £1,000 engineering fees claimed.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	14,782.00	14,782.00	0.00	5,000.00	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring (£14,752).
PT/278/81/249E *84	Townfield	Fmr Glenister Hall, 119 Minet Drive, Hayes. 40169/APP/2011/243	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	Fees received for design checks and monitoring and supervision. £4,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring.
PT/278/82/273A *87	Uxbridge South	Autoguild House (Lidl), 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 highways 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	253,636.00	253,636.00	222,136.00	222,136.00	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. £21,540 engineering fees claimed. £50k received and claimed for design checks for St Andrews roundabout.
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. £7,993.58 claimed towards remedial works & fees 13/14. Further £307.63 claimed.
PT/278/103/370A *118	Uxbridge	Belmont House (formerly Senator Court), Belmont Road, Uxbridge. 68385/APP/2012/2398	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.
PT/278/105/350C *122	South Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	951,810.00	951,810.00	727,611.76	727,611.76	0.00	224,198.24	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. £2,500 spend towards required traffic orders for highway works. £654,301.76 (75% of bond) returned on satisfactory completion of works.

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PT/278/95/40J *131	Botwell	Land at Thorn EMI Complex (Old Vinyl factory) - Gatefold Building 51588/APP/2011/2253	33,397.13	33,397.13	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	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	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/278/109/403 *144	Botwell	Former Hayes Swimming Pool, Botwell Lane, Hayes (Lidl) 1942/APP/2015/4127	135,000.00	135,000.00	0.00	0.00	0.00	135,000.00	0.00	£135,000 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/278/110/413 *149	South Ruislip	Imperial House, Stonefield Way, South Ruislip (Lidl) 5039/APP/2015/4365	750,233.62	750,233.62	0.00	0.00	0.00	750,233.62	0.00	£750,233.62 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/278/116 /405 *150	Botwell	Mercury House, Plot 6 Millington Road, Hayes (Premier Inn) 22632/APP/2016/2369	16,044.73	16,044.73	4,500.00	4,500.00	0.00	11,544.73	0.00	£11,544.73 received as the highway security deposit sum to ensure satisfactory completion of the works. £4,500 received and claimed for fees and and design checks.
SECTION 278 SUB - TOTAL			4,243,148.22	4,233,683.86	2,316,770.40	2,309,806.04	6,964.36	1,926,377.82	0.00	
SECTION 106										
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING										
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	339,111.08	212,469.24	212,469.24	0.00	126,641.84	0.00	The balance is for improvements to public transport serving the south side of London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum sought in determining any scheme. No time limits. BAA proposal for upgrade of bus services to the south side of Heathrow. S106 funding (from this case and PT/05/4b) would be used to 'pump prime' these services. £210,000 allocated to enhancements to 350 and 423 bus services (Cabinet Member decision 21/10/09). Enhanced services commenced December 09. £70,084 payment to London Buses (bus service agreement 09/10). Year 2 & 3 payments to London buses (£70,084). £23.5k allocated towards a pedestrian crossing facility on the A4 Colnbrook By-Pass (Cabinet Member Decision (29/03/2012). £2,217 paid towards upgrade of crossing facility on A4.
PT/05/04b *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	406,331.57	406,331.57	173,645.35	173,645.35	0.00	232,686.22	0.00	The balance is for improvements to public transport serving London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/25/56 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/T/97/0684	37,425.09	37,425.09	0.00	0.00	0.00	37,425.09	30,000.00	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. Agreement obtained from the owner of the site to allow the Council to retain £30k towards public realm improvements in South Ruislip. Balance to be returned.

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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	478,904.27	478,904.27	0.00	80,539.16	0.00	Project 40B- 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). Remaining balance (£74,928) allocated towards public realm improvements in Blyth Road area (Cabinet Member Decision 28/08/2017). £100,000 spent towards Hayes Town Centre Scheme, end of year closing 2017/18.
PT37/40E *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. Allocated towards public realm improvements in Blyth Road area (Cabinet Member Decision 28/08/2017). 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	167,142.42	167,127.31	99,795.86	99,795.86	0.00	67,346.56	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 PT278/26/127. £1,945.35 used towards zebra crossing scheme at PT/105/175B. Balance transferred from PT/21/39A (£2,165.41). Spend towards consultants for cycle scheme at PT/103/174A and footpath scheme at PT/88/140B. £500 spent towards Kingsend study at PT/120/241A. Remaining balance transferred from CSL/2/147E. Remaining balance transferred from PT/109. Deminimus balances transferred from PT/130/277B and PPR/67/265C and PT/88/140C. £4,250 spent towards legal fees, DOV Tesco. Diminimus balances totalling £15.11 transferred from PT/146 & PPR/69.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/61/89B (see: E/35)	West Drayton	LHR Training Centre, Stockley Close / 51458/97/1537	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	£25,000 for improvements at the junction of Stockley Road & Stockley Close / Lavender Rise, West Drayton. Scheme provided using TfL funding. Further improvements to area have been implemented as part of the MOD development. Funds to be held as contingency for any works required to the junction arising out of the MOD development. No time constraints.
PT/65/74A (see EYL/40, E/20 & E/21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	18,893.88	17,871.38	17,871.38	0.00	1,022.50	0.00	Street lighting according to the agreement drawing. No time constraints. Expenditure due to commencement of project for street lighting on Redford Way at Johnson's Yard. Columns & lanterns installed and working. Unable to install column in footpath leading to the high Street. Last column installed. Connection by Southern Electric were programmed for July 07. Columns all connected but require painting. Officers chasing painting contractor to progress. Painting completed - final invoices paid. Final balance to be confirmed after closure of 08/09 financial year accounts.

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PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood/ 26900L/99/1077	35,253.56	35,253.56	28,119.15	28,119.15	0.00	7,134.41	0.00	To provide a speed camera, anti-skid surface and associated road markings in Ducks Hill Road. Speed camera cannot be installed in this location, as the accident rate in this location is below the threshold established by 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.
PT/80/112 (formerly PT278/05)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref: 1197 (various applications)	47,774.85	47,774.85	2,228.56	2,228.56	0.00	45,546.29	0.00	No time constraints. Officers looking into project for spend of balance at junction of Packet Boat Lane & Cowley High Street. Cabinet Member for P&T concerned with affect of proposal and blind road bend heading towards Uxbridge. Funds to be held until sight lines are resolved.
PT/82/114 (formerly PT278/23)	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 PT278/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	27,614.47	27,614.47	15,164.48	15,164.48	0.00	12,449.99	0.00	£3,000 + interest for monitoring of landscape management plan (87B), £10,000 + interest for monitoring of green travel and public transport obligations (87D), and £200 + interest initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at Hillingdon Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road. Footpath works complete, security deposit plus interest returned.
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	74,089.77	74,089.77	64,089.77	64,089.77	0.00	10,000.00	10,000.00	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. Contribution required to be returned. Funds returned to developer as agreed towards a transport study on Stockley Road, to assess the traffic impact of their developments. £10,000 retained, earmarked towards lighting improvements in Bourne Avenue, subject to formal allocation.
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	0.00	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. Remaining balance allocated towards West Drayton Station Complimentary measures (Cabinet Member Decision 13/03/2018).

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			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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/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). Approved scheme not viable. DOV signed 24/10/17. Funds to be used towards another sustainable transport project. Spend by March 2020.
PT/122/248A	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 38074/APP/2008/1418	54,486.29	54,486.29	46,820.65	46,820.65	0.00	7,665.64	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). Scheme substantially completed July 2016. balance due to cost savings made, remaining funds be used to upgrade street lighting in line with original scheme. Lighting Scheme substantially completed March 2018. Awaiting final invoice.
PT/125/242C	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	457,092.63	457,092.63	125,000.00	0.00	125,000.00	332,092.63	82,092.63	£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 as the Phase 4 payment. £87,182 received this quarter as the final payment. £375,000 allocated towards improvements to the U5 bus services (Cabinet Member Decision 14/09/2017). Payment to TFL for first year of bus service operation 17/18 (£125,000).
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	15,476.02	15,476.02	0.00	6,679.18	0.00	Contribution received towards the provision of public transport infrastructure in the vicinity of the site. Measures considered include upgrade to bus stops, improvements to bus services and cycle ways (see agreement for further details). Funds to be spent within 7 years of receipt (9/7/2019). Funds allocated towards upgrading two bus shelters in Church Road (Cabinet Member Decision 22/06/2017). Scheme substantially complete March 2018.
PT/129/277A	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	0.00	Funds received towards co-ordinating and monitoring the green travel plan associated with the site. No time limits for spend.
PT/131/273B	Uxbridge South	Autoguild 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/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/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).

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			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PT/138/300B *102	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received to be used by TfL to carry out required improvement works to the junction at The Parkway and Bulls Bridge Roundabout. No time limits
PT/139/300C	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Contribution received towards improvements to the grand Union Canal frontage within the vicinity of Bulls Bridge. No time limits.
PT/140/315A	Pinkwell	Asda Unit 4 Westlands Estate, Millington Road, Hayes 32157/APP/2011/872	458,800.00	458,800.00	0.00	0.00	0.00	458,800.00	0.00	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. Funds allocated towards works to improve the link between the Asda store & Hayes Town Centre (Cabinet Member Decision 24/08/2017).
PT/143/323A	Cavendish	150 Field End Road, (initial House), Eastcote, Pinner 25760/APP/2013/3632	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received towards improving town centre facilities in the Authority's Area. No time limits for spend. Funds allocated towards Eastcote Town Centre Improvements (Cabinet Member Decision 13/03/2018)
PT/144/198H	Uxbridge South	Former Gas Works site (Kier Park) Cowley Mill Road, Uxbridge 3114/APP/2012/2881	40,635.00	40,635.00	0.00	0.00	0.00	40,635.00	0.00	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). Funds allocated towards footway improvements on Cowley Mill Road to improve pedestrian access to bus stops (Cabinet Member Decision 02/06/2017)
PT/145/198J	Uxbridge South	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	20,317.00	20,317.00	0.00	0.00	0.00	20,317.00	20,317.00	Contribution received towards the provision or improvement of cycling in the vicinity of the site in accordance with the Council's adopted cycleway strategy. Funds to be spent within 7 years of receipt (May 2021).
PT/146/198K	Uxbridge South	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	66,016.03	66,031.00	66,016.03	66,016.03	0.00	0.00	0.00	Funds received towards the reconstruction of the footway and kerbing on both sides of Cowley Mill Road between the site access and Cowley Road, together with minor improvements to the footway and kerbing on the eastern side of Waterloo Road. Funds to be spent within 7 years of receipt (May 2021). Funds allocated towards footpath scheme (Cabinet Member Decision 01/03/2016). Scheme complete. Balance £14,97
PT/148/327 *105	Northwood Hills	Northwood School, Potter Street, Northwood. 12850/APP/2013/1810	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received as the travel plan bond to ensure compliance by the owner to its monitoring and reporting obligations. Funds to be returned at the end of the monitoring period (2024).
PT/149/325C	West Drayton	Stockley Close Units 1623 & 1685 51458/APP/2013/2973	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Funds received as the travel plan contribution. For use by the Council to co-ordinate and monitor the Occupier Green Travel Plans (see agreement for specific terms of use). Funds to be spent within 5 years of receipt (December 2019).
PT/150/344A	Uxbridge South	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	45,000.00	45,000.00	11,855.00	11,855.00	0.00	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 30675/APP/2014/1345	25,000.00	25,000.00	0.00	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	0.00	20,000.00	20,000.00	Funds received as the travel plan contribution. For use by the Council to co-ordinate and monitor the Occupier Green Travel Plans (see agreement for specific terms of use). Monies to be returned at the end of the monitoring period.
PT/153/345B	South Uxbridge	Charter Place, Vine Street, Uxbridge 30675/APP/2014/1345	20,000.00	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 approved travel plan are satisfactorily carried out.

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			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PT/154/350A	South Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	135,000.00	135,000.00	98,555.57	98,555.57	0.00	36,444.43	0.00	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, public transport interchanges and cycle provision (see legal agreement for details). Funds to be spent within 7 years of receipt (Sept 2022). Funds allocated towards a scheme to improve the public transport interchange in vicinity of South Ruislip Station (Cabinet Member Decision 07/11/2017). Scheme complete March 2018, awaiting invoices.
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/157/355A *119	Botwell	Form 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	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	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). Further £4,000 received as the second bond payment.
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, Blyth 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. 59872/APP/2015/1798	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	120,000.00	Contribution to be used by TFL towards bus service improvements made necessary by the development, namely additional bus service provision on specified route serving the development and related infrastructure. Funds to be spent within 7 years of receipt (March 2023).
PT/165/374B *126	Botwell	Global Academy. Old Vinyl Factory, Blyth Road, 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).
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).

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			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PT/167/382A	West Drayton	Kichener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	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). Funds allocated towards West Drayton Station Complimentary Measures (Cabinet Member Decision 13/03/2018).
PT/168/383A *127	Uxbridge North	Pavilions Shopping Centre, Chequers Square, Uxbridge (Primark). 35214/APP/2014/2232	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
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	0.00	Contribution received towards the enhancement of hard landscaping outside the entrance points of the building located on the land. Funds to be spent within 7 years of receipt (May 2023). Funds allocated towards Uxbridge Town Centre Improvements (Cabinet Member Decision 15/06/2018).
PT/172/384A	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	0.00	Contribution received towards the cost of improvement works to the Grand Union Canal. No time limits for spend. Funds allocated towards canal towpath improvements between Stockley Park and Horton Bridge Road (Cabinet Member Decision 03/04/2018).
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	0.00	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). Funds allocated towards Uxbridge Town Centre Improvements (Cabinet Member Decision 15/06/2018).
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/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.
PT/178/394A	Yiewsley	Padcroft Works, Tavistock Road, Yiewsley. 45200/APP/2014/3638	22,330.64	22,330.64	0.00	0.00	0.00	22,330.64	2,000.00	Funds received to be used towards canal side signage (£2000) and £20,000 towards improvements to the Grand Union Canal frontage. Funds to be spent within 7 years (Oct 2023). £20,330 allocated towards canal towpath improvements between Stockley Park and Horton Bridge Road (Cabinet Member Decision 03/04/2018).
PT/179/360C *138	Heathrow Villages	Former Unitair Centre, Great South West Road, Feltham. 49559/APP/2014/334	20,578.80	20,578.80	0.00	0.00	0.00	20,578.80	0.00	Funds to be used by the Council towards securing compliance with the Green Travel Plan and to co-ordinate and monitor the occupier Green Travel Plan for a period of 10 years.
PT/181/395 *139	Northwood	Land at Northwood School, Potter Street, Northwood. 12850/APP/2014/4492	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to be used by the Council to secure compliance with the travel plan if required. Any unspent funds to be returned at the end of the monitoring period (10 years).
PT/182/396A	Pinkwell	Unit 3, Millington Road, Hayes 32157/APP/2016/1696	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	Funds received as the "Highways Contribution" towards a study/transport/highway capacity improvements in the surrounding area. No time limit for spend.
PT/183/350E *140	South Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	Funds received as the Travel Plan bond to ensure compliance with the travel plans required under schedules 2 & 3 of the agreement. Unspent funds to be returned at the end of the monitoring period (10 years).

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			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PT/184/399B	Townfield	Unit A Bulls Bridge Centre, North Hyde Gardens, Hayes 13226/APP/2015/4623	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	Funds received as the "Transport Contribution" for the provision of transport matters related to the development. No time limits for spend.
PT/185/402A	Yiewsley	21 High St, Yiewsley 26628/APP/2014/675	22,620.29	22,620.29	0.00	0.00	0.00	22,620.29	0.00	Funds received towards improvements to the Grand Union Canal frontage within the vicinity of the site. No time limits for spend. Funds allocated towards canal towpath improvements between Stockley Park and Horton Bridge Road (Cabinet Member Decision 03/04/2018).
PT/186/402B	Yiewsley	21 High St, Yiewsley 26628/APP/2014/675	11,310.15	11,310.15	0.00	0.00	0.00	11,310.15	0.00	Funds received towards initiatives to improve Yiewsley Town Centre, located within the Authority's area. No time limit for spend. Funds allocated towards West Drayton Station Complimentary Measures (Cabinet Member Decision 13/03/2018).
PT/187/403A *141	Botwell	Fmr Hayes Swimming Pool, Botwell Lane, Hayes (Lidl) 1942/APP/2015/4127	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to be used by the Council to secure compliance with the travel plan if required. Any unspent funds to be returned at the end of the monitoring period (10 years).
PT/188/404A	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	111,554.62	111,554.62	0.00	0.00	0.00	111,554.62	111,554.62	Funds received as the public realm contribution towards CCTV; provision of lighting, rerouting/closure of underused paths and links; safety improvements to public transport interchanges; environmental projects which contribute to safer town centres; enhancement night bus networks to and from major new facilities and leisure uses in the Authority's area. Funds to be spent within 7 years of receipt (April 2024)
PT/189/405A	Pinkwell	Mercury House, Westlands Estate, North Hyde Road, Hayes (Premier Inn) 22632/APP/2016/2369	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds received as the highways contribution to be used towards highway capacity improvements in the surrounding road network. Such improvements to incorporate air quality monitoring of the relevant road network. Funds to be spent within 7 years of receipt (June 2024)
PT/191/396C *145	Pinkwell	Unit 3, Millington Road, Hayes 32157/APP/2016/1696	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	Funds received as the travel plan sum (£20k each unit) to secure compliance with the travel plan. Unspent funds to be returned at the end of the monitoring period (10 years).
PT/192/242H	West Drayton	Fmr NATs Site, Drayton Garden Village, Porters Way, West Drayton 5107/APP/2009/2348	31,136.46	31,136.46	0.00	0.00	0.00	31,136.46	31,136.46	Funds received as the parking management contribution, to be used towards the cost of establishing a parking management scheme in the West Drayton Area. No time limits for spend.
PT/193/242I	West Drayton	Fmr NATs Site, Drayton Garden Village, Porters Way, West Drayton 5107/APP/2009/2348	249,091.68	249,091.68	0.00	0.00	0.00	249,091.68	249,091.68	Funds received as the "British Waterways contribution", to be used towards the cost of improvement works to the Grand Union Canal. No time limits for spend.
PT/194/403D	Botwell	Former Hayes Swimming Pool, Botwell Lane, Hayes (Lidl) 1942/APP/2015/4127	59,000.00	59,000.00	0.00	0.00	0.00	59,000.00	59,000.00	Funds received as the "Traffic Impact contribution", to be used by the Council towards bus service improvements, installation of land mark bus shelters on Church Road, installation of road signs in the vicinity of the development (see agreement for details). No time limits for spend.
PT/195/409A *147	Heathrow Villages	Fmr Contractor's Compound, South of Swindon Road, Heathrow Airport 67622/APP/2013/2532 & 67622/APP/2015/1651	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to be used by the Council to secure compliance with the travel plan if required. Any unspent funds to be returned at the end of the monitoring period (10 years).
PT/196/410	Uxbridge South	66 High Street (Fassnidge Park Hall), Uxbridge 12156/APP/2015/4166 & 12156/APP/2016/4647	109,503.00	109,503.00	0.00	0.00	0.00	109,503.00	0.00	Contribution received towards the improvement works in relation to the existing pedestrian link adjacent to the site, including street lighting, CCTV and realignment. No time limits for spend. Funds allocated towards Uxbridge Town Centre Improvements (Cabinet Member Decision 15/06/2018).
PT/197/40N *148	Botwell	The Old Vinyl Factory, Blyth Road, Hayes 59872/APP/2012/1838 & 59872/APP/2013/3775	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to be used by the Council to secure compliance with the travel plan if required. Any unspent funds to be returned at the end of the monitoring period (10 years).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PT/198/414A	Hillingdon East	Abbotsfield & Swakeleys School, Clifton Gardens, Hillingdon 3505/APP/2015/3030	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	0.00	Contribution received to be used by TFL towards bus service improvements. Funds to be spent within 7 years of payment (March 2025).
PT/199/415A *151	West Drayton	West Drayton Police Station, Station Road, West Drayton 12768/APP/2016/1580 & 12768/APP/2014/1870	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to ensure compliance with the travel plan, if required. Any unspent funds to be returned at the end of the monitoring period (10 years) .
PT/200/414B	Hillingdon East	Abbotsfield & Swakeleys School, Clifton Gardens, Hillingdon 3505/APP/2015/3030	16,430.00	16,430.00	0.00	0.00	0.00	16,430.00	16,430.00	Contribution received to be used by TFL towards bus stop improvements along Long Lane. Funds to be spent within 7 years of payment (March 2025).
PT/201/404C *152	Hillingdon East	Abbotsfield & Swakeleys School, Clifton Gardens, Hillingdon 3505/APP/2015/3030	21,200.00	21,200.00	0.00	0.00	0.00	21,200.00	0.00	Funds received to ensure compliance with the travel plan, if required. Any unspent funds to be returned at the end of the monitoring period (10 years) .
PT/202/417A	West Drayton	Grand Union Office Park, Packet Boat Lane, West Drayton 1197/APP/2015/4164	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00	Funds received to ensure compliance with the travel plan, if required. Any unspent funds to be returned at the end of the monitoring period (10 years) .
		PLANNING TRANSPORTATION & RECYCLING SUB - TOTAL	5,795,747.46	5,775,747.32	1,536,036.49	1,411,036.49	125,000.00	4,259,710.97	1,411,705.91	
		PLANNING TRANSPORTATION & RECYCLING TOTAL	10,038,895.68	10,009,431.18	3,852,806.89	3,720,842.53	131,964.36	6,186,088.79	1,411,705.91	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										
EYL/230/283C	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/ APP/ 2009/2752	3,909,383.23	3,909,383.23	3,909,383.23	3,909,383.23	0.00	0.00	0.00	£2,545,734 received as the first instalment towards providing education, educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces. Contribution to be spent within 10 years of receipt (Oct 2025). Funds spent towards Council's School Expansion Programme as part of end of year financing 2015/16 (Cabinet Member Decision 06/01/2017 (retrospective). Further £1,363,649 received as the second instalment. Funds allocated and spent towards School Capital Programme (Cabinet Member Decision 27/02/2018).
EYL/244/404B	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	317,846.12	317,846.12	155,239.41	155,239.41	0.00	162,606.71	162,606.71	Funds received towards providing educational improvements or facilities in the Authority's area to included new school facilities, improvements to existing school facilities to accommodate extra children, improvement and expansion to playground and external leisure spaces (see agreement for details). Funds to be spent within 7 years of receipt (April 2024). £155,239.41 allocated and spent towards the School Capital Programme 2017/18 (Cabinet Member Decision 27/02/2018). Further £162,606.71 received as the second education instalment.
EYL/248/418A	Botwell	20-30 Blyth Road, Hayes 1425/APP/2011/3040	266,003.43	0.00	0.00	0.00	0.00	266,003.43	266,003.43	Funds received towards providing educational improvements or facilities in the Authority's area to included new school facilities, improvements to existing school facilities to accommodate extra children, improvement and expansion to playground and external leisure spaces (see agreement for details). Funds to be spent within 7 years of receipt (May 2025).
		EDUCATION, YOUTH AND LEISURE SUB - TOTAL	4,493,232.78	4,227,229.35	4,064,622.64	4,064,622.64	0.00	428,610.14	428,610.14	
PORTFOLIO: COMMUNITY, COMMERCE AND REGENERATION										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PPR/47/26A (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & 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. Funds allocated towards Hayes Town Centre Complimentary Measures (Cabinet Member Decision 24/08/2017).
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	600,000.00	600,000.00	447,521.80	447,521.80	0.00	152,478.20	92,376.20	Contribution towards the Local Labour Strategy. No time limits. £200,000 allocated to the delivery of the Strategy (Cabinet Member decision 27/10/10). £88,000 allocated and £42,900 spent towards support for Economic Development post within LBH 12/13 (Cabinet Member Decision 19/3/13). £44,100 spent towards E D post 2013/14. Further £91,323 allocated towards the continuation of the E D Officer Post. (Cabinet Member Decision 10/9/2014). £46,321 Spent towards E D Officer Post 2015/16. £150,000 received towards the same purpose (T2 instalments 2014/15, 15/16 and 16/17 to be confirmed). £110,902 allocated towards support for Senior E D Officer Post (Cabinet Member Decision 10/02/2017). £46,300 spent towards Officer post 2016/17. Final T2 instalment (£50k) received (2017/18). T2 instalment received 2018/19. £54,500 spent towards Senior Economic Development Officer Post (2017/18).
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 Goodsyrd 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/64/262C	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	9,360.44	9,360.44	1,668.55	1,668.55	0.00	7,691.89	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). £1,668.55 spent towards work place co-ordinator 2017/18.
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/69/276D	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	54,107.00	54,107.14	54,107.00	54,107.00	0.00	0.00	0.00	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 (spend by February 2022). Funds allocated and spent towards extension at Hayes & Harlington Community Centre (Cabinet Member Decision 16/02/2018). Remaining balance (0.14) diminimus, transferred to PT/44.
PPR/70/267C	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	10,000.00	10,000.00	8,883.47	8,883.47	0.00	1,116.53	0.00	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. Balance allocated towards accessibility improvements at the Beck Theatre (Cabinet Member Decision 28/06/2017). Scheme complete.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PPR/71/277C	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	20,579.41	Contribution received towards public realm improvements in the vicinity of the development including, CCTV, footpath safety, safer town centres, public transport interchange facilities (see agreement for details). Further contribution received towards the same purpose. No time limits for spend.
PPR/72/277D	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	51,609.49	51,609.49	0.00	0.00	0.00	51,609.49	51,609.49	Contribution received towards training persons within the locality of the development for jobs of a nature to be carried out within the development. Further contribution received towards the same purpose. No time limits for spend.
PPR/75/291A	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	13,699.22	13,699.22	11,203.77	11,203.77	0.00	2,495.45	0.00	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. £1,939 spent towards Civic Centre apprentice scheme and £4,330.05 towards Partnership Team to support construction training in the Borough (Cabinet Member Decision 10/05/2017). £4,934.72 spent towards apprenticeship scheme (2017/18).
PPR/77/282D	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip 66985/APP/2011/3049	25,330.03	25,330.03	0.00	0.00	0.00	25,330.03	25,330.03	Contribution received towards the provision of CCTV, lighting, safety improvements to public transport facilities and car parks or safer town centres (see agreement for details). Funds to be spent within 5 years of completion of the development (Feb 2019).
PPR/79/299E	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	16,353.04	16,353.04	8,177.00	8,177.00	0.00	8,176.04	0.00	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. Funds allocated towards Partnership Team to support construction training in the Borough and the Civic Centre Apprentice Scheme (Cabinet Member Decision 10/05/2017). £8,177 spent towards apprenticeship scheme (2017/18).
PPR/80/297B	Heathrow Villages	Fmr Technicolor Site, 276 Bath Rd, Sipson. 35293/APP/2009/1938	46,055.55	46,055.55	0.00	0.00	0.00	46,055.55	46,055.55	Funds received towards public realm improvement works to be delivered within the vicinity of the land. Funds to be spent within 7 years of receipt (May 2020).
PPR/81/81/297C	Heathrow Villages	Fmr Technicolor Site, 271 Bath Rd, Sipson. 35293/APP/1938	16,695.14	16,695.14	0.00	0.00	0.00	16,695.14	16,695.14	Contribution received towards the provision of training in the hospitality and leisure industry (see agreement for further details). Funds to be spent within 7 years of receipt (May 2020).
PPR/82/301B	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	22,192.63	22,192.63	0.00	0.00	0.00	22,192.63	0.00	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). No time limit (5 year spend period removed by later agreement). Funds allocated towards road safety improvements on Copsewood Way (Cabinet Member Decision 22/06/2018.)
PPR/87/303C	Botwell	70 Wood End Green Rd, Hayes 5791/APP2012/408	7,731.96	7,731.96	0.00	0.00	0.00	7,731.96	0.00	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's Area. No time limits. Funds allocated towards Partnership Team core budget to support construction training in the Borough (Cabinet Member Decision 10/05/2017)
PPR/85/306B	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	7,875.62	7,875.62	0.00	0.00	0.00	7,875.62	0.00	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits. Funds allocated towards Partnership Team core budget to support construction training in the Borough (Cabinet Member Decision 10/05/2017)
PPR/88/325A	West Drayton	Stockley Close Units 1623 & 1685 51458/APP/2013/2973	20,713.00	20,713.00	0.00	0.00	0.00	20,713.00	0.00	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). Funds allocated towards on site construction training schemes at Grassy Meadows and Parkview (Cabinet Member Decision 14/06/2017)

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PPR/90/331B	Cavendish	216 Field End Road, Eastcote. 6331/APP/2010/2411	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	Contribution received towards the costs of providing construction training schemes within the London Borough of Hillingdon. No time limit for spend.
PPR/91/331C	Cavendish	216 Field End Road, Eastcote. 6331/APP/2010/2411	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Contribution to be used by the Council towards community facilities in the Authority's area. No time limit for spend.
PPR/92/333B	Yiewsley	39 High Street, Yiewsley 24485/APP/2013/138	22,543.13	22,543.13	0.00	0.00	0.00	22,543.13	0.00	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits. Funds allocated towards Partnership Team core budget to support construction training in the Borough (Cabinet Member Decision 10/05/2017)
PPR/93/333C	Yiewsley	39 High Street, Yiewsley 24485/APP/2013/138	25,010.10	25,010.10	0.00	0.00	0.00	25,010.10	0.00	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. Allocated towards public realm improvements at West Drayton Station as part of Crossrail Project (Cabinet Member Decision 13/03/2018).
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	0.00	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent/committed within 7 years of receipt (May 2022). Funds allocated towards on site construction training schemes at Grassy Meadows and Parkview (Cabinet Member Decision 14/06/2017)
PPR/97/314C	Pinkwell	Hyde Park Hayes, Dawley Road, Hayes (HPH4 & 5) 40652/APP/2012/2030	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	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. Funds allocated towards on site construction training schemes at Grassy Meadows and Parkview (Cabinet Member Decision 14/06/2017)
PPR/100/351B	Northwood	103, 105 & 107 Ducks Hill Rd, Northwood 64345/APP/2014/1044	10,959.04	10,959.04	0.00	0.00	0.00	10,959.04	0.00	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. Funds allocated towards on site construction training schemes at Grassy Meadows and Parkview (Cabinet Member Decision 14/06/2017)
PPR/101/348D	Uxbridge North	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	3,331.89	3,331.89	0.00	0.00	0.00	3,331.89	3,331.89	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend.
PPR/102/354A	Botwell	Land on west Side of Dawley Road, Hayes (E C House). 38065/APP/2014/2143	9,644.70	9,644.70	0.00	0.00	0.00	9,644.70	9,644.70	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 7 years of receipt (Sept 2022)
PPR/103/356B	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	31,792.72	31,792.72	0.00	0.00	0.00	31,792.72	31,792.72	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 5 years of completion (June 2022)
PPR/104/355B	Botwell	Formr 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	Formr 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 spend within 7 years of receipt (Nov 2022).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PPR/106/360A	Heathrow Villages	Fmr 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.
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	0.00	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 5 years of receipt (Jan 2021). Funds allocated towards the Construction Coordinator Service (Cabinet Member Decision 25/04/2018)
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/120350D	South Ruislip	Former Arla 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 (phase1 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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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).
PPR/123/390E	West Drayton	Former Angler's Retreat PH, Cricketfield Road, West Drayton 11981/APP/2013/3307	13,111.01	13,111.01	0.00	0.00	0.00	13,111.01	13,111.01	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).
PPR/124/398A	Heathrow Villages	Building 717, Located Between Sheffield Way & Southern Perimeter Road, Heathrow. 50657/APP/2013/2214	24,000.00	24,000.00	0.00	0.00	0.00	24,000.00	24,000.00	Funds to be used towards (but not limited to) the cost of assisting relevant hotel and leisure industry related training course offered by recognised and accredited organisations such as Uxbridge College or other training providers in the Authority's area. Funds to be spent within 5 years of receipt (Nov 2021).
PPR/125/398B	Heathrow Villages	Building 717, Located Between Sheffield Way & Southern Perimeter Road 50657/APP/2013/2214	65,984.00	65,984.00	0.00	0.00	0.00	65,984.00	65,984.00	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. Funds to be spent within 5 years of receipt (Nov 2021).
PPR/126/396B	Pinkwell	Unit 3, Millington Road, Hayes 32157/APP/2016/1696	18,012.29	18,012.29	0.00	0.00	0.00	18,012.29	18,012.29	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. No time limit for spend.
PPR/128/399A	Townfield	Unit A Bulls Bridge Centre, North Hyde Gardens. 13226/APP/2015/4623	12,100.00	12,100.00	0.00	0.00	0.00	12,100.00	12,100.00	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/130/403B	Botwell	Fmr Hayes Swimming Pool, Botwell Lane, Hayes (Lidl) 1942/APP/2015/4127	16,388.00	16,388.00	0.00	0.00	0.00	16,388.00	16,388.00	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/133/407	Heathrow Villages	IAG Cargo Campus, Sealand Road, Heathrow Airport 50045/APP/2016/2081	47,100.00	47,100.00	0.00	0.00	0.00	47,100.00	47,100.00	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/134/411A	Ickenham	Harefield Place, The Drive, Ickenham 1257/APP/2015/3649	37,100.00	37,100.00	0.00	0.00	0.00	37,100.00	37,100.00	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/135/400B	Heathrow Villages	World Business Centre, 4 Newall Road, Heathrow Airport 71487/APP/2015/4718	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 a construction work place co-ordinator within the Authority's area. Funds to be spent within 7 years of receipt (Oct 2024).
PPR/136/409B	Heathrow Villages	Fmr Contractor's Compound, South of Swindon Road, Heathrow Airport 67622/APP/2013/2532 & 67622/APP/2015/1651	149,250.00	149,250.00	0.00	0.00	0.00	149,250.00	149,250.00	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 5 years of receipt (Dec 2023).
PPR/137	Heathrow Villages	Fmr Contractor's Compound, South of Swindon Road, Heathrow Airport 67622/APP/2013/2532 & 67622/APP/2015/1651	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Funds received towards the cost of assisting relevant hotel and leisure industry related training courses offered by recognised and accredited organisations such as Uxbridge College or other training providers within the Authority's area. Funds to be spent within 5 years of receipt (Dec 2023).
PPR/138/412A	Botwell	Enterprise House, 133 Blyth Road, Hayes 11623/APP/2013/3606	91,331.24	91,331.24	0.00	0.00	0.00	91,331.24	91,331.24	Funds received towards the cost of providing 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	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
PPR/139/415B	West Drayton	West Drayton Police Station, Station Road, West Drayton 12768/APP/2016/1580 & 12768/APP/2014/1870	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 a construction work place co-ordinator within the Authority's area. No time limit for spend.
		COMMUNITY, COMMERCE & REGENERATION TOTAL	5,293,884.43	5,293,884.57	2,791,633.01	2,791,633.01	0.00	2,502,251.42	1,243,796.63	
PORTFOLIO: CENTRAL SERVICES, CULTURE & HERITAGE										
CSL/6/189A	Ruislip	30 Kings End, Ruislip. 46299/APP/2006/2165	7,674.48	7,674.48	0.00	0.00	0.00	7,674.48	0.00	Towards the provision of community facilities in the immediate vicinity of the land. No time limits. Earmarked towards Manor Farm Library. Subject to formal allocation of funding.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	32.50	32.50	0.00	9,305.93	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Earmarked towards Manor Farm Library. £782 from this contribution has been allocated towards new equipment at Manor Farm Library (Cabinet Member decision 29/03/2016)
CSL/10/200B	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,200.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00	Funds received towards improvements to nearby community facilities. Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal allocation of funding.
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend.
CSL/14/220	Townfield	Truscott House, Hayes . 36261/APP/2010/215	1,599.00	1,599.00	0.00	0.00	0.00	1,599.00	1,599.00	Funds received towards additional or improved library facilities in the vicinity of the site. No time limits.
CSL/26/249B	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the provision of necessary capacity enhancements at the Townfield Community Centre. No time limit for spend.
CSL/59/283E	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/APP/ 2009/2752	22,000.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	Funds received as the second instalment of the Library contribution (5 instalments due in total). Funds to be used towards the provision or improvement of library facilities and/or books within the Authority's area. Spend within 10 years of receipt (2027) . Earmarked towards Library refurbishment Programme.
CSL/68/404C	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	33,466.39	33,466.39	0.00	0.00	0.00	33,466.39	33,466.39	Funds received as a contribution towards community facilities in the vicinity of the development. Funds to be spent within 7 years of receipt (April 2024).
CSL/69/404D	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	4,213.13	4,213.13	2,057.74	2,057.74	0.00	2,155.39	2,155.39	Funds received towards the provision or improvement to library facilities and/or library books within the Authority's area. Funds to be spent within 7 years of receipt (April 2024). £2,057.74 allocated and spent towards the Library Book Fund 2017/18 (Cabinet Member decision 20/02/2018). Second instalment £2,155.39 received March 2018.
CSL/70/40L	Botwell	Old Vinyl Factory (Boiler House & Materials Store), Blyth Rd, Hayes. 59872/APP/2012/1838 & 59872/APP/2013/3775	8,633.28	8,633.28	0.00	0.00	0.00	8,633.28	8,633.28	Funds received towards the provision of library facilities within the Authority's area. Funds to be spent within 7 years of receipt (July 2024)
CSL/72/418B	Botwell	20-30 Blyth Road, Hayes 1425/APP/2011/3040	5,145.76	0.00	0.00	0.00	0.00	5,145.76	5,145.76	Funds received towards the provision of library facilities and /or library books within the Authority's area. Funds to be spent within 7 years of receipt (May 2025)
		CENTRAL SERVICES, CULTURE & HERITAGE - TOTAL	130,608.47	125,462.71	2,090.24	2,090.24	0.00	128,518.23	64,337.82	
PORTFOLIO: FINANCE PROPERTY & BUSINESS SERVICES										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	55,657.45	55,657.45	0.00	3,898.97	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, Ruislip planning ref.48283/APP/2006/2353	38,258.39	38,258.39	32,124.97	32,124.97	0.00	6,133.42	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park. Funds allocated towards a scheme of improvements at Warrender Park (Cabinet Member Decision 3/9/2010). Works complete Dec 12. Accounting adjustment made, scheme to be closed.
E/59/155F	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	20,000.00	20,000.00	9,291.00	9,291.00	0.00	10,709.00	0.00	Funds received towards the maintenance of play facilities at Stockley Recreation Ground (Mulberry Parade). £10,415 allocated towards costs incurred in maintaining the playground (Cabinet Member Decision 7/11/2012). Developer has agreed that the remaining balance can be retained and spent towards the continued maintenance of the play equipment (letter received June 2015).
E/62/231E	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham. 38402/APP/2007/1072	146,879.75	146,879.75	44,059.48	44,059.48	0.00	102,820.27	0.00	Funds received as a commuted sum towards the maintenance of the playing fields as part of the scheme for a period of 10 years. Spend subject to conditions as stipulated in the legal agreement. £44,063 allocated towards the annual cost of maintaining the playing fields provided at Ickenham Park development (Cabinet Member Decision 7/11/2012). £15,191.56 Spend towards maintenance costs 2012/13. Maintenance costs claimed 2014/15. Maintenance costs claimed 2015/16.
E/66/239D	Eastcote	Highgrove House, Eascote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	10,000.00	10,000.00	9,614.17	9,614.17	0.00	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	561 & 563 Uxbridge Road, Hayes. 63060/APP/2007/1385	20,175.83	20,175.83	18,410.35	18,410.35	0.00	1,765.48	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). Scheme completed August 2016. Invoices paid. Scheme to be closed.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
E/71/250	South Ruislip	Land adjacent to Downe Barns Farm, West End Road, West End Road, Northolt. 2292/APP/2006/2475	50,000.00	30,000.00	25,000.00	25,000.00	0.00	25,000.00	20,000.00	Funds received as maintenance instalments to assist with the management of Ten Acres Wood Nature Reserve including, staffing, tree & river Maintenance and volunteers' tools & equipment. Funds to be spent within 11 years of receipt (August 2021). £15,000 allocated towards ongoing management works at the reserve (Cabinet Member Decision 7/11/2012). Spend towards stock fencing and ditch restoration at the reserve. £5,000 spent towards access improvements at the reserve. Further £15,000 allocated towards the management of Ten Acre Woods (Cabinet Member Decision 22/07/2016). £5,000 spent towards essential tree works 2016/17. £5,000 spent towards ditch restoration 2017/18. £20,000 received as final payment. Funds to be spent by May 2029.
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	54,500.76	First instalment (£64,740) of a contribution received towards improvements to local recreation and sports facilities within the vicinity of the land. Funds to be spent within 7 years of receipt (July 2019). £66,741 received as the second instalment towards the same purpose (spend July 2020). Final instalment £68,174 received (spend by Feb 2022). £145,156 allocated towards the refurbishment and relocation of the former Yiewsley bowls club house to Sipson Recreation Ground for use by Sipson Explorers (Cabinet Decision 21/06/2018).
E/77/276F	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	27,018.91	27,018.91	21,750.94	8,889.96	12,860.98	5,267.97	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). Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016). £8,889.96 spent towards air quality monitoring 2017/18. Further £12,868 spent this quarter.
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 off site nature conservation interest in the locality of the site. Estimated time limit for spend 2019 (see agreement for details). Funds allocated towards ecological improvements at Pinn Meadows (Cabinet Member Decision 31/10/13). Scheme complete.
E/80/249F	Townfield	Glenister Hall, 119 Minet Drive, Hayes 40169/APP/2011/243	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Contribution received towards the provision and maintenance of junior football pitches/ refurbishment of cricket wicket at Grassy meadows (see agreement for details). No time limits.
E/83/198G	Uxbridge	Fmr Gasworks Site, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	15,000.00	15,000.00	15,000.00	14,945.98	54.02	0.00	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). £7,100 spent towards the operation of air quality monitoring stations 2016/17.
E/84/297D	Heathrow Villages	Fmr Technicolor Site, 271 Bath Rd, Sipson. 35293/APP/1938	17,270.83	17,270.83	0.00	0.00	0.00	17,270.83	17,270.83	Funds received to be used by Hillingdon Council towards initiatives to improve air quality within LBH. Funds to be spent within 7 years of receipt (May 2020).
E/85/300D	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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/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	0.00	Funds received towards the costs of improvements to public open space in the Authority's Area. No time limits for spend. Funds allocated towards the provision of a skate park at Field End Recreation Ground (Cabinet Member Decision 24/03/2017)
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.
E/94/338B	Uxbridge South	37 St John's Road, Uxbridge 15811/APP/2012/2444	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Contribution received towards the cost of environmental and ecological mitigation measure and enhancements at the Little Britain site of Metropolitan Importance for Nature Conservation as made necessary by the development. No time limits for spend.
E/95/344D	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (July 2020).
E/96/344E	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	5,750.00	5,750.00	0.00	0.00	0.00	5,750.00	5,750.00	Contribution received towards the maintenance of the footpath works as shown on a plan attached to the agreement. Funds to be spent within 5 years of receipt (July 2020).
E/97/344F	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	5,000.00	5,000.00	3,000.00	3,000.00	0.00	2,000.00	0.00	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). Funds allocated towards tree works at Uxbridge Moor Nature Reserve (Cabinet Member Decision 24/11/2016). £3,000 spent towards tree works within the reserve 2016/17.
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). Funds allocated towards the Borough's air quality monitoring network (Cabinet Member Decision 26/10/2016).
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	Formr EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	12,500.00	12,500.00	10,050.30	10,050.30	0.00	2,449.70	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 (Nov 2022). Funds allocated and £10,050 spent towards a scheme of tree planting in the Borough (Cabinet Member Decision 05/04/2017)

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
E/102/360B	Heathrow Villages	Fmr Unitair Centre, Great South West Rd, Feltham, 49559/APP/2014/334	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	26,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/103/359D	Yiewsley	26-36 Horton Rd, Yiewsley 3507/APP/2013/2327	12,625.00	12,625.00	0.00	0.00	0.00	12,625.00	12,625.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (Jan 2023).
E/104/371C	Heathrow Villages	272-276 Bath Rd, Hayes 464/APP/2014/2886	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/105/378B	Townfield	Hayes Gate House, Uxbridge Road, Hayes 2385/APP/2013/2523	12,625.00	12,625.00	2,000.00	2,000.00	0.00	10,625.00	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 (Jan 2021). Funds allocated towards street tree planting and support for the Hillingdon air text pollution alert service (Cabinet Member Decision 04/04/2018). £2,000 spent towards the air text service 2017/18.
E/106/732C	Yiewsley	Phase 3, Stockley Park, Stockley Road. 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 Pinn meadows including; access for river dipping, creation of an Ox- bow pond, creation of wildflower meadow (see agreement for details). No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
E/112/382	Brunel	82A-86 Field Heath Road, Hillingdon. 70060/APP/2014/2070	1,000.00	1,000.00	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. Funds allocated toward a suitable scheme (Cabinet Member Decision 24/11/2016).
E/113/393	West Drayton	Land West of Laurel Lane (Laurel Lane School), West Drayton. 70019/APP/ 2014/1807	5,000.00	5,000.00	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, Cricketfield Road, West Drayton 11981/APP/2013/3307	12,937.65	12,937.65	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).
E/115/394B	Yiewsley	Padcroft Works, Tavistock Road, Yiewsley. 45200/APP/2014/3638	25,375.72	25,375.72	0.00	0.00	0.00	25,375.72	25,375.72	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 (Oct 2023).
E/116/345C	Uxbridge South	Charter Place, Vine Street, Uxbridge. 30675/APP/2014/1345	81,000.00	81,000.00	0.00	0.00	0.00	81,000.00	81,000.00	Funds received as an off-site contribution to be used by the Council towards reducing carbon emissions within the London Borough of Hillingdon. No time limits for spend.
E/117/398C	Heathrow Villages	Building 717, Located Between Sheffield Way & Southern Perimeter Road 50657/APP/2013/2214	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds received towards initiatives to improve air quality within the Authority's area. Funds to be spent within 5 years of receipt (Nov 2021).
E/118/399C	Townfield	Unit A Bulls Bridge Centre, North Hyde Gardens, Hayes. 13226/APP/2015/4623	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/119/402D	Yiewsley	21 High St, Yiewsley 26628/APP/2014/675	28,275.36	28,275.36	0.00	0.00	0.00	28,275.36	28,275.36	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/120/403C	Botwell	Fmr Hayes Swimming Pool, Botwell Lane, Hayes (Lidl) 1942/APP/2015/4127	9,900.00	9,900.00	0.00	0.00	0.00	9,900.00	9,900.00	Funds received to be used by the Council towards off site carbon reduction measures, schemes and initiatives to mitigate the development. No time limits for spend.
E/121/404E	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	27,888.66	27,888.66	0.00	0.00	0.00	27,888.66	27,888.66	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 (April 2024).
E/122/406	South Ruislip	23 Stonefield Way, South Ruislip 25508/APP/2014/3570	15,355.00	15,355.00	0.00	0.00	0.00	15,355.00	15,355.00	Funds received as the air quality contribution to be used towards air quality improvements in the Borough. No time limits for spend.
E/123/242J	West Drayton	Fmr NATs Site, Drayton Garden Village, Porters Way, West Drayton 5107/APP/2009/2348	488,493.68	488,493.68	0.00	0.00	0.00	488,493.68	488,493.68	Funds received as the "indoor/outdoor sport & recreation contribution ", to be used by the Council towards the provision of indoor & outdoor sports and recreation facilities within the Authority's area. No time limits for spend.
E/124/411B	Ickenham	Harefield Place, The Drive, Ickenham 1257/APP/2015/3649	18,310.23	18,310.23	0.00	0.00	0.00	18,310.23	18,310.23	Funds received to be used by the Council towards off site carbon reduction measures, schemes and initiatives to mitigate the development. No time limits for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
E/125/409D	Heathrow Villages	Fmr Contractor's Compound, South of Swindon Road, Heathrow Airport 67622/APP/2013/2532 & 67622/APP/2015/1651	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Contribution received to be used towards initiatives to improve air quality within the Authority's area. Funds to be spent within 5 years of receipt (Dec 2023).
E/126/412B	Botwell	Enterprise House, 133 Blyth Road, Hayes 11623/APP/2013/3606	26,546.69	26,546.69	0.00	0.00	0.00	26,546.69	26,546.69	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/127/283G	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge 585/ APP/ 2009/2752	317,775.00	78,375.00	0.00	0.00	0.00	317,775.00	0.00	Funds received as 25% of the district park maintenance contribution . Funds to be spent within 10 years of receipt (Dec 2027). Remaining 75% of the maintenance contribution received this quarter.
E/128/416	Ickenham	Vyners School, Warren Rd, Ickenham 4514/APP/2017/1771	70,000.00	70,000.00	0.00	0.00	0.00	70,000.00	70,000.00	Contribution received as the drainage improvement contribution to be used to improve drainage in the Authority's area, including improvements to two pitches at Hillingdon House Farm. No time limits for spend.
E/129/415C	West Drayton	West Drayton Police Station, Station Road, West Drayton 12768/APP/2016/1580 & 12768/APP/2014/1870	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/130/418C	Botwell	20-30 Blyth Road, Hayes 1425/APP/2011/3040	10,720.34	0.00	0.00	0.00	0.00	10,720.34	10,720.34	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 (May 2025).
		FINANCE PROPERTY & BUSINESS SERVICES SUB-TOTAL	2,426,056.92	2,155,936.58	263,990.56	251,075.56	12,915.00	2,162,066.36	1,382,928.04	
PORTFOLIO: SOCIAL SERVICES, HOUSING, HEALTH & WELLBEING										
H/11/195B *57	Ruislip	Highgrove House, Eascote 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.
H13/194E *59	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	12,426.75	12,426.75	0.00	0.00	0.00	12,426.75	0.00	Funds received towards the provision of healthcare facilities in the Borough. No time limits.
H/18/219C *70	Yeading	Land rear of Sydney Court, Perth Avenue, Hayes. 6593/6APP/2009/2629	3,902.00	3,902.00	0.00	0.00	0.00	3,902.00	0.00	Funds received towards the cost of providing health facilities in the Authorities Area. No time limits. £1,800 earmarked towards conversion of existing office space to an additional consulting room at the Pine Surgery, Hayes, subject to formal approval.
H/22/239E *74	Eastcote	Highgrove House, Eascote 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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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/34/282F *92	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip . 669895/APP/2011/3049	15,031.25	15,031.25	0.00	0.00	0.00	15,031.25	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
H/35/282G	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip. 669895/APP/2011/3049	40,528.05	40,528.05	0.00	0.00	0.00	40,528.05	40,528.05	Funds received as the affordable housing contribution to be used by the Council to provide subsidized housing through a registered social landlord to persons who can't afford to rent or buy houses generally available on the open market. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
H/36/299D *94	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	9,001.79	9,001.79	0.00	0.00	0.00	9,001.79	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/39/304C *97	Yeading	Fmr Tasman House, 111 Maple Road, Hayes 38097/APP/2012/3168	6,448.10	6,448.10	0.00	0.00	0.00	6,448.10	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 7 years of receipt (August 2020).
H/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).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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	Yiewsley	39 High street, Yiewsley 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.
H/51/231H *110	Ruislip	Fmr 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	298,998.00	Funds received as the affordable housing contribution to be used by the Council to provide subsidized housing through a registered social landlord to persons who can't afford to rent or buy houses generally available on the open market. No time limit for spend.
H/54/343D *112	Harefield	Royal Quay, Coppermill Lock, Harefield 43159/APP/2013/1094	17,600.54	17,600.54	0.00	0.00	0.00	17,600.54	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. Second instalment (£8,901.77) received towards the same purpose.
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 & Hermitage 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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
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. Funds to be spent within 5 years of completion (June 2022).
H/60/359E *121	Yiewsley	26-36 Horton Rd, Yiewsley 3507/APP/2013/2327	25,291.09	25,291.09	23,599.93	23,599.93	0.00	1,691.16	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). £23,559 allocated towards improvements to Yiewsley Health Centre (Cabinet Member Decision 17/01/ 2018). Funds transferred to NHS Property Services Feb 2018.
H/61/382F *128	West Drayton	Kitchener House, Warwick Rd, West Drayton. 18218/APP/2013/2183	8,872.64	8,872.64	0.00	0.00	0.00	8,872.64	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Spend within 10 years of receipt (April 2026).
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	15,518.40	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	170,545.32	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/67/402E *142	Yiewsley	21 High St, Yiewsley 26628/APP/2014/675	18,799.72	18,799.72	0.00	0.00	0.00	18,799.72	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 for spend.
H/68/329F	Townfield	Pronto Industrial Estate, 585-591 Uxbridge Rd, Hayes 4404/APP/2014/2206	120,793.95	120,793.95	0.00	0.00	0.00	120,793.95	120,793.95	Funds received towards the provision of affordable housing in the Authority's area. No time limits for spend.
H/69/404F *143	Botwell	The Gatefold Building, land east of the former EMI site, Blyth Rd, Hayes 51588/APP/2011/2253	39,689.49	39,689.49	0.00	0.00	0.00	39,689.49	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. Fund to be spent within 7 years of receipt (April 2024). £20,304 received March 2018 as the second instalment.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
H/70/40M *146	Botwell	Old Vinyl Factory (Boiler House & Materials Store), Blyth Rd, Hayes. 59872/APP/2012/1838 & 59872/APP/2013/3775	81,329.25	81,329.25	0.00	0.00	0.00	81,329.25	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. Fund to be spent within 7 years of receipt (July 2024).
H/72/411C	Ickenham	Harefield Place, The Drive, Ickenham 1257/APP/2015/3649	254,308.70	254,308.70	0.00	0.00	0.00	254,308.70	254,308.70	Contribution received towards the provision of off site affordable housing available through a registered provider to persons who cannot afford to rent or buy housing generally available on the open market. No time limit for spend.
		SOCIAL SERVICES HEALTH & HOUSING SUB-TOTAL	3,084,232.11	3,084,232.11	269,656.50	269,656.50	0.00	2,814,575.61	1,583,096.49	
		SECTION 106 SUB - TOTAL	21,223,762.17	20,662,492.64	8,928,029.44	8,790,114.44	137,915.00	12,295,732.73	6,114,475.03	
		Interest on all interest bearing schemes	47,965.60	47,965.60	1,353.22	1,353.22	0.00	46,612.38	0.00	
		GRAND TOTAL ALL SCHEMES	25,514,875.99	24,944,142.10	11,246,153.06	11,101,273.70	144,879.36	14,268,722.93	6,114,475.03	

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 £3,711,317.00

- *2: PT/05 £359,328.06 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.
- *18: PT278/34 £194,910.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.
- *20: PT278/44 £20,938.04 includes a returnable security deposit for the highway works (to be later refunded) plus interest.
- *22: PT278/30 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)
- *23: PT278/49 £22,108.66 includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TfL costs.
- *24: PT/25 £7,425.09 reasonable period' for expenditure has lapsed. Balance to be returned
- *32: PT278/46 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).
- *46:PT/88/140F £10,000.00 there has not been any petitions for parking schemes in the area.
- *49:PT278/63 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).
- *51:PT278/62/149A £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).
- *52:PT/278/65 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).
- *57:H11/195B £3,156.00 funds have been received to provide health care services in the borough.
- *59:H13/194E £12,426.75 funds have been received to provide health care services in the borough.
- *60:PT/278/76 £5,000.00 is to be held as a returnable security deposit for highway works (to be later refunded)
- *61:PT/110/198B £14,240.00 is to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)
- *62:PT/278/77/197 £23,000.00 held as security for the due and proper execution of the works.
- *63:PT/111/205A £20,000.00 is to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)
- *70:H/18/219C £3,902.00 funds have been received to provide Health Care services in the borough.
- *74 H22/239E £7,363.00 funds have been received to provide Health Care services in the borough.
- *76:PT278/78/238G £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).
- *80:H/27/262D £5,233.36 funds have been received to provide Health Care services in the borough.
- *81:H/28/263D £3,353.86 funds have been received to provide Health Care services in the borough.
- *82:PT/126/242D £20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)
- *84:PT/278/81/249E £4,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)
- *85:H/30/276G £35,620.80 funds received to provide health care facilities in the borough.
- *87:PT/278/82/273A £72,000.00 funds received as a security deposit to ensure proper execution of works (to be refunded)
- *88:PT/132/149J £15,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)
- *90:PT/278/83/292 £31,500.00 funds to be held as a returnable deposit for highways works (to be later refunded).
- *92:H/34/282F £15,031.25 funds received to provide health care facilities in the borough.
- *93:PT/278/85 £5,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).
- *94:H/36/299D £9,001.79 funds received to provide health care facilities in the borough.
- *97: H/39/304C £6,448.10 funds received to provide health care facilities in the borough.
- *100:H/42/242G £337,574.00 funds received to provide health care facilities in the borough.
- *102: PT/138/300B £20,000.00 funds to be used towards TfL scheme at Bulls Bridge roundabout
- *103: H/44/319D £24,312.54 funds received to provide health care facilities in the borough.
- *104: H/46/323G £14,126.88 funds received to provide health care facilities in the borough.
- *105: PT/148/327 £20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2018 / 2019 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at August 2018)
			AS AT 30/06/18	AS AT 31/03/18	AS AT 30/06/18	AS AT 31/03/18	To 30/06/18	AS AT 30/06/18	AS AT 30/06/18	
*106: H/47/329E		£14,066.23 funds received to provide health care facilities in the borough.								
*107: H/48/331E		£4,320.40 funds received to provide health care facilities in the borough.								
*108: H/49/283B		£447,149.63 funds received to provide health care facilities in the borough.								
*109: H/50/333F		£12,444.41 funds received to provide health care facilities in the borough.								
*110: H/51/231H		£17,374.27 funds received to provide health care facilities in the borough.								
*112: H/54/343D		£17,600.54 funds received to provide health care facilities in the borough.								
*113: H/53/346D		£8,434.88 funds received to provide health care facilities in the borough.								
*114: H/55/347D		£12,162.78 funds received to provide health care facilities in the borough.								
*116: H/57/351D		£6,212.88 funds received to provide health care facilities in the borough.								
*117: H/58/348B		£7,587.72 funds received to provide health care facilities in the borough.								
*118: PT/278/103/370A		£51,234.86 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*119: PT/157/355A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*120: H/59/356E		£14,997.03 funds received to provide health care facilities in the borough.								
*121: H/60/359E		£1,691.16 funds received to provide health care facilities in the borough.								
*122: PT/278/105/350C		£224,198.24 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*123: PT/158/371A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*124: PT/160/354C		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*125: PT/161/373		£8,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*126: PT/165/374B		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*127: PT/168/383A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*128: H/61/382F		£8,872.64 funds received to provide health care facilities in the borough.								
*129: H/62/384F		£15,482.07 funds received to provide health care facilities in the borough.								
*130: H/63/385D		£10,195.29 funds received to provide health care facilities in the borough.								
*131: PT/278/95/40J		£33,397.13 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*132: PT/278/107/355E		£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*133: PT/278/108/378C		£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*134: PT/175/388		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*136: H/64/387E		£15,518.40 funds received to provide health care facilities in the borough.								
*138: PT/179/360C		£20,578.80 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*139: PT/181/395		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*140: PT/183/350E		£40,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*141: PT/187/403A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*142: H/67/402E		£18,799.72 funds received to provide health care facilities in the borough.								
*143: H/69/404E		£39,689.49 funds received to provide health care facilities in the borough.								
*144: PT/278/109/403E		£135,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*145: PT/191/396C		£40,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*146: H/70/40M		£81,329.25 funds received to provide health care facilities in the borough.								
*147: PT/195/409A		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*148: PT/197/40N		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*149: PT/278/110		£750,233.62 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*150: PT/278/116		£11,544.73 is to be held as a returnable security deposit for the highway works (to be later refunded).								
*151: PT/199		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*152: PT/201		£21,200.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
*153: PT/202		£20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
		£3,711,317.00								

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of the Local Government (Access to Information) Act 1985 as amended.

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