



HILLINGDON
LONDON



CABINET

To all Members of the Cabinet:

Date: THURSDAY, 9 NOVEMBER
2023

Time: 7.00 PM

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

**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.

Ian Edwards, Leader of the Council
(Chairman)

Jonathan Bianco, Deputy Leader of the
Council & Cabinet Member for Property,
Highways & Transport (Vice-Chairman)

Martin Goddard, Cabinet Member for
Finance

Douglas Mills, Cabinet Member for
Corporate Services

Susan O'Brien, Cabinet Member for
Children, Families & Education

Jane Palmer, Cabinet Member for Health
& Social Care

Eddie Lavery, Cabinet Member for
Residents' Services

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



Published:

Wednesday, 1 November 2023

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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

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Accessibility

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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.

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Notice

Notice of meeting and any private business

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

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

9 November 2023 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 exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (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 relevant Select 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

1 November 2023
London Borough of Hillingdon

Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters before this meeting
- 3 To approve the minutes of the last Cabinet meeting 1 - 18
- 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 Review by the Children, Families & Education Select Committee: The Stronger Families Hub - Our Engagement with Key Stakeholders / Exploring Participation and Feedback to Improve Service and Satisfaction (Cllr Susan O'Brien) 19 - 24
Review appendix circulated separately
- 6 Review by the Residents' Services Select Committee: Alleygating in Hillingdon (Cllr Eddie Lavery) 25 - 50
- 7 London Borough of Hillingdon Smoke Control Order (Cllr Eddie Lavery) 51 - 68
- 8 2023/25 Better Care Fund Section 75 Agreement (Cllr Jane Palmer) 69 - 78
Appendix circulated separately
- 9 Consideration of setting a licensed deficit budget in 2023/24 for certain schools in the Borough (Cllr Susan O'Brien / Cllr Martin Goddard) 79 - 84
- 10 Monthly Council Budget Monitoring Report (Cllr Martin Goddard) 85 - 116
- 11 Public Preview of matters to be considered in private (All Cabinet Members) 117 - 124

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

12	Uxbridge Golf Course and Haste Hill Golf Course (Cllr Jonathan Bianco & Cllr Eddie Lavery)	125 - 138
13	Fire Safety Works: Phase 22 - Purchase of Fire Door Sets (Cllr Jonathan Bianco)	139 - 148
14	Stock Condition Surveys for the Housing Stock (Cllr Jonathan Bianco)	149 - 156
15	HR Temporary Recruitment Contract Extensions (Cllr Douglas Mills)	157 - 164
16	Charville Lane Childrens Home, Hayes (Cllr Jonathan Bianco)	165 - 178
17	Supplier of Kitchen Units to Housing Properties (Cllr Jonathan Bianco)	179 - 188
18	HS2 Amenity Fund: Rebuild of two Scout Community Buildings (Cllr Jonathan Bianco)	189 - 202
19	Cleaning Service for the Civic Centre and other Corporate Properties (Cllr Jonathan Bianco)	203 - 214
20	Contract Extensions for the care and wellbeing services for people with learning disabilities and/or autism and/or people with mental health support needs (Cllr Jane Palmer)	215 - 226
21	54 Hallowell Road Northwood: formerly Northwood Young Peoples' Centre (Cllr Jonathan Bianco)	227 - 232
22	Land at Broadwater Gardens, Harefield (Cllr Jonathan Bianco)	233 - 240
23	Minor Property Transaction - Substation at Maple Close, Hayes (Cllr Jonathan Bianco)	241 - 246
24	Minor Property Transaction - Substation Lease for Rowlheys Place, West Drayton (Cllr Jonathan Bianco)	247 - 252

The reports in Part 2 of this agenda are not for publication because they involve the disclosure of information in accordance with Section 100(A) and Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that they contain exempt information and that the public interest in withholding the information outweighs the public interest in disclosing it.

25 Any other items the Chairman agrees are relevant or urgent

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Minutes and Decisions

CABINET

Thursday, 12 October 2023

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



Published on 13 October 2023

Decisions come into effect from: 5pm, 20 October 2023

Cabinet Members Present:

Ian Edwards (Chairman)
Jonathan Bianco (Vice-Chairman)
Martin Goddard
Douglas Mills
Susan O'Brien
Jane Palmer
Eddie Lavery

Members also Present:

Scott Farley

1. APOLOGIES FOR ABSENCE

All Cabinet Members were present.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared by Cabinet Members present.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 14 September 2023 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

It was confirmed that the reports on the agenda, as marked public and private, would be considered as shown. The Leader of the Council explained how the Council seeks to provide transparency to its proceedings by publishing a preview of confidential matters considered later.

5. THE ANNUAL REPORT OF ADULT AND CHILD SAFEGUARDING ARRANGEMENTS

RESOLVED:

That the Cabinet:

- 1. Notes the Annual Report and is assured that the partnership continues to provide leadership and scrutiny of the safeguarding arrangements for Hillingdon residents.**
- 2. Notes the way in which the partnership has responded to the challenges posed by changing local, national and international contexts.**
- 3. Notes the strategic priorities for safeguarding for 2023-24.**

Reasons for decision

Cabinet received its annual update on the performance of the local safeguarding partnership that supports vulnerable adults, children and their families to remain safe.

The Cabinet Member for Health and Social Care introduced the comprehensive report and stated that safeguarding was everyone's business. She highlighted the good work undertaken, including practice support at Hillingdon Hospital, activity to tackle hoarding in homes and training to community health teams in domestic abuse. It was welcomed that the Independent Scrutineer had found no area of poor practice and had identified the strong leadership provided. Reference was made to the easy read version of the annual report and thanks were given to the select committees for their review of it, and importantly the staff who keep residents safe.

The Cabinet Member for Children, Families & Education pointed out the strong collaborative work and co-ordination between the partnership organisations. It was welcomed that a key strand of work for the Children's Safeguarding Board had been on the 'voice of the children', ensuring close consultation with young people and empowering them to identify changes, which had resulted in the production of the new children and young people's annual report. The Cabinet Member stressed how every child and young person should feel safe, enjoy their physical, emotional and mental health, feel they belong and have opportunities to thrive. The Cabinet Member highlighted the priorities for the partnership for 2023/24, including an additional one on education safeguarding. The Cabinet Member thanked the officers and partnership organisations who had helped change and improve the lives of young people in the Borough.

The Leader of the Council welcomed the focus on listening to residents within the safeguarding arrangements and praised the strong leadership from the top down and through our partnerships.

Alternative options considered and rejected

None.

Relevant Select Committee	Children, Families & Education Health and Social Care
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Not for call-in.
Officer(s) to action	Suzi Gladish
Directorate	Children's Services / Adult Services & Health
Classification	Public - <i>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.</i>

6. SHELTERED HOUSING SCHEMES - YIEWSLEY COURT AND THE GOULDINGS

RESOLVED:

That the Cabinet:

1. Considers the responses from the consultation as set out in the Appendices 2&3 and the related petition hearing that took place in January 2023;
2. Agrees to the existing sheltered housing schemes at Yiewsley Court and The Gouldings being decommissioned and re-purposed as 'short life' accommodation within the Council's managed housing portfolio;
3. Note that Planning consent is required to implement the change of use to 'short life' and that Officers will, subject to a decision by Cabinet, submit the necessary application for determination;
4. Agrees that tenants at Yiewsley Court be decanted to suitable alternative accommodation which best meets their needs and preferences and be paid Statutory Home Loss and Disturbance payments, where eligible;
5. Agrees that tenants at The Gouldings be given the options to remain at The Gouldings as a general needs tenant or exercise the choice to be decanted to suitable alternative accommodation which best meets their needs and preferences;
6. Delegates any further decisions required in respect of implementation of this matter to the Corporate Director of Central Services, in consultation with the Cabinet Member for Residents' Services, noting that decisions relating to individual tenants will take account of any equalities issues.

Reasons for decision

The Cabinet Member for Residents' Services introduced the report and noted that a review of housing dedicated to older people had indicated an over-supply of sheltered housing accommodation. It was explained that the purpose of the report was to consider the repurpose of two schemes, following consultation, as short life accommodation to meet the needs for temporary housing and to reduce the cost of this.

It was explained that Yiewsley Court was a small, older scheme opposite a much larger and newer scheme where planning permission would be required to change the use of the scheme to short life accommodation. The Cabinet Member explained the consultation that had taken place with residents on this, including a petition which the Cabinet Member had heard, noting that the housing team at the Council would work sensitively with residents to find appropriate transfers to alternative accommodation.

In respect The Gouldings scheme in Uxbridge, it was noted that this was a mixed scheme within a tall tower block and, therefore, not ideal for sheltered housing and those residents with more limited mobility. It was explained that in this case, residents would have a choice to remain or be accommodate in more appropriate accommodation.

Cabinet agreed to the proposals outlined in the report. The Leader of the Council noted the pressure on housing demand, and welcomed the consultation and the sensible and proportionate measures put forward to change this use of accommodation.

Alternative options considered and rejected

Cabinet could have increased the number of other properties used for short-life accommodation but noted that this would not bring forward a relatively large number of vacant properties and would not address the disproportionate amount of the Council's housing stock dedicated to older people.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Rod Smith
Directorate	Central Services
Classification	Public - <i>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.</i>

7. **CONSULTATION ON SCHOOL ADMISSIONS ARRANGEMENTS - WHITEHALL INFANT AND JUNIOR SCHOOLS**

RESOLVED:

That Cabinet:

1. **Considers the proposal to reduce the Published Admission Number for Whitehall Infant School from 120 to 90 and Whitehall Junior School from 120 to 90 and authorises officers to undertake a full consultation exercise in relation to it.**
2. **Agrees to receive a further report at its 15th February 2024 meeting for the purpose of considering the consultation responses for a new Published Admissions Number for Whitehall Infant School and Whitehall Junior School which is set to take effect from 1 September 2025.**

Reasons for decision

To provide stability of pupil numbers and school budgets, Cabinet agreed to consult on proposals for reducing the Published Admission Number for Whitehall Infant School and Whitehall Junior School, both from 120 to 90.

The Cabinet Member for Children, Families & Education noted the small window to make such changes and the Council's statutory responsibility to secure sufficient school places where over the past few years there had been a reduction in the number of young people and had thereby reduced funding for certain schools, which needed to be addressed.

The Leader of the Council remarked how the housing supply issue across London had driven a reduction in the number of younger families which required the Council to manage the situation of reducing pupil numbers in some schools.

Alternative options considered and rejected

None, as Cabinet's proposal would enable consultation on school place planning to support the schools to focus their budget and resources for pupils.

Relevant Select Committee	Children, Families & Education
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Abi Preston
Directorate	Children's Services
Classification	Public - <i>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.</i>

8. TFL LOCAL IMPLEMENTATION PLAN SPENDING SUBMISSION

RESOLVED:

That the Cabinet approve, in principle, the proposed bid outlined in this report for funds from Transport for London to implement the Council's Local Implementation Plan and delegate authority to the Cabinet Member for Property, Highways and Transport to agree any changes or additions prior to the submission deadline and to submit the Council's Local Implementation Plan 2024/25 Delivery Programme bid.

Reasons for decision

Cabinet agreed the Council's application for Transport for London funding for the ensuing financial year which would provide investment locally in a range of transport schemes. Cabinet also agreed to delegate final approval of the Council's submission to the Cabinet Member.

The Cabinet Member for Property, Highways and Transport explained the bidding process to Transport for London and the range of projects that the Council proposed to bid for, including cycling training, parking management schemes, school travel and road safety measures along with upgrading the Grand Union Canal towpath and air quality works.

The Leader of the Council regretted the bureaucracy to secure such funding, which he believed should be passported directly to London boroughs in the first instance.

Alternative options considered and rejected

The Cabinet could not agree to submit the Council's bid and thereby not be in receipt of local transport funding.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This decision can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Sophie Wilmot
Directorate	Place
Classification	Public - <i>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.</i>

9. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

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

Reasons for decision

The Cabinet Member for Children, Families and Education introduced the twice-yearly update report on the primary, secondary and special school expansions, the school condition works programme and other school capital works.

The Cabinet Member outlined the significant investment over the next few years in school buildings, including £22m for increasing special needs places which would support the reduction of the deficit in the Dedicated Schools Grant.

Specific SEND projects coming to completion were noted including Charville Academy, Wood End Park Academy and Ruislip Gardens Primary School where there would be a new pupil assessment base built.

The Cabinet Member for Corporate Services sought clarification on Table 1 in the report to confirm the total places provided, which was to be sought outside the meeting.

The Leader of the Council stated the Council's priority to ensure all young people had a school place appropriate to their needs and welcomed the Council's investment in the school estate of circa. £45m over the next few years.

Relevant Select Committee	Children, Families & Education
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Not for call-in.
Officer(s) to action	Bobby Finch
Directorate	Place
Classification	Public - <i>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.</i>

10. MONTHLY COUNCIL BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

1. Note the budget monitoring position and treasury management update as at August 2023 (Month 5), noting the actions proposed by officers as outlined in Part A of the report.
2. Approve the financial recommendations set out in Part B of the report below:
 - a. Accepts a grant of £163,419 from the North West London Integrated Care Board to fund two staffing posts to support the implementation of Population Health Management.
 - b. Accepts a grant of £1,583,351 from the Department of Health and Social Care's Market Sustainability and Improvement Fund (MSIF) Workforce Fund to address Adult Social Care workforce pressures during the winter period to 31st March 2024.
 - c. Accepts £20k additional grant funding from the Office for Product Safety and Standards (OPSS) for costs associated with supporting the Product Safety at Ports & Borders Programme for 2023/24.

Reasons for decision

Cabinet was informed of the forecast revenue, capital and treasury position for the current year 2023/24 to ensure the Council achieved its budgetary and service objectives.

The Cabinet Member for Finance noted some recent positive national economic data and the stabilisation of interest rates, but pointed out the reality for local authorities on the ground and in particular, for Hillingdon, the continuing cost pressures associated with homelessness, asylum seekers and the demand for adult and children's social care.

The Cabinet Member stressed that at the heart of the Council's budget strategy was the need to live within budget and not deplete reserves, so to that end, it was explained that further budgetary margins were being created such as examining discretionary expenditure and a review of areas within the Council's balance sheet. The Council's realistic and robust approach to its finances, managing budgetary controls and maintaining debt and modest and sustainable levels was made clear.

The Cabinet Member stated that earmarked reserves were projected to be at £14.3m, and combined with unallocated balances, the Council would have £41.1m in reserves at its disposal at the end of the financial year.

To support this, it was mentioned that the current savings programme was on track, and that there would be even further transformation programmes, not currently reflected in the current budget, to yield a further strengthening of the Council's financial position and its reserves.

The Cabinet Member provided an update on the Council’s capital expenditure, where it was noted there was an underspend within the year, largely due to capacity constraints in the construction sector which had delayed some projects. An update on the Dedicated Schools Grant, where the position had remained unchanged, was given along with the Housing Revenue and Capital Accounts.

Cabinet made a number of other financial decisions relating to the acceptance of grants from the North West London ICB to support population health management work locally, a Government grant to fund upcoming social care workforce pressures and costs associated with changes to requirements for import and product safety at Heathrow Airport.

The Leader of the Council remarked how the Council was not immune to the national economic picture, but that its sound financial management would put it in a strong position to live within its means.

Alternative options considered and rejected

None.

Relevant Select Committee	Finance & Corporate Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Decisions 2 (a-c) can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023.
Officer(s) to action	Andy Evans
Directorate	Finance
Classification	Public - <i>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.</i> <i>This item was also circulated less than 5 clear working days before the Cabinet meeting and it was considered by the Chairman to be urgent, and therefore, considered.</i>

11. PUBLIC PREVIEW OF MATTERS TO BE CONSIDERED IN PRIVATE

RESOLVED:

That Cabinet note the reports to be considered later in private and Part 2 of the Cabinet agenda and comment on them as appropriate for public information purposes.

Reasons for decision

The Leader of the Council introduced the report which provided a public summary of the matters to be discussed in the private part of the Cabinet meeting later, increasing the Council’s transparency.

Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	As set out in the report
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Not for call-in.
Officer(s) to action	Mark Braddock
Directorate	Central Services
Classification	Public - <i>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.</i>

12. HIGHWAYS TERM SERVICES CONTRACT

RESOLVED:

That the Cabinet approves the extension of the contract with O'Hara Bros. Surfacing Limited for the provision of Highways Term Services to the London Borough of Hillingdon for a two-year period from 1 April 2024 to 31 March 2026 at the estimated cost of £20m.

Reasons for decision

Cabinet agreed a two-year term extension of the current contract for the provision of Highways Term Services.

Cabinet wished for it to be recorded that when procurement decisions regarding this matter returned to Cabinet, that it would expect a full tender exercise to be presented.

Alternative options considered and rejected

Cabinet considered alternative options as set out in the confidential report.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This decision can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Poonam Pathak / Allison Mayo
Directorate	Place / Resources
Classification	Private - <i>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</i>

withholding the information outweighed the public interest in disclosing it in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

13. STREET LIGHTING TERM CONTRACT

RESOLVED:

That the Cabinet:

- 1) Approve the extension of the contract with the current contractor J McCann & Co Limited for the provision of Street Lighting Works Term Services to the London Borough of Hillingdon for a two-year period from 1 April 2024 to 31 March 2026 at the estimated cost of c.£2,470k.
- 2) Authorises the grant of a further two-year lease extension to J McCann & Co Limited for a workshop at Harlington Road Depot. This lease will be outside the security of tenure provisions and will enable the Council to terminate concurrently with the commercial contract as detailed in this report and instructs Legal Services to complete the appropriate lease documentation.

Reasons for decision

Cabinet agreed a two-year term extension of the current contract for the provision of Street Lighting Services along with a lease at the Harlington Road Depot for their operations. The Cabinet Member for Property, Highways and Transport noted this would be predominately a reactive service, as the Council had invested in new more sustainable LED lights and columns over the last few years.

Cabinet wished for it to be recorded that when procurement decisions regarding this matter returned to Cabinet, that it would expect a full tender exercise to be presented.

Alternative options considered and rejected

Cabinet considered alternative options as set out in the confidential report.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This decision can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Poonam Pathak / Allison Mayo
Directorate	Place / Resources
Classification	Private - <i>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</i>

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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

14. ENERGY PROCUREMENT 2024 - 2028

RESOLVED:

That the Cabinet:

1. Authorise the Council to enter into a Customer Access Agreement for the Laser frameworks to procure the Council's gas and electricity for the purchase period from April 2024 and a supply period commencing April 2025.
2. Authorise the Council to enter into call off contracts with the suppliers under the frameworks: Corona Energy (gas) and Npower (electricity) for a supply period commencing 1st April 2025 until 31st March 2029. The estimated total cost of the contract is £22,592,884.
3. Delegate authority to the Corporate Director of Finance, in consultation with the Cabinet Member for Finance, to allocate the Council's energy supplies to an appropriate 'risk product' (energy buying strategy) offered under the framework.
4. Approve an engagement with Energy Angels for void property energy management at zero cost to the Council for a period of 4 years.

Reasons for decision

The Cabinet Member for Finance introduced the report, which Cabinet agreed, to make the necessary contractual decisions to secure best value – and provide flexibility - for the Council's energy purchasing for the future and to meet the Council's carbon reduction objectives.

Alternative options considered and rejected

Cabinet considered other options as set out in the confidential report.

Relevant Select Committee	Finance & Corporate Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action Directorate	Richard Coomber / Matthew Kelly 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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

15. VETERINARY SERVICES CONTRACT AT THE IMPORTED FOOD OFFICE

RESOLVED:

That the Cabinet accept the single tender from Senlac Associates for the provision of Veterinary Services at the Imported Food Office on behalf of the Council for a two-year period from 1 April 2024 to 31 March 2026 at the estimated value of £1,095,014.

Reasons for decision

Cabinet agreed a single tender contract for Senlac for veterinary services at the Imported Food Office noting that legislation required qualified veterinarians to be present to undertake certain checks at UK Border Control Posts. The Cabinet Member for Residents' Services updated Cabinet on planned changes to the checks at the border at Heathrow.

Alternative options considered and rejected

None, as the Council has a statutory obligation as a local authority with a Border Control Post at Heathrow Airport.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This decision can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Samantha Doherty
Directorate	Place
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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

16. THE SUPPLY AND DELIVERY OF REFUSE & RECYCLING BAGS

RESOLVED:

That the Cabinet accept the single tender from JPK Trade Supplies Ltd for the supply and delivery of Refuse and Recycling Sacks on behalf of the London Borough of Hillingdon for a one-year period from November 2023 to November 2024 and at the estimated value of £785k.

Reasons for decision

Cabinet agreed a single tender contract to ensure residents were provided with free, easy to use sacks for the recycling and waste collection services provided by the Council, along with sacks for commercial waste, street cleansing, green spaces and repairs services.

Alternative options considered and rejected

None.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This decision can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Anna Humphries
Directorate	Place
Classification	Private - <i>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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).</i>

17. DISPOSAL OF GARAGE SITES AND GARDEN LAND

RESOLVED:

That the Cabinet:

1. Declare the sites, Garages to the rear of 66-74 Farmlands, Eastcote HA5 2LN, Garages to the rear of 15 Ash Grove, Hayes UB3 1JR and land to the rear of 114 Harmondsworth Road, West Drayton UB7 9JW surplus to requirements.
2. Authorise the disposal of the sites with the method of disposal delegated to the Corporate Director of Place in conjunction with the Cabinet Member for Property, Highways & Transport.
3. Delegate authority to the Corporate Director of Place, in conjunction with the Cabinet Member for Property, Highways and Transport, to make any further necessary decisions with regard to the project's implementation.

Reasons for decision

As part of an ongoing review of garage sites and small parcels of land that are underutilised or have development potential, Cabinet agreed to dispose of three sites which would generate capital receipts in support of the Council's finances.

Alternative options considered and rejected

Alternative options were considered as set out in the confidential report.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by a majority of Members on the Select Committee by 5pm, 20 October 2023
Officer(s) to action	Julie Markwell
Directorate	Place
Classification	Private - <i>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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).</i>

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

No additional items were considered by the Cabinet.

The meeting closed at 7:43pm.

Internal Use only*

Implementation of decisions & scrutiny call-in

When can these decisions be implemented by officers?

Officers can implement Cabinet's decisions in these minutes only from the expiry of the scrutiny call-in period, unless otherwise stated above, which is:

5pm, Friday 20 October 2023

However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the Cabinet decision must then be put on hold.

Councillor scrutiny call-in of these decisions

Councillors on the relevant Select Committee shown in these minutes for the relevant decision made may request to call-in that decision. The call-in request must be before the expiry of the scrutiny call-in period above.

Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:

[Scrutiny Call-In - Power Apps](#) (secure)

Notice

These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

This Cabinet meeting was also broadcast live on the Council's YouTube channel [here](#) for wider resident engagement.

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

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REVIEW BY THE CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE: *THE STRONGER FAMILIES HUB: OUR ENGAGEMENT WITH KEY STAKEHOLDERS - EXPLORING PARTICIPATION AND FEEDBACK TO IMPROVE SERVICE AND SATISFACTION*

Cabinet Member	Councillor Susan O'Brien
Cabinet Portfolio	Cabinet Member for Children, Families and Education
Officer Contact	Ryan Dell, Democratic Services
Papers with report	<u>Final review report circulated on separate appendix</u>

HEADLINES

Summary	To receive the final report detailing the major review conducted by the Children, Families and Education Select Committee which considered the Stronger Families Hub. The review makes recommendations for Cabinet to consider.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents/ the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents This report supports our commitments to residents of: Safe and Strong Communities
Financial Cost	There are no direct financial costs arising from the initial recommendations with potential future investment subject to development of an appropriate business case and funding strategy.
Relevant Select Committee	Children, Families and Education Select Committee.
Relevant Wards	All.

RECOMMENDATIONS

That Cabinet welcomes the Select Committee's findings, it's report and approves their recommendations which seek to enhance the Stronger Families Hub to residents:

SELECT COMMITTEE RECOMMENDATIONS:

- 1) To continue to raise the profile of the Stronger Families Hub with all Hillingdon stakeholders, including schools (both in and out of the Borough), community organisations, third sector organisations and elected Members, with a view to improving resident awareness of the Hub and the support available to them;**
- 2) Seeks to maintain the resilience of the 24/7 Hub model by monitoring the staff and triage resourcing covering the out-of-hours service, in light of comments made by witnesses;**
- 3) Review the capacity within the Hub to support increased demand, in light of comments made by witnesses, in particular from unaccompanied asylum-seeking children arriving at Heathrow Airport;**
- 4) To note the Health and Social Care Select Committee's review into the effectiveness of the CAMHS referral pathway, and to review ways to enhance signposting around mental health services via the Hub and to voluntary and private sector services;**
- 5) To continue to raise awareness of the Stronger Families Hub regularly with partners to keep abreast of changes or new developments. This is to include an annual renewal of the membership of the Stronger Families sub-group to ensure it reflects all stakeholders;**
- 6) Ensure the Stronger Families Hub is accessible to a diverse range of communities by investigating advertising and promoting the Stronger Families Hub in additional languages, where feasible; and**
- 7) Investigate adding into the referral form process to explain why consent had not been obtained, where appropriate.**

Reasons for the recommendations

The recommendations arising from this major review aim to support the Cabinet and Council in developing its Stronger Families Hub to be better equipped to support residents in need. The recommendations also aim to increase resident awareness of the Stronger Families Hub and the services available to them.

Alternative options considered/ risk management

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

SUPPORTING INFORMATION

About the Stronger Families Hub

The Stronger Families Hub programme is a 24/7 service available to residents providing a wide range of support services. It can be described as a locality based Early Help and Prevention Service supporting children at the earliest stage by working closely with partners across Hillingdon.

The Stronger Families Hub programme went live on 03 August 2021 and provides a single point of contact for all safeguarding referrals and an online route to refer a child to social care. The key areas of support include:

- Children with special educational needs or disabilities (SEND)
- Adolescent Development Services
- Portage
- Stronger Families (Locality Key working teams)
- Social Care
- Attendance issues
- Children Missing from Education

The service delivery model combines a social work led service, adult mental health service and the Hillingdon MASH (Multi Agency Safeguarding Hub). It enables schools, post-16 and early years providers to request support in an educational establishment for children with SEND. It enables health professionals to conform with the statutory requirement of completing a SEND Early Health Notification, once they have identified a child who may have long-term SEND. The Hub allows better information sharing between professionals, which ensures a more co-ordinated and faster response to the needs of children and families in Hillingdon.

The vision of the Hub is to:

“Empower families to be and feel strong, safe and healthy through the provision of early and targeted support to reach their full potential. To achieve our vision, we need to respond to need when it arises and work together to ensure we have the right person for the child and family leading the right intervention.”

The Committee’s review

At its meeting on 20 July 2022, the Children, Families and Education Select Committee agreed to review how the Stronger Families Hub was functioning in practice since it was launched in August 2021. The review was intended to support the work of the service areas in helping to shape their ways of working; identifying areas of weakness and improving engagement with key stakeholders.

The following Terms of Reference were agreed by the Committee from the outset of the review:

1. To understand the Council’s current work with the Stronger Families Hub and what it entails.

2. To scrutinise a service that was launched a year ago and review its effectiveness.
3. To review the Stronger Families Hub's digital process (one number, one address) and how this works in practice.
4. To understand and explore the nature of partnership working.
5. To consider the allocation of information to children and families and access to community support functions.
6. To review the support in place for parents and children that were born during lockdown and the impacts of COVID-19.
7. To acknowledge that all families come in all shapes, sizes and circumstances and how better support can be provided to parents.
8. To explore the measures in place for child protection and safeguarding.
9. Subject to the Committee's findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

As part of its six witness and evidence sessions, the Committee received direct evidence from a very broad range of witnesses, including Council officers, young people and their parents/ carers, health partners and education partners:

- *Head of First Response and Out-of-Hours*
- *6 x Parents and Carers*
- *4 x Young People*
- *Triage Officer*
- *Interim MASH Manager*
- *Social Worker*
- *Out-of-Hours Team Manager*
- *Key Worker Team Manager*
- *Key Worker*
- *Assistant Director for Safeguarding Adults, Safeguarding Children and Children Looked After*
- *Named Nurse for Safeguarding Children (Hillingdon)/ CNWL Interim Head of Safeguarding Children*
- *Head of Children's Services, Hillingdon*
- *Deputy Designated Safeguarding Lead – Ruislip High School*
- *Lead Safeguarding Officer – The Rosedale Hewens Academy Trust*
- *Team 1 Manager – Stronger Families Key Working (South East)*

Through the significant evidence and witness testimony received during the Committee's witness sessions, it was concluded that the Stronger Families Hub had been well operated and well received by all involved. Furthermore, that there were both opportunities and challenges for the Hub, particularly around awareness, accessibility and capacity.

The importance of resilience was stressed by the Committee, in particular the increased demand, whether the legacy from the COVID-19 pandemic, the cost-of-living crisis or asylum-seeking children. Another area of focus was around the continued need to raise awareness of the Hub and the services it provides with all stakeholders.

In respect of Recommendation 7, the Committee were aware that the Stronger Families Hub was a consent-based service, and it was acknowledged that there may be some occasions where parental consent cannot be achieved and that this needed to be explained as part of the referral process.

The Committee were mindful of the linkages with the current review by the Health and Social Care Select Committee into Children and Adolescent Mental Health Services (CAMHs), which could support the role of the Hub in respect of signposting around mental health services.

The Committee concluded its review in October 2023, which incorporated seven key recommendations to Cabinet, seen as prudent, effective actions to support the Hub's operation and core purpose going forward.

The Committee's full review report is attached as an appendix.

Officer Comments on Recommendations

The Corporate Director for Childrens Services welcomes the Committee's recommendations. The Stronger Families subgroup remains a part of Hillingdon's Safeguarding Childrens Partnership and whilst membership and their Terms of Reference will be reviewed annually, quarterly review of emerging issues will continue to take place. This will also be the forum for considering the outcome of the Health and Social Care Committees review, and in particular the strengthening pathways for Children and Adolescent Mental Health Services (CAMHs) and other emotional and mental health support for children. Recommended alterations to the current Early Help Assessment will also be addressed by this group.

Demand and capacity review of the Stronger Families Hub is currently subject to review, to include consideration of any extension of the front door to services. The service area will continue to work with colleagues in corporate communications, transformation and our Chief Digital & Information Officer to ensure that our publicity and marketing is effective. This is enhanced by partnership cascade and multi-disciplinary work undertaken in communities.

Financial Implications

There are no direct financial costs arising from the recommendations in this report, though if any initiatives are pursued by the Council, at that time a further financial analysis may be required. Demand and capacity review of the Stronger Families Hub is also currently subject to review as part of the Council's budget planning process.

RESIDENT BENEFIT & CONSULTATION

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

The recommendations will improve the awareness and the resilience of the service delivered by the Stronger Families Hub to residents.

Consultation carried out or required

The Committee sought a very broad range of resident, service user, internal and external witness testimony, as set out in the report.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting that there are no direct financial implications associated with the recommendations contained in this report.

Legal

There are no legal implications arising from the recommendation set out within the report.

BACKGROUND PAPERS

NIL.

REVIEW BY THE RESIDENTS' SERVICE SELECT COMMITTEE: ALLEY GATING IN HILLINGDON

Cabinet Member	Councillor Eddie Lavery
Cabinet Portfolio	Cabinet Member for Residents' Services
Officer Contact	Liz Penny, Democratic Services
Papers with report	Final review report

HEADLINES

Summary	To receive the final report detailing the major review conducted by the Residents' Services Select Committee which considered Alley Gating in Hillingdon. The review makes recommendations for Cabinet to consider.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents/ the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents This report supports our commitments to residents of: Safe and Strong Communities
Financial Cost	There are no direct financial costs arising from the initial recommendations.
Relevant Select Committee	Residents' Services Select Committee.
Relevant Wards	All.

RECOMMENDATIONS

That Cabinet welcomes the Committee's report and approves its recommendations, which seek to increase awareness and understanding of the Council's alley gating scheme and improve resident communications:

SELECT COMMITTEE RECOMMENDATIONS

1) Scheme awareness:

That updated signs be installed on all alley gates to include the following information:

- a) that residents must keep the gates clear and closed when not in use;
- b) that residents are responsible for maintenance of the gates; and
- c) providing a Council contact email / website address where residents can access further details about the scheme in general.

2) Scheme awareness:

That the alley gating scheme be promoted in Hillingdon People.

3) Lead resident communications:

That, when sending its annual emails to verify the lead resident of each alley gating scheme, the Council's expands this communication:

- to include a review of any issues with the gates and any ASB which the Council could potentially assist with, and;
- to arrange to send the lead resident a batch of flyers (after verification) to be dropped through letter boxes informing any new neighbours about the alley gating scheme in their area.

4) Lead resident communications:

That, in addition to the annual check, for brand new alley gating schemes officers seek feedback from the lead resident six months after the gate has been installed.

Reasons for the recommendations

The recommendations arising from this major review aim to support the Cabinet and Council in strengthening and improving communications in respect of the current alley gating scheme to enable it to better support residents in the Borough. The recommendations also aim to increase awareness of the alley gating scheme and the service available to residents.

Alternative options considered/ risk management

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

SUPPORTING INFORMATION

About Alley Gating in Hillingdon

The Council's private alley gating scheme, introduced some 17 years ago, assists residents in securing their privately owned alleyways against intrusion by others by installing lockable gates which can dramatically improve the quality of life of residents and businesses. Not only can the gates reduce the likelihood of burglars gaining access to the rear of properties, but they can also protect the alley from fly-tipping and other anti-social behaviour.

The scheme is popular with residents - in the 10 years from 2008 to 2018, a total of 112 schemes were implemented across the Borough. Over the years, extensive positive feedback has been received from residents who have benefitted from the increased security which the alley gating scheme provides.

Residents organise the scheme themselves with initial financial support from the Council's Chrysalis funding scheme which contributes up to 90% of the total cost of installing the gates. Residents then accept direct responsibility for the security of the keys and for the upkeep and repair of the gates once they have been installed. All ongoing maintenance including damage to, or loss of, gates is the sole responsibility of the residents - not the police or local authority.

Newly introduced from April 2022, for schemes installed more than ten years ago, there is a discretionary option for the Cabinet Member to agree to support the repair or replacement of gates based on the standard 90% Chrysalis Programme contribution to a new scheme.

The Committee's review

Noting that the Council's alley gating scheme had not been reviewed in many years, on 19 October 2022, Members of the Residents' Services Select Committee agreed to undertake a full review of the Council's existing scheme. This review aimed to consider ways in which the current alley gating scheme could potentially be improved to better meet the needs of Hillingdon residents. The scope of the Select Committee's review was limited to the application of alley gates to alleys and paths which are not public rights of way.

The Committee was mindful of the need to find cost-effective, workable solutions, and the recommendations in this report are seen as prudent, effective actions to improve performance going forward.

The following Terms of Reference were agreed by the Committee from the outset of the review:

1. To gain a thorough understanding of the Council's current alley gating scheme and what it entails.
2. To scrutinise a service that was established some 17 years ago and review its effectiveness.
3. To explore ways in which the current alley gating scheme in Hillingdon could be improved in terms of its efficiency and ability to meet the security needs of local residents.

4. To look at other local authorities and housing organisations that have established similar schemes for any best practice.
5. To review the success of older gating schemes in the Borough and explore if there are challenges faced by residents.
6. Subject to the Committee's findings, to make any conclusions, propose actions, service, and policy recommendations to the decision-making Cabinet.

As part of its three witness and evidence sessions, the Committee received direct evidence from the following officers and external witnesses:

- Helena Webster, Community Engagement and Town Improvement Manager – LBH
- Neil O'Connor, Community Engagement Project Officer – LBH
- Natasha Norton, Community Engagement Project Officer – LBH
- Adam Stitson, Team Leader for Anti-Social Behaviour (ASB) and Environmental Protection – LBH
- Inspector Dan Lipinski, The Metropolitan Police
- Jane Turnbull, Chair of Oak Farm Residents' Association (OFRA)
- Paulette McGowan, Lead Resident for various alley gating schemes in Hillingdon East
- Raj Jhuti, local resident in an alley gated area of Hillingdon East
- Elleni Yiangu, Gating Officer – Ealing Council
- Yasmin Basterfield, Safer Communities Team Leader – Ealing

A broad range of other evidence, best practice and information was also presented to the Committee as part of their deliberations.

The Committee's findings

The Committee concluded its review in June 2023 and proposed four key recommendations to Cabinet. The detailed review report is attached as an appendix.

Having heard from a variety of interested parties and partners, Councillors concluded that Hillingdon's alley gating scheme appeared to be operating efficiently at present.

It was apparent that the scheme had evolved considerably since its inception and had been modernised and adapted in recent years to better meet the needs of residents. Notwithstanding this, Members observed that there were a few potential areas for improvement; notably in respect of scheme awareness and lead resident communications.

The Select Committee acknowledged that alley gates were occasionally being mismanaged and used incorrectly thereby compromising the security of residents. It was deemed essential that residents be encouraged to keep the gates clear, closed and locked at all times when not in use.

The Committee felt it would be helpful to consider ways in which residents could be better informed about the operation of their alley gating schemes, noting that some residents, particularly those who were new to the area, could potentially be unaware of the parameters and functionality of the scheme. To this end, Members indicated that they were supportive of a similar scheme to that recently introduced at Ealing Council whereby additional signage was installed on alley gates to serve as a reminder to residents that their alley gating scheme was resident-led and to provide additional useful information in relation to it.

Members concluded that it would be beneficial if the alley gating scheme could also be further promoted via the inclusion of an article in the Council's Hillingdon People magazine which was widely circulated to residents throughout the Borough.

Members were also pleased to learn that a database of keyholders had been set up; said keyholders would be contacted on an annual basis to check their contact details and verify whether they wished to continue to act as keyholder / lead resident. Members agreed that this annual communication would also be an ideal opportunity to establish whether residents were experiencing any issues with their gates which the Council could assist with and to arrange for low-cost information flyers to be sent out to the lead resident for circulation to any new neighbours. The Select Committee observed that it would be advisable to seek early feedback from residents in respect of any new alley gating schemes thereby ensuring that potential issues could be addressed in a timely manner.

The Committee's four recommendations to Cabinet incorporate measures which aim to address the identified challenges in respect of resident awareness and understanding of the Council's existing alley gating scheme and resident communications.

Officers comments on implementing the Committee's recommendations

Officers thanked the Select Committee for providing an opportunity to review the Alley Gating Scheme and for their recommendations which will benefit residents and help provide an improved service. Subject to approval by Cabinet, officers plan to make a start on the implementation of the recommendations:

- New signage will be created and installed on all alley gates in the future. Officers will work on the design for the leaflets which will be handed out to lead residents upon request.
- The Corporate Communications Team will produce an article to promote the Alley Gating Scheme which will be featured in Hillingdon People.
- Lead Residents of new Alley Gating Schemes will be contacted six months after installation to gauge their feedback on the scheme, and to ensure any snagging issues are addressed. Lead Residents of older schemes will be contacted annually, to ensure contact details are kept up to date; this will give them an opportunity to report any issues. A live spreadsheet will continue to be updated.

Financial Implications

The minimal cost of new signage and annual flyers will be met within existing service budgets. There are no other direct financial costs arising from the recommendations in this report.

RESIDENT BENEFIT & CONSULTATION

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

The recommendations will improve scheme awareness and lead resident communications to the benefit of residents in the Borough. The purpose of the alley gating scheme is to improve the

security of residential properties thereby reducing the opportunity for crime to be committed and decreasing the fear of crime.

Consultation carried out or required

The Committee sought a range of internal and external witness testimony, as set out in the report.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting there are no direct financial implications associated with the recommendations contained in this report.

Legal

The legal implications are included in Appendix 1 to the report.

BACKGROUND PAPERS

NIL.

Alley Gating in Hillingdon



A review by the Residents' Services Select Committee

Councillors on the Committee: Councillors Wayne Bridges, Colleen Sullivan, Scott Farley, Janet Gardner, Ekta Gohil, Sital Punja and Peter Smallwood

2022/2023



HILLINGDON
LONDON

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Chairman's Foreword



On behalf of the Residents' Services Select Committee, I am pleased to present this report relating to the Committee's review of Alley Gating in Hillingdon. The Council's alley gating scheme assists local residents in securing their privately-owned alleyways against intrusion by others and anti-social behaviour.

On 19 October 2022, the Select Committee elected to undertake a major review of the Council's alley gating scheme. This review aimed to consider ways in which the current scheme could potentially be improved to better meet the needs of local residents using them.

Having received evidence from Hillingdon Council officers, importantly residents of the Borough, the Metropolitan Police and representatives of the neighbouring London Borough of Ealing, the Select Committee concluded that the Council could potentially offer additional support to the Borough's residents in a number of practical ways as detailed within the body of this report.

Through all its information gathering, the Committee was mindful of the need to find cost-effective, workable solutions, hence the recommendations in this report are endorsed as prudent, effective actions to improve the resident experience.

I would like to take this opportunity to thank those officers who have given up their time to help the Committee in reviewing this topic and commend them for their continued hard work to support residents in the Borough.

Councillor Wayne Bridges

Chairman of the Residents' Services Select Committee

Summary of recommendations to Cabinet

Through the witness sessions and evidence received during the detailed review by the Committee, Members have agreed the following recommendations to Cabinet:

1

Scheme awareness

That updated signs be installed on all alley gates to include the following information:

- a) that residents must keep the gates clear and closed when not in use;
- b) that residents are responsible for maintenance of the gates; and
- c) providing a Council contact email / website address where residents can access further details about the scheme in general.

2

Scheme awareness

That the alley gating scheme be promoted in Hillingdon People.

3

Lead resident communications

That, when sending its annual emails to verify the lead resident of each alley gating scheme, the Council's expands this communication:

- to include a review of any issues with the gates and any ASB which the Council could potentially assist, and;
- to arrange to send the lead resident a batch of flyers (after verification) to be dropped through letter boxes informing any new neighbours about the alley gating scheme in their area.

4

Lead resident communications

That, in addition to the annual check, for brand new alley gating schemes officers seek feedback from the lead resident six months after the gate has been installed.

Background to the review

Aim of the review

On 19 October 2022, Members of the Residents' Services Select Committee elected to undertake a major review of the Council's alley gating scheme. The purpose of the review was to consider ways in which the current alley gating scheme, which had been in operation for more than 17 years, could potentially be modified to better meet the needs of Hillingdon residents.

Context and Key Information

What are alley gates?

The Committee received research and data regarding the purpose and effectiveness of alley-gates. As defined in a research paper by the College of Policing dated 16 March 2016: "Alley gates are lockable gates installed to prevent access by offenders to alleyways, such as those which run along the rear of older-style terraced housing in the UK. While normally a burglary prevention tool, alley gates can also prevent other crimes such as littering and anti-social behaviour by preventing access to alleys by non-residents and better controlling the space." ¹

Alley gates are usually made of iron or steel and are bespoke in relation to the requirements and specifications of an individual alley. The residents of homes adjacent to the gated alley operate the gates, using either keys or a key code.

Effectiveness of alley gating schemes

Research indicated that alley gates can be extremely effective in the prevention of crime and anti-social behaviour. In the paper 'Alley-gating revisited' Armitage & Smithson 2007 a review of studies which assessed the impact of alley gating on burglary found that "Previous studies of Alley-gating schemes and their crime reduction impacts have revealed positive findings. These studies focused mainly on the reduction of burglary in the scheme areas, with reductions ranging from 37% (net of changes in the wider area) to 65% (gross reduction)." ²

Moreover, a study conducted by Dr Colin Rogers on behalf of the Centre for Crime and Justice in the autumn of 2007 found that the introduction of alley gates in Cadoxton, South Wales "had a positive and sustained impact on not only delivering solutions in the period immediately following their introduction, but also, into the future." ³ The table below further evidences this:

¹ [Alley gating | College of Policing](#)

² [Alley-gating revisited 2007](#)

³ [Alleygating - preventing crime or isolating communities?](#)

Table 1 Residents' perceptions ⁽¹⁾ of the effectiveness of alley-gates in tackling local problems

	Those who perceived that the introduction of the alley-gates would reduce the problems.	Those who perceived that the alley-gates had reduced the problems six months after their erection.	Those who perceived that the alley-gates had reduced the problems two years after their erection
Yes	84%	86%	85%
No	9%	8%	12%
Uncertain	7%	6%	3%

(1) Based on a sample size of 100 residents.

Table 2 Residents' perceptions ⁽¹⁾ of levels of crime and disorder after the introduction of the alley-gates

Residents' perceptions	In the first six months following installation of the alley-gates	In the period two years after installation of the alley-gates
Crime levels had not changed	41%	26%
Crime levels had risen	12%	10%
Crime levels had fallen	21%	52%
Uncertain about changes in crime levels.	26%	12%

(1) Based on a sample size of 100 residents

Hillingdon's Chrysalis Community Safety Private Alley Gating Scheme

Members of the Committee welcomed that each year the Council makes some £1m available through its Chrysalis programme to assist residents and community groups in improving local facilities. Within the overall Chrysalis programme, around £30k is earmarked each financial year to support alley gating and community safety schemes which enhance public safety.

The Council's private alley gating scheme, first introduced approximately 17 years ago, assists residents in securing their privately owned alleyways. Not only do the gates reduce the likelihood of burglars gaining access to the rear of properties, but they also protect the alleyway from the risk of fly-tipping and other anti-social behaviour.

Chrysalis funding contributes up to 90% of the cost of alley gates to successful applicants. Once the gates have been installed, future maintenance and ownership are the responsibility of the residents themselves.

From 2008-09 to 2017-18, a total of 112 alley gating schemes were implemented across the Borough. Over the years, extensive positive feedback has been received from residents who have benefitted from the increased security which the alley gating scheme provides. In December 2020, further to the installation of four gates to protect over 70 households in the then Cavendish Ward, the following feedback was received from the Lead Resident:

"The gates are fabulous, and I would like to pass on our thanks from all the residents to those in Hillingdon Council that made this happen."

Maintenance of alley gates

The Committee heard that the gating of private alleyways was a self-help scheme which residents organise themselves with the financial support of the Council. Residents accepted direct responsibility for the security of the keys and for the upkeep and repair of the gates once they have been installed. All ongoing maintenance including damage to, or loss of, the gates was the sole responsibility of the residents. All gates were installed with a minimum of 12 months' warranty against construction failure.

The Council did not have a mandate to hold keys for privately owned property, hence spare keys were not held for any gating scheme. Residents were recommended to seek advice on public liability insurance for the gates in the event of future damage. Guidance provided recommended that, once a scheme has been approved, a designated bank account should be opened to collect the contributions. Lead residents are advised to collect a small amount of extra money from each household so as to establish a sinking fund to cover any future repairs and maintenance.

When a new resident moves into an alley gated area, the responsibility for providing the key to the gate lied with the previous owner of the property. If a key is not provided, the new resident is advised to speak to a neighbour to get a key cut. Alternatively, officers may offer to contact the Lead Resident to ask them to provide a master key which can be cut.

Newly introduced since April 2022 and applicable to schemes installed more than ten years ago, there is a discretionary option for the Cabinet Member to agree to support the repair or replacement of gates based on the standard 90% Chrysalis contribution to a new scheme. This ensures that residents who have maintained the alley gates in good working order for ten years are not financially disadvantaged. This discretionary option also assists in sustaining the wider community benefits of reducing the likelihood of burglaries and protecting the alley from fly-tipping and other anti-social behaviour.

Legislative / national context

Members of the Committee were briefed on the legislative aspects of alley-gating. Nationally a considerable number of alley gating schemes were in operation to assist residents in securing their private alleyways. Whilst Government legislation existed in relation to the gating of public highways, it did not apply to the installation of alley gates on private land. In respect of public highways, the Explanatory Memorandum to the Highways Act 1980 (Gating Orders) (England) Regulations 2006 No. 537 ⁴ affirms that:

Powers to close alleyways were introduced by the Countryside and Rights of Way Act 2000 (CROW Act 2000); ⁵ this enable alleyways, which are also rights of way, to be closed and gated for crime prevention reasons. However, they do not enable alleyways to be gated expressly to prevent anti-social behaviour and they exclude many alleyways that are public highways but not recorded as rights of way. Also, under these provisions the removal of rites of passage is irrevocable.

The procedure for gating under the CROW Act 2000 is often protracted and resource intensive

⁴ [The Highways Act 1980 \(Gating Orders\) \(England\)](#)

⁵ [Countryside and Rights of Way Act 2000](#)

for local authorities. This is because, the Secretary of State first must designate an area that can be subject to a gating order, which can take a long time. In addition, the trigger for gating is confined to 'crime' only – the local authority must demonstrate that crime is present which is shown by police evidence of recorded crime and therefore it does not include anti-social behaviour and if one person objects to the proposal (regardless of whether they live in the locality), the proposal must be withdrawn.

Because of the inherent difficulties in using the existing system, new provisions (sections 129A to 129G of the Highways Act 1980) were introduced by section 2 of the Clean Neighbourhoods and Environment Act 2005. ⁶

The new provisions now enable a local authority to gate a highway in a similar manner to the existing power but it:

- a) does not first require the highway to be designated by the Secretary of State
- b) enables gating to take place if highway suffers from crime and/or anti-social behaviour
- c) enables the local authority to continue with a gating order, even if objections are made (if it is considered in the best interests of the local community to do so).



⁶ [Clean Neighbourhoods and Environment Act 2005](#)

Evidence & Witness Testimony

The Select Committee held three witness sessions at which Members had the opportunity to receive testimony from local residents, the Metropolitan Police, Hillingdon Council officers and representatives of Ealing Council's alley gating team.

Hillingdon residents

The first witness session, held on 15 February 2023, was attended by three local residents of Hillingdon East Ward who provided the Committee with an invaluable insight into their personal experiences of some of the Borough's older alley gating schemes. Hillingdon East Ward has a significant number of alleygating schemes so it represented a good area to seek feedback.

Positive feedback

Members were informed that the wide alley ways to the rear of properties to the east of Long Lane had previously been very susceptible to burglary and fly tipping, hence Chrysalis funding had been applied for and gates installed in the late 1990s / early 2000s. Further to their installation, it was reported that burglary numbers had reduced significantly.

Additionally, gates at Denecroft Crescent, Woodcroft Crescent and Grosvenor Crescent in Hillingdon East Ward had been installed in 2008 in response to problems with burglaries and fly tipping in the area. Other gates including those in Windsor Avenue and Burleigh Road had been installed two years later in 2010. The Committee was pleased to note that the installation of these gates had had a positive impact on the area.

Councillors heard that the Parkfield Avenue alley gating scheme had been introduced approximately 17 or 18 years previously in order to reduce burglary, fly tipping and drug use in the area; the results had been positive, and the issues previously experienced had reduced significantly.

Challenges encountered

Committee Members sought clarification as to the ways in which the current alley gating scheme could potentially be improved and how the Council could assist with this. It was confirmed that the main challenges experienced by residents centred on the following themes:

- ***Maintenance of alley gates***

The Committee was informed that maintenance issues tended to centre around damage to locks and gates; locks were ground off, broken, or removed, and gates sometimes dropped or needed to be re-set. All these repairs came at a cost to the maintenance funds, many of which were now dwindling. It was reported that gates were also sometimes left open or unlocked thereby compromising the security of the residents. It was likely that some residents, particularly those

new to the area, lacked understanding of the functioning of the alley gating scheme and the rules that applied thereto.

- ***Maintenance of up-to-date records***

The Select Committee heard that many of the residents who had originally been part of older schemes had since moved away. It was unclear who should assume responsibility for the maintenance funds and the upkeep of details relating to the alley gating schemes when key keepers moved out of the area.

In respect of the older alley gating schemes, it was affirmed that a paper-based system had been in use at the time. However, it was noted that the system had since been updated and officers now held a central list of all new schemes together with contact addresses for key holders.

- ***The handling of keys when people moved away / new people moved in***

Members were advised that, when a resident moved out of a gated area, ideally the keys to the gates would automatically be passed on to the new owner/occupier. However, it was acknowledged that this was not always the case and new residents were often obliged to ask a neighbour for a key to enable them to make their own copy. With the passage of time, the recutting of keys could lead to problems with broken locks or keys which failed to work.

- ***Access to bank accounts***

It was confirmed that, when a new alley gating scheme was set up, residents paid a sum of money into a maintenance account. However, inevitably the funds dwindled as the years progressed, and it was reported that, in one case, the bank account had now become dormant and inaccessible. It was noted that Nationwide no longer offered Treasurer's accounts and had ceased to do so in December 2022. However, other banks including Metro Bank, HSBC and Lloyds TSB continued to offer similar types of accounts.

Anti-Social Behaviour and the Reduction of Crime

A second witness session, held on 15 March 2023, was attended by both Adam Stitson, the Council's Team Leader for Anti-Social Behaviour (ASB) and Environmental Protection, and Inspector Dan Lipinski of the Metropolitan Police Service (MPS).

The Anti-Social Behaviour Team

Members were pleased to discover that alley gating schemes had resulted in a reduction in levels of certain crimes across the Borough, and that complaints about fly tipping and similar issues tended to reduce following the installation of alley gates. Nevertheless, it was noted that the effectiveness of alley gates was largely dependent on the compliance of residents in using them properly and ensuring they were locked at all times when not in use. Moreover, it was recognised that, the longer a scheme had been in operation, the more likely it was that problems would be encountered as those residents responsible for coordinating keys moved out of the area.

It was confirmed that localities-based action was frequently undertaken by the Council to address reports of ASB in a given area and that, if successful, an alley gating scheme would not necessarily be required. Evidence was needed to be able to tackle instances of fly tipping and other crimes and identify the perpetrators. In these situations, the Council could write to all households in the area, but these generic communications tended to have limited effectiveness as they were impersonal and easy to ignore. The content of fly tipped rubbish was sometimes examined in an attempt to establish the identity of the perpetrator, but this would not happen in every instance. At times the waste collection service removed and disposed of the offending items before they could be examined.

Concern was expressed that problems with fly tipping in alleyways sometimes persisted despite the existence of alley gates; this then fell to the residents to resolve as it was effectively on private land. Members were reassured that, in such cases, officers would engage with residents to help them to resolve these issues themselves. If this were not possible, consideration could be given to the installation of CCTV to gather further evidence and identify perpetrators of large-scale fly tipping who might be linked to other instances in the Borough.

It was noted that there was a balance between expecting residents to deal with issues themselves and the responsibilities of the Council. The Council was reliant on residents involved in an alley gating scheme to cooperate and make the system work. The Council would offer residents information and advice rather than intervening, unless the fly tipping was on a very large scale.

The Select Committee heard that, whilst footage from the video doorbells of properties in the vicinity of an alley gate could be used to gather evidence in the event of a crime having taken place, it would not be feasible cost-wise for the Council to install a video doorbell on the gate itself as access to Wi-Fi would also be required. It was recommended that action taken needed to be risk and intelligence led and Inspector Lipinski confirmed that the Police routinely requested footage from neighbours' video doorbells during the cocooning process.

The Metropolitan Police (MPS)

Members were informed that police interaction with the Council's ASB team was somewhat limited as the team was largely autonomous. However, the MPS worked with the ASB and Community Engagement teams when required to do so and undertook intelligence led patrols. The Design Out Crime team had significant expertise in identifying preventative measures that could be taken to address crime.

It was confirmed that, prior to the installation of a new alley gating scheme, the Council contacted the MPS through the relevant Safer Neighbourhood Team to establish whether the police had any concerns. It was reported that Safer Neighbourhood Team (SNT) officers were wholly supportive of alley gating schemes stating that they helped to reduce fly tipping and were very effective if the gates were kept locked when not in use.

Whilst the Council maintained a list of current alley gating schemes in Hillingdon, it was noted that, while more experienced police officers had an awareness of the scheme, junior officers

would not necessarily be familiar with it. Where there was an issue, an MPS Design Out Crime Officer (DOCO) could be assigned to make crime prevention recommendations which could include alley-gating.

The Select Committee heard that incidences of crime were dependent on a myriad of factors. It was noted that areas which were cared for and well-kept were sometimes less likely to attract anti-social behaviour. The installation of alley gates gave the impression that residents in the area were security-conscious hence potential perpetrators of crime might decide to move on.

Ealing Council

A third and final witness session which was held on 12 April 2023 afforded Committee Members an opportunity to receive evidence from representatives of neighbouring Ealing Council; namely Elleni Yangu, Gating Officer and Yasmin Basterfield, Safer Communities Team Leader.

Members were informed that Ealing's Alleyway Gating Scheme allowed residents to apply to have secure steel gates installed in private alleyways in an attempt to deter acts of anti-social behaviour and crime from taking place. The scheme was resident led and, once the gates had been installed, they became residents' responsibility to manage, fund and maintain. Alley gates were only gifted to residents on private land and in anti-social behaviour hotspots.

Ealing Council did not hold keys to any gates that were gifted to residents. Ownership and accountability by the residents and, in particular the lead resident, were promoted and expected. This fed into the long-term sustainability of schemes, with the additional benefit of often creating better networked communities of neighbours. Members were advised that records of key holders' details were retained for approximately one year after an application had been received; this information was deleted after a year for GDPR reasons. Ealing always used the same contractor and residents were referred to said contractor directly to obtain keys in the first instance.

With regards to bank accounts, Members were interested to learn that Ealing bore the full initial cost of providing alley gates in the Borough; thereafter ongoing maintenance costs were the sole responsibility of the residents. Generally, one lead resident would be responsible for setting up a bank account and it was reported that no known issues with frozen bank accounts had been experienced to date.

Councillors heard that, in Ealing, the consent of all homeowners was required prior to installation of alley gates. In cases where a resident, or residents, did not wish to consent, officers would contact them directly to establish why this was the case. If landlords were out of the country, the approval of managing agents or whoever was residing in the property would be sought.

Members were informed that cases where there had previously been high levels of anti-social behaviour prior to installation of alley gates were monitored. In one such case a significant reduction in burglary had been observed following installation of gates in a particularly problematic area.

The Select Committee was interested to learn that Ealing Council had initiated a scheme whereby

signs were installed on completed gating schemes to remind residents that the scheme was resident led and the gates belonged to them. Signage currently used by Ealing Council is attached as Appendix A to this report. It was confirmed that further information in relation to Ealing's alley gating scheme was viewable on the Council's website. ⁷

⁷ [Alley gating | Alley gating | Ealing Council](#)

The Committee's Findings

General conclusions

Having heard from a variety of interested parties / partners (the Metropolitan Police, the Council's ASB and Community Engagement Teams, residents with personal experience of alley gating schemes in Hillingdon and representatives of Ealing Council) and having given due consideration to the entirety of the evidence presented to them, Councillors concluded that Hillingdon's alley gating scheme appeared to be operating efficiently at present.

It was apparent that the scheme had evolved considerably since its inception and had been modernised and adapted in recent years to better meet the needs of residents. Notwithstanding this, Members concluded that there were a few potential areas for improvement; notably in respect of scheme awareness and lead resident communications.

During their deliberations Members sought to focus primarily on the key challenges faced by residents and interested parties as identified during the review witness sessions, namely;

- ***Maintenance of alley gates / Scheme Awareness***

Whilst acknowledging that some residents had encountered significant challenges in relation to the ongoing maintenance of their alley gates, Members recalled that the Council's alley gating scheme was designed to be a self-help scheme whereby ultimate responsibility for the maintenance of the gates lay with the residents themselves. Notwithstanding this, Members welcomed the fact that, when specific issues arose in relation to certain schemes, Council officers would attempt to assist residents wherever possible. It was noted that any issues reported to the Council regarding alley gating schemes in the Borough would be responded to and, if appropriate, residents could be signposted to another service.

Members were pleased to note that a review of the older alley gating schemes in the Borough was being undertaken to establish whether any repairs were required or to highlight any other issues encountered by residents in relation to their gates. The introduction of a discretionary option agreed by the Cabinet Member to support the repair or refurbishment of gates where schemes had been successfully running for over 10 years was welcomed by the Committee. It was noted that residents could apply for this discretionary financial support and, if agreed, funding would be allocated on a 90/10 basis - 90% Chrysalis funding with a 10% contribution from residents.

The Select Committee acknowledged that, as highlighted by residents during the witness sessions, alley gates were occasionally being mismanaged and used incorrectly thereby compromising the security of residents. This was a matter of some concern, and it was deemed essential that residents be encouraged to keep the gates clear, closed and locked at all times when not in use.

Members observed that, at the start of the process, residents received a wealth of support and guidance. Once the gates had been installed, however, it was recognised that there was often a high turnover of residents with people moving out, new tenants or owner/occupiers moving in and changes to the scheme. The Select Committee felt it would be helpful to consider ways in which residents could be better informed about the operation of their alley gating schemes, noting that some residents, particularly those who were new to the area, could potentially be unaware of the parameters and functionality of the scheme. To this end, Members indicated that they were supportive of a similar scheme to that recently introduced by officers at Ealing Council whereby additional signage was installed on alley gates to serve as a reminder to residents that their alley gating scheme was resident-led and to provide additional useful information in relation to it.

The Select Committee Members were pleased to note that an alley gating information pack was available to residents both on the Council's website⁸ and in hardcopy. Councillors noted that the pack contained comprehensive information and guidance regarding the Council's alley gating scheme and the online information was regularly updated. Members felt it would be beneficial if the alley gating scheme could also be further promoted via the inclusion of an article in the Council's Hillingdon People magazine which was widely circulated to residents throughout the Borough.

- ***Keeping up-to-date records / lead resident communications***

Councillors recalled that, during the witness sessions, residents had indicated that an overarching organisation to keep records and assist in the running of the alley gating schemes would be invaluable. With regard to the older schemes, Members noted that a paper-based system had been in use at the time. However, in relation to the newer alley gating schemes in the Borough, the Committee welcomed the fact that the Council's recording systems had now been updated and officers held a central list of all new schemes together with contact addresses for key holders. The importance of ensuring that this information was kept up-to-date was highlighted by Members.

Members were pleased to learn that a database of keyholders had been set up; said keyholders would be contacted on an annual basis to check their contact details and verify whether they wished to continue to act as keyholder / lead resident. Members agreed that this annual communication would also be an ideal opportunity to establish whether residents were experiencing any issues with their gates which the Council could assist with and to arrange for low cost informational flyers to be sent out for circulation to any new neighbours. The Select Committee observed that it would also be beneficial to seek early feedback from residents in respect of any new alley gating schemes thereby ensuring that potential issues could be addressed in a timely manner.

- ***Access to bank accounts***

Councillors on the Select Committee noted the reported difficulties encountered by one resident in relation to his inability to access alley gating maintenance funds due to the bank account having

⁸ [Secure your alleyway - Hillingdon Council](#)

become dormant. However, Members concluded that this appeared to be an unusual case. It was acknowledged that it would unfortunately not be possible for officers to recommend a specific bank account which residents should use or oversee banking accounts on behalf of residents, but the Select Committee welcomed a review of the information currently on the Council's website to clarify this.

The Committee's recommendations to Cabinet

Having received evidence from local residents and from officers during the review witness sessions, it became apparent to Members that some alley gates across the Borough were not being used correctly; it was possible that this misuse could be attributed to a lack of understanding of the scheme. Moreover, as the review progressed, it became evident that some residents, particularly those new to an alley-gated area, may not be fully aware that sole responsibility for the maintenance of their alley gates lay with the residents themselves.

Members indicated that they advocated Ealing Council's idea of installing signage on alley gates thereby furnishing residents with useful information as to how to use the gates to best effect and explaining that residents had ultimate responsibility for the maintenance of the gates. The Select Committee also felt it would be advisable to include contact details to enable residents to easily contact the Council should they wish to seek further clarification about the scheme in general.

On that basis, it is recommended:

1

Scheme awareness

That updated signs be installed on all alley gates to include the following information:

- a) that residents must keep the gates clear and closed when not in use;**
- b) that residents are responsible for maintenance of the gates; and**
- c) providing a Council contact email / website address where residents can access further details about the scheme in general.**

Another initiative proposed by the Select Committee related to the inclusion of an article in Hillingdon People magazine, noting that this flagship Council communication was delivered to homes across the Borough every two months and had a wide readership, hence was an invaluable source of helpful information to residents. It was felt that the suggested article would provide a useful opportunity to raise awareness of Hillingdon's alley gating scheme; both for those residents in alley-gated areas and for other residents across the Borough who may be unaware of the existence of the scheme.

On that basis, it is recommended:

2

Scheme awareness

That the alley gating scheme be promoted in Hillingdon People.

During the witness sessions, Members of the Select Committee welcomed the fact that Hillingdon Council officers already communicated with lead residents / keyholders of each alley gating scheme on an annual basis. It was suggested that this correspondence would also provide a useful opportunity for officers to invite residents to air any difficulties or challenges they were experiencing in relation to their alley gates and to raise any concerns they may have in respect of antisocial behaviour which the Council could potentially assist with. Noting the aforementioned potential lack of awareness of the scheme, particularly amongst those residents new to an area, it was also felt it would be beneficial to use this communication tool as an opportunity to make arrangements with lead petitioners for simple low-cost flyers to be circulated to any new residents in the alley-gated area.

On that basis, it is recommended:

3

Lead resident communications

That, when sending its annual emails to verify the lead resident of each alley gating scheme, the Council's expands this communication:

- **to include a review of any issues with the gates and any ASB which the Council could potentially assist with; and**
- **to arrange to send the lead resident a batch of flyers (after verification) to be dropped through letter boxes informing any new neighbours about the alley gating scheme in their area.**

In addition to the above-mentioned annual communication with lead residents, Councillors recommended that, following the installation of any new alley gating schemes, it would also be advisable for officers to actively seek feedback in relation to the new schemes, thereby enabling them to address, in a timely manner, any potential areas of difficulty experienced by residents.

On that basis, it is recommended:

4

Lead resident communications

That, in addition to the annual check, for brand new alley gating schemes officers seek feedback from the lead resident six months after the gate has been installed.

About the review - witnesses and activity

The following Terms of Reference were agreed by the Committee from the outset of the review:

1. to gain a thorough understanding of the Council's current alley gating scheme and what it entails;
1. to scrutinise a service that was established some 17 years ago and review its effectiveness;
2. to explore ways in which the current alley gating scheme in Hillingdon could be improved in terms of its efficiency and ability to meet the security needs of local residents;
3. to look at other local authorities and housing organisations that have established similar schemes for any best practice;
4. To review the success of older gating schemes in the Borough and explore if there are challenges faced by residents; and
5. subject to the Committee's findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

Witnesses

1. Helena Webster, Community Engagement and Town Improvement Manager – LBH
2. Neil O'Connor, Community Engagement Project Officer – LBH
3. Natasha Norton, Community Engagement Project Officer – LBH
4. Adam Stitson, Team Leader for Anti-Social Behaviour (ASB) and Environmental Protection – LBH
5. Inspector Dan Lipinski, The Metropolitan Police
6. Jane Turnbull, Chair of Oak Farm Residents' Association (OFRA)
7. Paulette McGowan, Lead Resident for various alley gating schemes in Hillingdon East
8. Raj Jhuti, local resident in an alley gated area of Hillingdon East
9. Elleni Yangu, Gating Officer – Ealing Council
10. Yasmin Basterfield, Safer Communities Team Leader – Ealing Council

References

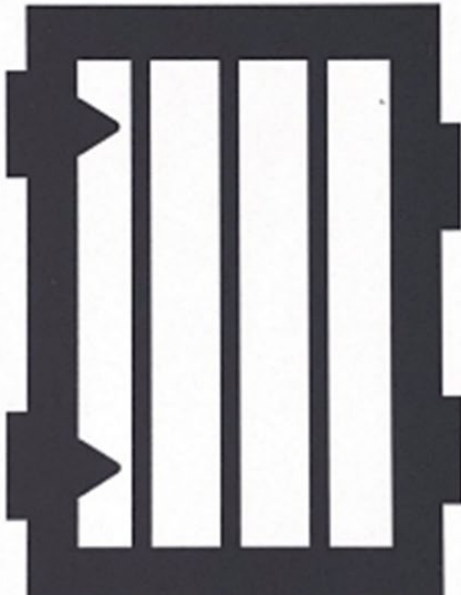
- 1 *College of Policing (narrative prepared by UCL Jill Dando Institute and co-funded by the College of Policing and the Economic and Social Research Council (ESRC), 16 March 2016 - [research paper by the College of Policing](#)*
- 2 *'Alley-gating revisited: The Sustainability of Residents' Satisfaction?' by Rachel Armitage and Hannah Smithson (Internet Journal of Criminology 2007)*
- 3 *'Alley-gates: Preventing Crime or Isolating Communities?' by Dr Colin Rogers, (Police Sciences Division, University of Glamorgan), Centre for Crime and Justice, Paper Number 69, Autumn 2007*
- 4 *Explanatory Memorandum to the Highways Act 1980 (Gating Orders) (England) Regulations 2006 No. 537*
- 5 *Countryside and Rights of Way Act 2000 (CROW Act 2000)*
- 6 *CROW Act 2000*
- 7 *(Sections 129A to 129G of the Highways Act 1980) introduced by section 2 of the Clean Neighbourhoods and Environment Act 2005*
- 8 [Alley gating | Alley gating | Ealing Council](#)
- 9 [Alley gating scheme - Hillingdon Council](#)

Appendices

Appendix A – Ealing Council Signage used to provide residents with information in relation to their alley gating schemes.



**This gate was gifted by Ealing Council
to local residents following an application
to the alleyway gating scheme.**

It is the residents' responsibility to maintain
and manage this gate, its lock and the alleyway.



For information on how to apply for
the private alleyway scheme,
visit: www.ealing.gov.uk/gating

EALING COUNCIL



LONDON BOROUGH OF HILLINGDON SMOKE CONTROL ORDER

Cabinet Member(s)	Cllr Eddie Lavery
Cabinet Portfolio(s)	Residents' Services
Officer Contact(s)	Christopher Davis (Environmental Protection Team Leader) Public Protection & Enforcement – 01895 277936
Papers with report	Draft Smoke Control Order Appendix Public Consultation Notice Appendix

HEADLINES

<p>Summary</p>	<p>The Environment Act 2021 brings in new powers for Councils to enact Smoke Control Orders to include all waterways. The Council may enforce against persons using unapproved burners and may enforce against businesses selling unapproved fuels.</p> <p>This report sets out proposals for implementing one unified Smoke Control Order that will cover the whole of the London Borough of Hillingdon. The process will initially involve following the correct procedures for notification. After the appropriate time period, the diverse historic Orders, made under legislation that has since been repealed, will be revoked and the new Smoke Control Order will come into force.</p> <p>Cabinet is requested to –</p> <ol style="list-style-type: none"> 1) Revoke all previous versions of Smoke Control Orders 2) Approve a new Smoke Control Order for the whole borough and all waterways
<p>Putting our Residents First</p> <p>Delivering on the Council Strategy 2022-2026</p>	<p>This report supports our ambition for residents / the Council of: Live active and healthy lives</p> <p>This report supports our commitments to residents of: A Green and Sustainable Borough</p> <p>The report supports the following also: Strategic Climate Action Plan (Adopted July 2021) Our Climate Change Declaration 2030 (Adopted 16th Jan 2020) Air Quality Action Plan (AQAP) 2019 – 2024 (Adopted May 2019)</p>
<p>Financial Cost</p>	<p>Costs associated with the recommendations in this report, estimated at c.£2k to publish the notice and the future awareness campaign will be contained within existing Environmental Health budget resources.</p>

Relevant Select Committee

Residents' Services Select Committee

Relevant Ward(s)

N/A – Boroughwide

RECOMMENDATIONS

That the Cabinet:

- 1) Revoke all previous versions of Smoke Control Orders and;**
- 2) Approve a new Smoke Control Order for the whole of the London Borough of Hillingdon and all waterways.**

Reasons for recommendation

The proposed London Borough of Hillingdon Smoke Control Order 2023 will clarify the extent of the Smoke Control Area (SCA) within the Borough. It will include moored vessels for the first time in line with the amendments to the Clean Air Act 1993 made by the provisions of the Environment Act 2021.

The new Smoke Control Order will bring LBH closer to reaching its own strategic objectives as well as those of the Department for Environment, Food & Rural Affairs (DEFRA), the Local Government Association (LGA) and Greater London Authority (GLA) environmental visions / strategies for the future.

It will also provide a sound footing for future enforcement actions for unauthorised emissions of smoke within the SCA.

Alternative options considered / risk management

Do nothing by making no amendments thereby falling out of touch with the current legislation, allowing parts of the borough to fall outside of the scope of any actionable regulated enforcement and potentially opening the council to criticism from Defra and aggrieved local residents who are not being treated equitably across the borough.

Democratic compliance / previous authority

Previous Smoke Control Orders have been issued by the authority, however, due to ward boundary changes and changes to the legislation governing air quality within the provisions of the Environment Act 2021 previous authority is now outdated.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

1. Background

The Environment Act 2021 operates as the UK's newest framework of environmental protection. Given that the UK has left the EU, new laws that relate to nature protection, water quality, clean air, as well as additional environmental protections that originally came from Brussels, needed to be established in the UK. The Environment Act allows the UK to enshrine environmental protection measures into law. It offers new powers to set new binding targets, including for air quality, water, biodiversity, and waste reduction.

The old legal framework, prior to the latest amendment is now decades old, misaligned with one another and needs to be reformed to fit with modern sources of emissions. The Act includes amendments to the Clean Air Act (1993), which seek to achieve a simpler regime for smoke control enforcement, allowing a possible decriminalised regime with a simplified structure for issuing penalty notices. The Local Government Association (LGA) support the increased use of decriminalised enforcement in order to reduce the administrative burden on Councils exercising their enforcement functions. There will also be additional enforcement powers for illegal burning, including moored vessels for the first time whereby; 1) any individual who acquires any solid fuel for use in a building or moored vessel otherwise than in a building or moored vessel containing an exempted fireplace; 2) any individual who acquires any solid fuel for use in any fixed boiler or industrial plant, not being a boiler or plant so exempted; 3) sells by retail any solid fuel for delivery by them or on their behalf to a building, moored vessel or premises in which there is any fixed boiler or industrial plant will be guilty of an offence and liable to a fine, unless they can prove that the defences given in section 23 of the Act apply. The LGA have specifically called for powers to tackle emissions from moored vessels and welcome developments and support from local councils in this area.

Following the popular trend of installing wood burning stoves in recent years, there appears to have been an increase in smoke emissions from residential properties across the country. These wood burning stoves are regulated but can be prone to abuse resulting in harmful smoke emissions from the inappropriate burning of solid fuel(s), which can be an offence within a Smoke Control Area (SCA).

There is currently a myriad of SCAs across the borough that were variously designated between the 50s and 90s. Records indicate that there are over seventy in the Borough which no longer reflect current wards or boundaries. Some of these orders have been subject to amendments and conditions resulting in a complex framework on which to base enforcement. Further, the current SCAs are not comprehensive in terms of geographical scope, nor the types of receptors covered, for example the waterways and moored vessels.

The declaration of a new smoke control area matching the Borough boundaries and the revocation of any earlier orders is proposed to provide a useful tool with which to combat the growing contribution of domestic smoke to deteriorating air quality. It will also provide clarity for residents and businesses in the Borough.

The inclusion of moored vessels into the SCA will not create a requirement on the owners / occupiers of these vessels to incur cost to change their vessel heating systems as they should

be able to switch to a compliant fuel rather than change their appliances. Moored vessels in managed marina sites should also have access to moor side 'hook up' points (where available) to allow them gas and electrical supplies which can be used for alternative means of heating without the need to burn fuels.

2. **Policy**

The key legislation is:

- The Clean Air Act 1993, Section 18 and Schedule 5
- The Environment Act 2021, Section 73 and Schedule 12

PROPOSAL

The Cabinet are asked to:

(i) Approve the consolidation of the existing Smoke Control Area(s) (listed in Schedule 2) into a single SCA comprising the whole area of the London Borough of Hillingdon.

This is to be achieved using a declaration of the new Smoke Control Order (following a period of public consultation in line with the legislative framework) that declares the whole of the area within the Borough boundaries (plan shown in Schedule 1). The declaration will include the revocation which simultaneously revokes all earlier orders.

- (ii) Approve the publication of the Notice confirming that the London Borough of Hillingdon Smoke Control Order 2023 has been made by the Council (a draft copy of the proposed notice is attached in Appendix 2); and
- (iii) Approve that the order be registered as a land change.

The London Borough of Hillingdon Smoke Control Order 2023 will clarify the extent of the Smoke Control Area within its boundary and provide a sound footing for future enforcement action(s) for emissions of smoke, if found necessary.

3. **Strategic Framework Coalition**

(i) [LBH – Council Strategy 2022 – 2026 \(Agreed on 17 November 2022\)](#)

One of the LBH – Council Strategy 2022 – 2026 core principles is providing a “*Green and Sustainable borough*”. The declaration of a new Smoke Control Area (SCA) boroughwide and to incorporate moored vessels, including taking enforcement action, where needed, will directly support the Council Strategy which aims to achieve; “*Hillingdon will be a sustainable, carbon-neutral borough, protecting Hillingdon’s heritage, built environment and valued green spaces. Residents will live in pleasant neighbourhoods with access to sustainable waste management and transport*”.

(ii) [LBH - Strategic Climate Action Plan \(Adopted July 2021\)](#)

The 'Vision' of LBH is *"to become the greenest London borough, to protect and enhance the environment, and to provide a brighter prospect for future generations"*. The declaration of a new Smoke Control Area (SCA) boroughwide and to incorporate moored vessels, including taking enforcement action, where needed, will directly support the Corporate Climate Commitments within the Strategic Climate Action Plan.

(iii) [LBH – Our Climate Change Declaration 2030 \(Adopted 16 Jan 2020\)](#)

The LBH Smoke Control Order 2023 will clarify the extent of Smoke Control Area within its boundary and provide a sound footing for future enforcement action(s) for emissions of smoke, if found necessary which will directly support the LBH – Our Climate Change Declaration 2030 objectives.

(iv) [LBH - Air Quality Action Plan \(AQAP\) 2019 – 2024 \(Adopted May 2019\)](#)

"Since the Council published its first Air Quality Action Plan in 2004, a significant number of actions have been undertaken to implement measures to improve air quality. Despite this, there are still areas within the borough where pollution levels are above the air quality limits set for health".

"The Hillingdon Health and Wellbeing Strategy recognises that poor air quality increases the incidence of acute asthma and Chronic Obstructive Pulmonary Disease (COPD), and, that respiratory disease is the third highest cause of death in Hillingdon. It is therefore right that the Council should have a strong local focus on improving air quality".

AQAP – Action 7 – 'Emissions from developments and buildings' aim is ensuring adherence with the requirements of the need to use only approved wood burners and fuels in a smoke control area such as Hillingdon; the declaration of a new Smoke Control Area (SCA) boroughwide and to incorporate moored vessels, including taking enforcement action, where needed, will directly support the key priorities of the Air Quality Action Plan (AQAP) 2019 – 2024.

The Council has commenced its review of the AQAP which will reflect the latest GLA guidelines. This sets out a need for new Smoke Control Areas to be properly identified and enforceable. The proposals in this report would therefore be consistent with the wider strategic air quality.

4. Additional Smoke Control Area (SCA) Information

- (i) Smoke control orders were originally introduced by the Clean Air Act 1956 (now replaced by the Clean Air Act 1993) following the high number of deaths that had occurred during an earlier London smog episode. Once a specific area of land is identified and designated as a smoke control area, restrictions then apply to all premises within that area to prevent smoke being emitted from appliances or fuel. This means that anyone within a smoke control area, will be committing an offence if they:

- (a) Allow smoke emissions from the chimney of a building;

- (b) Obtain and use solid fuel, other than authorised fuel;
 - (c) Sell by delivering, solid fuel, other than authorised fuel, to premises located within the Smoke Control Area.
- (ii) Authorised fuels, such as anthracite, coke and coalite, can be used within smoke control areas because they burn without causing smoke.
 - (iii) Unauthorised fuel, such as logs or coal, cannot be burnt in an open fireplace within a smoke control area because smoke is emitted during burning. However, such fuel can be bought and sold within a smoke control area because it could be used outside the smoke control area or will be burnt in an exempt appliance (as long as the fuel complies with the conditions specified for that appliance). For example, this rule applies even to wet logs sold on a garage forecourt because the specification for fuel permitted to be used in each exempted appliance varies. Some appliances can burn wood logs with no maximum moisture content specified for use, while other appliances can only burn untreated dry wood with a maximum moisture content of 20%. The percentage of moisture permitted will vary depending on the appliance.
 - (iv) Exempt appliances, such as ovens, wood burners and stoves, as specifically listed in the relevant regulations, can be used as they have passed tests to confirm that they are capable of burning an unauthorised or inherently smoky solid fuel without emitting smoke. They can only be used for the fuel for which they are designed.
 - (v) With a resurgence in the popularity of ‘real fires’ there are a number of solid fuel burning stoves in the market that comply with the legislation. Environmental Health have noted an increase in the number of complaints and queries relating to smoke from domestic chimneys in recent years, in particular resulting from wood burning. This is occurring at a time when the Council is trying to improve air quality through the implementation of its Air Quality Action Plan (AQAP). Particles from smoke emissions are detrimental to good air quality.

The Air Quality (Domestic Solid Fuels Standards) (England) Regulations 2020 came into force in England on 1 May 2021. The regulations ban the sale of the most polluting domestic fuels, such as wet wood and house coal and control the sale and supply of a number of other popular domestic fuels; this is enforced by Trading Standards Officers.

- (vi) There are smoke control orders, dating from 1958, covering individual areas of the Borough of Hillingdon. Since the existing smoke control orders were made, the Borough has been subject to boundary changes and there has been a considerable amount of area redevelopment. Consequently, the existing orders do not fully reflect the current configuration of residential properties in the Borough. For example, the recent changes to the legislation have now seen the inclusion of the waterways into the Smoke Control Area; Waterways are not included within any smoke control area presently creating a loophole if any enforcement action becomes necessary.
- (vii) The original documentation that created the existing smoke control areas is no longer available and could cause a problem for legal enforcement of an order which could not be produced in court.

- (viii) It is therefore proposed to replace all earlier smoke control areas with a single new Order covering the whole Borough. The appendices show the proposed order and accompanying statutory notice. Draft copies of the proposed order have been sent to Defra and it is possible that there will be minor changes to the wording following their consultation. It is proposed that the Order will not be made until comments have been received from Defra.
- (ix) Once the order is made there are statutory requirements to give notice in the London Gazette and in a local newspaper for two consecutive weeks and to keep copies of the notice for inspection in conspicuous places within the borough for six weeks. During this period, objections to the order may be sent to the Secretary of State for Defra who will follow the specified procedure for dealing with such objections. Subsequently, the Secretary of State may confirm the order either with or without modifications.
- (x) The date of commencement of the order must be not less than six months from its confirmation by Defra. The aim is to have the order in effect for the start of June 2024 so that a public awareness raising campaign can be carried out associated with the new order. The London Borough of Hillingdon Smoke Control Order 2023 will also provide a sound footing for future enforcement action for smoke emissions, if necessary.
- (xi) Enforcement powers will include fine levels: £175 minimum, max £300 for smoke from chimney and up to £1000 for burning unauthorised fuel.

Financial Implications

Costs associated with the recommendation to approve a new Smoke Control Order for the borough are limited as existing staffing resources will be involved in preparing the necessary paperwork and placing notices in relevant publications. The ancillary costs of the notices and printing for an awareness campaign, estimated at c.£2k, can be contained within current Environmental Health budgets.

The number of complaints received annually by the Environmental Protection Team regarding the burning of unauthorised fuels within the areas currently covered is small but not insignificant. It is not envisaged that a new Smoke Control Order will result in a significant increase in complaints and again, any associated responses and investigations can be managed using existing resources.

Equalities Implications

There are currently areas of the London Borough of Hillingdon not covered by a Smoke Control Order. Therefore, the control of smoke emissions and the types of fuel that can be burned cannot be applied to these areas. Although the burning of solid fuels such as coal and logs is now on a small scale and tends to be a supplementary form of heating rather than the sole source, the current situation is, nonetheless, inequitable. Areas not currently covered by the Smoke Control Order could be in the most deprived wards which experience the poorest air quality and suffer the poorest records on respiratory and cardiovascular illnesses. However, as air pollution is mobile,

the resultant increases in concentrations of air pollutants arising from the burning of solid fuels will not necessarily occur in the same areas where burning is taking place. Implementing a Smoke Control Order that covers the whole of the borough will address these anomalies and allow for a fair and consistent approach.

A full and thorough Equalities Impact Assessment (EIA) will be carried out in line with the Council's policies ahead of the notice being published and the commencement of the public consultation period.

Environmental Implications

The primary objective for designating the whole of the London Borough of Hillingdon as a Smoke Control Area is to help improve the quality of air within the borough thereby working towards a cleaner environment. Through the use of legislative controls and the associated awareness that may be generated through the notification process, the burning of fuels likely to generate air pollution will be minimised. This applies not only to domestic fireplaces but also to commercial and industrial combustion appliances. With increasing numbers of biomass boilers being installed, it is necessary to ensure that controls are in place that help to limit their negative impacts on air quality through the adoption of abatement and mitigation measures. Consequently, there will be benefits for public health and the potential for a recurrence of the London smogs will be significantly reduced.

Conclusion

The London Borough of Hillingdon Smoke Control Order 2023 will clarify the extent of Smoke Control Area (SCA) within the Borough. It will include moored vessels for the first time in line with the amendments to the Clean Air Act 1993 made by the provisions of the Environment Act 2021. The new Smoke Control Order will bring LBH closer to reaching its own strategic objectives as well as those of Defra, the Local Government Association (LGA) and Greater London Authority (GLA) environmental visions / strategies for the future. It will also provide a sound footing for future enforcement actions for unauthorised emissions of smoke within the SCA.

Approving the procedure for adopting a unified Smoke Control Order for the London Borough of Hillingdon will:

- Protect human health by limiting air pollution and make for a cleaner environment.
- Increase awareness of the smoke control legislation.
- Ensure that the controls are in place to allow for enforcement action where necessary.
- Ensure that there is a fair, equitable and coherent policy on smoke control throughout the borough.

The above benefits can all be achieved at minimum cost to the Council.

RESIDENT BENEFIT & CONSULTATION

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

One of our top environmental priorities is to ensure a sustainable Hillingdon for current and future generations to thrive in. Our [‘Strategic Climate Action Plan’](#) was adopted in July 2021; setting out our commitment to tackling climate change and protecting the environment – a key focus of this is air quality.

As a council, we are responsible for managing Smoke Control Orders. Smoke Control Orders restrict what can be burnt in domestic fireplaces. This helps to reduce the level of emissions stemming from domestic fuel burning, as well as lower the health impacts on residents.

Whilst most parts of the borough are covered by historic Smoke Control Orders, there are small pockets which are not. This is due to ward boundary changes, or the redevelopment of areas since the original orders were introduced in the 1950’s and 1980’s.

Smoke Control Areas prevent smoke being emitted from domestic appliances or fuels unless the burning is exempt through the use of authorised appliances or fuels. This is already the case across the vast majority of the borough so the vast majority of residents will have no adverse effects from the proposed changes. Some work may be needed with residents who live in permanent moored vessels across the borough as they will now fall under the scope of the Smoke Control Order for the first time.

The World Health Organisation (WHO) estimates that around 7 million deaths each year are linked with air pollution – with air pollution now estimated to be competing with other major global health risks such as unhealthy diet and tobacco smoking.

In September 2021, [the World Health Organisation published new guidelines](#) which recommends stricter limits on the ‘safe’ level of air pollution, including PM_{2.5} and NO₂. However, despite this update, it advised that there is no level at which pollutants stop causing damage to health.

Over the last decade alone (from 2011 to 2021), emissions from fine particulate pollution (PM_{2.5}) from domestic wood burning [increased by 124%](#) in the UK.

Consultation carried out or required.

Notice of the proposed Order must be published in the London Gazette once and in a local paper on two successive weeks and then the proposed Order must be made available to the public for a period of six weeks. Any person affected by the proposed order may object in writing to the Council. Any objections that are not withdrawn must be considered prior to the order being made. The order will come into effect not less than six months after it is made.

If concerns were to be raised by residents or Defra during the consultation process, these concerns will be fully reviewed, and considerations made to the Order before being reverted back to Cabinet for their final decision on the matter i.e. if any responses object to the order and raise implications not already included in this report (i.e. affect the basis of the decision made by Cabinet).

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting that there are no material financial implications associated with the recommendations in this report, other than a minor £2k that can be contained within the approved budget for the service.

Legal

This report seeks Cabinet agreement to revoke all previous versions of Smoke Control Orders and to approve a new Smoke Control Order for the whole borough and all waterways.

Legal Services confirm that pursuant to section 18 of the Clean Air Act 1993, and section 73 and Schedule 12 of the Environment Act 2021 the Council has the discretion to declare the whole, or any part of its area to be a smoke control area via a smoke control order.

The amendments to the Clean Air Act 1993 brought by the Environment Act 2021 now brings moored inland waterway vessels such as canal boats in the scope of the smoke control areas.

Schedule 1 of the Clean Air Act 1993, sets out the procedure which the Council must follow to make an Order, including publicising its intention to make an order and how objections may be made.

Under the modified procedure at Part III, Schedule 5 of the Act, the Council makes the order and then publicises the making of the order and how objections to it may be made. The Secretary of State then considers the objections and may confirm the order with or without modification.

In both scenarios, the Council must publish in the London Gazette and once at least in each two successive weeks in a local newspaper, a notice of the proposed order and its general effect; confirm where a copy of the order and map or plan can be inspected free of charge for a period of 6 weeks; confirm that any person has the right to provide written objections within that period, and the Council must post, and keep posted, copies of the notices for 6 weeks in conspicuous places within the borough, which appears necessary to make the persons affected by the proposal aware of the order or intention to make the order.

Any objections received, and not withdrawn, for the making of the new borough wide order, must be considered by the Council before making the order, and any objections to the revocation of previous orders are to be sent to the Secretary of State for consideration following the order being made.

If the Council proceeds to make a new smoke control order, it cannot come into effect earlier than 6 months after it is made, although this date may be postponed by way of resolution and publicity. Any postponement of an order over 12 months needs consent of the Secretary of State.

The Defra guidance to local authorities on the application of smoke control areas to moored vessels under the Environment Act 2021 (link provided in Background papers) requires the Council to consult with the public before applying the smoke control area to moored vessels. It further states that consultation should be conducted in a way that is inclusive as possible, ensuring that boat owners and occupiers who will be affected have an opportunity to respond.

When considering making a new Smoke Control Order for the whole borough and all waterways, the Council must have due regard to its public sector equality duty as set out in section 149 of the Equality Act 2010, which requires the Council to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, and to advance equality of opportunity and foster good relations between persons with protected characteristics and other persons.

Further legal advice on any equalities issue is to be provided following sight of the Equalities Impact Assessment and the outcome of the consultation/publicity being known.

Comments from other relevant service areas

Comments have been sort from Planning Services and amendments made to the report following their consultation.

BACKGROUND PAPERS

Guidance

- [Guidance to local authorities on the application of smoke control areas to moored vessels under the Environment Act 2021](#)

Council Policies

- (i) [LBH – Council Strategy 2022 – 2026 \(Agreed on 17th November 2022\)](#)
- (ii) [LBH - Strategic Climate Action Plan \(Adopted July 2021\)](#)
- (iii) [LBH – Our Climate Change Declaration 2030 \(Adopted 16th Jan 2020\)](#)
- (iv) [LBH - Air Quality Action Plan \(AQAP\) 2019 – 2024 \(Adopted May 2019\)](#)

Legislation

- [The Clean Air Act 1993, Section 18](#) and [Schedule 5](#)
- [The Environment Act 2021, Section 73](#) and [Schedule 12](#)

DRAFT SMOKE CONTROL ORDER APPENDIX

Draft Smoke Control Order

CLEAN AIR ACT 1993, SECTION 18

THE COUNCIL OF LONDON BOROUGH OF HILLINGDON (“the Council”) of Civic Centre, High Street, Uxbridge, UB8 1UW in the exercise of its powers under Section 18 of the Clean Air Act 1993 (“the Act”), hereby makes the following Order:

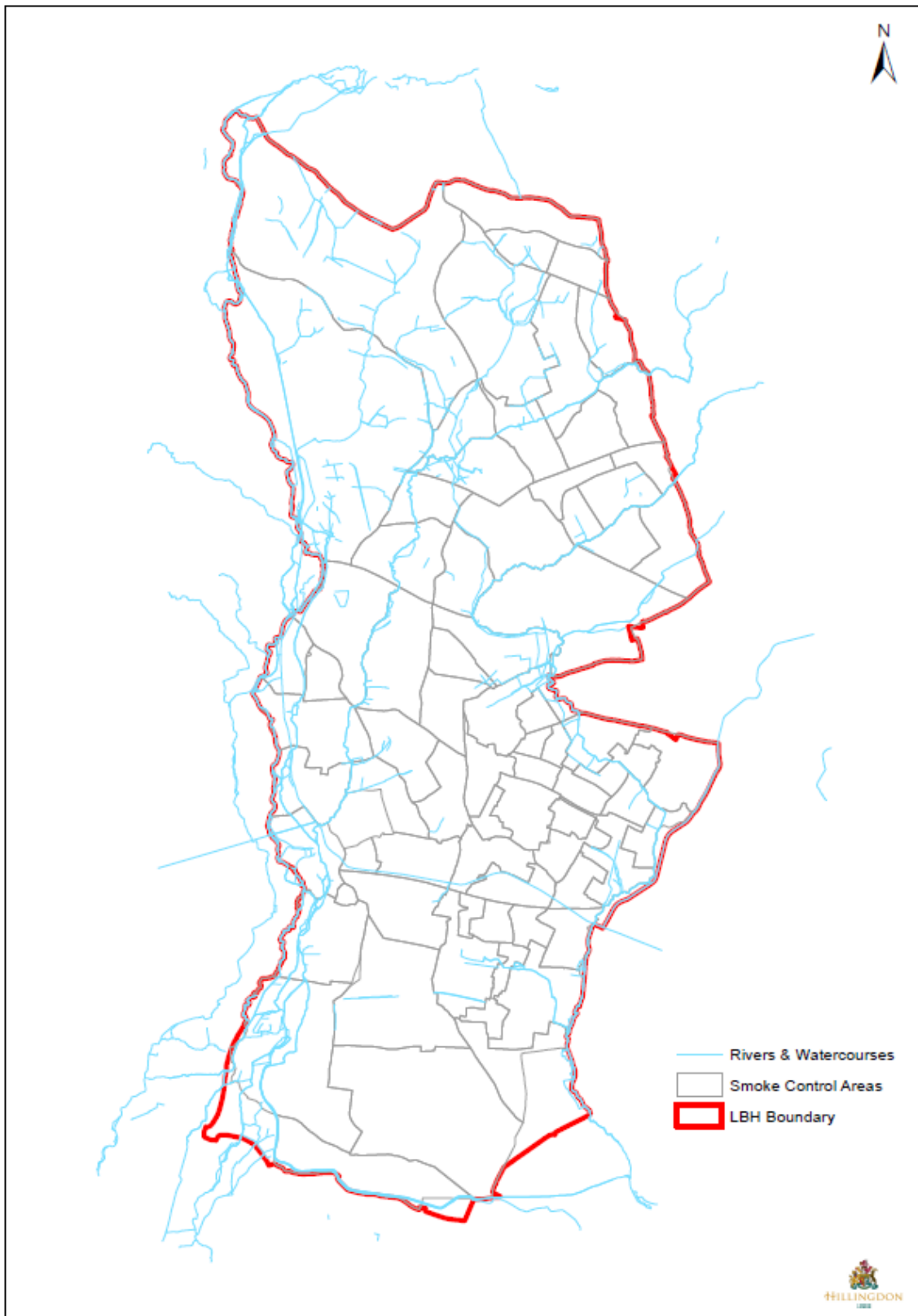
1. *This Order may be cited as the London Borough of Hillingdon Smoke Control Order 2023. It will come into operation on 1st June 2024.*
2. *The Council declares the whole of its area to be a Smoke Control Area (“the Smoke Control Area”). The extent of the Smoke Control Area includes all land and waterways within the Borough; a plan is shown on the plan annexed at Schedule 1 to this Order.*
3. *All of the existing Smoke Control Orders listed in Schedule 2 and any others referring to areas within the London Borough of Hillingdon are hereby revoked, insofar as they apply to the area of the London Borough of Hillingdon on the day that this Order comes into operation.*
4. *In the whole of the Smoke Control Area created by this Order, the operation of Section 20 of the Clean Air Act 1993 (the prohibition on emissions of smoke from chimneys) shall be applicable to all buildings within the demarked area; plan annexed at Schedule 1 to this Order.*
5. *Other than exemptions made by the Secretary of State under Section 21 of the Act, there are no buildings or classes of buildings or fireplaces or classes of fireplaces in the Smoke Control Area that are exempt from the operation of Section 20 of the Act (the prohibition on emissions of smoke).*

THE COMMON SEAL OF THE
COUNCIL OF THE LONDON
BOROUGH OF HILLINGDON
was hereunto affixed on
this day of 2023
in the presence of



SCHEDULE 1

PLAN OF AREA OF THE LONDON BOROUGH OF HILLINGDON



SCHEDULE 2

LIST OF KNOWN SMOKE CONTROL ORDERS TO BE REVOKED

1). Hayes And Harlington Urban District (1904 to 1965)

Order N ^o	Confirmed	Variation	Area	Notes
1	01/06/1958		Hayes And Harlington Area	
2	01/12/1958		Hayes And Harlington Area	
3	01/09/1958		Hayes And Harlington Area	
4	01/12/1958		Hayes And Harlington Area	
5	01/01/1959		Hayes And Harlington Area	
6	01/09/1959		Hayes And Harlington Area	
7	01/05/1959		Hayes And Harlington Area	
8	01/06/1960		Hayes And Harlington Area	
9	01/11/1961		Hayes And Harlington Area	
10	01/06/1960		Hayes And Harlington Area	
11	01/07/1960		Hayes And Harlington Area	
12	01/09/1960		Hayes And Harlington Area	
13	01/08/1961		Hayes And Harlington Area	
14	01/09/1960		Hayes And Harlington Area	
15	01/10/1961		Hayes And Harlington Area	
16	01/07/1962		Hayes And Harlington Area	
17	01/09/1962		Hayes And Harlington Area	
18	01/09/1961		Hayes And Harlington Area	
19	01/07/1963		Hayes And Harlington Area	
20	01/10/1963		Hayes And Harlington Area	
21	01/10/1962		Hayes And Harlington Area	
22	01/07/1964		Hayes And Harlington Area	
23	01/07/1965		Hayes And Harlington Area	
24	01/10/1965		Hayes And Harlington Area	
25	01/11/1965		Hayes And Harlington Area	

2). Yiewsley And West Drayton Urban District (1929 to 1965)

Order N ^o	Confirmed	Variation	Area	Notes
1	31/05/1960		Yiewsley And West Drayton Area	
2	31/05/1961		Yiewsley And West Drayton Area	
3	28/12/1961		Yiewsley And West Drayton Area	
4	18/05/1962		Yiewsley And West Drayton Area	
5	11/04/1963		Yiewsley And West Drayton Area	
6	28/05/1964		Yiewsley And West Drayton Area	
7	03/04/1964		Yiewsley And West Drayton Area	

3). Ealing Area

Order N ^o .	Confirmed	Variation	Area	Notes
1	01/02/1962		Ealing Area	Ealing (N ^o . 1) Smoke Control (Arundel School) Amendment Order

4). Staines UDC

Order N ^o .	Confirmed	Variation	Area	Notes
1	31/05/1960		Staines UDC	Spelthorne Borough Council - Former Staines UDC Order N ^o . 1

5). London Borough of Hillingdon (1965 to)

Order N ^o .	Confirmed	Variation	Area	Notes
1	25/04/1966		London Borough of Hillingdon	Formerly Hayes and Harlington Area 28
2	25/04/1966		London Borough of Hillingdon	Formerly Yiewsley and West Drayton Areas 8 & 9
3	25/04/1966		London Borough of Hillingdon	Formerly Yiewsley and West Drayton Areas 10 & 11
4	19/09/1966		London Borough of Hillingdon	Formerly Hayes and Harlington Area 29
5	15/12/1966		London Borough of Hillingdon	
6	25/02/1967		London Borough of Hillingdon	
7	No date		London Borough of Hillingdon	
8	08/04/1970		London Borough of Hillingdon	
9	08/02/1968		London Borough of Hillingdon	
10	17/04/1968		London Borough of Hillingdon	
11	12/03/1969		London Borough of Hillingdon	
12	12/03/1969		London Borough of Hillingdon	
13	01/10/1968		London Borough of Hillingdon	
14	No date		London Borough of Hillingdon	
15	05/08/1970		London Borough of Hillingdon	
16	03/05/1972		London Borough of Hillingdon	
17	03/05/1972		London Borough of Hillingdon	
18	No date		London Borough of Hillingdon	
19	No date		London Borough of Hillingdon	
20	No date		London Borough of Hillingdon	
21	09/04/1973		London Borough of Hillingdon	
22	09/04/1973		London Borough of Hillingdon	
23	26/10/1973		London Borough of Hillingdon	
24	24/10/1973		London Borough of Hillingdon	
25	22/04/1974		London Borough of Hillingdon	
26	22/04/1974		London Borough of Hillingdon	
27	21/10/1975		London Borough of Hillingdon	

28	27/04/1976		London Borough of Hillingdon
29	21/10/1975		London Borough of Hillingdon
30	27/04/1976		London Borough of Hillingdon
31	16/06/1977		London Borough of Hillingdon
32	15/07/1977		London Borough of Hillingdon
33	16/06/1977		London Borough of Hillingdon
34	21/11/1979		London Borough of Hillingdon
35	09/10/1978	22/01/1980	London Borough of Hillingdon
36	21/11/1979		London Borough of Hillingdon
37	22/10/1979		London Borough of Hillingdon
38	22/01/1980		London Borough of Hillingdon
39	28/11/1980		London Borough of Hillingdon
40	18/06/1980	12/08/1983	London Borough of Hillingdon
41	06/10/1980		London Borough of Hillingdon
42	06/10/1980		London Borough of Hillingdon

PUBLIC CONSULTATION NOTICE APPENDIX

London Borough of Hillingdon

THE LONDON BOROUGH OF HILLINGDON SMOKE CONTROL ORDER 2023

Notice is hereby given that on 17th November 2023 the London Borough of Hillingdon (“the Council”) made the above-mentioned Order (“the Order”) in exercise of its powers under section 18 of, and Part III of Schedule 5 to, the Clean Air Act 1993 (“the Act”)

Subject to confirmation by the Secretary of State, the Order will come into operation on the 1st June 2024 (being a date not earlier than 6 months from the date of its confirmation)

1. The general effect of the Order is set out in paragraphs 1.1 to 1.4 below:
 - 1.1 The coming into operation of this Order will revoke all earlier Smoke Control Orders, which are listed in Schedule 2 to this Notice
 - 1.2 The Order will cover the whole of the area within the boundary of the London Borough of Hillingdon. The Order consolidates all earlier orders into a single Order and takes into account the borough boundary changes and redevelopments of local areas that have occurred in the time since the earlier Orders commenced
 - 1.3 If on any day after the Order comes into operation smoke is emitted from a chimney of any building or moored vessel within the area covered by the Order, or from a chimney not fixed to a building but serving a fixed boiler furnace or industrial plant, the occupier of that building or the person having possession of the boiler or plant will be guilty of an offence and liable to a fine, unless they prove that the emission of smoke was caused by the use of an authorised fuel or by the use of an exempted fireplace / stove used in accordance with the associated exemption conditions
 - 1.4 If on any day after the Order comes into operation, and within the Council’s area, a person who –
 - (i) acquires any solid fuel for use in a building or moored vessel otherwise than in a building or moored vessel containing a fireplace / stove exempted from the operation of the provisions prohibiting smoke emissions in a smoke control area;
 - (ii) acquires any solid fuel for use in any fixed boiler or industrial plant, not being a boiler or plant so exempted; or
 - (iii) sells by retail any solid fuel for delivery by them or on their behalf to a building, moored vessel or premises in which there is any fixed boiler or industrial plant;will be guilty of an offence and liable to a fine, unless they can prove that the defences given in section 23 of the Act apply

2. The offences referred to in the preceding paragraphs carry a fine on summary conviction up to level 3 on the standard scale (currently up to £1000)
3. The authorised fuels for the purpose of this part of the Act at the time of making this Order were consolidated and listed in the Smoke Control Areas (Authorised Fuels) (England) Regulations 2008 (SI 514), as amended by SI 2008/2342, SI 2009/2191, SI 2010/576, SI 2011/715 and SI 2011/2105. The fireplaces currently exempted are contained within a number of smoke control orders from 1970 onwards. The most recent order at the time of writing being The Smoke Control Areas (Exempted Fireplaces) (England) (No.2) Order 2011 (SI 2106). These exempted fireplaces are added to from time to time by orders made by the Secretary of State under section 21 of the Act.

Details of all currently exempted fireplaces / stoves are available from:

<http://smokecontrol.defra.gov.uk/appliances.php?country=e>

4. For six weeks from [the last date of publication of the notice [17th November 2023]] a copy of the Order may be freely viewed from Monday to Friday 09:00 to 17:00 at the Council offices at:

Environment Protection Team (3S/09), Civic Centre, High Street, Uxbridge, UB8 1UW.

A copy will also be available to view on the Council's website; www.hillingdon.gov.uk

5. Any person who may be affected by this Order may within six weeks [the last date of publication of the notice [17th November 2023]] of the Order object to its confirmation by giving notice in writing to:

Environmental Protection Team
London Borough of Hillingdon
Civic Centre 3S/09, High Street
Uxbridge, UB8 1UW

And / or

Secretary of State for the Environment, Food and Rural Affairs
DEFRA
Nobel House
17 Smith Square
London, SW1P 3JR

Dated:

Hillingdon Chief Executive

2023/24 BETTER CARE FUND SECTION 75 AGREEMENT

Cabinet Member(s)	Cllr Jane Palmer
Cabinet Portfolio(s)	Health and Social Care
Officer Contact(s)	Gary Collier – Adult Social Care and Health
Papers with report	Appendix 1 - Draft 2023/24 Better Care Fund Section 75 Agreement (circulated on separate appendix)

HEADLINES

<p>Summary</p>	<p>The Better Care Fund (BCF) is a mandatory process through which Council and North West London Integrated Care Board (ICB) budgets are pooled and then reallocated on the basis of an approved plan intended to achieve closer integration of health and social care activities. This is intended to lead to improved outcomes for residents. The BCF is also a route through which the Government targets funding to support the local health and care systems.</p> <p>The focus of Hillingdon's 2023/25 Better Care Fund plan is improving care outcomes for older people, adults living with long-term conditions and people with learning disabilities and/or autism. The Council and the ICB are required to enter into an agreement under section 75 of the National Health Service Act 2006 for 2023/24 in order to give legal effect to the financial and partnership arrangements within the plan.</p>
<p>Putting our Residents First</p> <p>Delivering on the Council Strategy 2022-2026</p>	<p>This report supports our ambition for residents / the Council of:</p> <ul style="list-style-type: none"> • Live active and healthy lives. • Staying independent for as long as they are able. <p>This report supports our commitments to residents of:</p> <ul style="list-style-type: none"> • Thriving, Healthy Households <p>This report will contribute to delivery of priorities within the 2022 – 2025 Joint Health and Wellbeing Strategy.</p>
<p>Financial Cost</p>	<p>The recommended total amount for the BCF for 2023/24 is £96,535k made up of a Council contribution of £66,876k and an ICB contribution of £29,659k.</p>

Select Committee	Health and Social Care
Wards	All

RECOMMENDATIONS

That Cabinet:

1. **Agrees to the London Borough of Hillingdon entering into an agreement with North West London Integrated Care Board (NHS North West London) under section 75 of the National Health Service Act 2006 for the delivery of the Better Care Fund plan as described in the report from the 3rd April 2023 to 31st March 2024 at a value of £96,534,618.**
2. **Agrees that this includes the provision to extend the agreement for up to a further 12 months, delegating approval of any extension to the Leader of the Council and Cabinet Member for Health and Social Care, in consultation with the Corporate Director, Adult Social Care and Health.**
3. **Delegates to the Corporate Director, Adult Social Care and Health authority to amend the terms of the agreement with NHS North West London during 2023/24, in consultation with the Leader of the Council and the Cabinet Member for Health and Social Care.**

Reasons for recommendation

1. **Entering Section 75 agreement:** Using powers under the 2006 National Health Service Act, NHS England makes the release of the £20,485k element of Hillingdon's Better Care Fund (BCF) that is under its control conditional on a pooled budget being established between the Council and North West London Integrated Care Board (ICB) through an agreement established under section 75 (s75) of the National Health Service Act 2006 (NHS Act). Local authorities and ICBs can enter into s75 agreements once written notification has been received from NHS England that plans have 'assured' status. This confirmation was received on the 5th October 2023.

2. Cabinet is once again being requested to agree to entering into the s75 agreement for the 2023/25 BCF plan at such a late stage in the year as a result of a timetable set by the Department of Health and Social Care (DHSC). This is consequently not a matter that the Council has any control over.

3. **Agreement extension facility:** The BCF plan is for two years, but the national requirement is that a s75 agreement be entered into for 2023/24. Recommendation 1 will ensure compliance with this requirement. A review of schemes within the BCF as well as out-of-hospital support services is being undertaken jointly between the Council, the ICB and health and care partners that will be taking place in Q3 2023/24. This report makes Cabinet aware of provisional arrangements for 2024/25, but the agreement extension recommendation will avoid the necessity of the matter coming back for decision unless the Leader of the Council and Cabinet Member consider this to be necessary.

4. **Delegated authority to amend s75 agreement in-year:** The recommendation will facilitate a prompt response to the outcome of the review of out of hospital services and BCF schemes mentioned in paragraph 3. It will also enable the Council and ICB to respond quickly to any opportunities presented by evolving national policy, such as additional funding.

Alternative options considered / risk management

5. **Not entering into the s75 agreement:** Cabinet could decide not to enter the agreement with the ICB for 2023/24, but this is not recommended as it would impact on the availability of £22,869k in 2023/24 NHS funding to support the local health and care system, including £8,340k to protect adult social care. It could also impact on the £5,511k Disabled Facilities Grant that is paid directly to the Council by the Department of Levelling Up, Housing & Communities (DLUHC) and also the £7,467k Improved Better Care Fund Grant (iBCF) that is also paid directly to the Council by the DLUHC. In each case, grant conditions require that the Council has an agreed BCF plan in place that meets national conditions.

6. **Have an agreement for a longer period:** This option would be a logical step if there was certainty about the composition of schemes and related funding arrangements in 2024/25; however, this is not the case and certainty will only be arrived at following the conclusion of the review referred to in paragraph 3. It is therefore proposed that the one-year agreement and option to extend set out in this report is the most pragmatic approach.

7. **Not to agree agreement extension delegation arrangements:** Entering into a s75 agreement for 2024/25 will be a national BCF requirement. The proposed delegation arrangements will avoid the need for the matter to come back to Cabinet unless the Leader and Cabinet Member consider this to be appropriate.

8. **Not delegated authority to amend s75 agreement in-year:** Cabinet could decide not to approve delegation arrangements or to add some additional requirements. This option is not recommended as the recommendation is intended create agility within the health and care system to respond to evolving circumstances, including new funding opportunities.

Select Committee comments

9. None at this time.

SUPPORTING INFORMATION

Background

10. The Better Care Fund (BCF) is a national initiative intended to deliver integration between health and social care to improve outcomes for residents. Cabinet is reminded that Department of Health and Social Care's vision for the BCF is that it supports people to live healthy, independent, and dignified lives through joining up health, social care, and housing services seamlessly around the person. The vision is underpinned by the following national objectives:

- **National BCF Objective 1:** Enable people to stay well, safe, and independent at home for longer.

- **National BCF Objective 2:** Provide the right care in the right place at the right time.

11. The BCF is also a mechanism that is being used by government to implement the integration duty under the 2014 Care Act. The first BCF plan was for 2015/16 and the latest iteration covers the two-year period from April 2023 to March 2025. The requirements for 2023/25 plan are contained within the *Better Care Fund Planning Requirements, 2023/25* published by the Department of Health and Social Care (DHSC) and NHS England on the 4th April 2023.

12. The documents that formed part of Hillingdon's BCF submission can be accessed via the Council's website using the following link: [Better Care Fund - Hillingdon Council](#). In addition to the detailed financial breakdown, the relevant documents include:

- 2023/25 Narrative Plan.
- National Metrics Proposed Targets and Rationale.
- Submission Template Intermediate Care Demand and Capacity Breakdown.

13. The minimum amount required to be included within the BCF pooled budget for 2023/24 is £35,448k. The 2023/24 value approved by the Health and Wellbeing Board under delegated arrangements is £96,535k, which is £61,087k above the minimum required and reflects local ambition. The provisional value of the 2024/25 plan is £98,520k, which would be £61,778k above the minimum required. Inclusion of a contribution greater than the minimum reflects an incremental step towards the BCF providing the legal framework that gives visibility and transparency about investment in meeting the health and wellbeing needs of Hillingdon's population.

BCF Changes 2023/25

14. *Adults focus:* The planning requirements for the 2023/25 BCF plan places much greater emphasis on supporting adults and, for this reason, the scheme concerning integrated care and support for children and young people has been removed from the plan. This results in a reduction of £4,860k (£2,537k for the Council and £2,323k for the ICB) in the value of the BCF compared to 2022/23; however, Cabinet is asked to note that this makes no material difference as partnership and financial arrangements will continue.

15. *BCF review:* For 2023/24, the ICB has sought to achieve some consistency in approach across the eight boroughs within the North West London sub-region whilst recognising local circumstances. This has resulted in some schemes funded from the additional NHS contribution funding stream being removed pending the outcome of a review of out-of-hospital services and BCF schemes that will take place in the autumn. There is a resultant £23,878k reduction in ICB voluntary contribution for 2023/24 compared to 2022/23 (including the £2,323k in respect of children and young people's services). This has no significant effect in 2023/24 as there is a commitment to continue all schemes pending the outcome of the review and the expectation is that no changes will be made during this financial year without agreement.

16. The Council has increased its voluntary contribution to the 2023/25 BCF plan from £45,454k in 2022/23 to £53,250k in 2023/24, which reflects the ambition to move towards a place-based health and care budget within the BCF legal framework referred to above and as discussed at Health and Wellbeing Board meetings over the last two years. This is funding in existing placement and homecare budgets and does not represent an additional financial pressure on the Council.

17. The intention of local health and care partners is to conclude our own place-based review to inform that being undertaken by ICB with the aim of securing mutual agreement on the final content of the 2024/25 plan, if possible, by the end of November 2023. Any reference to 2024/25 financial arrangements within this report is therefore identified as provisional subject to this review.

18. *Mental health discharges*: Funding from the Discharge Fund and additional ICB contribution is facilitating additional social work capacity to support the discharge from hospital of adults with mental health needs. These cases tend to be complex, which can lead to increased length of stay in hospital. The additional social capacity is intended to contribute to a reduction in length of stay. Support for some people with mental health needs leaving hospital will also be provided by a new hospital discharge floating support service funded via the ICB additional contribution.

2023/24 BCF Schemes

19. For ease of reference the scheme headings are shown in table 1 below. The 2023/24 priorities within each scheme can be found in Schedule 1 of the s75 agreement attached as **Appendix 1**.

Table 1: 2023/25 BCF Schemes
Scheme 1: Neighbourhood development.
Scheme 2: Supporting carers.
Scheme 3: Reactive care.
Scheme 4: Improved market management and development.
Scheme 5: Integrated support for people with learning disabilities and/or autistic people.

s75 Agreement Key Features

20. The s75 agreement is largely a roll forward from 2022/23; however, the main features can be summarised as follows:

- **Agreement duration**: The term of the 2023/24 agreement is 3rd April 2023 until 31st March 2024 but with the option to extend for a further year to 31st March 2025, subject to approval of recommendation 2 in this report.
- **Hosting**: The practice since the inception of the BCF has been for the Council to host the pooled budget, which is the equivalent of a joint bank account.

- **Hospital discharge arrangements:** Schedule 1D of the s75 agreement in **Appendix 1** sets out financial arrangements supporting hospital discharge. This includes funding for short-term bed-based block contracts as well as financial arrangements for out-of-hospital services that are not bed-based. It sets out services funded from the Discharge Fund as well as other funding streams within the BCF. The agreement allows for funding arrangements for some services within the Schedule 1D to continue to continue beyond 31st March 2024, subject to termination arrangements within the schedule, or an extension of the current agreement, or a new s75 agreement being established.
- The agreement also identifies usage of underspend from 2022/23 winter pressures funding and also funding transferred to LBH by the NHS under section 256 (s256) of the 2006 Act. The s256 funding is not included within the pooled budget and will not continue beyond 2023/24.
- **Delegations:** These have been amended to permit the Council to act as lead commissioner on behalf of the ICB in respect of the Carer Support Service.
- **Risk share:** It is established practice that both partners manage their own risks and it is proposed that this be extended to the 2023/24 plan.
- **Dispute resolution:** The dispute provisions of the agreement have been rolled over from the agreement supporting the 2022/23 BCF plan.
- **Governance:** The delivery of the successive iterations of Hillingdon's plans has been overseen by the Core Officer Group comprising of the ICB's Joint Borough Directors for Hillingdon, the Council's Corporate Director for Adult Social Care and Health, HHCP's Managing Director, and the BCF Programme Manager. The governance schedule (Schedule 3) within the s75 agreement demonstrates the interrelationship between the Core Officer Group, HHCP's Delivery Board and the HWB.

Financial Implications

BCF Value 2023/25

21. The value of the BCF for 2023/24 as shown in table 2 below is **£96,535k** and the provisional value for 2024/25 is **£98,520k**. The expenditure tab from the template submitted to NHSE can be accessed via this link [Better Care Fund - Hillingdon Council](#). This provides Cabinet with a detailed breakdown of investment for 2023/24 that is within the scope of the 2023/24 section 75 agreement. The link also provides access to the provisional investment breakdown for 2024/25.

Table 2: Financial Contributions by Organisation 2023/24 and 204/25 Compared		
Organisation	2023/24 (£)	2024/25 (£)
NHS	29,658,745	30,953,164
LBH	66,875,873	67,566,876
TOTAL	96,534,618	98,520,040

22. Table 3 below provides a breakdown of the mandated funding streams for the BCF and also the additional voluntary contributions.

Table 3: Financial Contributions by Funding Stream 2023/24 and 2024/25 Compared		
FUNDING SOURCE	FUNDING	
	2023/24 (£)	2024/25 (£)
Minimum NHS Contribution	22,869,590	24,164,009
Additional NHS Contribution	5,524,379	5,524,379*
ICB Discharge Fund	1,264,776	1,264,776*
NHS TOTAL	29,658,745	30,953,164
Minimum LBH Contribution	12,578,861	12,578,861
Additional LBH Contribution	53,250,038	53,250,038
LBH Discharge Fund	1,046,974	1,737,977
LBH TOTAL	66,875,873	67,566,876
TOTAL BCF VALUE	96,534,618	98,520,040

23. Table 4 provides a breakdown of the minimum BCF financial contributions.

Table 4: BCF MINIMUM CONTRIBUTIONS SUMMARY 2023/25		
Funding Breakdown	2023/24 (£)	2024/25 (£)
NHS MINIMUM CONTRIBUTION BREAKDOWN	22,869,590	24,164,009
• Protecting Social Care	8,339,569	8,811,589
• Out of Hospital	6,489,889	6,866,726
• Other minimum spend	8,040,132	8,485,694
LBH MINIMUM CONTRIBUTION BREAKDOWN	12,578,861	12,578,861
• Disabled Facilities Grant (DFG)	5,111,058	5,111,058
• Improved Better Care Fund (iBCF)	7,467,803	7,467,803
MINIMUM BCF VALUE	35,448,451	36,742,870

24. Table 5 below summarises the LBH and NHS contributions for the period of the 2023 to 2025 plan by scheme.

Table 5: ICB and LBH Financial Contribution by Scheme Summary							
Scheme		2023/24			2024/25		
		LBH (£,000)	NHS (£,000)	TOTAL (£,000)	LBH (£,000)	NHS (£,000)	TOTAL (£,000)
1.	Neighbourhood development	3,052	3,025	6,077	3,052	3,084	6,136
2.	Supporting carers	690	471	1,161	690	475	1,165
3.	Reactive care	5,489	19,990	25,479	6,180	20,964	27,144
4.	Improving care market management and development.	26,232	5,083	31,315	26,272	5,287	31,559
5.	Integrated care and support for people with learning disabilities and/or autistic people.	31,412	993	32,405	31,372	1,044	32,416
Programme Management		0	97	97	0	100	100
TOTAL		66,875	29,659	96,534	67,566	30,954	98,520

Summary of Financial Changes

25. For ease of reference, the main financial changes from the 2022/23 plan are:

- **Additional LBH contribution:**
 - Scheme 4: Long-term residential care home budget 65 + (£5,193k).
 - Scheme 4: Long-term nursing care home budget 65 + (£7,468k).
 - Scheme 4: Long-term homecare budget 65 + (£5,962k)
- **Minimum NHS contribution**
 - Scheme 1: Safeguarding children hub (£63.6k).
 - Scheme 1: Ageing Well Ambulant Clinic (£207.5k).
 - Scheme 3: Ageing Well Integrated Discharge Team (£141.5k).
- **Additional NHS contribution to Social Care:**
 - Scheme 3: Hospital discharge Approved Mental Health Professional (AMHP) (£67k).
 - Scheme 3: Mental Health Discharge Social Worker post (£50k).
 - Scheme 3: Mental Discharge Floating Support Service pilot (£50.9k).
 - Scheme 3: Short-term nursing care home bed block contract (£491k)

26. In addition to the services within the former integrated care and support for children and young people scheme mentioned earlier in this report that have been removed from the 2023/25 BCF, £905k core funding for voluntary and community organisations such as Age UK, Carers Trust Hillingdon, the Disablement Association Hillingdon (DASH) and Hillingdon Mind has also been removed from the BCF Pooled Budget. This reflects the move away from grants to commissioned services under longer-term contracts and 2023/24 is a transition year during which current provision will be reviewed to determine the future service model. This work is aligned to the review of out of hospital services and BCF schemes outlined earlier in this report.

Hospital Discharge Funding Arrangements

27. *Discharge Fund*: This includes a component that is paid directly to the Council as a Section 31 grant by the DLUHC and an allocation by the ICB. The values are shown in table 3 above. Cabinet may wish to note that the ICB allocation for 2024/25 is provisional and dependent on the outcome of the review of out of hospital services and BCF schemes previously mentioned. The total allocation to the ICB for 2024/25 by the DHSC is £20m, which is double the 2023/24 allocation. The Discharge Fund spending plan can be found using the link provided in paragraph 12 of this report.

28. *Improved Better Care Fund (iBCF)*: The iBCF funding is paid directly to the Council from Department of Levelling-up, Housing and Communities (DLUHC) under Section 31 of the Local Government Act 2003, with specific grant conditions, including a requirement that the funding is pooled in the BCF. The grant conditions for 2023/25 are the same as for the last three years, namely that the funding is used for:

- Meeting adult social care needs;
- Reducing pressures on the NHS, including supporting more people to be discharged from hospital when they are ready; and/or
- Ensuring that the local social care provider market is supported.

29. Table 4 above shows that the Hillingdon allocation for both 2023/24 and 2024/25 will be maintained at £7,467k. It is proposed to continue to commit the £220k uplift that the Council received in its 2022/23 iBCF allocation to contributing to the costs of short-term placements to support hospital discharge.

30. As for the last three years, it is proposed to continue to use the remainder of the funding to support the local care market, i.e., long-term placements. This will fund the annualised effect of the fee uplifts as well as additional fee increases to reflect the financial pressures faced by regulated care providers due to higher staff, energy, and supply costs.

RESIDENT BENEFIT & CONSULTATION

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

31. The Council and ICB will be able to comply with the national BCF requirements for 2023/24.

Consultation carried out or required

32. The ICB has been consulted in the drafting of this report. The HHCP Delivery Board will be considering the provisions of the s75 at its meeting on the 16th November 2023.

CORPORATE CONSIDERATIONS

Corporate Finance

33. Corporate Finance has reviewed this report and associated financial implication, noting the funding split laid out in the tables referenced above and confirm that this is consistent with both Council's Budget Monitoring and MTFF position for the Better Care Fund (BCF). The total amount for the BCF for 2023/24 is £96,535k made up of Council contribution of £66,876k and an Integrated Care Board contribution (ICB) of £29,659k.

Legal

34. Legal Services confirm that the Council is empowered to carry out this function pursuant to section 75 of the National Health Service Act 2006.

35. Under the Council's Constitution, the Cabinet may delegate certain functions to the specified individual Cabinet Members, or an individual officer. The delegation must not go beyond the scope of any delegated authority.

36. Legal Services confirm there are no legal impediments to the Council completing the action recommended by this report, namely: entering into a section 75 agreement with North West London Integrated Care Board for the delivery of the Better Care Fund plan, including in that agreement a 12-month extension option, and delegating various authorities in relation to that agreement to the Leader of the Council and Cabinet Member for Health and Social Care, and the Corporate Director of Adult Social Care and Health.

BACKGROUND PAPERS

Better Care Fund Planning Requirements, 2023/25 (NHS England/DHSC April 2023: PR00315)

CONSIDERATION OF SETTING A LICENSED DEFICIT BUDGET IN 2023/24 FOR CERTAIN SCHOOLS IN THE BOROUGH

Cabinet Member(s)	Councillor Susan O'Brien Councillor Martin Goddard
Cabinet Portfolio(s)	Cabinet Member for Children, Families & Education Cabinet Member for Finance
Officer Contact(s)	Sheilender Pathak – Resources
Papers with report	None.

HEADLINES

Summary	This report seeks Cabinet’s approval for Bishop Winnington-Ingram CE Primary School, Holy Trinity CE Primary School, Oak Wood School, St Bernadette Catholic Primary School and St Swithun Wells Catholic Primary School to set a licensed deficit budget in 2023/24.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents / the Council of: Have opportunities to earn an income that supports their families This report supports our commitments to residents of: A Thriving Economy
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 Select Committee	Finance and Corporate Services Select Committee
Relevant Ward(s)	Ruislip, Northwood, Hillingdon East, South Ruislip

RECOMMENDATIONS

That the Cabinet:

- 1) Approves the application for a licensed deficit from Bishop Winnington-Ingram CE Primary School for 2023/24.**
- 2) Approves the application for a licensed deficit from Holy Trinity CE Primary School for 2023/24.**
- 3) Approves the application for a licensed deficit from Oak Wood School for 2023/24.**
- 4) Approves the application for a licensed deficit from St Bernadette Catholic Primary School for 2023/24.**
- 5) Approves the application for a licensed deficit from St Swithun Wells Catholic Primary School for 2023/24.**

Reasons for recommendation

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

Alternative options considered / risk management

Cabinet could decide to take the following alternative action:

- (a) Write off the 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.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

The Scheme for Financing Schools determines that maintained schools are required to submit a balanced 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 most 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 several schools are facing significant financial issues in the medium term. Schools Forum have been updated with the concerns regarding the future of schools' budgets and officers continue to engage with Schools Forum members 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.

Council officers are implementing a more rigorous monitoring process for schools that are in financial difficulty (i.e., if there are indications through the regular budget monitoring process that they are planning to set a budget that shows a year end cumulative deficit). This will include the five schools included in this report as well as other schools showing signs of financial stress.

Council officers from Schools Improvement, Finance, and Place Planning teams (where appropriate) will meet with these schools (Headteachers, Chairs of Governors and business managers etc, to create an action plan with the school, monitor the position of these budgets termly and challenge their spending to close the gap as soon as possible on the budget).

The Council will also ask these schools to submit a provisional budget for 2024/25 financial year by March 2024. If this provisional budget shows a cumulative deficit balance at end of 2024/25 the Council will engage with the school to discuss ways of bringing the budget back into a surplus year position. If such a budget is not achieved by the end of June 2024 the Council will need decide whether to licence a deficit budget for 2024/25 with an agreement that the school will come back into surplus by the end of 2025/26 or within 3 years (in extreme circumstances). Alternatively, the Council could refuse to licence the deficit and ask the school to work on revised 2024/25 budget that shows a surplus at end of 2024/25.

Bishop Winnington-Ingram CE Primary School (BWI)

BWI ended the 2019/20 financial year with a £126k deficit. The position then worsened, as a result of a continuing drop in roll numbers leading to a cumulative deficit position of £304k at the end of financial year 2020/21. This deterioration continued up until financial year 2021/22 with a final deficit position at the end of March 2022 of £534k. The school has since restructured its services and has begun benefiting from better improved financial controls. There was a reduction in the deficit in financial year 2022/23 to £520k and a budgeted position to further reduce this deficit position to £515k at the end of March 2024.

The school was previously a two-form entry primary school, but pupil numbers reduced significantly resulting in the governors changing the Published Admission Number (PAN) to 30 per year group with effect from 1st September 2019. The school has now taken significant action to address the financial position, with several restructures completed to ensure that the staffing structure reflects the needs of a one-form entry school. Additionally, all contracts have been reviewed with a new cleaning contract tendered at a reduced rate and the decision taken to close

the kitchen which had been financially unviable for some time, given the low number of meals that were being produced.

The biggest challenge of setting a balance budget from low pupil numbers is ongoing. 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 £670k.

Local Authority officers will continue to work with the Headteacher and the governors, along with representatives from the London Diocesan Board for Schools, who are taking an interest in the financial position of the school, to address the financial position, monitor the progress against the budget plan 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 financial year 2019/20 with a £41k deficit and was unable to set a budget which recovered the deficit in 2020/21, although the cumulative deficit did reduce to £31k at the end of 2020/21. A slight surplus of £1k was achieved in 2021/22 thus further reducing the cumulative deficit to £30k that was carried forward into 2022/23. The school had an in year deficit in financial year 2022/23 resulting in their cumulative balance at the end of the year rising to £55k again. A balanced budget has been set for FY2023-24.

Holy Trinity is a small, oversubscribed school, but one of the lowest funded in Hillingdon, which has made it increasingly challenging to set a balanced budget in recent years considering increasing costs but limited increases in funding. Governors and leaders at the school have continued to work to address the financial position, which is evident in producing minor in-year surpluses for 2020/21 and 2021/22.

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 £100k in the 2020/21 financial year.

Oak Wood School

Oak Wood School ended the 2020/21 financial year with a revenue deficit of £3,388k. This was a £78k reduction in the cumulative deficit brought forward from the previous year. The financial year 2021/22 produced an in-year surplus of £839k reducing the cumulative deficit to £2,549k. The deficit position was further reduced in financial year 2022/23 to £2,350k. However the school has set a budget for financial year 2023-24 which will increase the deficit again by £93k to £2,444k.

The main reason behind the current financial position at Oak Wood School, relates to low pupil numbers in previous years extending back to before the school rebuild. 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 increased significantly from September 2017.

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 School has

been advanced £3,612k. The school is unlikely to need a further advance to cover expenditure for the remainder of this financial year.

St Bernadette Catholic Primary School

St Bernadette ended the financial year 2022/23 with a surplus balance of £34k. However, the budget set for financial year 2023/24 is for a deficit position at the end of March 2024 of £147k. The school used £138k of their reserves in financial year 2022/23 and are budgeted to use an additional £188k of reserves in financial year 2023/24. There is clear indication that the school requires a comprehensive review of resource deployments to rebalance its budget position.

St Swithun Wells Catholic Primary School

The school had a deficit position at the end of March 2023 of £14k and this is expected to rise to a deficit of £49k at the end of March 2024.

St. Swithun Wells is currently dealing with a challenging tribunal case that is putting financial pressure on their budgets due to high legal costs. The school is working towards a speedy resolution of the case to provide some relief to the financial pressures.

The schools finance team are working closely with the school in assessing where support can be provided as the school navigates these challenges. The school has received cash advances totalling £100k as at September 2023.

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 direct impact on the Council's general fund 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 current three-year budget plans for the five schools included in this report indicate that it will be very unlikely that they will be in a position to set balanced budgets with no deficit carry forward for the foreseeable future. Current inflationary pressures present an additional risk to the five schools throughout 2023-24, as well as the wider schools' sector.

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

N/A

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. Where licenced deficits are supported by cash loans from the Council, these represent an opportunity cost to the General Fund which is reflected within budgets held for interest and investment income.

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

[Previous Cabinet reports](#)

COUNCIL BUDGET -

2023/24 REVENUE AND CAPITAL MONTH 6 BUDGET MONITORING

Cabinet Member	Councillor Martin Goddard
Cabinet Portfolio	Cabinet Member for Finance
Officer Contact	Andy Evans, Corporate Director of Finance
Papers with report	None

HEADLINES

Summary

This report provides the Council's forecast financial position and performance against the 2023/24 revenue budget and Capital Programme.

A marginal £2k underspend is reported against General Fund revenue budget normal activities as of September 2023 (Month 6), a minor adverse movement of £11k on the position at Month 5. As would be expected at the mid-point of the financial year, there are a number of potential risk areas and pressures which need to be managed to deliver this headline outturn. Unallocated reserves are projected to total £26,848k at 31 March 2024. In addition, Earmarked Reserves are forecast to total £14,106k at 31 March 2024.

While exceptional inflationary pressures were included and funded through the Council's budget strategy, such pressures remain relatively high with a £3,622k release from Earmarked Reserves projected to meet this potential pressure. Headline Inflation rates remain at historically high levels, albeit that latest data indicates a reduction from 6.8% to 6.7% which is in line with budgeted assumptions.

The Collection Fund is forecast to deliver a surplus of £3,577k due to lower than anticipated appeals against the 2023 Business Rates revised list. This surplus has not been reflected in this outturn forecast.

The Dedicated Schools Grant (DSG) monitoring position is an in-year overspend of £4,462k at Month 6, this overspend is due to ongoing pressures in the cost of High Needs placements, which are largely being driven by inflationary factors which are not fully reflected in the funding which the Council is receiving from the Department of Education (DfE). The cumulative deficit carried forward to 2024/25 is £20,879k, although there remains a significant level of risk within this area.

No material variances have been reported across the Housing Revenue Account or Capital Programme, although capital rephasing is recommended in this report.

Putting our Residents First	This report supports the following Council objective of: <i>Strong financial management</i> . Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.
Financial Cost	N/A
Relevant Select Committee	Finance & Corporate Services
Relevant Ward(s)	All

RECOMMENDATIONS

That the Cabinet:

1. Note the budget monitoring position and treasury management update as at September 2023 (Month 6), noting the actions proposed by officers as outlined in Part A of this report.
2. Approve the financial recommendations set out in Part B of this report.

Reasons for recommendation

1. The reason for **Recommendation 1** is to ensure that the Council achieves its budgetary objectives, providing Cabinet with the update on performance at Month 5 against budgets approved by Council on 23 February 2023 contained within **Part A** of this report. An update on the Council's Treasury Management activities is included within this section of the report.
2. **Recommendation 2** seeks approval for the range of financial recommendations set out within **Part B** of this report, which may include acceptance of grant funding, revisions to fees & charges and ratification of decisions taken under special urgency provisions.

Alternative options considered / risk management

3. There are no other options proposed for consideration.

Select Committee comments

4. None at this stage.

PART A: MONTHLY BUDGET MONITORING

SUMMARY

GENERAL FUND REVENUE

5. A marginal underspend of £2k is reported against General Fund revenue budget normal activities as of September 2023 (Month 6), being a minor £11k adverse movement from Month 5, with a range of risks and pressures being managed within this position. This will result in unallocated General Balances totalling £26,848k at 31 March 2024, in line with MTFE expectations.
6. Over and above the specific variances being reported, there are a number of risk areas which continue to be closely monitored against a backdrop of challenging external conditions. The key items relating to progress in delivery of savings, pressures on demand-led services and inflationary pressures.
 - i. Within this position, £11,436k of the £22,762k savings planned for 2023/24 are banked or on track for delivery in full by 31 March 2024, with £11,084k or 48% tracked as being at an earlier stage of implementation. Where slippage in savings delivery is expected this has been factored into the reported monitoring position, with the full £22,762k savings expected to be delivered in full.
 - ii. As we are now reporting on the mid-point of the financial year, pressures are emerging against demand-led service budgets, although these have been funded by demand-risk reserves held by the Council for this purpose. In particular, volatility in demand levels for Looked After Children and Adult Social Care placements, increases in requests for homelessness support and reduced income from planning fees are all a reflection of a difficult economic climate. Furthermore, with the new academic year underway, the Council has been able to firm up forecasts for SEND Transport, with the new year identifying additional pressures beyond the budgeted position. Across these areas, officers are seeking to meet these demands, whilst extracting additional capacity to absorb their financial impact
 - iii. The 2023/24 budget incorporated £21,691k to absorb inflationary pressures, with current projections indicating that a further £3,622k additional funding may be required, largely to meet the costs of a higher than anticipated staff pay award. Specific provision has been made within the Council's Earmarked Reserves to meet such costs, with this sum being offset in-year by £1,500k windfall income from the West London Waste Authority.
7. The latest forecast underspend of £2k against the Council's General Fund reflects present best estimates for inflation and demand figures, mitigated by assumptions around the impact of both in flight and planned management actions. Given the current challenging external conditions, such management actions will be complemented by a review of discretionary expenditure and the Council's balance sheet to ensure available funds are being deployed to best effect. This balance sheet review will cover application of any unallocated third-party

contributions or grants, provisions for doubtful debts and risk items, and historic overprovision of Minimum Revenue Provision.

8. The Council holds Earmarked Reserves to manage risks and fund cyclical and project-based activities, with £20,060k being held at the beginning of 2023/24. Based on the Month 6 forecast, including the projected Local Authority pay award and an estimation for further inflationary demands above the approved budget totalling £3,622k, the Council is forecasting to drawdown £5,954k of this balance, with £4,550k of this being existing planned use within the Council's budget strategy, leaving a projected closing balance of £14,106k as at 31 March 2024, which is a small adverse movement of £156k from Month 5, predominantly linked to the Council drawing down planned reserves that were set aside at outturn to fund ULEZ charges. The closing balance is available to support the Council's ongoing financial resilience and fund project and cyclical based work in 2024/25 and beyond.
9. Within the Collection Fund, a surplus of £3,577k is reported at Month 6, with the surplus being derived from a favourable position within Business Rates of £5,056k from an increase in the Council's rating list above the budgeted position approved by Council in February 2023, offset by a slower than budgeted growth in Council Tax, derived from the continuing slowing down in the construction industry production caused by high inflation and sharply reduced profitability and hence viability of many projects.. This position is compounded by an adverse position reported against Council Tax Support as demand has been impacted by cost-of-living pressures on families and individuals.. However, this trend is starting to show signs of decline towards budgeted assumptions, with these pressures lead to a forecast deficit of £1,479k on Council Tax.
10. These in-year pressures on Council Tax are being mitigated through the overachievement of Business Rates income, resulting in a net £3,577k favourable movement against the approved budget. The favourable movement of £2,196k at Month 6 is driven by a further release of the Council's appeals provision as the financial year progresses following the revaluation commercial properties in the borough.
11. Variances against the Collection Fund do not directly impact upon the 2023/24 monitoring position, but instead the variance up to Month 9 will be factored into the Council's budget proposals for the forthcoming year to be presented to Cabinet in December 2023 as part of the consultation budget, with any variances from Month 10 to outturn not impacting until 2025/26 with resulting impacts on MTFE forecasts.
12. National economic circumstances will continue to drive a requirement to closely monitor service expenditure and trends in 2023/24, particularly for demand-led services where there are higher risks and given the context of Hillingdon's firm commitment to Social Care and its budget being based on delivering a substantial savings programme. These challenges are not unique to Hillingdon, numerous local authorities have publicly reported significant in-year cost pressures reflecting these factors and the downturn in economic forecasts since 2023/24 budgets were set. Hillingdon will also continue to seek additional dedicated funding in recognition of its specific exposures as a port authority.

GENERAL FUND CAPITAL

13. As at Month 6 a £38,405k underspend is projected on the 2023/24 General Fund Capital Programme of £162,613k, representing a movement of £24,739k from Month 5, with the

forecast outturn variance over the life of the 2023/24 to 2027/28 programme estimated to breakeven. General Fund Capital Receipts of £22,000k are forecast for 2023/24 and are forecast to reach the income target of £93,617k for the five years to 2027/28. Overall, Prudential Borrowing required to support the 2023/24 to 2027/28 capital programme is forecast to be on budget at £67,787k, with overall borrowing levels projected to peak at £305,669k in 2024/25 in line with the MTFF.

14. At Month 6 it is recommended that Cabinet approve the rephasing of the capital programme budget in line with the position presented in this report, with £38,405k proposed to be rephased into future years.

SCHOOLS BUDGET

15. The Dedicated Schools Grant (DSG) monitoring position being reported for Month 6 is an in-year overspend of £4,462k, although there remains a significant level of risk in relation to the cost of High Needs placements within this position. The forecast overspend reported for Month 6 is due to ongoing pressures in the cost of High Needs placements, which are largely being driven by inflationary factors which are not adequately reflected in the funding which the Council is receiving from the DfE. The cumulative deficit carried forward to 2024/25 is forecast at £20,879k, although as noted there is a risk of further adverse movement in the position.
16. The issue of mounting DSG deficits remains a national issue, with projections indicating a £4bn deficit across the country forming a key strand to lobbying by sector bodies such as the LGA and London Councils in the run up to the Autumn Statement which will provide government an opportunity to review funding levels.

HOUSING REVENUE ACCOUNT

17. The Housing Revenue Account (HRA) is currently forecasting a breakeven position at Month 6, although the risk of inflationary pressures is being closely monitored. The 2023/24 closing HRA General Balance is forecast to be £15,101k, exceeding the £15,000k target level established for 2023/24. The use of reserves is funding investment in new housing stock. An in-year underspend of £34,207k is reported against the £118,138k 2023/24 HRA Capital Programme with £529k of this being a cost underspend that is forecast to be delivered across the 5-year capital budgets, with £33,678k proposed to be slipped into future years within the approved programme budget to reflect the latest profiling of expenditure on the Hayes Regen Capital Programme.

FURTHER INFORMATION

General Fund Revenue Budget

18. A marginal £2k underspend is projected across the General Fund at Month 6, representing an adverse movement of £11k from Month 5, with the following section of this reporting providing an overview of emerging variances and management action in place to deliver this position. General Fund Balances are expected to total £26,848k at 31 March 2024, and therefore remain within the recommended range 2023/24 of £22,000k to £41,000k as approved by Cabinet and Council in February 2023.

Table 1: General Fund Overview

Service	Month 6		Variance (As at Month 6) £'000	Variance (As at Month 5) £'000	Movement from Month 5 £'000
	Approved Budget	Forecast Outturn			
	£'000	£'000			
Service Operating Budgets	260,767	260,765	(2)	(13)	11
General Contingency	500	500	0	0	0
Unallocated Budget Items	2,011	2,011	0	0	0
Subtotal Expenditure	263,278	263,276	(2)	(13)	11
Corporate Funding	(263,278)	(263,278)	0	0	0
Total Net Expenditure	0	(2)			
Balances b/fwd	(26,846)	(26,846)			
Balances c/fwd 31 March 2024	(26,846)	(26,848)			

19. The Council's budget contains a number of areas subject to demographic pressures and higher levels of volatility which are closely monitored and discussed in the Budget Strategy & MTFF under the "demand-led growth" banner, with pressures emerging across both Adult Social Care Placements and SEND Transport, with these areas forecast to be funded from a number of management actions as previously described.
20. Within the Council budget there is a Managed Vacancy Factor across the board of 3.5%, or £4,137k, to reflect natural levels of turnover and resulting structural underspend in the workforce budgets. Current indications are that the higher vacancy rate experienced during 2022/23 will continue into the new financial year and therefore result in an underspend over and above the Managed Vacancy Factor. The Council continues to closely manage recruitment activity, with post-level establishment controls providing a key mechanism for managing workforce costs at the organisational level.
21. The Council budgeted for a pay award in 2023/24 of 4%, however, due to the exceptional inflationary environment, the current pay offer exceeds this sum and equates to approximately 5.7% with an allowance of £2,622k being in place to meet this additional uplift in the Council's workforce expenditure included in the forecast use of the Council's identified earmarked reserve for exceptional inflationary pressures above the Council's approved budget.
22. Further provision for use of Earmarked Reserves has been included in this position, with £1,631k support for local priority initiatives, £1,535k release of grant funding to cover brought forward COVID-19 pressures in the Collection Fund, £1,000k further provision for inflationary risks and a net £666k of other costs. Windfall income from the West London Waste Authority's Energy from Waste operations has allowed £1,500k to be allocated to Earmarked Reserves, resulting in a net drawdown of £5,954k to leave a closing balance of £14,106k at 31 March 2024.
23. This represents an adverse movement of £156k on Month 5 which predominantly relates to movements within a reserve specifically held to fund the Council's ULEZ costs, with these funds being put aside at outturn 2022/23 for this purpose. The reported surplus against the Collection Fund of £3,577k offers an element of offsetting against the use of reserves in 2023/24 when these are realised in the 2024/25 financial year.

Progress on Savings

24. The savings requirement for 2023/24 is £21,197k, which together with £1,565k brought forward from 2022/23, which gives an overall total of £22,762k to be managed in the current financial year. The savings being reported as undelivered in 2022/23 (£1,565k) were attributable to the Council managing measures required to contain and offset inflationary pressures as well the ongoing legacy issues associated with the COVID-19 pandemic. This value has been added to the budgeted savings agreed as part of the 2023/24 budget.

Table 2: Savings Tracker

Cabinet Member Portfolio	Blue Banked £'000	Green Delivery in progress £'000	Amber I Early stages of delivery £'000	Amber II Potential problems in delivery £'000	Red Serious problems in delivery £'000	Total £'000
Cabinet Member for Property, Highways & Transport	(721)	(210)	(623)	(303)	0	(1,857)
Cabinet Member for Finance	(100)	0	(17)	0	0	(117)
Cabinet Member for Corporate Services	(651)	(585)	(198)	(50)	0	(1,484)
Cabinet Member for Residents' Services	(4,462)	(1,000)	(5,180)	(1,642)	(242)	(12,525)
Cabinet Member for Children, Families & Education	(150)	(663)	(207)	(415)	0	(1,434)
Cabinet Member for Health and Social Care	(830)	(1,565)	0	0	0	(2,395)
Cross-Cutting	(500)	0	(500)	(1,950)	0	(2,950)
Total 2023/24 Savings Programme	(7,414) 33%	(4,023) 18%	(6,724) 29%	(4,360) 19%	(242) 1%	(22,762) 100%
Month on Month Movement	(322) 1%	(320) 1%	518 -2%	124 0%	0 0%	0 0%

25. As of Month 6, £7,414k (33%) of the savings programme has already been banked, with a further £4,023k (18%) being reported as delivery in progress and £11,084k (49%) in the early stages of delivery which are ultimately expected to be delivered in full. There are a further £242k of savings recorded as having a serious problem with timely delivery, these savings could ultimately slip into 2024/25. Key items within this £242k relate to timing issues on practical implementation of two projects, which are ultimately expected to be resolved.
26. The majority of savings currently being tracked as being in the early stages of delivery relate to changes to Fees & Charges and resulting uplifts in income targets, where it remains necessary to closely monitor demand for services in challenging external conditions. As the year progresses it will be possible to firm up projections in this area and refresh the savings tracker accordingly. Although overall strong performance is being achieved on income, with limited risk to the achievement of these savings.
27. Where savings are at risk of not being delivered in full during 2023/24, the associated pressures have been factored into the monitoring position with compensating actions bringing the overall position back to breakeven. At this time, it is expected that the full £22,762k will ultimately be delivered in full or replaced with alternative measures in the event of any ongoing shortfall.

28. The Council is permitted to finance the costs associated with the delivery of this savings programme through Capital Receipts, with both one-off implementation costs and the support for service transformation being funded from this resource. Current projections include £6,389k for such costs, with all such costs subject to a specific funding strategy.

Service Operating Budgets

29. Service Operating Budgets represent the majority of the Council's investment in day-to-day services for residents. With the Council continuing to operate in a high inflation environment driven by global and national influences, these budgets were supplemented with £21,691k of funding to meet forecast inflationary pressures and £12,753k for demographic and other drivers impacting on demand for services going into the 2023/24.
30. Table 3 represents the position reported against normal activities for the Service Operating Budgets, the salient risks and variances within this position are summarised in the following paragraphs.

Table 3: Service Operating Budgets

Cabinet Member Portfolio		Approved Budget	Forecast Outturn	Variance (As at Month 6)	Variance (As at Month 6)	Movement from Month 5
		£'000	£'000	£'000	£'000	£'000
Property, Highways & Transport	Expenditure	20,277	20,280	3	(110)	113
	Income	(10,418)	(10,839)	(421)	(298)	(123)
	Subtotal	9,859	9,441	(418)	(408)	(10)
Finance	Expenditure	140,708	140,404	(304)	(305)	1
	Income	(106,809)	(107,208)	(399)	(397)	(2)
	Subtotal	33,899	33,196	(703)	(702)	(1)
Corporate Services	Expenditure	26,693	26,852	159	184	(25)
	Income	(2,053)	(2,245)	(192)	(199)	7
	Subtotal	24,640	24,607	(33)	(15)	(18)
Residents' Services	Expenditure	69,424	70,563	1,139	797	342
	Income	(47,148)	(45,972)	1,176	1,119	57
	Subtotal	22,276	24,591	2,315	1,916	399
Children, Families & Education	Expenditure	96,423	96,301	(122)	(92)	(30)
	Income	(24,198)	(24,167)	31	44	(13)
	Subtotal	72,225	72,134	(91)	(48)	(43)
Health & Social Care	Expenditure	138,376	138,137	(239)	(76)	(163)
	Income	(40,508)	(41,341)	(833)	(680)	(153)
	Subtotal	97,868	96,796	(1,072)	(756)	(316)
Total Service Operating Budgets		260,767	260,765	(2)	(13)	11

31. As can be seen from the table above, Service Operating Budgets are forecasting a marginal underspend of £2k which is the cumulative effect of a number of variances which are briefly outlined below by Cabinet Portfolio:

- i. **Property, Highways & Transport** – An underspend of £418k is forecast, representing a favourable movement of £10k from Month 5. The movements in this area relate to the costs associated with property works increasing, offset by recharge income from the capital programme due to the intrinsic link between the property team and the delivery of the Council's capital programme, above this, there has been a marginal increase in Highways income generating a further improvement against the overall income forecast. The overall variance in this area is driven by that connection between the properties service and the capital programme.
- ii. **Finance** – A net underspend of £703k is reported at Month 6, representing a £1k improvement from Month 5, with this position being driven by a reduction in the Council's energy requirements, this is being compounded by a number of small overachievements against income targets, with additional grant funding being provided to support Homes for Ukraine provided in the borough and a favourable variance against investment income as a result of high interest rates. There are no material movements within this portfolio at Month 6.
- iii. **Corporate Services** – a net underspend of £33k is reported, representing a favourable movement of £18k, with the underspend being driven by a number of small variances, with the staffing position forecast to deliver this underspend across the various services within the Corporate Services portfolio, with this position compounded by additional grant funding to support Ukrainian refugees. The movement in this area is made up of a number of minor updates, with no material movements.
- iv. **Residents' Services** – an overspend of £2,315k is forecast for this portfolio, with a gross pressure of £3,915k included within the position offset by £1,600k of measures to reduce the pressure to the reported level, with steady progress being made against these measures. The variance in this portfolio is being driven by three key areas:
 - i. Firstly, the saving programme within the Green Spaces is being impacted by external factors, including exceptional inflationary pressures, leading to approximately a third of the reported pressure.
 - ii. Secondly a third of the pressure is being driven by the Community Safety & Enforcement service, with these pressures being driven by a combination of issues at Heathrow, including Brexit related changes and a cessation of Government funding, as well as pressures against parking income as recovery rates from the pandemic continue to track below budgeted predictions.
 - iii. Finally, pressures within the Planning Service are driving a large quantity of the remaining pressure as a result of income pressures against fees and charges, as well as expenditure pressures from staffing costs and the use of external consultants to carry out planning activities.
 - iv. The above pressures are being managed down by measures aimed at delivering a £1,600k reduction in expenditure, through staffing spend controls, a review of discretionary spend and securing additional funding.

The movement in this portfolio relates to a realignment of these measures across the Council's service operating budgets, with these measures achieving favourable outcomes in other areas and allowing for these pressures to be covered in the round.

Within this portfolio there are two areas that fall within the Council's Demand-Led Growth section of the budget strategy as a result of the impacts of demographics and volatility, with these two areas being Homelessness Prevention and Waste Disposal. Homelessness Prevention is experiencing a substantial uplift in demand with a gross pressure of £833k anticipated to be managed out during 2023/24 through a variety of approaches. Waste Disposal costs are currently forecast in line with budget and the Demand-Led Growth bid included in the budget proposals in February 2023.

- v. **Children, Families & Education** – an underspend of £91k is being forecast at Month 6, which represents a favourable movement of £43k, with education functions including SEND and Adult Education largely breaking even, with additional expenditure being incurred to support Children in Need alongside the running of the Early Years Centres, offset by a reduction in the cost of service delivery for Looked After Children and measures put in place to contain staffing expenditure to deliver a further benefit for the portfolio. With the movement in this area relating to a number of minor updates with improvements across both expenditure and income, with no material movement in a particular service area.

Within this portfolio, there are three services that are reported in the Council's budget strategy under Demand-Led Growth: Children's Placements, Asylum Funding and SEND Transport. While there remains inherent volatility in demand for Looked after Children and Asylum services, Looked After Children continues to present a pressure in Month 6, which is being driven by asylum placements and is offset by Government funding as part of the Asylum Dispersal programme. SEND Transport is currently forecasting a significant increase in expenditure now that the impact of the new academic year is known, with this pressure being offset by re-routing efficiencies, leaving a net pressure which is forecast to be funded through the release of Balance Sheet provisions.

- vi. **Health & Social Care** – an underspend of £1,072k is reported for this portfolio, with staffing underspends after Social Care activities being driven by recruitment difficulties for the sector impacting both at a local level and nationally. The reported overachievement of income is spread across services within the remit of this portfolio with no material variances, with the largest being additional grant income. The movement at Month 6 is driven by a number of minor updates, the most material of which relates to a reduction in staffing spend driven by the continuation of the recruitment issue, with the favourable movement on income related to capital recharges from the purchase of community equipment.

Within this portfolio, Adult Social Care Placements is the only area that falls within the Demand-Led Growth section of the Council's budget strategy, with the Month 6 refresh of the impact of demographics and inflation forecasting an emerging pressure being driven by both demographic demand and price pressures, with these pressures forecast to be funded in-year by a further release of Balance Sheet provisions.

Collection Fund

- 32. A surplus of £3,577k is reported within the Collection Fund at Month 6. Within the Collection Fund, an adverse position is reported within Council Tax of £1,479k, offset by a favourable position within Business Rates of £5,056k. This position is driven by 3 key factors:

- i. The pressure in Council Tax is predominantly driven by a reduction in the forecast growth of the taxbase as construction continues to slow down, due to inflationary pressures in the sector, with the slippage equating to 1,500 Band D properties.
 - ii. This position is then compounded by an adverse position within Council Tax Support due to a short period of increased demand driven by the cost-of-living crisis, with demand returning to a declining rate, with the short-term increase accounting for a pressure of 393 Band D properties.
 - iii. The favourable position within Business Rates is being driven by the Month 6 refresh suggesting that further benefits of the increased revenue from the national revaluation of commercial property can be released into the Council's financial position, with the favourable movement of £2,265k being driven by this refresh.
33. Any deficits within the Collection Fund impact on the Council's future year budgets, with the position reported up to Month 9 impacting on the 2024/25 saving requirement and will be included in the Council's refresh of the budget strategy that will be presented to Cabinet in December 2023, with any further updates between Month 10 and outturn impacting on 2025/26. This position will therefore reduce the Council's gross saving requirement by £3,577k for 2024/25, with any movement from Month 10 onwards to be factored in the next update to the Council's Budget Strategy for 2025/26.

General Fund Capital Programme

34. As at Month 6 the General Fund forecasts are reporting a variance of £38,405k, an increase of £24,739k from Month 5. Demand for school places and inflation on tender prices remain the most significant risks to the Council's investment programme with £27,810k contingency in place over the MTFP period as part of the broader mitigation strategy. Strong progress is reported across the Council's asset disposal programme, which forms a key element of the financing strategy for the DSG Safety Valve and broader transformation programme, alongside a mechanism to avoid recourse to borrowing to finance local investment.

Capital Programme Overview

35. Table x below sets out the latest forecast outturn on General Fund capital projects. Forecasts for future years include capital projects and programmes of work approved by Cabinet and Council in February 2023. Projected variance against budget for the 2023/24 financial year are analysed between cost and rephasing, in the case of the latter, budget will only be rolled forward for use in future financial years with the explicit approval of Cabinet. As of Month 6, a total favourable variance of £38,405k is projected against the rephasing variance. Full details are included in Appendix A1 to this report.

Table 5: General Fund Capital Programme Summary

	Approved Budget 2023/24	Forecast 2023/24	Cost Variance 2023/24	Project Re-phasing 2023/24	Total Project Budget 2023-2028	Total Project Forecast 2023-2028	Total Project Variance 2023-2028	5-year Movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cabinet Member Portfolio								
Finance	9,779	9,779	0	0	22,724	22,724	0	0
Residents	4,903	4,503	0	(400)	10,942	10,942	0	0
Corporate Services	2,073	1,958	0	(115)	4,805	4,805	0	0
Children, Families and Education	21,425	21,425	0	0	25,499	25,499	0	0
Health and Social Care	2,850	2,850	0	0	14,250	14,250	0	0
Property, Highways and Transport	109,773	71,883	0	(37,890)	214,251	214,251	0	0
Contingency	11,810	11,810	0	0	17,810	17,810	0	0
Total Capital Programme	162,613	124,208	0	(38,405)	310,281	310,281	0	0
Major Projects	114,126	80,610	0	(33,516)	169,459	169,459	0	0
Programme of Works	36,677	31,788	0	(4,889)	123,012	123,012	0	0
General Contingency	11,810	11,810	0	0	17,810	17,810	0	0
Total Capital Programme	162,613	124,208	0	(38,405)	310,281	310,281	0	0
Movement	0	(24,739)	0	(24,739)	0	0	0	0

36. **Finance:** At Month 6, the use of Capitalisation powers to fund Transformation Capitalisation and the DSG Safety Valve agreement commitments are on track for delivery, with the Council's Purchase of Vehicles similarly forecast to breakeven, as reported at Month 5.
37. **Residents:** The Residents portfolio includes rephasing of £400k Month 6, an increase of £200k from Month 5. The Town Centre improvements and Shopping Parade investments forecasting to come in on budget, with these two schemes accounting for £1,927k of the budget. Other Capital Programme activity within this portfolio includes expenditure on the Council's green spaces, environmental and recreational initiatives and the playground replacement programme, with these activities alongside the Chrysalis programme which is forecasting £400k rephasing.
38. **Corporate Services:** The Corporate Technology and Innovation budget (£1,873k) includes rephasing of £333k from 2022/23 and is forecasting a balanced budget, as reported at Month 5. Projects this year include telephone improvements and the Laptop and Desktop Refresh programme.
39. **Children, Families & Education:** The Schools SEND programme is underway on several projects to provide additional special needs places. Work is progressing on site at Charville, Ruislip and Wood End Primary. The pre-construction service agreement for the Harefield Academy site to be used as a satellite school to be managed by Meadow High School has changed to a demolition and rebuild scheme. A revised planning application is pending, and it is expected that approval to appoint the main works contractor will be requested in January for an expected start on site in February 2024. The main works contractor has been appointed for the Meadow Site expansion and work will start on site in December 2023. Revised cost estimates remain significantly above confirmed grant funding however, discussions are taking place with the Department for Education on available capital funding to deliver on SEND provision within the Safety Valve agreement. The portfolio is forecasting a balanced budget this year, as reported at Month 5.
40. **Health and Social Care:** The capitalisation of social care equipment is forecast in line with budget, as reported at Month 5. The Disabled Facilities Grant adaptations includes rephasing

from 2022/23 of £279k and is forecasting rephasing of £1,500k, an increase of £228k from Month 5. The full budget is projected to be committed; however, a significant number of adaptations will commence this year but will complete in 2024/25. Both budgets are financed by the Disabled Facilities Grant, and the Council have been allocated a further £445k grant for 2023/24.

41. **Property, Highways & Transport:** The single largest project within this portfolio is the new West Drayton Leisure Centre, with the Capital Programme approved budget for this project being a total investment of over £36m over 3 years. Construction works were halted when the contractor entered administration at the beginning of September 2023. In the interim, the Council will continue with wind and water-tight works to keep the structure safe while procurement of a replacement contractor takes place. Work is not expected to restart until February 2024 at the earliest and as a result new slippage, the month 6 update presents a movement in the proposed rephasing of £11,535k.
42. Planning for the Hillingdon Water Sports Facility has been submitted and a decision is expected at the end of January. Procurement of a contractor was progressing through a Pre-Construction Services Agreement route, however the process has had to be restarted as the contractor has entered into administration. While some enabling works can still take place as planned, the main works contract is now expected to commence early in the new financial year. Rephasing of £10,843k is forecast at Month 6, an increase of £5,938k since Month 5.
43. Further slippage from Month 5 is reported for the Harefield Family Hub (£100k), South Ruislip Early Years and Children's Centre (£500k) and the Otterfield Road Library (£760k). New slippage at Month 6 is reported for Flood Alleviation work (£62k) and Botwell Leisure Centre Football Pitch (£99k), while Motor Vehicle Workshop has reported reduced slippage by £100k. All slippage is rephasing to 2024/25 and all as a result of expected re-programming of works.
44. The Carbon Zero Initiatives revised budget of £18,855k, funded from a grant of £13,751k from the Department for Business, Energy and Industrial Strategy, has been fully earmarked for the Park Farm Solar Farm, installation of PV panels at the Civic Centre, Winston Churchill Hall, Hillingdon Sports and Leisure Centre, and Highgrove swimming pool. The contract award to Ameresco was made in September 2023 and the equipment order has now been placed. The forecast at Month 6 has been revised to £15,120k, compared to £19,543k at Month 5, a movement of £4,423k, with this position leaving little headroom against the grant allocation, with any further slippages requiring a conversation with the grant awarding body.
45. As of Month 6 the Transport for London (TFL) programme confirmed grant award is £2,527k, and is based on the 2023/24 Local Implementation Plan award and is significantly lower than pre-pandemic funding levels. The forecast is to budget, as reported at Month 5.
46. The Civic Centre transformation project has commenced with a number of projects under various workstreams to start in 2023/24. The main works contractor for the refurbishment was appointed in June and works are set to start in September on the pilot phase. The forecast is to budget, as reported at Month 5.
47. The Schools Building Condition Works programme has been agreed and as reported at Month 5 is projected slippage of £1,272k for works planned for next summer and for final stage payments due next year.

Capital Financing - General Fund

Table 6: Capital Financing

	Approved Budget 2023/24 £'000	Forecast 2023/24 £'000	Cost Variance £'000	Phasing Variance £'000	Total Financing Budget 2023-2028 £'000	Total Financing Forecast 2023-2028 £'000	Total Variance £'000	5-year Movement
Source of Finance								
Capital Receipts	33,304	22,000	0	(11,304)	93,617	93,617	0	0
CIL	2,463	2,463	0	0	18,963	18,963	0	0
Prudential Borrowing	60,031	41,638	0	(18,393)	67,787	67,787	0	0
Total Council Resources	95,798	66,101	0	(29,697)	180,367	180,367	0	0
Grants & Contributions	66,815	58,107	0	(8,708)	129,914	129,914	0	0
Capital Programme	162,613	124,208	0	(38,405)	310,281	310,281	0	0
Movement	0	(24,739)	0	(24,739)	0	0	0	0

48. The MTFF disposals programme 2023-28 forecasts total capital receipts of £93,617k and includes £39,888k of further specific capital receipts to be identified. In 2023/24 forecast capital receipts are £22,000k, with solid progress being reported across the board on progressing potential asset disposals. These receipts will form a key strand to financing the Council's DSG Safety Valve and broader transformation programme, and therefore this activity remains a key corporate priority.

Schools Budget

49. The Dedicated Schools Grant (DSG) monitoring position being reported for Month 6 is an in-year overspend of £4,462k, although there remains a significant level of risk in relation to the cost of High Needs placements within this position. The forecast overspend reported for Month 6 is due to ongoing pressures in the cost of High Needs placements, which are largely being driven by inflationary factors which are not adequately reflected in the funding which the Council is receiving from the DfE. The cumulative deficit carried forward to 2024/25 is forecast at £20,879k.
50. The issue of mounting DSG deficits remains a national issue, with projections for a £4bn deficit across the country forming a key strand to lobbying by sector bodies such as the LGA and London Councils in the run up to the Autumn Statement which will provide government an opportunity to review funding levels.
51. Inflationary pressures across the sector have continued to increase and are impacting on the costs of High Needs placements within each type of school setting. Measures are in place to reduce the number of high cost Out of Borough Independent placements which present the largest unit cost within the High Needs Block, costing 58% more on average than In Borough Independent placements. However, these will take time to deliver.
52. When the £21,887k deficit brought forward from 2022/23 is considered, along with the revised Safety Valve funding for 2023/24, the forecast cumulative deficit carried forward to 2024/25 is £20,879k. However, as noted above there remains a significant risk that this forecast position could deteriorate further – with the ongoing zero-based review allowing this position to be firmed up.

Table 7: DSG Income and Expenditure Summary

Funding Block	Month 6		Variance (As at Month 6) £'000	Variance (As at Month 5) £'000	Change from Month 3 £'000
	Approved Budget £'000	Forecast Outturn £'000			
Dedicated Schools Grant Income	(348,931)	(348,931)	0	0	0
Schools Block	266,069	266,069	0	0	0
Early Years Block	26,511	26,511	0	0	0
Central Schools Services Block	2,938	2,938	0	0	0
High Needs Block	55,693	60,155	4,462	4,462	0
Total Funding Blocks	2,280	6,742	4,462	4,462	0
Balance Brought Forward 1 April 2023	21,887	21,887			
Safety Valve Funding	(7,750)	(7,750)			
Balance Carried Forward 31 March 2024	16,417	20,879			

53. As noted above, the sole material variance on the Schools Budget at Month 6 remains the High Needs Block where inflationary pressures on individual High Needs placements are outstripping funding made available by the DfE through the DSG. This differential accounts for the budgeted £2,280k pressure, with continuing high levels of inflation exacerbating this in the new year. There is no standard mechanism for DSG to be varied to reflect inflationary pressures and therefore the shortfall represents an additional challenge in the context of the Safety Valve agreement.

Maintained School Balances & Budgets

54. Maintained schools ended the 2022/23 financial year with a cumulative closing surplus balance of £12.8m (£11.8m revenue and £1m capital). This was a £2.1m decrease from the previous year total. A review of the balances at the end of the 2022/23 financial year identified six schools which ended the year in deficit.
55. The table below summarises school revenue balances as a percentage of total revenue income plus balances brought forward from 2022/23. Analysis of the data in the table indicates that overall, the number of schools with balances over the recommended 8% (or 5% for secondary schools) is currently 48% compared to 54% in 2022/23. In addition, the number of schools with balances lower than 2% has increased to 8 from the 7 schools previously reported, with the number of schools with balances greater than 20% increasing from 6 to 7.

Sector	Number of Schools in Deficit	Number with Balances < 2%	Number with Balances > 2% and < 8%	Number with Balances > 8% and < 20%	Number with Balances > 20%
Nursery	0	0	0	0	1
Primary	5	2	18	14	6
Secondary	1	0	0	1	0
Special	0	0	0	2	0
Total	6	2	18	17	7

56. The budgets for maintained schools continue to be reviewed, with schools RAG-rated based on the balances position. Schools that are either in deficit or have managed to set a balanced budget but with very low balances, meaning that any significant unplanned change in expenditure could result in the school being in a deficit position are rated red. These schools are being closely monitored by officers to ensure that everything possible is being done to address the situation.

Housing Revenue Account

57. The Housing Revenue Account (HRA) is currently forecasting a breakeven position compared to the budget, with ongoing inflationary risk being closely monitored. The 2023/24 closing HRA General Balance is forecast to be £15,101k, marginally higher than the £15,000k target level. The table below presents key variances by service area.

Table 8: Housing Revenue Account

Service	Month 6		Variance (+ adv / - fav)		
	Budget	Forecast Outturn	Variance (As at Month 6)	Variance (As at Month 5)	Movement from Month 5
	£'000	£'000	£'000	£'000	£'000
Rent & Other Income	(74,063)	(74,063)	0	0	0
Net Income	(74,063)	(74,063)	0	0	0
Operational Assets	13,420	13,460	40	40	0
Director of Housing	9,287	9,431	144	144	0
Other Service Areas	1,080	998	(82)	(82)	0
Contribution to Shared Services	12,631	12,529	(102)	(102)	0
HRA Operating Costs	36,418	36,418	0	0	0
Capital Programme Financing	21,597	21,597	0	0	0
Interest and Investment Income	16,133	16,133	0	0	0
Capital Programme Financing	37,730	37,730	0	0	0
(Surplus) / Deficit	85	85	0	0	0
General Balance 01/04/2023	(15,186)	(15,186)	0	0	0
General Balance 31/03/2024	(15,101)	(15,101)	0	0	0

58. At Month 6, rental income and other income is forecast to budget. Delays are expected handing over new completions and the profile of buyback acquisitions ready to let is expected towards the latter part of the year. Other stock movements, such as voids and the regeneration programme will continue to be monitored closely. The budgets are based on a void rate of 1.35%, with any material variation from this level feeding into rental projections as appropriate.

59. The number of RTB applications received in the first five months of 2023/24 was 56 compared to 53 for the same period in 2022/23. There has been 17 RTB completions in the first five months of 2023/24 compared to 21 for the same period in 2022/23. The RTB applications and sales will be kept under review during the year. As at Month 6, the 2023/24 RTB sales forecast is 40 in line with budgeted expectations.

60. The HRA Operating Costs Budget is £36,418k and at Month 6 is forecast to budget. In line with experience elsewhere in the Council, the risk of significant inflationary pressures is being closely monitored. Within this position, a number of variances are reported:

- i. The Operational Assets budget is £13,420k and includes repairs and planned maintenance budgets. The forecast is an overspend of £40k relating to a specialist team put in place to respond to damp and mould issues to ensure timely remedial work. This is expected to be an ongoing pressure and is currently expected to be funded in year with one-off saving from the external decorations budget. The

responsive repairs service and planned maintenance budgets are currently not experiencing budget pressures and will continue to be kept under review as the winter months approach when pressure may emerge on day-to-day repairs. Legal disrepair costs are continuing to increase and are being monitored closely.

- ii. The Director of Housing budget is £9,287k and includes tenancy management and tenants' services. The forecast is an overspend of £144k relating to the staffing costs. This will be kept under review as changes occur during the year. The budgets include utility costs, and these will continue to be monitored given the budgeted increase in costs for electricity and gas.
- iii. The Other Service Areas budget is £1,080k and includes the Careline contract, HRA specific ICT costs and the revenue regeneration costs. This is forecast to underspend by £82k which relates to agency costs.
- iv. The Contribution to Shared Services budget is £12,631k and is forecast to underspend by £102k. The budgets include development and risk contingency, overheads and corporate and democratic core, and bad debt provision. The bad debt provision is being closely monitored. There are signs arrears are increasing and additional resource has been seconded to the income recovery team due to the increase caseload.

61. The MTFE savings target is £690k and £284k is yet to be fully identified and the position presented in this report is based on the full delivery of these savings.

62. As at Month 6 the capital programme financing budget of £37,730k is forecast to breakeven. This budget includes £21,597k (depreciation and revenue contributions) to fund the HRA capital programme, it also includes £16,133k for repayments of loans and interest on borrowing.

HRA Capital Expenditure

63. The HRA capital programme is set out in the table below. The 2023/24 revised budget is £118,138k and at Month 6 slippage of £34,207k, an increase of £30,531 from Month 5, with the five-year projections forecast to deliver the £529k cost underspend reported for 2023/24. The movement from Month 5 is being driven by rephasing of expenditure on the Hayes Regen programme. See Appendix A2 in this report for a full breakdown.

Table 9: HRA Capital Expenditure

	Revised Budget 2023/24	Forecast 2023/24	Cost Variance 2023/24	Project Re-Phasing 2023/24	Total Project Budget 2023-28	Total Project Forecast 2023-28	Total Project Variance 2023-28	Movement 2023-28
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
HRA Capital Programme								
Major Projects	87,214	56,154	(529)	(30,531)	316,034	315,505	(529)	0
Works to Stock programme	22,437	22,437	0	0	132,813	132,813	0	0
Green Homes Initiatives	6,147	3,000	0	(3,147)	33,141	33,141	0	0
Major Adaptations to Property	2,340	2,340	0	0	13,317	13,317	0	0
Total HRA Capital	118,138	83,931	(529)	(33,678)	495,305	494,776	(529)	0
Movement	0	(30,531)	0	(30,531)	0	0	0	529

64. As reported at Month 5 there is a small favourable cost variance of £529k on Major Projects. The Council acquired a property from a Registered Provider providing accommodation to vulnerable adults. The HRA will provide landlord services and Adults will continue to provide care.
65. At Month 6 significant slippage on the Hayes Estates Regeneration scheme is being reported and is the driver behind a £30,531k movement from Month 5. Work has started on site at Hayes Town Centre Phase 1 and Avondale Drive Phase 1a, with the latest project programming resulting in rephasing of expenditure from the current financial year. As a result of this revised profiling, vacant possession of Wellings House is not needed now until summer 2024 and the block is being utilised for temporary accommodation until then, however all leaseholder interest will vest to the council as planned on 31 October 2023. The compulsory purchase negotiations on the remaining phases will complete as planned by the 31 March 2025 with expenditure forecasts aligned accordingly.
66. The annual acquisitions cap for 141 receipts funded buybacks has increased from 20 units to 37, due to the commencement on site for the Maple and Poplar North Block redevelopment. Over the summer the council was success securing GLA and DLUCH grant to purchase 27 properties. A grant acceptance recommendation is requested elsewhere in this report. The MTFE has set aside funding for 100 new units, and it is assumed that external grant funding would be secured towards financing the new supply together with the one-for-one replacement RTB receipts. At Month 6 27 properties have been identified and approved on capital release of which 16 have been acquired. A further 20 properties have been identified for acquisition and are progressing through the approval process. The forecast is expected to be in line with budget, as reported at Month 5.
67. Construction works have commenced on site at Petworth Gardens, Sullivan Crescent and Rowan Road, following the recent appointments of the main contractors, to provide a total of ten 2, 3 and 4 bedroom houses. The forecast at Month 6 is in line with budgets, with no movement reported from Month 5.
68. The Works to Stock programme 2023/24 is in various stages of progress with works ongoing across the housing estate under numerous workstreams. Workstreams are forecast to spend in line with revised budgets, as reported at Month 5

69. Agreement has been reached to deliver a lower number of units under the Green Homes Initiatives due to rising prices, works are nearing completion on delivering the Social Housing Decarbonisation Fund (SHDF) grant Wave 1, funded by £1,581k grant which is required to be spent by the 30 June 2023 after the granting of a short extension. Council match fundings of £2,069k towards Wave 1 is to be delivered by 31 October 2023. Match funding for future SHDF waves is yet to be agreed.

HRA Capital Financing

70. The below table sets out the HRA Capital Financing forecast at Month 6:

Table 10: HRA Capital Financing

	Approved Budget 2023/24 £'000	Forecast 2023/24 £'000	Cost Variance £'000	Phasing Variance £'000	Total Financing Budget 2023-2028 £'000	Total Financing Forecast 2023-2028 £'000	Total Variance £'000	Move-ment
Source of Finance								
Capital Receipts	8,142	8,122		(20)	38,109	38,109	0	0
Revenue Contributions	22,010	20,436		(1,574)	122,761	124,334	1,573	0
Prudential Borrowing	70,990	39,047	(529)	(31,414)	232,918	231,485	(1,433)	0
Total Council Resources	101,142	67,605	(529)	(33,008)	393,788	393,928	140	0
Grants & Contributions	16,996	16,326	0	(670)	101,517	100,848	(669)	0
Capital Programme	118,138	83,931	(529)	(33,678)	495,305	494,776	(529)	0
Movement	0	(30,531)	0	(30,531)	0	0	0	0

71. At Month 6, the £529k Capital Programme underspend is being funded by additional revenue contributions, leading to a reduction in prudential borrowing, with a reduction in grant income linked to the Green Homes Initiative, linked to the reduction in the number of units as mentioned above. The movement from Month 5 of £30,531k relates to the Hayes Regen capital programme update above, with this expenditure wholly funded by Prudential Borrowing.

Table 10: Outstanding Deposits

Period	Actual (£m)	Actual (%)	Movement from Month 5 (£m)
Call Accounts and MMF's*	22.6	48.60	(9.3)
Up to 1 Month Fixed-Term Deposits	8.9	19.14	(8.2)
Total	31.5	67.74	(17.5)
Strategic Pooled Funds	15.0	32.26	0.00
Total	46.5	100.00	(17.5)

*Money Market Funds

72. 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 (MMFs). UK deposits are currently held in NatWest Bank plc and the DMADF. There is also an allocation to Strategic Pooled Funds.
73. The average rate of return on day-to-day operational treasury balances is 4.66%, an increase of 0.09% since Month 5. As part of the Council's investment strategy for 2023/24, 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 long-term investment horizon with dividends being distributed periodically. When including projected dividend income on these strategic pooled funds, the overall rate of return decreases to 4.54% based on the previous six months income average. With rising market interest rates there is a lag in terms of dividend yield whilst the underlying assets mature and are refinanced, however it is anticipated that income on these funds should increase over the investment horizon. As the fair value of these strategic pooled funds are currently lower than the sum initially invested it is not feasible to disinvest at this time.
74. The Council aims to minimise its exposure to bail-in risk by utilising bail-in exempt instruments and institutions whenever possible. However, due to the significant amount held in instant access facilities, which is needed to manage daily cashflow, it is not possible to fully protect Council funds from bail-in risk. At the end of September, 72% of the Council's day-to-day operational treasury investments had exposure to bail-in risk compared to a June benchmark average of 63% in the Local Authority sector (latest benchmark provided quarterly by the Council's treasury advisors). The Council's exposure reduces to 0% once instant access facilities are excluded from the total bail-in percentage.
75. Liquidity was maintained throughout September by placing surplus funds in instant access accounts and making short-term deposits, including overnight deposits, in the DMADF. Cash-flow was managed by ensuring maturities of any short-term deposits with the DMADF were matched to outflows.

Table 11: Outstanding Debt

Average Interest Rate on Total Debt: 3.17% (3.21% in Month 5)

Average Interest Rate on Debt Excluding Temporary Borrowing: 3.15% (3.14% in Month 5)

Average Interest Rate on Temporary Borrowing: 3.51% (no change from Month 5)

	Actual (£m)	Actual (%)	Movement from Previous Month (£m)
General Fund			
PWLB	78.60	27.78	(1.00)
Long-Term Market	15.00	5.30	
Temporary	40.00	14.14	(15.00)
HRA			
PWLB	116.32	41.12	(1.75)
Long-Term Market	33.00	11.66	
Total	282.92	100.00	(17.75)

76. During September there were four scheduled EIP debt repayments: two for £0.5m, one for £0.75m and one for £1m. Also £15m of temporary borrowing reached maturity.
77. Gilt yields fluctuated during September, however they ended the month about 0.20% higher than the beginning. Although many loans are in discount, the Council's long-term borrowing need and the high interest rates on new borrowing makes early repayment unviable.
78. To maintain liquidity for day-to-day business operations during October, cash balances will be placed in instant access accounts and short-term deposits.
79. Although further borrowing will be required by the end of 2023/24, no new borrowing was secured during September. Therefore, the total for secured forward dated borrowing remains unchanged at £21m. Opportunities to secure further temporary borrowing will be monitored.
80. This report includes an Annex to meet the new requirement in the 2021 Prudential Code and Treasury Management Code, mandatory from 2023/24, of quarterly reporting of the treasury management and non-treasury prudential indicators.

Appendix A1: General Fund Capital Programme

Prior Year Cost £'000	Project	2023/24 Revised Budget £'000	2023/24 Forecast £'000	2023/24 Cost Variance £'000	2023/24 Forecast Re-phasing £'000	Total Project Budget 2023-2028 £'000	Total Project Forecast 2023-2028 £'000	Total Project Variance 2023-2028 £'000	Council Resources £'000	Government Grants £'000	Other Cont'ns £'000
34,866	Property, Highways and Transport	85,127	51,611	0	(33,516)	127,195	127,195	0	(84,479)	(42,716)	0
11,410	New West Drayton Leisure Centre	23,521	8,521	0	(15,000)	25,259	25,259	0	(24,809)	(450)	0
2,109	Hillingdon Water Sports Facility	11,938	1,095	0	(10,843)	24,391	24,391	0	0	(24,391)	0
145	Carbon Zero Initiatives	18,856	15,120	0	(3,736)	24,856	24,856	0	(10,283)	(14,573)	0
97	Civic Centre Transformation	13,403	13,403	0	0	19,903	19,903	0	(19,903)	0	0
10,142	Housing Company Financing	4,000	4,000	0	0	14,858	14,858	0	(14,858)	0	0
2145	Cranford Park Heritage Lottery Project	1,471	1,471	0	0	1,471	1,471	0	(1,471)	0	0
0	Northwood Hills Library Buyback	2,392	2,392	0	0	2,392	2,392	0	(2,392)	0	0
2,858	Uxbridge Mortuary Extension	456	456	0	0	456	456	0	(456)	0	0
4	Charville Lane - Children Specialist House	1,196	750	0	(446)	3,980	3,980	0	(878)	(3,102)	0
0	Harefield Family Hub New Build	500	150	0	(350)	2,000	2,000	0	(2,000)	0	0
0	Otterfield Road Library Buyback	1,974	0	0	(1,974)	1,974	1,974	0	(1,974)	0	0
401	Battle of Britain Underground Bunker	1,230	1,180	0	(50)	1,230	1,230	0	(1,230)	0	0
34	New Years Green Lane Extension	816	816	0	0	966	966	0	(766)	(200)	0
0	South Ruislip Early Years & Children's Centre Remodelling	650	150	0	(500)	700	700	0	(700)	0	0
221	Asha Day Centre Refurbishment	391	371	0	(20)	391	391	0	(391)	0	0
47	Motor Vehicle Workshop	435	150	0	(285)	470	470	0	(470)	0	0
9	Parking Improvements	491	350	0	(141)	491	491	0	(491)	0	0
0	Uxbridge Cemetery Gatehouse	500	500	0	0	500	500	0	(500)	0	0
0	Botwell Leisure Centre Adaptations	250	250	0	0	250	250	0	(250)	0	0
363	Flood Alleviation - Bessingby Park	192	130	0	(62)	192	192	0	(192)	0	0
0	Botwell Leisure Centre Football Pitch	200	101	0	(99)	200	200	0	(200)	0	0
2,070	Yiewsley/West Drayton Community Centre	44	44	0	0	44	44	0	(44)	0	0
2,608	Cedars & Grainges Car Park Improvement Works	63	53	0	(10)	63	63	0	(63)	0	0
203	Battle of Britain Visitors Centre Enhancements	58	58	0	0	58	58	0	(58)	0	0
0	Appropriation of Townfield to General Fund	100	100	0	0	100	100	0	(100)	0	0
7,069	Finance	7,000	7,000	0	0	18,000	18,000	0	(18,000)	0	0
0	DSG Capitalisation Support	4,000	4,000	0	0	12,000	12,000	0	(12,000)	0	0
7,069	Transformation Capitalisation Fund	3,000	3,000	0	0	6,000	6,000	0	(6,000)	0	0

Appendix A1: General Fund Capital Programme

Prior Year Cost £'000	Project	2023/24 Revised Budget £'000	2023/24 Forecast £'000	2023/24 Cost Variance £'000	2023/24 Forecast Re-phasing £'000	Total Project Budget 2023-2028 £'000	Total Project Forecast 2023-2028 £'000	Total Project Variance 2023-2028 £'000	Council Resources £'000	Government Grants £'000	Other Cont'n's £'000
12,953	Residents	2,034	2,034	0	0	2,566	2,566	0	(1,244)	(1,322)	0
808	Shopping Parades Initiative	1,709	1,709	0	0	2,241	2,241	0	(1,154)	(1,087)	0
9,882	Hayes Town Centre Improvements	218	218	0	0	218	218	0	(218)	0	0
2,100	Uxbridge Change of Heart	0	0	0	0	0	0	0	54	(54)	0
163	Tennis Courts Upgrades	107	107	0	0	107	107	0	74	(181)	0
34,629	Children, Families and Education	19,965	19,965	0	0	21,699	21,699	0	(2,780)	(18,919)	0
28,120	Schools SRP / SEND	12,378	12,378	0	0	14,112	14,112	0	0	(14,112)	0
0	Additional Temporary Classrooms	2,780	2,780	0	0	2,780	2,780	0	(2,780)	0	0
6,509	Secondary Schools Expansions	4,807	4,807	0	0	4,807	4,807	0	0	(4,807)	0
89,517	Total Major Projects	114,126	80,610	0	(33,516)	169,460	169,460	0	(106,503)	(62,957)	0
	Property, Highways and Transport	25,098	20,724	0	(4,374)	88,215	88,215	0	(40,126)	(48,031)	(58)
N/A	Highways Structural Works	7,000	7,000	0	0	31,000	31,000	0	(25,000)	(6,000)	0
N/A	School Building Condition Works	4,740	3,468	0	(1,272)	19,820	19,820	0	0	(19,820)	0
N/A	Disabled Facilities Grant	3,159	1,500	0	(1,659)	11,743	11,743	0	0	(11,743)	0
N/A	Transport for London	3,107	3,107	0	0	8,939	8,939	0	0	(8,939)	0
N/A	Property Works Programme	3,053	1,892	0	(1,161)	6,187	6,187	0	(5,931)	(256)	0
N/A	Street Lighting Replacement	925	925	0	0	4,625	4,625	0	(4,625)	0	0
N/A	Leisure Centre Refurbishment	900	678	0	(222)	1,300	1,300	0	(1,300)	0	0
N/A	Highways Bridges and Structures	300	300	0	0	1,500	1,500	0	(1,500)	0	0
N/A	CCTV Programme	165	165	0	0	872	872	0	(872)	0	0
N/A	Road Safety	268	268	0	0	748	748	0	(748)	0	0
N/A	Environmental and Recreational Initiatives - Pollution Screening	500	440	0	(60)	500	500	0	0	(500)	0
N/A	Environmental and Recreational Initiatives - Green Spaces	98	98	0	0	98	98	0	(98)	0	0
N/A	HS2 Road Safety Fund	436	436	0	0	436	436	0	0	(436)	0
N/A	HS2 Amenity Fund	296	296	0	0	296	296	0	0	(296)	0
N/A	Civic Centre Works Programme	0	0	0	0	0	0	0	0	0	0
N/A	Street Lighting LED Upgrade	0	0	0	0	0	0	0	0	0	0
N/A	Parking Management Schemes	0	0	0	0	0	0	0	0	0	0
N/A	Bowls Clubs Programme	52	52	0	0	52	52	0	(52)	0	0
N/A	Emergency Active Travel	41	41	0	0	41	41	0	0	(41)	0
N/A	Harlington Road Depot Improvements	0	0	0	0	0	0	0	0	0	0
N/A	Car Park Pay & Display Machines Replacement	0	0	0	0	0	0	0	0	0	0
N/A	Highways Section 106 Projects	58	58	0	0	58	58	0	0		(58)
N/A	Libraries Refurbishment Programme	0	0	0	0	0	0	0	0	0	0

Appendix A1: General Fund Capital Programme

Prior Year Cost £'000	Project	2023/24 Revised Budget £'000	2023/24 Forecast £'000	2023/24 Cost Variance £'000	2023/24 Forecast Re-phasing £'000	Total Project Budget 2023-2028 £'000	Total Project Forecast 2023-2028 £'000	Total Project Variance 2023-2028 £'000	Council Resources £'000	Government Grants £'000	Other Cont'ns £'000
	Finance	2,779	2,779	0	0	4,724	4,724	0	(4,724)	0	0
N/A	Purchase of Vehicles	2,779	2,779	0	0	4,724	4,724	0	(4,724)	0	0
	Corporate Services	2,073	1,958	0	(115)	4,805	4,805	0	(5,359)	554	0
N/A	Corporate Technology and Innovation	1,873	1,873	0	0	3,805	3,805	0	(4,289)	484	0
N/A	Older Peoples Initiative	200	85	0	(115)	1,000	1,000	0	(1,070)	70	0
	Residents Services	2,417	2,017	0	(400)	7,217	7,217	0	(5,470)	(1,379)	(368)
N/A	Chrysalis Programme	1,370	970	0	(400)	5,370	5,370	0	(4,517)	(853)	0
N/A	Playground Replacement Programme	390	390	0	0	1,190	1,190	0	(892)	(298)	0
N/A	Green Spaces	179	179	0	0	179	179	0	(61)	(118)	0
N/A	Green Spaces Section 106 Projects	478	478	0	0	478	478	0	0	(110)	(368)
	Children, Families and Education	1,460	1,460	0	0	3,800	3,800	0	(375)	(3,425)	0
N/A	Devolved Capital to Schools	385	385	0	0	1,925	1,925	0	0	(1,925)	0
N/A	Youth Provision	1,075	1,075	0	0	1,875	1,875	0	(375)	(1,500)	0
	Health and Social Care	2,850	2,850	0	0	14,250	14,250	0	0	(14,250)	0
N/A	Equipment Capitalisation - Social Care	2,850	2,850	0	0	14,250	14,250	0	0	(14,250)	0
N/A	Total Programme of Works	36,677	31,788	0	(4,889)	123,011	123,011	0	(56,054)	(66,531)	(426)
Development & Risk Contingency											
N/A	General Contingency	11,810	11,810	0	0	17,810	17,810	0	(17,810)	0	0
89,517	Total GF Capital Programme	162,613	124,208	0	(38,405)	310,281	310,281	0	(180,367)	(129,488)	(426)

Appendix A2 – HRA Capital Programme

Prior Year Cost £'000	Project	Units	2023/24 Revised Budget £'000	2023/24 Forecast £'000	2023/24 Cost Variance £'000	2023/24 Re-phasing Variance £'000	Total Project Budget 2023-2028 £'000	Total Project Forecast 2023-2028 £'000	Total Project Variance 2023-2028 £'000
	Major Projects								
	Property Highways and Transport								
0	Chippendale Waye/Carpenters Court	12	2,162	2,162	0	0	2,373	2,373	0
0	Acquisition of 74 Chapel Lane	1	579	50	(529)	0	579	50	(529)
1,590	Packet Boat House Buybacks	2	177	177	0	0	177	177	0
0	Right to Buy Back Fund	20	60	60	0	0	60	60	0
366	Rough Sleepers Accommodation Programme	21	45	45	0	0	45	45	0
	Purchase and Repair Housing Stock	100	7,000	7,000	0	0	35,000	35,000	0
359	Maple and Poplar	34	5,048	5,048	0	0	5,998	5,998	0
86	34-44 Sullivan Crescent	6	1,661	1,661	0	0	1,881	1,881	0
1,489	Nelson Road	6	98	98	0	0	98	98	0
57	Petworth Gardens	4	1,745	1,745	0	0	2,095	2,095	0
680	113-127 Moorfield Road	6	110	110	0	0	110	110	0
0	Rowan Road	1	148	148	0	0	148	148	0
154	Loft Extensions		1,370	1,370	0	0	1,370	1,370	0
2,884	Hayes Estate Regeneration	370	25,675	6,826	0	(18,849)	126,599	126,599	0
3,680	Hayes Estate Regeneration Leaseholder Buybacks		15,595	3,913	0	(11,682)	22,722	22,722	0
0	Acquisitions and Internal Developments	273	25,741	25,741	0	0	116,779	116,779	0
103,655	Total Major Projects	856	87,214	56,154	(529)	(30,531)	316,034	315,505	(529)
	HRA Programme of Works								
	Property Highways and Transport								
N/A	Works To Stock		22,437	22,437	0	0	132,813	132,813	0
N/A	Green Homes Grant		6,147	3,000	0	(3,147)	33,141	33,141	0
N/A	Major Adaptations		2,340	2,340	0	0	13,317	13,317	0
0	Total Programme of Works		30,924	27,777	0	(3,147)	182,418	179,271	0
	Total HRA Capital Programme		118,138	83,931	(529)	(33,678)	498,452	494,776	(529)

PART B: FINANCIAL RECOMMENDATIONS

That the Cabinet:

- a. Approves rephasing of £29,516k 2023/24 General Fund Major Projects expenditure and associated financing budgets into future years.
- b. Approves rephasing of £33,678k 2022/23 HRA capital expenditure and financing budgets into future years as set out in the report.
- c. Approves for revisions to Leisure service Fees and Charges in-year, with effect from 1 December 2023, noting that Leisure Services fees and charges are reviewed annually in-line with existing contract terms and CPI rates.
- d. Approve acceptance of £10k grant funding from the Department for Levelling Up, Housing and Communities for running costs associated with the continuation of temporary pavement licence provisions.
- e. 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;
 - i. Former Morrisons - £25,000
 - ii. 470 Bath Road - £31,850
 - iii. Rosedale College - £25,000
 - iv. 148-154 High Street - £70,000
- f. Approve the acceptance of a grant of £750k from Greater London Authority as match funding for the acquisition of three properties for the resettlement of Afghan and Ukrainian refugee families.
- g. Approve the acceptance of a grant of £4,428k from Greater London Authority as match funding for the acquisition of fourteen properties to provide accommodation for 21 rough sleepers and 21 care leavers in shared accommodation and to provide associated housing support.
- h. Approve the acceptance of a grant of £2,100k from the Department for Levelling Up Housing and Communities as match funding for the acquisition of ten properties for Afghan and Ukrainian refugee families.

Reasons for recommendation

81. **Recommendation 2a** seeks approval for the rephasing of £29,516k 2023/24 General Fund Major Projects and capital expenditure and financing budgets as required to enable existing projects and programmes to be delivered in future years. This recommendation provides £4,000k capacity within the projected £33,516k in-year variance on General Fund Major Projects to maintain a level of cover against emerging investment priorities.
82. **Recommendation 2b** seeks the rephasing of £33,678k HRA capital expenditure and financing budgets are required to enable existing projects and new developments to be delivered in future years.
83. **Recommendation 2c** seeks approval to accept revised fees and charges for the leisure services following a review of fees and charges undertaken of this service area, with the most recent revisions to fees and charges at the Council's leisure centres effective from November 2022. Proposed changes are recommended following a benchmarking exercise and in consultation with the Leisure operator to reflect the increase in costs over the last year, with recommended fees continuing to remain competitive against our nearest neighbours ensuring

Hillingdon Residents are able to access leisure services at a lower cost. Full details of the proposed changes are included in Appendix 1.

84. Grant funding has been offered by the Department for Levelling Up, Housing and Communities, with **recommendation 2d** proposing the funding is accepted by Cabinet, which will be utilised to fund the costs incurred by the Council in operating the temporary pavement licences regime (which was introduced in July 2020 to support the hospitality sector during the COVID-19 pandemic). This new burdens funding will support spend associated with running the regime, including processing, monitoring and enforcement not covered by the fees chargeable
85. **Recommendation 2e** 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 2e** seeks authority from Cabinet to approve the acceptance of £103,500k in relation to four major developments.
- i. Former Morrisons - £25,000
 - ii. 470 Bath Road - £31,850
 - iii. Rosedale College - £25,000
 - iv. 148-154 High Street - £70,000
86. The GLA has awarded London Borough of Hillingdon £750k match funding from the Mayor's Refugee Housing Programme to acquire three 4-bedroom properties by March 2024 for families who have arrived in the UK through Afghan and Ukraine resettlement schemes, with **recommendation 2f** proposing that cabinet accept this funding. The total scheme cost including acquisition and refurbishment costs, estimated to be £1,878k. The council's contribution will come from the HRA Unallocated Acquisition and Development Budget.
87. **Recommendation 2g** proposes that Cabinet accept the GLA grant awarded to the London Borough of Hillingdon £3,678k capital match funding from the DLUHC Single Homeless Accommodation Programme to acquire fourteen 3-bedroom houses to accommodate 21 rough sleepers and 21 young people in shared accommodation, to be acquired by March 2025. Revenue funding of £750k has also been award to provide housing support for 3 years, taking the total grant award to £4,428k. Estimated capital scheme costs are £7,357k and the council's match funding contribution will be met from the HRA Unallocated Acquisition and Development Budget.
88. **Recommendation 2h** proposes that Cabinet accept grant funding from The Department for Levelling Up, Housing and Communities awarded to the Council of £2,100k in match funding from the Local Authority Housing Fund to acquire ten 2-and 3-bedroom houses by March 2024 for Afghan and Ukraine refugee families. Total estimated scheme costs are £5,250k with the Council's contribution to come from the HRA Unallocated Acquisition and Development approved capital programme budget within the Housing Revenue Account (HRA).

Type of Fee / Charge	Type	Current Charge Residents £	Current Charge Non-Residents £	Vat Status	Proposed Charge Residents £	Increase %	Proposed Charge Non residents £	Increase %	Date of last change to charge	Effective Date
12. Leisure Centres										
Swimming-Indoor										
Peak - Adult	R	4.85	5.75	STD	5.20	7.22%	6.00	4.35%	01-Nov-22	01-Dec-23
Peak - Adult Concession	C	2.40	2.75	STD	2.60	8.33%	2.90	5.45%	01-Nov-22	01-Dec-23
Peak - Child	R	2.50	2.50	STD	2.70	8.00%	2.70	8.00%	01-Nov-22	01-Dec-23
Peak -Child Concession	C	1.60	1.60	STD	1.70	6.25%	1.70	6.25%	01-Nov-22	01-Dec-23
Off Peak - Adult	R	4.00	4.60	STD	4.30	7.50%	4.80	4.35%	01-Nov-22	01-Dec-23
Off Peak- Adult Concession	C	1.40	1.60	STD	1.50	7.14%	1.70	6.25%	01-Nov-22	01-Dec-23
Off Peak - Child	R	2.10	2.10	STD	2.30	9.52%	2.30	9.52%	01-Nov-22	01-Dec-23
Off Peak Child Concession	C	1.15	1.15	STD	1.25	8.70%	1.25	8.70%	01-Nov-22	01-Dec-23
Swimming-Outdoor										
Adult	R	7.70	11.00	STD	7.70	0.00%	11.00	0.00%	01-Nov-22	
Adult Concession	C	5.20	7.25	STD	5.20	0.00%	7.25	0.00%	01-Nov-22	
Child	R	4.60	5.50	STD	4.60	0.00%	5.50	0.00%	01-Nov-22	
Child Concession	C	3.15	4.40	STD	3.15	0.00%	4.40	0.00%	01-Nov-22	
Under 3's	R	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	01-Apr-12	
Swimming - Other										
Birthday Parties Sports hall and room hire incl host (90 minutes)	R	166.70	193.25	STD	179.20	7.50%	207.75	7.50%	01-Nov-22	01-Dec-23
Swimming Instruction (per lesson) Adult	R	9.25	10.70	STD	9.95	7.57%	11.50	7.48%	01-Nov-22	01-Dec-23
Swimming Instruction (per lesson) Adult Concession	C	6.60	7.05	STD	7.10	7.58%	7.60	7.80%	01-Nov-22	01-Dec-23
Swimming Instruction (per lesson) Child	R	7.00	7.00	STD	7.55	7.86%	7.55	7.86%	01-Nov-22	01-Dec-23
Swimming Instruction (per lesson) Child Concession	C	5.00	5.00	STD	5.40	8.00%	5.40	8.00%	01-Nov-22	01-Dec-23
Swimming Instruction (per lesson) One to one tuition	R	26.90	30.20	STD	28.90	7.43%	32.50	7.62%	01-Nov-22	01-Dec-23
Swim Crash Course 1/2 hour per day x 5 day (per half hour)	R	35.10	35.10	STD	37.75	7.55%	37.75	7.55%	01-Nov-22	01-Dec-23
Private Hire (Hillingdon Pools from 25 to 33 metres)										
Hourly rate (Other organisations)	R	N/A	157.50	STD	N/A	N/A	165.40	5.02%	01-Nov-22	01-Dec-23
Hourly Rate (Hillingdon Clubs)	R	125.00	N/A	STD	131.25	5.00%	N/A	N/A	01-Nov-22	01-Dec-23
Per lane per hour (Other organisations)	R	N/A	31.85	STD	N/A	N/A	33.45	5.02%	01-Nov-22	01-Dec-23
Per lane per hour (Hillingdon Clubs)	R	25.35	N/A	STD	26.60	4.93%	N/A	N/A	01-Nov-22	01-Dec-23
Private Hire (50m Pool)										
Hourly rate (Other organisations)	R	N/A	309.25	STD	N/A	N/A	325.70	5.32%	01-Nov-22	01-Dec-23
Hourly Rate (Hillingdon Clubs)	R	233.40	N/A	STD	245.10	5.01%	N/A	N/A	01-Nov-22	01-Dec-23

Type of Fee / Charge	Type	Current Charge Residents £	Current Charge Non-Residents £	Vat Status	Proposed Charge Residents £	Increase %	Proposed Charge Non residents £	Increase %	Date of last change to charge	Effective Date
Young at Heart										
Single session(highgrove Pool)	R	4.80	5.35	STD	5.05	5.21%	5.60	4.67%	01-Nov-22	01-Dec-23
Gym										
Gym Inductions (Casual use) Group	R	21.60	24.75	STD	22.70	5.09%	26.00	5.05%	01-Nov-22	01-Dec-23
Gym Inductions (Casual use) Individual 1:2:1	R	31.50	35.00	STD	33.10	5.08%	36.75	5.00%	01-Nov-22	01-Dec-23
Replacement Card Charge	R	3.65	3.60	STD	3.85	5.48%	3.80	5.56%	01-Nov-22	01-Dec-23
Casual Gym Session Peak	R	8.50	9.70	STD	8.95	5.29%	10.20	5.15%	01-Nov-22	01-Dec-23
Casual Gym Session Peak concession	C	5.40	5.60	STD	5.70	5.56%	5.90	5.36%	01-Nov-22	01-Dec-23
Casual Gym Session Off-Peak	R	7.00	7.80	STD	7.35	5.00%	8.20	5.13%	01-Nov-22	01-Dec-23
Casual Gym Session Off-Peak concession	C	3.40	4.10	STD	3.60	5.88%	4.30	4.88%	01-Nov-22	01-Dec-23
Coached Fitness Classes Charges	R	8.00	8.65	STD	8.40	5.00%	9.10	5.20%	01-Nov-22	01-Dec-23
Coached Fitness Classes Charges concession	C	6.20	6.90	STD	6.50	4.84%	7.25	5.07%	01-Nov-22	01-Dec-23
Exercise Prescription	C	3.60	N/A	STD	3.80	5.56%	N/A	N/A	01-Nov-22	01-Dec-23
Health & Fitness Membership										
Site Specific Peak Membership (Hillingdon Sport & Leisure Complex only including Outdoor Pool)	R	58.30	70.00	STD	61.20	4.97%	73.50	5.00%	01-Nov-22	01-Dec-23
Site Specific Peak Membership (Botwell Sport & Leisure Centre, Highgrove Pool, Hillingdon Sport & Leisure Complex excluding the Outdoor Pool)	R	51.00	64.20	STD	53.55	5.00%	67.40	4.98%	01-Nov-22	01-Dec-23
Site Specific Peak Membership (Queensmead Sports Centre only)	R	44.35	50.75	STD	46.60	5.07%	53.30	5.02%	01-Nov-22	01-Dec-23
Off Peak Site Specific Membership	R	38.50	46.70	STD	40.45	5.06%	49.00	4.93%	01-Nov-22	01-Dec-23
Main Hall Hire										
Hillingdon Sport & Leisure Centre (4 courts)	R	51.05	61.25	STD	53.60	5.00%	64.30	4.98%	01-Nov-22	01-Dec-23
Queensmead Sports Centre (6 courts)	R	73.25	84.15	STD	76.90	4.98%	88.35	4.99%	01-Nov-22	01-Dec-23
Botwell Leisure Centre (4 courts)	R	51.05	61.25	STD	53.60	5.00%	64.30	4.98%	01-Nov-22	01-Dec-23
Badminton										
Peak - Per court (Hillingdon Sport & Leisure Complex & Botwell Sport & Leisure Centre)	R	12.60	14.60	STD	13.25	5.16%	15.35	5.14%	01-Nov-22	01-Dec-23
Peak - Per court (Queensmead Sports Centre)	R	12.20	13.80	STD	13.25	8.61%	14.50	5.07%	01-Nov-22	01-Dec-23
Off Peak - Per court (All Sites)	R	7.80	9.00	STD	8.20	5.13%	9.45	5.00%	01-Nov-22	01-Dec-23

Type of Fee / Charge	Type	Current Charge Residents £	Current Charge Non-Residents £	Vat Status	Proposed Charge Residents £	Increase %	Proposed Charge Non residents £	Increase %	Date of last change to charge	Effective Date
Other										
Trampoline / Martial Arts etc.	R	25.20	28.80	STD	26.50	5.16%	30.25	5.03%	01-Nov-22	01-Dec-23
Queensmead SC - Netball / 5-a-side External / AI (including floodlights) (per court)	R	33.20	38.30	STD	35.70	7.53%	41.20	7.57%	01-Nov-22	01-Dec-23
Cricket Lane Charges	R	36.10	40.85	STD	37.90	4.99%	42.90	5.02%	01-Nov-22	01-Dec-23
Table Tennis per table	R	7.50	8.40	STD	7.90	5.33%	8.80	4.76%	01-Nov-22	01-Dec-23
Sports Parties	R	133.90	151.00	STD	140.60	5.00%	158.55	5.00%	01-Nov-22	01-Dec-23
Athletics										
Adult	R	3.95	4.50	STD	4.15	5.06%	4.75	5.56%	01-Nov-22	01-Dec-23
Child	R	2.15	2.15	STD	2.25	4.65%	2.30	6.98%	01-Nov-22	01-Dec-23
Meetings - Hillingdon Clubs / Schools (Monday - Friday)	R	49.15	N/A	STD	52.85	7.53%	N/A	N/A	01-Nov-22	01-Dec-23
Meetings - Hillingdon Clubs / Schools (Weekends)	R	58.55	N/A	STD	62.95	7.51%	N/A	N/A	01-Nov-22	01-Dec-23
Meetings - Other Organisations (Monday - Friday)	R	N/A	72.45	STD	N/A	N/A	77.90	7.52%	01-Nov-22	01-Dec-23
Meetings - Other Organisations (Weekends)	R	N/A	80.85	STD	N/A	N/A	86.40	6.86%	01-Nov-22	01-Dec-23
Football Pitch										
1 to 2 matches (per match)	R	220.00	253.00	STD	231.00	5.00%	265.65	5.00%	01-Nov-22	01-Dec-23
3 to 5 matches (per match)	R	192.50	220.00	STD	202.10	4.99%	231.00	5.00%	01-Nov-22	01-Dec-23
6 to 9 matches (per match)	R	165.00	187.00	STD	173.25	5.00%	196.35	5.00%	01-Nov-22	01-Dec-23
10 or more matches (per match)	R	148.50	165.00	STD	155.95	5.02%	173.25	5.00%	01-Nov-22	01-Dec-23
Astroturf Pitch										
Full pitch	R	122.55	145.85	STD	128.70	5.02%	153.15	5.01%	01-Nov-22	01-Dec-23
1/3 pitch	R	67.10	78.75	STD	70.45	4.99%	82.70	5.02%	01-Nov-22	01-Dec-23
Botwell Green										
Full Pitch (Botwell Green Sport & Leisure Centre)	R	94.55	110.90	STD	99.30	5.02%	116.45	5.00%	01-Nov-22	01-Dec-23
Half Pitch (Botwell Green Sports & Leisure Centre)	R	67.65	75.85	STD	71.00	4.95%	79.65	5.01%	01-Nov-22	01-Dec-23
Petanque										
Casual use	R	1.45	2.30	STD	1.55	6.90%	2.45	6.52%	01-Nov-22	01-Dec-23
Full pitch (six)	R	30.35	37.35	STD	31.90	5.11%	39.20	4.95%	01-Nov-22	01-Dec-23
1/6 pitch	R	6.10	8.15	STD	6.40	4.92%	8.55	4.91%	01-Nov-22	01-Dec-23

Type of Fee / Charge	Type	Current Charge Residents £	Current Charge Non-Residents £	Vat Status	Proposed Charge Residents £	Increase %	Proposed Charge Non residents £	Increase %	Date of last change to charge	Effective Date
Gymnastics & Other Junior Activities										
Gym Tots & Pre School 45 minute lessons	R	6.15	6.15	STD	6.60	7.32%	6.60	7.32%	01-Nov-22	01-Dec-23
Gym Tots & Pre School 45 minute lessons concession	C	5.15	5.15	STD	5.55	7.77%	5.55	7.77%	01-Nov-22	01-Dec-23
General Gym 1-5	R	6.15	6.15	STD	6.60	7.32%	6.60	7.32%	01-Nov-22	01-Dec-23
General Gym 1-5 concessions	C	4.90	4.90	STD	5.30	8.16%	5.30	8.16%	01-Nov-22	01-Dec-23
Adult Gymnastics	R	10.00	10.85	STD	10.75	7.50%	11.65	7.37%	01-Nov-22	01-Dec-23
Adult Gymnastics concession	C	7.70	8.75	STD	8.30	7.79%	9.40	7.43%	01-Nov-22	01-Dec-23
Acro 1 Squad (8 hours per week)	R	4.20	4.20	STD	4.50	7.14%	4.50	7.14%	01-Nov-22	01-Dec-23
Acro 2 Squad (14 hours per week)	R	2.95	2.95	STD	3.20	8.47%	3.15	6.78%	01-Nov-22	01-Dec-23
Extra coach	R	27.40	27.40	STD	29.50	7.66%	29.50	7.66%	01-Nov-22	01-Dec-23
Toddlers World	R	4.95	4.95	STD	5.30	7.07%	5.30	7.07%	01-Nov-22	01-Dec-23
Toddlers World concession	C	4.30	4.30	STD	4.60	6.98%	4.60	6.98%	01-Nov-22	01-Dec-23

PUBLIC PREVIEW:

MATTERS TO BE CONSIDERED LATER IN PRIVATE

Cabinet Member(s)	As appropriate
Cabinet Portfolio(s)	As appropriate
Officer Contact(s)	Mark Braddock – Democratic Services
Papers with report	None

HEADLINES

Summary	<p>A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.</p> <p>This will enable Cabinet Members to openly discuss such matters generally in public, and via the Council’s live broadcast of the meeting, without prejudicing their later consideration in private.</p>
<p>Putting our Residents First</p> <p>Delivering on the Council Strategy 2022-2026</p>	<p>This report supports our ambition for residents / the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents</p> <p>This report supports our commitments to residents of: A Digital-Enabled, Modern, Well-Run Council</p>
Financial Cost	As set out in the report.
Relevant Select Committee	As set out in this report under each item – however, this item is not for scrutiny call-in as it is information only.
Ward(s)	As set out in the report

RECOMMENDATION

That Cabinet note the reports to be considered later in private and Part 2 of the Cabinet agenda and comment on them as appropriate for public information purposes.

Reasons for recommendation

Why are certain reports considered in private?

As a transparent, democratic organisation, the Council's Cabinet will consider matters in public on Part 1 of this Cabinet agenda. However, there will inevitably be some reports that will need to be considered in private. These would generally relate to contracts, property transactions or commercially sensitive information, for example, tender bids from commercial organisations, which if made public, could prejudice the Council's ability secure value-for-money for resident taxpayers.

This information is also called 'exempt' information and is considered in Part 2 of any Cabinet agenda by applying the relevant section of the Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains certain information and that the public interest in withholding that information outweighs the public interest in disclosing it.

How can the public find out more about the private reports?

To ensure maximum transparency when the Cabinet considers such private reports:

- 1) They are first given advance notice on the Cabinet's Forward Plan in summary form setting out the reason why they will be considered in private. The [Forward Plan](#) is a public document setting out all the expected decisions the Cabinet will make over the coming year, except those that are urgent, and is available on the Council's website to view;
- 2) This report provides a fuller public preview of the matters to be discussed in Part 2 of this Cabinet meeting and gives an opportunity for Cabinet Members to highlight issues of significance within and for public information purposes, without prejudicing their later fuller consideration in private. It also sets out the recommendations in general terms that are being proposed for a decision on.
- 3) Consideration of this report will also be broadcast live on the Council's YouTube channel: Hillingdon London, and available for viewing afterwards, for wider democratic engagement.
- 4) After these private reports are considered in Part 2 of this Cabinet meeting, Cabinet's full decisions on them will then be published on the Council's website the day after the Cabinet meeting, along with the decisions on the other matters already considered in public.

Alternative options considered

Cabinet could resolve to release any private report into the public domain in extraordinary or highly exceptional cases, where it considers the public interest in disclosing the information outweighs the public interest in withholding it. However, to ensure greater transparency on all private matters considered, this public preview item is advised as the most suitable way forward.

Legal comments

Such private matters are considered in accordance with Local Government Act 1972 (as amended) Access to Information provisions and also The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. This report enables such matters to be discussed in public as far as is possible under the relevant legislation.

SUPPORTING INFORMATION

ITEM 12 - UXBRIDGE GOLF COURSE AND HASTE HILL GOLF COURSE	
Relevant Cabinet Portfolios	Property, Highways & Transport Residents' Services
Relevant Ward(s)	Uxbridge Golf Course - Ickenham and South Harefield Haste Hill Golf Course - Northwood
Relevant Select Committee	Residents' Services
Information	
<p>Cabinet will consider a report to dispose of Uxbridge Golf Course and Haste Hill Golf Course, each on the basis of a lease with a restrictive user clause for an operative golf course. Both Uxbridge Golf Course and Haste Hill Golf Course are operated by the Council at a loss, despite fees having recently been increased and also past investment. In the last financial year, the two golf courses combined required a subsidy of £130k. Cabinet received a public report setting out this detail at its meeting in September 2023.</p> <p>The sale of the golf courses will ensure that the non-statutory service of golf leisure activities by the Council, can continue to be offered at these two locations by a suitable provider(s), with residents able to continue to be able to play golf on both sites.</p>	

ITEM 13 - INSTALLATION OF FIRE DOORS PHASE 22 - TENDER APPROVAL AND CAPITAL RELEASE NO: 24	
Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Heathrow Villages, Yiewsley, Yeading, Colham & Cowley, Pinkwell, Northwood Hills
Relevant Select Committee	Property, Highways and Transport
Information	
<p>Cabinet will receive a report to progress the installation of Fire Doors across the housing stock. This is Phase 22 of the rolling programme and ensures that properties benefit from the latest compliant fire doors.</p> <p>Council housing properties within this proposed contract are in Wordworth Way, Barr Lodge (Sheltered housing), Welbeck Court, Moorfield Road, Lister House, Elizabeth Fry House, Gurney House and Addison Way. The replacement of these doors will provide greater safety to residents should there be a fire within their block. Residents will also be consulted on the installation programme.</p>	

ITEM 14 - STOCK CONDITION SURVEY PROGRAMME OF DWELLINGS AND BLOCKS

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	All
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet will consider the appointment of a consultant – and release funds - to carry out a programme of Stock Condition Surveys of the Council's housing stock.

This will allow the Council to make informed decisions on how to improve the energy efficiency of the housing stock, which, in some instances, will lead to lower fuel bills as well as meet the Council obligations around decarbonisation.

In addition, the survey data produced by the Consultants will allow the Council to carry out planned replacement and renewal works in a targeted manner, through the development of a cohesive asset management strategy.

There will be a communication plan put in place to inform tenants about the surveys and of their genuine nature, particularly important for vulnerable tenants.

ITEM 15 - HR TEMPORARY RECRUITMENT CONTRACT EXTENSIONS

Relevant Cabinet Portfolios	Corporate Services
Relevant Ward(s)	N/A
Relevant Select Committee	Finance and Corporate Services

Information

The Council has agency contracts in place which cover Administration, Clerical, Professional, Education, Technical, non-qualified and qualified social care roles. The contracts support workforce planning by providing flexibility to meet specific or seasonal demands as and when required.

This report seeks an extension of the current contracts for these services, which will ensure the continuity of Council services to residents. Cabinet will also consider further assessments of market options and arrangements to consolidate agency worker contracts in the future.

ITEM 16 - CHARVILLE LANE CHILDREN'S HOME - APPOINTMENT OF WORKS CONTRACTOR WITH ASSOCIATED CAPITAL RELEASE

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Charville
Relevant Select Committee	Property, Highways & Transport

Information

The current children's home site at Charville Lane does not meet the current demand and the delivery model is no longer in line with the demand seen in the Borough. There is a demand for more residential beds in smaller homes that can deliver targeted intervention to children with complex needs.

The Council has agreed a budget for the provision of 6 new homes at Charville Lane providing 12 places in total and this report seeks to progress the rebuild of the site for such purposes. By placing children in the new proposed residential homes, the Council will not have to rely on more expensive out-of-Borough placements.

Formal approval was given in April 2023 to demolish and rebuild the Charville Lane Children's Homes into new accommodation, with planning consent received in October 2023 by the former Borough Planning Committee.

This report seeks to appoint the contractor, and the funding for it, to deliver the re-build project.

ITEM 17 - KITCHEN SURVEYS AND KITCHEN SUPPLIES

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	All
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet will be requested to appoint a contractor for the supply of Kitchen Surveys and of new Kitchen furniture to support the ongoing programmes of Kitchen and Bathroom replacements needed to the Council's housing stock of circa. 10,000 properties.

This will also ensure best value for money in the supply chain for the procurement of such fittings and fixtures.

Residents will be provided with the opportunity to select from a small range of colours of suitable cabinets from the manufacturer.

ITEM 18 - HS2 AMENITY FUND INITIATIVE - REBUILD OF TWO SCOUT COMMUNITY BUILDINGS AT 2ND ICKENHAM SCOUTS GROUP AND ENDEAVOURS SEA CADETS SCOUT GROUP

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Ickenham & South Harefield; Colham & Cowley
Relevant Select Committee	Property, Highways & Transport

Information

Utilising the Local Amenity Fund, which is from HS2 Ltd grant contributions to the Council, Cabinet will consider a report to rebuild two Council-owned scout huts in the Borough.

These would be for the Endeavours Sea Scouts and the 2nd Ickenham Scouts. Both buildings have reached the end of their life and are in poor condition.

Endeavours Sea Scouts Group is a popular group with Cubs, Beavers & Scouts operating from the site off Moorfield Road in Cowley.

2nd Ickenham Scouts Group is a popular group with Cubs beavers & Scouts operating from the site just off Community Close in Ickenham Village.

The proposal is that each location will continue to be leased to the existing Uniformed Group and the new facilities will create an accessible resource, with the potential to widen its use into the community.

ITEM 19 - CLEANING SERVICE FOR THE CIVIC CENTRE AND OTHER HILLINGDON PROPERTIES

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Various
Relevant Select Committee	Property, Highways & Transport

Information

The Council requires a comprehensive, efficient and cost-effective cleaning and portering service for the Civic Centre and 69 other corporate sites across the Council's non-housing property portfolio, with further sites added and removed when required.

Following a competitive tender exercise, Cabinet will consider the appointment of a contractor to provide Hillingdon residents, staff, service users and communities with a clean environment in which to work, participate and utilise the services being provided by the Council.

ITEM 20 - CONTRACT EXTENSIONS FOR THE CARE AND WELLBEING SERVICES FOR PEOPLE WITH LEARNING DISABILITIES AND/OR AUTISM AND/OR PEOPLE WITH MENTAL HEALTH SUPPORT NEEDS

Relevant Cabinet Portfolios	Health and Social Care
Relevant Ward(s)	N/A
Relevant Select Committee	Health and Social Care

Information

Cabinet will consider extending four existing contracts for the provision of care and wellbeing services to people with learning disabilities and/or autism and/or people with mental health needs. The extension of these contracts will promote continuity and security to those residents living in each supported housing scheme. The schemes are based across the Borough providing opportunities for those residents requiring supported living being able to live within their local communities. Services have been judged as providing good care and support to residents and extending the contract ensures a good standard care and support continuing.

Cabinet will also consider the establishment of a floating support service to people with mental health needs living in the community as well as a telephone support service, to prevent crises that could lead to a hospital attendance and admission.

These services are delivered by four different providers and enable the Council to comply with statutory responsibilities under the Care Act, 2014, and the Mental Health Act, 1983.

ITEM 21 - DISPOSAL OF VACANT PROPERTY 54 HALLOWELL ROAD NORTHWOOD - FORMERLY NORTHWOOD YOUNG PEOPLES CENTRE

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Northwood
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet, in September 2023, agreed the new Youth Offer and Delivery Model through the repurpose of existing facilities, use of new sites and locations, and the closure of existing static youth centre sites including the Northwood Young People Centre which is located at 54 Hallowell Road.

The centre has been not in use since 2017 due to internal damage from rising damp. It is also not in a location that is suitable for the new Youth Offer.

Cabinet will, therefore, consider the disposal and sale of the vacant property 54 Hallowell Road Northwood HA6 1DS.

ITEM 22 - 36 BROADWATER GARDENS, HAREFIELD

Relevant Cabinet Portfolios	Property, Highways & Transport Residents Services
Relevant Ward(s)	Ickenham & South Harefield
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet will consider relevant property transactions in relation to this property, as the Council is freeholder.

ITEM 23 - MINOR PROPERTY TRANSACTION: *ELECTRICITY SUB-STATION LEASE RENEWAL AT MAPLE CLOSE, HAYES*

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Yeading
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet will consider a lease renewal with an electricity provider to expand the capacity of the existing electricity substation and support the increased number of properties currently being developed by the Council at Maple Road.

ITEM 24 - MINOR PROPERTY TRANSACTION: *GRANT OF A NEW LEASE FOR CONSTRUCTION OF A NEW ELECTRICITY SUB-STATION AT ROWLHEYS PLACE, WEST DRAYTON*

Relevant Cabinet Portfolios	Property, Highways & Transport
Relevant Ward(s)	Yeading
Relevant Select Committee	Property, Highways & Transport

Information

Cabinet will consider a new lease with an electricity provider to deliver a new electricity substation which will be required to support the development and ongoing operation of the new Platinum Jubilee Leisure Centre, Rowley's Place, West Drayton

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Exempt information by virtue of paragraph(s) 3 of Part 1 of Schedule 12A
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Agenda Item 12

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