



HILLINGDON
LONDON



Residents' Services Select Committee

Councillors on the Committee

Councillor Wayne Bridges (Chair)
Councillor Colleen Sullivan (Vice-Chair)
Councillor Scott Farley (Opposition Lead)
Councillor Janet Gardner
Councillor Ekta Gohil
Councillor Sital Punja
Councillor Peter Smallwood

Date: TUESDAY, 13 FEBRUARY
2024

Time: 7.00 PM

Venue: COMMITTEE ROOM 5 -
CIVIC CENTRE

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

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Published: Monday, 5 February 2024

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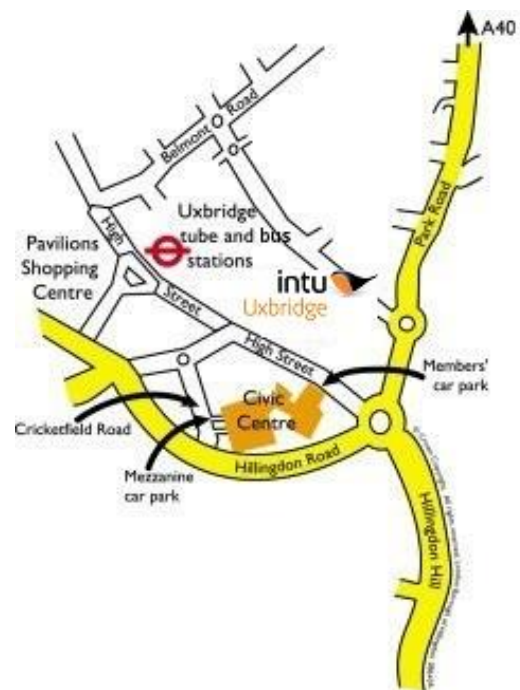
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Terms of Reference

Residents' Services Select Committee

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Cabinet Member Portfolio	Cabinet Member for Residents' Services (Cllr Eddie Lavery)
Relevant service areas	<ol style="list-style-type: none">1) Community Safety, Licensing, Standards and Enforcement2) Planning & Regeneration3) Housing policy, homelessness & tenancy management4) Green Spaces, Sport & Culture5) Waste Services

Statutory Crime and Disorder Scrutiny

This Committee will act as a Crime and Disorder Committee as defined in the Crime and Disorder (Overview and Scrutiny) Regulations 2009 and carry out the bi-annual scrutiny of decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions. In practice, this is undertaken currently by a bi-annual review of the Safer Hillingdon Partnership, which includes senior officers from the Metropolitan Police, London Fire Brigade and Probation Service attending to answer questions from Councillors. More guidance on this important aspect of external scrutiny will be provided to the Committee.

Cross-cutting topics

This Committee will also act as lead select committee on the monitoring and review of the following cross-cutting topics:

- Climate Change
- Local impacts of Heathrow expansion
- Local impacts of High Speed 2
- Community Cohesion

Agenda

- 1 Apologies for Absence
- 2 Declarations of interest in matters coming before this meeting
- 3 To receive the minutes of the previous meeting 1 - 8
- 4 To confirm that the items of business marked as Part I will be considered in public and those marked Part II will be considered in private

Part I - Members, Public and Press

- 5 Proposed Review of Homeless Prevention & the Customer Journey - Scoping Report 9 - 18
- 6 Community Infrastructure Levy and S106 Monitoring - Annual Report 19 - 68
- 7 Local Flood Risk Management Strategy 69 - 114
- 8 Forward Plan 115 - 126
- 9 Work Programme 127 - 130

Minutes

RESIDENTS' SERVICES SELECT COMMITTEE

16 January 2024



HILLINGDON
LONDON

Meeting held at Committee Room 5 - Civic Centre

	<p>Committee Members Present: Councillors Wayne Bridges (Chair), Colleen Sullivan (Vice-Chair), Scott Farley (Opposition Lead), Janet Gardner, Ekta Gohil, Sital Punja and Peter Smallwood</p> <p>Offices Present: Andy Goodwin, Head of Strategic Finance Joanne Howells, Street Scene Enforcement Service Manager Dan Kennedy, Corporate Director of Central Services Ceri Lamoureux, Head of Finance – Place Melissa Murphy, Housing Project Manager Liz Penny, Democratic Services Officer</p>
38.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>There were no apologies for absence.</p>
39.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>There were no declarations of interest.</p>
40.	<p>TO RECEIVE THE MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>RESOLVED: That the minutes of the meeting dated 29 November 2023 be agreed as an accurate record.</p>
41.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THOSE MARKED PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 4</i>)</p> <p>It was confirmed that all items of business were in Part I and would be considered in public.</p>
42.	<p>2024/25 BUDGET PROPOSALS FOR SERVICES WITHIN THE REMIT OF THE RESIDENTS' SERVICES SELECT COMMITTEE (<i>Agenda Item 5</i>)</p> <p>Andy Goodwin, Head of Strategic Finance and Ceri Lamoureux, Head of Finance – Place, presented the budget report to Members to enable them to deliberate and assess the detailed budget proposals within the Committee’s jurisdiction. It was confirmed that the budget report would be presented at the 15 February 2024 Cabinet meeting. Subsequently, the Cabinet would be tasked with advocating the budget proposals at the full Council meeting on 22 February 2024.</p>

Members were informed that, for the fiscal year 2023/2024, services under the purview of the Residents' Services Select Committee projected an overspend of £2.4 million. This overspend stemmed from three primary sources: Green Spaces savings impacted by external factors such as inflation; Community Safety enforcement influenced by issues at Heathrow, Brexit-related changes and the cessation of Government funding; and income pressures within the Planning service. Notably, there was a target of £12.5 million in savings within these services for the specified fiscal year. Among these savings, £242,000 was flagged as red, indicating concerns about delivery, while £1,642,000 fell under Amber 2, signifying progress initiation with some apprehensions regarding timely completion. A portion of this sum, specifically £839,000, related to fees and charges income, and the remaining £83,000,000 pertained to Green Spaces savings. Additionally, £267,000 was recorded as Amber 1, indicating ongoing progress with the likelihood of full delivery, albeit with potential spillage into the next financial year; this element also related to savings within the Green Spaces service area.

Moving to the Council's budget strategy, the consultation budget, presented to the December Cabinet, had estimated a saving requirement of £51 million by 2028/2029. The identified saving programme amounted to £33.4 million, leaving a residual gap of £17.6 million. Exceptional inflation, contributing £48 million to the budget gap by 2028/2029, remained the foremost factor in this Strategy. Within the Committee's jurisdiction, there were no exceptional inflationary items. However, the Committee's total requirement accounted for £6.5 million of the overall inflationary figure, with the pay award constituting the majority at £5 million and an additional £1.5 million linked mainly to contracts.

In terms of service pressures, Residents' Services forecasted an additional £24 million, with services under the Committee's remit contributing £8.1 million. Of this, £5.1 million was attributed to waste services due to population growth, and £3 million was driven by increased demand for homelessness support. Corporate items added £14 million to the saving requirement, with £7 million allocated for the Council's borrowing requirement and £5 million related to the TFL concessionary fares levy, both resulting from demand returning to pre-pandemic levels.

Following detailed analysis during the autumn, the consultation budget proposed a saving programme of £33.4 million, with £15.8 million of that set to materialise in 2024/2025. Within this programme, £6.6 million fell under the Committee's jurisdiction. Notable savings within this remit included £2.2 million against fees and charges, primarily linked to Yellow Box Junction charges, and a remaining portion attributed to inflationary uplifts. An additional £1.5 million was earmarked for maximising the use of Section 106 funding, with £6 million allocated to realign the Council's staffing budgets for Committee-related services and a further £1.5 million linked to smaller items, as outlined in the report.

Shifting focus to the capital programme, the proposed budget amounted to £218 million for the period up to 2028/2029, with £9 million allocated within the Committee's jurisdiction. The majority of this sum related to the £7.5 million Chrysalis programme budget, with an additional £1 million earmarked for environmental and recreational initiatives. The Housing Revenue Account established a capital programme budget of

£442 million to invest in housing stock, encompassing the supply of 614 new dwellings and maintenance of the existing 10,000-plus stock. On the revenue side, the Housing Revenue Account maintained a balanced budget over five years, ensuring reserves were maintained at £5 million over the medium term.

Members raised concerns about the overspend and pressures, particularly related to fees and charges and enquired about contingencies to compensate for the predicted shortfalls. The response highlighted the inclusion of rebasing in the budget build to account for shortfalls and enable consideration of new initiatives.

The Select Committee sought further clarification regarding the prediction to generate further income of £1.8 million from the enforcement of Yellow Box Junctions and enquired how this would work. It was confirmed that an additional member of staff in the CCTV room would be tasked with identifying hotspots where repeat offenders operated and using that information to work out who the culprits were, thereby facilitating the issuing of fines.

In response to further questions from the Committee regarding "black cash settlements" Members heard that this related to the assumption of static Central Government grant funding until 2024/2025, acknowledging potential adjustments based on Government policy changes. With regard to the two sets of figures in the savings proposals as set out on pages 18 and 19 of the report, it was confirmed that the £5.8 million mentioned was the total figure.

Members enquired about incorporating corporate sponsorship models into the tendering process for contracts. The response highlighted an ongoing review for a standardised corporate sponsorship policy.

In response to queries regarding the financial impact of the Mayor of London's ULEZ expansion it was indicated that an estimated cost of £240,000 had been incorporated into the budget proposals for 2024/2025.

Officers were commended on delivering an excellent budget. Members expressed satisfaction with the ring-fenced HRA funds and sought information on the historical impact of COVID-19 on the Council's resources and finances. The response acknowledged ongoing challenges and highlighted the utilisation of local funds to meet pandemic-related costs until 2023/2024.

Concerns were raised about fly tipping and additional CCTV cameras were proposed. The response emphasised the data-driven approach in the budget and assured ongoing monitoring to address any risks.

It was agreed that the Chairman would formulate budget comments outside the meeting in consultation with the Opposition lead.

RESOLVED That:

- 1. The Residents' Services Select Committee noted the budget projections contained in the report and commented as appropriate on the combined budget proposals affecting the relevant service areas within the Residents' Services Cabinet Portfolio, within the context of the corporate budgetary**

position; and

2. **The drafting of the Committee's comments in response to the budget to be submitted to Cabinet be delegated to the Democratic Services Officer in conjunction with the Chairman (and in consultation with the Opposition Lead).**

(Note: following the meeting, comments to Cabinet were agreed by the Chairman in consultation with the Opposition Lead. It should be noted that the Opposition Lead did not fully endorse the comments).

43. **POTENTIAL MAJOR REVIEW: HOMELESS PREVENTION & CUSTOMER JOURNEY** *(Agenda Item 6)*

Melissa Blower, Housing Project Manager, and Dan Kennedy, Corporate Director of Central Services, presented the report confirming that, at the previous meeting, the Committee had agreed to undertake a major review of the Council's Housing Advice and Homelessness service. The terms of reference for the review were set out in the agenda pack and the proposed review would focus on the Council's homeless prevention service, resident journey, and effectiveness of the service response in meeting need. Service users' feedback would be sought as part of the review, and officers would be open to consider what other local authorities were doing to meet the rising demand and need for housing advice and homelessness.

The Housing Project Manager highlighted the local challenges, noting a 27% increase in approaches for housing advice and support over the last year, mainly due to the end of private renter tenancies. The reduction in available affordable private rented accommodation in Hillingdon and across London had led to difficulties in finding suitable housing, resulting in increased local authority financial contributions and benefits paid to support individuals with their housing costs. The rise in the number of people in temporary accommodation was emphasised.

The Chairman informed Members that a prior meeting with officers had taken place several weeks previously. Additional concerns regarding damp and mould had been raised at said meeting and it had been agreed that these matters would be the focus of a future minor review once the proposed major review had been completed. The focus of the major review was to delve deeper into the residents' experience when seeking housing assistance.

Members suggested inviting third-party charities to participate in the review. The discussion emphasised engaging with organisations such as the Citizens Advice Bureau and Shelter.

The Committee enquired about the impact of asylum seekers on the homelessness figures. It was acknowledged that there were a high number of asylum seekers in Hillingdon compared to other boroughs. Members were informed that those who were

not eligible for assistance were provided with advice and guidance and referred on to other organisations who may have accommodation and be able to assist them.

Officers outlined plans to address the housing shortage; these included increasing social rented properties, working with Housing Associations, and exploring options to buy properties locally. One option to make accommodation more affordable was for the Council to pay the difference between the benefit rate and the market rate for accommodation and secure that on a two-year tenancy. Financial details were yet to be finalised and were expected to be part of the February budget plan.

Members reiterated their request for a crib sheet regarding Locata. It was agreed that officers would follow up on this matter after the meeting.

It was noted that some residents made their own situations more vulnerable in respect of housing as they did not fully understand the implications of becoming 'intentionally homeless'. Officers were looking at a number of ways in which information and advice could be provided to help residents understand the implications of certain actions or decisions on their longer-term options.

Councillors suggested considering housing cooperatives and proposed inviting social prescribers and exploring a mystery shopper scheme as part of the review. It was noted that GPs and social prescribers would fall under the remit of the Health and Social Care Select Committee rather than the Residents' Services Select Committee. Democratic Services would work with officers to explore this further.

Members welcomed the housing review and proposed a Code of Conduct and Housing Charter. The need to work with organisations like Trinity was highlighted and better communication with social housing developers and letting agencies was recommended.

The Chairman asked Members to review the terms of reference on page 27 of the agenda pack and liaise with Democratic Services regarding any amendments or additions to the proposed review.

The Committee suggested including the GLA (City Hall) in point four of the terms of reference. Additionally, the need to better support protected and vulnerable groups (such as LGBTQ+ groups and victims of domestic abuse) who were exposed to homelessness was noted and it was suggested that representatives of these groups be invited to attend a witness session.

Councillors raised concerns about people placed out of the Borough and suggested liaising with local schools to address the challenges faced by children commuting from other areas.

The Chairman concluded that the consensus of the Committee was to adopt the

proposed review. The Committee expressed agreement to this, and the scoping report for the review was scheduled to be considered at the next meeting.

RESOLVED:

- 1. That the Committee agreed to adopt the proposed major review of Homeless Prevention and the Customer Journey; and**
- 2. That the Homeless Prevention & Customer Journey report be noted.**

44. **ASBET UPDATE** (*Agenda Item 7*)

Joanne Howells, Street Scene Enforcement Service Manager, had prepared the report in the agenda pack and invited Members present to raise any comments or requests for further clarification.

Members raised concerns regarding the effectiveness of website content management and incorrect classification. Difficulties in locating the right place on the website to report an ASBET issue were highlighted. The Committee heard that residents had been able to access the system since 2019/2020, and the GOS system, a reporting tool, had gradually incorporated different teams and services. With regard to the department's role in website design and assisting residents in correctly classifying issues, it was explained that a Business Process and Improvement Team had been implemented to work with Corporate Communications, review and improve the current web pages and work with the customer access team for GOSS ensuring clarity for residents and correct redirection to relevant teams.

Councillors raised further concerns regarding residents' misunderstanding of the current system and the fact that many struggled to understand the definitions. It was acknowledged that there were challenges and that the solution involved both system corrections and a service team to focus on this. It was confirmed that there were ongoing efforts to reorganise information for clarity and ensure proper redirection from the beginning.

The Committee shifted the discussion to communications about potential fines and legal consequences. Current strategies were outlined, including increased fines from 1 April 2024, better management of fly tipping, and utilisation of CCTV footage to identify offenders and hotspots. It was confirmed that residents were appraised of court prosecutions and fines via corporate communications and social media. It was acknowledged that education was also key to ensure residents fully understood the possible legal implications of fly tipping and enforcement action. At the request of Members, it was agreed that a guidance note for Councillors regarding the process would be prepared.

Councillors proposed obtaining a list of HMOs in the Borough to assist in addressing issues related to mattresses being fly tipped in certain areas. Members were informed that ongoing discussions with Waste Services were underway to explore potential

	<p>enforcement action against landlords or managing agents in cases where there was sufficient evidence to support this.</p> <p>Members sought further clarification regarding the evidence required for issuing fines, citing discrepancies in processes observed. It was explained that there was a need for sufficient and appropriate evidence, which could include eyewitness accounts, CCTV footage, or documentation found in waste. The importance of satisfying a criminal standard of proof beyond reasonable doubt was emphasised.</p> <p>Concerns were raised regarding possible discrepancies in the treatment of different cases. Hillingdon's enforcement policy was clarified, which followed a stepped approach, advising and warning residents before escalating to enforcement action. It was noted that many of the residents in question were vulnerable and possibly unaware of their responsibilities in terms of storage and waste.</p> <p>Members suggested a streamlined approach based on whether the issue was on public or private land. Past misdirection issues were acknowledged, and the current classification system was explained, whereby public land issues without evidence were referred directly to Street Waste Services for clearance. If potential evidence was found, it was redirected to ASBET for further action.</p> <p>RESOLVED: That the ASBET Update be noted.</p>
45.	<p>FORWARD PLAN (<i>Agenda Item 8</i>)</p> <p>It was noted that the Forward Plan in the agenda pack was not the latest version. A number of updates were provided by Democratic Services:</p> <p>Page 41- the Cowley House item would be going to Cabinet in March 2024 and three items had now been approved (Dry Recycling materials, Planning Obligations / CIL monitoring report and CCTV service contract);</p> <p>The Private Sector Placement Policy, Shared Ownership Policy and ASB Policy were Cabinet Member decisions which were scheduled for February 2024;</p> <p>Page 42 - the Housing Allocation Policy Consultation Draft item had moved to April Cabinet; and</p> <p>Page 44 - the Housing Allocation Policy had moved from May to July Cabinet.</p> <p>RESOLVED: That the Forward Plan and the updates be noted.</p>
46.	<p>WORK PROGRAMME (<i>Agenda Item 9</i>)</p> <p>At the request of the Chairman, and with the agreement of the Labour Lead, it was agreed that the date for the Committee's April meeting would be moved from 10 April to 16 April 2024. The Work Programme would be updated accordingly.</p> <p>A further site visit to Botwell Leisure Centre was to be arranged. It was anticipated that</p>

	<p>this would take place one evening in February. The date would be confirmed in the near future.</p> <p>RESOLVED: That the Work Programme and the revised date for the April 2024 meeting be noted.</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.08 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Liz Penny, Democratic Services Officer on epenny@hillington.gov.uk. Circulation of these minutes is to Councillors, officers, the press and members of the public.

SCOPING REPORT FOR MAJOR REVIEW OF HOMELESS PREVENTION & THE CUSTOMER JOURNEY

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny, Democratic Services Officer
Papers with report	Scoping Report for Review
Ward	All

HEADLINES

At its meeting on 16 January 2024, the Residents' Services Select Committee agreed to undertake a major review of the Council's Housing Advice and Homelessness Service, with a particular focus on the residents' journey through the system and customer service. The Committee is now requested to comment on and consider the scoping report in order to initiate the review.

It is envisaged that there will be three witness sessions, with a suggested schedule set out in the attached scoping report and on the Committee's Multi-Year Work Programme.

RECOMMENDATION:

That the Committee comment on and consider the scoping report to initiate the review.

SUPPORTING INFORMATION

The updated scoping report for the review is attached.

Implications on related Council policies

A role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

Select Committees directly engage residents in shaping policy and recommendations from the Committees are presented to Cabinet to consider, and ultimately seek to improve the way the Council provides services to residents.

Financial Implications

It is important that the Committee considers cost effective proposals that benefit resident taxpayers in relation to this review, which would ultimately be determined by Cabinet as part of the Council's broader budget planning process.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.



Residents' Services Select Committee Review Scoping Report - 2023/2024

A Review of Homeless Prevention & the Customer Journey

1. OBJECTIVES

Aim of the review

At its meeting on 16 January 2024, the Residents' Services Select Committee agreed to undertake a major review of the Council's Housing Advice and Homelessness Service, with a particular focus on the residents' journey through the system and customer service.

This review aims to consider ways in which the customer journey could potentially be improved to better support residents during this process and improve residents' satisfaction with the way in which they access advice and support, to prevent homelessness. It is advised that the scope of any Select Committee's review is limited to the customer journey and how residents access the services and how advice is given as the homelessness process is set out in legislation. This will ensure any review can remain focussed.

Terms of Reference

The following Terms of Reference are suggested for the review, subject to any changes agreed by the Committee:

1. To gain a thorough understanding of the Council's Homeless Prevention Service and the resident's journey through this process.
2. To scrutinise the service delivery and review its effectiveness.

3. To review service users' feedback to explore the challenges faced by residents accessing the service.
4. To look at other local authorities that may have different models of service delivery for best practice, including research and findings from charities, housing bodies, regional bodies and organisations, e.g. GLA.
5. Subject to the Committee's findings, to make any conclusions, propose practical and deliverable actions, service and policy recommendations to the decision-making Cabinet.

2. BACKGROUND

National Context

The quarterly data published by the Department for Levelling Up, Homes and Communities (DLUHC) shows that nationally demand for affordable housing has risen sharply, with homelessness presentations to local authorities a particular pressure. At the end of June 2023, nearly 139,000 families with children were living in temporary accommodation – 7,430 more than at the end of March. 68,070 families with children were living in temporary accommodation (TA) at the end of June, 7,510 in B&Bs; a 93% increase over one year.

Nationally, there were circa 21,000 homeless acceptances in the second quarter of the year, an increase of 19% on a year ago.

There has been an 18% increase in the number of households who were homeless and helped by councils as a result of no-fault evictions.

London Councils has urged the Government to end the freeze on Local Housing Allowance (LHA) to prevent almost 60,000 Londoners in the private rented sector from becoming homeless over the next six years.

Research, which was commissioned by a cross-party group and carried out by Alma Economics, has estimated that an additional 16,500 to 22,000 London households will become homeless by 2030 unless the LHA is raised. London Councils stated that 22,000 households equate to 58,740 individuals, including 28,000 children. One in seven private renters in London are reliant on LHA to meet their housing costs.

The research suggested that restoring LHA to cover at least 30 per cent of local market rents would save the public finances in London more than £100m each year. The majority of these savings would come from reduced pressure on London boroughs' homelessness services, but also from lower costs to other parts of the public sector such as the NHS and social care. London accounts for more than half (57 per cent) of England's total number of homeless households in temporary accommodation.

In August, London Councils found that almost 170,000 Londoners were homeless and living in temporary accommodation arranged by their local authority. This is equivalent to around one in 50 Londoners overall and one in 23 children in the capital.

Turbulence in the capital's private rented sector is a "critical factor" behind the growing numbers of homeless Londoners. Research from the group and partners, published in July 2023, revealed a 41 per cent drop in private rental listings in the capital since 2020, while listed rental prices rose by 20 per cent.

The Autumn statement 2023 has announced that LHA is to be restored to 30% percentile local market rents for 2024/25 and then held at that level in cash terms.

Local Context

In Hillingdon we have seen a 27% increase in Homeless Presentations since the same period last year. We are receiving on average 100 new approaches each week for housing advice and support. The main reason for homelessness remains the ending of private rented tenancies with 27% of approaches being for this reason.

Households leaving friends or family accommodation represent 24% of all approaches and those requiring a move due to domestic abuse is just under 8%. The Council has also seen a considerable increase this year in households leaving asylum accommodation following receipt of their status and this represents 10% of all approaches.

The increase in presentations coupled with the lack of affordable private rented accommodation has placed considerable pressure on the service with the use of temporary accommodation now at 1,126 which is an increase of 492 since 2022/23.

Legislative Context

Any homeless decisions must be made in line with the Homeless Reduction Act 2017 and the Housing Act 1996 Part VII amended in 2002.

Anyone who is eligible can access advice on how they are able to resolve their situation or where to look for alternative accommodation but to be entitled to a full homeless duty, residents must meet the below five criteria.

- **Homeless or threatened with homelessness** - within 56 days. This can be due to notice being served or because the property is unsafe for the person to continue to reside within.
- **Eligible** – this relates to a person's immigration status, persons without recourse to public funds or those that are not considered habitually resident are not eligible.
- **Priority need** – this can be granted due to a number of reasons; for example, the person may have dependent children, be at risk of domestic abuse or be vulnerable as a result of a health condition or disability.
- **Not be intentionally homeless** – this is when a person has deliberately done something to cause them to lose their home for example caused anti-social behaviour or did not pay the rent when they could afford to do so.

- ***Have a Local Connection*** – the person has resided within the area or have close family living within the area for a prescribed period of time.

Continuous Service Improvement

The Council has a homeless service improvement programme (Project Neptune) in place that is implementing change and improvement across twelve workstreams. These are:

1. Strategy
2. Leadership
3. Performance
4. People
5. Systems
6. Resources
7. Entice (web & messaging)
8. Engage (accessing the service)
9. Experience (case management)
10. Exit (access to accommodation)
11. Embed (develop learning from the latest trends or demands)
12. Broader Issues

Since the project began in July 2023 there have been several changes delivered within the service and work remains ongoing to make the relevant service improvements.

One of the ways in which the Council has improved the customer journey is through the reinstatement of the triage function. This means that following submission of an application for housing advice and assistance, residents receive contact within 48 hours from an officer who can advise them on the supporting information they need for their application. This not only means that the Council remains in close contact with the resident but also ensures their case is allocated to a caseworker as soon as possible. Upon the case being allocated the resident is then sent an update on who their caseworker is, along with their caseworker's direct contact details and a link to be able to book an appointment with their caseworker at a mutually agreeable time.

Work is currently ongoing to review the website and the information available to residents to ensure that the Council's website offers support to those looking for advice, whilst also ensuring that the Council is setting expectations from the first point of contact about the type of support on offer.

Work also continues to review our ICT systems to reduce the administrative burden on staff to create further capacity for officers to support residents with their housing situations.

We have also developed a fresh training offer for staff new into the service and have been delivering a programme of development for our existing staff to ensure officers

have the relevant skills and knowledge to support our residents in need of housing advice.

Connected work

The internal audit progress review report dated 31 January 2024 indicates that limited assurance was given on homeless housing applications and states that:

“To avoid duplicating the wider housing transformation project this review focused on the operational management of homeless housing applications.

Testing identified weaknesses with the completion of documentation, including insufficient evidence of any segregation of duties with regards to approving decisions. We found no evidence to suggest the applications tested were not eligible for the support they received, however the gaps in the controls may have allowed other fraudulent applications.

Demand pressures and ongoing changes within the service also contributed to our findings in relation to the wider governance arrangements within the Service. However, these are being addressed as part of the wider housing transformation project.

Internal Audit was also able to see evidence of proactive preventative action being taken to reduce demand on the service. Key performance indicators in relation to these preventative measures are in place to help ensure appropriate action is taken.”

Executive Responsibilities

The portfolio Cabinet Member responsible is Councillor Eddie Lavery.

3. EVIDENCE & ENQUIRY

Potential witnesses (including service users)

- Dan Kennedy – Corporate Director of Central Services
- Maggie Nelson – Head of Housing Needs
- Debby Weller – Head of Strategy & Policy
- Melissa Blower – Housing Project Manager
- Representatives from other local authorities / housing organisations / charities, e.g. Citizens Advice Bureau, P3, Trinity, Thames Reach and Bell Farm Christian Centre
- service users (local residents who have required housing assistance)

Lines of Enquiry

Lines of enquiry can be expanded as the review progresses or included in relevant witness session reports. However, lines of enquiry may include:

- establishing how effectively the housing advice service is being delivered.
- focus on the end user and how they have found the service in practice.
- exploring what support functions are in place and whether these can be improved.
- experiences from other local authorities and housing related organisations

Potential Witnesses

Witnesses will be identified by the Committee in consultation with relevant officers.

Surveys, site-visits or other fact-finding events

Such opportunities will be identified as the review progresses and could include a site visit to Housing Services Reception or a particular advice surgery.

Performance data and future information that may be required

To undertake this review the following data sources could be examined and provided:

- Anonymous summary details of Members' Enquiries, Service Requests and Customer complaints or suggestions received relating to residents' housing experiences.
- Satisfaction surveys or other feedback methods of eliciting customer feedback on their journey and experience e.g. mystery shopping.
- Case studies.
- Ombudsman decisions.
- Further information may also be identified as the review progresses.

4. REVIEW PLANNING & TIMETABLE

Proposed timeframe & milestones for the review:

Meeting Date	Action	Purpose / theme	Witnesses / officers attending
16 January 2024	Agree Review Topic	Information and analysis	Dan Kennedy Melissa Blower Debby Weller Maggie Nelson
13 February 2024	Agree Scoping Report	Information and analysis	Melissa Blower
13 March 2024	Witness Session 1	Information and analysis	Dan Kennedy Melissa Blower Debby Weller

			Maggie Nelson
16 April 2024	Witness Session 2	Information and analysis	Close partners - IDVAs, Trinity, P3, Thames Reach
13 June 2024	Witness Session 3	Information and analysis	Local residents, local support services, representatives of another local authority / charity (CAB, Bell Farm Christian Centre, Camden Council)
Outside the Committee – Survey, networking session, consultation, informal meeting with users, site visit, mystery shopper etc...			
18 July 2024	De-brief and emerging findings	To discuss key findings and identify potential recommendations	
24 September 2024	Approval of draft final report	Proposals – agree recommendations and final draft report to Cabinet	

Resource requirements

None.

Equalities impact

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
- advance equality of opportunity between people from different groups.
- foster good relations between people from different groups.

The broad purpose of this duty is to integrate considerations of equality into day-to-day business and keep them under review in decision making, the design of policies and the delivery of services. There are no equality impact issues relating to the matters set out in this report.

Background Papers / further reading

[Housing advice - Hillingdon Council](#)

Community Infrastructure Levy and S106 Monitoring - Annual Report

Committee name	Residents' Services Select Committee
Officer reporting	Julia Johnson, Planning, Regeneration and Public Realm
Papers with report	Appendix 1: Hillingdon's Infrastructure Funding Statement 2022/23
Ward	ALL

HEADLINES

This report provides an update to the Committee on Hillingdon Community Infrastructure Levy (CIL) and Section 106 income and expenditure in the 2022/23 financial year.

RECOMMENDATIONS:

That the Committee:

1. **Notes and comments on the information presented within this report.**

SUPPORTING INFORMATION

Introduction

1. The Community Infrastructure Levy (CIL) is a charge which allows the Council to raise funds from developers undertaking new building projects. It supports the financing of the cumulative infrastructure requirements that arise from new development across the Borough. It is chargeable on any development that creates a new dwelling or where there is an increase of floorspace by 100 sqm or more. It should also be noted that there are types of development that qualify for exemptions from CIL, including affordable housing, self-build and charitable developments. CIL operates alongside S106 planning obligations that continue to mitigate the site-specific impacts of a development.
2. Hillingdon's Community Infrastructure Levy (CIL) Charging Schedule was adopted by the resolution of Full Council in July 2014. The Charging Schedule and the Planning Obligations SPD have applied to new development in the Borough from 1 August 2014. The Council's current CIL charges (indexed each year by inflation) can be seen on the Council's website: [Community Infrastructure Levy - Hillingdon Council](#)
3. A decision on whether to consult on a new CIL Charge Schedule will be discussed at Cabinet on 15th February 2024.

Planning Obligations Monitoring System Update

4. A new system for monitoring CIL and S106 planning obligations was introduced in November 2021. This system – called Exacom – is used to record the status of all planning obligations from their agreement through to expenditure. The first full financial year where Exacom has been available is 2022/23.
5. In addition to recording all new contributions with the Exacom system, we have also updated the system with any obligations agreed in the previous five-year period and we are continuously updating the system with additional historical information regarding the receipt and expenditure of planning obligations.
6. The system allows us to monitor and record the delivery of individual financial and non-financial planning obligations, tracking those which are agreed, due, received, allocated and spent/ delivered. An example of the benefit of the new system can be seen in the Infrastructure Funding Statement which lists all of the individual obligations secured during the financial year.

Hillingdon CIL Income

7. Table 1 below shows the total amount of CIL income collected in FY 2022/23 and split by the relevant categories.

Table 1: Total CIL Collected by Category FY 2022/23

Type	Collected
Strategic HCIL	2,373,680.94
Total HCIL admin	148,255.27
Neighbourhood CIL	443,168.75
TOTAL HCIL	2,965,104.96
Mayoral CIL (transferred to Transport for London)	2,672,319.06

8. Once income has been collected it is pooled into a central capital code from which qualifying infrastructure projects are then financed.

Hillingdon CIL Expenditure

Legislative Requirements Regarding CIL Spend

9. Under the CIL Regulations, the expenditure of CIL must be broken down into three distinct portions to which different legislative requirements apply. These portions are as follows:

Portion	Percentage of receipts
Strategic Hillingdon CIL	80% (maximum)
Neighbourhood CIL	15% (minimum)
CIL administration expenses	5%

10. As required by the legislation, the Infrastructure Funding Statement for the previous financial year (2021/22) set out the strategic CIL spending priorities for the reporting year (2022/23) as being allocated for spend on the new West Drayton Leisure Centre.
11. In terms of the neighbourhood portion of CIL, the CIL Regulations require that the Council, as the CIL charging authority, retain the receipts but engage with the communities where development has taken place to agree on how best to spend the neighbourhood funding. Government guidance states that charging authorities should clearly and transparently explain their approach to engaging with neighbourhoods, and the use of neighbourhood funds should match priorities expressed by local communities. The legislation also allows for the neighbourhood portion to be spent on anything concerned with addressing the demands that a development places on an area and does not need to be linked to the strategic spend priorities.
12. The third portion of CIL is to cover administrative expenses. The CIL Regulations allow charging authorities to retain a maximum of 5% of CIL receipts to spend on the administration of their CIL. This is retained by Hillingdon's Planning Service for administering, collecting and enforcing the CIL charge.

Total Hillingdon CIL Expenditure

13. In the 2022/23 financial year a total of £2,965,104.96 of HCIL was collected by the Council. In addition, A total of £4,742,580.70 of unused HCIL has been carried forward from 2021/22 into 2022/23. Monies collected were allocated and spent on the following capital projects listed below, with a small proportion carried over to 2023/24:

Table 2: Hillingdon CIL Spend

Hillingdon CIL Spend	Total
Strategic HCIL	
New West Drayton Leisure Centre*	6,451,726.21
Tennis Court Refurbishments	44,281.84
Chrysalis Programme	331,014.70
Neighbourhood CIL	
Chrysalis Programme	443,168.75

Total HCIL Infrastructure Financing*	7,270,191.50
Administration Fee (5%)	148,255.27
HCIL not used & Retained (C/fwd to 2022/23)	289,238.89
Total Hillingdon CIL Receipts	
Hillingdon CIL Brought Forward from 2021/22	4,742,580.70
Hillingdon CIL 2022/23	2,675,866.07
	7,418,446.77
*Includes £4,742,580.70 Unused Strategic HCIL carried forward from 2021/22 into 2022/23	

Strategic CIL Expenditure

14. Last year's Infrastructure Funding Statement identified that the priority for allocating Strategic CIL income would be allocated to the delivery of the West Drayton Leisure Centre. Table 2 shows that this project is where the majority of CIL receipts were allocated, included receipts that were brought forward from the previous financial year.

Neighbourhood CIL Expenditure (Chrysalis Programme)

15. Neighbourhood CIL funding schemes across the Borough are delivered through the Chrysalis programme - local bids are accepted and reviewed for funding. In 2022/23, 15% of HCIL collected was spent on the local schemes in the Chrysalis Programme. It should be noted that the Chrysalis Programme is not exclusively funded by CIL and may also be financed through other funds.
16. A total of £443,168.75 was spent on the Chrysalis programme in the 2022/23 financial year from Neighbourhood CIL receipts. A total of £331,014.70 was also spent on the Chrysalis programme from Strategic CIL. A complete list of the projects funded is provided below in Table 3, with the SCIL schemes delineated:

Table 3: Total Chrysalis Programme Spend 2022/23

Chrysalis Programme Breakdown 2022/23	£
Access Improvements	
Marvell Ave to The Greenway Patchworks	77,539.40
Kings College Playing Fields Fencing along Park Ave	35,994.00
Harefield Village Green Patchwork from Vernon Drive to Outdoor Gym	22,858.19
Eastholme Green Hayes Patchworks	5,833.62
Dowding Park Installation of New Connecting Path from North to South	36,213.34
Colham Avenue New Central Reservation Footpath	23,367.52
Bridgewater Road Rec Ground Boundary Improvements	57,845.29

Dowding Park Continuation of Path Installation	
Access Improvements Total	290,146.42
Community Facilities Refurbishment	
Station Road Allotment Site New Modular Building Unit	7,619.97
Eastcote Community Centre Refurbishment	3,230.81
Yeading Community Centres Refurbishment	684.48
Rosedale Bowls Club Re-Levelling of Green (SCIL)	10,750.00
Moor Lane Allotment Drainage Improvement	3,168.00
Coronation Walk - Stafford Road Open Space Picnic Area Installation (SCIL)	11,161.00
Grosvenor Allotments Site Car Park Installation (SCIL)	61,186.58
Hayes & Harlington Community Centre Perimeter Fencing (SCIL)	48,192.00
Manor Farm Guide Hut Kitchen & Toilet Refurbishment	63,560.94
Bessingby Bowls Club Retaining Wall Replacement & Additional Seating	5,359.00
Uxbridge Lawn Tennis Club Resurfacing & Widening of Path (SCIL)	18,529.79
Community Facilities Refurbishment Total	233,442.57
Community Safety - Alley Gating Schemes	
North Hyde Road AG	1,017.90
27 & 28 Bedford Avenue AG	2,272.20
Rear of 56 Thurlstone Road AG	1,183.50
Clement Gardens AG	2,206.80
Black Rod Close AG	5,569.40
R/O Chelston Road AG	895.00
63 - 107 Cleave Avenue AG	2,477.70
Linden Avenue & Close AG	1,284.52
Community Safety Total	16,907.02
Outdoor Sports & Play Facilities	
Spider Park Play Area Improvements (SCIL)	3,667.94
The Closes Recreation Ground Outdoor Gym (SCIL)	38,872.00
West End Road Recreation Ground Playground (SCIL)	95,450.00
Heathrow Close Playground (SCIL)	95,697.50
Outdoor Sports & Play Facilities Total	233,687.44

S106 Income and Expenditure

17. The table below shows the current S106 balance held by the Council at the beginning and end of the 2022/23 financial year. This shows that just under £11 million of new S106 income was received and over £2.6 million was spent.

Status	Total Amount £'000
Opening Balance 1st April 2022	17,174
Total income for the year 2022/23	10,903
Total Expenditure for the year 2022/23*	2,661
Closing Balance 31st March 2023	25,416

18. A summary of the current S106 balances by category is provided below. As of 31st March 2023, the S106 balance is £25,416k. This is inclusive of £2,114k which the Council holds on behalf of its partners who are responsible for project delivery e.g., NHS Property Services and TFL. Of this total, £5,054k has been allocated to specific projects and a further £15,339k is earmarked to other Council workstreams. The residual balance of £2,909k represents amounts yet to be allocated or earmarked for any specific use although a number of the funds are already earmarked for specific projects in accordance with the relevant legal agreement. This is particularly the case for Highways, Transportation and Green Spaces funds.

Summary of S106 contributions by spend category

Portfolio / Service Area	Balance b/f 01/04/22 £'000	Income Received £'000	Total £'000	Spend £'000	Balance c/f 31/03/23 £'000	Allocated Balances £'000	Provisionally Earmarked Balances (subject to formal approval) £'000	Unallocated Balances £'000
Property, Highways & Transport	7,524	1,305	8,829	784	8,045	1,605	1,968	4,472
Children, Families & Education	1,106	44	1,150	212	938	432	350	156
Residents Services – Green Spaces, Climate Change	3,339	7,288	10,627	1,132	9,495	1,285	8,000	210
Health & Social Care	1,169	288	1,457	12	1,445	1,260	0	185
Residents Services - Housing	3,924	1,620	5,544	521	5,023	2	5,021	0
Interest on interest bearing schemes	112	358	470	0	470	470	0	0
Subtotal	17,174	10,903	28,077	2,661	25,416	5,054	15,339	5,023
Less: Sums held on behalf of partners	1,779	347	2,126	12	2,114	0	0	2,114
Total LBH Balances	15,395	10,556	25,951	2,649	23,302	5,054	15,339	2,909

19. During the 2022/23 financial year, a total of 56 new legal agreements were signed to deliver specific financial and non-financial obligations as set out in the relevant planning legal agreements. The full list of sites with legal agreements signed in 2022/23 is published as Appendix 2 of the Infrastructure Funding Statement. A full list of the non-financial and financial contributions is published as Append 3 and 4 respectively of the same report.

20. S106 Balances have increased significantly during the 2022/23. This has been due to the receipt of some substantial sums received from major developments currently under construction in the Borough including:
- £1,834,059 received from the Bourne Court residential development in South Ruislip.
 - £4,245,448 received from the redevelopment of the Tudor Works site in Hayes.
 - £1,060,403 received from the redevelopment of land at Bulls Bridge Industrial estate, North Hyde Gardens, Hayes.
21. Work on securing allocations has continued through the S106 Allocation Process, with £2,325k of S106 funding allocated to fund new projects in 2022/23. The majority of these will be delivered in 2023/24. A number of S106 funded projects have been delivered during the financial year which include:
- Trees for Cities Planting Programme 2022/2023
 - Wetland creation project at Hillingdon House Farm.
 - Enhancement of cricket facilities at Grassy Meadows.
 - Vine Street public realm improvements.
 - Traffic calming & HGV restrictions on Bourne Avenue, Hayes.
 - Delivery of construction training apprenticeships.
 - LED lighting at The Grainges Car Park, Uxbridge.
 - Battle of Britain Bunker enhancements – Faces of Britain Exhibition.
 - Belmore Parade greening & enhancement project.
 - Ongoing delivery of the Council's Air Quality Action Plan.
 - Delivery of the School Pollution Screening Programme 2022/23.
 - 30% contribution towards the purchase of 4 additional affordable housing units as part of the Council's Buy Back Programme 2022/23.
22. A programme for delivering some of the larger S106 balances currently held by the Council is also in development and the earmarked balances will be progressed for formal allocation through the relevant decision-making process.

Implications on related Council policies

A role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

The Community Infrastructure Levy allows the Council to raise funds from developers undertaking development in the Borough which supports the financing of new infrastructure.

Financial Implications

The financial implications have been addressed throughout the report.

Legal Implications

The legal implications have been addressed throughout the report.

BACKGROUND PAPERS

Nil.

APPENDICES

Appendix 1: [Hillingdon's Infrastructure Funding Statement 2022/23](#)

London Borough of
Hillingdon
Annual Infrastructure
Funding Statement
For
Community Infrastructure Levy and
Section 106

Reporting Period:
From 01 April 2022 to 31 March 2023

Preface

This Infrastructure Funding Statement has been prepared in accordance with the detailed requirements set out in regulation 9 and schedule 2 of the Community Infrastructure Levy 2010 (as amended) and is expected to include:

- A list of the infrastructure projects or types of infrastructure projects which will be wholly or partially Community Infrastructure Levy (CIL) funded.
- Details of neighbourhood CIL collected and spent, and any CIL allocated but not spent.
- Detail on Section 106 (S106) financial and non-financial obligations, which may also include Section 278 contributions.

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1 Introduction

Welcome to the London Borough of Hillingdon's Infrastructure Funding Statement for the 2022/23 financial year.

This Statement will provide information on CIL and S106 receipts for the 2022/2023 financial year and report on how they were allocated and spent. The report concludes with a brief comment on future spend priorities.

This report consists of the following sections:

- CIL income and allocation/expenditure.
- S106 income, allocation and spend.
- S106 non-financials delivery and spend.

2 Community Infrastructure Levy

2.1 CIL Summary

The London Borough of Hillingdon is a CIL charging authority. It is responsible for collecting both Hillingdon CIL and the Mayoral CIL set by the Mayor of London.

2.1.1 Hillingdon CIL (HCIL)

HCIL has been charged since August 2014 and has been increasing with indexation since its introduction. The current charges (with indexation) from January 2024 are as follows:

London Borough of Hillingdon CIL Charging rates 2014 / 2024

Use Type	Charging Schedule Rate 2014 (per sq.m.)	Rate including Indexation 2024 (per sq.m.)
Large format retail development (A1) greater than 1,000 sq. m, outside of designated town centres	£215.00	$£215 \times 381 / 237 = \mathbf{£345.63}$
Offices (B1)	£35.00	$£35.00 \times 381 / 237 = \mathbf{£56.27}$
Hotels (C1)	£40.00	$£40.00 \times 381 / 237 = \mathbf{£64.30}$
Residential Dwelling Houses (C3)	£95.00	$£95.00 \times 381 / 237 = \mathbf{£152.72}$
Industrial (B8)	£5.00	$£5.00 \times 381 / 237 = \mathbf{£8.04}$
All other uses	£0.00	$£0.00 \times 381 / 237 = \mathbf{£0.00}$

Updated: January 2024

N.B. Rates have been rounded to 2 decimal places so CIL liabilities may differ slightly when calculating using the formula as set out in the CIL Regulations 2010 (as amended).

2.1.2 Mayoral CIL (MCIL)

MCIL monies are transferred to Transport for London on a quarterly basis to be spent on Elizabeth Line financing and other transport infrastructure.

2.2 Community Infrastructure Levy Matters Community Infrastructure Levy Regulations (2019 Amendment) Regulation 121A Schedule 2 Section 1

2.2.1 CIL Income 2022/23

Hillingdon's CIL monies are allocated to fund infrastructure delivered through both the Council's Capital Programme and the Chrysalis programme (where a large proportion of the Neighbourhood CIL monies are spent). In line with the CIL Regulations, a further 5% of the total CIL monies collected is spent on the costs of administering CIL. The percentage taken may differ due to Land payments (including payments in-kind and infrastructure payments) not being allocated to administration expenses however, no in-kind payments were made in 2022/23. Please note that Council has moved to reporting CIL income via a new system (Exacom) and this needs to be considered if comparisons with previous years are required.

The total collected by London Borough of Hillingdon for the reported year under Regulation 59E (CIL returned to the Charging Authority after five years if not spent) was £0.00 under Regulation 59F, CIL collected and retained by the Charging Authority for areas that are not designated the Chrysalis Programme, was £0.00.

Table 1 below shows the total amount of CIL income collected in the relevant report period by category:

	2022/23 (£)
Strategic HCIL	2,373,680.94
Total HCIL admin	148,255.27
Neighbourhood CIL	443,168.75
TOTAL HCIL	2,965,104.96
Mayoral CIL (transferred to Transport for London)	2,672,319.06

2.2.2 Hillingdon CIL Allocations and Expenditure 2022/23

The strategic portion of HCIL expenditure is currently allocated in accordance with the Council's Financial Capital Programme. The programme sits within the Council's Medium-Term Financial Forecast (MTFF) which is approved by Cabinet and provides information on capital expenditure, capital financing and capital receipts over a five-year period.

2.2.2.1 Allocations process

The Capital Programme is the plan for investment in the borough's infrastructure called capital projects. Specific capital projects are identified primarily through the Council's annual budget. Service managers submit proposals for new projects, outlining the reasons and benefits for the proposal and the estimated cost and method of financing.

Proposals are reviewed by senior managers across the organisation chaired by the Corporate Director of Finance. If proposals are deemed satisfactory at this stage, they are included in further submission to the Leader of the Council. Following a public consultation in December, any further feedback on the final revised five-year capital programme is submitted to Cabinet and Council for approval in February each year.

In order to formally proceed with implementation, all individual capital expenditure projects require a formal democratic decision from the Leader of the Council and Cabinet Member for Finance to release the monies included within the capital programme budget.

In the 2022/23 financial year a total of £2,965,104.96 of HCIL was collected by the Council. In addition, A total of £4,742,580.70 of unused HCIL has been carried forward from 2021/22 into 2022/23. Monies collected were allocated and spent on the following capital projects listed below, with a small proportion carried over to 2023/24:

Hillingdon CIL Spend	Total
Strategic HCIL	
New West Drayton Leisure Centre*	6,451,726.21
Tennis Court Refurbishments	44,281.84
Chrysalis Programme	331,014.70
Neighbourhood CIL	
Chrysalis Programme	443,168.75
Total HCIL Infrastructure Financing*	7,270,191.50
Administration Fee (5%)	148,255.27
HCIL not used & Retained (C/fwd to 2023/24)	289,238.89
Total Hillingdon CIL Spend	
Hillingdon CIL Brought Forward from 2021/22	4,742,580.70
Hillingdon CIL 2022/23	2,675,866.07
	7,418,446.77
*Includes £4,742,580.70 Unused Strategic HCIL carried forward from 2021/22 into 2022/23	

2.2.3 Neighbourhood CIL (NCIL)

NCIL funding schemes across the borough are delivered through the Chrysalis programme - local bids are accepted and reviewed for funding. In 2022/23, £443,168.75 of Neighbourhood HCIL collected was spent on the local schemes in the Chrysalis Programme.

Figure 1 below summarises the type of schemes that were funded as part of the Chrysalis Programme and the percentage of the total fund each project category spent. Please see Appendix 1 for a full breakdown of schemes.

An additional £331,014.70 of funding for the Chrysalis programme has been funded from the Strategic HCIL, as these were defined as meeting the relevant criteria. These are differentiated within Appendix 1. It should be noted that the Chrysalis Programme is not exclusively funded by CIL and its overall funding may also be financed through other funds.

Neighbourhood CIL Expenditure 2022/23



- Access Improvements
- Community Facilities Refurbishment
- Community Safety - Alley Gating Schemes

2.2.4 Mayoral CIL

In the 2022/23, £2,783,665.67 was collected in the London Borough of Hillingdon on behalf of Transport for London (TfL). These funds are transferred to the Mayor of London following the deduction of 4% administration charge which is retained by the Council. The total admin fee collected by the London Borough of Hillingdon in the previous financial year came to £111,346.61. Please find a summary table of the Mayoral CIL for the 2022/23 financial year below:

MCIL	Amount Collected	Amount Paid to TFL	4% Admin Fee
Q1	£ 411,393.24	£ 394,937.51	£ 16,455.73
Q2	£ 1,132,732.38	£ 1,087,423.08	£ 45,309.30
Q3	£ 279,701.72	£ 268,513.65	£ 11,188.07
Q4	£ 959,838.33	£ 921,444.81	£ 38,393.52
Total	£ 2,783,665.67	£ 2,672,319.06	£ 111,346.61

2.2.5 Future Hillingdon CIL Spend Priorities

2.2.5.1 Hillingdon Strategic CIL Spend Priorities

For the 2023/24 financial year the priority for the Council's strategi

c CIL receipts will be allocated to fund the new West Drayton Leisure Centre. This was approved as part of the 2023/24 budget.

For the time period beyond this project, the Council is currently reviewing the infrastructure needs related to growth targets within the Development Plan. This work is being undertaken in coordination with a review of both the Local Plan and Community Infrastructure Levy (CIL). An update to this section of the Infrastructure Funding Statement will be made when this work is completed.

2.2.5.2 Hillingdon Neighbourhood CIL Spend Priorities

Neighbourhood CIL will continue to fund the Chrysalis Programme. Again, bids sought will fall under the following funding areas: education improvements, community safety improvements, access improvements, outdoor sports and play facilities and town centre improvements. It should be noted that the Chrysalis Programme is not exclusively funded by neighbourhood CIL and is also financed through other funds.

3 Section 106

3.1 Section 106 Summary

3.1.1 Section 106 Balances

The table below shows the current S106 balance held by the Council at the beginning and end of the 2022/23 financial year. This shows that just under £11 million of new S106 income was received and over £2.6 million was spent.

Status	Total Amount £'000
Opening Balance 1st April 2022	17,174
Total income for the year 2022/23	10,903
Total Expenditure for the year 2022/23*	2,661
Closing Balance 31st March 2023	25,416

3.1.2 New Section 106 Contributions Agreements

During the 2022/23 financial year, a total of 56 new legal agreements were signed to deliver specific financial and non-financial obligations as set out in the relevant planning legal agreements. The list of sites with legal agreements signed in 2022/23 is provided in Appendix 2.

The 56 legal agreements previously mentioned contained 253 non-financial covenants and 121 financial obligations. The list of non-financial and financial covenants secured in the 2022/23 financial year can be found in Appendix 3 & 4 respectively.

3.1.3 S106 Non-Financial Obligations

Non-financial obligations are those mitigation measures secured that are typically delivered by the developer through direct on or offsite provision. The types of non-financial benefits negotiation by the Council include:

- Affordable Housing units
- Construction Training
- Highways and Public Realm works
- Travel Planning
- Parking Permit Restrictions
- Community Provision
- Drainage Strategies or works

3.2 Section 106 Matters - Community Infrastructure Levy Regulations (2019 Amendment) Regulation 121A Schedule 2 Section 3

The total amount of money to be provided under any planning obligations which were entered during the reported year is £15,359,132.04. This figure does not consider indexation (inflation/deflation) that may be applied when the money becomes due.

The total amount of S106 financial contributions received during the reported year was £10,903,000.00.

The total value of S106 financial contributions held prior to the reported year that have not been allocated is £17,174,000.00.

During the reported year the following non-monetary obligations were also agreed:

- i. The total number of affordable housing units to be provided as on-site provision agreed under planning obligations is 187 (110 shared ownership, 25 London Affordable Rent 52 Discount Market Sale units).
- ii. The total number of affordable housing units to be provided by S106 off site funding allocations made within the reported period is 0.

3.2.1 Section 106 Allocations

The total amount of money from planning obligations allocated towards infrastructure during the reported year was £2,333,630.07. Of this amount £868,533.35 was not spent during the reported year.

The total amount of money from planning obligations spent during the reported year was £2,661,319.98. Of this amount £331,413.58 was transferred to a third party on behalf of London Borough of Hillingdon.

The following items have had money allocated towards them during the reported year:

Infrastructure	Allocated	Date Allocated	Unspent
Environmental and Recreational Initiatives - School Pollution Screening Project Phase 5 (Release No 1)	£116,000.00	18 November 2022	£45,318.90
Implementation of Hillingdon's Air Quality Action Plan 2019-24	£164,999.00	10 November 2022	£53,031.01
Minet Country Park Improvements - Release No 2	£462,939.87	08 March 2023	£462,662.91
Economic Development Team Core Budget, LBH Construction, Apprenticeships and Professional Development	£238,000.00	13 March 2023 to 14 March 2023	£147,685.63
Enhancement of Legible London Signage, Hayes Town Centre (Release No 3)	£36,126.22	14 February 2023	£36,126.22
Lake Farm Country Park footpath improvement (Phase 2) & management of Frays Island LNR	£115,014.00	14 February 2023	£114,921.42
New allocation of s106 contributions 2022/23: Traffic calming & HGV restrictions on Bourne Ave, Hayes	£10,000.00	April 2022	£0.00

Infrastructure	Allocated	Date Allocated	Unspent
New allocation of s106 contributions 2021/22: End of year financing of S106 schemes: Library Refurb Programme, Ruislip High School expansion, refurb Barra Hall playground, school Gren Screening programme, CCTV camera Horton Road	£119,375.00	April 2022	£0.00
New allocation of s106 contributions 2021/22: Provision of new Northwood & Pinner Health Centre	£12,162.00	May 2022	£0.00
New allocation of S106 contributions 2022/23: Carbon reduction -Lighting upgrade at The Grainges Car Park, Uxbridge	£111,150.00	August 2022	£0.00
New allocation of S106 contributions 2022/23: The Cranford Park Project	£418,569.00	September 2022	£1,000.00
New allocation of S106 contributions 2022/23: Affordable Housing Council Buy Back Scheme	£520,507.98	No Decision	£0.00

3.2.2 Section 106 Spend

In relation to money which was spent by London Borough of Hillingdon during the reported year:

- i) The items of infrastructure that planning obligation money has been spent on and the amount spent are as follows:

S106 Funded Projects	Spent	Date Spent	Spend Description
Implementation of Hillingdon's Air Quality Action Plan 2019-24 (2021/2022 allocation)	£25,665.80	31 March 2022 to 31 March 2023	Spend towards Air Quality Focus Area Project (Harlington High Street) and monitoring of Hillingdon AQAP.
Implementation of Hillingdon's Air Quality Action Plan 2019-24 (2018/2019 allocation)	£3,250.00	31 March 2023	Spend towards a programme of educational air pollution workshops in schools.
Contract award for the Provision of a Construction Training Coordination Service	£80,549.30	31 March 2023	Spend towards provision of a Borough-wide Coordinator service to provide construction training placements on sites across the Borough
Hillingdon Chamber of Commerce Supply Chain Initiative	£20,000.00	31 March 2023	Spend towards scheme to enable SME's to access construction opportunities arising from the redevelopment of the former Nestle factory.
Long Meadow and Kings College Playing Fields	£5,846.00	20 June 2019 to 31 March 2023	Spend towards ecological improvements
Cranford Park Project (first allocation)	£418,569.00	31 March 2023	Spend towards a scheme of recreational improvements at Cranford Park.
The Closes Recreation Ground Landscape Enhancement Scheme	£352.60	11 December 2018 to 31 March 2023	Spend towards the establishment of a wildflower meadow.
Environmental & Recreational Initiatives: Enhancement of Cricket Facilities in Hillingdon.	£20,000.00	31 March 2023	Spend towards enhanced cricket facilities at Grassy Meadows.

S106 Funded Projects	Spent	Date Spent	Spend Description
Environmental and Recreational Initiatives – Hillingdon School Pollution Screening Programme (Phase 5)	£70,681.10	31 March 2023	Spend towards the provision of Pollution Screening at selected schools across the Borough.
Carbon Reduction - Lighting Upgrade at The Grainges Car Park, Uxbridge	£111,150.00	31 March 2023	Spend towards upgrading the lighting system to LED to improve efficiency.
Implementation of Hillingdon's Air Quality Action Plan 2019-24 (2022/2023 allocation)	£111,976.99	31 March 2023 to 31 May 2023	Spent towards Expert technical support for AQAP 2022/23. Belmore Parade Project, Air Quality awareness in Schools, Greener walking and Cycling Project.
Minet Country Park Improvements.	£276.96	31 March 2023	Spend towards a scheme of Recreational/ ecological Improvements at Minet Country Park
Economic Development Team Core Budget, LBH Construction, Apprenticeships and Professional Development	£90,314.37	31 March 2023	Spend towards LBH support for coordination of Construction Training Work placements in the Borough and LBH Construction Apprenticeship scheme
Lake Farm Country Park footpath improvement Scheme (Phase 2) & management of Frays Island LNR	£92.32	31 March 2023	Spend towards Footpath improvement scheme at Lake Farm Country Park.
TFL - Healthy Streets - Chailey Ind Est	£199,250.80	30 March 2023	TFL - Healthy Streets contribution Transferred to TFL.
Provision of a new Health Centre on the Former Cottage Hospital site, Pinner Road, Northwood.	£12,162.78	31 March 2023	Funds transferred to NHS Property services towards Northwood & Pinner Health Centre Project.
Scheme to provide traffic calming and HGV restrictions on Bourne Avenue, Hayes	£10,000.00	31 March 2023	Spend towards implementing the approved works.

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S106 Funded Projects	Spent	Date Spent	Spend Description
Cranford Park Project Second allocation.	£203,126.45	31 March 2023 to 31 May 2023	Spend towards a scheme of recreational improvements at Cranford Park.
Hillingdon Air Quality Action Plan (2018- 2024):S106 Carbon Offset Fund (end of year financing 2022/23)	£59,321.59	31 March 2023	Spend towards project management costs to support the delivery of carbon off-set fund
Battle of Britain Bunker Enhancements and Blyth Road Subway Improvement Scheme	£30,000.00	31 March 2023	Spend towards Blyth Road subway improvement scheme
278 Bus Service Operating between Ruislip Underground station and Heathrow	£273,109.00	31 March 2023	Spend towards support for new 278 bus service (Service Level Agreement with TFL).
Trees for Cities Partnership Agreement Tree Planting Project 2021-22 - 2022-2023	£85,000.00	31 March 2023	Spend towards Hillingdon Trees for Cities Programme (2022/23)
Affordable Housing - Council Buy Back Scheme	£520,507.98	31 March 2023	Spend towards Council Buy Back Scheme (Purchase of additional units). Spent as part of end of year financing 2022/23.
Management of Ten Acres Wood LNR	£5,000.00	31 March 2023	Spend towards maintenance works.
TFL Bus Service Improvement	£120,000.00	31 March 2023	Funds transferred to TFL towards the proposed new bus route via Pump Lane, Hayes.
Provision of a CCTV camera on Horton Road	£2,271.00	31 March 2023	Spend towards the provision of a CCTV camera on Horton Road
Environment Initiatives Hillingdon House Farm Wetland creation & Eco improvements	£11,081.73	31 March 2023	Spend towards wetland creation project at Hillingdon House Farm
Management of Hales Field Park	£19,956.00	31 March 2023	Spend towards management of Hales Field Park.
Dowding Park Maintenance	£61,099.50	31 March 2023	Spend towards Dowding Park maintenance 2022/23.

S106 Funded Projects	Spent	Date Spent	Spend Description
Ecological Improvements to The Culvert and Colne Valley Trail in Uxbridge	£11,070.01	31 March 2020 to 31 March 2023	Spend towards ditch clearance & tree pollarding.

*Not included S106 'accounting adjustments'

- £64,000 transferred to highways budgets (PT/44)
- 15,638.70 paid in error and returned to developer (EO/005)

ii) The amount of planning obligation money spent on repaying money borrowed, including any interest, with details of the items of infrastructure which that money was used to provide are as follows:

Date	Amount Used	Loan/Interest	Infrastructure Funded
N/a	N/a	N/a	N/a

iii) The amount of planning obligation money spent in respect of administration of planning obligations and monitoring in relation to the delivery of planning obligations during the reported year was £0.00.

4 Appendices

4.1 Appendix: 1 Chrysalis Programme CIL Breakdown 2022/2023

Chrysalis Programme Breakdown 2022/23	£
Access Improvements	
Marvell Ave to The Greenway Patchworks	77,539.40
Kings College Playing Fields Fencing along Park Ave	35,994.00
Harefield Village Green Patchwork from Vernon Drive to Outdoor Gym	22,858.19
Eastholme Green Hayes Patchworks	5,833.62
Dowding Park Installation of New Connecting Path from North to South	36,213.34
Colham Avenue New Central Reservation Footpath	23,367.52
Bridgewater Road Rec Ground Boundary Improvements	57,845.29
Dowding Park Continuation of Path Installation	30,495.06
Access Improvements Total	290,146.42
Community Facilities Refurbishment	
Station Road Allotment Site New Modular Building Unit	7,619.97
Eastcote Community Centre Refurbishment	3,230.81
Yeading Community Centres Refurbishment	684.48
Rosedale Bowls Club Re-Levelling of Green (SCIL)	10,750.00
Moor Lane Allotment Drainage Improvement	3,168.00
Coronation Walk - Stafford Road Open Space Picnic Area (SCIL)	11,161.00
Grosvenor Allotments Site Car Park Installation (SCIL)	61,186.58
Hayes & Harlington Community Centre Perimeter Fencing (SCIL)	48,192.00
Manor Farm Guide Hut Kitchen & Toilet Refurbishment	63,560.94
Bessingby Bowls Club Retaining Wall Replacement & Additional Seating	5,359.00
Uxbridge Lawn Tennis Club Resurfacing & Widening of Path (SCIL)	18,529.79
Community Facilities Refurbishment Total	233,442.57
Community Safety - Alley Gating Schemes	
North Hyde Road AG	1,017.90
27 & 28 Bedford Avenue AG	2,272.20
Rear of 56 Thurlstone Road AG	1,183.50
Clement Gardens AG	2,206.80
Black Rod Close AG	5,569.40
R/O Chelston Road AG	895.00
63 - 107 Cleave Avenue AG	2,477.70
Linden Avenue & Close AG	1,284.52
Community Safety Total	16,907.02
Outdoor Sports & Play Facilities	
Spider Park Play Area Improvements (SCIL)	3,667.94
The Closes Recreation Ground Outdoor Gym (SCIL)	38,872.00
West End Road Recreation Ground Playground (SCIL)	95,450.00
Heathrow Close Playground (SCIL)	95,697.50
Outdoor Sports & Play Facilities Total	233,687.44

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*SCIL - Projects funded by Statagic CIL / NCIL Projects funded by - Neighbourhood CIL

4.2 Appendix 2: List of S106 agreements signed in the 2022/2023 financial year

Planning Application	Deed Type	Deed Description	Deed Date
71737/APP/2019/1979	S106 Agreement	Principal Deed	04/04/2022
16299/APP/2020/3313	S106 Agreement	Principal Deed	05/05/2022
51175/APP/2020/2543	Deed of Variation	Deed of Variation	19/04/2022
59872/APP/2013/3775	Deed of Variation	Deed of Variation 6	23/05/2022
38058/APP/2022/64	S106 Agreement	Principal Deed	16/08/2022
75111/APP/2022/1007	S106 Agreement	Principal Deed	06/09/2022
75111/APP/2022/1007	Deed of Variation	Deed of Variation	16/09/2022
27189/APP/2020/2181	S106 Agreement	Principal Deed	22/07/2022
35810/APP/2021/1234	Unilateral Undertaking	UU	06/08/2022
550/APP/2018/2262	S106 Agreement	Principal Deed	26/10/2022
67544/APP/2022/2302	Deed of Variation	Deed of Variation	27/10/2022
67544/APP/2019/1978	Deed of Variation	Deed of Variation 2	27/10/2022
73238/APP/2018/1145	Deed of Variation	Deed of Variation	16/08/2022
73238/APP/2021/777	Deed of Variation	Deed of Variation	16/08/2022
72219/APP/2021/1535	S106 Agreement	Principal Deed	13/06/2022
2102/APP/2018/4231	Deed of Variation	Deed of variation	15/12/2022
33037/APP/2019/655	S106 Agreement	Principal Deed	15/12/2022
1942/APP/2021/3839	Supplemental S106 Agreement	Supplemental Deed	15/12/2022
2102/APP/2021/2582	Deed of Variation	Deed of variation	20/12/2022
38421/APP/2021/4045	S106 Agreement	Principal Deed	18/11/2022
10737/APP/2020/3359	S106 Agreement	Principal Deed	03/08/2022
35755/APP/2021/4136	S106 Agreement	Principal Deed	21/04/2022
76908/APP/2021/1023	Unilateral Undertaking	S106 UU	24/01/2023
702/APP/2018/4224	Deed of Variation	DOV	23/11/2022
28877/APP/2020/3991	S106 Agreement	Principal Deed	09/02/2023
6800/APP/2021/3573	S106 Agreement	Principal Deed	09/02/2023
76551/APP/2021/4502	S106 Agreement	Principal Deed	28/09/2022
59872/APP/2013/3775	Other	Deed of Restriction	17/02/2023
17709/APP/2022/1387	Statement of Intent	Statement if Intent	13/02/2023
76550/APP/2021/4499	Statement of Intent	Statement if Intent	28/09/2022
71737/APP/2021/4535	S106 Agreement	Principal Deed	24/02/2023
5564/APP/2022/2355	S106 Agreement	Principal Deed	23/02/2023
30682/APP/2022/479	S106 Agreement	Principal Deed	24/02/2023
27189/APP/2021/2782	S106 Agreement	Principal Deed	03/03/2023
2145/APP/2022/3534	S106 Agreement	Principal Deed	08/03/2023
4058/APP/2013/99	Deed of Variation	3rd DOV	07/07/2022
4058/APP/2021/3691	Deed of Variation	3rd DOV	07/07/2022
73955/APP/2020/139	Deed of Variation	2nd DOV	17/03/2023
1337/APP/2021/3348	S106 Agreement	Principal Deed	22/03/2023
73955/APP/2022/2613	Deed of Variation	2nd DOV	17/03/2023
46104/APP/2022/775	Unilateral Undertaking	UU	23/03/2023

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12768/APP/2022/2175	S106 Agreement	Principal Deed	30/03/2023
18399/APP/2022/411	S106 Agreement	S106 Agreement	28/04/2023
76655/APP/2021/3039	S106 Agreement	Principal Deed	07/04/2022
59872/APP/2013/3775	Other	Deed of Restriction plot 2	19/05/2023
73201/APP/2021/630	S106 Agreement	Principal Deed	23/05/2023
40050/APP/2021/1916	Deed of Variation	Deed of variation	02/03/2023
40050/APP/2021/2467	Deed of Variation	Deed of variation	02/03/2023
8294/APP/2022/2576	S106 Agreement	Principal Deed	24/04/2023
40050/APP/2022/2886	Deed of Variation	Deed of variation	02/03/2023
40050/APP/2022/2897	Deed of Variation	Deed of variation	02/03/2023
49467/APP/2022/2801	S106 Agreement	Principal Deed	16/05/2023
43762/APP/2022/3588	Statement of Intent	Variation to SOI	09/05/2023
43762/APP/2018/396	Statement of Intent	Variation to original SOI	09/05/2023
69827/APP/2021/1565	S106 Agreement	Principal Deed	15/11/2022
75127/APP/2022/2395	Statement of Intent	SOI	03/03/2023

4.3 Appendix 3: Non-Financial S106 obligations

Summary details of all non-monetary obligations agreed within the reported year are as follows:

Covenant Type/Service	MHCLG Type	Deed Signed	Planning Application
Occupation/Use Restrictions/Planning Enforcement	Other	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	05/05/2022	16299/APP/2020/3313
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	05/05/2022	16299/APP/2020/3313
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	05/05/2022	16299/APP/2020/3313
Travel Plan Com - Implement/Comply/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313
Travel Plan Com - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313
Travel Plan Resi - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313
Travel Plan Resi - Monitoring/Planning Obligations Team	Transport and Travel	05/05/2022	16299/APP/2020/3313
Highways - Works/Transport & Town Centres - D Knowles	Highways	05/05/2022	16299/APP/2020/3313
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	05/05/2022	16299/APP/2020/3313
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313
Parking Management - Scheme/Plan/Transport & Town Centres - D Knowles	Transport and Travel	05/05/2022	16299/APP/2020/3313

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Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	05/05/2022	16299/APP/2020/3313
Delivery and Servicing Plan/Planning Obligations Team	Other	05/05/2022	16299/APP/2020/3313
Variation of Definitions/Planning Obligations Team	Other	19/04/2022	51175/APP/2020/2543
Variation/Planning Obligations Team	Other	19/04/2022	51175/APP/2020/2543
Variation/Planning Obligations Team	Other	19/04/2022	51175/APP/2020/2543
Highways - Works/Transport & Town Centres - D Knowles	Highways	16/08/2022	38058/APP/2022/64
Accessibility/Planning Obligations Team	Other	06/09/2022	75111/APP/2022/1007
Variation of Definitions/Planning Obligations Team	Other	16/09/2022	75111/APP/2022/1007
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - in Perpetuity/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	22/07/2022	27189/APP/2020/2181
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	22/07/2022	27189/APP/2020/2181

Town Centre Improvements - Contribution/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Travel Plan Com - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Travel Plan Resi - Monitoring/Planning Obligations Team	Transport and Travel	22/07/2022	27189/APP/2020/2181
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	22/07/2022	27189/APP/2020/2181
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Parking Management - Contribution/Transport & Town Centres - D Knowles	Transport and Travel	22/07/2022	27189/APP/2020/2181
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	22/07/2022	27189/APP/2020/2181
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	22/07/2022	27189/APP/2020/2181
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	06/08/2022	35810/APP/2021/1234
Viability Review/Planning Obligations Team	Affordable Housing	06/08/2022	35810/APP/2021/1234
Viability Review/Planning Obligations Team	Affordable Housing	06/08/2022	35810/APP/2021/1234
Viability Review/Planning Obligations Team	Affordable Housing	06/08/2022	35810/APP/2021/1234
Viability Review/Planning Obligations Team	Affordable Housing	06/08/2022	35810/APP/2021/1234
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	06/08/2022	35810/APP/2021/1234
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	06/08/2022	35810/APP/2021/1234
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	06/08/2022	35810/APP/2021/1234
Local Emp - Employment Training/Economic Development - Nigel Cramb	Economic Development	06/08/2022	35810/APP/2021/1234
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	06/08/2022	35810/APP/2021/1234
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	06/08/2022	35810/APP/2021/1234

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Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	06/08/2022	35810/APP/2021/1234
Highways - Works/Transport & Town Centres - D Knowles	Highways	06/08/2022	35810/APP/2021/1234
Variation/Planning Obligations Team	Other	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	27/10/2022	67544/APP/2019/1978
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	13/06/2022	72219/APP/2021/1535
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	13/06/2022	72219/APP/2021/1535
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	13/06/2022	72219/APP/2021/1535
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	13/06/2022	72219/APP/2021/1535
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	13/06/2022	72219/APP/2021/1535
Variation/Planning Obligations Team	Other	15/12/2022	2102/APP/2018/4231
Variation/Planning Obligations Team	Other	15/12/2022	2102/APP/2018/4231
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	15/12/2022	33037/APP/2019/655
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	15/12/2022	33037/APP/2019/655
Variation/Planning Obligations Team	Other	15/12/2022	1942/APP/2021/3839
Other/Planning Obligations Team	Other	15/12/2022	1942/APP/2021/3839

Variation of Definitions/Planning Obligations Team	Other	15/12/2022	1942/APP/2021/3839
Variation of Definitions/Planning Obligations Team	Other	15/12/2022	1942/APP/2021/3839
Highways - Works/Transport & Town Centres - D Knowles	Highways	18/11/2022	38421/APP/2021/4045
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	18/11/2022	38421/APP/2021/4045
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	18/11/2022	38421/APP/2021/4045
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	18/11/2022	38421/APP/2021/4045
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	18/11/2022	38421/APP/2021/4045
Travel Plan Com - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	18/11/2022	38421/APP/2021/4045
Air Quality - Low Emission Strategy/Planning Specialists - Ian Thynne	Green Infrastructure	18/11/2022	38421/APP/2021/4045
Air Quality - Low Emission Strategy/Planning Specialists - Ian Thynne	Green Infrastructure	18/11/2022	38421/APP/2021/4045
Other/Planning Obligations Team	Other	18/11/2022	38421/APP/2021/4045
Energy Strategy/Specification/Planning Obligations Team	Other	18/11/2022	38421/APP/2021/4045
Public Art and Heritage - Provision/Planning Obligations Team	Community Facilities	18/11/2022	38421/APP/2021/4045
Energy/Sustainability - Monitoring/Planning Obligations Team	Other	18/11/2022	38421/APP/2021/4045
Energy Strategy/Specification/Planning Obligations Team	Other	18/11/2022	38421/APP/2021/4045
Ecology/Wildlife/Planning Obligations Team	Other	03/08/2022	10737/APP/2020/3359
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	21/04/2022	35755/APP/2021/4136
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	21/04/2022	35755/APP/2021/4136
Local Emp - Co-ordinator Contribution/Economic Development - Nigel Cramb	Economic Development	21/04/2022	35755/APP/2021/4136
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	21/04/2022	35755/APP/2021/4136

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Notice Submission/Planning Obligations Team	Other	21/04/2022	35755/APP/2021/4136
Council Covenant(s)/Planning Obligations Team	Other	21/04/2022	35755/APP/2021/4136
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	21/04/2022	35755/APP/2021/4136
Travel Plan Com - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	21/04/2022	35755/APP/2021/4136
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	24/01/2023	76908/APP/2021/1023
Variation/Planning Obligations Team	Other	23/11/2022	702/APP/2018/4224
Variation of Definitions/Planning Obligations Team	Other	23/11/2022	702/APP/2018/4224
Variation/Planning Obligations Team	Other	23/11/2022	702/APP/2018/4224
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	09/02/2023	6800/APP/2021/3573
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	09/02/2023	28877/APP/2020/3991
Travel Plan Com - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	09/02/2023	28877/APP/2020/3991
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76551/APP/2021/4502
AH - Service Charge/Property - Julie Markwell	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502

Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76551/APP/2021/4502
Air Quality - Contribution/Planning Specialists - Ian Thynne	Green Infrastructure	28/09/2022	76551/APP/2021/4502
Travel Plan Resi - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76551/APP/2021/4502
Travel Plan Resi - Monitoring/Planning Obligations Team	Transport and Travel	28/09/2022	76551/APP/2021/4502
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76551/APP/2021/4502
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	28/09/2022	76551/APP/2021/4502
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	28/09/2022	76551/APP/2021/4502
Highways - Works/Transport & Town Centres - D Knowles	Highways	28/09/2022	76551/APP/2021/4502
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	28/09/2022	76551/APP/2021/4502
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76551/APP/2021/4502
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	28/09/2022	76551/APP/2021/4502
Other/Planning Obligations Team	Other	28/09/2022	76551/APP/2021/4502
Travel Plan Sch - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	13/02/2023	17709/APP/2022/1387
Travel Plan Sch - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	13/02/2023	17709/APP/2022/1387
Travel Plan Sch - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	13/02/2023	17709/APP/2022/1387
Travel Plan Sch - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	13/02/2023	17709/APP/2022/1387
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	13/02/2023	17709/APP/2022/1387

Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	13/02/2023	17709/APP/2022/1387
Highways - Works/Transport & Town Centres - D Knowles	Highways	13/02/2023	17709/APP/2022/1387
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	13/02/2023	17709/APP/2022/1387
Energy Strategy/Specification/Planning Obligations Team	Other	13/02/2023	17709/APP/2022/1387
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - in Perpetuity/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Disposal of Units by Sale/Property - Julie Markwell	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Service Charge/Property - Julie Markwell	Affordable Housing	28/09/2022	76550/APP/2021/4499
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499

Viability Review/Planning Obligations Team	Affordable Housing	28/09/2022	76550/APP/2021/4499
Travel Plan Resi - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76550/APP/2021/4499
Travel Plan Resi - Implement/Comply/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76550/APP/2021/4499
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76550/APP/2021/4499
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	28/09/2022	76550/APP/2021/4499
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	28/09/2022	76550/APP/2021/4499
Local Emp - Co-ordinator Contribution/Economic Development - Nigel Cramb	Economic Development	28/09/2022	76550/APP/2021/4499
Highways - Works/Transport & Town Centres - D Knowles	Highways	28/09/2022	76550/APP/2021/4499
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	28/09/2022	76550/APP/2021/4499
Other/Planning Obligations Team	Other	28/09/2022	76550/APP/2021/4499
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	28/09/2022	76550/APP/2021/4499
Parking Management - Scheme/Plan/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76550/APP/2021/4499
Parks/POS - Scheme/Specification/Green Spaces, Sports & Culture - TBC	Open Space and Leisure	28/09/2022	76550/APP/2021/4499
Parks/POS - Scheme/Specification/Green Spaces, Sports & Culture - TBC	Open Space and Leisure	28/09/2022	76550/APP/2021/4499
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	28/09/2022	76550/APP/2021/4499
Community Facilities/Green Spaces, Sports & Culture - TBC	Community Facilities	28/09/2022	76550/APP/2021/4499
Community Facilities/Green Spaces, Sports & Culture - TBC	Community Facilities	28/09/2022	76550/APP/2021/4499
Community Facilities/Green Spaces, Sports & Culture - TBC	Community Facilities	28/09/2022	76550/APP/2021/4499
Other/Planning Obligations Team	Other	28/09/2022	76550/APP/2021/4499
Travel Plan Com - Implement/Comply/Transport & Town Centres - D Knowles	Transport and Travel	24/02/2023	71737/APP/2021/4535
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	23/02/2023	5564/APP/2022/2355

Monitoring Fees/Planning Obligations Team	Monitoring Fees	24/02/2023	30682/APP/2022/479
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	24/02/2023	30682/APP/2022/479
Highways - Works/Transport & Town Centres - D Knowles	Highways	03/03/2023	27189/APP/2021/2782
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	03/03/2023	27189/APP/2021/2782
Public Realm - Contribution/Planning Obligations Team	Open Space and Leisure	03/03/2023	27189/APP/2021/2782
Bonds / Escrow (non-TP)/Planning Obligations Team	Bonds	03/03/2023	27189/APP/2021/2782
Council Covenant(s)/Planning Obligations Team	Other	03/03/2023	27189/APP/2021/2782
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Travel Plan Com - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Travel Plan Com - Monitoring/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	03/03/2023	27189/APP/2021/2782
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Car Club/Transport & Town Centres - D Knowles	Transport and Travel	03/03/2023	27189/APP/2021/2782
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	03/03/2023	27189/APP/2021/2782
Local Emp - Co-ordinator Contribution/Economic Development - Nigel Cramb	Economic Development	03/03/2023	27189/APP/2021/2782
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	03/03/2023	27189/APP/2021/2782
AH - Tenure/Mix/Property - Julie Markwell	Affordable Housing	03/03/2023	27189/APP/2021/2782
Community Facilities/Green Spaces, Sports & Culture - TBC	Community Facilities	03/03/2023	27189/APP/2021/2782
Other/Planning Obligations Team	Other	03/03/2023	27189/APP/2021/2782
Monitoring Fees/Planning Obligations Team	Monitoring Fees	06/09/2022	75111/APP/2022/1007

Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	08/03/2023	2145/APP/2022/3534
Local Emp - Co-ordinator Contribution/Economic Development - Nigel Cramb	Economic Development	08/03/2023	2145/APP/2022/3534
Local Emp - Con Training Contribution/Economic Development - Nigel Cramb	Economic Development	08/03/2023	2145/APP/2022/3534
Travel Plan Sch - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	08/03/2023	2145/APP/2022/3534
Travel Plan Sch - Implement/Comply/Transport & Town Centres - D Knowles	Transport and Travel	08/03/2023	2145/APP/2022/3534
Travel Plan Sch - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	08/03/2023	2145/APP/2022/3534
Travel Plan Sch - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	08/03/2023	2145/APP/2022/3534
Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	22/03/2023	1337/APP/2021/3348
Variation of Definitions/Planning Obligations Team	Other	17/03/2023	73955/APP/2020/139
Notice Submission/Planning Obligations Team	Other	23/03/2023	46104/APP/2022/775
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
AH - Review Mechanism/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
AH - Specification/Scheme/Planning Obligations Team	Affordable Housing	07/04/2022	76655/APP/2021/3039
Travel Plan Resi - Submission/Approval/Transport & Town Centres - D Knowles	Transport and Travel	07/04/2022	76655/APP/2021/3039
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	07/04/2022	76655/APP/2021/3039
Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	07/04/2022	76655/APP/2021/3039

Parking Permits and Restrictions/Parking Permits - Roy Clark	Transport and Travel	07/04/2022	76655/APP/2021/3039
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	07/04/2022	76655/APP/2021/3039
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	07/04/2022	76655/APP/2021/3039
Highways - Works/Transport & Town Centres - D Knowles	Highways	07/04/2022	76655/APP/2021/3039
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	07/04/2022	76655/APP/2021/3039
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/1916
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/1916
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/1916
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/1916
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/1916
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Variation/Planning Obligations Team	Other	02/03/2023	40050/APP/2021/2467
Highways - Works/Transport & Town Centres - D Knowles	Highways	15/11/2022	69827/APP/2021/1565
Highways - S278/38 Agreement/Transport & Town Centres - D Knowles	Highways	15/11/2022	69827/APP/2021/1565
Local Emp - Scheme/Strategy/Report/Economic Development - Nigel Cramb	Economic Development	15/11/2022	69827/APP/2021/1565
Local Emp - Co-ordinator Contribution/Economic Development - Nigel Cramb	Economic Development	15/11/2022	69827/APP/2021/1565
Local Emp - Construction Training/Economic Development - Nigel Cramb	Economic Development	15/11/2022	69827/APP/2021/1565
Travel Plan Resi - Implement/Comply/Transport & Town Centres - D Knowles	Transport and Travel	15/11/2022	69827/APP/2021/1565

Travel Plan Resi - Co-ordinator/Transport & Town Centres - D Knowles	Transport and Travel	15/11/2022	69827/APP/2021/1565
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4.4 Appendix 4: S106 Financial covenants secured in 2022/23

Planning Application	Address	Type	Amount (£)
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	AH - Payment in Lieu	3,130,000.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Carbon Offset - Contribution	3,008,080.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Carbon Offset - Contribution	3,008,080.00
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Healthcare - Contribution	900,229.00

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75111/APP/2022/1007	Land at Bulls Bridge Industrial Estate, NORTH HYDE GARDENS, HAYES, UB3 4QQ	Air Quality - Contribution	890,571.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Air Quality - Contribution	649,490.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Highways - Contribution	289,185.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Monitoring Fees	202,164.24
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Healthcare - Contribution	195,162.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Parks/POS - Contribution	186,000.00
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Parks/POS - Contribution	175,000.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Town Centre Improvements - Contribution	172,720.00
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Carbon Offset - Contribution	147,983.00
35755/APP/2021/4136	RIVER HOUSE, RIVERSIDE WAY, UXBRIDGE	Air Quality - Contribution	133,224.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Parks/POS - Contribution	128,000.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Parks/POS - Contribution	120,000.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Public Realm - Healthy Streets Contribution	120,000.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Air Quality - Contribution	115,433.00
75111/APP/2022/1007	Land at Bulls Bridge Industrial Estate, NORTH HYDE GARDENS, HAYES, UB3 4QQ	Air Quality - Contribution	109,159.00
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Air Quality - Contribution	105,242.00
51175/APP/2020/2543	STANFORD HOUSE, 9, NESTLES AVENUE, HAYES	Healthcare - Contribution	102,588.00
75111/APP/2022/1007	Land at Bulls Bridge Industrial Estate, NORTH	Carbon Offset - Contribution	100,435.00

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	HYDE GARDENS, HAYES, UB3 4QQ		
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Carbon Offset - Contribution	99,473.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Town Centre Improvements - Contribution	81,280.00
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Air Quality - Contribution	69,262.00
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Canals and Waterways - Contribution	60,000.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Carbon Offset - Contribution	57,024.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Public Realm - Healthy Streets Contribution	51,000.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Parking Management - Contribution	50,000.00
75111/APP/2022/1007	Land at Bulls Bridge Industrial Estate, NORTH HYDE GARDENS, HAYES, UB3 4QQ	Monitoring Fees	49,839.06
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Highways - Contribution	47,462.50
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Other	45,000.00
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	Carbon Offset - Contribution	44,622.00
72219/APP/2021/1535	1-3 BAKERS ROAD, UXBRIDGE, UB8 1RG	AH - Payment in Lieu	43,385.00
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	Parks/POS - Contribution	42,500.00
12768/APP/2022/2175	1-53 CONSTABULARY CLOSE, WEST DRAYTON	AH - Payment in Lieu	40,000.00
38058/APP/2022/64	LAND AT RAINBOW INDUSTRIAL ESTATE, TROUT ROAD, YIEWSLEY, UB7 7XT	Air Quality - Contribution	39,459.00
46104/APP/2022/775	ALLPORT HOUSE, COWLEY BUSINESS PARK, HIGH STREET, COWLEY, UB8 2AD	AH - Payment in Lieu	32,000.00
17709/APP/2022/1387	HAREFIELD ACADEMY, NORTHWOOD WAY, HAREFIELD	Carbon Offset - Contribution	25,650.00

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76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Parking Management - Contribution	25,000.00
71737/APP/2019/1979	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Local Emp - Con Training Contribution	24,000.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Highways - Works	23,000.00
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	Local Emp - Con Training Contribution	21,664.38
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	AH - Payment in Lieu	21,353.00
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Healthcare - Contribution	20,944.00
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	Air Quality - Contribution	20,541.00
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Car Club	20,000.00
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Travel Plan Resi - Sum / Bond	20,000.00
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Travel Plan Resi - Sum / Bond	20,000.00
71737/APP/2019/1979	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Travel Plan Resi - Sum / Bond	20,000.00
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Travel Plan Resi - Sum / Bond	20,000.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Travel Plan Resi - Sum / Bond	20,000.00
28877/APP/2020/3991	UNIT 6 & UNIT 7 SILVERDALE INDUSTRIAL ESTATE, SILVERDALE ROAD, HAYES	Travel Plan Com - Sum / Bond	20,000.00
35755/APP/2021/4136	RIVER HOUSE, RIVERSIDE WAY, UXBRIDGE	Travel Plan Com - Sum / Bond	20,000.00
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17709/APP/2022/1387	HAREFIELD ACADEMY, NORTHWOOD WAY, HAREFIELD	Travel Plan Sch - Sum / Bond	20,000.00
2145/APP/2022/3534	GRANGEWOOD SCHOOL, FORE STREET, EASTCOTE PINNER	Travel Plan Sch - Sum / Bond	20,000.00

38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Community Facilities - Contribution	16,500.00
550/APP/2018/2262	376 BALMORAL DRIVE, HAYES	Ecology/Wildlife - Contribution	15,000.00
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Local Emp - Co-ordinator Contribution	14,100.00
71737/APP/2019/1979	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Air Quality - Contribution	13,000.00
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Cycling - Contribution	12,000.00
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Local Emp - Co-ordinator Contribution	10,800.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Local Emp - Co-ordinator Contribution	10,800.00
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71737/APP/2019/1979	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Monitoring Fees	4,123.10
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Air Quality - Contribution	3,716.00
17709/APP/2022/1387	HAREFIELD ACADEMY, NORTHWOOD WAY, HAREFIELD	Local Emp - Co-ordinator Contribution	2,400.00
12768/APP/2022/2175	1-53 CONSTABULARY CLOSE, WEST DRAYTON	Monitoring Fees	2,000.00
46104/APP/2022/775	ALLPORT HOUSE, COWLEY BUSINESS PARK, HIGH STREET, COWLEY, UB8 2AD	Monitoring Fees	1,600.00
35810/APP/2021/1234	TAVISTOCK WORKS, TAVISTOCK ROAD, YIEWSLEY	Car Club	1,500.00
6800/APP/2021/3573	67 HORTON ROAD, YIEWSLEY, UB7 8ET	Parking Management - Contribution	1,500.00
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Monitoring Fees	559.29
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	AH - Payment in Lieu	To be calculated on S106 trigger
72219/APP/2021/1535	1-3 BAKERS ROAD, UXBRIDGE, UB8 1RG	AH - Review Mechanism	To be calculated

Updated: January 2024

			on S106 trigger
69827/APP/2021/1565	15-17, UXBRIDGE ROAD, HAYES, MIDDLESEX, UB4 OJN	Air Quality - Contribution	To be calculated on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Air Quality - Contribution	To be calculated on S106 trigger
28877/APP/2020/3991	UNIT 6 & UNIT 7 SILVERDALE INDUSTRIAL ESTATE, SILVERDALE ROAD, HAYES	Air Quality - Contribution	To be calculated on S106 trigger
75111/APP/2022/1007	Land at Bulls Bridge Industrial Estate, NORTH HYDE GARDENS, HAYES, UB3 4QQ	Air Quality - Contribution	To be calculated on S106 trigger
73238/APP/2018/1145	LAND AT 3, 233-236, NESTLES AVENUE, HAYES, UB3 4SB	Carbon Offset - Contribution	To be calculated on S106 trigger
73238/APP/2018/1145	LAND AT 3, 233-236, NESTLES AVENUE, HAYES, UB3 4SB	Carbon Offset - Contribution	To be calculated on S106 trigger
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76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Carbon Offset - Contribution	To be calculated on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Carbon Offset - Contribution	To be calculated on S106 trigger
71737/APP/2021/4535	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Carbon Offset - Contribution	To be calculated on S106 trigger
69827/APP/2021/1565	15-17, UXBRIDGE ROAD, HAYES, MIDDLESEX, UB4 OJN	Carbon Offset - Contribution	To be calculated on S106 trigger
2145/APP/2022/3534	GRANGEWOOD SCHOOL, FORE STREET, EASTCOTE PINNER	Carbon Offset - Contribution	To be calculated on S106 trigger
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			on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Parks/POS - Contribution	To be calculated on S106 trigger
71737/APP/2021/4535	GETHCELN HOUSE, DAWLEY ROAD, HAYES	Monitoring Fees	To be calculated on S106 trigger
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Monitoring Fees	To be calculated on S106 trigger
17709/APP/2022/1387	HAREFIELD ACADEMY, NORTHWOOD WAY, HAREFIELD	Monitoring Fees	To be calculated on S106 trigger
10737/APP/2020/3359	RUISLIP GOLF COURSE, ICKENHAM ROAD, RUISLIP	Monitoring Fees	To be calculated on S106 trigger
35755/APP/2021/4136	RIVER HOUSE, RIVERSIDE WAY, UXBRIDGE	Monitoring Fees	To be calculated on S106 trigger
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Monitoring Fees	To be calculated on S106 trigger
28877/APP/2020/3991	UNIT 6 & UNIT 7 SILVERDALE INDUSTRIAL ESTATE, SILVERDALE ROAD, HAYES	Monitoring Fees	To be calculated on S106 trigger
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Monitoring Fees	To be calculated on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Monitoring Fees	To be calculated on S106 trigger
2145/APP/2022/3534	GRANGEWOOD SCHOOL, FORE STREET, EASTCOTE PINNER	Monitoring Fees	To be calculated on S106 trigger
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Monitoring Fees	To be calculated on S106 trigger
69827/APP/2021/1565	15-17, UXBRIDGE ROAD, HAYES, MIDDLESEX, UB4 OJN	Monitoring Fees	To be calculated

Updated: January 2024

			on S106 trigger
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Other	To be calculated on S106 trigger
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Other	To be calculated on S106 trigger
69827/APP/2021/1565	15-17, UXBRIDGE ROAD, HAYES, MIDDLESEX, UB4 OJN	Travel Plan Resi - Sum / Bond	To be calculated on S106 trigger
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Travel Plan Resi - Sum / Bond	To be calculated on S106 trigger
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Travel Plan Com - Sum / Bond	To be calculated on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Parking Management - Contribution	To be calculated on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Highways - Contribution	To be calculated on S106 trigger
76551/APP/2021/4502	LAND AT, AVONDALE DRIVE, HAYES	Viability Review	To be calculated on S106 trigger
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35755/APP/2021/4136	RIVER HOUSE, RIVERSIDE WAY, UXBRIDGE	Local Emp - Con Training Contribution	To be calculated on S106 trigger
76655/APP/2021/3039	HPH4, MILLINGTON ROAD, HAYES, UB3 4AZ	Local Emp - Co-ordinator Contribution	To be calculated on S106 trigger
27189/APP/2020/2181	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Local Emp - Co-ordinator Contribution	To be calculated on S106 trigger
16299/APP/2020/3313	LAND OFF, HAREFIELD ROAD, UXBRIDGE, UB8 1JS	Local Emp - Co-ordinator Contribution	To be calculated

			on S106 trigger
27189/APP/2021/2782	KEITH HOUSE, NORTH HYDE ROAD, HAYES, UB3 4PU	Public Realm - Contribution	To be calculated on S106 trigger
38421/APP/2021/4045	LAND AT TUDOR WORKS, BEACONSFIELD ROAD, HAYES	Travel Plan Com - Submission/Approval	To be calculated on S106 trigger
10737/APP/2020/3359	RUISLIP GOLF COURSE, ICKENHAM ROAD, RUISLIP	Ecology/Wildlife - Contribution	To be calculated on S106 trigger
35755/APP/2021/4136	RIVER HOUSE, RIVERSIDE WAY, UXBRIDGE	Carbon Offset - Monitoring/Reporting	To be calculated on S106 trigger
76550/APP/2021/4499	LAND AT, AUSTIN ROAD, HAYES	Public Realm - Healthy Streets Contribution	To be calculated on S106 trigger

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Local Flood Risk Management Strategy

Committee name	Residents' Services Select Committee
Officer reporting	Ian Thynne
Papers with report	Local Flood Risk Management Strategy
Ward	All

HEADLINES

The Council is designated a Lead Local Flood Authority by the Flood and Water Management Act 2010 (the Act). This is a statutory function that requires the Council to lead on flood risk matters, through collaboration with other providers and within communities. As part of this duty, Section 9 of the Act requires the Council to produce and maintain a Local Flood Risk Management Strategy. 'The Strategy' sets out how the Council will manage flood risk at a local level.

The Strategy is currently out for public consultation which will end in early March 2024

RECOMMENDATIONS

That the Committee:

- 1. Notes the content of the Strategy**

SUPPORTING INFORMATION

The Strategy is a key tool in establishing the relevant authorities involved in managing flood risk, identifying sources of flood risk, and presenting strategic objectives and actions. The Strategy also provides information on flood prevention, reduction, preparation and response.

The current Strategy was given a 6-year timeframe to reflect the period required for the parent national flood risk strategy. The current Strategy is now due for review based on that timeframe. However, the statutory requirement is for the local Strategy to be maintained and consequently there is no specific statutory timeframe.

The draft Strategy is intended to be a 'living document' hosted on a webpage (available in PDF form if requested). It will be collated into sections so that selective changes can be made as and when necessary, as opposed to a holistic resource intensive review. Officers consider this allows for a more dynamic strategy that better serves residents and communities.

The Strategy will be subject to an annual review and status report to ensure it is kept up to date in accordance with legislation. Prior to adoption of a Strategy, the Council must embark on a

consultation. The consultation is intended to commence in January 2024 and last for a minimum of 6 weeks. This consultation will help shape the Strategy, so it best reflects the communities it is intended to benefit. More information is available on the Council's website via the following link: [Local Flood Risk Management Strategy consultation - Hillingdon Council](#)

The consultation on the Strategy will also be an opportunity to refine information on flood risk and hopefully empower community groups to engage further on this subject. The Strategy also provides information on what residents can do for themselves, particularly around managing their own land i.e. increase green spaces, install water butts etc.

On completion of the consultation, officers will review the feedback and present the final Strategy for Cabinet for sign off and adoption. This will be accompanied by a refresh of how we collect and collate reports on flood risk to provide a more interactive and effective process for residents.

PERFORMANCE DATA

Strategy will be subject to annual review in consultation with residents.

RESIDENT BENEFIT

The Strategy aims to provide a clear approach to flood risk management for the direct benefit of communities within the Borough. The consultation will allow residents to feedback on the scope of the Strategy as well as providing information on existing areas of flooding.

The consultation also seeks to understand any information gaps or areas where residents would like to see more support.

The Strategy will result in an improved approach to flood risk management and is intended to provide for a more collaborative arrangement between residents and flood risk management authorities (i.e. The Council as the Lead Local Flood Authority, the Environment Agency and Thames Water)

FINANCIAL IMPLICATIONS

There is a financial cost in developing the Strategy but beyond that the implementation has a range of potential cost implications. Delivery of projects is costly, and funding is the largest constraint to delivering the physical projects to benefit residents. Funding is available from various sources, such as the Environment Agency, DEFRA, and the Thames Regional Flood and Coastal Committee (TRFCC). Officers have a good track record of securing funding from these sources and delivering projects as set out in the Strategy.

There are a range of projects currently at various stages of funding application through to design and implementation within the Borough. The majority of these are funded from external sources.

LEGAL IMPLICATIONS

The production and implementation of the Strategy fulfils a statutory obligation set out in the

Flood and Water Management Act.

BACKGROUND PAPERS

Nil.

APPENDICES

[Local Flood Risk Management Strategy](#)

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HILLINGDON
LONDON

Local Flood Risk Management Strategy

FOREWORD

Our climate is changing, and we are already experiencing more and more critical rainfall events. With these events comes an increased probability of flooding. Floods bring huge levels of immediate disruption and pose severe risk to people and property. A flood is not just a short term problem though, for those who have experienced flooding the harmful consequences remain long after water levels return to normal.

The London Borough of Hillingdon has already declared a climate emergency with bold ambitions to reduce its own carbon emissions by 2030. However, many impacts of climate change are now inescapable with more extreme weather events becoming increasingly the norm.

As the Lead Local Flood Authority, the Council is committed to being at the forefront of the action to protect our residents and businesses. This Local Flood Risk Management Strategy is a requirement of the Flood and Water Management Act 2010 and sets out our approach to managing flood risk. We have already taken measures to reduce flood risk across the borough and these are set out in the Strategy, but we also commit to further actions and objectives to respond more aggressively to the increasing risk of flooding.

The Strategy also provides opportunities though. Creative approaches to flood risk management can bring additional benefits in managing drought as well as enhancing opportunities for nature. We intend to pursue the kinds of flood risk management projects that provide more than just flood risk management.

The Strategy shows our intentions; but we can't work alone. We need to work with our residents and communities alongside key partners such as the Environment Agency and Thames Water to realise the objectives of the Strategy. Consequently, it is important for this Strategy to reflect the aspirations of those we need to work with.

We are therefore keen for the consultation on this strategy to reach all parts of the borough, to generate interest and to give the opportunity for our communities to help shape our approach to flood risk management.

Councillor Lavery
Cabinet Member for Residents' Services

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ACRONYMS AND ABBREVIATIONS

Abbreviation	Definition
BNG	Biodiversity Net Gain
CDA	Critical Drainage Area
DEFRA	Department for Environment, Food and Rural Affairs
EA	Environment Agency
FAS	Flood Alleviation Scheme
FCERM	Flood and Coastal Erosion Risk Management
FRMP	Flood Risk Management Plan
FWMA	Flood and Water Management Act 2010
GI	Green infrastructure
GiA	Grant in Aid
Hillingdon	The geographical area of the London Borough of Hillingdon
Hillingdon Council	The Local Authority governing the London Borough of Hillingdon
HRA	Habitats Regulations Assessment
LFRMS	Local Flood Risk Management Strategy
LLFA	Lead Local Flood Authority
LPA	Local Planning Authority
MAFP	Multi-Agency Flood Plan
NFM	Natural Flood Management
PFR	Property Flood Resilience
RFCC	Regional Flood and Coastal Committee
RMA	Risk Management Authority
RoFSW	Risk of Flooding from Surface Water
SEA	Strategic Environmental Assessment
SFRA	Strategic Flood Risk Assessment
SuDS	Sustainable Drainage Systems
SWMP	Surface Water Management Plan
TfL	Transport for London
TWUL	Thames Water Utilities Limited
UGF	Urban Greening Factor

1 A LOCAL FLOOD RISK MANAGEMENT STRATEGY

1.1 Local Flood Risk Management Strategy

A Local Flood Risk Management Strategy (LFRMS) is a requirement of the Flood and Water Management Act 2010 (the Act). It sets out information on 'local flood risks' relating to surface water runoff, groundwater and ordinary watercourses. It then requires the responsible authority to set out how it will set about reducing the flood risk associated with these sources of flooding.

The Council's LFRMS goes beyond just these local risks and sets out a collaborative approach with other responsible authorities to ensure that the approach to flood and water management within Hillingdon is captured in one strategy.

Why do we need an LFRMS?

The Act established the roles and responsibilities for different flood risk management authorities which includes the Council as the Lead Local Flood Authority for the borough.

This is an important leadership role in organising and progressing proactive management of flood risk. In order to achieve this, Section 9 of the Act establishes the requirement to produce a LFRMS. The Strategy needs to be kept up to date to reflect changes to legislation and to ensure consistency with other national and regional plans. The table below sets out what needs to be included within a LFRMS.

1	the risk management authorities in the authority's area
2	the flood and coastal erosion risk management functions that may be exercised by those authorities in relation to the area
3	the objectives for managing local flood risk (including any objectives included in the authority's flood risk management plan prepared in accordance with the Flood Risk Regulations 2009)
4	the measures proposed to achieve those objectives
5	how and when the measures are expected to be implemented
6	the costs and benefits of those measures, and how they are to be paid for
7	the assessment of local flood risk for the purpose of the strategy
8	how and when the strategy is to be reviewed
9	how the strategy contributes to the achievement of wider environmental objectives

Additional assessments

The LFRMS is a local strategy which means it must also be assessed through both a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA).

The LFRMS has been screened in accordance with the SEA requirements to determine if it will have a likely significant environmental effect. Completion of an SEA is a requirement of plans and strategies under the [Environmental Assessment of Plans and Programmes Regulations \(2004\)](#) (which implements the [European SEA Directive \(2001\)](#)). The SEA screening report can be found in Appendix A.

An HRA determines if delivery of the LFRMS will have any negative effects on protected European habitat sites. Undertaking an HRA is a requirement for plans and strategies under the [Conservation of Habitats and Species Regulations \(2017\)](#). The HRA screening report can be found in Appendix C.

Presentation of the Strategy

This LFRMS will be a 'living document'. Although presented as a single document within this consultation, the component sections will form individual parts that will be hosted on the Council's webpages. This allows for the various sections to be kept more readily up to date without a full and resource intensive review of the whole strategy. It also allows the Council to add or amend the strategy over time so that it is entirely consistent with parent legislation and policies as well as being able to reflect aspirations of our communities. The online presentation will be set around the following themes which reflect the objectives in the LFRMS.



It is considered that this approach will enable the Council to be more responsive to the changing nature of flood risk that will better serve our communities.

1.2 Strategic objectives

The strategy is required to be set around a series of objectives. The proposed objectives are outlined below linked to the themes set out in the previous section.

Theme	Objective
The Local Flood Risk Management Strategy	Understanding the Local Flood Risk Management Strategy
Sources of Flooding	Improve knowledge of flood risks in the London Borough of Hillingdon
Working with Others	Improve the collaboration of Risk Management Authorities, and understanding of roles and responsibilities, to manage flood risk effectively
Opportunities and Projects	Identify and implement opportunities for flood risk management
New Development and Planning	Ensure that development within the London Borough of Hillingdon accounts for and mitigates flood risk
Local Communities and Flooding	Engage with communities to develop the awareness of flood risk in local areas and improve their resilience

1.3 Action Plan

The objectives set out the strategic intentions of the Council but they require more specific actions to facilitate delivery. Consequently, an Action Plan has been prepared which sets out how the Council will turn strategic aspirations into outcomes that better manage flood risk. The Action Plan will be reviewed on an annual basis to ensure it is kept up to date and reflective of a changing climate.

The actions for each objective are included at the end of the relevant chapter; the full Action Plan can be found in Appendix A..

1.4 Climate Change

As a result of climate change, the UK can expect to see more frequent climate extremes which are likely to include more frequent and more intense rainfall events, particularly in winter. These events will increase the risks of flooding making it increasingly important that Hillingdon adapts to, and mitigates, future flood risk.

The Council adopted its [Strategic Climate Action Plan](#) in 2021 which sets out how Hillingdon will respond to the issue of climate change at a local level. The plan acknowledges the important interaction between development planning and flood risk. Hillingdon commits to ensuring no new development is built in high and medium flood risk areas and that decisions about Council land and property consider the requirement of making space for water. [Hillingdon Local Plan](#) policies EM1 and EM6 similarly seek to ensure that climate change adaptation is addressed at every stage of the development process through managing the impact on flood risk.

The Local Flood Risk Management Strategy sits alongside the Strategic Climate Action Plan in delivering measures which will protect Hillingdon from current flood risk but also against future risk. The delivery of the LFRMS plays an important role in adapting and mitigating this risk and seeks to deliver flood risk management in alignment with Hillingdon's climate change targets. The LFRMS achieves this by incorporating consideration of climate change and the environmental benefits to be found in flood risk management into the actions that will deliver the LFRMS.

Nonetheless, the requirement to produce a Climate Adaptation and Mitigation Action Plan will overlap significantly with the LFRMS.

1.5 Monitoring

The Hillingdon LFRMS will be kept under review to ensure it reflects any major changes to relevant legislation. By breaking the LFRMS into component parts we are able to amend or add to the various sections without recourse to a holistic review. This places the Council in a better position to be more responsive to changing circumstances and allows communities and residents the opportunity to take a more proactive role in shaping how the Council responds to flood risk.

Delivery of the LFRMS will be evaluated by the LLFA through monitoring delivery of the actions in the Action Plan. Each action will be reviewed against internal targets for the timing of delivery and stage of progress. This will enable the LLFA to track and report on progress of delivery of the LFRMS.

It should be noted that the Action Plan will be reviewed once full details of the SuDS Approving Body (SAB) have been released. Further information on the SAB can be found in Section 5.2.1.

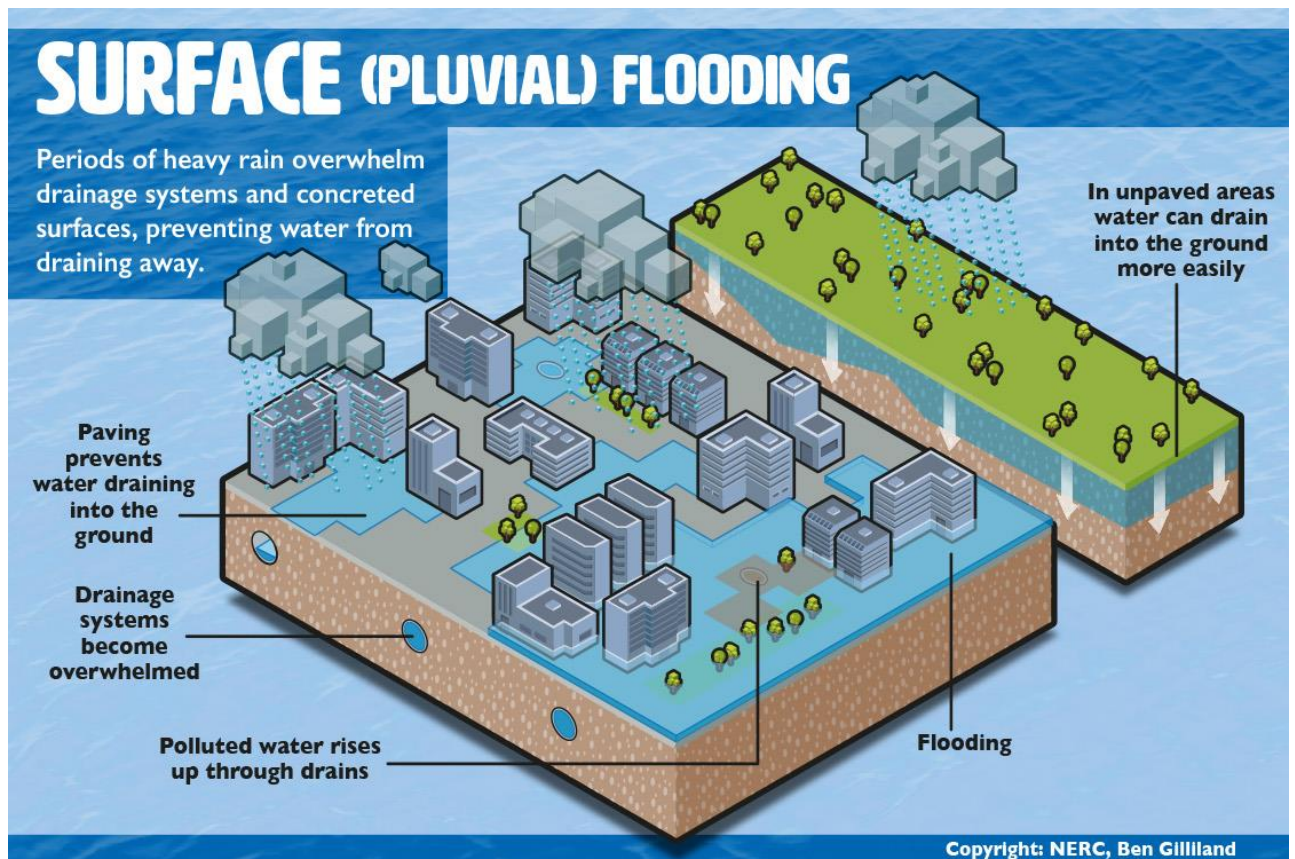
2 SOURCES OF FLOODING

2.1 Flood risks in Hillingdon

Flooding is generally a result of rainfall although other causes do exist such groundwater flooding can occur from natural springs reaching the surface. However, whilst the route cause of flooding may be obvious how it reaches people and property is far more complicated. These are collective known as the sources of flooding with different bodies leading on their management.

2.1.1 Surface water

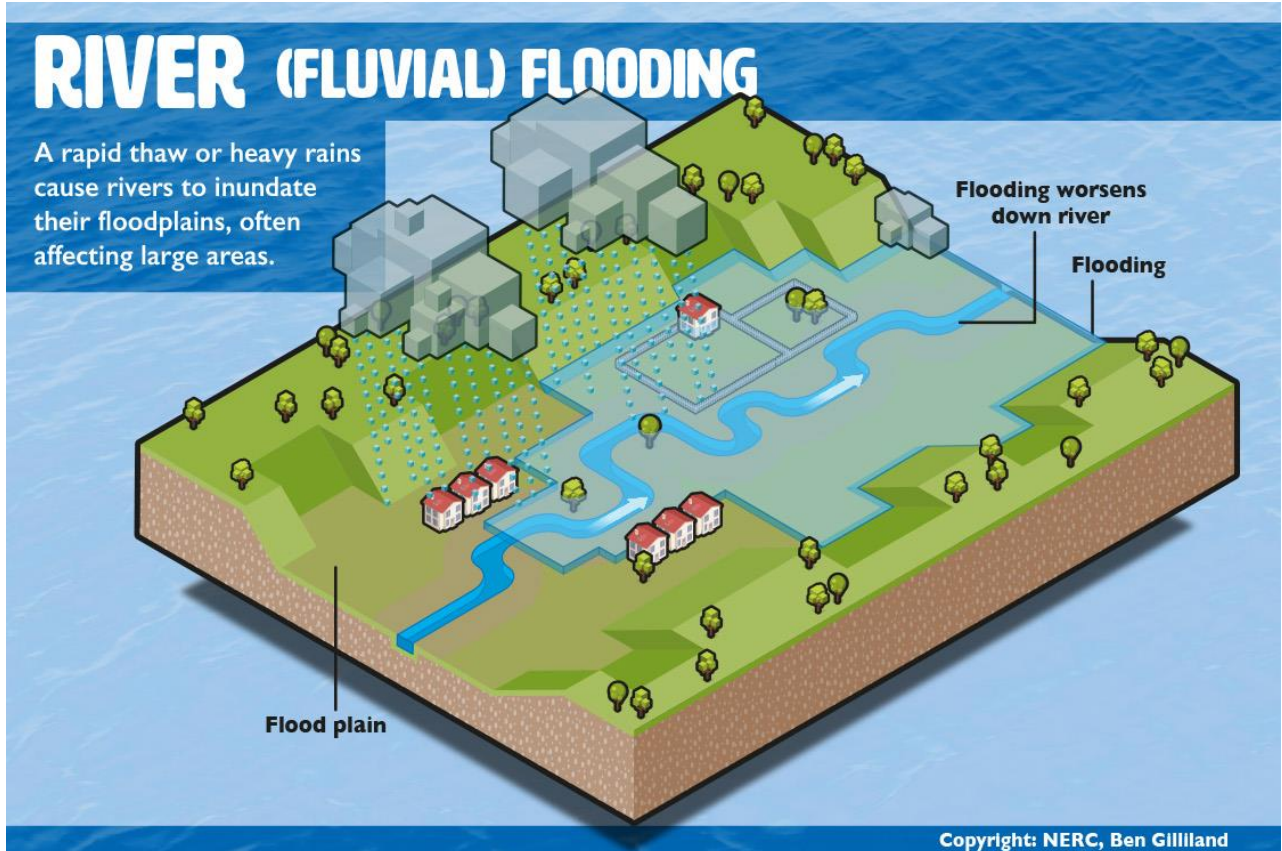
Flooding from surface water, also known as pluvial flooding, occurs when the volume of rainwater exceeds the capacity of drainage systems and is unable to drain quickly enough into the ground through infiltration. This type of flooding typically occurs during periods of intense rainfall and is a particular issue in urban areas due to the high coverage of impermeable surfaces.



2.1.2 Rivers

Flooding from rivers, also known as fluvial flooding, happens when the volume of flow in a river exceeds its capacity and the excess flows outside the banks. In Hillingdon the **main**

rivers, as designated and managed by the Environment Agency (EA), are the River Colne, the River Crane and the River Pinn. A map of main rivers can be seen [here](#). Rivers other than these are categorised as **ordinary watercourses** and are managed by the LLFA. In Hillingdon, the ordinary watercourses are the Duke of Northumberland River, Grand Union Canal, Ickenham Stream, Hayes Park Stream and the Longford River (artificial waterway).



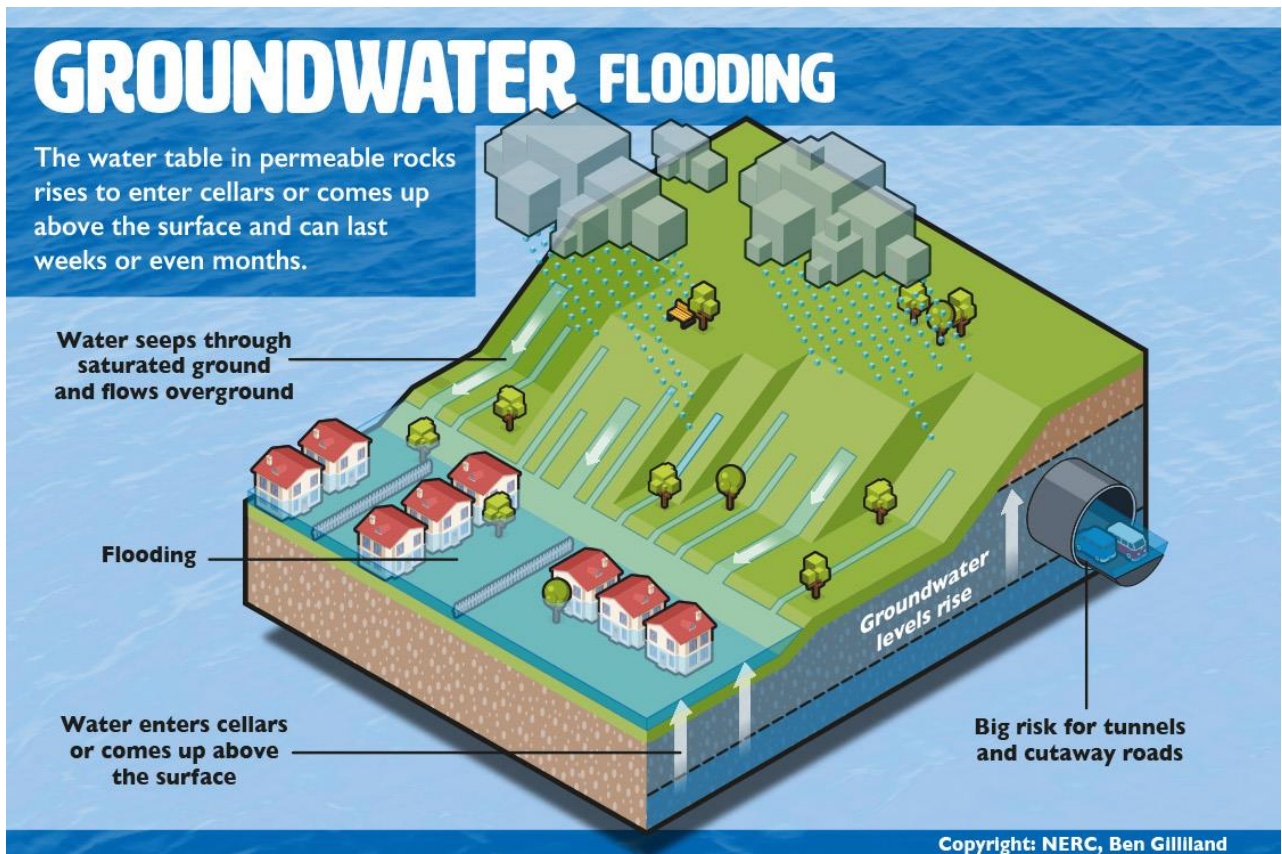
The EA categorises areas as being in Flood Zone 1, Flood Zone 2, or Flood Zone 3. The definitions are outlined in **Error! Reference source not found.** Flood Zone 3 is then divided into Flood Zone 3a and Flood Zone 3b by the Local Planning Authority, in discussion with the EA and the LLFA. The [West London SFRA](#) outlines the methodology used to do this for the boroughs that it covers, including Hillingdon¹.

¹ The Planning Practice Guidance (PPG) was updated in 2022 which changed Flood Zone 3b from land with greater than 5% chance of flooding to land with greater than 3.3% chance of flooding. For planning applications in Hillingdon the definition of Flood Zone 3b in the West London SFRA will apply. It should be noted that this definition is subject to change when the SFRA is updated.

Flood Zone	Criteria
1	Land with less than 0.1% chance of flooding each year.
2	Land with between 0.1% and 1% chance of flooding each year.
3a	Land with greater than 1% chance of flooding each year.
3b	Functional Floodplain. This is outlined in the West London SFRA as land with a 5% or greater chance of flooding each year and land within dedicated flood storage areas. The West London SFRA has further details on the methodology used.

2.1.3 Groundwater

Flooding from groundwater happens when the water table, beneath the ground, rises to the surface of the ground. Groundwater levels are generally highest in early spring and lowest in early autumn. Groundwater flooding is not necessarily directly linked to a specific rainfall event and flood events are usually longer lasting than other causes as they are dependent on the water table reducing which is affected by the permeability of the ground.



2.1.4 Sewers

Flooding from sewers happens when the volume of rainwater exceeds the capacity of the sewer network. This can happen because the rainfall event exceeds the capacity that the

sewer network was designed to cope with or as a result of a failure, such as a blockage, somewhere in the system. Either of these issues can result in sewers backing up, surcharging, and causing overland flow. The sewer network in Hillingdon is primarily separate surface water and foul water systems, managed by Thames Water Utilities Limited (TWUL).



source: <https://www.bbc.co.uk/news/uk-england-oxfordshire-55951338>

2.1.5 Artificial sources

Flooding from artificial sources occurs because of a failure of built infrastructure. Reservoirs and canals are potential sources of artificial flooding. Charville Lane FSA (Flood Storage Area), Spout Lane Lagoon, and Ruislip Lido are reservoirs that could cause flooding to areas of land within Hillingdon as a result of failures in infrastructure. The Grand Union Canal also runs through Hillingdon which is another potential source of artificial flooding. The areas within Hillingdon susceptible to these sources of artificial flooding can be seen here and in the EA's [map of flood risk from reservoirs](#). Further information is available on the [Reservoir Flood Map Search Facility](#) from the Department for Environment, Food & Rural Affairs (DEFRA) Data Services Platform.

2.2 Recent flooding history

Hillingdon experienced heavy rainfall over winter 2013-2014 which led to a number of flooding incidents across various locations. There was not one single cause with flooding identified from rivers, including the River Colne, surface water and groundwater. In some instances, the floodwaters were persistent and remained for a long period of time due to the difficulty of areas draining back to the river once waters had receded.

In July 2014 and again in June 2016, large volumes of rainfall falling in a short period of time caused primarily surface water flooding. In both instances there was internal flooding of properties, flooding of roads and key infrastructure, including Underground stations.

Through the course of 2020 and 2021, communities in Ruislip and Eastcote, surrounding Bessingby Park, were impacted by flooding on several occasions. A flood investigation was carried out, following FWMA [Section 19 guidelines](#), which concluded that the primary cause of flooding was sewer flooding from surface and foul water sewers in Bessingby Park.

As a LLFA the Council is required to undertake and publish an investigation into flood events where it is 'necessary or appropriate' to do so (Regulation 19 of the Act). It is important to understand that not every incident of flooding will be investigated. In general terms, it will be the larger scale events that will warrant investigations of the magnitude set out in the Act.

Further information on previous flooding in Hillingdon and details of flood investigations undertaken can be found [here](#). Guidance on when investigations will be carried out will be developed further through this LFRMS.

2.3 Theme Actions: Sources of Flooding

Objective	Improve knowledge of flood risks in the London Borough of Hillingdon
Action A1	Maintain an upto date record of flood risk data ensuring this is available for others to use.
Action A2	Develop and maintain a method for sharing and recording flood reports with internal departments and external partners
Action A3	Work with external partners to ensure their records of flooding events, including investigations, are available to the Council
Action A4	Review the threshold criteria for flood investigations and continue to carry out flood risk investigations when flooding reaches the Section 19 threshold.
Action A5	Use updates to modelling, new information from feasibility studies, and reports of flooding to ensure flood risk information is kept relevant
Action A6	Continue to use and develop innovative methods for capturing data on flood risk within the borough.

3 ROLES AND RESPONSIBILITIES

3.1 Flood risks in Hillingdon

When flooding occurs, it is important to understand the source as that will dictate which of the relevant authorities needs to take a lead on finding a solution. The debate about the source of flooding can often be highly technical and sometimes disputed.

For example, extensive rain can overload drainage systems resulting in discharges to rivers being uncontrolled; the source of flooding can therefore be seen as either river flooding, i.e. the responsibility of the Environment Agency; or surface water flooding, i.e. the responsibility of the Lead Local Flood Authority. However, if it is surface water flooding, there is a possibility it is because of blocked and/or at capacity drainage networks, which is the responsibility of Thames Water (in Hillingdon). A resident who suffers flooding is largely uninterested in the ensuing debate as the damage and disruption has already been caused. Nonetheless, it is an important debate to ensure that solutions to resolve flooding can be achieved.

In 2007 there was extensive flooding in the UK leading to a comprehensive review, 'The Pitt Review'. One of the findings in the report stated:

Many of the people affected by the events of summer 2007 did not know who to turn to and their problems were passed from one organisation to another.

The Pitt Review ultimately led to the Flood and Water Management Act 2010 and the defining of Lead Local Flood Authorities to take a greater leadership role in organising the risk management authorities into a common purpose. Considerable progress has been made on the collaborative working between each of the authorities, but more can be done.

The Review believes that the role of local authorities should be enhanced so that they take on responsibility for leading the coordination of flood risk management in their areas. Local authorities already have a substantial role because of their responsibilities for ordinary watercourses, drainage, highways and planning. Their place-shaping role and local democratic accountability will help to ensure that the right local action is taken.

Pitt Review: Lessons from 2007 Floods

Who's responsible for managing flood risk?

Property owner
The property owner is responsible for private drainage and surface water up to the boundary of the property. They may also want to consider property flood resilience (PFR) measures to protect their property from flood damage.

Watercourse (riparian) ownership
You own a watercourse if it runs adjacent to, through, or under your property. This includes both main rivers, and ordinary watercourses such as streams, culverts and ditches. You are responsible for maintaining the natural flow of water and reporting incidents such as blockages and flooding.

Main river and coastal flooding
The Environment Agency (EA) is responsible for managing the risk of main river and coastal flooding. Main rivers are those which are designated as such on the EA's Main River Map. To report incidents and flood risk issues, call the Incident hotline on 0800 80 70 60. To sign up for flood warnings, call Floodline on 0345 988 1188.

Groundwater flooding
The Lead Local Flood Authority (LLFA) are responsible for managing the risk of groundwater flooding. This can occur when periods of prolonged rainfall cause the water table to rise and emerge in basements or above ground.

Public sewers and utility pipes
Water companies (e.g. United Utilities) are responsible for managing the risk of flooding from public sewers and utility pipes. This includes shared sewer pipes where they meet between properties before joining the public sewer.

Highway gullies and drains
Highway roads, footpaths, drains and gullies are the responsibility of the local highway authority which will be either the County Council or the Unitary Authority.

Major roads and motorway drainage
Responsibility of Highways England.

Surface water flooding
The Lead Local Flood Authority (LLFA) are responsible for managing the risk of surface water flooding. This can occur when the capacity of drainage systems on land or roads is exceeded by heavy rainfall.

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Lead Local Flood Authority (LLFA)
The Lead Local Flood Authority is either the County Council or the District Council (provided it is a Unitary Authority). They are responsible for managing flood risk from ordinary watercourses, surface water and groundwater, and for investigating all flooding incidents where deemed necessary.

Last reviewed: March 2021
For more information visit:
www.thefloodhub.co.uk
f @TheFloodHub

3.2 Hillingdon Council – The Lead Local Flood Authority

Hillingdon Council plays a key role in managing local flood risk within Hillingdon, with responsibilities shared across different internal departments, for example the Hillingdon Highways Team are responsible for highway drainage on public roads not managed by TfL.

Importantly Hillingdon Council, as the Lead Local Flood Authority (LLFA), have the following responsibilities, outlined under the [Flood and Water Management Act \(2010\) \(FWMA\)](#):

- Prepare and maintain a Local Flood Risk Management Strategy (LFRMS).
- Perform works to manage local flood risk, within the authority area, such as flood alleviation schemes (FASs).
- Maintain an asset register, which records features in Hillingdon with a significant effect on flooding.
- Undertake flood investigations when a flooding event occurs which meets the flood investigation criteria.
- Maintain the flow of ordinary watercourses, which includes regulating developments and structures which could affect an ordinary watercourse.
- Provide advice as a statutory consultee on surface water drainage proposals of major developments for Hillingdon's Local Planning Authority (LPA).

The LLFA also has responsibilities under the Flood Risk Regulations (2009) (FRR):

- Determining whether there is a significant flood risk in its authority area, identifying where the risk is located (flood risk areas) and detailing this within a Preliminary Flood Risk Assessment (PFRA).
- Preparing in relation to each relevant flood risk area a flood hazard map, and a flood risk map.
- Prepare a flood risk management plan in relation to each relevant flood risk area.
- Co-operate with any other relevant authority which is exercising its function under the FRR.

3.2.1 Catchment Plan

[The Catchment Plan](#) is a recent project by Hillingdon Council to help the implementation of flood mitigation measures across Hillingdon. It was produced in response to significant flooding that occurred in Hillingdon in 2016, with a combination of sources of flooding across disparate locations making it clear that no single flood defence would protect against all risks.

It was identified that a holistic approach was required. Funding from the Environment Agency (EA) was secured and the Catchment Plan was created. It provides an evidence base of locations where action is required to manage flood risk, a review of how these areas are prioritised, and potential opportunities for work.

3.2.2 Partnership working

Hillingdon Council, as part of its flood risk management work, is involved in a number of partnerships. Different partnerships serve different purposes but contribute to the overall collaboration and efficient information sharing required for effective flood risk management.

The **Northwest London Strategic Partnership** is formed of six London Boroughs (Barnet, Brent, Ealing, Harrow, Hillingdon and Hounslow) along with the EA and Thames Water Utilities Limited (TWUL). The Partnership meets quarterly to discuss flood risk matters, including project opportunities and updates, funding opportunities, and changes to legislation. An elected council member also represents the partnership on the Thames Regional Flood and Coastal Committee (RFCC).

RFCCs were established by the EA under the FWMA to bring together independent members and those appointed by Local Authorities for three purposes:

- To ensure coherent plans are in place for identifying, communicating, and managing flood risk across catchments.
- To encourage efficient, targeted, and risk-based in flood risk management that represents value for money and benefits local communities.
- To provide a link between the EA, LLFAs, and other relevant RMAs to share and widen the knowledge base.

Hillingdon is within the Thames region and is represented on the **Thames RFCC**. Main committee and sub-committee meetings are held quarterly where partners can discuss and update on flood schemes. Importantly, the Thames RFCC also decides on the EA funding allocations for projects (including local levies).

More information on the Thames RFCC can be found [here](#).

The **Crane Valley Partnership (CVP)** is an association of charities, community groups, councils, businesses and government agencies working in the River Crane catchment area. Hillingdon Council is a landowner within the Crane Valley catchment and so is involved in the Core Strategic Group, supporting the broader Project Delivery group working on various projects within the catchment. The CVP works on restoration of the River Crane, conserving surrounding habitats and improving public access for the benefit of nearby communities.

The **London Drainage Engineers Group (LoDEG)** is an organisation representing the interests of those within London Councils with highway drainage and flood risk responsibilities. Meetings are held quarterly and attended by LLFAs, the Environment Agency, Thames Water Utilities Limited, TfL and Thames Flood Advisors among others. The meetings provide an opportunity for sharing flood risk management practice and enable collaboration and potential resolution of issues between relevant RMAs.

3.3 Environment Agency

The Environment Agency (EA) is the national flood risk authority for the UK. Main rivers, as designated by the EA, are a statutory type of watercourse and are under the regulatory control of the EA. The EA has permissive powers to carry out maintenance on main rivers and is responsible for ensuring that the riparian owner carries out their duties on a main river. The EA also has strategic overview of all sources of flooding and coastal erosion as defined under the FWMA. The map of the EA's designated main rivers can be viewed [here](#).

Further general EA responsibilities on flood risk management are:

- Delivering flood risk warnings.
- Producing maps for flood risk and providing data.
- Providing consent for, and enforcement of, works near or within main rivers.
- Producing guidance on Flood Risk Management Plans (FRMPs).
- Supporting other RMAs in delivering projects by providing resources and allocating government funding.

3.4 Thames Water

Thames Water Utilities Limited (TWUL) is the sewerage provider for Hillingdon. TWUL has responsibility for the management of flood risk in relation to the drainage network. This includes managing any potential failures of their infrastructure that may cause flooding and ensuring sufficient maintenance of public sewers is carried out to reduce the risk of flooding from sewers. TWUL are also a supplier of clean water in Hillingdon, along with Affinity Water. Clean water supply has the potential to be a source of flood risk from burst water mains, but this is outside the scope of the LFRMS.

Leaks can be reported to the appropriate water supplier. The Water UK website can be used to [find the water supplier at specific locations](#).

3.5 Category One Responders

Category One responders have responsibilities under the [Civil Contingencies Act \(2004\)](#) when a major flooding incident is declared. They are directly involved in the management and delivery of the response. Category One responders in Hillingdon include:

- Hillingdon Council
- Emergency Services
- Environment Agency

Depending on the circumstances of the incident, other organisations may be involved in the response to the incident. Hillingdon Council is required to produce a Multi-Agency Flood Plan (MAFP), owned and maintained by the Emergency Planning Team. The MAFP outlines the delivery of the emergency response and co-ordinates the actions of responding agencies.

3.6 Highways

The responsibility for the drainage on highways depends on their ownership and management, which is outlined in **Error! Reference source not found.** Transport for London (TfL) manages a network of major roads in the capital, referred to as red routes, which carry up to 30% of the traffic. Public roads not managed by TfL or National Highways are adopted by Hillingdon. Drainage on private roads is the responsibility of the landowner.

Highway drainage and asset management	Risk Management Authority		
	Transport for London	National Highways	Hillingdon Council
Red routes	✓		
Motorways		✓	
Other public roads			✓

Transport for London (TfL) manages the public transport network for London. As part of this role, TfL manages highway drainage on roads that are part of its network, known as ‘red routes’. A map of red routes can be found on the [TfL website](#).

In Hillingdon the roads that TfL are responsible for are the A4, A30, A40, A312, A437, and West End Road (A4180).

3.7 Landowners

Landowners are responsible for the drainage on, and from, their land and property and should implement measures to prevent them from flooding. Any measures that are put in place should not increase the flood risk to surrounding land and property.

Private landowners with land or property next to a river, stream or ditch have responsibilities as ‘riparian landowners’. Water must be able to flow without obstruction, pollution or diversion that may affect the rights of others. Private landowners have a duty to keep any structures, such as culverts or trash screens, free of debris. If private landowners have flood defences on their land, communication with the relevant RMA about maintenance is important as they may play a significant role in flood protection.

National Highways is the government company charged with operating, maintaining, and improving England's motorways and major A roads. The M4 runs through Hillingdon, part of the strategic road network that National Highways manages, which makes it a landowner and responsible for drainage and managing flood risk on this road.

Heathrow Airport is in the south of Hillingdon and covers 1,227 hectares. This makes Heathrow Airport Holdings Limited, which owns and runs the airport, a major landowner within Hillingdon and responsible for drainage and flood risk management of a significant area of Hillingdon.

3.8 Theme Actions: Roles and Responsibilities

Objective	Improve the collaboration of Risk Management Authorities, and understanding of roles and responsibilities, to manage flood risk effectively
Action B1	Host quarterly meetings of a flood group for internal council departments to share relevant updates for flood risk, discuss projects and potential opportunities for collaboration.
Action B2	Host quarterly meetings with external bodies, Thames Water and Environment Agency to discuss ongoing work, changing flood risk, investigations, and opportunities for collaborative working
Action B3	Provide support to communities through flood action groups (FLAGs) to ensure flood risk at a local level is understood and preparedness is in place
Action B4	To work with the Council’s emergency response unit to ensure that access to forecasting and warning is up to date and fit for purpose
Action B5	To work with Thames Water and the Environment Agency to secure a list of Hillingdon specific actions to be hosted on the Council website alongside the LFRMS

4 OPPORTUNITIES AND PROJECTS

4.1 Managing flood risk sustainably

With future changes to the climate, there will be a greater risk of flooding as a result of more frequent and more intense periods of rainfall. Combined with this is a range of problems that are already present. For example, large scale loss of gardens and an increase in hardstanding results in a reduction of space for water to be stored in a time of flood. The drainage network, as throughout London, is ageing and lacks the capacity to cope with the increase level of rain events.

Carefully located and planned flood risk projects can provide considerable flood attenuation benefits. In addition, there are opportunities to reconsider where flood water can be stored in a time of flood, for example through the use of open space land. Identifying opportunities and projects are essential to facilitating a positive response to the growing risk of flooding.

Flood risk management in Hillingdon should aim to:

- Reduce risk in areas at greatest risk of flooding to ensure investment is used effectively
- Use sustainable drainage systems (SuDS) and natural flood management (NFM) where possible
- Share knowledge on flood risk and what work is being undertaken with the public, as to how they can be involved and protect themselves, property and business
- Work with partners to provide a collective response to flood risk management

Flood alleviation schemes should have multiple benefits: social and economic benefits of preventing property and businesses from flooding is generally accepted, but clever approaches can secure significant environmental benefits too.

Sustainable drainage systems (SuDS) are a method of water management that can be deployed to reduce flood risk. The purpose of a SuD is to manage runoff as close to its source as possible to mimic natural drainage. This promotes infiltration and the attenuation of water to reduce the subsequent load on sewer systems.

[The SusDrain website](#) provides further information and explanations of the different types of SuDS, along with diagrams and images.

Further information on SuDS, including their benefits, can be found on the [Local Government website](#).

Natural flood management (NFM) is the use of natural processes to manage the risks from flooding; both NFM and SuDS seek to reduce flood risk by achieving drainage rates closer to the natural state, but NFM takes a wider approach with fewer engineering interventions

than SuDS and is more commonly associated with managing fluvial flooding than surface water flood risk. Getting away from hard engineering, towards more natural methods of flood risk management, also allows for more interventions in a catchment.

4.2 Funding

The Department for Environment, Food and Rural Affairs (DEFRA) is a major source of funding for LLFAs to carry out projects through its Flood and Coastal Erosion Risk Management (FCERM) Grant in Aid (GiA) fund. The LLFA can also apply for Local Levy funding. This is managed by the Thames RFCC and raised through a levy on Local Authorities, and is supported by the EA.

Funding can be one of the primary barriers to the development and delivery of flood management projects which means that funding from third parties, or partnership funding, can be an important additional source. This could be from community groups, charity organisations or from land or property owners involved in a scheme, or partners such as Thames Water Utilities Limited.

4.3 What has been done

Hillingdon Council has undertaken a variety of projects, working with an array of partners, to alleviate flood risk.

Park Wood Natural Flood Management Project

When?	2018-2021
Where?	Park Wood, Ruislip (HA4 7XT)
What?	This project was one of four community scale NFM pilots using funding from Department for Environment, Food and Rural Affairs (DEFRA). It was delivered in partnership by Thames21, Hillingdon Council and the local community.

The steering group was formed partly of community members, including from Ruislip Woods Management Advisory Group and the North Ruislip Flood Action Group. The works involved installing 50 leaky dams in the wood, which is a designated Site of Special Scientific Interest (SSSI) and a National Nature Reserve. Leaky dams mimic the natural obstruction caused by trees or branches falling into rivers. They hold back small amounts of water and work best in a series, which helps to slow the flow during periods of high-water levels. They also aid sedimentation which improves water quality for fish and invertebrates.



Leaky dams installed in Park Wood, October 2023 (Source: Hillingdon LLFA)

Elephant Park and Court Park Flood Alleviation Scheme

When?	September 2022
Where?	Elephant Park (UB10 9AT) and Court Park (UB10 9JX)
What?	The Elephant Park and Court Park Flood Alleviation Scheme was undertaken to reduce the risk of flooding from surface water in the Hillingdon East Critical Drainage Area. The aim was to reduce flood risk and maximise benefits to ecology in the parks.

In Elephant Park, a meandering open drainage channel (or swale) was constructed, approximately 200m long. Approximately 1000m³ of earth was excavated during construction, which was repurposed on site, reducing carbon emissions of the scheme. Mounds of earth created by the work were seeded with wildflowers and a community planting day was organised by Hillingdon Council Greenspaces. In Court Park a swale, two embankments (or bunds), and two ponds were constructed. The features are designed to provide additional capacity for



surface water to reduce pressure on the sewage network.

Planting day in Elephant Park, September 2022 (Source: Hillingdon LLFA)

Eastcote Raingardens

When?	Summer 2019
Where?	Eastcote Town Centre
What?	Raingardens were designed and implemented as part of the London Strategic SuDS Pilot. Residents and businesses in Eastcote Town Centre

have suffered from frequent surface water flooding in the past and the aim of this scheme was to improve flood resilience by providing storage whilst also improving amenity in a public space. The raingardens were planted with shrubs, perennials, bulbs, and ornamental grasses.

Bessingby Park Attenuation Basins

When?	2022
Where?	Bessingby Park (HA4 9BU)
What?	Communities in Ruislip and Eastcote have been affected by flooding on several occasions. To alleviate this issue two attenuation basins were constructed to provide additional capacity for surface water during flood events. This reduces the pressure on the sewage network and reduces the risk of surface water flooding and the surcharging of the sewage network. As part of the work, wildflowers were seeded at the edges of the basins.

4.4 What is being done

In addition to work already completed by Hillingdon Council, there are a number of projects currently being undertaken.

4.4.1 Joel Street Ditch Flood Alleviation Scheme

Flood modelling and options evaluation have been undertaken for the Joel Street Ditch catchment with the aim of identifying opportunities for SuDS to address recent surface and fluvial flooding from the Joel Street Ditch. The results of this modelling are now being explored by Hillingdon Council to identify the best course of action.

4.4.2 Green Blue You (Frogs Ditch Catchment) Project

Hillingdon Council is working in partnership with [Groundwork London](#) on the Green Blue You project, which is a GLA-funded and due to be completed in March 2024. The project aims to reduce flood risk, alleviate pollution of watercourses and improve habitats both in and around water. The project is focused on six blocks of the Croyde Avenue Estate and works with residents to create a greener and more biodiverse estate and has provided volunteering and learning opportunities. The neighbourhood will benefit from new sustainable drainage, new informal play features and improved green spaces. Designs for the works have now been finalised with construction planned in early 2024.

4.4.3 Cannon Brook and Mad Bess Brook

Hillingdon Council has taken a catchment-based approach to the management of flood risk surrounding Cannon Brook and Mad Bess Brook in Ruislip to look at flood risk management in a wider context. Monitoring stations have been installed at Ruislip Lido and Breakspear

Road (Mad Bess Brook) with additional monitoring of Cannon Brook proposed upstream. Council officers have worked closely with Thames 21 to increase flood attenuation, enhance water quality and improve access to the river. In 2021, restoration work was carried out with the use of HS2 funding along a 400-metre stretch of Cannon Brook, near Ruislip Common. The focus of this work was nature-based solutions and included reprofiling of the channel banks, construction of backwater features for flood storage and additional habitat improvements.

Further information on the project can be found on the [Thames21 website](#).

[Property Flood Resilience \(PFR\)](#) has also been implemented on various properties impacted by flooding. Further studies into flood risk are underway in this catchment to provide further information and support proposed future work.

4.4.4 Spider Park

The Rewilding Spider Park project has involved a number of stages providing multiple and various benefits. 8000 tree whips have been planted, areas of grass are left uncut and managed as hay meadow, pond restoration has taken place and a new swale created, all as part of biodiversity enhancement completed in March 2023. A feasibility study looking at flood management opportunities in the park was completed in September 2023. This has informed the next stages of the project which would involve the progression of river restoration works on the Yeading Brook.

4.4.5 Brook Drive SuDS

An investigation and assessment of the opportunities for flood risk measures on Brook Drive were carried out in 2020. Following this, Hillingdon Council submitted a successful bid for funding from the Thames Water Surface Water Management Programme. Workshops were held with the community to establish priorities for the project. A concept design has been produced for the first phase of the project, which is to implement raingardens on Kings College Road, upstream of Brook Drive. The raingardens would store surface water and reduce the volume of water entering the sewer system. Construction of this project is planned for 2024.

4.5 Theme Actions: Opportunities and Projects

Objective	Ensure that development within the London Borough of Hillingdon accounts for and mitigates flood risk with the aspiration to see a net reduction.
Action C1	In collaboration with other internal council departments and Risk Management Authorities, maintain a list of funding opportunities. Use this to identify and secure appropriate funding for flood risk management schemes within the borough.

Action C2	Maintain mapping showing where flood risk management projects are being undertaken, opportunities have been identified, and include priority areas based on flooding.
Action C3	Support other internal council departments in their delivery of flood management schemes.
Action C4	Use flood incident information along with identified priority areas to inform the location and delivery of targeted schemes. Secure additional funding for delivery of flood alleviation schemes.
Action C5	Ensure that flood risk opportunities and projects are reflected in the Council's Climate Change Adaptation plans

5 NEW DEVELOPMENT AND PLANNING

5.1 Planning policy

Planning policy has an important role to play in flood risk management in terms of ensuring development is not at risk of flooding, that it does not increase flood risk elsewhere and also contributes to managing flood risk.

5.1.1 Strategic Flood Risk Assessment

The [Flood Risk and Coastal Change Planning Practice Guidance \(PPG\)](#) requires Local Planning Authorities (LPAs) to apply a risk-based approach to understand and manage flood risk from all sources. As part of this, LPAs are required to produce Strategic Flood Risk Assessments (SFRAs). The purpose of an SFRA is to assess the current and future risk to an area from flooding from all sources, taking account of climate change and the impact of land use and development changes. The SFRA provides the evidence base for planning decisions related flood risk.

5.2 Development and SuDS

Planning applications (where appropriate) are required to demonstrate the use of SuDS in accordance with a number of policies:

- [National Planning Policy Framework \(Paragraphs 159-169\)](#)
- [Flood Risk and Coastal Change Planning Practice Guidance](#)
- [London Plan Policies SI 12 and 13](#)
- [Non-statutory Technical Standards for Sustainable Drainage Systems](#)
- [Hillingdon Local Plan Policies EM 1, EM 6, DMEI 9 and DMEI 10](#)

The Lead Local Flood Authority (LLFA) has a statutory duty to review the proposed drainage elements of major planning applications under the [Flood and Water Management Act \(2010\) \(FWMA\)](#). Major planning applications are defined as:

- Developments of 10 or more dwellings
- A site area of 0.5 ha or greater
- Buildings with a floor space of 1,000m² or greater

The LLFA will provide comments on the proposed surface water drainage strategy of the development along with proposed measures for the management of flood risk to the site. The Environment Agency will also be consulted with respect to any development within 8m of a main river or in Flood Zone 3 (a or b).

The LLFA, as part of the planning application process, will review:

- If the drainage hierarchy set out in the [London Plan \(2021\)](#) is being adhered to and that the most sustainable drainage features possible have been proposed.

- If the proposed runoff rates are equal to or lower than greenfield runoff rates, or as close as reasonably practical with sufficient justification.
- If sufficient calculations supporting greenfield, existing and proposed runoff rates for 1 in 1 year (100% chance of occurrence each year), 1 in 30 year (3.3% chance of occurrence each year) and 1 in 100 year (1% chance of occurrence each year) rainfall events are provided, with an [appropriate climate change allowance](#).
- If the proposed attenuation storage volume meets or exceeds the required attenuation storage volume for the site.
- If maintenance tasks of proposed SuDS (including actions and frequencies) and a maintenance provider have been stated.

All of this information, along with sufficient supporting evidence, should be submitted in a formal planning application made to the local planning authority.

The applicant is also required to complete and submit the [Hillingdon Sustainable Drainage Proforma](#) and, dependent on the size of the development and Flood Zone it is in, a flood risk assessment. More information on the requirements for flood risk assessments can be found [here](#).

5.2.1 Schedule 3 and SuDS Approval Body

In January 2023 the government announced the implementation of Schedule 3 of the [FWMA](#), expected to come into effect in England during 2024. Schedule 3 will require the implementation of SuDS and approval from the SuDS approving body (SAB) for all new developments over 100m². SAB approval will be required separately and additionally to planning permission.

The SAB will have a similar role to the local planning authority, but solely for the drainage arrangements of a new development. Drainage will therefore be a consideration for both the local planning authority and the SAB. There is limited guidance at present as to the exact implications for the SAB but it will invariably be a significant change in how SuDS are considered within new development.

The LFRMs will be updated in due course once there is clarity over the SAB role.

5.2.2 Biodiversity Net Gain

Biodiversity Net Gain (BNG) is an approach for developing land whilst contributing to the recovery of nature. BNG refers to ensuring the natural environment is in better condition than prior to the development by creating or enhancing habitats in association with development. BNG can be achieved on-site, off-site or through a combination of both. Under the [Environment Act 2021](#), all planning permissions granted in England, with some exemptions, will have to deliver at least 10% BNG from January 2024. BNG will be measured by DEFRA's metric and further information on this can be found on [the government website](#). [Hillingdon Local Plan](#) Policy EM7 sets out how Hillingdon's biodiversity will be preserved and enhanced.

Further information on BNG can be found on the [Local Government Association website](#).

The National Planning Policy Framework requires Local Planning Authorities to consider green infrastructure (GI) in local plans and in new development. GI refers to a network of multi-functional green space, which deliver environmental and amenity benefits for communities. It can refer to a wide range of features, for example parks, playing fields, street trees and green roofs. The [Green Infrastructure Standards](#) have been developed by Natural England to help LPAs and developers meet the requirement to consider GI. The **Urban Greening Factor** is a tool to improve the provision of GI and increase the level of greening in urban environments. It is applied to major developments and sets a target score for the proportion of GI within a development site.

5.3 Theme Actions: New Development and Planning

Objective	Identify and implement opportunities for flood risk management
Action D1	Produce and maintain guidance for the Planning department on flood risk management, requirements for drainage strategies and all council policy associated with flood risk.
Action D2	Develop and maintain up to date guidance on the SuDS Approving Body for relevant internal council departments. Ensure the relevant departments have awareness and understanding of the implications of implementation of Schedule 3.
Action D3	Ensure plans and planning decisions are informed by up to date flood risk information and developments are designed and located to minimise the risk of flooding.
Action D4	Ensure developments with an impact on flood risk assets are appropriately assessed with long term maintenance and management appropriately secured.
Action D5	Require developments to demonstrate that sustainable drainage systems have been implemented, where possible, for managing runoff.
Action D6	Ensure all guidance and standing advice on flood risk and planning is kept up to date and accessible.
Action D7	Undertake annual training for Local Planning Authority on development and flood risk

6 LOCAL COMMUNITIES AND FLOODING?

6.1 How to reduce local flood risk

Managing flood risk is not the sole responsibility of the statutory authorities. Large scale interventions, projects or improvements to infrastructure can only be carried out by the statutory authorities but local action forms a vital part in the collective goal of managing flood risk effectively.

What residents do within their own properties can combine to make a significant difference. For example, in recent years, the large scale replacement of gardens with impermeable surfacing has resulted in an increased risk of flooding. Impermeable paving does not slow the rate at which water runs off to the drainage network resulting in more water reaching outlets far quicker.

It is important for residents to consider their use of external areas of property. Impermeable surfaces, such as driveways and paved gardens or astroturf, can increase the amount of runoff as water is unable to infiltrate into the ground, as with natural drainage. This can increase the flood risk to property as there is increased pressure on the drainage network. Property owners should consider swapping out areas of impermeable cover for those which will allow water to infiltrate. Options for storing rainwater, such as water butts, could also be considered.

Along with actions for reducing overall runoff, there are measures that can be put in place specifically to protect properties from flooding. These are often termed **Property Flood Resilience (PFR) measures**. Examples include non-return valves on pipes and fitting anti-flood airbricks. The [National Flood Forum](#) website sets out methods for protecting property along with the typical costs involved. [The Blue Pages](#) website provides further information on property-level protection measures along with the standards and accreditation available for such measures. The LLFA strongly recommends residents check the PFR certifications before employing any flood protection devices.

It is not possible to completely remove the risk of flooding, but it is possible to mitigate the risk through certain considerations and mitigation measures.

6.2 How to report flooding

Reporting of flooding incidents is important so that a record can be kept and appropriate action(s) are taken. Reporting flooding also makes it easier to establish locations where there may be a recurrent issue and helps with the prioritisation of solutions. Different types of flooding are the responsibility of different authorities. *Section 2.1* provides further information on this. The Council has committed to providing a more efficient way of reporting flooding

How to report a flood	
For surface water flooding, groundwater and ordinary watercourses	<p>Hillingdon LLFA</p> <p>01895 556000 / 01895 250111 (after 5pm)</p> <p>Flood reporting tool</p>
For sewer flooding and blocked sewers	<p>Thames Water</p> <p>0800 316 9800</p> <p>TWUL online reporting tool</p>
For flooding of main rivers or from the sea	<p>Environment Agency</p> <p>0800 80 70 60 (24/7)</p>
For blocked drains or gullies on highways managed by Hillingdon Council	<p>Hillingdon Highways</p> <p>Blocked gully reporting tool</p>
For blocked drains or gullies on highways managed by Transport for London	<p>Transport for London</p> <p>Street care reporting tool</p>
For blocked private drains or flooding from private drains	<p>Landowner / property owner</p>

6.3 Actions before, during, and after a flood

Improved community and individual knowledge of their risk of flooding improves awareness and enables preparedness. Residents and property owners can check the long-term risk of their area [here](#). In the event of a possible flood, residents can check the immediate risk to their property [here](#).

The EA can also be contacted for this information at **0345 988 1188** or by textphone **0345 602 6340**. The advice given by the EA on what actions should be taken before, during and after a flood are summarised below.

Before

- Prepare an emergency plan and share with anyone living in your property.
- Have an emergency kit ready to take with you.
- Find out how to turn off your gas, electricity and water supplies.
- Ensure insurance is in place
- Take detailed photos of valuables and property before flooding occurs for insurance purposes.

During

- Turn off gas, electric and water supplies.
- Avoid entering flood water, particularly if fast flowing or deep water.
- Do not drive through flood waters.
- Move valuables and furniture, if possible, out of reach of floodwaters. Vehicles should also be moved to higher places.
- Report the flooding incident to the appropriate authority so that any necessary action can be taken during the event.

After

- Don't return to flooded property until it has been declared safe to do so.
- Don't turn on utilities until these have also been checked.
- Take photos of damage and anything to be disposed of and contact the insurance provider.
- Report the flooding incident to the appropriate authority.

Would you know what to do in a flood?



**FLOOD
ALERT**

PREPARE

- Prepare a bag that includes medicines and insurance documents
- Visit www.gov.uk/check-flooding



**FLOOD
WARNING**

ACT

- Turn off gas, water and electricity
- Move things upstairs or to safety
- Move family, pets and car to safety



**SEVERE
FLOOD
WARNING**

SURVIVE

- Call 999 if in immediate danger
- Follow advice from emergency services
- Keep yourself and your family safe

Visit check-for-flooding.service.gov.uk/plan-ahead-for-flooding

#PrepareActSurvive

6.4 Community groups

Communities have an important role to play in local flood risk management. Local knowledge and understanding of flood risk and past flooding events is an important resource for Hillingdon Council and can make flood risk management decisions and flood alleviation schemes more informed and effective.

Working as a group enables communities to work in partnership with agencies and authorities that manage flood risk to address any concerns and tackle the issues affecting their local area.

One example of this can be Flood Action Groups, made up of a core of local people acting as representatives for their wider community. Flood Action Groups are community-led and can be set up by any group of volunteers who wish to work together to raise and manage issues around flood risk. The [National Flood Forum website](#) has further information and guidance for [how to set up and Flood Action Group](#).

6.5 Theme Actions: Local Communities and Flooding

Objective	Engage with communities to develop the awareness of flood risk in local areas and improve their resilience
Action E1	Maintain a register of community groups that may be relevant to flood risk management, with relevant flood risk information, relevant schemes and level of engagement. Provide information and support for community groups undertaking actions related to flood risk management
Action E2	Undertake an engagement campaign alongside the annual review of the LFRMS to raise awareness of flood risk management and the roles that communities and residents can play
Action E3	Attend appropriate community meetings along with other Risk Management Authorities to maintain regular contact with communities and support actions to address issues raised
Action E4	Improve awareness and adoption of property level resilience measures for residents
Action E5	Ensure lines of communication from Risk Management Authorities to residents during flooding events are clear and efficient
Action E6	Keep information on flood alleviation schemes up to date and accurate for residents. Use appropriate communication and engagement channels to inform residents about project completion and successes

APPENDIX A – ACTION PLAN

Action Plan in an excel spreadsheet format.

APPENDIX B – STRATEGIC ENVIRONMENTAL ASSESSMENT

Strategic Environmental Assessment – Screening Assessment

APPENDIX C – HABITATS REGULATIONS ASSESSMENT

Habitats Regulations Assessment – Screening Assessment

APPENDIX D – LEGISLATION

The Local Flood Risk Management Strategy (LFRMS) sits within a wider legislative context at an international, national, regional and local level. The framework of legislation and policy provides organisations operating at different levels (international to local) with the applicable aims and targets for flood risk management.

International	
EU Water Framework Directive (2000)	The EU Water Framework Directive (WFD), published in 2000, makes it a requirement for Member States of the EU to improve and maintain the state of all waters, including surface waters and groundwater. All waters are to achieve a “good” ecological status by 2015 or, at the latest, by 2027. The WFD request that water management plans are developed using a river basin approach. The WFD was adopted into UK law in 2003 and will become part of new UK law following the UK’s departure from the European Union.
EU Floods Directive (2007)	The EU Floods Directive dictates how Member States should approach the flood risk management of all types of floods. A three-stage process was to be followed. For the initial cycle, by 2011 Member States had to produce Preliminary Flood Risk Assessments (PFRAs) to identify areas where water courses and coast lines are potentially at risk of flooding. By 2015, mapping of flood risk areas showing the extent, assets and number or inhabitants at risk were created. By 2015, Flood Risk Management Plans (FRMPs) for areas at high risk of flooding were produced, including measures to reduce flood risk. Updated FRMPs were produced for 2021-2027. The EU Flood Directive was implemented in UK law through the Flood Risk Regulations (FRR) (2009) and will be a continuing law following the UK’s departure from the EU. The cycle restarted in 2016 and Hillingdon’s LLFA have been involved in updates since.
IPCC Climate Change Report (2021)	The Intergovernmental Panel on Climate Change (IPCC) Sixth Assessment Report aims to assess the physical science basis of climate change. The headlines from the 2021 report include predictions of +1.5°C temperature change in the next two decades and that climate change is presently affecting every populated region of the globe.
National	
Civil Contingencies Act (2004)	The Civil Contingencies Act is a legislative framework for civil protection in the UK that establishes the roles and responsibilities on organisations that play a role in preparing for and responding to emergencies. Under the Act, Local Authorities and the EA are

	Category 1 responders. Some of the Local Authority's duties include putting in place emergency plans, sharing and co-operating with other local responders to enhance efficiency.
The Pitt Review (2007)	Following the extreme flooding that took place in the summer of 2007 a comprehensive review led by Sir Michael Pitt, known as the Pitt Review, was commissioned by the UK Government. The Pitt Review provided 92 recommendations to improve flood risk management in England, notably that County Councils, large metropolitan boroughs, and Unitary Authorities should take the lead on the management of flood risk. The Pitt Review recommendations were accepted by the Government and initiated the creation of the FWMA.
Flood Risk Regulations (2009)	The FRR implements the EU Floods Directive in England. Flood risk management, as set out by the framework, requires the production of PFRAs, the identification of flood risk areas, mapping of such areas and FRMPs.
Flood and Water Management Act (2010)	The FWMA aims to provide better, more sustainable management of flood risk and coastal erosion along with improving the sustainability of water resources. The FWMA defines structures and responsibilities for managing flood risk, notably with the introduction of LLFAs which impart the role of managing local flood risk to County Councils, large metropolitan boroughs, and Unitary Authorities. The EA is appointed to hold the strategic overview role of all sources of flooding, in addition to managing the flood risk from main rivers and the sea. The FWMA also places a statutory duty on the EA to develop a NFCERMS for England, which all LFRMSs must align with.
Flood and Coastal Erosion Risk Management Policy (2020)	The FCERM Policy Statement reflects the government's long-term ambition to increase the resilience to flood and coastal erosion risk nationwide.
National Flood and Coastal Erosion Risk Management Strategy (2020) Flood and Coastal Erosion Risk Management Strategy Roadmap to 2026	The NFCERMS sets out a framework for RMAs involved in managing flood risk in order to increase the nation's flood resilience. The publication of the NFCERMS was followed by an initial 1-year action plan showing actions needed. In 2022 a roadmap was published containing longer-term, practical actions to 2026.
National Planning Policy Framework (2021, revised)	The National Planning Policy Framework (NPPF) sets out the planning policies to provide sustainable development and is published by the Department for Levelling Up, Housing and Communities (DLUHC). The NPPF provides guidance on developing Local Plans in line with national planning policies. These policies

	include avoiding and managing risks from flooding, in line with the role of LPAs to prepare local plans and to decide on planning application permissions. The NPPF is supported by Planning Practice Guidance (PPG), including the Flood Risk and Coastal Change PPG , which is revised as necessary.
Environment Act (2021)	The Environment Act is the UK’s new framework of environmental protection since departing from the EU. It is intended to provide legal regulations on nature protection, water quality, clean air and other environmental protections. The Environment Act provides the Government with powers to set new binding targets, including for air quality, water, biodiversity, and waste reduction, and also establishes a new environmental watchdog – the Office for Environmental Protection.
Flood risk management plans (part a) 2021-2027	The flood risk management plans (FRMPs) (2021-2027) were published by the Environment Agency (EA) and split into two parts. Part A is the national overview and provides the context of FRMPs in strategic flood risk management planning, information on flood risk management at a national level and national measures lead by the (EA) and Lead Local Flood Authorities (LLFAs).
Environmental Improvement Plan (2023)	The Environmental Improvement Plan (EIP) is the first revision of the 25 Year Environment Plan (25YEP) . The 25YEP was published by the UK government in 2018 and set out 10 goals to help the natural world: (1) clean air, (2) clean and plentiful water, (3) thriving plants and wildlife, (4) reducing the risks of harm from environmental hazards, (5) using resources from nature more sustainably and efficiently, (6) enhancing beauty, heritage and engagement with the natural environment, (7) mitigating and adapting to climate change, (8) minimising waste, (9) managing exposure to chemicals and (10) enhancing biosecurity. The EIP reinforces the 25YEP and sets out the plan to deliver the framework and vision previously set out.
Regional	
Mayor of London’s Climate Change Adaptation Strategy (2011)	This Mayor of London’s Climate Change Adaption Strategy sets out the framework for improving the quality of life in London and for protecting the natural environment. It provides an action plan for making London more sustainable by using three ‘pillars’: retrofitting London, greening London and cleaner air for London. The strategy presents the understanding of main climate change effects on London as well as analysing the effects on cross-sector issues including health, economy, and infrastructure. The strategy also provides a ‘roadmap to resilience’ outlining actions, with lead and partner organisations. Since then, the Greater London

	Authority (GLA) have also produced a London Environment Strategy (2018) .
London Regional Flood Risk Appraisal (2018)	The London Regional Flood Risk Appraisal (RFRA) provides an overview of all sources of flooding in London and addresses both its probability and consequences. The evidence of the London RFRA subsequently informs the London Plan and should inform local-level flood risk assessments and local plans.
London Sustainable Drainage Action Plan (2021)	The London Sustainable Drainage Action Plan addresses a specific need to promote the awareness, and the retrofitting, of sustainable drainage systems right across London. It contains a series of actions to make London’s drainage system work in a more natural way with the main focus on the retrofitting of sustainable drainage to existing buildings, land and infrastructure. Sector-specific sustainable drainage (SuDS) guidance has been developed as part of the London Sustainable Drainage Action Plan.
The London Plan (2021)	The London Plan is a general Strategic Development Strategy for London. Producing a Strategic Development Strategy is a requirement of the London Mayor established under GLA legislation. The London Plan establishes an integrated economic, environmental, transport and social framework for the development of London for the next 20-25 years.
Thames River Basin District Flood Risk Management Plan (2021-2027)	The Thames River Basin District Flood Risk Management Plan (FRMP) is Part B of the FRMPs published by the Environment Agency in 2022. It provides information on flood risk for the Thames river basin district and a summary of the aims and actions required to manage the risk.
Thames river basin district River Basin Management Plan (2022)	The aim of river basin management plans is to enhance nature and the natural water assets. The Thames river basin district River Basin Management Plan (RBMP) describes the framework used to protect and improve the quality of waters in the Thames river basin and is used by RMAs for making water management decisions within the Thames river basin. It also includes the local environmental objectives that RMAs use to make planning decisions and an assessment of the current condition of each water body, including the reasons why, if not, it is not in good condition.
Thames Estuary 2100 (2023)	The Thames Estuary 2100 (TE2100) Plan was first published in 2012. It was developed by the EA and provides strategic direction for managing flood risk in the Thames Estuary to the end of the century. The TE2100 plan is an adaptive strategy and is reviewed on an interim basis every five years and on a full basis every ten years. The new and updated version of the plan was published in

	2023. The plan considers different long-term options for managing tidal flood risk depending on changes in factors which determine the level of flood risk, including sea level rise.
Local	
Surface Water Management Plan (2014)	A SWMP is a plan produced by LLFAs that presents the surface water flood risk for an area and forms a strategy on how to manage this with local partners. A SWMP considers flooding from sewers, drains, groundwater, and surface runoff from land, small watercourses and ditches that occur as a result of heavy and / or prolonged rainfall. The SWMP also includes a long-term action plan to manage surface water flood risk which will influence land-use planning, emergency planning and future developments. SWMPs also aim to identify SuDS opportunities to manage surface water flood risk which contributes towards the WFD requirements.
Strategic Flood Risk Assessment (2015)	A SFRA is required by the NPPF and provides a strategic overview of all forms of flood risk within a designated area. A SFRA assesses the risk from all sources of flooding, the cumulative effect that development or changing land use could have, and the effect of climate change on the risk of flooding. A SFRA should also identify opportunities to reduce the causes and effects of flooding, including potential areas of land for flood risk management infrastructure. The SFRA provides guidance for the Local Plan, individual planning applications, future flood management, emergency planning and how to adapt to climate change.
Local Plan (Part 1 (2012) and Part 2 (2020))	Hillingdon Council's Local Plan sets out policy and guidance to manage growth and guide development within Hillingdon. It is split into two parts. The Local Plan Part 1 sets out the overall level and broad locations of growth up to 2026. Part 1 was adopted in 2012. The Local Plan Part 2 comprises Development Management Policies, Site Allocations and Designations and the Policies Map. Part 2 was adopted in 2020 and delivers the detail of the strategic policies set out in the Local Plan Part 1. It addresses needs and opportunities in relation to housing, the economy, community facilities and infrastructure, as well as conserving and enhancing the natural and historic environment, mitigating, and adapting to climate change and achieving well designed places.

RESIDENTS' SERVICES SELECT COMMITTEE - CABINET FORWARD PLAN

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny, Democratic Services Officer
Papers with report	Appendix A – Latest Forward Plan
Ward	As shown on the Forward Plan

HEADLINES

To monitor the Cabinet's latest Forward Plan which sets out key decisions and other decisions to be taken by the Cabinet collectively and Cabinet Members individually over the coming year. The report sets out the actions available to the Committee.

RECOMMENDATION

That the Residents' Services Select Committee notes the Cabinet Forward Plan.

SUPPORTING INFORMATION

The Cabinet Forward Plan is published monthly, usually around the first or second week of each month. It is a rolling document giving the required public notice of future key decisions to be taken. Should a later edition of the Forward Plan be published after this agenda has been circulated, Democratic Services will update the Committee on any new items or changes at the meeting.

As part of its Terms of Reference, each Select Committee should consider the Forward Plan and, if it deems necessary, comment as appropriate to the decision-maker on the items listed which relate to services within its remit. For reference, the Forward Plan helpfully details which Select Committee's remit covers the relevant future decision item listed.

The Select Committee's monitoring role of the Forward Plan can be undertaken in a variety of ways, including both pre-decision and post-decision scrutiny of the items listed. The provision of advance information on future items listed (potentially also draft reports) to the Committee in advance will often depend upon a variety of factors including timing or feasibility, and ultimately any such request would rest with the relevant Cabinet Member to decide. However, the 2019 Protocol on Overview & Scrutiny and Cabinet Relations (part of the Hillingdon Constitution) does provide guidance to Cabinet Members to:

- Actively support the provision of relevant Council information and other requests from the Committee as part of their work programme;
- Where feasible, provide opportunities for committees to provide their input on forthcoming executive reports as set out in the Forward Plan to enable wider pre-decision scrutiny (in addition to those statutorily required to come before committees, *i.e. policy framework documents – see para. below*).

As mentioned above, there is both a constitutional and statutory requirement for Select Committees to provide comments on the Cabinet's draft budget and policy framework proposals after publication. These are automatically scheduled in advance to multi-year work programmes.

Therefore, in general, the Committee may consider the following actions on specific items listed on the Forward Plan:

	Committee action	When	How
1	To provide specific comments to be included in a future Cabinet or Cabinet Member report on matters within its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide its influence and views on a particular matter within the formal report to the Cabinet or Cabinet Member before the decision is made.</p> <p>This would usually be where the Committee has previously considered a draft report or the topic in detail, or where it considers it has sufficient information already to provide relevant comments to the decision-maker.</p>	<p>These would go within the standard section in every Cabinet or Cabinet Member report called "Select Committee comments".</p> <p>The Cabinet or Cabinet Member would then consider these as part of any decision they make.</p>
2	To request further information on future reports listed under its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to discover more about a matter within its remit that is listed on the Forward Plan.</p> <p>Whilst such advance information can be requested from officers, the Committee should note that information may or may not be available in advance due to various factors, including timescales or the status of the drafting of the report itself and the formulation of final recommendation(s). Ultimately, the provision of any information in advance would be a matter for the Cabinet Member to decide.</p>	<p>This would be considered at a subsequent Select Committee meeting. Alternatively, information could be circulated outside the meeting if reporting timescales require this.</p> <p>Upon the provision of any information, the Select Committee may then decide to provide specific comments (as per 1 above).</p>
3	To request the Cabinet Member considers providing a draft of the report, if feasible, for the Select Committee to consider prior to it being considered formally for decision.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide an early steer or help shape a future report to Cabinet, e.g., on a policy matter.</p> <p>Whilst not the default position, Select Committees do occasionally receive draft versions of Cabinet reports prior to their formal consideration. The provision of such draft reports in advance may depend upon different factors, e.g., the timings required for that decision. Ultimately any request to see a draft report early would need the approval of the relevant Cabinet Member.</p>	<p>Democratic Services would contact the relevant Cabinet Member and Officer upon any such request.</p> <p>If agreed, the draft report would be considered at a subsequent Select Committee meeting to provide views and feedback to officers before they finalise it for the Cabinet or Cabinet Member. An opportunity to provide specific comments (as per 1 above) is also possible.</p>
4	To identify a forthcoming report that may merit a post-decision review at a later Select Committee meeting	<p>As part of its post-decision scrutiny and broader reviewing role, this would be where the Select Committee may wish to monitor the implementation of a certain Cabinet or Cabinet Member decision listed/taken at a later stage, i.e., to review its effectiveness after a period of 6 months.</p> <p>The Committee should note that this is different to the use of the post-decision scrutiny 'call-in' power which seeks to ask the Cabinet or Cabinet Member to formally re-consider a decision up to 5 working days after the decision notice has been issued. This is undertaken via the new Scrutiny Call-in App members of the relevant Select Committee.</p>	<p>The Committee would add the matter to its multi-year work programme after a suitable time has elapsed upon the decision expected to be made by the Cabinet or Cabinet Member.</p> <p>Relevant service areas may be best to advise on the most appropriate time to review the matter once the decision is made.</p>

BACKGROUND PAPERS

- [Protocol on Overview & Scrutiny and Cabinet relations adopted by Council 12 September 2019](#)
- [Scrutiny Call-in App](#)

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Scheduled Upcoming Decisions

Ref

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS = Children's Services

Cabinet meeting - Thursday 15 February 2024 (report deadline 29 January)

185	Library Strategy Update and Relocation of Uxbridge Library	Cabinet will receive a report updating them on the implementation of the Library Strategy approved earlier in the year, along with proposals to relocate the Uxbridge flagship Library to the Civic Centre providing a more modern library experience, facilities and access improvements for residents, as part of the Civic Centre transformation project. The Council has undertaken a public engagement exercise on the proposals and subject to approval by Cabinet, there will statutory planning consultation in relation to relevant planning application(s) submitted.	Uxbridge		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Darren Deeks	Public engagement / planning consultation. Petition hearing held on 23 November 2023.		Public
191	Hillingdon CIL Charging Schedule Review	Cabinet will consider a report regarding an increase its Community Infrastructure Levy (CIL) charging rates in line with development viability information in order to fund infrastructure in Hillingdon.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	C - Tom Campbell / Andrew Tebbutt			Public
188	Library book contract	The current contract for the provision of library books for Hillingdon libraries expires in March 2024. This report will present an appraisal of procurement options with a recommendation on contract award from April 2024. This includes adults and children's fiction & non-fiction materials to all libraries and mobile libraries.	N/A		Cllr Eddie Lavery - Residents' Services	Residents' Services	P/R - Darren Deeks & Carlos Montecino / Allison Mayo			Private (3)
110a	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (BUDGET FRAMEWORK)	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2024/25 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 22 February 2024	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - February 2024

199	Anti-Social Behaviour Policy	The Cabinet Member will consider whether to adopt a new Anti-Social Behaviour Policy explaining the Council's role and responsibilities and how it will respond to reports of anti-social behaviour.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Richard Webb		NEW ITEM	Public
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Scheduled Upcoming Decisions

Ref

Further details

Ward(s)

Final
decision by
Full Council

Cabinet
Member(s)
Responsible

Relevant
Select
Committee

Directorate /
Lead Officer

Consultation related
to the decision

**NEW
ITEM**

Public or
Private
(with
reason)

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS = Children's Services

146	Residential Landlord, Shared Ownership and Mortgaged Properties Buildings Insurance Scheme Contract Award	The existing short-term Residential Landlord, Shared Ownership and Mortgaged Properties Buildings Insurance Scheme contract managed by Housing expires on 1st April 2024. This report seeks relevant Member approval for new contracting arrangements beyond this date for a long-term agreement. The required statutory consultation will take place as per relevant regulations, following the results of the procurement exercise.	N/A		Cllr Eddie Lavery - Residents' Services / Cllr Ian Edwards - Leader / Cllr Martin Goddard - Finance	Residents' Services	P / R - Rod Smith / Trudie Eldriny			Private (3)
194	Tenancy Strategy and Policy	Following consultation, the Cabinet Member will consider the Council's Tenancy Strategy and Policy which provides guidance to registered social housing providers and sets out the approach to allocating and managing social housing tenancies, respectively.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller			Public
193	Private Sector Placement Policy	The Cabinet Member will consider approving an updated policy on placing tenants in temporary accommodation and private rented accommodation.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller			Public
198	Shared Ownership Policy	The Cabinet Member will be requested to approve an updated policy for the sale, allocation and management of shared ownership properties, also relating to those such properties as part of the Hayes Regeneration Project.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller			Public
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public

Cabinet meeting - Thursday 21 March 2024 (report deadline 4 March)

174	Fencing Contract incorporating installation, repair and maintenance	The existing Fencing Contract that covers the installation, maintenance and repair of damaged areas of fencing, gates, bollards, barriers etc.. across 240 Green Spaces sites expires in March 2024. This report will seek Cabinet approval for new contracting arrangements from April 2024 following a procurement exercise.	N/A		Cllr Eddie Lavery - Residents' Services	Residents' Services	P/R - Jamie Bell / Allison Mayo			Private (3)
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Scheduled Upcoming Decisions

Ref

Further details

Ward(s)

Final decision by Full Council

Cabinet Member(s) Responsible

Relevant Select Committee

Directorate / Lead Officer

Consultation related to the decision

NEW ITEM

Public or Private (with reason)

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS = Children's Services										
189	Cowley House, Uxbridge	Following consultation with residents, Cabinet will consider the decant and disposal of Cowley House, 181 Cowley High Road Uxbridge UB8 2AJ. Cowley House is a small general needs housing block and a listed building. Cabinet will be advised that it is not viable to bring the property up to the new Landlord Compliance standards, hence the recommendation to dispose of the property.	Uxbridge		Cllr Jonathan Bianco - Property, Highways & Transport / Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Julie Markwell			Private (3)
190a	Local Plan - Regulation 18 Consultation	This report seeks Cabinet agreement to undertake a public consultation on the Local Plan in line with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations. A draft version of the consultation document will be presented as part of this for approval. Agreement will also be sought to undertake related post consultation work, so that a draft consultation document can be prepared for a subsequent Regulation 19 consultation.	All	Date TBC	Cllr Eddie Lavery - Residents' Services	Residents' Services	C - Tom Campbell	Statutory public consultation and Select Committee		Public
190b	Contract for environmental specialist cleaning services	The existing Environmental Specialist Cleaning Services contract within Waste Services expires in March 2024. Such services include dog fouling bins, clinical waste, public toilets, dead animal collection and other waste materials. The report will seek Cabinet approval for new contracting arrangements from April 2024 following a procurement exercise.	N/A		Cllr Eddie Lavery - Residents' Services	Residents' Services	P/R - Anna Humphries / Allison Mayo			Private (3)
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - March 2024

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
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Cabinet meeting - Thursday 18 April 2024 (report deadline 1 April)

139a	Housing Allocation Policy - Consultation Draft	Cabinet will consider for public consultation an updated Housing Allocation Policy which sets out how social housing is allocated to those on the housing register.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller	Public consultation		Public
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Scheduled Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
Ref										
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	Various		All	TBC	C - Democratic Services	Various		Public
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services										
Cabinet Member Decisions expected - April 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - Thursday 23 May 2024 (report deadline 3 May)										
186	Draft Uxbridge Master Plan	As part of reviewing the Local Plan, the Council has been looking at the future challenges and opportunities that face Uxbridge, the Borough's largest and only metropolitan town centre. Cabinet will consider commencing full public and stakeholder consultation on a proposed draft new masterplan for Uxbridge, which be the basis for a consensus on the future redevelopment and prosperity of the town.	Uxbridge / all wards		Cllr Eddie Lavery - Residents' Services	Residents' Services	C - Julia Johnson	Public consultation and also select committee		Public
Page 122										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
Cabinet Member Decisions expected - May 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - 27 June 2024 (provisional)										
SI	Public Preview of matters to be considered in private	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.	TBC		All Cabinet Members	All	C - Democratic Services			Public
Cabinet Member Decisions expected - June 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		C - Democratic Services	Various		Public
Cabinet meeting - Thursday 25 July 2024 (provisional)										

Scheduled Upcoming Decisions

Ref

Further details

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS = Children's Services										
139b	Housing Allocation Policy	Following public consultation, Cabinet will consider the Housing Allocation Policy on how social housing is allocated to those on the housing register.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller	Public consultation		Public
SI	Strategic Climate Action Plan	Hillingdon Council passed a Climate Change Declaration at its full Council meeting on 16 January 2020 which set out targets to become carbon neutral and achieve 100% clean energy across the Council's services by 2030. Cabinet in July 2021 approved the Council's Climate Action Plan to achieve this and also agreed to review progress annually.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Jo Allen	Residents' Services Select Committee		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	All	C - Democratic Services	TBC		Public
Cabinet Member Decisions expected - July 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		C - Democratic Services	Various		Public
AUGUST 2024 - NO CABINET MEETING										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - Thursday 12 September 2024 (provisional)										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public
Cabinet Member Decisions expected - September 2024										

Ref	Scheduled Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS = Children's Services										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - Thursday 10 October 2024 (provisional)										
Cabinet Member Decisions expected - October 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - Thursday 7 November 2024 (provisional)										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public
Cabinet Member Decisions expected - November 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
CABINET MEMBER DECISIONS: Standard Items (SI) that may be considered each month										
SI	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various		Cllr Ian Edwards - Leader of the Council	TBC	C - Democratic Services	TBC		Public / Private

Scheduled Upcoming Decisions

Ref

Further details

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services										
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC		Cllr Martin Goddard - Finance (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various	Corporate Finance		Public but some Private (1,2,3)
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC		All	TBC	C - Democratic Services			Public
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	R - Iain Watters			Private (1,2,3)
SI	Acceptance of Tenders	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance / in conjunction with relevant Cabinet Member	TBC	various			Private (3)
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	TBC	various			Public / Private (1,2,3)
SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member will be asked to consider the approval of projects.	Various		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Neil O'Connor			Public
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	TBC	various			Public

**Scheduled
Upcoming
Decisions**

Ref

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		All	TBC	various			Public
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The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, UK

RESIDENTS' SERVICES SELECT COMMITTEE - WORK PROGRAMME

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny, Democratic Services Officer
Papers with report	Appendix A – Work Programme
Ward	All

HEADLINES

To enable the Committee to note future meeting dates and to forward plan its work for the current municipal year.

RECOMMENDATIONS

That the Residents' Services Select Committee considers the Work Programme report and agrees any amendments.

SUPPORTING INFORMATION

- The Committee's meetings will start at 7pm and the witnesses attending each of the meetings may include representatives from external organisations, some of whom travel from outside of the Borough. Forthcoming meeting dates are as follows:

Meeting Date	Room
14 June 2023	CR5
19 July 2023	CR6
26 September 2023	CR6
25 October 2023	CR5
29 November 2023	CR5
16 January 2024	CR5
13 February 2024	CR5
13 March 2024	CR5
10 April 2024	CR5

Site Visits

Members of the Residents' Services Select Committee have undertaken a number of site visits in recent months to include the CCTV room in the Civic Centre, Harlington Road Depot, Heathrow Imported Food Office, Hillingdon Fire Station and Breakspear Crematorium.

Implications on related Council policies

The role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

Select Committees directly engage residents in shaping policy and recommendations and the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

Nil.

MULTI-YEAR WORK PROGRAMME 2022 - 2026

	2023/24						2024/25								
Residents' Services Select Committee	November 29	December No meeting	January 16	February 13	March 13	April 16	May No meeting	June 13	July 18	September 24	November 27	January 14	February 19	March 13	April 22
Review: TBC Topic selection / scoping stage Witness / evidence / consultation stage Findings, conclusions and recommendations Final review report agreement Target Cabinet reporting			Topic Selection	Scoping Report	Witness Session	Witness Session		Findings	Final report						
Regular service & performance monitoring CIL Expenditure Monitoring - Annual Report & S106 Mid-year budget / budget planning report Strategic Climate Action Plan: Annual Update Cabinet's Budget Proposals For Next Financial Year Cabinet Forward Plan Monthly Monitoring				X								X			
	X		X	X	X	X		X	X	X	X	X	X	X	X
One-off information items ASB Service Update Local Flood Risk Management Strategy The impact of HS2 (parking and traffic) High Street Regeneration post-Covid Public Spaces Protection Orders Graffiti Removal Sports - facilities, engagement & inclusivity Tree Planting Animal Welfare Street Champions Food Waste - success of the scheme Local - Live Demonstration Consultation on Uxbridge Master Plan Weed Spraying Housing Allocation Policy Consultation Draft Update on Canal Site Visit Resident usage of new digital system to report ASB & impact of increased fees on fly tipping Impact of Heathrow & 3rd runway / local parking issues				X				X							
					X				X	X					
	X							X							
			X												
					X										
Crime & Disorder - Statutory Scrutiny (themed) Safer Hillingdon Partnership Development Safer Hillingdon Partnership Performance Safer Hillingdon Partnership Performance & Theme 2 - TBC SHP Performance - Casey review / actions to address concerns					X									X	
Past review delivery Review of Alley Gating											X				
Internal use only Date deadline confirmed to report authors Report deadline Agenda publication date	17 Nov 21 Nov		5 Jan 8 Jan	2 Feb 5 Feb	1 Mar 5 Mar	29 Mar 2 Apr									

Committee Site Visits (dates tbc)
CCTV Control Room, Civic Centre (25 July 2022)
Botwell Leisure Centre (27 February 2024)
Harlington Road Depot (28 September 2022)
Weed Killing Contractor (6 June 2023)
Heathrow Airport (Imported Food Office) (4 October 2022)
Noise Team
Hillingdon Fire Station (7 December 2022)
Graffiti Removal
Breakspear Crematorium (25 January 2023)
Harefield and Yiewsley Civic Amenity Sites
Traffic wardens / Abandoned Vehicles *
Canal Visit - 1 November 2023
The Battle of Britain Bunker (26 July 2023 at 6pm)
Building Control
Planning Enforcement
HS2 Site Visit

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