



HILLINGDON
LONDON



CABINET

To all Members of the Cabinet:

Date: THURSDAY, 26
SEPTEMBER 2019

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.

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

You can view the agenda
at www.hillingdon.gov.uk or use a smart
phone camera and scan the code below:



Published:
Wednesday, 18 September 2019

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Putting our residents first

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
Phase II, Civic Centre, High Street, Uxbridge, UB8 1UW

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.

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

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.

Travel and parking

Bus routes 427, U1, U3, U4 and U7 all stop at the Civic Centre. Uxbridge underground station, with the Piccadilly and Metropolitan lines, is a short walk away. Limited parking is available at the Civic Centre. For details on availability and how to book a parking space, please contact Democratic Services.

Please enter from the Council's main reception where you will be asked to sign-in and then directed to the Committee Room.

Accessibility

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

Emergency procedures

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

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



Notice

Notice of meeting and any private business

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

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

26 September 2019 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 2019
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 held on 25 July 2019 1 - 12
- 4 To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private

Cabinet Reports - Part 1 (Public)

- 5 Heathrow Airport Expansion Consultation (Cllr Ray Puddifoot MBE) *

REPORT & APPENDIX CIRCULATED ON AGENDA B

- 6 Conservation Area Appraisal Statement for Northwood Town Centre & Green Lane Conservation Area and the Local List of Buildings of Architectural or Historic Importance (Cllr Keith Burrows) 13 - 106
- 7 Consideration of setting a licensed deficit budget in 2019/20 for three schools in the Borough (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 107 - 126
- 8 Transport for London Local Implementation Plan 3, Annual Spending Submission 2019/20 (Cllr Keith Burrows) 127 - 132
- 9 Council Budget 2019/20: Revenue and Capital Monitoring - Month 4 (Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco) 133 - 180

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

- | | | |
|-----------|---|-----------|
| 10 | Tender for the supply, installation and maintenance of new pay and display parking payment machines across the Borough (Cllr Keith Burrows) | 181 - 194 |
| 11 | Tenders for Banking, Client Money Manager and Merchant Services (Cllr Jonathan Bianco) | 195 - 206 |
| 12 | Tenders for the Council's Fuel Supply (Cllr Jonathan Bianco) * | 207 - 216 |
| 13 | Extension of the Integrated Advocacy Contract (Cllr Philip Corthorne) | 217 - 222 |
| 14 | Property Transaction: Disposal of The School House, Phelps Way, Harlington (Cllr Jonathan Bianco) | 223 - 228 |
| 15 | Voluntary Sector Lease - Eastcote Horticultural Society (Cllr Jonathan Bianco) | 229 - 236 |

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

**denotes urgent item not on the Forward Plan*

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Minutes

CABINET

Thursday, 25 July 2019

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



Published on:

Come into effect on: Immediately (or call-in date)

Members Present:

Councillors Ray Puddifoot MBE
David Simmonds CBE
Philip Corthorne
Jonathan Bianco
Douglas Mills
Richard Lewis

Members also Present:

Peter Curling
Henry Higgins
Richard Mills
Wayne Bridges
Simon Arnold
Kerri Prince
Peter Money

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Keith Burrows.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared by Members present.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 20 June 2019 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 BY THE CORPORATE SERVICES, COMMERCE & COMMUNITIES POLICY OVERVIEW COMMITTEE: COMMUNITY SAFETY AND NEW POLICING STRUCTURES IN HILLINGDON

Councillor Richard Mills, Chairman of the Corporate Services, Commerce & Communities Policy Overview Committee, presented the Committee's review to Cabinet, which was warmly endorsed.

RESOLVED:

That Cabinet:

- 1. Welcomes the Committee's findings from the Committee's review into Community Safety and New Policing Structures in Hillingdon, particularly noting the success of the Council's new state-of-the art CCTV system; and,**
- 2. Agrees the recommendations from the Committee for implementation by officers, in consultation with the Cabinet Member for Community, Commerce and Regeneration and Leader of the Council as required:**

Policy Overview Committee Findings and Recommendations

1. That the Council recognised the significant improvement in performance by the Community Safety Team over the past year, and ensured that the department remained adequately resourced to continue to carry out its work.
2. That Hillingdon's Community Safety Team continued to share best practice and remained in constant communication with the other boroughs that made up the West London Basic Command Unit (BCU).
3. That regular and improved communication took place between the Anti-Social Behaviour Team and the Community Safety Team with Housing Associations, in order to pro-actively share video evidence of anti-social or criminal behaviour that might be carried out on housing estates.
4. That the current CCTV upgrade programme be considered a success to date, and that the ongoing roll-out be continued, as planned, with confirmation provided to the Committee upon completion. Upon conclusion of the roll-out, officers be requested to return to the Committee, in a sensible timeframe, to provide quantitative analysis to show the impact the CCTV Programme had had on Hillingdon.
5. That Council officers be congratulated on their impressive upgrade of the CCTV Control Room, and that the Council continued to work in partnership with the Police, and allow access to Members of the Police Force who might not be able to operate in active duty.
6. That consideration be given to extending the hours of operation when the Control Room was manned, in order to achieve the maximum possible results of identifying crime and anti-social behaviour when it was happening.
7. That the Out-of-Hours Team, rather than being based at a desk during night shifts, be located in the CCTV Control Room to alert operators to any issues that were being reported.

8. That Cabinet be requested to agree officers undertake a study into the use of facial recognition CCTV software to enhance community safety, including action to find missing children and vulnerable adults, and to ensure compliance with Data Protection requirements, reporting back to the Cabinet Member for Communities, Commerce and Regeneration on the way forward, and thereafter, the Committee for information.
9. Where possible, Hillingdon Council continued to fund additional officers who formed the Borough's Tasking Teams, who received instruction from the Community Safety Team on where to target, and focussed efforts based on local knowledge and priorities; and
10. That the Cabinet Member for Community, Commerce and Regeneration be requested to submit the Council's comments to the Mayor of London and MOPAC's review of the possible withdrawal of match funding previously given to Tasking Teams, supporting the continuation of this scheme to provide additional officers for our Borough.

Reasons for decision

Cabinet considered the Committee's review and endorsed the recommendations from it, noting that the recommendations would maintain and improve the already successful partnership with the Metropolitan Police and, in turn, ensure the safety of local residents across the Borough.

Alternative options considered and rejected

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

Officers to action:

Luke Taylor, Democratic Services (Monitoring)
Dan Kennedy, Residents Services (Implementation)

Classification: Public

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

6. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 2

RESOLVED:

That Cabinet:

1. **Notes the budget position as at May 2019 (Month 2) as outlined in Table 1 of the report.**
2. **Notes the Treasury Management update as at May 2019 at Appendix E of the report.**
3. **Continues the delegated authority up until the September 2019 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 noted those consultancy and agency assignments over £50k approved under delegated authority between the 20 June 2019 and 25 July 2019 Cabinet meetings, detailed at Appendix K of the report.

4. **Accepts funding of £645k from High Speed Two (HS2) Limited in respect of the HS2 Road Safety Fund.**
5. **Approves the following grants from the Special Provision Capital Fund to Uxbridge College (£40k) and Moorcroft School (£250k) and the associated total capital release of £290k.**
6. **Accepts £9k grant funding from Transport for London for the Borough Officer Training Programme.**
7. **Accepts the £45.9k National Children's Bureau (NCB) funding for SENDIASS.**
8. **Agrees, with regard to card payments for Business Rates, that the Council remove the facility to pay by credit card and accept only debit cards.**
9. **As set out in Appendix G of the report, approves a public consultation exercise on the following potential amendments to the Council's local Council Tax Reduction Scheme with a view to reforming the scheme with effect from April 2020:**
 - a. **Introduction of a Banding Scheme for Working Age Claimants, including a simplification of non-dependent deductions;**
 - b. **Reducing the capital limit for the scheme from £16k to £6k in line with Universal Credit; and;**
 - c. **Establishing a £1 minimum weekly award.**
10. **Approves acceptance of gift funding in relation to a Planning Performance Agreement in accordance with the provisions of Section 93 of the Local Government Act 2003 for:**
 - a. **Former Nestle Factory Site £50k**
 - b. **Airport Bowl, Bath Road £43k**
 - c. **Master Brewer Site, Hillingdon Circus £43k**
11. **Approves a new charging structure for the installation of vehicle crossovers as set out in Appendix H of the report.**
12. **Endorses the development of the commercial waste service and approves the revised fee structure as set out in Appendix I of the report;**
13. **Approves a new charge of £50 for Change of Name Deeds for the Registration Service, with additional copies at time of issue £10, at a later date £20.**
14. **Ratifies the special urgency contract decision taken on 2 July 2019 as set out in Appendix J of the report.**

Reasons for decisions

Cabinet was informed of the latest Month 2 forecast revenue, capital and treasury position for the current year 2019/20 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a number of other financial related decisions, including the acceptance of grants from the Special Provision Capital Fund, together with the accepted funding from High Speed Two (HS2) Limited in respect of the HS2 Road

Safety Fund, from the National Children's Bureau for SENDIASS, from Transport for London in respect of the Borough Officer Training Programme, and gift funding in relation to Planning Performance Agreements at various sites across the Borough.

Cabinet approved changes to card payments for business rates, a new charging structure for vehicle crossovers, and new charges for Change of Name Deeds.

Cabinet approved a public consultation exercise on potential amendments to the Council's local Council Tax Reduction Scheme, and endorsed the development of the commercial waste service together with a revised fee structure.

Furthermore, a decision previously taken under delegated authority to appoint a Works Contractor for new build and refurbishment at 1, 3, 5, & 7 Lundy Drive, was ratified.

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.

7. APPOINTMENT OF CONTRACTOR FOR TRANCHE 7 HOUSING DEVELOPMENT - NELSON ROAD, FORMER GARAGE SITE, HILLINGDON

RESOLVED:

That Cabinet:

- 1. Accepts the tender from Collier Contracts Ltd for the provision of Construction Services to the London Borough of Hillingdon for the Redevelopment of Nelson Road Former Garage Site and at the value of £1,805k.**
- 2. Agrees the appointment of Faithful + Gould Limited for professional, technical and construction services, to take the project through to final RIBA Stage 6 at a value of £120k.**
- 3. Delegates all future decisions regarding the project to the Leader of the Council and the Cabinet Member for Finance Property and Business Services, in conjunction with the Deputy Chief Executive and Corporate Director of Residents Services.**

Reasons for decisions

Cabinet noted that the proposed development would generate rental income for the Housing Revenue Account (HRA) and potential general fund savings through the reduction in the number of B&B households.

Alternatives considered and rejected

Cabinet considered the disposal of the site, but this was rejected in favour of the proposed scheme, which would benefit local residents through the provision of larger rented homes.

Officer to action:

Carmel Hynes, 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.

8. COLLECTION AND RECYCLING OF HIGHWAYS ARISING, BULKY ITEMS AND STREET LITTER

RESOLVED:

That Cabinet:

- 1) Accepts the tender from Quattro (UK) Ltd for the collection and processing of highways arisings and street sweepings (lots 1 & 2) on behalf of the London Borough of Hillingdon for a three year period from 24 August 2019 to 23 August 2022, including the provision to extend the contract for a two year period (five years in total), subject to the approval of the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services. Estimated value of £255,574 over the total five years.**
- 2) Accepts the tender from Powerday PLC for the collection and processing of bulky items and street cleansing material (lots 3 & 4) on behalf of the London Borough of Hillingdon for a three year period from 24 August 2019 to 23 August 2022, including the provision to extend the contract for a two year period (five years in total), subject to the approval of the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services. Estimated value of £3,108,463 over the total five years.**

Reasons for decisions

Cabinet noted the tendering exercise carried out and approved the recommendation to agree a dual contract award to ensure best value for the Council's waste handling services.

Alternatives considered and rejected

Cabinet could have agreed to extend the current contract, use waste disposal contracts via its partner waste disposal authority (West London Waste Authority), or mandate that various departments make their own arrangements for the handling of different waste streams. These options were rejected on the basis that these would not account for recent operational changes and would incur higher costs.

Officers to action:

Nicola Herbert, Residents Services
Allison Mayo, Finance

Classification: Private

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9. SUPPLY OF TREE MAINTENANCE SERVICES

RESOLVED:

That Cabinet:

- 1. Accepts the tender from Red Squirrel Tree Surgery Ltd. for the provision of Tree Maintenance Services to the London Borough of Hillingdon for a three year period from 4 September 2019 to 3 September 2022 and at the value of £1,168,770 (annual cost £389,590).**
- 2. Furthermore, that this include the provision to extend the contract by a two year period (5 years in total), subject to the approval of 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.**

Reasons for decisions

Cabinet noted the tender exercise undertaken, and approved the appointment of Red Squirrel Tree Surgery Ltd to ensure a high quality and cost effective service.

Alternatives considered and rejected

Cabinet could have chosen not to appoint the recommended provider, though this would not have allowed for cost efficiencies or robust contact and supplier relationship management.

Officers to action:

Stuart Hunt, Residents Services
James Patterson, Finance

Classification: Private

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10. CONTRACT FOR THE PROVISION OF THE CHILDREN ADOLESCENCE MULTI AGENCY PSYCHOLOGICAL SERVICE

RESOLVED:

That the Cabinet accept the Single Tender from Central North West London NHS Foundation Trust (CNWL) for the provision of a Children Adolescence Multi Agency Psychological Service and an early intervention psychologist for the period 1 April 2019 - 31 March 2021, at a total cost of £698,008 over the two year period (equivalent to £349,004 per annum).

Reasons for decision

Cabinet approved the award of the Single Tender to ensure the continuation of care and support services for children and young people and their parents/carers with Mental Health Needs.

Alternatives considered and rejected

None, as the Council remains under a duty to provide mental health services to residents and it would be unlikely that there would be any effective or genuine competition for a contract of less than two years duration.

Officer to action:

Zafer Yilkan, Social Care

Classification: Private

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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. PROCUREMENT OF 27 CAGED TIPPER VEHICLES

RESOLVED:

That Cabinet accept the tender from Isuzu Truck Ltd for the provision of 27 caged tipper vehicles to the London Borough of Hillingdon and the proposal to award the contract for the value of £721,710.

Reasons for decision

Cabinet approved the award of contract to ensure reduced costs to the Street Cleansing and Green Spaces services.

Alternatives considered and rejected

Cabinet could have continued to use hired vehicles. However, this would result in higher costs.

Officers to action:

Stephen Gunter, Residents Services
James Patterson, Finance

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. AWARD OF CONTRACT FOR PROVISION OF RECRUITMENT SERVICES FOR SOCIAL WORK PROFESSIONALS

RESOLVED:

That Cabinet:

- 1. Approves the award of a four-year contract to Sanctuary Ltd. for the provision of interim / temporary qualified social workers and the sourcing of candidates for permanent qualified social worker recruitment.**
- 2. Agrees the direct award of this contract via the Eastern Shires Procurement Organisation (ESPO) 3S Strategic HR Services.**

Reasons for decisions

Cabinet approved the contact to ensure greater efficiencies and cost savings when sourcing and recruiting social workers.

Alternatives considered and rejected

Cabinet could have maintained the current managed service provision or entered into a full open tender process; however, this would forego the improved efficiencies and cost savings available through the new contract.

Officer to action:

Mike Talbot, Human Resources

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.

13. AWARD OF CONTRACT: CARE AND WELLBEING SERVICE FOR ADULTS WITH MENTAL HEALTH NEEDS

RESOLVED:

That Cabinet:

- 1) Accepts the tender from Ability Housing Association for the provision of a care and wellbeing service for people with mental health needs to the London Borough of Hillingdon for a four year period from 1 December 2019 until 30 November 2023 at a contract price of £5,825,364 (£1,456,341 per annum).**
- 2) Furthermore, that this includes the provision to extend the contract for up to two further years, subject to the approval of the Leader of the Council and Cabinet Member for Social Services, Housing, Health and Wellbeing, in consultation with the Corporate Director of Social Care.**

Reasons for decisions

Cabinet approved the recommendations to ensure that the needs of residents living in accommodation-based services were met.

Alternatives considered and rejected

None, as a competitive tender service was undertaken in accordance with public contract regulations.

Officer to action:

Kate Kelly-Talbot, Social Care

Classification: Private

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14. VOLUNTARY SECTOR LEASES

RESOLVED:

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

Reasons for decision

Cabinet agreed lease renewals to the Northwood Rifle and Pistol Club, Haste Hill Northwood and the Cavendish Cricket Club. Cabinet's decision enabled the organisations concerned to benefit from the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

Alternative options considered and rejected

None.

Officer to action:

Michele Wilcox, Residents Services

Classification: Private

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

No additional items were considered by the Cabinet.

The meeting closed at 7.25pm.

***Internal Use only - implementation of decisions**

When the Cabinet's decisions come into effect

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions.

All decisions of the Cabinet can, therefore, be implemented by officers upon the expiry of the scrutiny call-in period which is:

From 5pm, Friday 2 August 2019

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@hillingdon.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](#).

CONSERVATION AREA APPRAISAL STATEMENT FOR NORTHWOOD TOWN CENTRE & GREEN LANE CONSERVATION AREA AND THE LOCAL LIST OF BUILDINGS OF ARCHITECTURAL OR HISTORIC IMPORTANCE

Cabinet Member(s)	Councillor Keith Burrows
Cabinet Portfolio(s)	Cabinet Member for Planning, Transportation & Recycling
Officer Contact(s)	Mark Butler & James Rodger - Resident Services
Papers with report	Appendix 1: Appraisal for Northwood Town Centre, Green Lane Conservation Area Appendix 2: 14 proposed list entries on the Council's Local List of Buildings of Architectural or Historic Interest Appendix 3: Consultation Responses and Proposed Amendments

HEADLINES

Summary	To seek approval from Cabinet to amend and adopt the Conservation Area Appraisal Statement for Northwood Town Centre, Green Lane Conservation Area and to add the 14 locally listed buildings in Northwood to the Council's Local List of Buildings of Architectural or Historic Importance following the public consultation.
Putting our Residents First	This report supports the following Council objectives of: Our Built Environment; Our Heritage and Civic Pride.
Financial Cost	There are no direct costs above existing departmental resources associated with the recommendations of this report.
Relevant Policy Overview Committee	Resident, Education and Environmental Services
Relevant Ward(s)	Northwood Ward for character appraisal. Northwood Ward & Northwood Hills Ward for additional local listings.

RECOMMENDATIONS

That the Cabinet:

- 1) **Considers the responses to the draft Appraisal for The Northwood Town Centre, Green Lane Conservation Area, as attached in Appendix 3 following the public consultation;**
- 2) **Formally adopts the Northwood Town Centre, Green Lane Conservation Area Appraisal as attached in Appendix 1 and;**
- 3) **Approves the addition of the 14 new entries to the Local List of Buildings of Architectural or Historic Importance as attached in Appendix 2, following the positive response to the public consultation.**

Reasons for recommendation

1) The Northwood Town Centre, Green Lane Conservation Area has come under increasing pressure from new development. This has the potential to cause harm to its character and appearance. Despite the Conservation Area being designated in November 2009 there is no document that clearly describes the special historic and architectural character of the area. In order to support the original citation for designating the Conservation Area, Historic England advises that 'Conservation Area Appraisals' should be produced.

2) The 6 week public consultation has been completed and the responses reviewed. Following the review a number of minor amendments and corrections are recommended to the draft document prior to formal adoption. These are set out in Appendix 3.

3) The Local List of Buildings of Architectural or Historic Importance recognises buildings that are considered to be of local architectural and historic importance that contribute significantly to the unique character and sense of local distinctiveness of the Borough. The proposed 14 buildings to be added to the list have been assessed against the Council's Eligibility Criteria and scoring for Locally Listed Buildings (2009) and merit inclusion on the list; their designation supports the work undertaken as part of the development of the character appraisal. The proposed buildings to be added to the list received a generally positive response during the public consultation.

Alternative options considered / risk management

- 1) Not to approve the proposed amendments to the draft conservation area appraisal.
- 2) Not to formally adopt the draft conservation area appraisal leaving the Northwood Town Centre, Green Lane Conservation Area vulnerable to insensitive change and development.
- 3) Not to agree to the 14 buildings being added to the Local List of Buildings of Architectural or Historic Importance leaving buildings worthy of local designation unrecognised and vulnerable to insensitive development, and the concerns of Members and residents unaddressed.

Democratic compliance / previous authority

Cabinet previously agreed in April 2019 to public consultation on the character appraisal and 14 additions to the local list.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

On the 18th April 2019 Cabinet resolved to;

A. Northwood Town Centre, Green Lane Conservation Area Appraisal

1) Approves for consultation, the draft Appraisal for The Northwood Town Centre, Green Lane Conservation Area as attached in Appendix 1, and;

2) Authorises officers to undertake public consultation, for 6 weeks, with all local residents, businesses, Ward Councillors and amenity societies in the area concerned.

B. 14 New Entries to Local List of Buildings of Architectural or Historic Importance

3) Approves for consultation, the 14 new entries to the Local List of Buildings of Architectural or Historic Importance as attached in Appendix 2.

4) Authorises officers to undertake public consultation, for 6 weeks, with all the owners/occupiers of the buildings included in the list.

The public consultation took place over a six week period from Wednesday 12 June 2019 until 24th July 2019. The consultation was undertaken online, informing local residents about the Appraisal and the proposed 14 locally listed buildings providing details of where hard copies of the documents could be found and inviting them to make comments on its content. A copy of the document was sent to the Ruislip, Eastcote and Northwood Local History Society. Copies were also made available at Northwood Library, the Resident Services Planning Reception Area and also on the Council's website. An advertisement was also placed in the Uxbridge Leader and notifications were sent out through the Council's Facebook Page and Twitter accounts.

A total of 50 responses were received, the vast majority of which were positive and supported both the Northwood Town Centre, Green Lane Conservation Area Appraisal and the 14 new entries to the Council's Local List of Buildings of Architectural Importance. Responses were received from the two largest affected landowners (TfL and Northwood College for Girls) and these are briefly highlighted in the report, in part as they both provided very detailed comments.

The responses have been collated and have all been reviewed. Officers have been mindful of the Council's duty under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990, which states 'it shall be the duty of a local planning authority from time to time to

formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas'. Historic England were also consulted and their feedback noted. A table format has been used containing a summary of each consultation response along with an officer response and is attached in Appendix 3.

Key comments/corrections include:

- The proposed locally listed buildings need to be added to the buildings audit map in the character appraisal (will be added, subject to their approval by Cabinet).
- Barclays wrongly marked as a former bank in the local listing documents (this will now be corrected).
- A large number of residents in The Drive, Northwood support No. 46 The Drive being locally listed.
- Split views on whether more or less shops should be locally listed in light of retail viability. It is concluded that all proposed inclusions in the list are appropriate, but no further shop listings are required.
- Detailed concerns raised by Northwood College, in particular concerning what are important views and regarding the wording of specific text in the character appraisal. Officers have reviewed the comments received and are recommending minor changes to the character appraisal to address some of the concerns raised (in particular regarding the views analysis).
- Detailed concerns raised by TfL. TfL raise concerns regarding Station Approach, how it is described in the character appraisal and whether it warrants such emphasis. They have concerns regarding inclusion of the Coral building in the local list, which they note was refused statutory listing. Appendix 3 does address every concern TfL has raised. However there are no recommended changes to the Character Appraisal or Local List concerning TfL owned buildings. Officers consider that all matters relating to TfL properties (and indeed all properties highlighted in the documents) have been considered objectively.

Following the outcome of this process it is recommended that a small number of amendments are undertaken to make some parts of the document to make it clearer and to correct factual errors. The recommended amendments are covered in the officer response within the table of Appendix 3.

Officers seek approval from Cabinet for these amendments to be undertaken to the document and for the Northwood Town Centre, Green Lane Conservation Area Appraisal to be formally adopted and the 14 new entries to the Council's Local List of Buildings of Architectural Importance draft document to be added to the list.

Financial Implications

There are no direct costs above existing departmental resources associated with the recommendations to this report. All works associated with the revision to the Northwood Town Centre, Green Lane Conservation Area Appraisal Statement are to be managed within existing service budgets. Existing staff members will undertake amendments to the Conservation Area Appraisal, upload documents onto the Council's website and plot the buildings onto the Council's GIS System.

RESIDENT BENEFIT & CONSULTATION

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

The proposed character appraisal and local list additions will help protect the Borough's heritage from harmful development proposals.

Consultation carried out or required

As explained in the report, the consultation on both the character appraisal and additions to the local list was undertaken online. Documents were sent to the Ruislip, Eastcote and Northwood Local History Society. Copies were also made available at Northwood Library, the Resident Services Planning Reception Area at the Civic Centre and also on the Council's website. An advertisement was also placed in the Uxbridge Leader.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report and associated financial implications, confirming that direct costs associated with the recommendations set out above are limited to undertaking a public consultation which will be managed within existing service budgets.

Legal

The Borough Solicitor confirms that the legal implications are contained within the body of the report.

Infrastructure / Asset Management

With the exception of various areas of adopted highway which are owned freehold by the council, the only other council owned properties within the Northwood Town Centre, Green Lane Conservation Area are Northwood Library and the car park opposite, both in Oaklands Gate and 20 Maxwell Road which is held as Housing. The 14 properties proposed as new entries to the Local List of Buildings of Architectural or Historic Importance are all privately owned.

BACKGROUND PAPERS

The draft character appraisal takes account of the wider Conservation Area Policy guidance contained in Hillingdon's Unitary Development Plan Saved Policies document (Sept. 2007), as incorporated into The Hillingdon Local Plan (2012), the National Planning Policy Framework (February 2019) and Planning (Listed Building & Conservation Areas) Act 1990.

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Northwood Town Centre, Green Lane Conservation Area Appraisal

September 2019



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Adopted: September 2019

Note: Every effort has been made to ensure the accuracy of this document but due to the complexity of conservation areas, it would be impossible to include every facet contributing to the area's special interest. Therefore, the omission of any feature does not necessarily convey a lack of significance. The Council will continue to assess each development proposal on its own merits. As part of this process a more detailed and up to date assessment of a particular site and its context is undertaken. This may reveal additional considerations relating to character or appearance which may be of relevance to a particular case.

What does a conservation area designation mean?

A conservation area is defined under section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as 'an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. Local planning authorities have a duty to designate such areas as conservation areas. Section 71 of the Act requires local planning authorities '...to formulate and publish proposals for the preservation and enhancement...' of these conservation areas.

Once designated, proposals within a conservation area become subject to local conservation policies set out in the Council's Local Plan and national policies outlined in part 16 of the National Planning Policy Framework 2019 (NPPF). Our overarching duty which is set out in the Act is to preserve or enhance the historic or architectural character or appearance of the conservation area.

A conservation area appraisal aims to describe the special historic and architectural character of an area. A conservation area's character is defined by a combination of elements such as architecture, uses, materials and detailing as well as the relationship between buildings and their settings. Many other elements contribute to character and appearance such as the placing of buildings within their plots; views and vistas; the relationship between the street and the buildings and the presence of trees and green space.

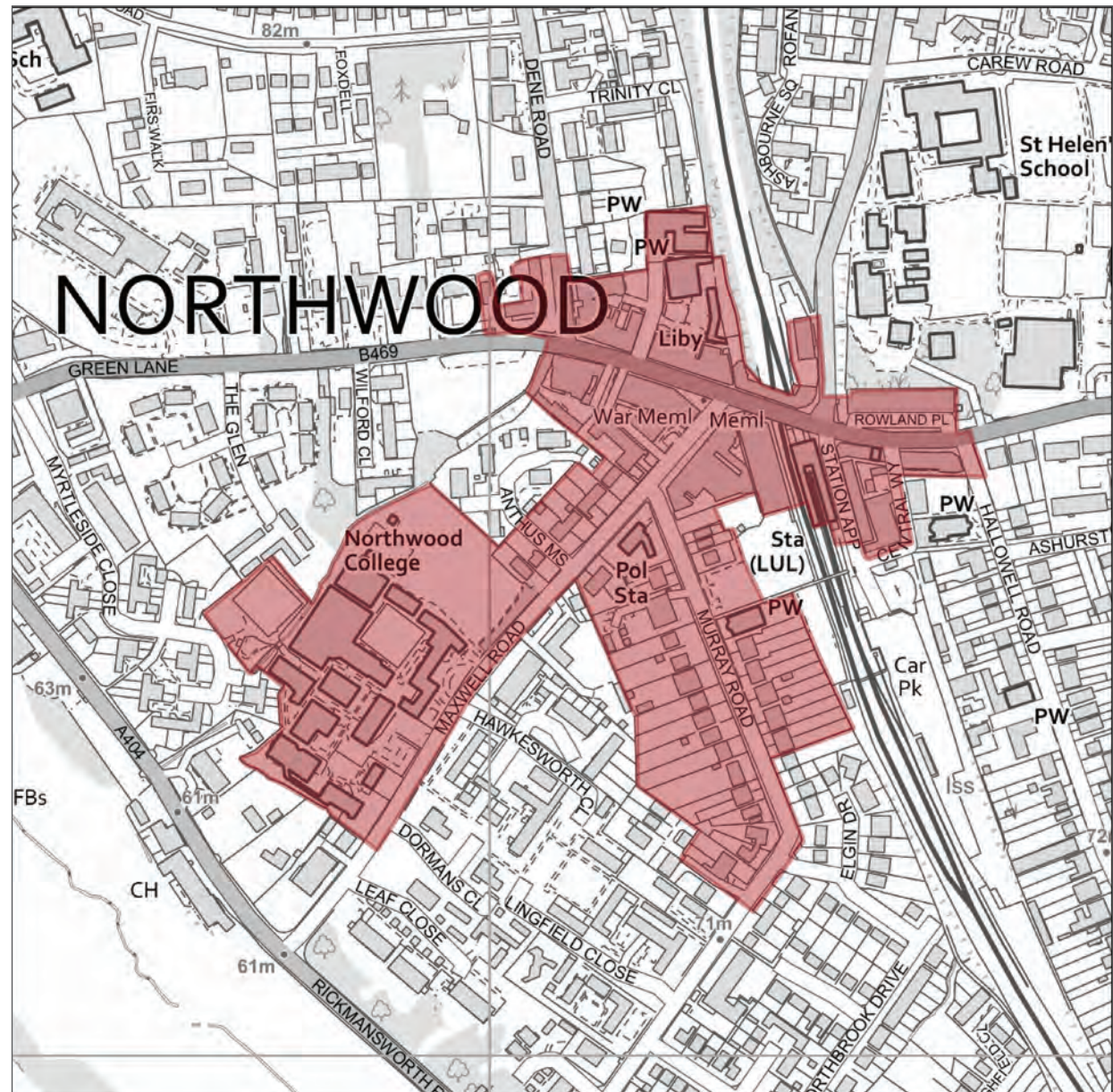


Figure 1. Northwood Town Centre, Green Lane Conservation Area – shown in red

This document has been produced using the guidance set out by Historic England in their document, *Conservation Area Designation, Appraisal and Management: Historic England Advice Note 1* (second edition) 2019. This appraisal will be a material consideration when assessing planning applications.

Purpose of this document

The aims of this appraisal are to

- describe the historic and architectural character and appearance of the area which will assist applicants in making successful planning applications and decision makers in assessing planning applications
- raise public interest and awareness of the special character of their area
- identify the positive features which should be conserved, as well as negative features which indicate scope for future enhancements

Summary of character

Northwood Town Centre, Green Lane Conservation Area was designated on 2nd December 2009. It is a relatively small conservation area comprising the commercial core of the Northwood area, centred on the junction of Green Lane and Maxwell Road. It extends along Green Lane on the east side of the railway up to Hallowell Road and includes Station Approach as well as most of the residential Maxwell and Murray Roads.

Green Lane was a quiet country lane until the opening of Northwood Station in 1887. As with other areas of north-west London, the arrival of the railways was

the catalyst for growth and the conservation area encompasses the heart of the new development proposed by Frank Murray Maxwell Hallowell Carew (1866-1943). He acquired the Eastbury Estate which included the Grange Estate covering the Green Lane area in 1887. By 1891 he had laid out the road pattern naming the roads after himself and his family and had sold off all the plots for development. This shared history of urban development underpins and unifies the conservation area.

Today Green Lane is an important commercial centre and transport interchange for the area. Most of the buildings within the conservation area are of high quality design and include a variety of different architectural styles including Arts and Crafts, neo-classical, Tudor/Flemish, Baroque and Georgian revival as well as 1930s Art Deco, all with very good decorative features.

The area is characterised by its late Victorian and Edwardian architecture with pitched roofs, half timbering, strong gables, sash windows, leaded lights, dominant chimney stacks, and decorative door surrounds. It is notable for the vernacular character of the parades of shops which is in contrast to the “superior” classical style of the financial institutions.

To the east of the railway there is a stronger twentieth century character albeit with reference to Georgian and vernacular architectural styles. The residential roads are leafy and suburban while there is a notable lack of greenery along the commercial sections of Green Lane.

The conservation area includes a grade II listed building and war memorial as well as four locally listed buildings.



Maxwell Road, looking north

Location and setting

Northwood Town Centre is located in the north east corner of the London Borough of Hillingdon in Northwood ward, approximately 14.5 miles north-west of Charing Cross. It is situated in the historic county of Middlesex on high ground surrounded by an arc of suburbs from Batchworth Heath round to Northwood Hills. Open countryside remains to the north-west stretching towards Harefield.

As its name suggests Northwood lies north of ancient woodland which survives in the form of the Ruislip Woods National Nature Reserve. Ruislip and Eastcote villages are located to the south of the woods and the River Pinn. Collectively Ruislip, Eastcote and Northwood were once part of the ecclesiastical parish of Ruislip.

Northwood is at a high point for the area, the land broadly rises up from south to north. Green Lane ambles across the slope so that the land and roads to the south of Green Lane slope away and those to the north rise up. The area is bisected by the Metropolitan Line which prompted the development of the area.

The area's geology, London Clay on Reading Beds with pebbly gravel on the hill tops has in the past provided rich natural resources for exploitation. Historically the area was mined for sand, chalk and clay and was conducive to the production of brick and tile making.

The conservation area is attached to two other conservation areas, The Glen and Frithwood. It is also surrounded by suburban developments that are designated as Areas of Special Local Character. These are: Dene Road and Old Northwood nearby and Copsewood Estate, Gatehill Farm Estate, Hillside, and Northwood Hills further afield.

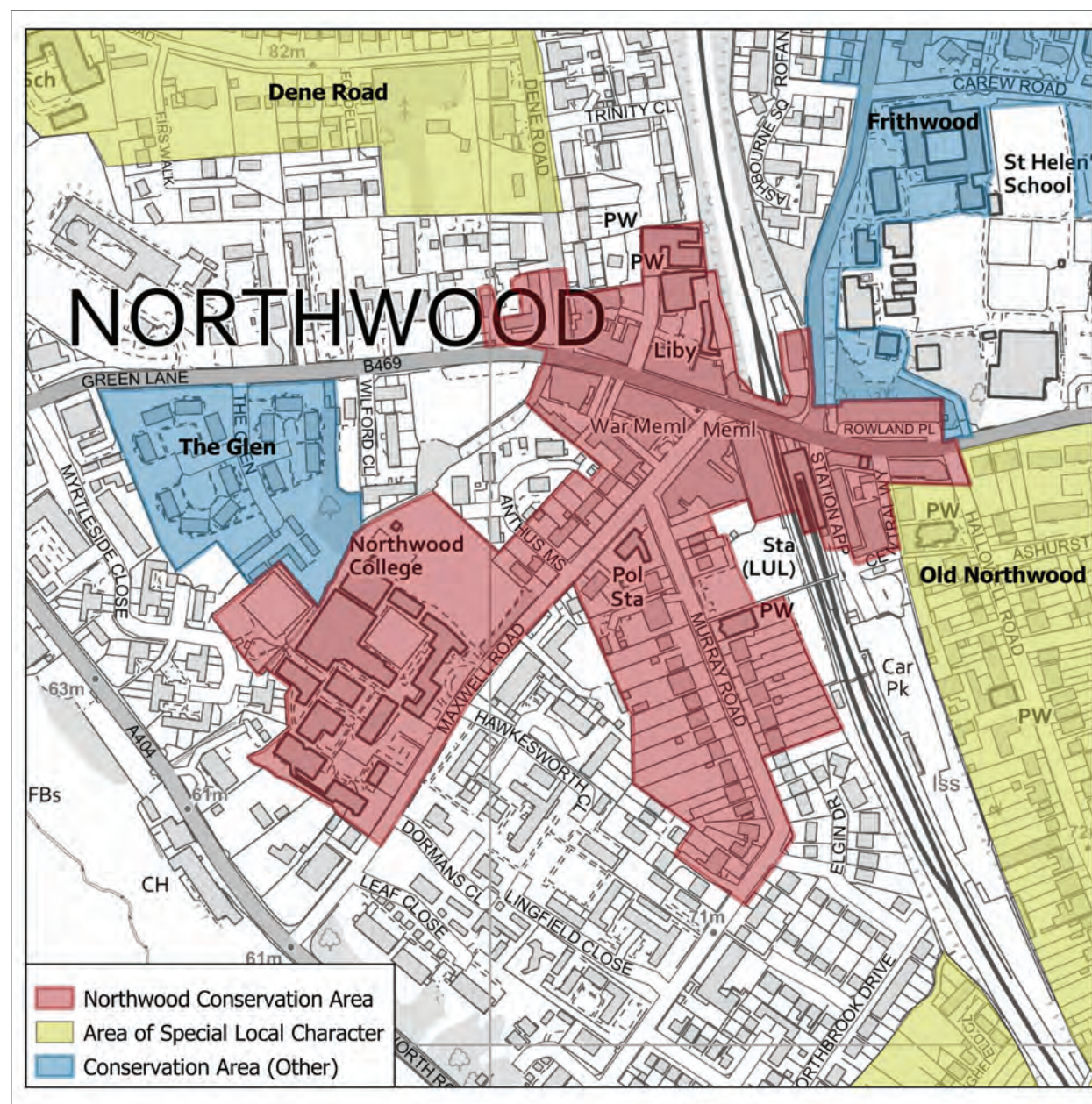


Figure 2. Conservation area context map

Urban Form/Street Layout

Green Lane was once a rural lane connecting the main Rickmansworth Road to the outlying farmsteads of Green Lane Farm and Gateshill Farm. Following the opening of Northwood Station on the Metropolitan Line in 1887 new roads were laid out for development by Frank Murray Maxwell Hallowell Carew to both north and south of Green Lane on either side of the railway cutting.

On the north side of Green Lane are Dene Road, the cul-de-sac Oaklands Gate and on the east side of the railway, Eastbury Road. On the south side is Maxwell Road forming the main junction at the heart of the conservation area, this links Green Lane to the Rickmansworth Road. Murray Road is a smaller residential spur road off Maxwell Road also linking to the Rickmansworth Road.

To the east side of the railway south of Green Lane is Station Approach laid out to access the original station when it was at the bottom of the slope. Further east is the residential Hallowell Road which runs parallel to the railway until it gently curves to the east to meet Northwood High Street.

Green Lane is now the commercial heart of Northwood with mostly three storey parades of shops with offices and apartments on the upper floors. On the west side of the railway these are predominantly Victorian/Edwardian with similar widths and depths. While on the east side the parades are early to mid-twentieth century with varying widths, depths and heights. Chester Place is notably taller at four storeys particularly in contrast to the two storey parade by Station Approach. Over the railway itself are single storey retail units on the north side of the bridge and the single storey station on the south side.

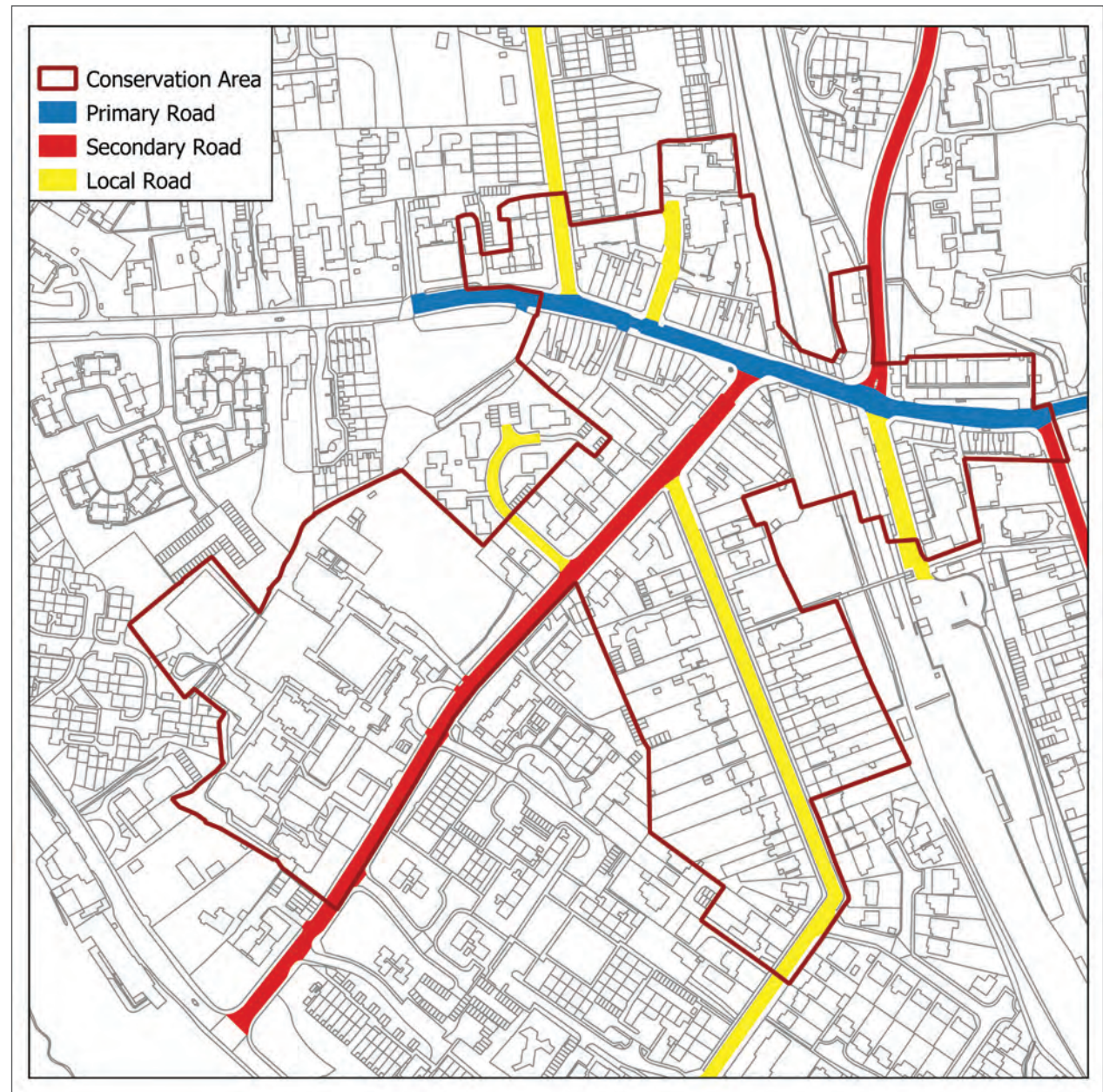


Figure 3 Conservation area road hierarchy map

Originally the grain of the building plots along Maxwell Road were generous and high status on both sides and were intended for large two storey private houses. By the First World War the west side of the road nearer Green Lane was divided into smaller housing plots. On the east side at the top of Maxwell Road is a two and half storey Edwardian shopping parade.

The character of the southern end of the road is dominated by Northwood College for Girls and is open and much of the original grain erased.

Plots along Murray Road were always smaller and lower status and were laid out in different stages by 1896 on the west side and by 1914 on the east side. Murray Road remains predominantly residential with two to two and half storey detached and semi-detached houses. As with Maxwell Road, modern development has altered this character with the access to the car park of Waitrose and some modern replacement blocks of flats at the northern end.

The building plots on Dene Road were always generous and high status however it is only the southern end which is within the conservation area and this has been redeveloped with terraced housing and blocks of flats of three storeys.

Land Uses

There are a variety of land uses within the conservation area, some historic others more recent. Green Lane was and remains a commercial thoroughfare with commercial units at street level with a mixture of retail and restaurant use and offices and flats on the first and second floors above.

The area is characterised historically by the number of financial institutions on the corners of the parades of shops along Green Lane. Only Barclays

remains, elsewhere they are now used as restaurants or in the case of the former National Provincial Bank, a betting shop. The former Post Office is now a pizza restaurant.

Although originally laid out for residential use the southern end of Maxwell Road was quickly bought up and developed as a school for Northwood College for Girls. The school has absorbed two former detached houses and built several modern buildings for school use to the rear, some of the site is used for sporting activities.

The Misty Moon pub remains in use while another pub to the rear of Clive Parade has been demolished and redeveloped as an apartment block, Pinnacle apartments. The listed police station at the corner of Murray and Maxwell Road has recently closed and awaits redevelopment.

Murray Road remains predominantly residential with the exception of the loss of several plots to create an access to Waitrose Car Park and the modern Northwood United Synagogue. The houses are mostly semi-detached but some are now converted into flats. A few houses have been replaced with larger modern apartment blocks.

The Northwood Methodist Church remains in use as a religious building while Oaklands House was converted and extended in 1977 to house the Northwood Liberal Synagogue and the Northwood United Synagogue is a modern religious building on Murray Road.

The Northwood railway station on the corner of Station approach retains its original use from when it was built in the 1960s. On the residential side roads, gardens remain an important land use both front and back and make an important contribution to the character of the conservation area.



Green Lane sign



Maxwell Road sign



Green Lane, former post office, parade of shops and apartment block

Green Spaces

Green spaces make a significant contribution to the character of the residential roads in the conservation area. They form an attractive contrast to the architecture as well as an environmental habitat.

In contrast to the residential roads, Green Lane, within the conservation area, is notable for its absence of greenery with the exception of the lawns, shrubs and trees in front of Greenhill Court at the entrance to the commercial heart of Green Lane. There is also a small landscaped area in front of Waitrose and at the corner of Eastbury Road next to Rowland Place.

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The setting at either end of Green Lane and along Eastbury Road is notably green and verdant and provides an appealing contrast and backdrop to the architecture of the road.

Along Maxwell and Murray Roads the gardens of the houses and the grounds of Northwood College all provide green spaces. The front gardens of numbers 8 to 22 on the west side of Maxwell Road have hedges and attractive planting which contribute positively. The playing fields of Northwood College provide the largest green space within the conservation area which is bordered by mature trees and shrubs acting as a green screen along Maxwell Road. A lawn remains in front of the main school building. The east side of Maxwell Road forms the setting to the conservation area and has a screen of mature trees in front of open green space.

Murray Road has boundary hedges in front of many of the houses, even where the front gardens are no longer in use as gardens. Where gardens remain they are planted with a variety of shrubs and other plants.



Figure 4 Green spaces, aerial photo 2015

There are views between the semi-detached houses providing glimpses of gardens and trees beyond in the rear gardens. Along most of the road there is a narrow strip of green verge.

Oaklands Gate is notably lacking in green space although there is some low hedging outside the library which softens the impact of the surrounding buildings and extensive hard standing.

Gaps

Along Green Lane the parades of shops are tightly packed with the only space between buildings being the roads, alleyways and the railway. Gaps are found to the rear of the parades of shops and are visible at Oaklands Gate, Murray Road, Hallowell Road.

Over the railway bridge there is a significant sky gap as well as in the area to either side over the Arts and Crafts parade of shops on the corner of Station Road and above Waitrose. The openness and feeling of spaciousness of this area contrasts with the tightly packed character elsewhere along Green Lane and contributes positively to the character of the conservation area.

On the residential roads there are regular gaps between the houses allowing views to the rear gardens behind contributing to a more spacious feel than the commercial areas. The Waitrose entrance and car park creates its own large gap on Murray Road.

At the end of Maxwell Road there is a long gap for the sports grounds of Northwood College. The locally listed buildings numbers 30 and 32 retain their historic gaps as detached houses. This whole section has an openness that is in contrast to the northern section of the road.

The gaps to the rear of Oaklands Gate in front of the library and to the rear of the former post office are covered in hard standing for parking and do not contribute positively.

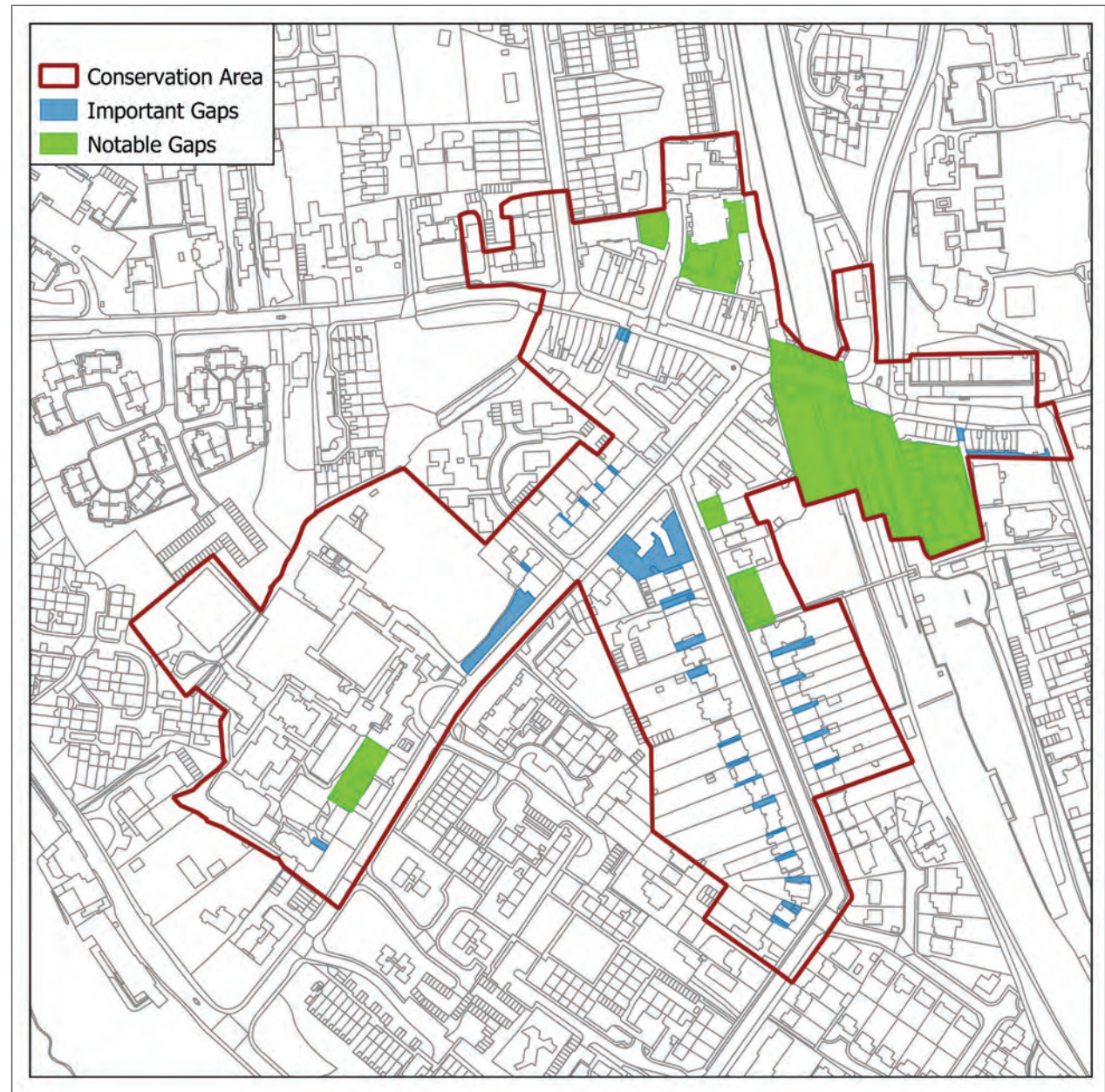


Figure 5 Townscape gap map

Materials and Finishes

The historic buildings in the conservation area are constructed principally of red brick with red clay tile roofs and painted timber windows and doors. Stone detailing is used in particular to denote the high status of the financial buildings. The natural materials combined with traditionally made materials and process of ageing and weathering contribute to a patina of age and charm that makes the conservation area special. There are of course exceptions and inevitably modern materials such as UPVc have eroded some of this character.

Traditional materials used in Northwood Town Centre include:

- Brick (mixture of hand-made bricks some locally manufactured in different shades of red, brown, and yellow as well as yellow stock brick and red rubbers). Used as facing brick and in brick walls.
- Lime (mortar)
- Slate, clay tile and lead (roofs)
- Painted timber (windows, doors, faux timbering, barge boards, porches, shop front fascias)
- Painted cast or wrought iron (railings, balconies)
- Terracotta (chimney pots and decorative panels)
- Glass (cylinder)
- Painted rough cast render (elevations)
- timber (fencing)
- Stone (facing materials to the former financial buildings, balustrades, parapets, dressings, door and window surrounds, lintels, cills, steps)
- Lead (leaded lights in windows)



Cast iron downpipe



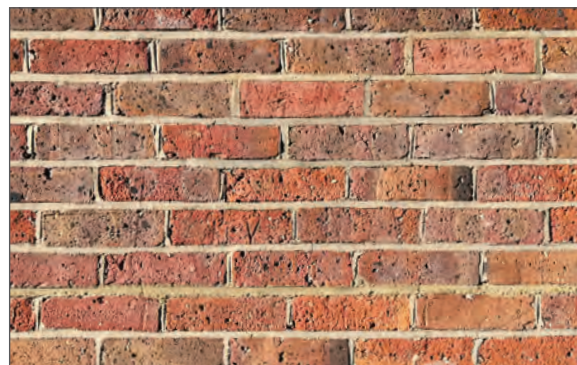
Brown and red brick with lime mortar



Brown brick



Glazed bricks



Red brick



Roughcast



Painted timber and glass



Stone



Timber and roughcast



Red Clay tiles

Buildings Audit

The buildings audit map shows the contribution made by buildings to the historic and architectural character of the area. For all buildings identified here as positive buildings, change must be managed to conserve and, where appropriate, enhance their significance in accordance with national and local planning policies. Where particular sites, buildings or additions to buildings are harmful or out of keeping with the broader character of the conservation area as outlined in this appraisal, the Council will support proposals and where possible, take opportunities to make improvements and enhancements in line with policies of the Local Plan.

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Listed Buildings A listed building is a building designated by the Government on the advice of Historic England as a building of special architectural or historic interest, which local authorities have a statutory duty to preserve or enhance.

Locally Listed Buildings A locally listed building is a building of architectural and historic interest of local importance that does not meet the criteria for national listing. It does not therefore carry statutory protection but instead is identified as a heritage asset whose conservation is a material consideration when determining the outcome of a planning application.

Positive Buildings These buildings make a positive contribution to the historic and architectural character and appearance of the conservation area. They are a key reason for the designation and significance of the conservation area.

Neutral Building These buildings may blend into the townscape by virtue of their form, scale or materials, but due to their level of design quality, fail to make a positive contribution.

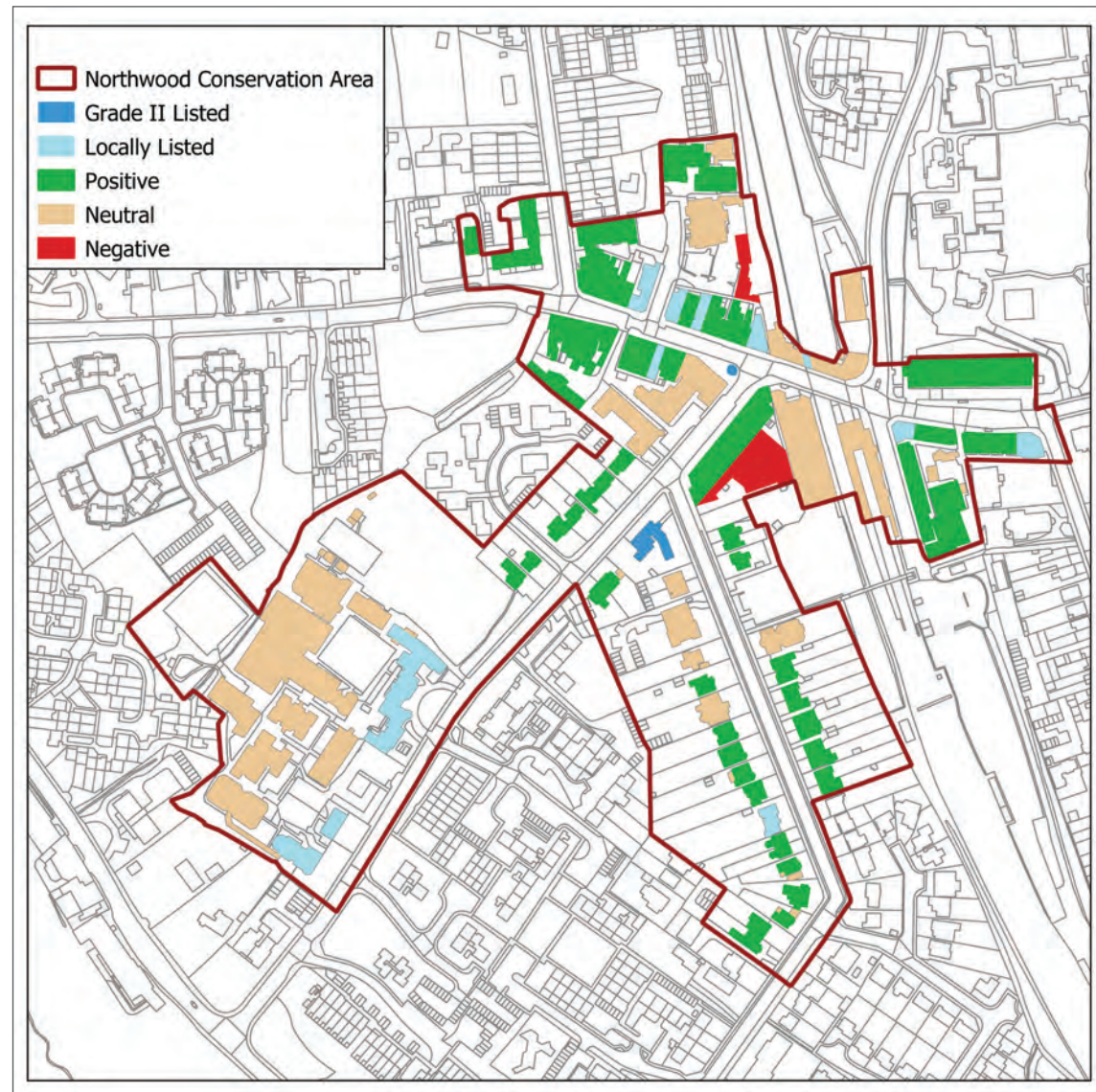


Figure 6 Buildings audit map

Negative Buildings Negative buildings are those which are out of keeping with the prevailing character of the conservation area.

ARCHITECTURE

The conservation area developed over an extended period from 1887 following the building of the original Northwood Station with most of the area completed by the time Chester Place was built in the 1930s. Rowland Place was a major addition in the 1960s and there have been more recent developments such as Waitrose and the Pinnacle Apartments on Maxwell Road.

The architectural interest of the area lies in the late Victorian and early twentieth century periods. Although there are a variety of architectural styles they are united in their interest in historicist revival styles such as the Arts and Crafts vernacular, neo-Tudor, neo-Baroque and neo-Georgian styles. The references to earlier architectural styles would have been gently reassuring for an entirely new suburb, firmly rooting it in the past.

DENE ROAD

Dene Road was laid out between 1887-1891 by Frank Carew as part of his vision for the area. The large size of the plots and high price of the houses in Dene Road reflected the high status of this road in the early development of Northwood. However, only the southern end of the road is included in the conservation area and is predominantly twentieth century in character.

The **telephone exchange** is a utilitarian flat roofed brick building with a neo-Georgian styled front elevation with six over six wooden sashes with stone key stones and red brick surrounds. The main door is set back to the side with a stone architrave. To the front is a wrought iron fence and gate set on a dwarf

brick wall. The rear of the building is visible from Oaklands Gate. Despite its functional purpose, the design is elegant and the materials have been chosen to sit harmoniously with their surroundings.

GREEN LANE (WEST OF RAILWAY)

Green Lane was a country road which dates back to at least the mid-eighteenth century. In Frank Carew's plan for the development of the area, he earmarked Green Lane for commercial development although some large plots were sold for grander detached houses such as Oaklands and Claremont within the conservation area.

The Pavement on the south side was the first section of shops to be completed while Rowland Place on the north side east of the railway was the last major section to be constructed. Despite the lengthy building phase Green Lane maintains architectural harmony through its use of a similar palette of materials and repeated motifs such as small pane windows and by neo-Georgian and vernacular architectural styling.



Telephone exchange, Dene Road



25 Green Lane

NORTH SIDE

The first house on entering the conservation area from the west is **number 25**. This is a square two and a half storey detached building with a red brick ground floor and rendered first floor under a tiled roof. It has a pair of distinctive double height bay windows with a double dormer above and chimney stacks to either side giving it a highly symmetrical appearance.

Greenhill Court is a large L shaped block of flats which wraps around the west corner of the junction of Green Lane and Dene Road. It was constructed in the 1960s/early 1970s on a large plot formerly for a single detached house. Architecturally it appears to take its neo-Georgian style from that of the telephone exchange and 27-29 Green Lane opposite. It is constructed of brown brick with contrasting red brick dressings and straight arches. The windows are small paned sashes while the entrance doors have classically detailed porches with pediments and columns.

Numbers 27-29 was built by the 1930s. It is designed to take advantage of its corner site with symmetrical projecting wings to either side of the main entrance to The Misty Moon Free house. The architectural style is similar to the Telephone Exchange and Greenhill Court which were most likely inspired by it. It is a three storey brick built building with small paned sash windows with red brick segmented arches and key stones on the first floor. On the Dene Road elevation there are attractive projecting courses of brick adding architectural interest. The ground floor of the public house and shop on Green Lane are modern.

Numbers 31-35 are unlikely to have been built at the same time as numbers 27 to 29 as there is an uncomfortable juxtaposition of eaves and soffits where they join. However the architectural style and materials are the same and the string course of no 27 to 29 continues with no 31-35. The shop fronts are modern. Number 31 and 33 have bay windows at first and second floor while number 35 projects forward with an interesting broken pediment feature over a full length glazed window and small wrought iron balcony.

The purpose built **Post Office** is located on the corner of Green Lane and Oaklands Gate and is now a restaurant. It is three storeys built in a Tudor/Flemish historicist style in brown and red brick with stone detailing and is a prominent and clearly public building. The Green Lane elevation has glazed bricks below two Serliana windows with leaded lights. The windows on the first and second floors rise to arched gables that ensure its visual prominence on the street. The main entrance has a stone architrave and flat hood with the words Post Office carved above the door. On Oaklands Gate there is another original door with a curved hood above.

There is a prominent and brick detailed stack above the dentilled cornice. The rear extension is original although its window openings have been altered but the lantern survives. This is a significant, well detailed building with its original doors and windows largely intact.



Former Post Office, Green Lane



27-29 Green Lane



31-35 Green Lane

Numbers 37-39 – formerly NatWest Bank is on a corner site facing the post office. It is designed in a Baroque revival style with a stone clad ground floor with brown and red brick detailing above. The main entrance door has stone carved swags above. There are red brick giant order ionic pilasters supporting a stone entablature with a balustraded parapet above. The windows are not original but modern replacements. At a later date number 39 was incorporated into the bank and its ground floor clad in stone. The elevation along Oaklands Gate has a similar door with a curved hood to that of the Post Office opposite. The baroque style expresses the importance of the building as does its prominent corner site. It has a strong architectural presence and is one of a group of financial institutions on corner sites along Green Lane.

Numbers 39-51, it is likely that this was originally planned as one parade but at some point a different builder or developer stepped in to finish the middle section which is of a different design. The whole parade is red brick above shop level and steps up the slope of Green Lane. The outer units, 39, 41 and 51 have a similar architectural design with distinctive Tudor/Flemish oriel windows under hipped roof gables on the second floor with “AD” on the plaster panels between the windows of 39 and 51 and “1911” on 41. Clearly these three buildings date from 1911 while the central section is likely to date from soon after as evidenced by maps. Numbers 43 to 49 have half-timbered gables to the street. All the windows are modern with the exception of number 51 and the oriel window of number 39.

The shop fronts are similarly modern with the exception of number 41 which has an early shop front with deeply inset door, glass fascia and original bracket for the awning.

Barclays Bank. This is a financial institution on a prominent corner site highly visible from Maxwell Road and is a landmark building. It is in a similar neo-baroque architectural style to the former NatWest bank but is grander due to its additional width and more prominent position. The two work together as architectural book ends for the parade in between.

It is a three storey building with a red brick ground floor and brown brick first and second floor with contrasting red brick ionic pilasters and detailing. The ground floor has a stone base and stone architraves with prominent keys stones around the windows. The main door has similar stone architrave surrounds and a flat hood supported on scrolled brackets with a decorative relief with swags above.

Red brick giant ionic pilasters rise through the first and second floors to support a stone entablature and balustrade behind which is a tiled roof with flat roofed dormers. The left hand bay has shallow bay windows rising through all three floors. Elsewhere there are six over six small paned sashes most of which are original. The detail of the main elevation on Green Lane continues on the east elevation overlooking the railway tracks. Prior to the building of the single storey shops over the railway this would have been more evident.



Former NatWest Bank, Green Lane



39-51 Green Lane



Barclays Bank, Green Lane

SOUTH SIDE

The Pavement, numbers 24-38. This was the first parade of shops built along Green Lane and is visible in the 1914 Ordnance Survey map. It is less flamboyant than its later neighbours. The parade is two and half storeys with shops on the ground floor with a red brick first floor with yellow brick decorative courses and dormer windows in the attic under slate roofs. The parade steps up the slope of Green Lane creating interest. There are two windows on each first floor with large paned single sash windows and a single dormer centrally positioned above.

To the rear of the Pavement located on an alley that runs behind, is an interesting surviving **outbuilding**, possibly a stable block. It is constructed of London stock brick with slate roofs and has three pitched roof dormers breaking through the eaves.

Numbers 40-48 This parade is separated from The Pavement by an alley which accesses the rear outbuilding. This is a symmetrically planned parade of five shops which matches the incomplete design on the other side of the road (numbers 39-51) and is suggestive of how this might have looked. The end units and central unit have half-timbered and rendered gables. The central gable projects further out with deep barge boards supported by scrolled brackets and rendered bay windows below on the first and second floors.

The rest of the building is red brick with some surviving leaded lights on the first floor. The non-gabled units have the Tudor/Flemish style oriel windows found opposite at second floor level. The

shops are modern with the exception of number 46 which has a distinctive art nouveau shop front with curved glass entrance windows. This is in notable contrast to the Tudor/Flemish revival style of the first and second floors.

During the 1960s the Northwood Hotel which had been one of the first buildings to be built in the area and a local landmark was demolished. **Clive Parade** replaced it and wraps around the corner of Green Lane and Maxwell Road and forms the back drop to the war memorial.

It is a three storey building on Green Lane with a single storey rear extension constructed in yellow brick. There is a central opening to access a two storey parade to the rear set back and running parallel to Maxwell Road. The front elevation has small wooden balconies on the first floor with a matching balustrade on the rear extension. The side elevation on Maxwell Road has pebble dash panels cladding the wall. Although it is clearly a later architectural intervention, the building has its own late twentieth century character which is not a wholly displeasing backdrop to the grade II listed war memorial.

The **Northwood War Memorial** Committee chose a design by a local man F. D. Bedford to commemorate those who had died in the First World War in November 1919. They commissioned W. Aumonier Jnr. to build it on land in front of the Northwood Hotel donated by Benskins Brewery of Watford. It was unveiled on 13 February 1921 in front of a crowd of 4-5000 people.



The Pavement, Green Lane



Outbuilding, rear of Green Lane



40-48 Green Lane

3. Architecture

The memorial is constructed in stone. The design has a stone cross on top of a pillar resting on a base with a square plinth inset with slate plaques upon which the names of the fallen are inscribed in gold with a commemorative inscription. The whole is installed at the top of four steps constructed in stone and red brick.

Its prominent position at the junction of Green Lane and Maxwell Road denotes its significance and it is a key landmark denoting the heart of the area.

Waitrose was built in 1987. It has been designed to sit in a low broad manner so as not to be detrimental to the character of the surrounding area as it is located on high ground by the railway. It appears as two storeys from the road in red brick with a tile roof in a broadly vernacular style although its true scale is more readily visible from the rear in Murray Road.

Page 35



Northwood War Memorial, Green Lane



46 Green Lane



Clive Parade, Green Lane



Waitrose, Green Lane

OAKLANDS GATE

This is a *cul de sac* which developed from the old driveway to Oaklands House which still survives although its character as a large residential property set in extensive gardens has long disappeared. The Church sits at the end of the cul-de-sac and is a landmark building. Oaklands Gate had taken its present form by 1914 but is shown dotted indicating that it still had the character of a drive rather than a road at this point.

The **Northwood Liberal Synagogue** is housed within **Oaklands House** with a large extension to the rear for the synagogue itself. Oaklands was built on one of the larger plots laid out by Frank Carew and was the last to be sold. However, it was one of the earliest buildings to be built and can be seen in the 1896 Ordnance Survey map. It has three stories in red brick with a tile roof and prominent external chimney stacks at either end.

On the surviving front elevation there is a central porch entrance but there the symmetry ends. To either side there are bay windows, a half-timbered rendered projecting gable and a curved corner tower. It appears to be architecturally close to the design of the demolished Northwood Hotel which would once have sat opposite before the parade of shops was built at the bottom of the garden on Green Lane.

It became the base for the Northwood-Ruislip Urban Council. When this was disbanded and the building fell into disuse it was offered to the Northwood-Ruislip Liberal Jewish community in 1977 and the rear extension built.

Northwood Library is in a range of low twentieth century buildings running parallel to the railway line next to Oaklands creating a courtyard effect. They have no special interest and have a negative impact on the conservation area. The rear of Barclays bank, the former NatWest bank and 39-51 Green Lane are visible from the car park in front of Oaklands and create an interesting rhythm with their roof shapes.

Northwood Methodist Church was designed by William Wier in a conventional gothic style built in ragstone and opened in 1924. The land had been gifted to the Methodist church by Mr Fielding a prominent Methodist. The church is highly visible from Green Lane and is considered as a landmark building. It has a horizontal spreading character despite its spire to the right. The congregation had previously worshipped in Hallowell Road in a tin tabernacle, this was moved to Oaklands Gate and used as youth hall until it was demolished in 1962.



Oaklands House, Oaklands Gate



Northwood Liberal Synagogue, Oaklands Gate



Northwood Methodist Church, Oaklands Gate



Northwood Library, Oaklands Gate

GREEN LANE (RAILWAY)

When the railway was first built in 1887 there were no shops on the north side of the bridge. They first appear in maps from the 1930s and form a single storey group across the north side of the bridge visually linking the east and west sides of Green Lane.

Number 65a is of particular interest due to its playful use of brickwork to create character and interest. There is herringbone brickwork below the shop window which has a curved brick arch rising to an eye catching curved pediment on top. Internally the shop plan is oblique.

The windows are modern but retain the small paned sash window character of the originals. The single windows have small stone key stones. At either end there are two storey extensions open at ground floor to access parking behind.

The area in front has a lay-by which appears from old photographs to have been part of the design.

The building attempts to reference its context with brick construction and sash windows and despite the altered windows retains a positive 1960s architectural character.



Railway bridge, Green Lane



65a Green Lane



Rowland Place, Green Lane

GREEN LANE (EAST OF RAILWAY)

NORTH SIDE

The main building on the north side of Green Lane is **Rowland Place**. Rather like the parade of shops built in the garden of Oaklands, Rowland Place was built on the garden of a large house called Claremont also built in the 1890s. It dates from the 1960s and nods to a neo-Georgian architectural style. It consists of shops at ground floor and apartments on the two floors above constructed in red brick with a parapet and tiled roof with hipped ends.

The building is long and broken into five sections rising from west to east. A distinctive canopy is located over the shops which also steps up from west to east and adds interest. Some of the first floor apartments have balconies onto the canopy.

SOUTH SIDE

The parade of shops on the corner of Green Lane and along Station Approach was conceived as one development by Harry Neal Ltd, a local building company who had moved into the area in 1907, it was constructed in the mid-1920s. Originally the whole development was conceived in a vernacular style, however the architectural style of the corner unit (now Coral) was altered to a neo-Georgian Style. This was formerly National Provincial bank and altering its architectural character ensured that it reflected the classical design of the Barclays and Nat West banks on the other side of the bridge.

The development was the first commercial development on the east side of the bridge, shops had previously been concentrated on the west side of the railway on Green Lane and Maxwell Road.

The **Coral building** was built in 1926 and is dated on a downpipe. It is specifically designed to take advantage of its prominent corner position and is regarded as a landmark building. Its Georgian revival architectural style is chosen to reinforce the high status of the bank building. It is two storeys with brown and red brick elevations and mostly original small paned sash windows under a tiled roof set behind a brick parapet.

The doorway is original with a flat hood on scrolled brackets but has been moved from its original location one bay to the right. Access to the first floor is via a doorway on Station Approach which retains original tiling, signage and wrought iron gate.

The dominant corner position has strong architectural presence and contributes to Northwood's group of financial institutions on corner sites that punctuate Green Lane

Numbers 54-64 Green Lane is the parade along Green Lane that forms part of the Station Approach parade along with the Coral building. The style is Arts and Crafts vernacular. It has four bays, the second from the right has a tile hung gable with a wide window while the others have tiled gambrel roofs with wide flat roofed attic dormer windows. The windows are all modern. There are shops at ground floor level, numbers 64 and 64b are original and characterful. The doorways are inset while the fascias are set at an angle.



Coral building, Green Lane



54-64 Green Lane



64 and 64b Green Lane

Like Station Parade **Chester Place** was originally designed by Harry Neal Ltd and included numbers 76-78 as well which were built as planned in a neo-Georgian style. However the design for Chester Place was altered and was built in the 1930s in a Dutch school brick modernist style. It is a four storey flat roofed brick building with a sweeping horizontal character broken only by the vertical stair towers which retain their original doors and windows and scrolled Juliette balconies. Of the shops on the ground floor 68a appears to retain much of its original character with glass fascia and lettering and grooved glass panels sitting to the rear of the shop front display area. The building is something of an anomaly within the conservation area being more self-consciously contemporary in architectural style than other buildings along Green Lane which are more historicist in architectural style.

Numbers 76-78

As previously described these were built as planned by Harry Neal Ltd in a neo-Georgian style. They are three storeys with a brick parapet and tiled roof behind. The ground floor is red brick with brown and red brick on the first and second floors. The red brick forms panels into which the windows on the side elevations are set and include small herringbone panels between the windows. The main door at the corner with Hollowell Road has a stone surround with the window above also having a stone architrave and small obelisks to either side. There are also stone string courses and a stone panel in the parapet. There is a side entrance on Hollowell Road with original staircase, railings, door and windows above. The windows are small paned sashes which remain predominantly original.

EASTBURY ROAD

This was laid out as one of the original roads by Frank Carew and only forms a small part of the conservation area taking in numbers one and three.

Number 1 is on the west corner of Eastbury Road and Green Lane and was formerly a garage. It is a two storey flat roofed building constructed of brick but now whitewashed. Its simple design contributes to the twentieth century character of the east side of Green Lane. The expansive window of the garage now has a modern shop front.

Number 3 to the rear is modern Surgery built in the 1980s. It is three storeys red brick with a triple arched entry echoed in the three arched windows above and arched attic dormer windows. There is stone coping along the brick parapet. The materials have been chosen to harmonise with the wider conservation area.



Chester Place, Green Lane



76-78 Green Lane



1 Eastbury Road

STATION APPROACH

This road was laid out to access the original Northwood Station built in 1887 and situated at the bottom of the slope. The current station was built in the 1960s and relocated to the top of Station Approach.

EAST SIDE

7-16 Station Approach is the continuation of the Harry Neal development built in the mid-1920s bringing shops to this side of the railway. The style is Arts and Crafts vernacular and matches that of 54-64 Green Lane. It is therefore a two storey building with shops on the ground floor and apartments above. It has an asymmetrical elevation with a half-timbered hipped gables at the north end and one bay in at the south end. The half-timbering is infilled with herringbone brickwork.

Bay four and seven from the north end have tile hung gables. The rest of the roof is gambrelled with wide flat roofed dormers. The effect is self-consciously vernacular and asymmetric. The different treatments of the roof set up an interesting rhythm and are silhouetted against the sky. When originally built the 1887 station was at the bottom of Station Approach and commuters would have walked past the shops to reach Green Lane. Of the shop fronts number 7 retains most of its original fittings although the door is modern. It has metal framed panels at a higher level with crossed metal that mirror the half timbering above. All of the first floor windows are moden.

Number 17 is a small building at the end of the main parade on Station Approach. It is single storey brick building with a hipped roof which appears to be detached but in fact attaches to the large sheds behind. The shop front is moden.

To the rear of number 17 are two large early twentieth century **light industrial sheds** with painted brick elevations and slate roofs. It is unclear what their original function was but it has been suggested by a local source that they were used at some point as the local generating station. Whether they were built for this purpose or possibly in connection with the railway is unclear and more research is needed to fully understand their function.



3 Eastbury Road



7-16 Station Approach



Railway sheds behind Station Approach



17 Station Approach

WEST SIDE

There are two small single storey shops imbedded into the brick wall that runs along the railway up to the railway station.

The **railway station** was built in the 1960s to replace the original 1887 station that was located further down the slope. Its design is typical of the date and has a modernist character. It is single storey red brick building and extends across the bridge to access the platform on the other side. It has a discreet entrance on the corner of Station Approach and Green Lane.

MAXWELL ROAD

The road was laid out by Frank Carew as part of his wider plan for the area in the early 1890s. His division of the road into large plots with high prices for the houses indicated that this was intended to be one of the grandest roads in the area. There was also provision at the top of the road by Green Lane for commercial premises.

WEST SIDE

Pinnacle apartments are recently built modern apartments in a pseudo Edwardian style. They replaced a public house that had been built in the 1960s in connection with Clive Parade.

Numbers 22-28 are detached houses that appear to have been built as a piece by 1914 and are set lower than the road with deep pitched roofs giving them an attractive cottage-like appearance despite their scale. There were originally eight but one has been demolished to create Anthus Mews behind. Their individual designs vary but as a group they are characterised by an Edwardian vernacular style with hipped roofs, prominent gables to the front with

half-timbering with rendered infill and red brick work elsewhere. Many have bay windows with pitched tile roofs to the front and some have prominent external chimney stacks, number 26 is particularly visible on Anthus Mews. There have been alterations inevitably to windows and doors and with extensions. The best preserved are numbers 26 and 28 which retain their original massing, windows, doors and front gardens.

Miss Catherine Buchanan-Smith and her brother-in-law began purchasing building plots between 1890 and 1892 on Maxwell Lane. They commissioned W Gilbee Scott to design the main school building for **Northwood College for Girls** and the school opened its doors in 1892. They acquired The Briary next door in 1895 and the two buildings were subsequently linked.



Northwood railway station, Station Approach



Pinnacle apartments



26 Maxwell Road



28 Maxwell Road

The main school building is a grand red brick building of two and half storeys high set back behind a curved drive and due to its scale and prominence on Maxwell Road is regarded as a landmark building and is locally listed. It is characterised by a rambling asymmetry anchored on the central main doorway with a half-timbered gable in the attic floor which breaks through the steeply sloping roof. The roof slope is broken by hipped dormers and multiple chimney stacks with decorative brickwork. To the left of the main door is a two storey square flat roofed bay with a dominant cornice. The other windows on the main elevation have segmental arches with small paned windows in their upper sashes over single panes below. Despite the overall complexity and variety of the main elevation it is unified by its materials and the balance of the composition and bears comparison to Oaklands House. To the right is a modern flat roofed two storey building.

The Briary, a locally listed building, is a more modest building which was linked to the main school house by a red brick and render link building with an octagonal form with a balustrade at the corner. The windows are small paned to compliment the buildings to either side.

The Briary itself is red brick and tile one and a half storey buildings. It has a distinctive pair of gambrel roofed gables to the right and a single gambrel gable set further back on the left next to a hexagon shaped tower. It has lost its main entrance which is likely to have been in the centre of the design. The windows in the gambrels are small paned casements with flush pediments above.

Elsewhere the windows are nine over one. There are similarities to number 24 Murray Road.

The conservation area includes the school site which houses a number of modern buildings for the school.

Number 30 and 32 are interesting detached houses, now both part of Northwood College which have been locally listed. They date from the early twentieth century, number 30 was built first and appears on the 1914 Ordnance Survey map. They have a clearly different architectural character to the buildings of the 1890s in the conservation area and have a refined and delicately detailed design.

Number 30 is two storey brown brick building with a hipped double pile tiled roof and central door. The area of the first floor windows is rendered and extends down between the ground floor windows suggestive of pilasters. There are high relief stucco garlands in a seventeenth century style on the "pilasters". The windows are small paned casements and at either end of the ground floor these are bay windows.



Northwood College for Girls, Maxwell Road



The Briary, Northwood College for Girls, Maxwell Road



Link building, Northwood College for Girls, Maxwell Road



30 Maxwell Road

Number 32 is a similar two storey yellow stock brick building with a double pile hipped roof and central doorway. The windows are mullion and cross and between the first and second floor windows are stucco panels with Adam style swags. Number 32 has been considerably extended to the rear. Both buildings were considered worthy of a mention in Pevsner.

EAST SIDE

The north end of **Maxwell Road (numbers 3-27)** was demarcated by Frank Carew for commercial premises and was the first parade of shops to be built in the area. At the corner of Murray Road is the Police Station to the south of which is a large semi-detached house. The conservation area terminates at this point and gives way to modern development.

The parade of shops was not designed and built as one but instead was developed piecemeal. Despite this it presents an elegant 1890s architectural character which retains much of interest on the first and second floors.

The core of the parade consists of pairs of buildings with prominent gables which create an attractive rhythm rising up the slope of Maxwell Road.

It is mainly two and a half storeys with red brick elevations. The ground floor shops are sadly all modern, old photographs show that it was once an alluring commercial spectacle. Most have doors to the front to access the accommodation above. No 11 has a carriage entry. Numbers 5 and 7 have half-timbered gables with casement windows supported on brackets which are echoed again on the eaves. Number 15 uses dark bricks for decorative effect with string course and a chequered pattern in the gables.

Numbers 21-25 are set down and more flamboyant. They have oriel windows at first floor with leaded top lights, a central arch below with a tiled roof. The eaves are coved and there are triangular dormers that read as if they were gables which have an arched central window with two smaller windows to either side. Original downpipes survive set on rough cast render. Number 27 was formerly a post office and is also red brick but with yellow brick dressing. It has modern dormers to the front.

The police station is situated on the corner of Maxwell and Murray Road and contributes significantly to the character of both roads but its address is No 2 Murray Road.



3-27 Maxwell Road



5-11 Maxwell Road



32 Maxwell Road



13-19 Maxwell Road

Numbers 29-31 are a pair of semi-detached houses probably dates from the 1920s and was built on an L shaped plot that wrapped around the Police Station upon which numbers 4-6 Murray Road is also built. They form a symmetrical pair with paired gables to the front with cat slides on their outer sides which sweep down creating a porch for the main entrances. The elevations are rough cast and painted. Number 31 has modern doors and windows. The rear is visible from Murray Road behind the Police Station.

MURRAY ROAD

Murray Road was laid out as part of Frank Carew's original plan for the area in the early 1890s. The plots were intentionally smaller than those of Maxwell Road and lower in price. It is the most residential road in the conservation area and retains much of its original character.

WEST SIDE

The Police Station (No. 2) is the only grade II listed building within the conservation area and is a really well preserved and interesting building deserving of its national designation. Its prominent corner position also makes it a landmark building.

Following protest from new residents of the area who feared that it might lower the tone, it was specifically designed by John Dixon Butler in 1910 to respond to its suburban residential location. It was built in an Old English Style which suited both the context of the new development as well as referencing the previously rural character of the area.

It is a red brick building under steep clay tile roofs with gabled dormers, tall brick chimneys and stone dressings. The main elevations on Murray and

Maxwell Road have different characters, that on Maxwell Road being grander reflecting the higher status of the road. The first floor is half timbered with a large projecting single gable on the left and a pair of smaller projecting gables on the right with a central Tudor-arched doorway with a recessed porch below. The windows are irregularly spaced and are original. The western return visible on Maxwell Road is also partially half-timbered at first floor.

The Murray Road elevation has more of the character of a cottage with half-timbered dormer windows in the roof, a central stone porch and mullion and transom windows to either side on the ground floor. To the left is the single storey cell block. The rear is more functional than the main elevations.

Within the curtilage is a well preserved Arts and Crafts chamfered fence and gates, an original police lamp and a 1930s police call box which all contribute greatly to the charm of this building and its setting.



29-31 Maxwell Road



Police Station, 2 Murray Road, north elevation



21-25 Maxwell Road



Police Station, 2 Murray Road, east elevation

Numbers 4-6

Directly to the south are numbers 4-6, a semi-detached house probably dating from the 1920s and developed at the same time as 29-31 Maxwell Road with which it shared an L shaped plot wrapped around the police station. It is two storeys with rough cast elevations and hipped roofs. However, there has been a loss of character with replacement windows and new roof lights. Next door is Tudor Lodge, a large modern apartment block in a vernacular style replacing an older building.

Numbers 12 and 12A form the two next door plots and were originally one larger plot. The original house on the left is one of the early 1890s houses, on the right is a single storey building which one might have thought might have started life as an ancillary building. However, historic maps do not support this, instead it seems it was constructed in the 1960s along with its flat roofed garage.

The original house is large and grand and oddly sited close to the southern boundary. It is red brick with a steeply tiled roof. It is two and a half storeys high, with a prominent gable to the road which is half-timbered. The porch is set into a corner of the two wings of the building and has its own tiled roof and supporting post and wooden balustrade. There are two flat roof dormers in the roof.

To the south is **Copper Beech Court** which is another replacement modern apartment block that is three storeys high and fills the full width of the site. Its architectural style is prompted by number 12 with red brick and a half timbered gable references.

16, 18 and 20 Murray Road are handsome double fronted Victorian villas which date from the 1890s and are part of the earliest phase of development on

Murray Road. They are red brick with stone lintels over the windows and steeply pitched pan tiled roofs, number 16 and 18 retain their terracotta ridge tiles and finials on the top of the roof and gable.

They have a large gable to the left over a two storey bay window and a smaller gable to the right over a small roofed bay window on the ground floor and two light window on first floor. The porch in the centre has an elegant classical stone surround including a small pediment above. The original doors are recessed within the porch although 16 and 18 have closed this. No 20 and 18 retain their original prominent chimney stacks to the right.

Number 22 is a later detached house built by 1914. It is also two storey with a clay tile roof and a prominent gable to the left also over a two storey bay window with an entrance to the side. It is simpler in style and detail but is clearly prompted by the design of numbers 16-20.



12 and 12A Murray Road



4-6 Murray Road



18 Murray Road



20 Murray Road

Number 24 is an unusual house designed by R. A. Briggs in 1889, noted by Pevsner and locally listed for its architectural qualities. The house is constructed in red brick under a tiled roof. It has two eccentric cranked Dutch gables at either end with a round arched entrance beneath an over sailing roof, tucked to the left of the entrance is a staircase tower top lit with casement windows and a conical roof. It retains several prominent chimney stacks at either end. There have been notable alterations such as the rendering of the gables and staircase but it is a unique house on Murray Road, its only comparison is The Briary on Maxwell Road.



22 Murray Road



30 Murray Road

Numbers 26 to 36 were all built by 1914 but vary in their design and character. **Numbers 26 and 28** form a pair of red brick semi-detached houses, although number 26 has been painted. They preserve good porch surrounds with sinuous wood work which matches their original doors with stained glass windows and surrounds.



24 Murray Road



32 Murray Road

Numbers 30, 32 and 34 are similar with gable ends to the road and while all are red brick with slate roofs, number 30 has been painted and number 34 has been partially rendered and painted. Number 32 has a particularly eye catching porch with posts and a square bay at ground floor. Number 34 has been extended to the side.

Number 36-38 is a grand semi-detached house of two and a half storeys. It has a red brick ground floor with a rendered first floor. The dormers on number 36 are new however there have been other alterations as beyond their building materials the two have little in common.



26 and 28 Murray Road



36-38 Murray Road

EAST SIDE

The houses on the east side are more architecturally modest and mostly semi-detached. There has been the loss of several houses to create the entrance to the Waitrose Car Park. The stretch from number 9 to 43 were built between 1896 and 1914 but vary in character although the same motifs reoccur, hipped roofs, prominent gables, often half timbered, double height bay windows and recessed porches.

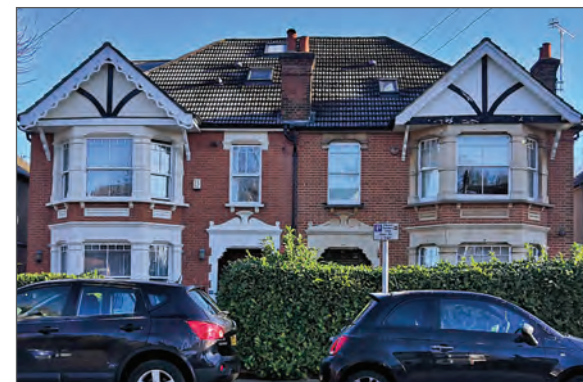
Numbers 9, 11 and 13 form a group of three detached houses on narrow plots between the rear of the parade on Maxwell Road and the Waitrose Car Park Entrance. Number 13 is the most striking of the three with a strong Arts and Crafts character with rough cast elevations and an asymmetric gable to the front, an arched porch and recessed entrance door.

To the south of the Waitrose car park is 21-23 which is the Northwood United Synagogue. This is a modern building built in 1995 designed to sit well within its suburban context so it imitates the prominent gables of its neighbours and is constructed of brick and render.

Numbers 25 and 27 are large handsome semi-detached houses with prominent half-timbered gables over double height bays. While constructed of red brick the first floor is tile hung. The hipped roof is covered in clay tiles and each house has a pitched roof dormer.

Numbers 29 and 31, 37 and 39 and 41 and 43 are similar. They have brick ground floors and rough cast first floors under hipped tiled roofs with double height bay windows with half-timbered gables and the area between the first and ground floor bays. They have arched porches with pairs of recessed doors to separate apartments.

Numbers 33 and 35 are attractive semi-detached houses which appear to be closer in style to the earlier houses in the area. They have the double height bays and half-timbered gables of the houses opposite and the liberal use of expensive stone detailing. They are particularly notable for the stone surrounds of their porches with sinuous curves overhead. They preserve their original doors and the windows appear to be sensitive renewals.



33 and 35 Murray Road



9, 11 and 13 Murray Road



25 and 27 Murray Road



13 Murray Road



29 and 31 Murray Road

SHARED FEATURES OF HOUSES

Windows

The surviving historic windows and doors within the conservation area are essential features of the buildings and make an important contribution to its architectural character and appearance.

There are a variety of windows from sash to casements in both wood and metal. These are set within openings with segmental or flat arches. There are also many examples of bay windows of both single and double storey, dormer windows and some interesting oriel windows.

The variety is typical of the period of development during the late Victorian into the Edwardian period. There was renewed interest in windows with small panes reminiscent of earlier Georgian windows particularly in the upper sections. There was also a renewed interest in leaded lights often in casements reminiscent of very early windows. This followed developments in the production of hot rolled steel meaning that inexpensive window frames could be produced. After the First World War firms like W F Crittall revolutionised the use of steel windows with the development of the 'universal suite' of hotrolled steel sections.

The use of timber framed sash windows is widespread in the area set within flat or segmental red brick arches sometimes with stone or tile keystones and decorative stone surrounds. There are examples on The Pavement, numbers 33 and 35 Murray Road and the shopping parade on Maxwell Road with large single panes of glass which retain their horns. These appear from the mid-1830s to support the large heavy panes of glass which it was then possible to make.

Elsewhere there is widespread use of small paned sashes. In particular the (former) banks have small paned sash windows often with stone decorative surrounds that work with their classical style. There is normally a hierarchy of size rising from large to small the further up the building. The sashes are typically Georgian six over six although there are larger examples such as the twelve over nine on the first floor of the telephone exchange reversing the traditional hierarchy. Most of the glazing bars are fairly narrow although those on the Coral building appear to be self-consciously thick in a Queen Anne revival style.

Later buildings continued to use the small paned sash in order to sit well within their context as at Green Hill Court and at Rowland Place although these have since been replaced.



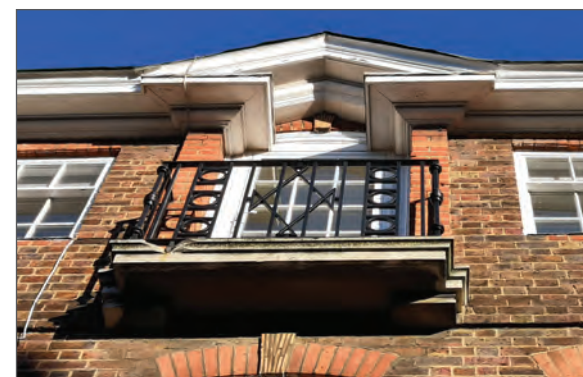
Ogee and dormer windows



Bay window with small paned sashes



Crittall window



Glazed door with broken pediment and balcony

The shopping parades also use sash windows on their upper floors. Number 35 Green Lane has an interesting broken pediment above a full length glazed door with a small balcony. On Maxwell Road the parade of shops has several examples of smaller panes in the upper sash with a single pane in the lower sash which is typical in the late Victorian/Edwardian era. These are also found on Northwood College main building and on the ground floor of The Briary.

Traditional casement windows are found in both wood and metal. The police station neatly illustrates this with small wooden paned casements on Murray Road and metal leaded light casements with top opening windows on Maxwell Road reflecting the different character of these elevations. The metal casements with leaded lights are consciously archaic on Tudor style buildings of the police station or numbers 51 and 48 Green Lane. No 32 Maxwell Road has good metal casements with leaded lights that contribute to its seventeenth century revival character.

The Post Office on Green Lane has particularly well preserved fenestration with metal framed leaded light casements with mullion and transom windows on the first floor and mullion only on the second floor. The ground floor has stone mullion and transoms with a central arch.

There are remaining examples of twentieth century Crittal windows on Chester Place on its staircase towers with curved decorative metalwork below the cills.

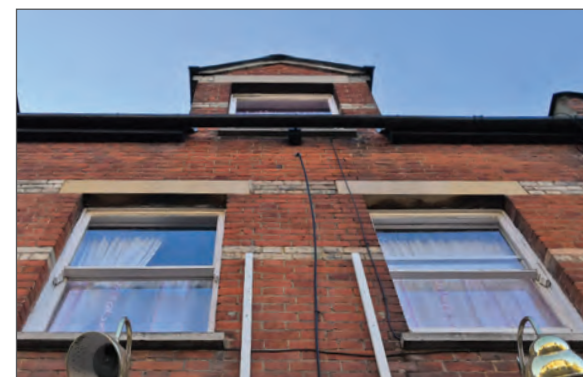
There are many examples of bay windows and several distinctive oriel windows. Bay windows developed during the nineteenth century and allowed more light into houses. There are examples on the shopping parades as at Barclays Bank and numbers 31 and 33

Green Lane however they are predominantly found on the residential streets. There are single storey examples particularly at the end on Murray Road with small panes as well as many double height examples on both sides of Murray Road. Although the form of the bay window survives very few of their original windows survive.

There are some ogee windows on the upper floors of several shops. At Green Lane, these are unusual and historicist in feel. They are supported on brackets and consist of two windows, each with three lights and a decorative plaster panel between with individual hipped roofs. Where they survive they have an unusual combination of narrow wooden sashes with leaded lights. The parade on Maxwell Road has highly decorative ogee windows on the first floor with diamond shaped leaded lights a central arch with tiled roof.



Ogee window in Tudor/Flemish style



Single pane timber sash windows with horns



Six over six timber sash windows



Six over one timber sash windows with horns

3. Architecture

There are a number of dormer windows on the residential roads which reflect the arts and crafts/ vernacular character of these roads. The police station has prominent pitched roof examples which break through the eaves where as those at Northwood College are large and hipped. On Murray Road there are several cat slide examples while the Maxwell Road parade has some really unusual examples which erase the side walls and are simply a pitched roof.

Developments in glass making allowed really large pieces of glass to be constructed and even curved. There is a particularly good example of this at the shop front at 46 Green Lane.



Nine over nine timber sash with horns



Metal casement, leaded lights



Small paned timber casement



Six over six timber sash with horns stone architrave



Six over six timber sash window with horns



Serliana transom and mullion window with leaded lights

Doors

Historic doors are normally the most important feature on the most visible side of the building. They are traditionally constructed of wood and mostly painted although where the wood is of a high quality it is left uncovered. Typically they have a door surround and sometimes have glazing above and/or to the side and in this area they often have a decorative porch. Some original door furniture survives. Collectively the surviving historic doors contribute greatly to the character and appearance of the area.

The doors vary between the commercial and residential areas reflecting their different purpose. In the commercial areas the most notable surviving doors are on the financial buildings elsewhere the shop fronts have been removed and doors lost. Solid unpainted wooden panelled doors survive particularly on the financial institutions or public buildings although Chester Place preserves its 1930s five panelled door with original door furniture as does the Methodist Church and the Police Station. Residential examples can be found at 30 and 32 Maxwell Road.

Elsewhere within the residential areas there are many half glazed doors which increase the light levels internally within the hall areas. Good examples can be found at numbers 26 and 28 Murray Road which retain their stained glass. There are also good commercial examples on the side of the Post Office and Nat West bank.

The doors sometimes preserve original brass door furniture such as door knobs, knockers and letter boxes which all contributes to the rich character of the area.

There are many good door surrounds which include door hoods. The financial institutions have particularly good carved stone door surrounds some with decorative swags or carved lettering. The Coral building has a carved wooden surround with door hood on scrolled brackets in a Neo-Georgian style. The arched stone hoods on the side doors of the Post Office and Nat West are particularly fine.

The area is also notable for the number of finely detailed porches some constructed in wood as at number 12 and 32 Murray Road, more modest examples can be found at 26 and 28 Murray Road. Others are brick with recessed doors as at Northwood College or numbers 33 and 35 Murray Road. The Police Station has a stone porch on each elevation one external the other internal.



Half glazed timber door with classical timber surround



Curved stone door hood and original timber door



Half glazed timber door with decorative stone door surround



Half-glazed timber doors, arched porch, terracotta decoration



Art Deco five panel door with original door furniture



Metal door gate, original tiling and sign



Pointed arch opening for wooden door and door light



Recessed half glazed timber door under Tudor stone porch



Neo-Georgian painted timber door surround



Timber double door, door light



Natural wood door and door light with carved stone decoration above



Original recessed door and stone door surround

Roofs

The historic roofs are an important contributing factor to the character and appearance of the conservation area.

There are a variety of roof types within the area although pitched or hipped roofs predominate particularly in the residential roads. Murray Road has many examples of hipped roofed semi-detached houses which create a distinctive visual rhythm. There are also several simple gable roofs at the end of Murray Road set perpendicular to the road.

Another feature of the roofs in the area are the number of gables varying in scale and prominence.

These are typically pitched such as numbers 16, 14 and 12 Maxwell Road or numbers 25 and 27 Murray Road. There are however two examples of unusual Dutch Gambrel gables. Number 29 and 31 Maxwell Road have gables with catslides. The roofs of 22 to 8 Maxwell Road combine hipped roofs with large gables although two of the gables are in fact hipped which contribute to the cottage character of these houses. The gables on the parade at Station Approach create a striking rhythm on both Green Lane and Station Approach.

Other roof types are the mansards found on The Pavement or the parapet roofs found along Green Lane. These are reserved for the financial buildings where they are either stone balustrades or built up in brick. Their roofs are mostly discreetly positioned behind although the Coral building's roof remains prominent above its parapet and contributes to its landmark corner composition.

There are examples of flat roofs in the area notably at Chester Place and over the railway bridge and less attractively the rear of 27 Maxwell Road.

The chimney stacks and their pots contribute to the interest and character of the roofs. These vary from small examples on the Green Lane shopping parades to tall and prominent examples such as Northwood College and 20 Maxwell Road. The police station has particularly large square examples while on Station Parade they contribute to the rhythm of the roofs. The gable stack is treated decoratively on the side elevation of the Post Office.

The roofing materials are predominantly tile throughout although there are examples of slate at the Maxwell Road parade of shops, Clive Parade or the engine sheds. The limited roof palette contributes to the character of the area.



Three quarter hipped roof



Prominent gables



Half-timbered gable, hipped roof, brick chimney stack



Dutch gambrel roof



Stone balustrade



Gable roofs with half-timbered gable



Hipped roof with cat slide



Hipped roof with decorative brick stack

Rear Elevations

Rear elevations can also contribute to the character of the area. The rear of Clive Parade is prominent along Maxwell Road, and is designed to be seen. The back of the parade on the other side of Maxwell Road is also prominent from Murray Road where its appearance is a little shambolic. The rear of 39-51 Green Lane is visible from Oaklands Gate where the pitched roofs have a pleasing rhythm and contribute positively.

Front Boundary Treatments and Gardens

These features are confined to the residential areas of the conservation area and demarcate them from the commercial areas. The plots were consciously designed to allow for both small front gardens and a larger back gardens. While there has been a deterioration in the quality of the front gardens many having been hard surfaced, those that survive contribute greatly to the character of the area as do the views through to the rear gardens. The greenery and boundaries collectively soften the architecture.

There are a variety of boundary treatments from low dwarf brick walls to different styles of fencing some combined with hedging. Elsewhere hedges alone form the boundary. Occasionally there are examples of wrought iron fencing combined with low brick walls. The boundary treatments are overwhelmingly low in character so that the houses and front gardens can be seen behind. The combination of boundary treatments and the gardens all contribute positively to the area.

Of particular note is the carefully designed original fencing and gates around the Police Station. This Arts and Crafts style wooden fence is combined with a slightly higher laurel hedge set behind.

The low brick wall and extensive lawns and small ornamental trees outside Greenhill Court contribute positively to the entrance of the conservation area. Also of note are the original railings set into a dwarf wall outside the telephone exchange.

On Murray Road most of the front gardens have been given over to parking however where there are remaining boundaries the impact is not so great. Where the front is devoid of boundary or features the effect is desolate and hard.

The cottages on Maxwell Road still mostly retain their front gardens which contribute greatly to their appealing character and composition.



Rear of 39-51 Green Lane



Dwarf wall



Arts and Crafts fence and gate with laurel hedge



Rear of 3-27 Maxwell Road



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Low close board fence



Wrought iron railings



Hedging



Laurel hedging

STREET TREES

During the Victorian Period the planting of street trees became widespread. Maxwell Road and Murray Road reflect this and are lined with avenues of trees along their pavements. The commercial roads, Green Lane and Station Road in general lack greenery and specifically lack street trees with a couple of notable exceptions.

The oak tree next to the War Memorial at the junction of Green Lane and Maxwell Road War is a prominent feature in the town centre which pre-dates the building of the War Memorial.

Both Maxwell Road and Murray Road reflect the trend for street trees with their avenues of pollarded lime trees. The larger specimens seen in Murray Road were planted as part of the original street pattern dating back to the turn of the century.

The front boundaries of the old police station at the junction of Maxwell Road and Murray Road feature London Planes which have also been pollarded, a form of tree maintenance which enables potentially large trees to be retained at a manageable size.

Throughout the Conservation Area mature ornamental conifers can be seen in private gardens, including a *Sequoiadendron giganteum* (Wellingtonia) in Maxwell Road, *Pinus austriaca* (Austrian pine) in Northwood College and a number of cedars throughout the area. Many of these exotic trees were introduced into Britain from the 1850's and fuelled the Victorian interest in planting new and exotic species.



Tree, corner of Eastbury Avenue



Tree, Green Lane next to the War Memorial



Street trees, Murray Road

STREET SURFACES

The street surfaces are modern and do not contribute greatly to the character of the area, at best the effect is neutral at worst negative. Along Green Lane there is a combination of concrete slabs and mostly granite curb stones with occasional areas of modern blocks across the access ways. Station Approach, Dene Road and Hallowell road are tarmac.

Maxwell Road is entirely tarmac with granite curb stones while Murray Road is mostly laid to tarmac with patches of concrete slabs notably outside the synagogue and a small area outside the police station with granite curb stones. Murray Road has a narrow verge running along it that creates a gully between it and the curb stone. This adds to the character and distinctiveness of the road.

STREET FURNITURE

Street furniture can make a positive contribution to the character of conservation areas. There are several sets of bollards within the conservation area to protect the pavements from traffic damage. These are all modern and are variously either concrete (Station Approach) or fibreglass painted black (Green Lane/Oaklands Gate corner and crossing). The crossing close to the Green Lane junction with Maxwell Road has protective metal fencing painted black.

The lighting throughout the conservation area is modern and varies from the tall black lamps along Green Lane to shorter metal lamps on the side roads.

There are a number of wooden benches to be found some with metal sides others entirely in wood. Of particularly positive character are those around the trees next to the war memorial and Rowland Place.

Several historic letter boxes survive, one outside the former post office on Green Lane and the other close to the war memorial. These add character and texture to the area.

There is a lot of modern street furniture that is typical of any high street, signage, bins, bus stops, bike stands, modern phone boxes that in itself is not harmful but cumulatively can have a detrimental effect. This is particularly noticeable in the section of Green Lane east of the railway.



Wooden Northwood sculpture



Timber wrap around bench



Letter box



Wood and metal bench

VIEWS

Views form an important part of the character of the conservation area. These include both those internally as well as those into and out of the area.

The roads are predominantly straight with the exception of Green Lane which gently curves. The straight lines of the roads allow for long views in both directions. The topography of the area rising to high points at the railway bridge and on the east side of the railway create interest and variety both looking up and down.

The most significant views are those from the bottom of Green Lane looking up towards the railway bridge with the parades of shops climbing the hill and Chester Place closing the view. Another view of note is that from the top of Maxwell Road looking down the hill as it blends into green trees or back down along Green Lane to the greenery beyond the parades of shops and hills in the distance.

Views out of the area of note are those in either direction from the cross road of Green Lane with Station Parade and Eastbury Avenue. There is a gritty urban view down to the station car park and along the train track in one direction while in the opposite direction there is a verdant view along Eastbury Avenue. These views form an important contribution to the setting of the conservation area. Looking out of the conservation area to the east along Green Lane is another key view, again the setting of the area is enclosed in greenery.

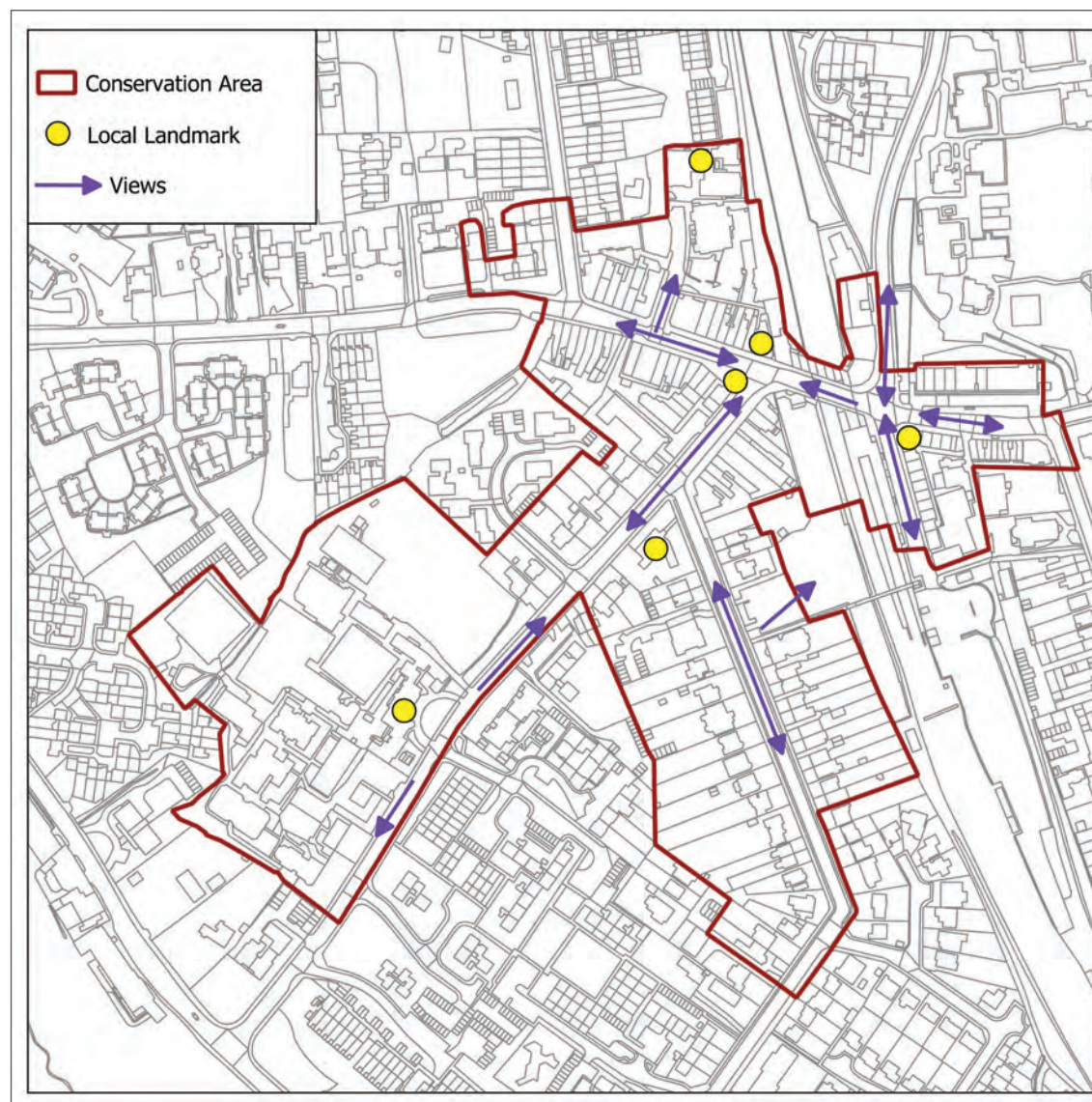


Figure 7 Views Map



View north from Station Approach



View south from Station Approach



View north along Oaklands Gate



View south from Maxwell road



View east along Green lane



View west along Murray Road

5. Negative elements and opportunities for enhancement

This section discusses some of the issues that have harmed the special historic and architectural character of the conservation area. The National Planning Policy Framework and the Council's policies require applications to either preserve or enhance the character of the conservation area when the opportunity arises. This includes the removal of negative elements as described here.

By far the greatest harm to the conservation area has been caused by the replacement of original windows and doors. The majority have been replaced with UPVC which is ill fitting and lacks the character and charm of the originals. This has occurred on a wide scale both in the commercial and residential areas and includes the replacement of shop fronts. Particularly harmful examples are found at Rowland Place. Original doors and windows and shop fronts that survive must be preserved and where replacements are proposed for UPVC they should seek to improve upon this.

The resurfacing of front gardens for car parking is particularly detrimental when the front boundaries have also been removed. This breaks up the original character of low boundaries and hedges and creates unattractive and detrimental gaps on the residential roads.

The entrance to Waitrose Car Park is detrimental to the residential character of this road and also creates a long gap. Increased landscaping close to Murray Road would soften the impact.

There is a lot of street clutter along Green Lane particularly on the stretch to the east of the railway with numerous bus stops, bike stands, benches, bins

and signage. Large bins have been parked outside restaurants. Rationalising these would enhance the conservation area.

Unauthorised signage as well as numerous estate agent signs are having a detrimental effect on the conservation area. Unauthorised signage should be enforced and sale/rental signs removed once no longer needed. Some signage is old and could benefit from improved replacements. There are also two public telephone kiosks which are largely unused and have large unsightly advertising on the rear. Their removal would enhance the area.

Although the area is generally well cared for there are some examples of poor maintenance such as the landscaped area to the right of the access road to Northwood Library.

Two negative buildings have been identified in the buildings audit map. These are collectively the rear of the Maxwell Road parade of shops set against the Waitrose delivery area and Northwood Library buildings next to Oaklands. These two groups of buildings offer scope for enhancement.



Rear of 3-27 Maxwell Road shops



Rowland Place, UPVC windows



Large bins outside Pizza Hut

5. Negative elements and opportunities for enhancement



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Advertising on telephone kiosks



Street clutter



Old signage



Netting

History

Early History

Northwood was part of the ancient parish of Ruislip which consisted of Westcot (Ruislip), Ascote (Eastcote) and Norwood. It was always the smallest of the three settlements separated by a swathe of woodland across the centre of the parish and located on higher ground. There are no pre-Roman finds and any theories of Roman settlement are unsubstantiated in the parish. Where there have been archaeological investigations they lie just outside the conservation area on Hallowell Road and south of the London School of Theology on Green Lane.

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In 1087 the Manor of Ruislip was given to the Norman Abbey of Bec which was administered from a priory on the site of Manor Farm, Ruislip. By 1300 they had an outlying manorial property at Northwood, close to the site of The Grange at the cross road of Green Lane and the Rickmansworth Road.

In 1404 Henry IV confiscated the manor and passed it to his son John Duke of Bedford with reversion to the king and his heirs which occurred on his death in 1436. Henry VI then leased the manor to his chancellor John Somerset in 1437 which included "the plot called Northwode" which consisted of The Grange and its estate. Later In 1451 Henry VI gave the reversion of the Manor of Ruislip to his foundation King's College, Cambridge who owned it until the twentieth century.

A college terrier (a type of list) of 1565 records that there were ten houses by this date at Norwood. The settlement remained small throughout the seventeenth and eighteenth centuries and is shown in John Roque's map of 1754. Dwellings are scattered

along the Rickmansworth Road where it meets Ducks Hill Lane. To the south a road leads off to the east into the fields with a handful of dwellings, this may well be Green Lane.

Nineteenth Century

Between 1804 and 1814 large areas of land either side of the Rickmansworth Road were enclosed and new farms created. The enclosure map of 1806 illustrates the planned enclosures for the area and scattered farms in the outlying fields. In 1809 John Rowe bought The Grange, and soon after began acquiring several surrounding farms including Green Lane Farm and Green Hill Farm and built up the estate of The Grange.

Beyond agriculture, the area was also known for extraction of its natural resources of gravel, chalk and clay and consequently there was brick and tile manufacture as well as lime. Kiln Farm at the end of Maxwell Road takes its name from its use as a brick and tile manufacturing site. A chalk pit was discovered in 1978 at the corner of Green Lane and Dene Road. By the 1860s chalk mining had stopped and the pits were capped.

In 1854 Holy Trinity was built and a new ecclesiastical parish created for Northwood. By the time of the 1881 census and on the eve of the major changes in the area, there were 60 houses and 257 people living in Northwood. The Ordnance Survey map of 1886 illustrates the rural character of the area prior to the arrival of the railway. Green Lane winds its way through the fields to the seventeenth century Gateshill Farm, passing Green Lane Farm and on the hillside to the north Greenhill Farm.



Figure 9. John Roque's map of Middlesex, 1754 (detail), courtesy of Uxbridge Local Studies Collection

In 1832 John Rowe sold the Grange Estate to Nicholas Soames who in turn sold it to David Carnegie of Eastbury Park just over the border into Hertfordshire in 1857. On 25th March 1887 Carnegie sold the Eastbury estate including The Grange estate with 762 acres in Northwood for £59,422 to Frank Murray Maxwell Hallowell Carew (1866-1943) for development.

The sale was completed on the understanding that the proposed Metropolitan Line extension from Harrow to Rickmansworth would include a station at Northwood, quarter of a mile to the east of the village, on Green Lane. On 20th August 1887, the new station was duly opened. On 8th October 1887 a writer in the *Watford Observer* stated that no houses were visible from the station platform and there was a propensity of nightingales.

Carew immediately commenced the planning of new roads named after himself, his wife and his sons and the carving up of land into building plots. Maxwell, Murray and Hallowell Road were laid out to the south of Green Lane and Dene Road and Eastbury Avenue to the north. He also stipulated the cost of the houses, houses on Murray Road were to be £400 for a detached house and £700 for a semi-detached pair while those on Dene Road and Maxwell Road would be a minimum of £750 for a detached and £1300 for a semi-detached pair. Carew also laid out areas for shopping and covenants precluding the establishment of industrial works. Although not a building developer, Carew clearly left his mark on the area giving it its physical layout as well as its social makeup.



Figure 9. Enclosure map parish of Ruislip, 1806, courtesy of Uxbridge Local Studies Collection

Carew sold the plots in a series of ten sales in a marquee on the estate accompanied by a free lunch between September 1887 and July 1891. The last to be sold was the plot for Oaklands House.

One of the first buildings to be built in 1887 was the Northwood Hotel at the junction of Green Lane and Maxwell Road now replaced with a 1960s shopping parade. The landmark building was constructed from the local Elkington bricks. The plots for shops on the other side of Maxwell Road had been sold by 1888 and were priced between £75-£80.

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Between 1890-92 Miss Catherine Buchanan-Smith and her brother-in-law purchased building plots on Maxwell Road for a school so that they could move their girls school from Endsleigh Gardens in central London. In 1892 the purpose built school building was completed and Northwood College opened its doors. In 1893 they acquired The Briary next door for a boys prep school. Further purchases of land followed in order to provide the necessary facilities. By 1891 there were 115 houses, one shop and three public houses in Northwood almost double the number of houses of the census of ten years earlier.

The 1896 Ordnance Survey map clearly illustrates the enormous changes that the area had undergone. The railway divides the area on a north/south axis and the roads have been laid out. The plots of land are also clearly demarcated although at this date not many of the buildings had been completed. Oaklands had been built as had the Northwood Hotel and some of the parade of shops opposite and Northwood College and the Briary on Maxwell Road and several houses on the west side of Murray Road (including numbers 16, 18 and 20).

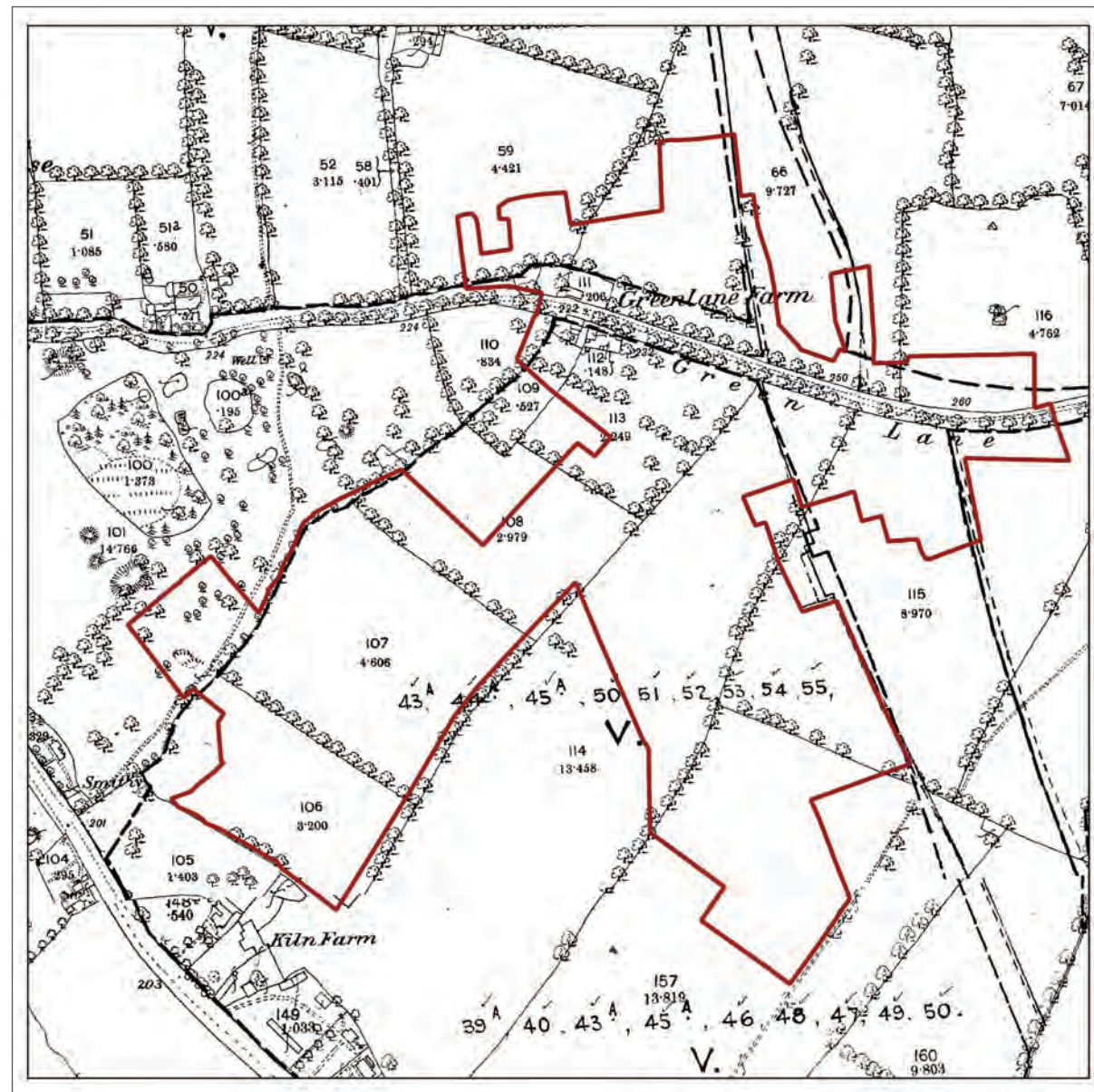


Figure 10 Ordnance Survey map, 1: 2500, 1886 © Crown copyright and database rights 2019 Ordnance Survey 100019283

Twentieth Century

By 1901 the population of Northwood had increased exponentially to 2500 in five hundred houses with twenty-six shops and was now considerably larger than Ruislip or Eastcote.

The newcomers wanted street lighting, made up roads and main drains. They campaigned for a new local authority to replace Ruislip parish council and in 1904 the Ruislip-Northwood Urban District Council was set up. Initially it met at 7 Maxwell Road and in 1911 moved to Oaklands.

In 1910 the police station was finally built at the corner of Maxwell and Murray Road. This followed opposition by local residents who thought it would lower the tone of the area and the case went to court. The judge allowed the construction provided the light was white rather than blue over the door.

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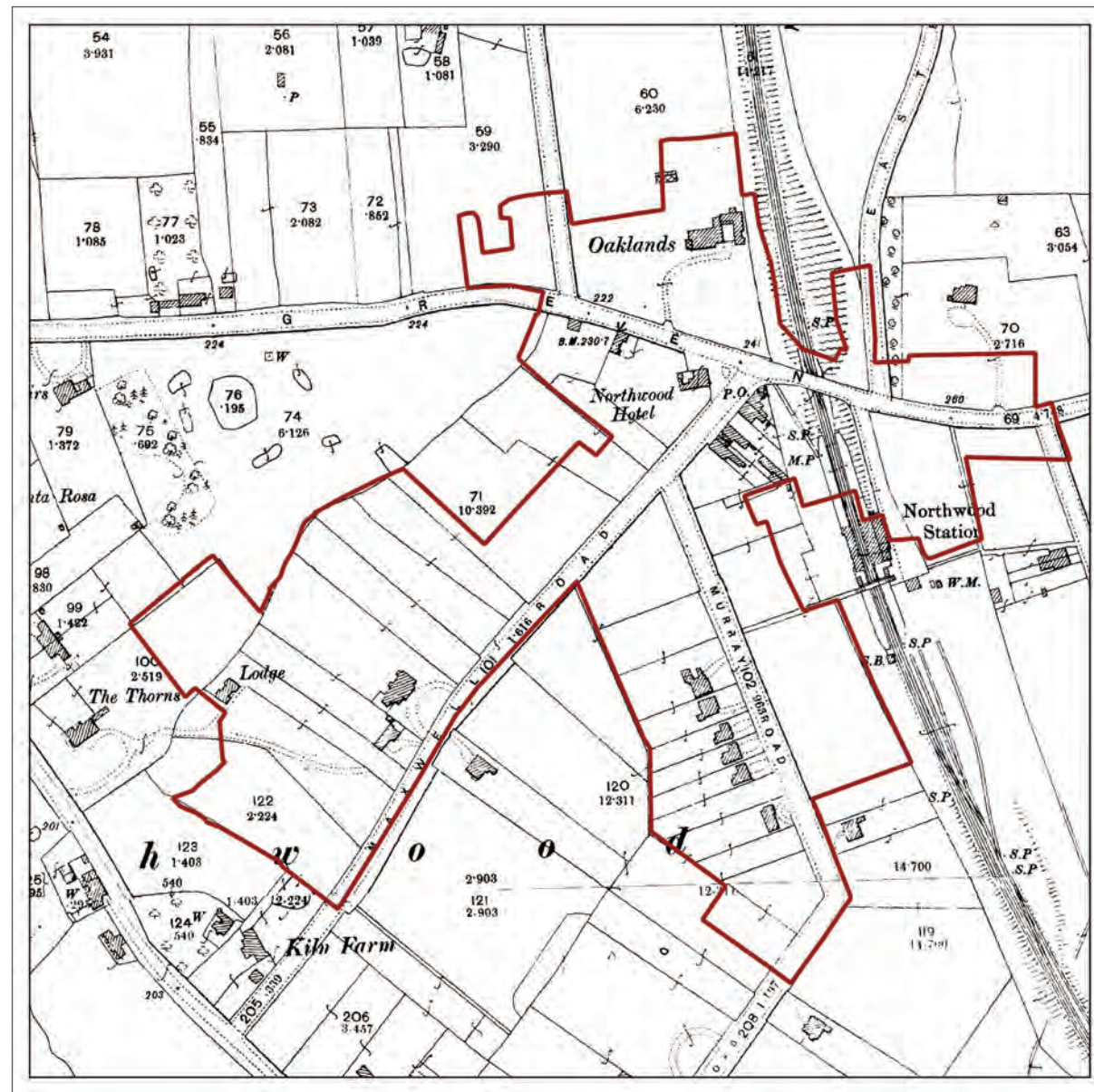


Figure 10 Ordnance Survey map, 1: 2500, 1896 © Crown copyright and database rights 2019 Ordnance Survey 100019283

There is a further cartographic snapshot of the area in the Ordnance Survey map of 1914. Since 1896 many more houses have been built. The east side of Murray Road has been completed and several new houses have been built on the west side at the southern end. On Maxwell Road number 30 has been built as well as a run of eight modest detached houses on the west side (numbers 22-28) and some large detached houses south of the police station.

The parade of shops at the top of Maxwell Road has also been completed while development has begun along Green Lane itself with the construction of The Pavement. There is also a building within the curtilage of Oaklands directly on Green Lane which may correspond to the parade of shops numbers 39-51 which are dated 1911 on the street front.

A large house has also been constructed on the corner of Dene Road and Green Lane. The sheds behind Station Parade also appear by 1914 and the single storey post office at the corner of Eastbury Avenue. Major development occurs outside the designated area along Dene Road and Hallowell Road and further east on Green Lane.

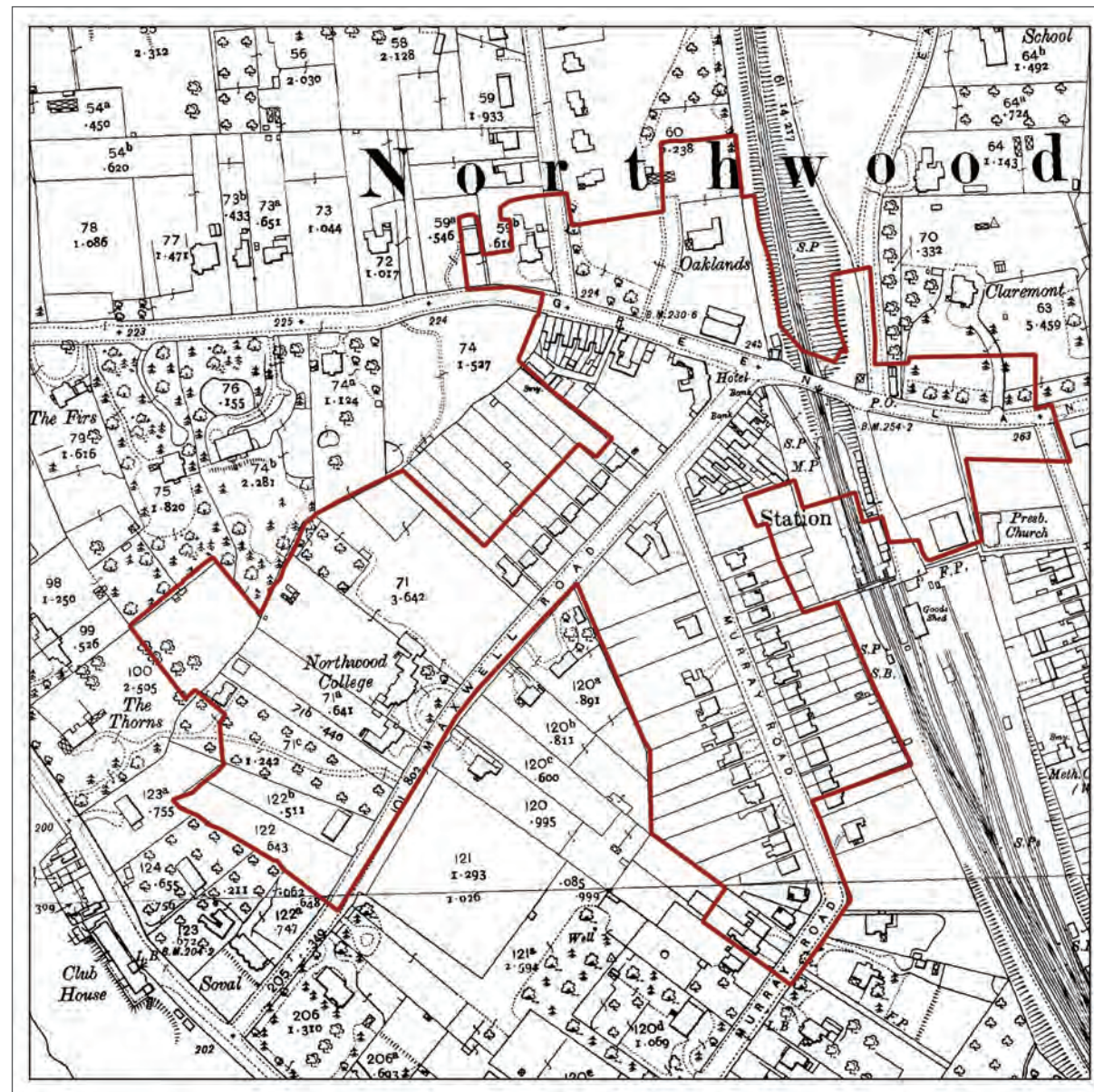


Figure 11 Ordnance Survey map, 1: 2500, 1914 © Crown copyright and database rights 2019 Ordnance Survey 100019283

Post 1914, further parades of shops were built on either side of Green Lane up to the junction with Maxwell Road. Old photographs show these had been built before the war memorial was erected in 1921.

Following the end of the First World War a committee was set up to choose a design for a war memorial. The chosen design was by a local man Mr F D Bedford and the location was chosen outside the Northwood Hotel on land donated by Benskins Brewery, Watford. The memorial was unveiled in 1921 at a ceremony attended by 4-5000 people.

In 1924 The Northwood Methodist Church opened on land between Oaklands and Dene Road donated by a Mr Fielding. In connection with this the driveway to Oaklands appears to have become the road Oaklands Gate. A tin tabernacle was moved from Hallowell Road as a youth hall. By the mid-1920s Green Lane to the west of the railway was much as it is today.

In 1907 Harry Neal had moved his building company to Northwood and began his long association with the area. In the 1920s he built Station Parade and the corner building which was the National Provincial Bank (now the Coral building) which is dated 1926. He also produced designs for a parade further to the east on Green Lane. The corner section on Hallowell Road, numbers 76-78 was completed as planned the rest of the plot was not developed until later in the 1930s as Chester Place to a more avant garde design. With the exception of Rowland Place, the conservation area was much as it is today by the time of the 1935 Ordnance Survey Map.

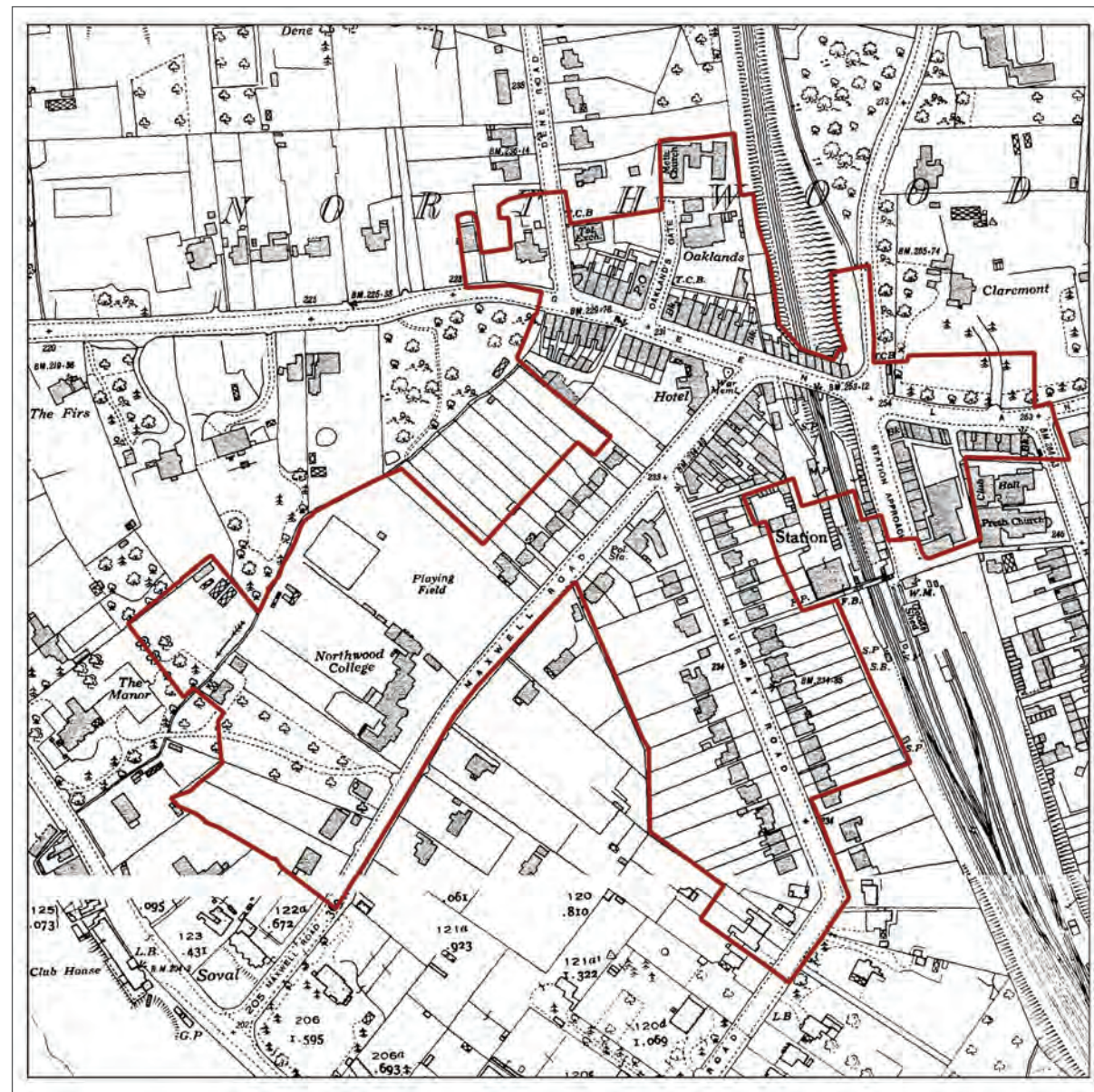


Figure 12 Ordnance Survey map , 1:2500, 1935 © Crown copyright and database rights 2019 Ordnance Survey 100019283

In the 1960s there were a few minor additions, a garage (now café) on the corner of Eastbury Avenue and Green Lane and additional buildings to the rear of Oaklands. During the 1960s the Northwood Hotel was demolished and replaced by Clive Parade, a shopping parade that extends along Maxwell Road. Rowland Place was constructed and the railway station was rebuilt so that the entrance is now closer to Green Lane. These changes are all visible on the Ordnance Survey map of 1974.

In 1966 the Ruislip-Northwood Urban District Council was merged with other nearby Councils and the London Borough of Hillingdon created. Oaklands was vacated by the Council and offered to the Liberal branch of Judaism, the tin tabernacle had been demolished behind and a new synagogue was added to the rear of Oaklands in 1977.

In 1987 Waitrose opened with access to its car park created on Murray Road and more recently a number of modern apartment blocks replacing earlier buildings have been constructed on Murray and Maxwell Roads.

The history of the conservation area highlights the enormous changes the wider area underwent at the end of the nineteenth century following the arrival of the railway. Prior to this, Northwood had been a sleepy hamlet on the Rickmansworth Road that had remained unchanged for centuries. The development of the area by Frank Carew permanently shifted the centre of Northwood away from the Rickmansworth Road onto Green Lane next to the railway. The pattern of urban development that he laid out with its interest in social engineering set a template that would be followed elsewhere in the area in particular the Soutar Plan for Ruislip. For this reason the conservation area is an important and interesting early example of suburban development in North-West London.

Historic England Guidance

Conservation Area Designation, Appraisal and Management: Historic England Advice Note 1 (2016)

This guidance sets out ways to manage change in a way that conserves and enhances historic areas through conservation area designation, appraisal and management.

historicengland.org.uk/images-books/publications/conservation-area-designationappraisal-management-advice-note-1/

The checklist below has been taken from this publication and has helped to identify the buildings that make a positive contribution to the historic and architectural character of the conservation area.

- Is the building the work of a particular architect or designer of regional or local note?
- Does it have landmark quality?
- Does it reflect a substantial number of other elements in the conservation area in age, style, materials, form or other characteristics?
- Does it relate to adjacent designated heritage assets in age, materials or in any other historically significant way?
- Does it contribute positively to the setting of adjacent designated heritage assets?
- Does it contribute to the quality of recognisable spaces including exteriors or open spaces with a complex of public buildings?
- Is it associated with a designed landscape eg a significant wall, terracing or a garden building?

- Does it individually, or as part of a group, illustrate the development of the settlement in which it stands?
- Does it have significant historic association with features such as the historic road layout, burgage plots, a town park or a landscape feature?
- Does it have historic associations with local people or past events?
- Does it reflect the traditional functional character or former uses in the area?
- Does its use contribute to the character or appearance of the area?

Additional criteria set by the Council:

- Does the building have architectural, historical, archaeological, evidential, artistic or communal significance that contributes to the character or appearance of the conservation area?
- Has the building retained its original design, materials, features and setting or ones that are appropriate to its style and period?
- Does it contribute to the evolution and diversity of the conservation area
- Was it built by an important local builder or one who also built other significant buildings in the area?

Conservation and Energy Efficiency

Historic England have produced useful guidance on how homeowners can improve energy efficiency and reduce carbon emissions whilst still respecting the historic and architectural significance of their properties. For more information follow this link: historicengland.org.uk/advice/your-home/

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PROPOSED ADDITIONS TO THE LOCAL LIST: NORTHWOOD
SEPTEMBER 2019

NORTHWOOD								
Building Name/No	Road Name	Post Code	Ward	Date/Period	Date proposed	Conservation Area/ASLC	Ownership	Serial No
27	The Drive	HA6 1HW	Northwood	1930s	September 2018	N/A	-	293
46	The Drive	HA6 1HP	Northwood	ca.1900	September 2018	N/A	-	294
Ask Restaurant, 35A	Green Lane	HA6 2PX	Northwood	ca.1900	September 2018	Northwood Town Centre, Green Lane	-	295
Barclays Bank, 55	Green Lane	HA6 3AG	Northwood	ca.1900	September 2018	Northwood Town Centre, Green Lane	-	296
Coral, 54-56	Green Lane	HA6 2XW	Northwood	ca.1925	September 2018	Northwood Town Centre, Green Lane	-	297
Lamertons, 65A	Green Lane	HA6 3AD	Northwood	ca. 1890s	September 2018	Northwood Town Centre, Green Lane	-	298
Lomito, 41	Green Lane	HA6 3AE	Northwood	1911	September 2018	Northwood Town Centre, Green Lane	-	299
Nat West Bank, 37	Green Lane	HA6 3AE	Northwood	ca.1900	September 2018	Northwood Town Centre, Green Lane	-	300
Northwood News, 46	Green Lane	HA6 2QB	Northwood	ca.1900	September 2018	Northwood Town Centre, Green Lane	-	301
76-78	Green Lane	HA6 2PX	Northwood	ca.1900	September 2018	Northwood Town Centre, Green Lane	-	302
Tormead, 27	Dene Road	HA6 2BX	Northwood	ca.1900	September 2018	Dene Road, Northwood	-	303
62-64	Dene Road	HA6 2DF	Northwood	ca.1900	September 2018	Dene Road, Northwood	-	304
St John's School	Potter Street Hill	HA6 3QY	Northwood Hills		September 2018	N/A	-	305
St Matthew's RC Church, 37	Hallowell Road	HA6 3AE	Northwood		September 2018	N/A	-	306

Building Name/No:	27	Serial No:	293
Address:	The Drive, Northwood, HA6 1HW		
Ward:	Northwood	Use:	Residential

<p>Photograph</p> 	<p>Statement of significance/ Reasons for designation</p> <p><u>Authenticity:</u> Increasingly rare example of 1930s detached house with all its original windows and doors on front elevation.</p> <p><u>Architectural:</u> c.1930s house in a suburban Arts and Crafts style. Two storeys under tiled roof with cat slide to left over garage. Central projecting double height gable, first floor projects over bay window below. Rendered elevations with brick work around central ground floor bay window. Dormer windows to either side of gable. Tiled roof porch to right of central gable. Brick chimney stack on gable end, further stack projects from roof to left of central gable.</p> <p><u>Townscape:</u> Contributes to local character and street scene.</p>
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Photograph date: September 2018

<p>Location Map</p> 	<p>© Crown copyright. London Borough of Hillingdon 100019283 2009</p>
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**Authenticity (I b): 2; Architectural (II d,e): 2; Townscape (III f); 1;
Total = 5
Recommendation: Include in the Local List**

Building Name/No:	46	Serial No:	294
Address:	The Drive, Northwood, HA6 1HP		
Ward:	Northwood	Use:	Residential

Photograph



Statement of significance/ Reasons for designation

Architectural: ca.1900 house by local architects Swannell and Sly in historicist American/Dutch style, originally known as “Dane End”. The first house to be built on The Drive set in extensive gardens. Two storeys with attic, rendered elevations under steep tiled gambrel roof reaching down to ground floor level. Recessed porch on south elevation and “M” shaped projecting gable on north elevation.

Townscape: Unusually orientated perpendicular to the road. Key plot towards end of The Drive with “M” shaped projecting gables prominent in views from north. Contributes to local character and street scene.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d,e): 2+1; Townscape (III f, g); 2+1; Total = 8

Recommendation: Include in the Local List

Building Name/No:	Ask Restaurant	Serial No:	295
Address:	35A Green Lane, Northwood, HA6 2PX		
Ward:	Northwood	Use:	Restaurant

Photograph



Statement of significance/ Reasons for designation

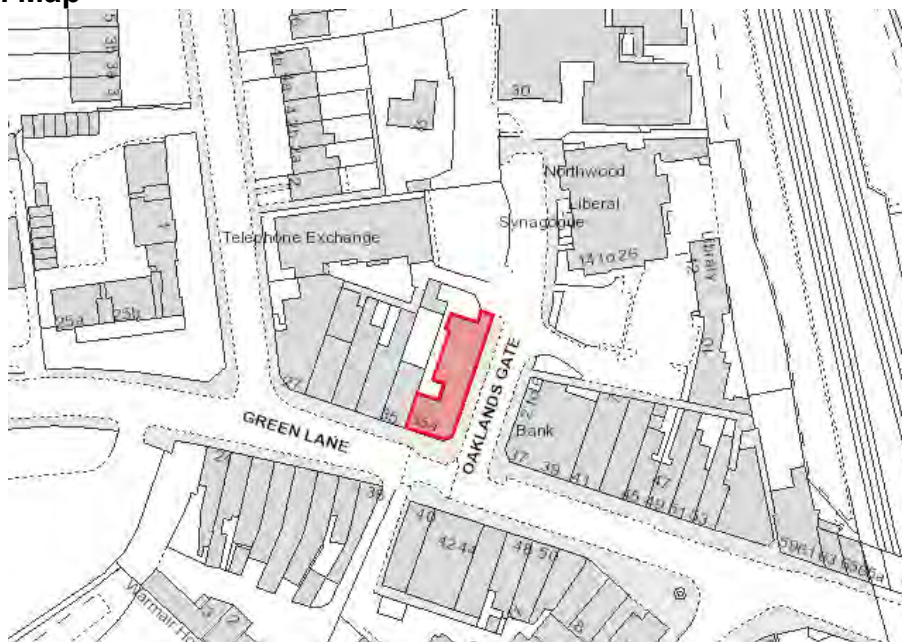
Architectural: ca.1900. Purpose built Post Office in Tudor/Dutch historicist style, part of development along Green Lane following the arrival of the Metropolitan line in 1887. Three storeys in brick with glazed bricks on ground floor, stone detailing, tiled roof. Original leaded windows to front and side. Rear extension with early lantern, modern windows to side

Townscape: Landmark corner building, part of a group of financial institutions on corner plots on Green Lane that provide visual continuity along the street. Contributes to local character and street scene.

Historic
Important public building historically, now converted to a restaurant. Of socio-economic development significance.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d, e): 2+,1; Townscape (III f, g); 1 + 2; Historic (IV h); 1
Total = 9
Recommendation: Include in the Local List**

Building Name/No:	Barclays Bank	Serial No:	296
Address:	55 Green Lane, Northwood, HA6 3AG		
Ward:	Northwood	Use:	Bank

Photograph



Statement of significance/ Reasons for designation

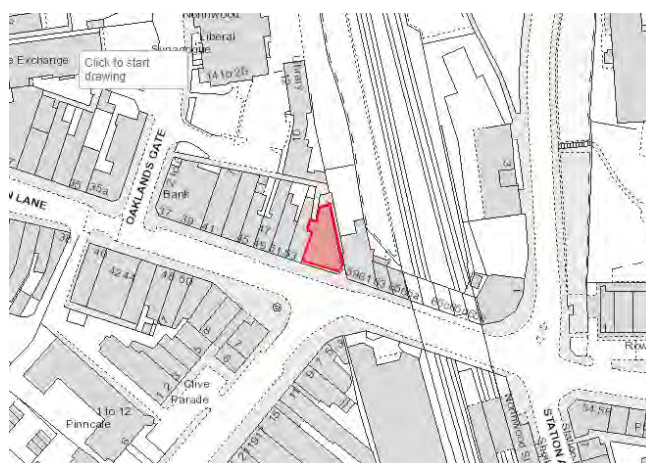
Architectural: ca.1900. Built in Baroque revival style as part of development along Green Lane following arrival of Metropolitan line in 1887. Three storeys with tiled roof behind stone parapet with balustrade. Red brick ground floor, yellow brick first and second floor, with giant order Ionic pilasters in red brick. Some original small paned sash windows. Bay windows to left on all three floors. Stone window surrounds with key stones on ground floor, segmental arches to windows on first floor. Entrance door with stone surround with flat hood supported by scrolled brackets and decorative relief with swags above door.

Townscape: Dominant corner position with strong architectural presence. Part of a group of financial institutions on corner sites that punctuate and lead one along Green Lane. Contributes to local character and street scene.

Historic: A bank, therefore has socio-economic development significance.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d,e): 2; Townscape (III f, g); 2+1; Historic (IV, h); 1
Total = 8
Recommendation: Include in the Local List**

Building Name/No:	Coral	Serial No:	297
Address:	54-56 Green Lane, Northwood, HA6 2XW		
Ward:	Northwood	Use:	Retail/Betting Shop

Photograph



Statement of significance/ Reasons for designation

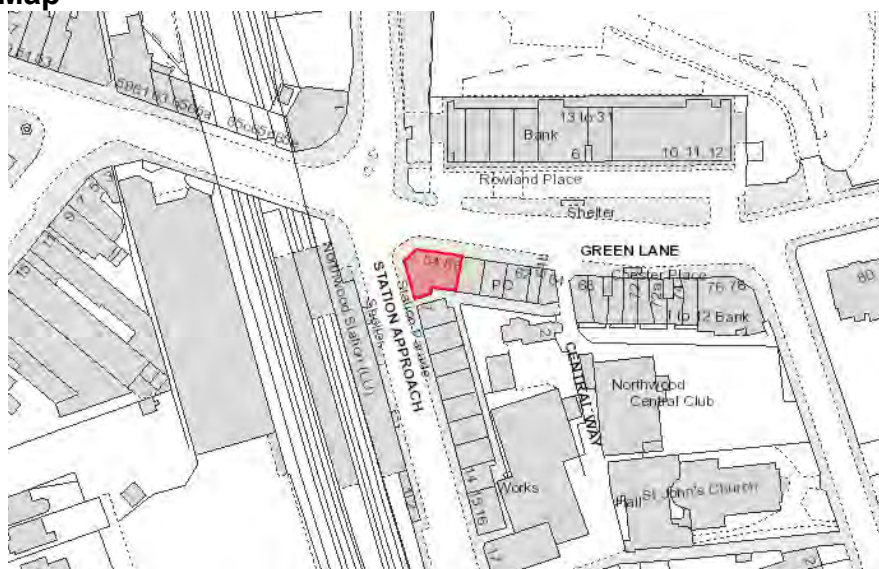
Architectural: ca.1925, part of development by Harry Neal Ltd built on corner of Green Lane and Station approach. Originally planned entirely in Arts and Crafts style, however, corner plot built in Georgian revival style. Formerly the National Provincial Bank. Two storeys, brick elevations with mostly original small paned sash windows under tiled roof. Entrance door original with hood on elegant brackets, swapped position with window to left. Access to first floor retains original tiles and sign

Townscape: Dominant corner position with strong architectural presence. Part of a group of financial institutions on corner sites that punctuate and lead one along Green Lane. Contributes to local character and street scene.

Historic:
A former bank, therefore has socio-economic development significance.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d,e): 2+1; Townscape (III f, g); 2+1; Historic (IV, h); 1

Total = 9

Recommendation: Include in the Local List

Building Name/No:	Lamertons	Serial No:	298
Address:	65A Green Lane, Northwood, HA6 3AD		
Ward:	Northwood	Use:	Retail

Photograph



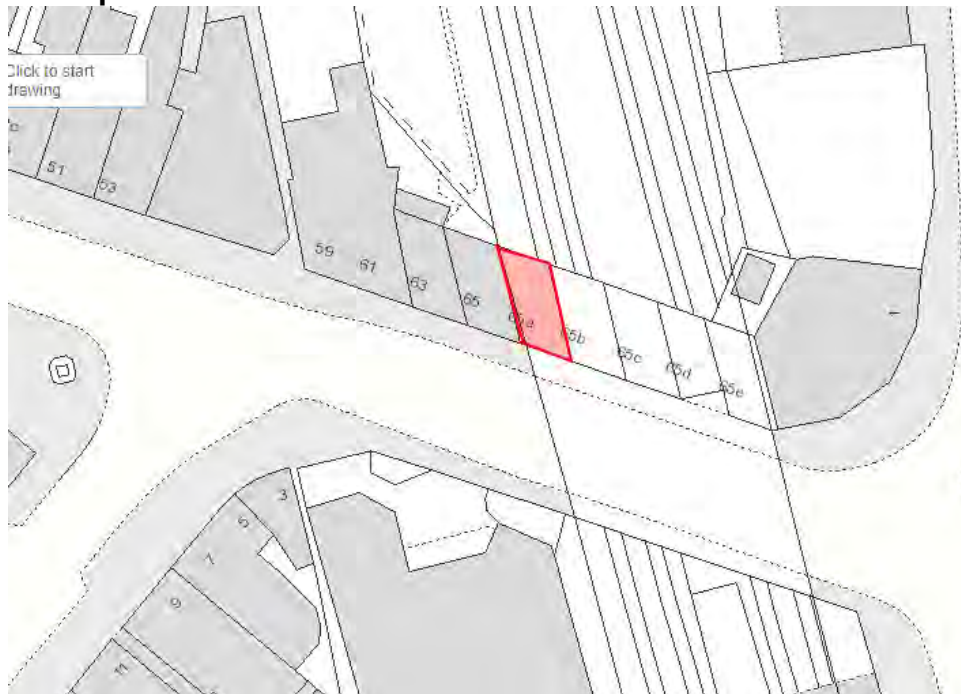
Statement of significance/ Reasons for designation

Architectural: ca. 1890s. Part of early development of small shops over railway built in connection with the arrival of the Metropolitan line in 1887. Playful use of red brick to create interesting shop front. Herringbone brickwork below shop windows and above/behind fascia sign. Arched window opening with arched pediment above shop front. Internally shop plan oblique replicating line of railway below. Tiling in front of door original, door and windows modern.

Townscape: Contributes to local character and street scene. Part of small shops on the bridge that assist in visually linking the two sides of Green Lane across the railway.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d): 2; Townscape (III f, g);2+1; Total = 7

Recommendation: Include in the Local List.

Building Name/No:	Lomito	Serial No:	299
Address:	41 Green Lane, Northwood, HA6 3AE		
Ward:	Northwood	Use:	Restaurant

Photograph



Statement of significance/ Reasons for designation

Architectural: 1911. One of a terrace of houses with shops on ground floor built in response to the arrival of the Metropolitan Line in 1887. Early shop front survives including brackets for awning. Tiles in front of door original although modern tiling below window. Glass fascia sign survives but no lettering. Townscape: One of several early shop fronts to survive that contribute to local character and the street scene.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d): 2; Townscape (III f); 2;
Total = 6**

Recommendation: Include in the Local List

Building Name/No:	37	Serial No:	300
Address:	Green Lane, Northwood, HA6 3AE		
Ward:	Northwood	Use:	Former Bank

Photograph



Statement of significance/ Reasons for designation

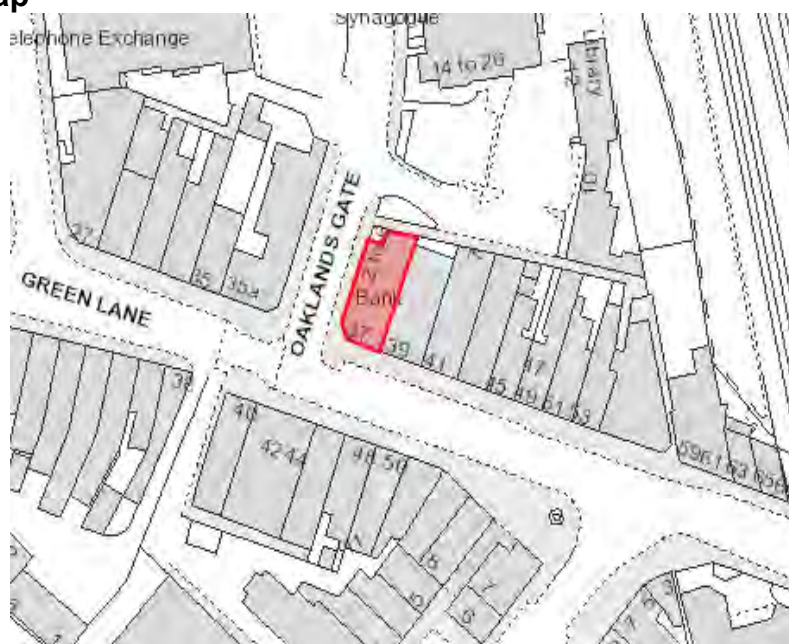
Architectural: ca.1900. Built in Baroque revival style as part of development along Green Lane following arrival of Metropolitan line in 1887. Three storeys with tiled roof behind stone parapet with balustrade. Stone ground floor, extended at later date across number 39. Giant order Ionic pilasters with red brick shafts and stone capitals overlaying yellow brick on first and second floor. Small paned sash windows on upper floors. Arched openings to ground floor windows. Carved swags and key stone above entrance door.

Townscape: Dominant corner position with strong architectural presence. Part of a group of financial institutions on corner sites that punctuate and lead one along Green Lane. Contributes to local character and street scene.

Historic: A former bank, therefore has socio-economic development significance.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d,e): 1+1; Townscape (III f, g); 2+1; Historic (IV h); 1

Total = 8

Recommendation: Include in the Local List

Building Name/No:	Northwood News	Serial No:	301
Address:	46 Green Lane, Northwood, HA6 2QB		
Ward:	Northwood	Use:	Retail



Statement of significance/ Reasons for designation

Architectural: ca.1900. One of a terrace of buildings built following the arrival of the Metropolitan line in 1887. Three stories, original leaded windows with projecting bay on second floor. Of particular interest is surviving shop front with Art Nouveau character and curved glass entrance windows.

Townscape: One of several early shop fronts to survive that contribute to local character and the street scene.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d,e): 2; Townscape (III f); 2;
Total = 6**

Recommendation: Include in the Local List

Building Name/No:	Pizza Hut Restaurant	Serial No:	302
Address:	76-78 Green Lane, Northwood, HA6 2PX		
Ward:	Northwood	Use:	Restaurant

Photograph



Statement of significance/ Reasons for designation

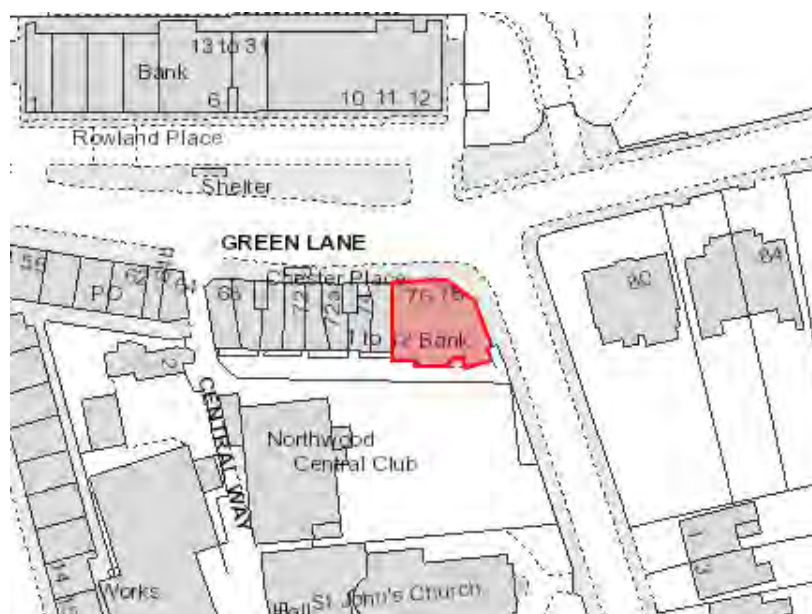
Architectural: ca. 1900. Built in classical style as part of development along Green Lane following the arrival of the Metropolitan line in 1887. Three storeys with brick parapet. Red brick ground floor with brown and red brick on first and second floors. Stone surround around entrance and window above. Red brick herringbone panels between windows on flanking elevations. Stone cornice/entablature. Modern windows on ground floor.

Townscape: Dominant corner position with strong architectural presence. Part of a group of financial institutions on corner sites that punctuate and lead one along Green Lane. Contributes to local character and street scene.

Historic: A former bank, therefore has socio-economic development significance.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d,e): 1+1; Townscape (III f,g); 2+1; Historic (IV h) 1

Total = 8

Recommendation: Include in the Local List

Building Name/No:	Tormead	Serial No:	303
Address:	27 Dene Road, Northwood HA6 2BX		
Ward:	Northwood	Use:	Residential

Photograph



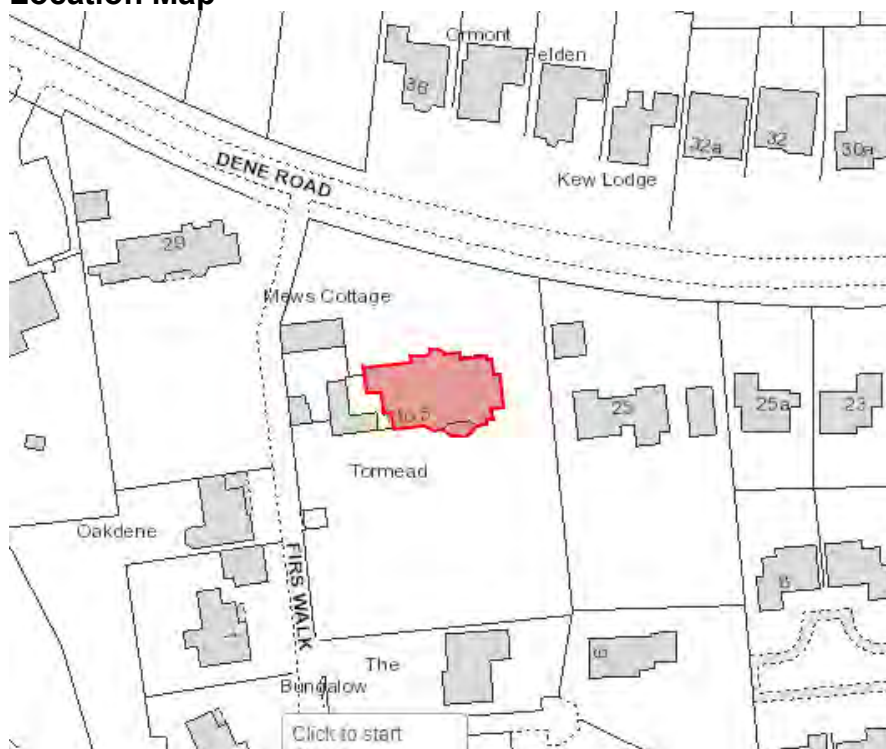
Statement of significance/ Reasons for designation

Architectural: ca. 1900. Grand neo-English Baroque house noted by Nicholas Pevsner. Two storeys with attic. Stone detailing on curved porch and steep dentilled pediment on main elevation. To rear, basement visible with three storey bay windows to take advantage of views. Now converted into flats.

Townscape: One of surviving examples of grand houses in large plots for which the early development of Northwood was known. Contributes to local character and street scene.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d,e): 2; Townscape (III f,g); 2+1;
Total = 7
Recommendation: Include in the Local List**

Building Name/No:	62-64	Serial No:	304
Address:	Dene Road, Northwood, HA6 2BX		
Ward:	Northwood	Use:	Residential

Photograph



Statement of significance/ Reasons for designation

Architectural: ca 1900, House by Frank M Elgood in Queen Anne revival style, now subdivided into two houses. Two storeys with attic. Brick ground floor with rendered first floor under red clay tile roof, distinctive eaves. Two bay windows on ground floor, sash windows on first floor with original shutters, flat dormers in attic. Central chimney stack and smaller stacks to either end, all across ridge. Modern garage extension to left.

Townscape: One of surviving large houses in large plots for which the early development of Northwood was known. Contributes to local character and street scene.

Photograph date: September 2018

Location Map



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**Authenticity (I b): 2; Architectural (II d,e): 2+1; Townscape (III f); 2;
Total = 7**

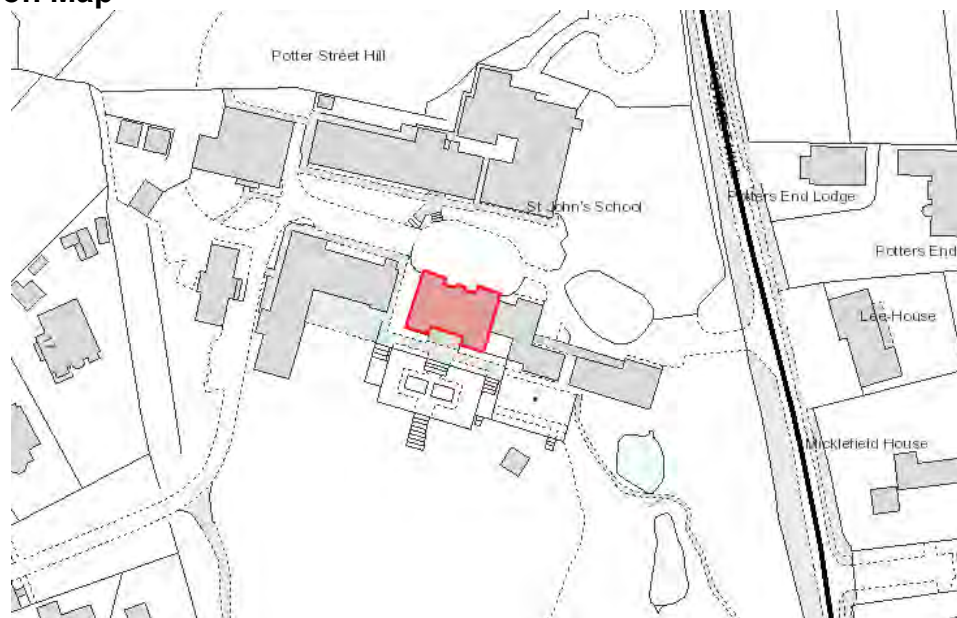
Recommendation: Include in the Local List

Building Name/No:	St John's School	Serial No:	305
Address:	Potter Street Hill, Northwood, HA6 3QY		
Ward:	Northwood Hills	Use:	Educational

	<p>Statement of significance/ Reasons for designation</p> <p><u>Architectural</u>: 1924. Grand house originally built as Potter Hill House spectacularly sited to take advantage of views to south. Noted by Nicholas Pevsner who described it as a “decent neo-Georgian” house. Two storeys with an attic with projecting wings forming an “H” plan. Pantile roof, hipped on wings, dormer windows in attic storey. Rendered elevations with sash windows and shutters. On ground floor south elevation ionic colonnade. Now St John's School, surrounded by modern school buildings. The lodge to the house on 23-25 Wieland Road is on the local list.</p> <p><u>Townscape</u>: One of grand houses on large plots for which the early development of Northwood was known, built to take advantage of views. Contributes to local character.</p>
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Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d,e): 2+1; Townscape (III g); 1; Historic (h); 1
Total = 7
Include in the Local List.

Building Name/No:	St Mathew's R C Church	Serial No:	306
Address:	37 Hallowell Road, Northwood, HA6 3AE		
Ward:	Northwood	Use:	Ecclesiastical



Statement of significance/ Reasons for designation

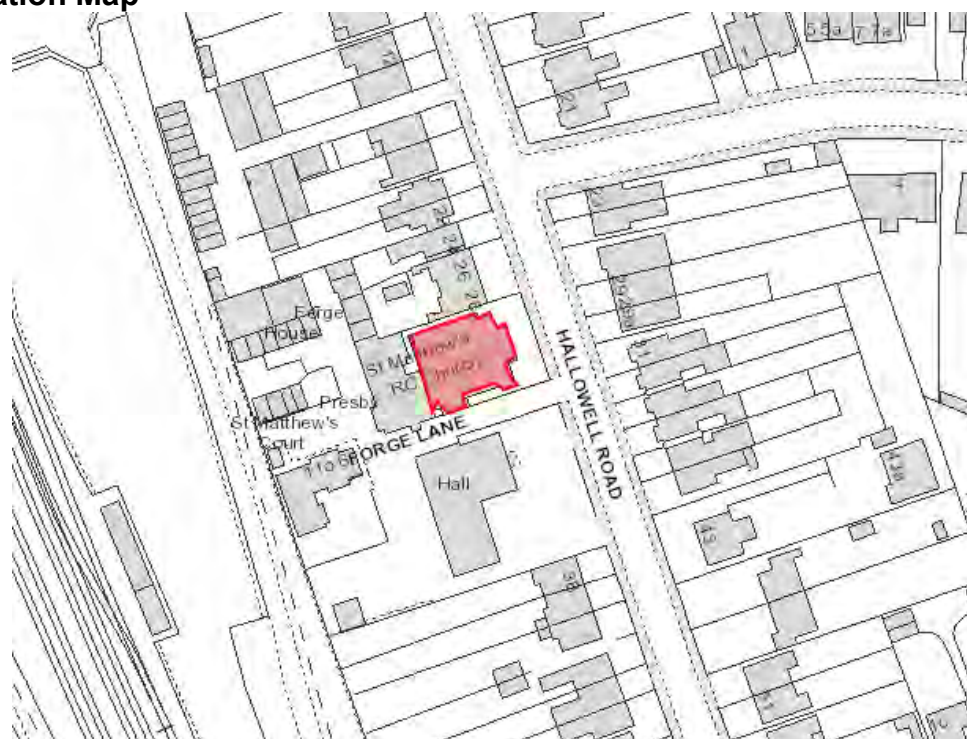
Architectural: 1924. Roman Catholic church built in very plain style. Noted by Nicholas Pevsner. Red brick under red clay tile roof. Nave with lean-to aisles, sanctuary with transept-like lateral projections, small narthex at west end, projecting former baptistery. Mainly round headed window openings with metal windows. Interior bare brick. Aisles extended in 1983.

Townscape: Contributes to local character and street scene.

Historic: Roman Catholic church with strong community value.

Photograph date: September 2018

Location Map



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Authenticity (I b): 2; Architectural (II d): 2; Townscape (III f); 2; Historic (IV h): 2

Total = 8

Recommendation: Include in the Local List

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APPENDIX 3 - Northwood Town Centre, Green Lane Conservation Area Appraisal Consultation Document June 2019 Public Consultation Responses

Respondent ID No and summary of consultation response.	Officer Response
1D1 - Document supported. Asks if a similar document for roads to the east of the railway (i.e The Old Northwood ASLC)	There is no similar document for The Old Northwood ASLC.
<p>ID2 - Document supported. Enquired why not more advertising of the document which was found in the library.</p> <p>-The respondent points out typographic errors of Copper Beech (not Beach) Court where they live</p> <p>-Is W Gilbee Scott not actually W. Gilbert Scott?</p>	<p>The draft document is available on the Hillingdon website and hard copies at the Civic Centre and Library. It was advertised in the paper and on twitter.</p> <p>-Typographic error will be amended</p> <p>-No, they are two different architects but an understandable suggestion.</p>
<p>ID3 - "No doubt a sound appraisal" but doesn't mention the number of closed shops. Will listing them hinder development?</p> <p>-the development around the Station is not mentioned.</p>	<p>-Locally listing shops and former financial institutions will not hinder their reuse as retail units. It simply will highlight what is of interest about these buildings and worthy of consideration in future planning proposals.</p> <p>-this is a conservation area appraisal which aims to describe the special historic and architectural character of the area as it is now. It is not a policy document and does not refer to future development proposals.</p>
ID4 - Document supported	Noted
ID5 - respondent provides additional information on 62-64 Dene Road	-This information will be kept on file for future reference
ID6 - In favour of locally listing 46 The Drive. The respondent then describes the recent planning history. It would be a tragedy if demolished in view of its interest	Noted
ID7 - In favour of locally listing 46 The Drive. It would be a great shame if another of Northwood's historic houses were lost to demolition and development	Noted
ID8 - Northwood is a unique area and it is important to maintain the character of the town centre and the conservation area. Supportive of addition of 14 buildings to the local list.	Noted
ID9 - The buildings along station approach have been allowed to fall into disrepair by TFL. The pavements have not been maintained and there are traffic problems. The retail units are therefore unattractive to rent. Recalls similar neglect at The Lido	The buildings along Station Approach and on Green Lane next to the Coral building are not currently listed although the Coral building is one of the proposed additions to the local list.

<p>which led to demolition. The respondent pays council tax so that the Council's officers ensure that listed buildings are maintained. Councillors and officers should do their duty and protect our architectural heritage.</p>	
<p>ID10 - Northwood has a rich architectural mix reflecting its development over time. It has the character of the village. Of particular note, is the stretch between the Misty moon PH and Hallowell Road including Station approach. It is important that this is conserved. Buildings of particular importance are The Old Post Office (Ask Restaurant) and the bank buildings (including Coral). The roofs of the buildings on Station Approach give a village feel. Please consider when considering their conservation and possible listing of buildings.</p>	<p>The Old Post Office and all the bank buildings have been proposed as additions to the Local List.</p>
<p>ID11 - Respondent objects to the most recent TFL proposal, the closing down of the station car park, the height of the proposal and the lack of public space in the proposal.</p> <p>-The Coral Building is modestly attractive but not worthy of local listing and locals who wish to list it are doing so in the hope of thwarting the TFL development. Not fit for purpose as a commercial building due to sloping pavement. The plinth could be lowered to allow access but why not build in a high calibre new building.</p> <p>-Lamertons - "a tacky building" that should not be included in on the list. TFL had previously proposed to demolish this strip and replace it. If locally listed it would deny a broader vision to improve what is an eyesore and too low. It should be possible to build 2 or 3 stories</p> <p>-27 The Drive - moderately attractive but not classic Arts and Crafts and should not be on list.</p> <p>-the respondent supports all the other suggestions for the local list with the exception of 46 The Drive which he hasn't been able to view. This is followed by four photographs of the area proposed for redevelopment along Station Approach and Green Lane as well as 1 Eastbury Road.</p>	<p>-The Coral Building has value both for its architectural interest, its socio-economic interest as a former bank and its townscape value as part of a group of financial institutions on prominent corner sites that punctuate and lead one along Green Lane.</p> <p>-This is a charming small scale building that playfully uses brick to decorative effect. The composition contributes to local character and street scene and is part of shops that link the two sides of Green Lane.</p> <p>-It is described as "suburban Arts and Crafts" ie an interpretation of classic Arts and Crafts. It is not the most cutting edge house but is proposed for the local list due its largely unaltered design which is increasingly rare in the area.</p> <p>Noted.</p>
<p>ID12 - Document supported as well as the proposals for the local list. "It captures what is important and distinctive about Northwood and thus what should be conserved".</p>	<p>Noted</p>

<p>ID13 - Document supported as well as proposals for the local list. Suggests that local listing only exterior so that it will still be possible to knock buildings together</p>	<p>-Buildings on the Local List are not subject to any additional planning controls over demolition or alteration. There are also no changes to the owner's Permitted Development Rights under the Town and Country Planning (General Permitted Development) Order 2015. However, Council policies do support the retention and enhancement of buildings which contribute to the Borough's local distinctiveness.</p>
<p>ID14 - Document supported as well as proposals for the local list. Mentions petition to locally list 46 The Drive which is now reflected in the proposed local list</p>	<p>Noted</p>
<p>ID 15 (Historic England) - Further detail on significance of local views and more detail on what the viewing locations are and how the Council intend to manage this. This would reflect the new draft London Plan which gives greater weight to local views.</p> <p>- stating whether there are any areas of archaeological sensitivity</p> <p>-The proposed locally listed buildings are not included on the buildings audit map.</p> <p>-The document would benefit from a section with specific management proposals.</p>	<p>The map illustrates kinetic views and is not intended to identify specific viewing points. The accompanying text identifies the most significant views and their viewing points at the top and bottom of Green Lane. Management could be dealt with in a future management plan.</p> <p>This was researched and commented on in the historic section p.45. GLAAS will be contacted to verify if there are any sensitive areas.</p> <p>-These were deliberately omitted as they had not been approved at the time of the draft. This will be amended in the final version.</p> <p>-This was only ever intended to be an appraisal, the purpose of the document is clearly laid out on page 4. A conservation area management plan will be produced at a later date.</p>
<p>ID16 - writes with regard to 46 The Drive. If this is demolished it "would be showing that history has no place in the present day Northwood."</p>	<p>Noted</p>
<p>ID17 - Document supported. Produced to a high standard with much detail.</p> <p>-there are many empty shops. The Council must influence landlords to charge affordable rents and maintain shop fronts.</p> <p>- The buildings along Station Approach have been allowed to deteriorate when compared to early sketch of the scheme. Could LBH not ask for the shop fronts to be reinstated? Could new street furniture be installed to stimulate "Old Northwood"? Could Station Approach be renamed Harry Neal Approach?</p>	<p>Noted. The comments concern how the conservation area might be enhanced in the future. This might be included in a future management plan.</p>

<p>-Could the town centre not have more trees? -Supports addition of 14 locally listed buildings, many are "landmark" buildings and would all "add elegance, visual strength and a sense of permanence to the town centre".</p>	
<p>ID18 - Document supported and additions to local list. -Glad that Chester Place is not on the list. It should be demolished and redeveloped. 1 Eastbury Road is not as bad but might also be redeveloped. Comments about 54-64 Green Lane but would not want these to prevent redevelopment. -There are many empty premise and the area needs improving. The proposals for redevelopment by TFL are a step in the right direction in order for the area to thrive in the future.</p>	<p>All comments noted.</p>
<p>ID19 - This is an email supporting the addition of 46 The Drive to the local list. Attached is a petition signed by <u>56</u> residents of The Drive and Knoll Crescent in support of its addition.</p>	<p>Noted</p>
<p>ID20 - Document supported - "produced to a high standard" and "much detail has been included". It helps to provide a global picture of Northwood's architectural character and details and also recognises the gaps along with key views. Will protect against future inappropriate development and provide parameters for developers of features which must be preserved. -Station Approach has become run down but it is clear from old illustrations how minor unregulated alterations create a poor impression. - Hope that appraisal will bring vigour to improve the conservation area buildings, streetscape and trees. -Enhancing the town centre would help to retain the vitality of the shopping street. - Supports addition of 14 locally listed buildings Valuable and thorough document on locally listed buildings. Particularly supportive of addition of the Post Office, The Coral Building and 76-78 Green Lane (Pizza Hut).</p>	<p>Noted</p>
<p>ID21 - Similar to ID20. Document supported. "This will be a valuable historic document". -Similar point about how Station Approach is much as originally built but minor alterations have degrade it.</p>	<p>Noted</p>

<p>-Supports addition of 14 locally listed buildings particularly the Post Office, The Coral Building and 76-78 Green Lane (Pizza Hut). They have a strong architectural presence on corner sites and demonstrate the creative re use of heritage buildings.</p>	
<p>ID22 - Document supported. "I am very grateful for the important work performed by London Borough of Hillingdon (LBH), and would like to record my support" in view of redevelopment proposed by Mayor of London/TfL which ignores local feeling. -Particularly interested in two buildings on The Drive that are proposed to add to local list particularly Dane End. Neglect of the building and garden is not a justification for demolition "Please save Dane End"</p>	Noted
<p>ID23 - Document supported - " It is a tour de force and a document which should be read (and retained) by every Northwood Resident" -the town centre should be nurtured, too many empty shops, needs diversity to increase footfall. -hope that understanding of town centre will help this. -Fears that TFL development will ruin the special character of the conservation area. If implemented it would make a mockery of the locally listed buildings. -concerned that the TFL development will kill off the town centre due to the increase in traffic.</p>	Noted
<p>ID24 - Supports addition of 14 locally listed buildings. Particularly 46 The Drive. "We would like to add our voice to the many who are keen to preserve the character of the place which we chose to make our home thirty years ago"</p>	Noted
<p>ID25 - Supports addition of 14 locally listed buildings. In particular, The Coral Building due to its "history and architecture".</p>	Noted
<p>ID26 - Document supported -Wish to strongly support the proposed designation of the Green Lane Conservation Area. -pleased to note the amount of detail and record of the characteristics of the area. -key points that wish to support: -that most of buildings of high quality design -contribution to character of financial institutions -importance of gaps in particular openness of Green Lane.</p>	-the document is a Conservation Area Appraisal, not a designation proposal. The Conservation Area was designated in 2009.

<ul style="list-style-type: none"> -importance of materials and the process of ageing to add charm to the conservation area. -clear identification of which buildings have a positive impact and that future changes should conserve and enhance these buildings. -key landmark buildings -importance of surviving doors and windows -rhythm of roofs on Station Approach and Green Lane and prominence of Coral building roof. -importance of the views -importance of the area in terms of its history and as an early example of suburban development in NW London. 	
<p>ID27 - "A bit rich" to put up these 1930s Arts and Crafts properties for conservation zone listing now when the Council wilfully accepted the destruction without prior planning approval of Carisbrooke, a 1930s Arts and Crafts property. This behaviour doesn't strengthen the credibility of conservation management.</p>	<ul style="list-style-type: none"> -the document is a conservation area appraisal, not a designation proposal. The Conservation Area was designated in 2009. -The conservation area was mostly built in the late nineteenth and early twentieth century not the 1930s.
<p>ID28 -Supports addition of 14 locally listed buildings.</p>	<p>Noted</p>
<p>ID29 -Supports addition of 14 locally listed buildings. .</p> <ul style="list-style-type: none"> -In particular supports inclusion of 46 The Drive, The Turret House, Murray Road and 27 The Drive. -26 and 30 The Drive might be included on a future local list. 	<p>-The Turret House, (24) Murray Road - this is already locally listed and not part of the present proposal.</p>
<p>ID30 -Supports addition of 14 locally listed buildings. -the need for this is urgent due to TFLs proposals which would destroy Northwood's historic buildings but change its character forever.</p> <ul style="list-style-type: none"> - Tfl should be forced to produce plans which incorporate present buildings of architectural importance while renovating the station, car park and shops. -quotes letter in the Evening Standard 18th of July, regarding TFL development at High Barnet 	<p>Noted</p>
<p>ID31 - Document supported.</p> <p>"Congratulations on your excellent Public Consultation in relation to Northwood Town Centre".</p> <ul style="list-style-type: none"> -concerned that the town centre won't provide amenities that needed, urges Council to develop a plan to enliven Northwood and preserve its character and shops - TFL has no interest in this 	<p>Noted</p>

<p>ID32 - Not supportive of the conservation area- many of the buildings are ugly and decrepit. - Assesses buildings in the conservation area and argues that it should not include east of the railway which should be redeveloped.</p> <p>27 and 46 The Drive – nothing special</p> <p>Lamerton's - An ugly row of shops that needs redeveloping</p> <p>41 Green Lane – not special enough</p> <p>46 Green Lane – as above</p> <p>76-78 Green Lane– worthy of conserving but not “carbuncle” next to it</p> <p>27, 62 – 64 Dene Road – says should be removed as a private road St Mathews – Why this and not the church in Oaklands Gate.</p>	<p>-This is a conservation area appraisal. Reconsidering the boundaries was not part of the brief. Although the buildings east of the railway are more recent they still merit inclusion within the conservation area due to their character and appearance. -These are both of interest. No. 46 more so for its unusual gambrel roof and siting towards the road. Number 27 may not have been exceptional when built, but its unaltered character is increasingly rare in the area. - It is Lamerton's alone that has been locally listed for its interesting use of brickwork in a decorative manner and not the other shops. - It is an historic shop front if not the original. It is not the same as all the other shop fronts which are modern and plate glass. If it isn't preserved there would be a serious loss of character. -This is a really good art nouveau shop front with original curved glass windows. Locally listing it will highlight its interest above and beyond other shop fronts within the conservation area. Interesting point as to why should shop fronts be locally listed when in a conservation area. This will be an additional consideration regarding future planning applications -The carbuncle (Chester Place) has been assessed for its architectural interest. It was more avant garde for its time which is part of its interest and may not be to everyone's taste. -Conservation areas are not limited to public roads -This church is listed in Pevsner. The church in Oaklands Gate is a 1920s church in a conventional architectural style. It might be reconsidered in the future but does not meet the inclusion criteria at the moment.</p>
<p>ID 33 - Document supported as well as proposals for the local list. -"Both the report and the additions to the local list are very detailed and in depth pieces of work, congratulations to all who have worked on this project" -It is apparent that the TfL holdings have become run down, TfL should be encouraged to keep these in good order whatever their future plans. -it has been suggested that Station Approach</p>	<p>Noted</p>

<p>should be renamed Harry Neal Approach which would enhance the historic background of the area.</p>	
<p>ID34 - Document supported as well as proposals for the local list.</p> <p>"well produced and detailed document shows clearly what a pleasant place Northwood is" -some of shop fronts should be returned to a more traditional style which would enhance the area. Many of proposed buildings to be added to local list are landmark buildings - The post Office, Pizza Hut and Coral Building which will add elegance, visual strength and permanence to the town centre"</p>	<p>Noted</p>
<p>ID35 - document supported as well as proposals for the local list.</p> <p>-welcomes opportunity to comment on report. -Should consider a Local Authority Plan how to develop the area. -The whole area impacts more people than those with interests in particular buildings -Report was helpful and interesting. Many comments appear to be a matter of personal opinion of the authors even if based on professional training and experience. -Offers alternative views: - Telephone Exchange -Suffers as close to highway, the small forecourt is frequently littered and cluttered by bins -Chester Place - not attractive and in poor state of upkeep with poor shop fronts -76-78 Green Lane -(Pizza Hut) agrees that removal of bins on Hallowell Road would be an enhancement as would furniture and other goods not being abandoned there. -9 and 11 Murray Road - not impressed with these although 13 is better. Blighted by front gardens being turned into parking. Can't the Local Authority prevent this? 39-51 Green Lane, the rear, - photograph shows the importance of protecting all elevations - effect that bins, pipe work, air conditioning equipment can have. Further opportunity for enhancement would be to check for leaks from downpipes on frontages of key properties. Pipe between Barclays and Nat West leaks sewage Supports the additions to local list and points out negative aspects that might be enhanced.</p>	<p>Comments noted.</p> <p>Comments noted.</p> <p>-This would be included in a future management plan.</p>
<p>ID 36-Fully supports listing of buildings along Station Approach. Believes that the Coral</p>	<p>-Only the Coral building is proposed for local listing not the surrounding parades of</p>

<p>Building of particular architectural significance -Many have moved to Northwood for the village atmosphere which is enhanced by these distinctive older buildings.</p>	<p>shops on Station Approach and Green Lane</p>
<p>ID 37-Fully supports listing of buildings along Station Approach. Believes that the Coral Building of particular architectural significance. -Many have moved to Northwood for the village atmosphere which is enhanced by these distinctive older building. (similar to ID 36)</p>	<p>-Only the Coral building is proposed for local listing not the surrounding parades of shops on Station Approach and Green Lane</p>
<p>ID 38 - Document supported. "Impressed by amount of work done on this and thoroughness of the study". Appreciates special nature of the centre in Green Lane which is now under threat from redevelopment. Considers that the creation of a conservation area as set out in the study is essential. Supports the 14 buildings to be locally listed</p>	<p>-The document is a conservation area appraisal, not a designation proposal. The Conservation Area was designated in 2009.</p>
<p>ID 39 - Supports the 14 buildings to be locally listed</p>	<p>Noted</p>
<p>ID40-Supports the 14 buildings to be locally listed. In particular the buildings along Station Approach particularly the Coral building Respondent lives in Northwood partly due to the attractive interesting older buildings and these should be retained. "The recent consultation has highlighted the character of the older buildings and inappropriate developments should and must be avoided".</p>	<p>-Only the Coral building is proposed for local listing not the surrounding parades of shops on Station Approach and Green Lane</p>
<p>ID 41 - Supports the 14 buildings to be locally listed. In particular the buildings along Station Approach particularly the Coral Building. This has particular architectural significance and the buildings along Station Approach contribute significantly to the unique character and sense of local distinctiveness of the village. Enjoys living in Northwood especially because of the character of the area and the village atmosphere.</p>	<p>-Only the Coral building is proposed for local listing not the surrounding parades of shops on Station Approach and Green Lane</p>
<p>ID 42 - Document supported as well as proposals for the local list. "Much detail has been included, thus making it a very valuable historic document". -Encouraging that there are other conservation areas attached and thus much of the area is afforded some protection against commercially inspired property development.</p>	<p>Noted</p>

<ul style="list-style-type: none"> - There are many empty shops. - The Council must influence attitudes of landlords to charge affordable rents and invest in property maintenance especially of shop fronts. - Deterioration of Station Approach is a good example of how matters can be allowed to slide over a number of years. - Town Centre needs more trees, visually pleasing and contribute to residents health - Supports the 14 buildings to be locally listed <p>Many of these are landmark buildings (Barclays, Post Office, Pizza Hut and Coral) these add elegance, visual strength and a sense of permanence.</p>	
<p>ID43 - Dismayed by TFLs plans to redevelop the area</p> <ul style="list-style-type: none"> -Chose Northwood due to community feel and great character in the variety and style of buildings. It had good local and independent businesses which they believe in and think should be encouraged over large corporate businesses taking over high streets. - TFL's plans would destroy the character and historic and architectural importance of the area. These buildings were appreciated and valued when the area was designated in 2009. Therefore makes no sense to lose them and ruin the character of Northwood through over development. The area couldn't cope with the scale of the development and there is no justification. - Northwood should be renovated sympathetically as was done at Northwood Hills and Harefield. 	Noted
<p>ID44 - Document supported as well as proposals for the local list.</p> <p>Thanks for "really interesting and informative document". The details on doors and windows and roofs should be preserved. They value the green spaces, hedging and gaps and pleased the Council have noted that these are key characteristics of the area. Hopes that the Council will ensure that proposed developments will make a positive contribution and respect and enhance the character of the area.</p> <p>Supports the 14 buildings to be locally listed.</p>	Noted
<p>ID45 - Document supported as well as proposals for the local list.</p> <ul style="list-style-type: none"> -"The document has been produced to a high standard... much detail has been included". - Encouraging that other conservation areas are attached so that much of Northwood is 	Noted

<p>protected against commercially inspired development.</p> <ul style="list-style-type: none"> -Many empty shops. Hoped that their future use can be sympathetic to Conservation Area. -The Council must influence attitudes of landlords to charge affordable rents and invest in property maintenance especially of shop fronts. -The town centre would benefit from the planting of more trees as visually pleasing and contribute to local health -Supports the 14 buildings to be locally listed <p>Many of these are landmark buildings (Barclays, Post Office, Pizza Hut and Coral) these add elegance, visual strength and a sense of permanence.</p> <p>All 14 proposed locally listed buildings are worthy of becoming “heritage assets” and thus becoming material considerations in when determining outcome of planning applications.</p>	
<p>ID46 - Northwood has special historic and architectural character and every effort's should be made to keep it that way.</p> <ul style="list-style-type: none"> -Supports the 14 buildings to be locally listed -Will contribute significantly to the unique character and sense of local distinctiveness which will maintain the current “feel” of Northwood. 	Noted
<p>ID 47 - Document supported. “Any effort to maintain the existing character of the area has our full support and must be seen as the right direction for the Green Lane area”.</p> <ul style="list-style-type: none"> -Concerned about the development of Northwood Station car Park and adjacent buildings which would wreck the unique character of the Green Lane area. -Car Park encourages commuters to use public transport -Character is very important to residents and to impose a high rise development will spoil that. “Trying to impose a central London style scheme on a suburban location to gratify the political promises of people who do not live and appreciate the local character of the area is not good government nor appropriate planning”. 	Noted
<p>ID 48 - List of Comments and questions on the proposed locally listed buildings</p> <ul style="list-style-type: none"> -296 – Barclays wrongly marked as former bank 297 – Coral Building. Why isn't shop next door locally listed as has original shop front 	<ul style="list-style-type: none"> -This will be edited out. -The original shop front was noted in the CAA however the alterations to doorway

<p>299. Formerly Rawlinsons (Stationers) Apart from the walls either side of the shop is there anything worth listing? 300: Formerly Westminster Bank Ltd. Why not the extension at number 39 as well?</p> <p>302 Formerly Midland Bank (pizza hut). The listing includes a very plain shop front why?</p> <p>Northwood Conservation Area Appraisal -p.15 – Number 41 – the shopfront is not original Page 22 – no 17 - makes point that in the 1950s this was an important electrical building that should be locally listed and that it is not a railway shed. This is the greatest Industrial property still being used in Northwood The Electricity works needs to be listed.</p>	<p>and main section of glazing when compared to the engraving meant that on balance it didn't merit locally listing.</p> <ul style="list-style-type: none"> -The shop front is historic but unlikely to be original. It contributes to the character and appearance of the area. -An interesting point but a judgement was made to locally list the corner landmark building as originally built. Although Harry Neal's company may have been responsible for the alterations in 1964, the actual building that houses the extension is part of the 1911 parade of shops between the former Nat West bank and Barclays bank. -The simple reason is because it is part of the original corner site. The shop is not locally listed in its own right but as part of the corner plot of the financial institution. -the document will be amended to read "early" rather than original as it's a mid twentieth century shop front of interest. - This is really interesting local information for these buildings whose purpose has remained unclear until now. It was assumed that they were built in connection with the railway. These might be considered for local listing in the future following further research. The text will be amended in the light of these comments.
<p>ID 49 - 1. Complaint that not included on the walkabout as the major land holder in the area.</p> <p><u>2 Summary of character; Townscape Urban Form; Land Use.</u> Respondent states that these sections fail to acknowledge three land uses in the area, commercial, domestic and school use.</p> <p><u>3. Gaps</u> Strongly disagrees with the analysis of gaps on p.3 particularly the gap in front of the car park fronting School assembly hall. This is erroneous and consider this section is flawed. The car park area should not be allocated as a gap. This will impact negatively on the Conservation Area by protecting previously developed land and an assembly hall which is a negative contributor and would impede the opportunity for</p>	<p>-Noted. It was decided to invite local councillors, the Ruislip, Eastcote and Northwood local history society and the Northwood Resident's Association. It would not have been practicable to invite every affected landowner due to the number of properties affected.</p> <p>Summary of character: describes its geographical limit, urban history, design and architectural style, ie the things that unify the conservation area. No buildings or institutions are specifically mentioned here which is deliberate and it would not be appropriate to mention the school in this context.</p> <p>The sections under Townscape Urban form and Land Uses do both mention the school although clearly not to the extent that the respondent would like. These are meant to be brief thematic introductions and not in depth sections of the report.</p> <p>Elsewhere under the history section the school is described in more detail as well as in the Architecture section pp23-25.</p>

expansion of the School Site.

4. Negative buildings

The respondent argues that the assembly hall of Northwood College for Girls and car park in front are negative elements. The assembly hall should be marked as negative on the Buildings Audit map page 6.

“Considering the negative contribution of these features the car park site is an anomaly which provides a clear opportunity for future enhancement.

- This is a descriptive section and meant to be a helpful way of describing the density vs openness of the conservation with an accompanying map to identify gaps. The gap map is not intended to make value judgements on the positive or negative character of the gaps, but merely denoting where these gaps exist. However, it will now be amended to reflect important as opposed to notable gaps.

The Buildings Audit map

The status of the Assembly hall as a neutral building was carefully considered. Although not the most attractive building it was felt that its siting away from the road and clearly lower roof than The Briary next door combined with the stone wall and gates creating a partial screen meant it was assessed as a neutral building rather than a negative building.

<p>ID 50 -“Generally we welcome the appraisal and endorse the aspiration to provide a more detailed analysis of the character and appearance of the Northwood Town Centre, Green Lane Conservation Area.”</p> <p>Number of comments to make:</p> <ul style="list-style-type: none"> -little regard paid to Part 2 of emerging local plan which identifies the Station Approach site as being suitable for residential and retail development. - no regard to Historic England’s document <i>Good Practice Advice in Planning 2: The Setting of Heritage Assets (2018)</i> - The document applies disproportionate attention to the Station Approach site in comparison to other parts of the CA. This is reflected in the large gap and two key views. -Lack of balance in document favouring the positive aspects of the CA. It should also reflect the neutral and negative parts of the CA and opportunities for enhancement -The draft assessment requires significant revisions if it is to be of value in the development control process and to assist the delivery of the Council’s development plan objectives. -correction of many typographical errors -recognition that Secretary of State previously decided not to list the Coral Building -Reference should be made to the NPPF (2019) -Definition of significance and setting -Inaccuracies in description of Station Approach Buildings -Recognition of many alterations to Station 	<p>Noted.</p> <ul style="list-style-type: none"> -This is a conservation area appraisal which aims to describe the special historic and architectural character of the area as it is now. It is not a policy document and does not refer to future development proposals. -The CAA focuses on the area within its boundaries and not the setting. - The architecture of Station Approach, the Coral Building and 54-64 Green Lane is described on p.20 and p.22. This does not seem disproportionate in a 52 page report. -The point made about the gap on the map is accepted, this appears to be large but it is meant to be descriptive and nothing more. -The views are undeniably there looking down Station Approach and along Eastbury Avenue. There are nine other arrows on the map, some of which face both ways so it is not accepted that the focus on these views is disproportionate. -The purpose of the CAA is to “describe the historic and architectural character and appearance of the area”. Inevitably this focuses on the positive characteristics otherwise there would be no point in the designation. However section 5 of the document on <i>Negative elements and opportunities for enhancement</i> and negative and neutral elements are marked on the Buildings Audit map (p.12). The two negative buildings are clearly stated as “offer scope for enhancement) p.43. - Officers are satisfied that the document will assist development management decisions. -These are not identified by the respondent. - This does not mean a building is not worthy of local listing. -The NPPF (2018) is referred to on p.3, this will be edited to reflect the updated 2019 document. -Not considered relevant or necessary in a CAA. -The respondent does not specify what these are at this point.
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Approach buildings.

-Recognition of contribution that setting makes to significance of the CA. Notably that the car park to the south of Station Approach detracts from the setting and significance of the CA.

-more nuanced approach to the railway shed and number 17 needed.

The CAA and emerging local plan conflict. It has been drafted without wider consultation within the Council and without appropriate regard to the national and London-wide framework of planning policies and emerging Local Plan Policies

- There follows a tabulated critique of the document.

p.7. The Northwood railway station on the corner of Station Approach retains its original use”

p.9 Gaps – no setting out why gaps may contribute to character and appearance of the conservation area. Concludes that “The gap identified in this location is entirely disproportionate and the approach to attributing value is inconsistent

p.12. “For all buildings identified here as positive buildings, change must be managed to conserve and where appropriate, enhance their significance in accordance with national and local planning policies”. This does not reflect the NPPF 197 requiring that in weighing applications that directly or indirectly affect non designated heritage assets a balanced judgement is required

-The alterations concern the windows and shop fronts otherwise the building is very much as proposed by Harry Neal as early illustrations show. When the shop fronts are original this is noted in the description. P.20 states that “The windows are all modern”. This could be inserted into the Station Approach section to make this clearer.

- The word “gritty” for the view down to the car park (p.41) suggests the nature of this view. This is a descriptive document not a policy document.

-Comments connected to this draft suggest that this is the old electricity station for Northwood, more research is needed. The Victorian railway sheds text will be reworded to read: *To the rear of number 17 are two large early twentieth century **light industrial sheds** with painted brick elevations and slate roofs. It is unclear what their original function was but it has been suggested by a local source that they were used at some point as the local generating station. Whether they were built for this purpose or possibly in connection with the railway is unclear and more research is needed to fully understand their function.*

-The policies mentioned in p.3 are appropriate in the context of a CAA. The CAA and Local Plan are not incompatible.

-This will be edited to end “...from when it was built in the 1960s”. This already made clear p.22.

-The gap map is not intended to make value judgements on the positive or negative character of the gaps, but merely denoting where these gaps exist. However, for clarity it will now be amended to reflect important as opposed to notable gaps.

-The NPPF 197 would be applied where appropriate with regard to future planning applications irrespective of the CAA.

regarding the scale of any harm or loss
 p.12 Positive buildings – The Station Approach buildings – doesn't agree that these are "key reason" for the designation and significance of the conservation area.
 p.35. Roof of the Coral Building as described on p.35. Prominence is a relative concept. Wishes to remove line "contributes to the landmark corner composition".
 p.41 CAA lacks a detailed assessment of the contribution that views make to the character and appearance of the CA in accordance with Historic England's GPA3.
 Not all the views on the view map are described.

-Disproportionate attention on the views down to the car park and up Eastbury Avenue
 -Surprised that view down to car park is described as it is described as "gritty" and therefore does not make a contribution to the character and
 p.52 Appendix 2 Suggest that GPA Setting of Heritage Assets is included in the bibliography.
 Should have definition of significance and setting.
 Reference should be made to the draft NPPF (online) guidance.
 No section on setting and generally highly selective of views.

Section commenting specifically on the client's site.
 The description of the Coral building is factual and in favour of its architectural merits. No attempt to balance judgment against poor qualities of building and comparison to bank architecture or other banks in the area.
 No mention that Coral buildings weren't recommended for addition to national list.
 Disputes that Coral building is a landmark building.

-The Council remains of the view that they are positive and contribute to the character and appearance of the area.

-It is the Council's view that this is a landmark building due to its corner position, contrasting architectural style and the prominence of its roof above its parapet.
 -The CAA is already long. The Historic England GPA is referred to on p.4.

-Noted but as stated on p.2 "It would be impossible to include every facet contributing to the area's special interest therefore the omission of any feature does not necessarily convey a lack of significance."
 - The respondent complains that not all the views are described above and yet complains when they are described in proximity to Station Approach.
 - Again the CAA is descriptive and no judgement is being made here on the positive or negative character of the views.

See comments above

See comments above

See comments above

-Setting is broadly referred to in part 5 and in views. There is a limit to how long this document can be.

The CAA has to be fairly concise due to the number of buildings covered. It is not intended to be a comprehensive architectural history of the buildings.

-The CAA is not the place to discuss this. The building has been assessed under our criteria for local listing and meets the appropriate level of interest.
 -It is the Council's view that it is a landmark building due to its location (which the respondent acknowledges). Its scale is greater than that of the parades of shops to either side, although now it has the back drop of Chester Place which was built at a

<p>-Describes Station Approach and Green Lane parades. Considers that they make a neutral not positive contribution to the CA</p> <p>-No. 17 Station Approach – fail to see how this is a positive building</p> <p>-Victorian Railway Sheds – part dates to the late 19th century, majority built 1914-1936. Should re-draft to reflect correct date. Cannot find evidence for the uses as railway sheds, this is unsubstantiated and the building should therefore be classified as neutral.</p> <p>-Does not agree that Coral building should be added to local list. Suggests changes to Townscape section removing words “dominant” and “strong” Closing statement “overall we welcome the production of an appraisal however, on our Client’ behalf we have to register strong concerns about some of the content which is in parts no consistent with national policy and in others does not reflect the adopted development plan for the area. As drafted there is disproportionate attention devoted to the allocation site.</p> <p>-Conclusions: It appears the wording is expressly seeking to prevent the desired redevelopment of Our Clients’ land and if adopted would be prejudicial, unduly restrictive and unreasonable. These are significant criticisms which we expect any authority to consider seriously. Please notify of any changes and the adoption procedure.</p>	<p>later date. Its design does address its corner location with its canted corner and canted roof above the parapet.</p> <p>-The Council remains of the view that they make a positive contribution to the CAA due to their design and materials and historic connection to Harry Neal Ltd. The alterations are noted but they are not irreversible and they could certainly be enhanced with new windows and shop fronts.</p> <p>-The Council remains of the view that it is a positive building despite its altered shop front.</p> <p>-The draft will be amended to more closely reflect the date and the description that they were railway sheds removed (see suggested text above). Other comments in response to this appraisal suggest they were used as the area’s local generating station. More original research is needed on these buildings. Simply because their function is not clearly understood at this point does not mean they will be downgraded from positive to neutral.</p> <p>-Officers do not agree with the proposed amendments.</p> <p>-It is not a policy document but rather a descriptive document. It can exist in parallel to the adopted development plan for the area.</p> <p>- 2 pages out of 52 are focused on these buildings. This is not considered to be disproportionate.</p> <p>-The local listing document simply seeks to identify buildings suitable for local listing in Northwood. The Conservation Area appraisal has been prepared in compliance with the Council's duty under section 71 of the Planning, listed buildings and Conservation Areas Act.</p>
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CONSIDERATION OF SETTING A LICENSED DEFICIT BUDGET IN 2019/20 FOR THREE 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)	Dan Kennedy – Residents Services Peter Malewicz - Finance
Papers with report	<ol style="list-style-type: none"> 1. Written request from Bishop Winnington-Ingram CE Primary School to set a deficit budget for 2019/20 + 3 Year Budget Plan 2019/20-2021/22. 2. Written request from Holy Trinity CE Primary School to set a deficit budget for 2019/20 + 3 Year Budget Plan 2019/20-2021/22. 3. Written request from Oak Wood School to set a deficit budget for 2019/20 +3 Year Budget Plan 2019/20-2021/22

HEADLINES

Summary	This report seeks Cabinet's approval for Bishop Winnington-Ingram CE Primary School, Holy Trinity CE Primary School and Oak Wood School to set a licensed deficit budget in 2019/20.
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 cash-flow 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)	West Ruislip, Northwood & Hillingdon East

RECOMMENDATIONS

That the Cabinet:

1. Approves the application for a licensed deficit of £118k from Bishop Winnington-Ingram CE Primary School for 2019/20.
2. Approves the application for a licensed deficit of £41k from Holy Trinity CE Primary School for 2019/20.
3. Approves the application for a licensed deficit of £4,145k from Oak Wood School for 2019/20.

Reasons for recommendation

Cabinet is the decision making body for school funding issues. By agreeing for these three schools to set a licensed deficit budget in 2019/20 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 deficits, 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 school 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 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.

Bishop Winnington-Ingram CE Primary School (BWI)

BWI ended the 2017/18 financial year with a £19k deficit, but was able to set a balanced budget for 2018/19 ending the year with a £16.5k surplus. However, following a further reduction in pupil numbers, the school has been unable to set a balanced budget for 2019/20 and has a projected revenue deficit of £118k. The school is a two form entry primary school but numbers in the last few years have reduced significantly resulting in the school running just one Reception class from September 2018. It should be noted that the Governing Body of the school determined to reduce their Published Admission Number for Reception from 60 places to 30 places, effective from September 2019. Projected pupil numbers are indicated in the table below.

Year Group	Oct 2018	Oct 2019	Oct 2020	Oct 2021	Oct 2022
Reception	30	30	30	30	30
Year 1	38	30	30	30	30
Year 2	38	38	30	30	30
Year 3	52	38	38	30	30
Year 4	45	52	38	38	30
Year 5	49	45	52	38	38
Year 6	48	49	45	52	38
Total	300	282	263	248	226

The difficulty that BWI is experiencing in setting a balanced budget relates to low pupil numbers throughout the school. As can be seen in the table above, no year group above Year 1 will be full from September 2019, with a total shortfall of 78 pupils across all year groups in the 2019/20 academic year. The impact of this is significant with 78 primary pupils generating a minimum of £249k additional funding, which demonstrates why the school is struggling financially.

To assist the school with avoiding cash-flow problems arising from the deficit position, the local authority has re-profiled future school budget share payments and to date BWI has been advanced an additional £55k. Given the budgeted deficit, this is expected to increase in the current financial year.

The Schools Finance team will work with the school over the coming months in order to address the financial position and where possible identify areas that can be reviewed further, in order to reduce future costs and achieve financial sustainability.

Holy Trinity CE Primary School

Holy Trinity ended the 2017/18 financial year with a £54k deficit and was unable to set a budget which recovered the deficit in 2018/19. The 2018/19 budget projected a £54k deficit, however, the school ended the year in an improved position with the deficit reduced to £13k.

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 2019/20. The projected deficit is £41k 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

	2019/20 £000	2020/21 £000	2021/22 £000
Balance Brought Forward	(13)	(41)	(94)
In Year Position	(28)	(53)	(70)
Balance Carried Forward	(41)	(94)	(164)

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

To assist the school with avoiding cash-flow problems arising from the deficit position, the local authority has re-profiled future school budget share payments and to date Holy Trinity has been advanced an additional £60k. It is not expected that the school will need any further advance to cover expenditure for the remainder of the 2019/20 financial year.

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 ended the 2018/19 financial year with a revenue deficit of £3,387k. This was a £369k improvement on the position indicated in the 2018/19 budget plan. The 2019/20 budget provided by the school shows an in-year projected deficit of £379k, which together with the brought forward balance, results in a cumulative deficit of £3,766k. Whilst the cumulative deficit

position at Oak Wood has increased further it should be noted that the projected in-year deficit in 2019/20 is significantly lower than the in-year deficit incurred in previous years.

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.

Year Group	Oct 2018	Oct 2019	Oct 2020	Oct 2021	Oct 2022
Year 7	204	270	270	270	270
Year 8	190	204	270	270	270
Year 9	116	190	204	270	270
Year 10	73	116	190	204	270
Year 11	75	73	116	190	204
Total	658	853	1,050	1,204	1,284

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. In addition, the growth in pupil numbers has resulted in a significant increase in the number of pupils with additional needs (20% of the current Y7 cohort have SEN, 5% with an EHCP and 49% are eligible for Pupil Premium).

To assist the school with avoiding cash-flow problems arising from the deficit position, the local authority has re-profiled future school budget share payments and to date Oak Wood has been advanced an additional £3,541k. It is expected that the school will need a further advance of approximately £400k to cover expenditure for the remainder of the 2019/20 financial year.

In setting the 2019/20 budget, the school and members of the Interim Executive Board (IEB) have undertaken a detailed review of all areas of income and expenditure and have taken the following measures to improve the financial position;

- A further review of the curriculum model to ensure that the offer is as financially efficient as possible,
- A review of the current 6th form provision including the vocational offer,
- A review of all contracts with particular focus on those due for renewal in the current year,
- A review of income with a view to increasing funds generated from letting the school premises and provision of meals to local primary schools,
- Exploring options for the sale of the vacant Caretaker house.

The schools three year budget plan for 2019/20 to 2021/22 indicates that the in-year deficit will slightly increase in 2020/21, though it is hoped that this will be managed following further review. As the projected increase in pupil numbers continues to impact on the schools funding, it is hoped that the school will be in a position to set an in-year balanced budget by at least

2021/22. It will, however, take a long 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 foreseeable future.

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 cash-flow 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

No consultation is required as this relates to individual schools and the decision to set a licensed deficit and its approval is governed by the Scheme for Financing Schools.

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



Bishop Winnington-Ingram C.E. Primary School

Southcote Rise, Ruislip, Middlesex, HA4 7LW
Tel: 01895 633520 Email: office@bwi.org.uk
www.bwicofe.co.uk

Headteacher: Mrs GM Westbrook

26th June 2019

Mr Graham Young
Schools Finance Business Partner (Schools/DSG)
London Borough of Hillingdon
Civic Centre 2S/05
High Street
Uxbridge
Middlesex
UB8 1UW

Dear Mr Young

Budget 2019/20

The Governors of Bishop Winnington-Ingram CofE Primary School request a deficit license for the financial year 2019/20.

Our 3 year budget plan indicates a 2019/20 year end deficit of £118,373.

We would like to continue with the existing loan arrangement at the present time.

Yours sincerely

Mrs G.M. Westbrook
Headteacher

Mrs H. Gotham
Chair of Governors



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Bishop Winnington-Ingram Three Year Budget Plan 2019/20-2021/22

Code	Description	2019/20	2020/21	2021/22
Revenue				
B02	Uncommitted revenue balances	16,520	-118,373	-314,477
Brought Forward		16,520	-118,373	-314,477
I01	Funds delegated by the LA / EFA	1,388,083	1,284,471	1,223,934
I03	High needs top-up funding	89,652	89,652	89,652
I05	Pupil Premium	81,680	81,680	81,680
I08a	Income from Lettings	400	400	400
I08b	Income from facilities and services	82,623	81,970	81,970
I09	Income from catering	47,526	47,526	47,526
I13	Donations and/or voluntary funds	2,000	0	0
I18	Additional grant for schools	65,038	65,038	65,038
Income		1,757,002	1,650,737	1,590,200
E01	Teaching staff	852,915	824,005	812,370
E03	Education support staff	437,848	441,914	451,330
E04	Premises staff	47,230	48,564	49,559
E05	Administrative and clerical staff	92,667	94,696	96,537
E07	Cost of other staff	167,035	171,559	175,100
E08	Indirect employee expenses	13,203	13,203	13,203
E09	Staff development and training	11,723	10,000	10,000
E12	Building maintenance and improvement	10,000	10,000	10,000
E13	Grounds maintenance and improvement	5,000	5,000	5,000
E14	Cleaning and caretaking	30,000	30,000	30,000
E15	Water and sewerage	7,000	7,000	7,000
E16	Energy	24,700	24,700	24,700
E17	Rates	5,695	5,695	5,695
E18	Other occupation costs	3,704	6,448	6,448
E19	Learning resources (not ICT equipment)	33,116	32,345	32,345
E20	ICT learning resources	36,203	27,703	27,703
E22	Administrative supplies	22,876	22,876	22,876
E23	Other insurance premiums	8,162	8,167	8,167
E24	Special facilities	1,000	1,000	1,000
E25	Catering supplies	37,472	37,472	37,472
E27	Bought in professional services - curriculum	20,168	108	108
E28a	Bought in professional services - other	23,379	23,584	23,584
E29	Loan Interest	800	800	800
Expenditure		1,891,895	1,846,841	1,850,997
In-year Balance		-134,893	-196,104	-260,797
Revenue Balance		-118,373	-314,477	-575,274

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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

Thursday, 23rd May 2019

Application for Deficit Licence - Budget 2019 – 22

Holy Trinity remains a popular and oversubscribed school, rated good by Ofsted (2017) and outstanding by SIAMS (2015). Our next SIAMS inspection is expected during 2019/20 academic year. 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. The dramatic reduction in funding seen in recent years continues to have a devastating effect on our school finances which is now having a direct impact on staff morale, recruitment and retention. Governors and leaders have worked tirelessly during the past financial year to bridge this funding gap. We believe the significant changes that have been implemented are negatively impacting on the quality of education that our school provides for the children it serves and the well-being of our staff.

The recruitment difficulties detailed in our Application for Deficit License in 2018 remain pertinent today and whilst we are confident of having a teacher for every class in September 2019 (albeit with less experience) we remain vulnerable at leadership level as detailed further in this letter.

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. We trust that it can be acknowledged the efforts that have been implemented to date have resulted in the 2019 year end position being better than predicted.

In order to continue to address our school revenue deficit we propose (or have taken) the following action in addition to the actions detailed in our letter dated 29th May 2018:

- As our Co Heads of School have developed and gained experience we have reduced the availability of the Executive Headteacher, who is shared with St. Jérôme School to one day per week with effect from September 2019.
- Following the appointment of a dedicated Finance Officer the School Business Manager (also shared with St. Jérôme) will reduce the hours to Holy Trinity to one day per week with effect from September 2019.
- Disposal of the school minibus as it was becoming cost prohibitive.
- Following the withdrawal of the School's Library Service from London Borough of Hillingdon the school has now sourced this service from the London Borough of Islington at a lower cost.
- The income generated from the charges for our extra-curricular activity clubs has been in the region of £14.5k
- Re-branding of our extended services provision following a decline in usage



The proposed budget includes provision to allow the school to implement leadership support to the Co-Heads of School and to continue with our commitment to Godly Play, which is critical in maintaining pupil well-being and developing them spiritually and morally especially in a year when a SIAMS Inspection is expected. Additionally, we propose to engage a salaried trainee teacher who is currently working with our Year 6 on a conditional retention contract, thereby providing some succession planning for the future. Our current staffing model will provide FTE 2.0 leaders, which is comparable to a traditional Head and Deputy model and not believed to be excessive.

Holy Trinity School remains grateful to the Schools Finance Team who have continued to support us in the challenging preparation of the enclosed budget and for confirming that there is no more 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.

Mark Dunning – Chair of Governors

Daniel Norris – Executive Headteacher

Holy Trinity Three Year Budget Plan 2019/20-2021/22

Code	Description	2019/20	2020/21	2021/22
Revenue				
B02	Uncommitted revenue balances	-13,225	-41,021	-93,926
Brought Forward		-13,225	-41,021	-93,926
I01	Funds delegated by the LA / EFA	972,536	990,012	993,198
I03	High needs top-up funding	27,042	27,042	27,042
I05	Pupil Premium	49,740	49,740	49,740
I06	Other government grants	10,800	0	0
I07	Other grants and payments	1,000	1,000	1,000
I08a	Income from Lettings	1,000	1,020	1,040
I08b	Income from facilities and services	139,435	136,600	136,600
I14	Blank Code	0	0	0
I18	Additional grant for schools	50,172	50,172	50,172
Income		1,251,725	1,255,586	1,258,792
E01	Teaching staff	655,759	697,193	704,453
E02	Supply teaching staff	3,000	3,000	3,000
E03	Education support staff	223,132	225,860	232,086
E04	Premises staff	48,264	49,624	51,010
E05	Administrative and clerical staff	67,855	69,338	70,796
E07	Cost of other staff	52,627	54,510	55,629
E08	Indirect employee expenses	11,736	2,491	2,497
E09	Staff development and training	3,000	3,000	3,000
E10	Supply teacher insurance	9,000	9,180	9,364
E11	Staff related insurance	3,000	3,060	3,121
E12	Building maintenance and improvement	5,000	5,100	5,202
E13	Grounds maintenance and improvement	2,000	2,000	2,000
E14	Cleaning and caretaking	2,000	2,040	2,081
E15	Water and sewerage	3,000	3,060	3,121
E16	Energy	11,324	11,890	12,485
E17	Rates	2,998	3,058	3,119
E18	Other occupation costs	17,360	17,404	17,449
E19	Learning resources (not ICT equipment)	36,414	36,694	36,980
E20	ICT learning resources	2,000	2,000	2,000
E22	Administrative supplies	7,988	8,067	8,147
E23	Other insurance premiums	5,500	5,610	5,722
E24	Special facilities	8,190	0	0
E25	Catering supplies	32,402	32,500	32,500
E26	Agency supply teaching staff	1,000	1,000	1,000
E27	Bought in professional services - curriculum	27,000	27,540	28,091
E28a	Bought in professional services - other	37,372	32,671	33,349
E29	Loan Interest	600	600	600
Expenditure		1,279,521	1,308,490	1,328,802
In-year Balance		-27,796	-52,904	-70,010
Revenue Balance		-41,021	-93,925	-163,936

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Oak Wood School

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

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

3rd June 2019

Dear Mr Malewicz,

OAK WOOD SCHOOL 2019/20 – REQUEST FOR LICENCE TO RUN IN DEFICIT

The Interim Executive Board of Oak Wood School need to request a licence from LBH to run in deficit for the 2019/20 financial year. The CFR report for the 2019/20 budget is attached.

The school asked for a licence to run at an in-year deficit of £1,100k in 2018/19; the actual outturn was an in-year deficit of £726k, an improvement of £374k. This improved position was primarily due to the tightening of expenditure along with savings identified following a full review of all contracts.

The school is forecasting an in-year deficit of £379,037 in 2019/20, taking the cumulative revenue deficit to £3,766k. The reason that the school is still unable to set an in-year balanced budget is due to low pupil numbers in current year groups 9-11. Whilst the significant growth in Year 7 has resulted in the allocation of Growth Contingency funding, the size of the year groups at the top of the school are still small, resulting in the total funding being insufficient to effectively run the school. As the pupil growth works through the school, funding will increase and the expectation is that the school should be in a position to set an in-year balanced budget in 2020/21 and begin to pay of the deficit from 2021/22. The current and projected pupil numbers are detailed in the table below;

Academic Year	Y7	Y8	Y9	Y10	Y11
2018/19	204	190	116	73	75
2019/20	270	204	190	116	73
2020/21 (projected)	270	270	204	190	116
2021/22 (projected)	270	270	270	204	190

In addition the KS5 pupil numbers remain very low, resulting in the 6th form continuing to put pressure on the main school budget. This area is being reviewed by the IEB members and the Leadership team with the expectation that this cost pressure can be addressed in the coming years.



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

The growth in pupil numbers has also resulted in a significant increase in pupils with additional needs. 20% of the current Y7 cohort have SEN, with almost 5% having an EHCP. The additional needs of these pupils, inevitably means an additional resource requirement and, given the lag on the funding of the growth, this is causing additional pressure on the budget.

There is also an increase in the number of pupils eligible for Pupil Premium (49% of the current Y7 cohort are eligible for Pupil Premium). Whilst the needs of these pupils will continue to be met, the funding will not be adjusted to reflect this increased cohort until next financial year. In addition a significant number of the pupils (over 5%) are known to Social Care (CP/CIN) with these children requiring additional staff time which the school receives no additional funding for.

The school is currently financially dependent on receiving funding from LBH but continues to take steps to ensure strict financial prudence. It continues to take steps to raise the profile of the school, promote the new build and maximise recruitment.

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 2019 and we plan on further reviewing this next academic year to ensure that curriculum is as financially efficient as possible; this review will include 6th form provision where there will be a review of the provision to include the vocational offer.
- b. Continue to review all contracts, including some in the current year for maximum financial efficiencies at completion to ensure the school gets the best value for money. For example last year, the school renewed the Multifunctional Device contract making a saving of £4,584.
- c. 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.
- d. Sale of the vacant Caretaker house, in order to generate a capital receipt for the local authority to off-set against the cumulative deficit.

Attached is a projection of the deficit position up to and including 2021/22. Increasing pupil numbers, will provide the opportunity to significantly start reducing the deficit budget.

While we do know that in the long term the school roll will increase significantly and we currently predict that the school will be financially sustainable from 2021/22, the Head of School 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.

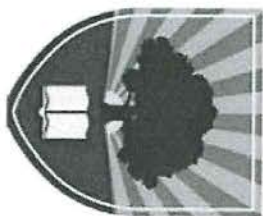
We would welcome a discussion on how to resolve this issue.

Yours Sincerely,

Alloysius Frederick
Chair, Interim Executive Board

Oak Wood School (Hillingdon)

Alloysius Frederick



CFR Summary Report

Budget: Draft Budget 2019/20

Prepared by Tina Ahyee on 23rd May, 2019



Code	Description	2019/20	2020/21	2021/22
Revenue				
B02	Uncommitted revenue balances	-3,387,267.00	-3,766,304.42	-4,231,981.03
	Brought Forward	-3,387,267.00	-3,766,304.42	-4,231,981.03
I01	Funds delegated by the LA / EFA	4,544,309.92	4,975,513.74	5,970,920.49
I02	Funding for sixth-form students	162,000.00	162,000.00	162,000.00
I03	High needs top-up funding	274,516.00	274,516.00	274,516.00
I05	Pupil Premium	187,697.50	187,697.50	187,697.50
I08a	Income from Lettings	72,795.00	80,000.00	88,000.00
I08b	Income from facilities and services	24,580.00	30,180.00	35,180.00
	Income	5,265,898.42	5,709,907.24	6,718,313.99
E01	Teaching staff	2,912,251.93	3,468,414.75	3,883,284.73
E03	Education support staff	574,289.83	602,363.41	623,028.59
E04	Premises staff	65,893.18	67,703.76	69,042.94
E05	Administrative and clerical staff	374,391.95	397,797.88	407,610.00
E07	Cost of other staff	0.00	0.00	0.00
E08	Indirect employee expenses	75,008.00	76,449.36	77,919.56
E09	Staff development and training	20,546.00	20,956.92	21,376.06
E12	Building maintenance and improvement	31,738.00	32,372.76	33,020.22
E13	Grounds maintenance and improvement	6,560.00	6,691.20	6,825.02
E14	Cleaning and caretaking	151,279.00	154,304.58	157,390.67
E15	Water and sewerage	7,500.00	7,650.00	7,803.00
E16	Energy	164,730.00	168,024.60	171,385.09
E17	Rates	131,836.80	71,163.36	72,586.63
E18	Other occupation costs	25,849.23	26,366.21	26,893.54
E19	Learning resources (not ICT equipment)	108,801.40	107,575.70	108,127.21
E20	ICT learning resources	750.00	765.00	780.30
E21	Exam Fees	37,045.92	37,786.84	38,542.58
E22	Administrative supplies	64,964.70	66,250.99	67,563.01
E23	Other insurance premiums	29,700.00	30,294.00	30,899.88
E25	Catering supplies	67,248.00	68,592.96	69,964.82

E26	Agency supply teaching staff	104,751.19	100,182.86	102,186.52
E27	Bought in professional services - curriculum	357,920.00	365,108.40	372,441.47
E28a	Bought in professional services - other	296,880.70	262,018.31	267,258.68
E29	Loan Interest	35,000.00	36,750.00	38,587.50
Expenditure		5,644,935.84	6,175,583.86	6,654,518.01
In-Year Balance		-379,037.42	-465,676.62	63,795.98
Revenue Balance		-3,766,304.42	-4,231,981.03	-4,168,185.05
Extended				
B06	Community focused school revenue balances	0.00	0.00	0.00
Brought Forward		0.00	0.00	0.00
Income		0.00	0.00	0.00
Expenditure		0.00	0.00	0.00
In-Year Balance		0.00	0.00	0.00
Extended Balance		0.00	0.00	0.00
Capital				
B03	Devolved formula capital balance	153,990.00	0.00	0.00
B05	Other capital balances	0.00	0.00	0.00
Brought Forward		153,990.00	0.00	0.00
CI01	Capital Income	12,758.00	12,758.00	12,758.00
Income		12,758.00	12,758.00	12,758.00
CE03	Vehicles, plant, equipment and machinery	166,748.00	12,758.00	12,758.00
Expenditure		166,748.00	12,758.00	12,758.00
In-Year Balance		-153,990.00	0.00	0.00
Capital Balance		0.00	0.00	0.00

Signed and agreed by _____

Alloysius Frederick

Signed and agreed by _____

Chair of Governors

Date: 24.5.2019

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TRANSPORT FOR LONDON, LOCAL IMPLEMENTATION PLAN THREE 2020/21 ANNUAL SPENDING SUBMISSION

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

HEADLINES

Summary	This report asks Cabinet to consider the content of the Transport for London Local Implementation Plan Three 2020/21 Annual Spending Submission and authorisation to prepare and submit this document 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 2020/21 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. **Agrees the principles of the Council's Local Implementation Plan Three 2020/21 Annual Spending Submission to Transport for London, set out in the report;**
2. **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, to agree the final Annual Spending Submission before submission to Transport for London; and**
3. **Notes that the subsequent progression of any individual scheme or programme in the Plan and funded by Transport for London budgets will also be subject to the Council's democratic capital release procedures requiring final sign-off by the Leader of the Council and Cabinet Member for Finance, Property and Business services.**

Reasons for recommendation

The Local Implementation Plan mechanism is used by London boroughs to deliver locally the Mayor's Transport Strategy 2018 outcomes and the means 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 1st November 2019, the 2020/21 Annual Spending Submission. The 2020/21 Annual Spending Submission sets out the proposed expenditure on transport schemes and programmes on a project-by-project basis for the coming financial year.

Alternative options considered / risk management

Cabinet could decide not to submit the 2020/21 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 in a range of transport schemes 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 Annual Spending Submission 2020/21

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 its proposals for the implementation of the MTS.

London Borough of Hillingdon's Local Implementation Plan Three (LIP3) submission which covers the period from 2019 to 2041 was approved by the Mayor of London on the 10th June 2019. As part of the approved LIP3 for the London Borough of Hillingdon, the Council's Annual Spending Submission for 2019/20 was approved providing a £2,373k allocation for Corridors; Neighbourhoods and Supporting Measures and £100k Local Transport Fund.

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

In July 2019, TfL wrote to the Council providing guidance upon the preparation of the Annual Spending Submission for 2020/21. In Appendix 3 of the guidance, TfL sets out the provisional allocations per Borough for two programmes Corridors, Neighbourhood and Supporting Measures and the Local Transport Fund. The allocations indicated for Hillingdon are £2,373k and £100k, respectively. The approval of these funds are subject to the submission of the Annual Spending Submission, which is required by TfL no later than 1st November 2019.

The guidance sets out the potential availability of other funding sources for Council's including Liveable Neighbourhoods; Maintenance Programmes; Mayor's Air Quality Fund and Borough Officer Training. Transport for London have indicated that these will be allocated via a bidding process, details of which will be provided to boroughs as they become available.

As approved by Cabinet back in 2013, projects under Corridors, Neighbourhoods and Supporting Measures fall under one of eight sub headings. The titles of these sub headings have been updated to reflect the terminology used in the Mayor's Transport Strategy. It is recommended that the Council uses these category headings in the 2020/21 Annual Spending Submission, as they are approved; unambiguous and clearly understood by both the Council and TfL.

1. *Transport Interchange and Healthy Streets*: This heading is for town centre and local shopping parade public realm improvement schemes and measures to facilitate interchange between modes such as cycle parking at stations. This will be delivered using the Healthy Streets approach set out in the Mayor's Transport Strategy.
2. *North-South links and Supporting Growth*: This heading includes schemes to support the local economy and the efficient movement of goods and people across the Borough.

3. *Vision Zero School Travel Plan and Local Road Safety Measures*: Schemes to improve road safety fall under this heading, as do road safety initiatives around schools - some of which may have been identified through the preparation of School Travel Plans.
4. *Accessibility and Mobility for All*: This heading includes measures to improve the safety and convenience with which people with disabilities can move around the Borough, for example bus stop accessibility, benches, removal of street clutter, dropped kerbs and tactile paving.
5. *Parking Management Schemes*: This heading is for Parking Management Schemes and the Council's Stop and Shop initiative.
6. *Public Footpaths and Cycleways*: This heading encompasses public footpath and cycleway improvements whether creating new links, improving access to key services and facilities or walking/cycling purely for pleasure.
7. *Transport Impacts*: Schemes to tackle poor air quality and noise caused by transport is grouped under this heading as are schemes to improve residential amenity where for example heavy goods vehicles may intrude into residential areas.
8. *Road Safety Education, Training and Publicity and Travel Awareness*: This heading covers road safety education, training and publicity and the promotion of active travel - walking and cycling. It also included and initiatives that make the link between transport and public health.

As instructed, in the Local Implementation Plan Three 2020/21 Annual Spending Submission Guidance, it is proposed to submit the Council's Annual Spending Submission for Corridors, Neighbourhood and Supporting Measures to a value of £2,373,000 and Local Transport Funding £100,000. The Corridors, Neighbourhoods and Supporting Measures submission will be apportioned amongst the eight headings as already approved by TfL.

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.

In July 2019, TfL wrote to the Council providing guidance upon the preparation of the Annual Spending submission for 2020/21. This should contain a detailed and costed programme of schemes and initiatives. In Appendix 3 of the guidance, TfL sets out the allocations per Borough for two programmes Corridors, Neighbourhood and Supporting Measures and the Local Transport Fund. The allocations indicated for Hillingdon are £2,373k and £100k, respectively. The approval of these funds are subject to the submission of the Annual Spending Submission, which is required by TfL no later than 1st November 2019.

In December 2018, TfL confirmed Hillingdon's 2019/20 Local Implementation Plan funding allocations as set out in the following table:

Local Implementation Plan Programme	2019/20 £000
Corridors and Neighbourhoods	2,373
Local Transport Fund	100
Total	2,473

On the basis of current funding levels for 2019/20, being the same as the indicative amount mentioned in appendix 3 of the guidance officers will submit the 2020/21 scheme spending 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 2019 assumes a baseline TfL grant funded expenditure budget of £2,473k for 2020/21, of which £1,000k was assumed for principal roads and £2,473k for the Local Implementation Plan, this will be refreshed once TfL confirm the final funding position for next year following the submission.

RESIDENT BENEFIT & CONSULTATION

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

By producing and submitting to TfL the 2020/21 Annual Spending Submission, the Council can realistically expect to receive funding from TfL for investment in local transport schemes and programmes. These schemes 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

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

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 improvements 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

In accordance with section 144, London borough councils, such as Hillingdon Council exercising transport functions must have regard to the Transport Strategy.

It is a legal requirement under the section 145 of the Greater London Authority Act 1999 for borough councils such as Hillingdon Council, to prepare a Local Implementation Plan (LIP), after the Mayor has published his Transport Strategy.

Section 145 requires the Council to set out their own proposals on how they intend to put the transport strategy into effect in their respective areas. The councils are required to consult various bodies and must include a timetable for when they intend to implement the proposals in their plan.”

The Council in preparing the implementation plan is to consult the following individuals and or organisations: a) the Commissioner of Police for the Borough, b) TfL, c) such organisations representative of disabled persons as the Council considers appropriate, d) any other neighbouring Councils which may be affected by the implementation plan, and e) any other body or person that the Mayor of London directs the Council to consult with.

The draft LIP also falls within the definition of a ‘plan or programme’ under the Environmental Assessment of Plans and Programmes Regulations 2004 such that it must be subject to a strategic environmental assessment.

Section 146 provides for the Mayor to approve each local plan, ensuring that they adequately implement the transport strategy. The Mayor must not approve a plan unless he is satisfied that it is consistent with the strategy, and that the proposals in it are adequate to implement the strategy and that the timetable for implementation is adequate for those purposes.

Section 147 gives the Mayor various means by which he can ensure that a plan is prepared to his satisfaction if a council fails to do so and can recover the cost of preparing a plan himself in default.”

Section 151 provides that once a plan has been approved the Council must implement it according to the timetable in the plan. A plan prepared by the Mayor for a council will be treated as if the council itself had written it.”

Section 152 provides that if the Mayor considers that a council has not carried out any proposal in its LIP satisfactorily and according to the timetable in the plan, he will be able to exercise the appropriate powers of the council, at their expense, in order to fulfil the strategy.”

BACKGROUND PAPERS

Transport for London Local Implementation Plan Three 2020/21 Annual Spending Submission Guidance (July 2019)

COUNCIL BUDGET - 2019/20 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 - G

HEADLINE INFORMATION

Purpose of report	<p>This report provides the Council's forecast financial position and performance against the 2019/20 revenue budget and Capital Programme.</p> <p>A net in-year underspend of £374k is reported against 2019/20 General Fund revenue budgets as of July 2019 (Month 4), representing an improvement of £231k on the position reported to Cabinet at Month 2. Unallocated reserves are projected to total £32,942k at 31 March 2020.</p> <p>The latest positions on other funds and the Capital Programme are detailed within the body of this report.</p>
Contribution to our plans and strategies	<p>Putting our Residents First: <i>Financial Management</i></p> <p>Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.</p>
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Service, Commerce & Communities
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. Note the budget position as at July 2019 (Month 4) as outlined in Table 1.
2. Note the Treasury Management update as at July 2019 at Appendix F.
3. Continue the delegated authority up until the October 2019 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 25 July 2019 and 26 September 2019 Cabinet meetings, detailed at Appendix G.

4. Accept an award of £48k from Transport for London in respect of the Bridge Assessment and Strengthening Programme.
5. Approve the release of funding of £52k from the Heathrow/HS2 Contingency Earmarked Reserve to support the activities of the Stop Heathrow Expansion Group.
6. Approve an uplift on the existing charge levied for parking bay suspensions from £15 per bay per day, to £31.
7. Approve the introduction of two new charges in relation to parking bay suspensions, i) £30 cancellation fee, and ii) £30 amendment fee, when a request to cancel or amend a suspension is received at, or less than, 7 days prior to a suspension coming into force.
8. Approve to charge an affordable rent of £219.39 per week in 2019/20 (inclusive of a meals service charge of £30 per week based on one tenant) for each of the 57 one bed-roomed flats at the HRA new build Park View Court, and approve to charge a meals service charge of £30 per week for each additional tenant in the property as detailed in Appendix E.
9. Approve to charge an affordable rent of £263.01 per week in 2019/20 (inclusive of a meals service charge of £30 per week based on one tenant) for each of the 3 two bed-roomed flats at the HRA new build Park View Court, and approve to charge a meals service charge of £30 per week for each additional tenant in the property as detailed in Appendix E.
10. Approve acceptance of gift funding in relation to a Planning Performance Agreement in accordance with the provisions of Section 93 of the Local Government Act 2003 for;
 - a. Unit 7B, Hayes Bridge Retail Park £20k.
11. Approve an allocation of £26,800 from unallocated priority growth to fund improvements to South Ruislip station railway bridges.
12. Approve the grant payment of £69,660 to Addictions Recovery Community Hillingdon (ARCH) and the associated capital release, in respect of the Public Health England Alcohol Capital Fund partnership bid.
13. Welcome the motion approved by Council on 12 September which resolved "that [this Council's] offer to purchase Uxbridge Police Station for £5M, to enable continued use by local officers, made in the 2018 budget should be remade to The Mayor of London as soon as possible." and agrees to provide for this, should the Mayor of London accept, by virement from the projected underspend in the 2019/20 capital programme resulting from rephasing of project expenditure or by addition to the 2020/21 capital budget.
14. Ratify two contract special urgency decisions taken on the 26 July 2019 and 3 September 2019, as set out in Appendix H on the following matters:
 - a. Managed Service for the Supply and Distribution of Materials for the In-House Repairs Team and;
 - b. Appointment of Contractor for the Refurbishment of Council Libraries.

SUPPORTING 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 21 February 2019. 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 K reports back on use of this delegated authority previously granted by Cabinet.

3. Transport for London have confirmed an allocation of £48k in 2019/20 for schemes at Yeading Lane and Trout Road bridges and also for fees in relation to officer duties supporting the London Bridge Engineering Group (LOBEG) **Recommendation 4** is to accept this funding.
4. **Recommendation 5** seeks Cabinet authority to allocate a sum of £52k from the Heathrow/HS2 Contingency Earmarked Reserve, which currently has an unallocated balance of £897k to the Stop Heathrow Expansion campaign group. This will fund a range of activities including public meetings, campaign materials and representation at various events and venues across the Borough.
5. Following a review into parking bay suspension charges, Cabinet are asked at **Recommendations 6 & 7** to approve the introduction of an amendment and cancellation charge (£30), and uplift of the existing charge from £15 to £31. Bay suspensions are typically authorised to ensure access to the road for essential utility/maintenance works, resulting in loss of income and reduced parking for residents. Recommendations will ensure the council recovers the cost of providing the service.
6. **Recommendations 8 & 9** 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 Park View Court was approved on the financial viability assumption that these properties would be charged an affordable rent. Further detail is given in Appendix E.
7. Gift funding has been offered by developers which if accepted by Cabinet will be utilised to fund dedicated staff to support this pre-application and application work. **Recommendation 10** seeks authority from Cabinet to approve the acceptance of £20k, in relation to a major development at Unit 7B, Hayes Bridge Retail Park.
8. **Recommendation 11** requests Cabinet to approve the release of £26,800 unallocated priority growth funding to meet the balance of costs relating to a lighting upgrade, wall cleaning and pigeon mitigation measures for the South Ruislip station railway bridges. This net sum is after consideration of any applicable TfL and Section 106 funding.
9. **Recommendation 12** - In April 2019, Cabinet noted the award of £69,660 from Public Health England following a successful partnership bid with ARCH to the Alcohol Capital Fund. The project is a Welfare Pathway for Street Homeless Dependent Drinkers and works will include the refurbishment of a dedicated welfare room, a FibroScan to complement physical health checks, and access to ICT for homeless and rough sleeping clients who are alcohol dependent. Funds are to be paid to ARCH who will implement the project.
10. **Recommendation 13** provides the necessary capital budget for the purchase of Uxbridge Police Station should the Mayor of London agree to the Councils offer to purchase.
11. **Recommendation 14** concerns two contractual decisions taken under special urgency provisions since the last Cabinet meeting, that now require ratification by the Cabinet as per the Council's Constitution. They are set out in Appendix H.

Alternative options considered

12. There are no other options proposed for consideration.

SUMMARY

REVENUE

13. General Fund revenue budgets are projected to underspend by £374k at Month 4, an improvement of £231k on the position reported at Month 2. An overspend of £305k is projected against Directorate Operating Budgets. An underspend across Corporate Operating Budgets of £677k offsets this pressure, with a slight over achievement against grant income of £2k being reported.
14. General Fund Balances are expected to total £32,942k at 31 March 2020, under the assumption that the balance of General Contingency and Unallocated Priority Growth monies are released in-year. This is a reduction of £7,402k from the opening balance of £40,344k.
15. The 2019/20 savings programme has been restated at £8,141k with the £832k funding requirement removed from the previous net total of £7,309k. £5,616k are either banked or classed as 'on track for delivery', with £2,525k classified as being higher risk or in the early stages of delivery. Ultimately, all £8,141k of the savings are expected to be delivered in full, with any items with potential issues being covered by alternative in-year savings proposals and management actions.
16. A surplus of £521k is reported within the Collection Fund relating to favourable positions on both Council Tax and Business Rates, which is predominantly driven by a carry forward surplus from 2018/19. Any surplus realised at outturn will be available to support the General Fund budget in 2020/21.
17. The Dedicated Schools Grant is projecting an in-year overspend of £2,863k at Month 4. This overspend is predominantly due to continuing pressures in the cost of High Needs and results in a forecast carry forward cumulative deficit at 31 March 2020 of £11,355k. Following new direction from the Department for Education, the Council submitted a Deficit Recovery Plan on 30 June 2019.

CAPITAL

18. At Month 4 the projected underspend against the 2019/20 General Fund Capital Programme is £16,239k, predominantly as a result of rephasing of project expenditure. The forecast outturn over the life of the programme to 2023/24 is an overspend of £280k. The planned investment will require £224,833k Prudential Borrowing, £238k lower than anticipated at budget setting in February 2018. This is partially as a result of increased grants and contributions and forecasts for capital receipts.

FURTHER INFORMATION

General Fund Revenue Budget

19. An underspend of £374k is reported across normal operating activities at Month 4, with the most significant gross pressures relating to Early Years Centres, Residual Education and ICT. These pressures are driving a £305k pressure across Directorate Operating Budgets, which are offset by underspends against Interest and Investment Income and Levies and Other Corporate Budgets as detailed later in this report. A minor movement is reported on Corporate Funding as the exact levels of grant funding for the year are confirmed.
20. The £7,309k of savings included in the 2019/20 General Fund revenue budget contained an £832k funding requirement, which has been removed to give a restated gross saving of £8,141k to be delivered. Currently £2,524k savings are banked, delivery is currently on track against £3,092k of savings, and £2,525k are either in the early stages of delivery or deemed higher risk although all savings are expected to ultimately be delivered in full.

Table 1: General Fund Overview

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			
210,620	2,136	Directorate Operating Budgets	212,756	213,061	305	374	(69)
7,436	0	Corporate Operating Budgets	7,436	6,759	(677)	(521)	(156)
12,863	(2,789)	Development & Risk Contingency	10,074	10,074	0	0	0
(991)	653	Unallocated Budget Items	(338)	(338)	0	0	0
229,928	0	Sub-total Normal Activities	229,928	229,556	(372)	(147)	(225)
(222,152)	0	Corporate Funding	(222,152)	(222,154)	(2)	4	(6)
7,776	0	Net Total	7,776	7,402	(374)	(143)	(231)
(40,344)	0	Balances b/fwd	(40,344)	(40,344)			
(32,568)	0	Balances c/fwd 31 March 2020	(32,568)	(32,942)			

21. General Fund Balances are expected to total £32,942k at 31 March 2020 as a result of the forecast position detailed above. The Council's current MTFE 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

22. 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 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				
8,110 (1,207)	1 (1)	Chief Executive's Office	Expenditure	8,111	8,150	39	62	(23)
			Income	(1,208)	(1,207)	1	0	1
6,903	0		Sub-Total	6,903	6,943	40	62	(22)
19,069 (3,221)	67 (175)	Finance	Expenditure	19,136	19,186	50	25	25
			Income	(3,396)	(3,472)	(76)	(45)	(31)
15,848	(108)		Sub-Total	15,740	15,714	(26)	(20)	(6)
116,482 (43,966)	1,740 (881)	Residents Services	Expenditure	118,222	119,362	1,140	1,356	(216)
			Income	(44,847)	(45,731)	(884)	(1,054)	170
72,516	859		Sub-Total	73,375	73,631	256	302	(46)
148,761 (33,408)	1,449 (64)	Social Care	Expenditure	150,210	151,379	1,169	1,006	163
			Income	(33,472)	(34,606)	(1,134)	(976)	(158)
115,353	1,385		Sub-Total	116,738	116,773	35	30	5
210,620	2,136	Total Directorate Operating Budgets		212,756	213,061	305	374	(69)

23. An overspend of £40k is reported on Chief Executive's Office budgets at Month 4 as a result of the department being fully staffed where budgets are set to assume a level of turnover. Across Finance, a net underspend of £26k is projected as a result of staffing variances across the directorate with compensating variances on income from additional grant funding.
24. At Month 4 a net pressure of £256k is reported across Residents Services. A reduction to the drawdown from earmarked reserves to Waste Services of £530k is reported, as a result of WLWA disbursement of reserves to boroughs, with Hillingdon receiving £331k at the end of July, with the balance of the savings arising from contract retendering. The overall Residents Services position is partially mitigated by an underspend across Administrative Technical & Business Services.
25. A net £35k pressure is reported across Social Care budgets, consisting of £123k underspend in Children Services resulting from a £346k staffing underspend offset by £444k non staffing pressures. The overspend on Early Years Centres has increased to £585k in Month 4 from the £524k reported in Month 2, this is mitigated by the new approach to managing the Better Care Fund capital grant.
26. 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 £2,047k for such costs, which will remain under review 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

27. The savings requirement for 2019/20 is £6,609k. In addition, there are savings of £700k brought forward from 2018/19 which gives an overall total of £7,309k. Within this position there are £832k of funding requirements, covering Troubled Families, Fleet and Parking Services.
28. For reporting from Month 4 onwards the savings have been adjusted to remove the £832k of funding requirements, giving a restated gross savings target of £8,141k with the aim of improving the transparency on the progress of savings.
29. Of this sum £5,616k are either banked or on track for delivery in full during 2019/20. £2,525k savings are in the early stages of delivery or potentially subject to greater risk to delivery, however, ultimately all £8,141k are expected to be delivered in full, with any items with potential issues being covered by alternative in-year savings proposals and management actions.

Table 3: Savings Tracker

2019/20 General Fund Savings Programme	CEOs	Finance	Residents Services	Social Care	Cross-Cutting	Total 2019/20 Savings	
	£'000	£'000	£'000	£'000	£'000	£'000	%
B Banked	(282)	(359)	(179)	(500)	(1,204)	(2,524)	31.0%
G On track for delivery	(105)	(221)	(853)	(1,593)	(320)	(3,092)	38.0%
A Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	(150)	(664)	(830)	(881)	(2,525)	31.0%
R Serious problems in the delivery of the saving	0	0	0	0	0	0	0.0%
Total 2019/20 Savings	(387)	(730)	(1,696)	(2,923)	(2,405)	(8,141)	100.0%

Corporate Operating Budgets

30. Corporate Operating Budgets are currently forecasting a £677k favourable variance, which is an improvement of £156k on the Month 2 position with the Housing Benefit Subsidy continuing to be forecast to budget. Corporately managed expenditure includes 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.
31. As a result of anticipated capital expenditure and associated borrowing being slipped from 2018/19, alongside proactive use of capital grants and alternative funding, a £326k underspend is reported on the revenue costs of debt financing. An ongoing review of the Council's balance sheet has identified up to £357k of historic credit balances, which are expected to be written on during 2019/20, delivering a one-off windfall underspend. Housing Benefit remains on budget with no variance being reported. No material variances are reported across the remainder of Corporate Budgets, resulting in a headline underspend of £677k.

Table 4: Corporate Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 4		Variance (As at Month 4) £'000	Variance (As at Month 2) £'000	Movement from Month 2 £'000
				Revised Budget £'000	Forecast Outturn £'000			
0	0	Interest and Investment Income	Salaries	0	0	0	0	0
7,777	0		Non-Sal Exp	7,777	7,451	(326)	(186)	(140)
(87)	0		Income	(87)	(47)	40	40	0
7,690	0		Sub-Total	7,690	7,404	(286)	(146)	(140)
490	0	Levies and Other Corporate Budgets	Salaries	490	489	(1)	0	(1)
12,570	0		Non-Sal Exp	12,570	12,537	(33)	(18)	(15)
(12,289)	0		Income	(12,289)	(12,646)	(357)	(357)	0
771	0		Sub-Total	771	380	(391)	(375)	(16)
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0	0
147,629	0		Non-Sal Exp	147,629	147,629	0	0	0
(148,654)	0		Income	(148,654)	(148,654)	0	0	0
(1,025)	0		Sub-Total	(1,025)	(1,025)	0	0	0
7,436	0	Total Corporate Operating Budgets		7,436	6,759	(677)	(521)	(156)

Development & Risk Contingency

32. For 2019/20 £12,863k was set aside to manage uncertain elements of budgets within the Development & Risk Contingency, which included £12,031k in relation to specific risk items and £832k as General Contingency to manage unforeseen issues.

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			
1,072	0	Residents Services	Impact of Welfare Reform on Homelessness	1,072	1,099	27	0	27
1,972	(772)		Waste Disposal Levy & Associated Contracts	1,200	669	(531)	0	(531)
0	0		Development Control - Major Applications	0	150	150	0	150
1,885	0	Social Care	Asylum Service	1,885	1,263	(622)	0	(622)
3,273	(403)		Demographic Growth - Looked After Children	2,870	2,490	(380)	(196)	(184)
1,017	(367)		Demographic Growth - Children with Disabilities	650	650	0	196	(196)
277	0		Social Worker Agency Contingency	277	250	(27)	0	(27)
997	(259)		SEN transport	738	1,716	978	0	978
1,938	(988)		Demographic Growth - Adult Social Care	950	1,735	785	145	640
0	0		Additional BCF Income	0	(331)	(331)	0	(331)
(400)	0	Corp. Items	Additional Investment Income	(400)	(400)	0	0	0
832	0		General Contingency	832	783	(49)	(145)	96
12,863	(2,789)	Total Development & Risk Contingency		10,074	10,074	0	0	0

33. There was significant growth built into the Looked After Children budget in 2019/20 and this is currently reporting no variance on Development Risk and Contingency, a movement of £196k from Month 2. There is currently a reported pressure on the contingency relating to Adult Social Care Demographic Growth. In line with national trends there are signs that Hillingdon is starting to see a sustained increase in demand for Adult Social Care.
34. In Month 4 a call on General Contingency has been made relating to Income in Development Control of £150k, alongside the reduced call on Waste Contingency and a contribution to Contingency of the estimated Better Care Fund additional Income, it has been assumed that the net £49k pressure identified on specific contingency items will be funded from General Contingency. This leaves £783k provision to manage emerging issues over the remainder of this financial year. This position will be closely monitored.

Unallocated Priority Growth and HIP Initiatives

35. There is a budget of £450k Unallocated Priority Growth in 2019/20, which remains available to support investment in services. There is £200k of HIP Initiative funding included in the 2019/20 budget, funded from Earmarked Reserves, which is supplemented by £718k brought forward balances, to provide total resources of £918k. £226k of projects have been approved for funding from HIP resources as at Month 4, with £104k underspend relating to projects completed in 2018/19, there is £796k available for future releases.

Schools Budget

36. At Month 4 the Dedicated Schools Grant position is an in-year overspend of £2,863k. This is predominantly due to continuing pressures in the cost of High Needs. When the £8,492k deficit brought forward from 2018/19 is taken into account, the deficit to carry forward to 2019/20 is forecast at £11,355k.
37. Following new direction from the Department for Education, the Council was required to submit a Deficit Recovery Plan by 30 June 2019. The plan was jointly approved by Council and Schools Forum and supported the broader lobbying effort to secure additional resources to recognise the unfunded implications of the Children's & Families Act 2014

Collection Fund

38. A £521k surplus is projected against the Collection Fund at Month 4, which is made up of a £41k deficit on Council Tax and a £562k surplus on Business Rates. At this early stage in the year, variances across both revenue streams are driven primarily by brought forward surpluses and deficits with no material variance projected against 2019/20 income levels.

Housing Revenue Account

39. The Housing Revenue Account is currently forecasting a £11k favourable position, resulting in a drawdown of reserves of £1,234k. This results in a projected 2019/20 closing HRA General Balance of £17,026k. The use of reserves is funding investment in new housing stock.

Future Revenue Implications of Capital Programme

40. Appendix D to this report outlines the forecast outturn on the 2019/20 to 2023/24 Capital Programme, with a balanced position over the five-year programme. Alongside marginal variances on Government Grant income and Capital Receipts, Prudential Borrowing is projected to be £238k lower. The reduction in the borrowing requirement would result in a £13k per annum saving to revenue which represents a minor variance when set in the context of the current MTFF position on capital financing costs.

Appendix A – Detailed Group Forecasts (General Fund)

CHIEF EXECUTIVE'S OFFICE

41. The overall position for Chief Executive's Office at Month 4 is a forecast pressure of £40k which is an improvement on the Month 2 position of £22k. This reflects full staffing establishments across the group, which are partly offset by the implementation of the restructure within Human Resources at the start of the year
42. Income is forecast to achieve budgeted levels at Month 4 and will be closely monitored through the year following statutory uplifts to Fees and Charges within Democratic Services, to determine the impact of the changes upon demand.

Table 6: 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			
1,479	0	Democratic Services	Salaries	1,479	1,497	18	19	(1)
1,721	0		Non-Sal Exp	1,721	1,721	0	0	0
(701)	(1)		Income	(702)	(701)	1	0	1
2,499	(1)		Sub-Total	2,498	2,517	19	19	0
1,900	(146)	Human Resources	Salaries	1,754	1,780	26	26	0
830	147		Non-Sal Exp	977	981	4	(6)	10
(230)	0		Income	(230)	(230)	0	0	0
2,500	1		Sub-Total	2,501	2,531	30	20	10
2,124	0	Legal Services	Salaries	2,124	2,114	(10)	23	(33)
56	0		Non-Sal Exp	56	57	1	0	1
(276)	0		Income	(276)	(276)	0	0	0
1,904	0		Sub-Total	1,904	1,895	(9)	23	(32)
5,503	(146)	Chief Executive's Office Directorate	Salaries	5,357	5,391	34	68	(34)
2,607	147		Non-Sal Exp	2,754	2,759	5	(6)	11
(1,207)	(1)		Income	(1,208)	(1,207)	1	0	1
6,903	0		Total	6,903	6,943	40	62	(22)

FINANCE

43. The overall position for Finance at Month 4 is a forecast underspend of £26k due mainly to vacancy management within Procurement and the benefit of additional external grant funding for revenues inspections partly offset by increased expenditure within the Fleet Service.

Table 7: 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				
6,021	47	Exchequer and Business Assurance Services	Salaries	6,068	6,098	30	73	(43)
3,505	12		Non-Sal Exp	3,517	3,541	24	(14)	38
(2,683)	(174)		Income	(2,857)	(2,916)	(59)	(51)	(8)
6,843	(115)		Sub-Total	6,728	6,723	(5)	8	(13)
1,743	0	Procurement	Salaries	1,743	1,707	(36)	(40)	4
3,243	8		Non-Sal Exp	3,251	3,287	36	8	28
(93)	(1)		Income	(94)	(114)	(20)	(1)	(19)
4,893	7		Sub-Total	4,900	4,880	(20)	(33)	13
3,724	0	Corporate Finance	Salaries	3,724	3,713	(11)	(10)	(1)
136	0		Non-Sal Exp	136	144	8	8	0
(170)	0		Income	(170)	(167)	3	7	(4)
3,690	0		Sub-Total	3,690	3,690	0	5	(5)
489	0	Pensions, Treasury & Statutory Accounting	Salaries	489	488	(1)	0	(1)
208	0		Non-Sal Exp	208	208	0	0	0
(275)	0		Income	(275)	(275)	0	0	0
422	0		Sub-Total	422	421	(1)	0	(1)
11,977	47	Finance Directorate	Salaries	12,024	12,006	(18)	23	(41)
7,092	20		Non-Sal Exp	7,112	7,180	68	2	66
(3,221)	(175)		Income	(3,396)	(3,472)	(76)	(45)	(31)
15,848	(108)		Total	15,740	15,714	(26)	(20)	(6)

RESIDENTS SERVICES

44. Residents Services directorate is showing a projected outturn overspend of £256k at Month 4, excluding pressure areas that have identified contingency provisions. The overall variance is a result of pressures across Residual Education and ICT partially netted down by an underspend in Administrative, Technical and Business Services

Table 8: 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				
17,619	9	Infrastructure, Waste and ICT	Salaries	17,628	18,065	437	498	(61)
32,237	768		Non-Sal Exp	33,005	33,609	604	470	134
(10,590)	(113)		Income	(10,703)	(11,405)	(702)	(619)	(83)
39,266	664		Sub-Total	39,930	40,269	339	349	(10)
19,221	574	Housing, Environment, Education, Health & Wellbeing	Salaries	19,795	19,977	182	298	(116)
24,490	333		Non-Sal Exp	24,823	24,923	100	323	(223)
(18,024)	(558)		Income	(18,582)	(18,711)	(129)	(481)	352
25,687	349		Sub-Total	26,036	26,189	153	140	13
4,324	25	Planning, Transportation & Regeneration	Salaries	4,349	4,355	6	87	(81)
1,240	181		Non-Sal Exp	1,421	1,473	52	(127)	179
(4,534)	(206)		Income	(4,740)	(4,742)	(2)	96	(98)
1,030	0		Sub-Total	1,030	1,086	56	56	0
13,486	(122)	Administrative, Technical & Business Services	Salaries	13,364	13,221	(143)	(83)	(60)
3,865	(28)		Non-Sal Exp	3,837	3,739	(98)	(110)	12
(10,818)	(4)		Income	(10,822)	(10,873)	(51)	(50)	(1)
6,532	(154)		Sub-Total	6,379	6,087	(292)	(243)	(49)
54,650	486	Residents Services Directorate	Salaries	55,136	55,618	482	800	(318)
61,832	1,254		Non-Sal Exp	63,086	63,744	658	556	102
(43,966)	(881)		Income	(44,847)	(45,731)	(884)	(1,054)	170
72,515	859		Total	73,375	73,631	256	302	(46)

45. The Council's 2019/20 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 the following table. At Month 4, projected calls on contingency are forecast to be £354k less than the budgeted provision, a £354k favourable movement from Month 2. The following table shows the breakdown for each contingency item.

Table 9: Development and Risk Contingency

Original Budget	Budget Changes	Development & Risk Contingency	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
1,072	0	Impact of Welfare Reform on Homelessness	1,072	1,099	27	0	27
1,972	(772)	Waste Disposal Levy & Associated Contracts	1,200	669	(531)	0	(531)
0		Development Control – Income	0	150	150	0	150
3,044	(772)	Current Commitments	2,272	1,918	(354)	0	(354)

46. The call on the Waste contingency is £669k, to fund estimated population driven increases in the cost of tonnages via the West London Waste Authority (WLWA) levy and associated waste disposal contracts. This reflects a reduction of £531k compared with budget, comprising two key elements:
- The WLWA has recently disbursed excess reserves to boroughs, with Hillingdon having received £331k at the end of July.
 - The retendering of the Council's contract for the collection and processing of highways arising, bulky items and street litter has resulted in the appointment of a new supplier for that element relating to highways arisings and street sweepings, at a reduced cost.
47. The first four months of 2019/20 have seen a 6% increase in residual waste volumes compared to the same period last year. Additionally, market conditions are affecting sales prices for recyclables, impacting on costs of the Council's mixed dry recycling contract with Biffa (with some additional risk arising as a result of high contamination levels) and significant costs have been incurred in relation to fly tipping clearance and disposal. Current projections indicate that these factors can be managed within the remaining contingency sum, with the position expected to become clearer as the year progresses and the impact of seasonal fluctuations and wider market factors on variable contracts emerges.
48. The Month 4 data in the table below shows the use of Temporary Accommodation. The first three months of the financial year saw an increase in the number of Households in higher cost Bed & Breakfast placements, continuing the trend from quarter four of 2018/19. At Month 4, there was a reduction in the use of Temporary Accommodation overall, the majority of which was from reduced B&B placements. The total number accommodated is still currently higher than budgeted for in 2019/20; however, management actions to meet the targets continue to be progressed.

Table 10: Housing Needs performance data

	May 19	June 19	July 19
All Approaches	283	236	254
Full Assessment Required	197	139	140
New into Temporary Accommodation (Homeless and Relief)	47	44	23
Households in Temporary Accommodation	490	507	471
Households in B&B	181	198	171

49. As in previous years, a contingency has been set aside in 2019/20 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 £1,099k, £27k above the budgeted provision. The service is forecasting the number of clients in B&B accommodation will average 176 over the financial year. The cost of increased Bed and Breakfast use combined with a planned reduction in numbers through private sector placements has resulted in a greater call on accommodation budgets.
50. The Council will continue to closely monitor this risk, as following the introduction of the Homeless Reduction Act in April 2018, there are emerging pressures on the demand for Housing assistance.
51. There has been a marked downturn in volumes of major planning applications submitted to the Council during the first quarter of 2019/20, with income over this period £150k lower than that secured in the first quarter of 2018/19. While there has been an increase during Month 4 back to normal levels of activity, it is unlikely that income over the remaining eight months will be sufficient to offset the pressure experienced in quarter one and therefore a pressure of £150k is reported against General Contingency. This major revenue stream will continue to be closely monitored over the remainder of this financial year.

Infrastructure, Waste and ICT (£339k overspend, £10k favourable movement)

52. At Month 4, there is a £339k forecast overspend, a favourable movement of £10k from Month 2, arising 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 remainder of the financial year.
53. Earmarked reserve drawdowns are offsetting the gross pressure on Waste Services of £365k. The projected underlying pressure reflects a staffing overspend of £777k due to additional agency usage within Street Cleansing, high levels of overtime and an unachievable managed vacancy factor owing to the need to cover permanent staff absences across frontline teams. The non-staffing pressure at Month 4 is £11k.
54. An overspend on Public Convenience costs owing to the timing of removal of several JCDecaux units, refuse sacks and staff training costs are largely netted down by a £311k underspend on the budget for a second CA site, given expectations that the current monthly waste weekend operation will increase to weekly with effect from the half year. Offsetting these pressures is an anticipated £423k income over-achievement, reflecting buoyant trade tipping activity at the New Years Green Lane CA site and an uplift in commercial waste fees and charges as the service starts to implement changes arising from the recent BID review.
55. ICT is reporting a net pressure of £375k. There is a forecast overspend on contract costs of £499k, partly netted down by a £125k staff costs underspend, arising as a result of vacancies whilst the service progresses a recently approved restructure and several officers having left the pension scheme. The service continues to review contracts and the impact of the cloud migration in order to manage down this pressure.
56. ASBET's forecast overspend is £34k at Month 4, reflecting an additional environmental services agency assignment and costs associated with the eviction of trespassers from Council owned green spaces under the remit of the borough wide injunction regarding prevention of encampments and fly tipping.
57. There is a forecast £58k underspend reported within the Corporate Communications, largely reflecting a number of vacancies as the service progresses recruitment following the implementation of last year's BID review.

Housing, Environment, Education, Health & Wellbeing (£153k overspend, £13k adverse movement)

58. At Month 4 there is an overspend position of £153k across the service. Pressures within the Residual Education function and Business Performance are being mitigated by underspends within the wider Housing Options and Standards team.
59. Green Spaces is forecasting a breakeven position against budget at Month 4, including a drawdown of £25k earmarked reserve from the Youth fund. This an adverse movement of £3k from Month 2. Non-staffing pressures are driven by the delay in the planned closure of Ruislip Golf course from May to September when the next phase of HS2 works commences; in addition, there are pressures in grounds maintenance for equipment maintenance and repair. The position is mitigated by additional income and HS2 compensation at Ruislip Golf course, underspends from hard to recruit vacant posts within Youth Centres, and forecast income anticipated to exceed targets at Battle of Britain Bunker and Visitor Center.
60. There continues to be a pressure within the Residual Education service. The delivery of these functions is currently being reviewed as part of a BID workstream.
61. The Housing Options, Homelessness and Standards team is projecting an underspend of £73k, this is as a result of increased enforcement income.

Planning, Transportation & Regeneration (£56k overspend, nil movement)

62. During 2019/20, external consultants have been commissioned to provide specialist technical support where posts have been vacant, accounting for the adverse variance across staffing and non-staffing expenditure of £58k. With the exception of Development Control income where a shortfall is reported against General Contingency, there are no material variances on income across the service.

Administrative, Technical & Business Services (£292k underspend, £49k favourable movement)

63. The £49k improvement on Month 2 primarily relates to staffing estimates, with revised recruitment assumptions in the Contact Centre and Technical Administration support teams. A minor adverse movement in non-staffing relates to increased laboratory testing activity at the Imported Food Office, with a view to generating additional future income through identification and reporting of at-risk products, for prospective inclusion on subsequent import testing lists.
64. The favourable non-staffing position reflects a rebate from the Council's Parking Enforcement supplier through effective contract management. An estimated overachievement of income in the service is largely due to the current the increase in high volume, high value testing of import products at the Imported Food Office.

SOCIAL CARE (£35k overspend, £5k adverse)

65. Social Care is projecting an overspend of £35k as at Month 4, a slight adverse movement of £5k on the Month 2 projections. Included in this position is an underspend in Children's Services and SEND staffing costs and a reduction in income from the CCG relating to a number of clients previously fully funded by the CCG for Continuing Health Care needs. Additionally, the service is managing a number of ongoing pressures including a £585k net pressure in the running costs of the Early Years Centres, ongoing pressures on the cost of Legal Counsel, the provision of Temporary Accommodation for Section 17 cases and the above inflation increase in the cost of agency staff in the SEN Transport Service.

Table 11: 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				
18,441	(804)	Children's Services	Salaries	17,637	17,291	(346)	132	(478)
17,704	791		Non-Sal Exp	18,495	18,939	444	438	6
(7,656)	(15)		Income	(7,671)	(7,892)	(221)	(153)	(68)
28,489	(28)		Sub-Total	28,461	28,338	(123)	417	(540)
2,051	104	SEND	Salaries	2,155	1,932	(223)	(90)	(133)
186	262		Non-Sal Exp	448	448	0	(10)	10
(427)	0		Income	(427)	(411)	16	17	(1)
1,810	366		Sub-Total	2,176	1,969	(207)	(83)	(124)
7,720	0	Adult Social Work	Salaries	7,720	7,719	(1)	11	(12)
72,847	409		Non-Sal Exp	73,256	73,559	303	(29)	332
(21,829)	224		Income	(21,605)	(21,579)	26	109	(83)
58,738	633		Sub-Total	59,371	59,699	328	91	237
18,286	116	Provider and Commissioned Care	Salaries	18,402	18,291	(111)	(431)	320
11,525	572		Non-Sal Exp	12,097	13,200	1,103	985	118
(3,496)	(273)		Income	(3,769)	(4,724)	(955)	(949)	(6)
26,315	415		Sub-Total	26,730	26,767	37	(395)	432
46,498	(584)	Social Care Directorate Total	Salaries	45,914	45,233	(681)	(378)	(303)
102,262	2,034		Non-Sal Exp	104,296	106,146	1,850	1,384	466
(33,408)	(64)		Income	(33,472)	(34,606)	(1,134)	(976)	(158)
115,352	1,386		Total	116,738	116,773	35	30	5

SOCIAL CARE DEVELOPMENT AND RISK CONTINGENCY (£403k overspend, £258k adverse)

66. The Council's 2019/20 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 across Adults and Children's, including Asylum seekers and SEN Transport. Table 12 sets out the Month 4 projected position for the Development and Risk Contingency, which is reporting a pressure of £403k, an adverse movement of £258k on the Month 2 position, due to emerging pressures across Adult Placements and SEN Transport. These are being partially offset by significant improvements in the cost of Looked After Children placements, increased grant income for Unaccompanied Asylum Seeking Children and the estimated additional Better Care Fund Income.
67. The overspend is due to pressures in the cost of Adult placements, where there are indications of significant underlying growth across Older People, Mental Health and Learning Disability placements. The service have put in place a range of management actions, including a further review of all high cost placements, a review of all of the block contracts to maximise occupancy rates and a review of all external income. The service are also experiencing a change in SEN Transport requirements, where an increase in single occupancy or lower occupancy routes is being seen, due to a continued high level of growth in the number of children that have an Education, Health and Care Plan. The September 2019 data indicates that there are 17 additional children that have been placed in Independent and Non-Maintained Special schools, the majority of which will not be able to join existing routes.

Table 12: Social Care Development & Risk Contingency

Original Budget	Budget Changes	Development & Risk Contingency	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
1,885	0	Asylum Service	1,885	1,263	(622)	0	(622)
3,273	(403)	Demographic Growth - Looked After Children	2,870	2,490	(380)	(196)	(184)
1,017	(367)	Demographic Growth - Children with Disabilities	650	650	0	196	(196)
277	0	Social Worker Agency Contingency	277	250	(27)	0	(27)
997	(259)	SEN Transport	738	1,716	978	0	978
1,938	(988)	Demographic Growth - Adult Social Care	950	1,735	785	145	640
0	0	Additional BCF Income	0	(331)	(331)		(331)
9,387	(2,017)	Current Commitments	7,370	7,773	403	145	258

Asylum Service (£622k underspend, £622k improvement)

68. The service is projecting a drawdown of £1,263k from the contingency as at Month 4, an improvement of £622k on the Month 2 position, due to a recalculation of the expected level of grant income that will be received. This follows the recent announcement that the funding rate for all UASC aged 16 to 17 will be increased from £91 per day to £114 per day with effect from 1 April 2019.

Demographic Growth - Looked After Children (£380k underspend, £184k improvement)

69. The service is projecting a drawdown of £2,490k from the Contingency, an underspend of £380k as at Month 4 and an improvement of £184k on the Month 2 position. Based on current

activity levels, the number of placements appears to be quite stable, with only minor movements each month. It is, however, noted that the budget for 2019/20 was increased by £2,870k, reflecting the significant growth in costs of providing support for Looked After Children in 2018/19, especially those in high cost Residential placements outside of the Borough. This also reflected an increase in the average weekly unit cost of a placement, which has continued into the current financial year. It is still very evident that the type of places needed are becoming increasingly harder to source as other local authorities are trying to secure similar placements and has resulted in the Council placing a number of children in the Council's own Children's Homes.

70. 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. Alongside this, the service has started to implement new ways of working, with the targeted use of a £400k grant, to support vulnerable children and prevent them from entering the care system. Early Indications are that this is having a significant impact on supporting young people and families to remain in their existing environment rather than being bought into the care system and could partly explain why the number of High Cost Placements has stabilised.

Demographic Growth – Children with Disabilities (Nil variance, £196k improvement)

71. The service is projecting the full drawdown of £650k from the Contingency, an improvement of £196k on the Month 2 position. It is evident that there continues to be an increase in the number of cases that have more complex needs, which in most cases, require a residential placement or more respite care. As a result, the service is planning a major review of the support being provided and the range of services on offer for Children with Disabilities, to identify opportunities to reduce the cost of placements.

Social Worker Agency (Children's) (£27k underspend, £27k improvement)

72. The service is projecting a drawdown of £250k from the contingency as at Month 4, an improvement of £27k on the Month 2 position, due to a shift in the cost and use of agency Social Workers. The required drawdown of funds relates to the additional cost of using agency staff to cover essential Social Worker posts, where there is a premium cost for an agency worker, as the recruitment of Social Workers continues to be very competitive. At its meeting on 22 July 2019, Cabinet agreed to enter into a contract with Sanctuary Ltd for a specialist agency provision for qualified Social Workers and SEND staff. Based on the new rates proposed in this new contract, the premium cost of an agency worker reduces from on average of approximately £18k to £13k. This position will be closely monitored as the Social Care market remains highly competitive

Demographic Growth - SEN Transport (£978k overspend, £978k adverse)

73. The service is projecting a drawdown of £1,716k from the SEN Transport contingency as at Month 4, an adverse movement of £978k on the Month 2 position. This reflects the continued growth in the number of children that have an Education, Health and Care Plan (EHCP), which is currently running at approximately 10% per annum and that it is becoming more challenging to avoid having to procure single occupancy or lower occupancy routes as children are being placed further away. It is now evident that the demographic growth is significantly higher than anticipated when the budgets were set in February 2019.
74. The latest data suggests that there has been a net increase in costs of £491k between September 2018 and May 2019 relating to new routes, and an additional cost of £177k for Passenger Assistants. Further analysis indicates that the average cost per route per day has increased from £117 in September 2018 to £135 in June 2019, an increase of £18 which equivalent to 15.4%. A further 17 children are currently indicated to be starting a new SEN

placement in an Independent or Non-maintained special school in September 2019 and it is highly likely that these children will not be able to be placed on an existing route. Therefore the month 4 forecast includes a further £327k to reflect that the service will need to procure more single occupancy or lower level of occupancy routes.

Demographic Growth - Adult Social Care (£785k overspend, £640k adverse)

75. The service is projecting a drawdown of £1,735k from the Adult Social Care contingency, an overspend of £785k as at Month 4 and an adverse movement of £640k on the Month 2 position. The overspend is due to pressures in the cost of Adult placements, where there are indications of significant underlying growth across Older People, Mental Health and Learning Disability placements. The service have put in place a range of management action, including a further review of all high cost placements, a review of all of the block contracts to maximise occupancy rates and a review of all external income to mitigate some of the gross pressure emerging.

DIRECTORATE OPERATING BUDGETS (£35k overspend, £5k adverse)

Children's Services (£123k underspend, £540k improvement)

76. The service is projecting an underspend of £123k, as at Month 4, an improvement of £540k on the Month 2 position where the service has a high number of vacant posts, predominantly across the Early Intervention and Prevention services, which will be subject to a BID review. The salary budget is projecting an underspend of £346k, which also reflects the success of the recruitment of Newly Qualified Social Workers. There remains challenges in recruiting Senior Social Workers and the service will explore the best approach to addressing this over the coming months.

Special Educational Needs & Disabilities (£207k underspend, £124k improvement)

77. The service is projecting an underspend of £207k as at Month 4, an improvement of £124k on the Month 2 position. The majority of this relates to an underspend in the staffing budget, where the service put on hold staff recruitment, whilst it undertook a BID review, which has now concluded and has moved to the recruitment stage.

Adult Social Work (£328k overspend, £237k adverse)

78. The service is projecting an overspend of £328k as at Month 4, an adverse movement of £237k on the Month 2 position. This relates to a reduction in the amount of income that the Council is forecast to receive from a number of clients funded fully or partially from the CCG, as they met the Continuing Health Care (CHC) threshold, where a recent assessment has indicated that these clients have a reduced CHC need. A review of all S117 clients (including those not previously funded by the CCG), has indicated that there will be a shortfall in the additional income generated when compared to the saving proposal. This shortfall will be managed in year through one-off management action.

Provider and Commissioned Care (£37k underspend, £432k adverse)

79. The service is projecting an underspend of £37k as at Month 4, an adverse movement of £432k on the Month 2 position, due to an increase in the projected staffing costs and an increase in non-staffing costs. This position includes a projected overspend of £585k on the Early Years Centres and an overspend of £222k on SEN Transport agency staffing costs, which is being mitigated by implementing the new approach to managing the Better Care Fund capital grant, where the reported position reflects a £919k positive revenue impact in 2019/20.

Appendix B – Other Funds

SCHOOLS BUDGET

Dedicated Schools Grant (£2,863k overspend, £853k adverse)

80. The Dedicated Schools Grant (DSG) outturn position is an in-year overspend of £2,863k at Month 4, an adverse movement of £853k on the Month 2 position. This overspend is due to continuing pressures in the cost of High Needs and alternative provision placements. When the £8,492k deficit brought forward from 2018/19 is taken into account, the cumulative deficit carry forward to 2020/21 is £11,355k.

Table 13: DSG Income and Expenditure 2019/20

Original Budget	Budget Changes	Funding Block	Month 4			Variance (at Month 2)	Movement from Month 2
			Revised Budget	Forecast Outturn	Variance		
			£'000	£'000	£'000		
(278,655)	(414)	Dedicated Schools Grant Income	(279,069)	(279,069)	0	0	0
215,155	0	Schools Block	215,155	215,075	(80)	0	(80)
24,621	107	Early Years Block	24,928	24,916	(12)	0	(12)
3,173	14	Central School Services Block	3,187	3,742	555	348	207
35,706	293	High Needs Block	35,799	38,199	2,400	1,662	738
0	0	Total Funding Blocks	0	2,863	2,863	2,010	853
0	0	Balance Brought Forward 1 April 2019	8,492	8,492			
0	0	Balance Carried Forward 31 March 2020	8,492	11,355			

Dedicated Schools Grant Income (nil variance, no change)

81. The DSG has been adjusted to reflect the actual uptake of the free entitlement for eligible two, three and four year olds. This adjustment was based on the January 2019 census and includes a retrospective change to the 2018/19 funding, as well as a recalculation of the 2019/20 Early Years block funding. This has resulted in an increase to the Early Years block allocation following an uptake in the number of eligible children accessing the additional hours free entitlement. There has also been an amendment to the High Needs block allocation following confirmation of the import/export adjustment for 2019/20 which updates funding to reflect the local authority in which pupils with SEND are resident.

Schools Block (£80k underspend, £80k favourable)

82. The Schools Block includes all funding paid directly to mainstream schools as part of their delegated budget share, including the funding recouped by the ESFA and paid to mainstream academies.
83. There is also a 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.
84. Schools Forum took the decision to withhold growth contingency allocations for two schools due to insufficient projected pupil growth in September 2019. Based on projected Reception class numbers for September, it is therefore anticipated that there will be an underspend

relating to this allocation, however, officers are still in negotiation with one school on the level of diseconomies of scale funding that is being requested, which could significantly affect this position

Early Years Block ((£12k underspend, £12k favourable)

85. Two year old funding has been adjusted to reflect the number of children accessing the free entitlement recorded on the January 2019 census. This has resulted in a decrease in funding of £140k relating to 2019/20. This potentially could cause an additional pressure in the Early Years block if the number of children accessing the free entitlement increases, as any funding adjustment will be based on numbers recorded in the January 2020 census.
86. The 3 and 4 year old funding for both the universal and the additional free entitlement has also been adjusted in July following the January 2019 census. As anticipated the funding allocation has increased as the number of children accessing the additional free entitlement has increased significantly over the past year. There was also a retrospective adjustment relating to 2018/19, however, this was lower than anticipated.

Central School Services Block (£556k overspend, £208k adverse)

87. The overspend is as a result of an increase in the number of young people accessing alternative provision. The Council currently commissions fifty places at the in-borough alternative provision setting and the historic trend is for numbers at the start of the academic year to be below this number before gradually building up. Currently numbers accessing this provision are already in excess of the commissioned number, resulting in an additional cost pressure. As a result of this, the Council is working with the provider to review the number of commissioned places.
88. There is also a projected overspend in the Admissions team, where the additional workload as a result of the growth in the secondary pupil population along with a secondment covering a maternity, has resulted in a cost pressure.
89. In addition, there is a continuing pressure on the educational contribution towards placements for looked after children. These placements are generally high cost out of borough residential placements, and if the setting is providing education, a proportion of the cost is funded from the DSG

High Needs Block (£2,400k overspend £738k adverse)

90. There continues to be significant pressure in the High Needs Block in 2019/20, with an increase in the number of pupils with SEN resulting in an overspend of £2,400k being projected at month 4. Putting this into context, the Department for Education recently released the latest SEN 2 Data analysis, which indicates that across England the number of pupils with a plan has grown from a baseline of 287,290 plans in 2016/17 to 353,995 plans in 2018/19 an increase of 66,705 plans over the two year period, equivalent to 23%. The proportion of the pupil population that have a plan has increased from 3.31% in 2016/17 to 4.1% in 2018/19. There is an expectation that this trend will continue into 2019/20.
91. There is a projected overspend in expenditure on the placement of pupils with SEN in independent or non-maintained schools. Due to a continuing lack of capacity in-borough, there is a requirement to place pupils in more costly school placements, with seventeen children commencing new placements in Independent special schools from September 2019. This is resulting in significant additional pressure on the High Needs block.

92. There was a further increase in the cohort of post-16 SEN placements in 2018/19. This increase is expected to continue in the current year, though at this stage the projection does not include detail of all September 2019 placements as the full cost implication is not yet known.
93. There has been an increase in the number of mainstream schools applying for exceptional SEN funding to address the needs of pupils before and during the EHCP process. The increase is a consequence of the increasing complexity being seen in some cases with schools needing additional resource in order to maintain the placement in mainstream provision.
94. In addition to the cost of pupils with an EHCP, the High Needs Block is now funding Extra Support Funding (ESF) as an alternative to the allocation of statutory funding for children with SEN who experience significant barriers to learning. This funding allows schools to access funding quicker to enable them to intervene early and have the greatest impact. The current projected spend on ESF in 2019/20 is £325k.

COLLECTION FUND

95. A surplus of £521k is reported within the Collection Fund relating to a favourable position on Business Rates, which is predominantly driven by a carry forward surplus. Any surplus realised at outturn will be available to support the General Fund budget in 2020/21.
96. The Council is participating in the 75% 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 16: 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				
(125,113)	0	Council Tax	Gross Income	(125,113)	(125,254)	(141)	(99)	(42)
10,613	0		Council Tax Support	10,613	10,653	40	(6)	46
(734)	0		B/fwd Surplus	(734)	(592)	142	142	0
(115,234)	0		Sub-Total	(115,234)	(115,193)	41	37	4
(110,633)	0	Business Rates	Gross Income	(110,633)	(112,723)	(2,090)	(2,068)	(22)
(5,286)	0		Section 31 Grants	(5,286)	(4,499)	787	867	(80)
51,960	0		Less: Tariff	51,960	51,960	0	0	0
8,549	0		Less: Levy	8,549	9,872	1,323	1,236	87
(302)	0		B/fwd Deficit	(302)	(884)	(582)	(582)	0
(55,712)	0	Sub-Total	(55,712)	(56,274)	(562)	(547)	(15)	
(170,946)	0	Total Collection Fund		(170,946)	(171,467)	(521)	(510)	(11)

97. At Month 4 a deficit of £41k is projected against Council Tax, which is an adverse movement of £4k from Month 2, the movement includes an improvement in Gross Income of £42k, offset by an adverse movement of £46k in Council Tax Support. The deficit is predominantly as a result of the shortfall against the brought forward surplus of £142k, offset by the net forecast variance of £101k within the current year's activity. Within this position, potential volatility in Discounts, Exemptions and the Council Tax Reduction Scheme continue to be closely monitored.
98. Council Tax Discounts are running marginally higher than expected, with a pressure in the Collection Fund of £182k, this is due to the Single Persons Discount review being conducted later than in previous years; the outcomes of the review are now expected to hit the Collection Fund by the end of September.
99. A £562k surplus is reported across Business Rates at Month 4, which is a favourable movement of £15k from Month 2; the favourable movement is being driven by both an improvement in Gross Rates and Section 31 Grants totalling £102k, being offset by an increase in the pressure on the Levy Adjustment of £87k. The net surplus is driven by growth in Gross Rates due to a number of new developments in the borough being brought into rating. Within this position, potential volatility in respect of Reliefs and Appeals continues to be closely monitored.

Appendix C – HOUSING REVENUE ACCOUNT

100. The Housing Revenue Account (HRA) is currently forecasting a drawdown of reserves of £1,234k, which is £11k more favourable than the budgeted position, with a favourable movement of £6k on Month 2. The 2019/20 closing HRA General Balance is forecast to be £17,026k. 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	(56,186)	(55,568)	618	0	618
Other Income	(5,224)	(5,367)	(143)	0	(143)
Net Income	(61,410)	(60,935)	475	0	475
Housing Management	13,230	13,215	(15)	110	(125)
Tenant Services	4,411	4,499	88	9	79
Repairs	5,294	5,287	(7)	8	(15)
Planned Maintenance	4,255	3,703	(552)	(132)	(420)
Capital Programme Funding	18,820	18,637	(183)	0	(183)
Interest & Investment Income	15,385	15,568	183	0	183
Development & Risk Contingency	1,260	1,260	0	0	0
Operating Costs	62,655	62,169	(486)	(5)	(481)
(Surplus) / Deficit	1,245	1,234	(11)	(5)	(6)
General Balance 01/04/2019	(18,260)	(18,260)	0	0	0
General Balance 31/03/2020	(17,015)	(17,026)	(11)	(5)	(6)

Income

101. As at Month 4 the rental income is forecast to under recover by £618k, an adverse movement of £618k on Month 2 which reflects updated assumptions on stock movements and the timing of when new stock is likely to be rented to tenants. Other Income is forecast to over recover by £143k, a favourable movement of £143k on Month 2 due to an increase in leaseholders' charges relating to 2018/19 actuals and 2019/20 estimates.

102. The number of RTB applications received in the first four months of 2019/20 was 64 compared to 58 for the same period in 2018/19, an increase of 10%. There have been 14 RTB completions in the first four months of 2019/20 compared to 16 for the same period in 2018/19. The 2019/20 RTB sales forecast for the year is the same as the budget at 60 sales.

Expenditure

103. The Housing management service is forecast to underspend by £15k, a favourable movement of £125k on Month 2 mainly due to a re-alignment of budgets on running costs e.g. utilities, and favourable staffing movements of £23k relating to delays in recruiting staff.

104. Tenant services is forecast to overspend by £88k, an adverse movement of £79k on Month 2 relating to increased forecast expenditure on running costs.

105. The repairs budget is forecast to underspend by £7k, a favourable movement of £15k on Month 2 due to increased forecast income from tenants' rechargeable works of £42k, redundancy costs of £8k and increase in running costs of £19k.
106. The planned maintenance budget is forecast to underspend by £552k, a favourable movement of £420k on Month 2. This is due to reduced forecast spend on service contracts of £130k, the reprofiling of the external decorations programme of £400k and a re-alignment of budget of £110k from planned maintenance to repairs to fund repairs void pressures.
107. As at Month 4 the forecast for the capital programme funding is an underspend of £183k and this is funding the overspend on interest and investment income of £183k, which is the interest payable to MHCLG on the 2019/20 quarter 1 repayable RTB 1-4-1 capital receipts.

HRA Capital Expenditure

108. The HRA capital programme is set out in the table below. The 2019/20 revised budget is £73,419k. The 2019/20 forecast expenditure is £60,095k with a net variance of £13,324k of which £13,365k due to rephasing and a net cost overspend of £41k. The net movement from Month 2 is a reduction of £1,148k due to a reduction in costs of £200k and an increase in rephasing of £948k.

Table 18: HRA Capital Expenditure

Programme	2019/20 Revised Budget	2019/20 Forecast	2019/20 Cost Variance Forecast V Revised Budget	2019/20 Project Re-Phasing	Total Project Budget 2019-24	Total Project Forecast 2019-24	Total Project Variance 2019-24	Movement 2019-24
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Major Projects (Note 1)								
New General Needs Housing Stock	39,025	33,323	241	(5,943)	143,374	143,615	241	0
New Build - Shared Ownership	10,028	4,983	0	(5,045)	14,798	14,798	0	0
New Build - Supported Housing Provision	3,960	2,463	(200)	(1,297)	6,418	6,218	(200)	(200)
Total Major Projects	53,013	40,769	41	(12,285)	164,590	164,631	41	(200)
HRA Programmes of Work								
Works to stock programme	17,755	17,064	0	(691)	59,501	59,501	0	0
Major Adaptations to Property	2,489	2,100	0	(389)	10,204	10,204	0	0
ICT	162	162	0	0	162	162	0	0
Total HRA Programmes of Work	20,406	19,326	0	(1,080)	69,867	69,867	0	0
Total HRA Capital	73,419	60,095	41	(13,365)	234,457	234,498	41	(200)
Movement on Month 2	0	(1,148)	(200)	(948)	0	(200)	(200)	(200)

Note 1: see Annex A for a detailed breakdown of the major projects by scheme

Major Projects

109. The 2019/20 Major Projects programme revised budget is £53,013k. The forecast expenditure is £40,769k, with a rephasing of £12,285k forecast in 2019/20, and a cost variance of £41k during the period 2019-2024. This represents an increase in rephasing of £1,119k and a reduction in cost overspend of £200k compared to the Month 2 position.

New General Needs Housing Stock

110. The 2019/20 General Needs Housing Stock revised budget is £39,025k. There is a forecast rephasing of £5,943k across the General Needs programme partly due to the commencement of some projects being later than initially expected.
111. To date 27 buybacks have been or are pending approval with each acquisition at different stages of completion. The potential buybacks are estimated to cost up to £8,583k. The cost of the buybacks will be funded from the New General Needs Housing Stock uncommitted acquisitions budget.
112. The forecast includes the approved purchase of 7 new properties on the Coleridge Way development for a combined acquisition cost of £3,289k inclusive of SDLT. The legal exchange is now complete and deposit has been paid.
113. The development at Acol Crescent consists of 33 housing units being developed of which 19 are General Needs Housing with the remaining 14 being Shared Ownership housing. The contractor has been appointed and is currently on site with the project progressing as planned. The estimated programme duration is 12 months with completion expected in the first quarter of next year.
114. The Housing programme comprising seven units of new build properties and five extensions or conversions at various sites are all now complete. The final account position remains outstanding with the contractor for the new build developments. The project is expected to be completed within the approved budget.
115. Approval to appoint the contractor is in the process of submission for the redevelopment of the former Willow Tree depot into general needs housing and works are expected to start on site shortly. Tenders have been under evaluation for the main contractor for the development at Maple and Poplar Day Centre.
116. Planning permission has been obtained for the mixed residential development at the former Belmore Allotments site following the need for re-consultation after a petition being lodged. The tendering process for the appointment of the construction works contractor is expected to commence shortly.
117. In July, Cabinet approved the appointment of a contractor for the construction of six general needs housing units at Nelson Road and works are expected to start on site in October 2019.
118. The £756k budget for the development at Great Benty comprising the build of 2 bungalows includes £276k to appropriate the site back to the Council Housing Revenue Account. Additionally there is a forecast cost overspend of £241k with respect to the appropriation of Bartram Close.

New Build - Shared Ownership

119. The New Build Shared Ownership 2019/20 revised budget is £10,028k. The forecast expenditure is £4,983k with a projected rephasing of £5,045k. This is predominantly stemming from the later than anticipated construction commencement date with respect to the Woodside and Belmore developments.
120. The new build shared ownership budget comprises schemes being delivered across five sites. These are expected to deliver 109 units in total.
121. Planning permission has been received for the former Woodside day centre development. The final agreement with the GP providers with respect to the Heads of Terms remains outstanding.

The appointed architects have completed the design of the scheme with tenders to be sought upon legal agreements being in place with the GP provider and the Council.

New Build - Supported Housing

122. The Supported Housing Programme comprises the build of 160 mixed client group units across three different sites. The 2019/20 revised budget is £3,960k with an anticipated rephasing of £1,297k, including the approved scheme at Yiewsley which is currently under review.
123. The scheme at Parkview has run beyond its target completion date and is now expected to be completed in October 2019. Liquidated damages continue to be held against the contractor, although this along with other aspects of the project, remain subject to a legal adjudication process. Although most of the construction build of the housing units are complete, external works remain in progress.
124. The scheme at Grassy Meadow completed last year and the final account position has now been agreed with the main contractor. There is a projected underspend of £200k following a partial release of the remaining contingency.

HRA Programmes of Work

125. The Works to Stock revised budget is £17,755k. The forecast expenditure is £17,064k with a rephasing variance of £691k, across various work streams due to the validation, procurement and consultation timetables required to deliver these works. The increase in forecast expenditure from Month 2 is due to ongoing remedial and fire safety works at Packet Boat House.
126. The major adaptations revised budget is £2,489k and there is forecast rephasing of £389k as the budget is partly uncommitted at this stage of the financial year.
127. The HRA ICT revised budget is £162k and the budget is forecast to be fully spent.

HRA Capital Receipts

128. There have been 14 Right to Buy sales of council dwellings as at the end of July 2019 for a total gross sales value of £2,840k and a further 46 sales are forecast to bring the yearly total to 60, totalling £11,678k in 2019/20.
129. 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. It is, however, expected that these monies will be paid back to the HRA in due course as Hillingdon Council has opted in to the Mayor of London's Right to Buy Ring-Fence Offer, whereby Right to Buy 1-4-1 capital receipts and interest returned to MHCLG, is re-routed back to individual councils through the GLA as a grant.
130. During 2019/20, the £11,042k receipts generated in 2016/17 could potentially become repayable unless the following expenditure profile is achieved: Q1 £11,710k, Q2 £5,675k, Q3 £8,960k and Q4 £10,462k. Cumulative expenditure on 1 for 1 replacement from previous quarters above the minimum requirement can be carried forward.
131. The cumulative spend requirement for 2019/20 Q1 was not met. The Q1 target cumulative expenditure was £11,710k and the actual expenditure was £7,437k, resulting in a shortfall of expenditure of £4,273k and of this, 30% is repayable to MHCLG i.e. £1,282k as well as interest charges of £183k.

Annex A: HRA Capital Expenditure – Major Projects breakdown by scheme

Prior Years	Scheme	Unit Numbers	2019/20 Total Revised Budget	2019/20 Total Revised Forecast	2019/20 Variance	2019/20 Cost Variance	Proposed Re-phasing	Total Project Budget 2019-2024	Total Project Forecast 2019-2024	Total Project Variance 2019-2024
£'000			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
1,347	Acol Crescent Development	33	5,504	5,560	56	0	56	6,223	6,223	0
2,486	Housing Programme	7	35	35	(0)	0	(0)	35	35	(0)
262	Belmore Allotments	86	5,075	1,580	(3,495)	0	(3,495)	10,556	10,556	(0)
271	Maple and Poplar Day Centre	34	3,398	2,430	(968)	0	(968)	4,949	4,949	0
181	Willow Tree	10	2,488	1,332	(1,156)	0	(1,156)	2,761	2,761	0
84	Housing Programme - Tranche 4	14	2,286	456	(1,830)	0	(1,830)	2,617	2,617	(0)
107	Nelson Road	6	1,938	922	(1,016)	0	(1,016)	2,201	2,201	0
0	Great Benty (Note 1)	2	756	675	(81)	0	(81)	756	756	0
0	Coleridge Way Acquisition	7	3,289	3,289	0	0	0	3,289	3,289	0
0	Acquisitions Including Buybacks	TBC	10,747	10,747	0	0	0	60,756	60,756	0
0	Internal Developments	TBC	10,942	10,942	0	0	0	60,951	60,951	0
0	Bartram Close (Note 2)	N/A	0	241	241	241	0	0	241	241
0	Woodside Development	20	2,594	97	(2,497)	0	(2,497)	3,077	3,077	0
20,149	Grassy Meadow	88	990	790	(200)	(200)	0	990	790	(200)
12,746	Parkview	60	2,641	1,673	(968)	0	(968)	2,641	2,641	(0)
3	Yiewsley	12	330	0	(330)	0	(330)	2,787	2,787	0
37,979		379	53,013	40,769	(12,244)	41	(12,285)	164,590	164,631	41
4,120	New General Needs Housing Stock	110	39,025	33,323	(5,703)	241	(5,944)	143,374	143,615	241
960	New Build - Shared Ownership	109	10,028	4,983	(5,044)	0	(5,044)	14,798	14,798	0
32,899	New Build - Supported Housing	160	3,960	2,463	(1,497)	(200)	(1,297)	6,418	6,218	(200)
37,979		379	53,013	40,769	(12,244)	41	(12,285)	164,590	164,631	41

Note 1: Includes £276k appropriation cost for the Great Benty Site

Note 2: Includes £241k appropriation cost for Bartram Close

Appendix D - GENERAL FUND CAPITAL PROGRAMME

132. As at Month 4 an under spend of £16,239k is reported on the 2019/20 General Fund Capital Programme of £109,099k, due mainly to rephasing of project expenditure into future years. The forecast outturn variance over the life of the 2019/20 to 2023/24 programme is an over spend of £280k.
133. General Fund Capital Receipts of £8,251k are forecast for 2019/20, with a surplus of £659k in total forecast receipts to 2023/24.
134. Overall, Prudential Borrowing required to support the 2019/20 to 2023/24 capital programmes is forecast to be under budget by £238k. This is due to a combined forecast surplus of £159k on other sources of funding (capital receipts and CIL), and an increase in grants and contributions of £359k, partially offset by net cost over spend of £280k.

Capital Programme Overview

135. 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 programmes of work approved by Cabinet and Council in February 2019.

Table 19: General Fund Capital Programme Summary

	Total Project Budget 2019-2024	Total Project Forecast 2019-2024	Total Project Variance	Movement
	£'000	£'000	£'000	£'000
Schools Programme	52,607	52,607	-	-
Self Financing Developments	79,490	79,490	-	-
Main Programme	114,682	114,982	300	300
Programme of Works	152,675	152,655	(20)	(20)
General Contingency	7,500	7,500	-	-
Total Capital Programme	406,954	407,234	280	280
Movement	862	1,142	280	

136. The revised budget has increased by £862k due in part to £645k road safety funding awarded by HS2 accepted by July Cabinet. The revised budget also includes £70k capital grant funding recently received from Public Health England for improvements to alcohol treatment services. The funds are to be paid to ARCH who will manage the project. There have also been new Section 106 funded scheme allocations.
137. The Schools programme includes works on two primary schools expansions at Hillside and Warrender primary schools. The new buildings are complete including external works and final accounts with the contractor are under negotiation. Further adaptation works of the existing building at Hillside primary school are in progress and expect to be complete by September 2019. Two secondary schools expansions are currently in progress. The new building at Vyners Secondary School is expected to be complete by October half term and the re-modelling of the existing school by the end of this year. Works at Ruislip High are underway and expected to be completed in the summer of 2020.

138. The Department for Education have awarded Hillingdon with an additional £1,356k SEND grant funding taking total funding to £4,950k over three years. July Cabinet approved grant payments to two schools totalling £290k for the provision of extra SEND places.
139. The Self-Financing development programme includes £50,000k prudential borrowing to finance the housing company Hillingdon First with construction work in progress at the residential development site in South Ruislip. The programme also includes two major mixed residential developments at the former Belmore Allotments and Yiewsley pool sites. Architects have undertaken design work on the Yiewsley sites redevelopment, which includes discounted market sale housing and the provision of a new library and community centre. Options for the type of residential developments at each site are under review. A revised planning application has recently been approved for the mixed residential scheme at the former Belmore Allotments site.
140. The Main programme includes major schemes such as the re-provision of Hillingdon Outdoor Activity Centre, for which options are being considered and works are not anticipated to commence on site this year. A forecast over spend of £300k is reported on the Gateway Hillingdon town centres project, due to construction costs of a rain garden in Eastcote being higher than initial design estimates. Works in phases to enhance the Rural Activities Garden Centre are planned to commence this financial year and will continue into next year.
141. Programmes of Works include £3,000k for the new libraries refurbishment programme that is expected to commence later this year at Ruislip Manor and Charville libraries and be completed at all other sites within two years. There are numerous schemes in various stages of progress within the Schools Conditions Building Programme and Civic Centre Works Programmes with some projects continuing into next year. An under spend of £20k is forecast on private sector renewal grants as there are few commitments so far this financial year.
142. There are £1,500k contingency funds per annum over the period 2019-24 available as and when risk issues emerge.

Capital Financing - General Fund

143. Table 20 below outlines the latest financing projections for the capital programme, with a favourable medium term variance of £238k reported on Prudential Borrowing.

Table 20: General Fund Capital Programme Financing Summary

	Revised Budget 2019/20 £'000	Forecast 2019/20 £'000	Variance £'000	Total Financing Budget 2019-2024 £'000	Total Financing Forecast 2019-2024 £'000	Total Variance £'000	Movement
Council Resource Requirement	73,250	62,051	(11,199)	297,672	297,593	(79)	332
Financed By Prudential Borrowing							
Self Financing	22,000	21,150	(850)	77,946	77,946	-	-
Invest to Save projects	3,670	3,670		8,090	8,090	-	-
Service Delivery	34,782	24,980	(9,802)	139,035	138,797	(238)	376
Total Borrowing	60,452	49,800	(10,652)	225,071	224,833	(238)	376
Financed By Other Council Resources							
Capital Receipts	8,298	8,251	(47)	47,101	47,760	659	(44)
CIL	4,500	4,000	(500)	25,500	25,000	(500)	-
Total Council Resources	73,250	62,051	(11,199)	297,672	297,593	(79)	332
Grants & Contributions	35,849	30,809	(5,040)	109,282	109,641	359	(52)
Capital Programme	109,099	92,860	(16,239)	406,954	407,234	280	280
Movement	862	(11,177)	(12,039)	862	1,142	280	

144. Forecast capital receipts in 2019/20 amount to £8,251k after financing transformation costs. This amount includes £1,942k General Fund share of Right to Buy (RTB) sales based on a forecast 60 RTB sales this year and sales of several former garage sites planned to be auctioned this financial year. The favourable variance of £659k is mainly due to forecast transformation costs to be funded from capital receipts being lower than the original budget estimate. There is an adverse movement of £44k as one identified receipt is no longer expected to be completed.
145. As at the end of July, a total of £52k Community Infrastructure Levy (CIL) receipts (after administration fees) have been invoiced or received this financial year, however income in respect of two large developments is anticipated shortly. The monthly profile of CIL income varies depending on the timing and scale of developments with planning permission proceeding throughout the year. The forecast for 2019/20 is reduced by £500k due to the low level of receipts year to date. 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.
146. Forecast grants and contributions are £359k higher than the revised budget, mainly due to the recently confirmed 2019/20 Schools Conditions Allocation of £2,140k being higher than the original budget estimate set before the announcement. There are £7,500k assumed Basic Needs grant for the period 2021-24 in the financing budget that are not yet confirmed. The reduction from Month 2 of £52k is partly due to a lower Section 106 contribution than previously anticipated for energy efficiencies within the Hillside primary school expansion.

147. The adverse movement of £376k reported on prudential borrowing is mainly due to the forecast expenditure overspend of £300k within the main programme and reduction in capital receipts and S106 financing.

ANNEX A - Schools Programme

Prior Year Cost	Project	2019/20 Revised Budget	2019/20 Forecast	2019/20 Cost Variance	Forecast Re-phasing	Total Project Budget 2019-2024	Total Project Forecast 2019-2024	Total Project Variance 2019-2024	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										
137,159	Former Primary School Expansions	10	10	0	0	10	10	0	10	0	0
12,952	New Primary Schools Expansions	3,359	2,880	0	(479)	3,592	3,592	0	1,430	2,144	18
5,097	Secondary Schools Expansions	14,040	11,747	0	(2,293)	40,688	40,688	0	21,704	18,984	0
0	Additional Temporary Classrooms	600	100	0	(500)	4,000	4,000	0	4,000	0	0
0	Schools SRP	2,610	1,300	0	(1,310)	3,958	3,958	0	0	3,874	84
45,742	Secondary Schools Replacement	119	119	0	0	119	119	0	119	0	0
0	Meadow School	240	240	0	0	240	240	0	240	0	0
200,950	Total Schools Programme	20,978	16,396	0	(4,582)	52,607	52,607	0	27,503	25,002	102

ANNEX B - Self Financing Developments

Prior Year Cost	Project	2019/20 Revised Budget	2019/20 Forecast	2019/20 Cost Variance	2019/20 Forecast Re-phasing	Total Project Budget 2019-2024	Total Project Forecast 2019-2024	Total Project Variance 2019-2024	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										
68	Yiewsley Site Development	2,000	1,150	0	(850)	22,946	22,946	0	22,946	0	0
0	Belmore Allotments Development	0	0	0	0	4,605	4,605	0	3,061	0	1,544
0	Housing Company Financing	20,000	20,000	0	0	50,000	50,000	0	50,000	0	0
0	Woodside GP Surgery	0	0	0	0	1,939	1,939	0	1,939	0	0
68	Total Main Programme	22,000	21,150	0	(850)	79,490	79,490	0	77,946	0	1,544

ANNEX C - Main Programme

Prior Year Cost	Project	2019/20 Revised Budget £'000	2019/20 Forecast £'000	2019/20 Cost Variance £'000	2019/20 Forecast Re-phasing £'000	Total Project Budget 2019-24 £000	Total Project Forecast 2019-24 £000	Total Project Variance 2019-24 £000	Project Forecast Financed by:		
									Council Resources £000	Government Grants £000	Other Cont'ns £000
	Community, Commerce and Regeneration										
7,294	Hayes Town Centre Improvements	1,980	980	0	(1,000)	1,980	1,980	0	306	318	1,356
542	Inspiring Shopfronts	253	253	0	0	353	353	0	282	0	71
3,092	Gateway Hillingdon	58	358	300	0	58	358	300	358	0	0
1,466	Uxbridge Change of Heart	530	530	0	0	530	530	0	530	0	0
27	Uxbridge Cemetery Gatehouse	134	45	0	(89)	547	547	0	547	0	0
0	New Museum	500	125	0	(375)	5,632	5,632	0	4,882	0	750
0	New Theatre	1,000	250	0	(750)	44,000	44,000	0	42,950	0	1,050
57	Battle of Britain Underground Bunker	997	997	0	0	997	997	0	997	0	0
0	Botwell Leisure Centre Football Pitch	0	0	0	0	200	200	0	200	0	0
0	Yiewsley and West Drayton Pool	1,300	1,300	0	0	32,000	32,000	0	31,512	0	488
723	Hillingdon Outdoor Activity Centre	3,537	850	0	(2,687)	25,777	25,777	0	0	0	25,777
23	RAGC Expansion	540	340	0	(200)	1,391	1,391	0	1,391	0	0
2	1 & 2 Merrimans Housing Project	544	200	0	(344)	619	619	0	619	0	0
10,879	Projects Completing in 2019/20:	598	559	0	(39)	598	598	0	598	0	0
24,105	Total Main Programme	11,971	6,787	300	(5,484)	114,682	114,982	300	85,172	318	29,492

ANNEX D - Programme of Works

Prior Year Cost	Project	2019/20 Revised Budget	2019/20 Forecast	2019/20 Cost Variance	Forecast Re-phasing	Total Project Budget 2019-2024	Total Project Forecast 2019-2024	Total Project Variance 2019-2024	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
N/A	Leader's Initiative	329	329	0	0	1,129	1,129	0	1,129	0	0
N/A	Chrysalis Programme	1,124	1,124	0	0	5,124	5,124	0	5,124	0	0
N/A	Playground Replacement Programme	250	250	0	0	750	750	0	750	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	500	250	0	(250)	3,101	3,101	0	3,101	0	0
N/A	Devolved Capital to Schools	759	759	0	0	1,696	1,696	0	0	1,586	110
N/A	School Building Condition Works	4,358	3,070	0	(1,288)	10,758	10,758	0	2,164	7,600	994
N/A	Civic Centre Works Programme	2,686	2,000	0	(686)	5,428	5,428	0	5,428	0	0
N/A	Corporate Technology and Innovation	4,289	4,289	0	0	8,645	8,645	0	8,645	0	0
N/A	Property Works Programme	1,805	1,500	0	(305)	4,527	4,527	0	4,327	200	0
N/A	Car Park Pay & Display Machines	520	520	0	0	1,040	1,040	0	1,040	0	0
N/A	Highways Structural Works	11,537	11,537	0	0	43,537	43,537	0	41,263	0	2,274
N/A	Road Safety	189	189	0	0	789	789	0	789	0	0
N/A	Transport for London	5,294	4,922	0	(372)	19,186	19,186	0	0	18,440	746
N/A	Disabled Facilities Grant	2,852	2,852	0	0	14,560	14,560	0	0	14,560	0
N/A	PSRG / LPRG	100	80	(20)	0	500	480	(20)	250	230	0
N/A	Equipment Capitalisation - Social Care	1,172	1,172	0	0	5,860	5,860	0	0	5,860	0
N/A	Equipment Capitalisation - General	921	921	0	0	3,721	3,721	0	3,721	0	0
N/A	Public Health England Alcohol Fund	70	70	0	0	70	70	0	0	70	0
N/A	Bowls Club Refurbishments	1,034	1,013	0	(21)	1,034	1,034	0	1,034	0	0
N/A	CCTV Programme	503	503	0	0	1,153	1,153	0	1,153	0	0
N/A	Youth Provision	1,425	1,416	0	(9)	1,425	1,425	0	1,425	0	0

N/A	Harlington Road Depot Improvements	439	339	0	(100)	639	639	0	639	0	0
N/A	Purchase of Vehicles	7,585	5,362	0	(2,223)	10,765	10,765	0	10,765	0	0
N/A	Street Lighting Replacement	547	547	0	0	2,876	2,876	0	2,876	0	0
N/A	Environmental/Recreational Initiatives	889	800	0	(89)	889	889	0	849	40	0
N/A	Section 106 Projects	473	463	0	(10)	473	473	0	0	0	473
	Total Programme of Works	52,650	47,027	(20)	(5,603)	152,675	152,655	(20)	99,472	48,586	4,597

APPENDIX E – 2019/20 AFFORDABLE RENT CHARGE FOR PARK VIEW COURT

1. 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.
2. 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.
3. 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**.
4. 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 comparable should be based on similar types of service provision.
5. The Park View Court is a Housing Revenue Account (HRA) new build in the Uxbridge area (UB8 3XG) and comprises of 57 one bed-roomed self-contained flats and 3 two 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.
6. The Head of Property and Estates has assessed the market place for comparables for the Park View Court 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 Park View Court development.
7. The total gross market rent inclusive of service charges is valued at £302.61 per week per one bed-roomed property. **The affordable rent maximum charge is £242.09 (80% of gross market rents)**. In order to provide a margin of safety in case market rents reduce **the recommended affordable rent is £219.39 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.
8. The total gross market rent inclusive of service charges is valued at £362.77 per week per two bed-roomed property. **The affordable rent maximum charge is £290.22 (80% of gross market rents)**. In order to provide a margin of safety in case market rents reduce **the recommended affordable rent is £263.01 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.
9. Under the formula rent methodology the rent charge the one bed-roomed self-contained flats would be £98.89 per week, the services charges £39.26 per week and the meals charge £30 per week, giving an overall total charge of £168.15 per week. The affordable rent cannot be lower than this.
10. Under the formula rent methodology the rent charge the two bed-roomed self-contained flats would be £113.95 per week, the services charges £39.26 per week and the meals charge £30 per week, giving an overall total charge of £183.21 per week. The affordable rent cannot be lower than this.

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

Table 1: Summary of rents inclusive of service charges (one bedroom)

Park View Court Rents	£ per week per property	£ per week per property
	(1 tenant)	(2 tenants)
Gross Market Rent	302.61	332.61
Affordable Rent - Maximum	242.09	272.09
Recommended Affordable Rent	219.39*	249.39*
Affordable Rent – Minimum (i.e. Total charge under formula rent)	£168.15	£198.15

*The £219.39 per week charge for one tenant includes a meals charge of £30. The £249.39 per week charge for two tenants includes a meals charge of £60 (£30*2).

Table 2: Summary of rents inclusive of service charges (two bedroom)

Park View Court Rents	£ per week per property	£ per week per property
	(1 tenant)	(2 tenants)
Gross Market Rent	362.77	392.77
Affordable Rent - Maximum	290.22	320.22
Recommended Affordable Rent	263.01*	293.01*
Affordable Rent – Minimum (i.e. Total charge under formula rent)	£183.21	£213.21

*The £263.01 per week charge for one tenant includes a meals charge of £30. The £293.01 per week charge for two tenants includes a meals charge of £60 (£30*2).

Appendix F – Treasury Management Report as at 31 July 2019

Table 21: Outstanding Deposits – Average Rate of Return 0.66%

Period	Actual (£m)	Actual (%)	Benchmark (%)
Call Accounts and MMF's*	15.4	50.66	70.00
Up to 1 Month Fixed-Term Deposits	0.0	0.00	
Over 1 Month Fixed-Term Deposits	0.0	0.00	0.00
Total	15.4	50.66	70.00
Strategic Pooled Funds	15.0	49.34	30.00
Total	30.4	100.00	100.00

*Money Market Funds

148. Deposits are held with UK institutions, all of which hold a minimum A- Fitch (or lowest equivalent) long-term credit rating and AAA rated Money Market funds. UK deposits are currently held in Lloyds Bank plc. There is also an allocation to Strategic Pooled Funds.
149. The average rate of return on day-to-day operational treasury balances is 0.66%. As part of the Council's investment strategy for 19/20 the Council continues to hold a total of £15m in three long-dated strategic pooled funds (£5m in each). The strategic pooled funds have a 3-5 year investment horizon with dividends being distributed periodically.
150. The Council aims to minimise its exposure to bail-in risk by utilising bail-in exempt instruments and institutions whenever possible. However, with average balances being lower than historic levels, the majority of funds need to be held in instant access facilities to manage daily cashflow. It is therefore not possible to fully protect Council funds from bail-in risk. At the end of July, 100% of the Council's day-to-day operational treasury investments had exposure to bail-in risk compared to a June benchmark average of 61% in the Local Authority sector (latest benchmark provided quarterly by the Council's treasury advisors Arlingclose). The Council's exposure reduces to 3.25% once instant access facilities are excluded from the total bail-in percentage.
151. Liquidity was maintained throughout July by placing surplus funds in instant access accounts and making short-term deposits with the DMADF. Deposit maturities with the DMADF were scheduled to match cash outflows and where required, funds were withdrawn from instant access facilities.

Table 22: Outstanding Debt - Average Interest Rate on Debt: 3.21%

	Actual (£m)	Actual (%)
General Fund		
PWLB	51.63	20.51
Long-Term Market	15.00	5.96
Temporary	0	0
HRA		
PWLB	152.07	60.42
Long-Term Market	33.00	13.11
Total	251.70	100.00

152. There were no scheduled debt repayments during July. Gilt yields fell further this month, which reduced the cost of potential new borrowing. However as additional borrowing was not required for cashflow purposes it was delayed to avoid unnecessary interest costs. With the ongoing need to take further borrowing and with restrictive premiums, early repayment of debt remains unfeasible.

153. There were no breaches of the Prudential Indicators or non-compliance with the Treasury Management Policy and Practices. 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. In addition opportunities to take further borrowing will be monitored and taken if required.

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

155. 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 31: 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 and Finance Directorate						
Benefit Officer	3/8/2015	29/07/2019	27/10/2019	205	30	235
Benefit Officer	03/04/2017	10/06/2019	08/09/2019	100	14	114
Senior Lawyer ASC & ECS (Child Protection)	26/11/2018	29/07/2019	25/01/2020	84	56	141
Fixed Term Financial Assessment Officer	01/06/2018	01/06/2019	29/05/2020	35	37	72
Residents Services						
Housing Options and Homeless Prevention Officer	24/02/2014	29/07/2019	20/10/2019	1,135	10	1,145
Major Applications (PPA) Planner	03/01/2017	12/08/2019	10/11/2019	184	22	206
Programme Manager (HOAC)	06/11/2017	12/08/2019	10/11/2019	122	23	146
Programme Manager (Planned Works)	27/11/2017	12/08/2019	10/11/2019	141	22	163
Housing Options and Homeless Prevention Officers	08/01/2018	09/09/2019	01/12/2019	53	10	63
Senior Land Contamination Officer	18/11/2018	16/09/2019	15/12/2019	58	19	77
Education Review Project Manager	09/09/2019	09/09/2019	08/03/2020	0	77	77
Media & Campaigns Officer	23/07/2018	09/09/2019	29/11/2019	69	17	87
Social Care						
Support Worker	03/04/2017	01/08/2019	30/09/2019	79	6	85
Support Worker	03/10/2016	01/08/2019	30/09/2019	67	4	71
Support Worker	03/04/2017	01/08/2019	30/09/2019	66	5	71
Care Worker	06/07/2016	01/08/2019	30/09/2019	88	5	93
Social Worker	26/07/2017	01/08/2019	30/09/2019	145	12	158
Approved Mental Health Worker	05/02/2018	01/08/2019	30/09/2019	77	9	86
AMHP	03/09/2018	01/08/2019	30/09/2019	76	15	91
Approved Mental Health Worker	01/06/2015	01/08/2019	30/09/2019	277	10	287

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Care Worker	05/06/2017	01/08/2019	30/09/2019	-	4	4
Care Worker	06/03/2017	01/08/2019	30/09/2019	68	5	73
Support Worker	04/04/2016	01/08/2019	30/09/2019	94	5	99
Social Worker/Senior Social Worker	02/10/2017	01/08/2019	30/09/2019	124	12	136
Advanced Social Work Practitioner	30/04/2018	01/08/2019	30/09/2019	90	-	90
Social Worker	05/06/2017	01/08/2019	30/09/2019	129	10	139
Social Worker	16/04/2018	01/08/2019	30/09/2019	90	-	90
Social Worker	29/10/2018	01/08/2019	30/09/2019	6	12	18
Social Worker	04/06/2018	01/08/2019	30/09/2019	78	0	78
Social Worker / Senior Social Worker	04/09/2017	01/08/2019	30/09/2019	137	13	150
Social Worker	04/06/2018	01/08/2019	30/09/2019	97	15	112
Advanced Social Work Practitioner	30/04/2018	01/08/2019	30/09/2019	100	0	100
Night Care Worker	04/06/2017	01/08/2019	30/09/2019	60	5	65
Service Manager	30/07/2018	01/08/2019	30/09/2019	120	-	120
Head of Mental Health and Learning Disability	29/10/2018	01/08/2019	30/09/2019	85	23	108
AMHP	04/02/2019	01/08/2019	30/09/2019	0	13	13
Nursery Practitioner	01/10/2017	01/08/2019	30/09/2019	59	5	65
Early Years Practitioner	12/09/2014	01/08/2019	30/09/2019	65	2	67
Early Years Practitioner	24/02/2014	01/08/2019	30/09/2019	79	2	81
Early Years Practitioner	06/02/2017	01/08/2019	30/09/2019	61	5	66
Early Years Practitioner	25/03/2016	01/08/2019	30/09/2019	69	5	74
Nursery Officer	05/09/2016	01/08/2019	30/09/2019	63	5	68
Early Years Practitioner	23/02/2015	01/08/2019	30/09/2019	95	5	100
Service Development & Quality Assurance Officer	01/04/2013	01/08/2019	30/09/2019	0	20	20
Social Worker (CHC)	03/01/2017	01/08/2019	30/09/2019	123	9	132
Programme Lead-Urgent & Emergency Care	01/03/2018	01/08/2019	30/09/2019	215	27	242
Team Manager	17/07/2017	01/08/2019	30/09/2019	207	19	226

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Senior Social Worker	01/04/2013	01/08/2019	30/09/2019	175	14	189
Social Worker	06/04/2017	01/08/2019	30/09/2019	90	14	104
Social Worker	23/10/2017	01/08/2019	30/09/2019	124	12	136
Social Worker	13/11/2016	01/08/2019	30/09/2019	178	0	178
Social Worker	16/12/2016	01/08/2019	30/09/2019	202	14	216
Social Worker	21/08/2016	01/08/2019	30/09/2019	204	14	218
Social Worker	05/09/2014	01/08/2019	30/09/2019	371	0	371
Social Worker	10/07/2017	01/08/2019	30/09/2019	134	14	148
Social Worker	07/11/2016	01/08/2019	30/09/2019	213	14	227
Social Worker	04/05/2015	01/08/2019	30/09/2019	264	12	276
Social Worker	13/04/2015	01/08/2019	30/09/2019	306	14	320
Social Worker	01/04/2013	01/08/2019	30/09/2019	234	14	248
Social Worker	11/07/2016	01/08/2019	30/09/2019	226	14	240
Social Worker	01/08/2015	01/08/2019	30/09/2019	256	16	272
Team Manager	27/03/2017	01/08/2019	30/09/2019	201	16	217
Social Worker	27/10/2016	01/08/2019	30/09/2019	196	14	210
Social Worker	01/12/2016	01/08/2019	30/09/2019	152	13	165
Educational Psychologist	04/02/2019	01/08/2019	30/09/2019	59	0	59
Social Worker	14/08/2017	01/08/2019	30/09/2019	137	0	137
Educational Psychologist	04/02/2019	01/08/2019	30/09/2019	11	25	36
Educational Psychologist	15/11/2015	01/08/2019	30/09/2019	291	17	308
Special Needs Officer	01/12/2016	01/08/2019	30/09/2019	168	13	181
Social Worker	11/08/2014	01/08/2019	30/09/2019	396	14	410
Social Worker	01/01/2013	01/08/2019	30/09/2019	416	14	430
Social Worker	01/04/2013	01/08/2019	30/09/2019	210	14	224
Social Worker	26/08/2016	01/08/2019	30/09/2019	197	13	210
Support Worker	20/12/2015	01/08/2019	30/09/2019	94	7	101

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Social Worker	04/07/2016	01/08/2019	30/09/2019	248	14	262
Social Worker	03/07/2016	01/08/2019	30/09/2019	244	16	260
Social Worker	21/11/2016	01/08/2019	30/09/2019	186	14	200
Social Worker	01/01/2013	01/08/2019	30/09/2019	411	14	425
Senior Social Worker	29/06/2017	01/08/2019	30/09/2019	177	14	191
Senior Social Worker	05/10/2015	01/08/2019	30/09/2019	222	0	222
Education Health and Care Officer	01/07/2017	01/08/2019	30/09/2019	94	11	105
Principal Educational Psychologist	01/08/2015	01/08/2019	30/09/2019	241	25	266
Senior Educational Psychologist	15/08/2016	01/08/2019	30/09/2019	210	25	235
Educational Psychologist	01/03/2016	01/08/2019	30/09/2019	261	27	288
Social Worker	02/07/2017	01/08/2019	30/09/2019	127	14	141
Independent Domestic Violence Advocate	01/10/2018	01/08/2019	30/09/2019	41	9	50
Senior Social Worker	30/04/2012	01/08/2019	30/09/2019	224	14	238
Practice Improvement Practitioner	08/05/2014	01/08/2019	30/09/2019	173	15	188
Child Protection Chair	01/07/2015	01/08/2019	30/09/2019	127	17	144
Social Worker	01/04/2018	01/08/2019	30/09/2019	102	14	116

Appendix H

Recent Cabinet level contract decisions taken under urgency provisions

In the absence of a Cabinet meeting during the summer, the Leader of the Council, with relevant Cabinet Members, took two contract decisions which would have ordinarily be reserved to the Cabinet to take given that proposed contract values exceeded £500k.

The Constitution provides for the Leader of the Council to take contract decisions on behalf of Cabinet where it is deemed urgent. In compliance with Procurement Standing Orders, these decisions are now reported to Cabinet for ratification below:

26 July 2019 – Special Urgency Decision – Managed Service for the Supply and Distribution of Materials for the In-House Repairs Team

RESOLVED: That the Leader of the Council and Cabinet Member for Finance, Property and Business Services agree:

- 1. The direct award via a framework to Grafton Merchanting GB Limited for the provision of a managed service for the supply and distribution of materials for the in-house repairs team to the London Borough of Hillingdon for a three year period from 1 October 2019 to 30 September 2022 and at the estimated value of £706K per annum.**
- 2. Furthermore, that this includes the provision to extend the contract for a one year period, subject to the approval of the Leader of the Council and Cabinet Member for Finance Business and Property Services, in consultation with the Corporate Director of Residents Services.**

This decision provided for a direct award for materials services, following the integration of the Housing Repairs Service and Facilities Management into a combined function and a review of the provision of associated services.

3 September 2019 - Special Urgency Decision - Appointment of Contractor for the Refurbishment of Council Libraries

RESOLVED: That the Leader of the Council and Cabinet Members for Central Services, Culture & Heritage and Finance, Property and Business Services accept the tender from Greyline Builders Ltd for the refurbishment of the London Borough of Hillingdon's libraries at the value of £2,647,135.

This decision enabled the appointment of a contractor to commence works to refurbish or re-build the Borough's libraries, which were last completed in 2014 as part of a major programme. This will ensure that Hillingdon's libraries continue be in a good condition, as well as valued community facilities into the next decade.

BACKGROUND PAPERS

Decision Notices: 26 July 2019 and 3 September 2019

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