



HILLINGDON  
LONDON

# CABINET

## To all Members of the Cabinet:

**Date:** THURSDAY, 13 FEBRUARY  
2025

**Time:** 7.00 PM

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

**Meeting  
Details:** The public and press are welcome  
to attend and observe the meeting.

For safety and accessibility, security measures will be conducted, including searches of individuals and their belongings. Attendees must also provide satisfactory proof of identity upon arrival. Refusal to comply with these requirements will result in non-admittance.

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Ian Edwards, Leader of the Council  
(Chair)

Jonathan Bianco, Deputy Leader of the  
Council & Cabinet Member for Corporate  
Services & Property (Vice-Chair)

Martin Goddard, Cabinet Member for  
Finance & Transformation

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

Jane Palmer, Cabinet Member for Health  
& Social Care

Eddie Lavery, Cabinet Member for  
Community & Environment

Steve Tuckwell, Cabinet Member for  
Planning, Housing & Growth

**Published:**  
Wednesday, 5 February 2025

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Putting our residents first

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

# Useful information for residents and visitors

## *Watching & recording this meeting*

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

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

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# Notice

## **Notice of meeting and any private business**

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

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

*13 February 2025 at 7pm in Committee Room 6, Civic Centre, Uxbridge*

will be held partly in private and that 28 clear days public notice of this meeting has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. An online and a hard copy notice at the Civic Centre in Uxbridge indicates a number associated with each report with the reason why a particular decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **Notice of any urgent business**

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given for these agenda items. Any exceptions to this rule are the urgent business items on the agenda marked \*. For such items it was impracticable to give sufficient notice for a variety of business and service reasons. The Chairman of the relevant Select Committee has been notified in writing about such urgent business.

## **Notice of any representations received**

No representations from the public have been received regarding this meeting.

## **Date notice issued and of agenda publication**

5 February 2025  
London Borough of Hillingdon

# Notice

In relation to the following item on the agenda:

- **Item 7 – Temporary Accommodation Strategy & Action Plan**

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that in excess of 28 clear days notice of the above matters have been given (via the Cabinet Forward Plan). However, the reports have been circulated less than 5 clear working days before the Cabinet meeting and will be considered if the Chair agrees them to be urgent.

The reason for urgency is set out below:

- Item 7 – Temporary Accommodation Strategy & Action Plan – the unprecedented rise in households in temporary accommodation in Hillingdon and its associated costs pose a financial risk, necessitating actions and a strategic response as set out in this report.

Notice of the Council's intention to hold this meeting (part in private) is set out on the main Cabinet Agenda A for this meeting published online. And also, on the public noticeboard at the Civic Centre, on the main Notice for this Cabinet meeting.

12 February 2025  
London Borough of Hillingdon

# Agenda

- |   |  |         |
|---|--|---------|
| 1 | Apologies for Absence  | 1 - 2   |
| 2 | Declarations of Interest in matters before this meeting  | 3 - 4   |
| 3 | To approve the minutes of the last Cabinet meeting   | 5 - 14  |
| 4 | To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private | 15 - 16 |

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

- |   |  |         |
|---|--|---------|
| 5 | 2025/26 Budget and Future Medium-Term Financial Strategy & Budget Monitoring (Cllr Martin Goddard) - DEFERRED<br><i>Consideration of this item will take place at a Cabinet meeting on 20 February 2025 at 7pm</i> | 17 - 18 |
| 6 | The Schools Budget 2025/26 (Cllr Susan O'Brien & Cllr Martin Goddard) - DEFERRED<br><i>Consideration of this item will take place at a Cabinet meeting on 20 February 2025 at 7pm</i>                              | 19 - 20 |
| 7 | Temporary Accommodation Strategy & Action Plan (Cllr Steve Tuckwell)   | 21 - 56 |
| 8 | Revised Local Development Scheme (Cllr Steve Tuckwell)<br><br><i>TO RECOMMEND TO COUNCIL</i>   | 57 - 68 |
| 9 | Public Preview of Confidential Reports (All Cabinet Members)   | 69 - 72 |

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

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| <b>10</b> | Improvements to Yeading Lane Estate in Hayes - External Repairs and Decorations 2024/25 (Cllr Jonathan Bianco) | 73 - 84   |
| <b>11</b> | Hillingdon's Participation in the Regional Adoption Agency (Cllr Susan O'Brien)                                | 85 - 92   |
| <b>12</b> | Corporate Disposals Programme 2024/25 - Disposal of site at Pump Lane, Hayes (Cllr Jonathan Bianco)            | 93 - 106  |
| <b>13</b> | Irrecoverable Corporate Debt (Cllr Martin Goddard)   | 107 - 110 |

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

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

# Agenda Item 1

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## Minutes & Decisions

### CABINET

7pm, Thursday, 9 January 2025

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



Decisions published on: 10 January 2025

Decisions come into effect from: 5pm, Friday 17 January 2025

#### **Cabinet Members Present:**

Ian Edwards (Chair)  
Jonathan Bianco (Vice-Chair)  
Martin Goddard  
Susan O'Brien  
Jane Palmer  
Eddie Lavery  
Steve Tuckwell

#### **Members also Present:**

Peter Smallwood OBE

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

All Cabinet Members were present.

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

No interests were declared by Members present.

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

The minutes and decisions of the Cabinet meeting held on 12 December 2024 were agreed as a correct record.

#### **4. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE**

It was confirmed that items of business marked Part 1 would be considered in public and those marked Part 2 in private.

**5. PROPOSED PUBLIC SPACES PROTECTION ORDER – HEATHROW AREA  
PRIVATE HIRE VEHICLES / TAXI CONTROLS**

**RESOLVED:**

**That the Cabinet:**

- 1) Considers the public consultation responses and summary information on the draft Public Spaces Protection Order;**
- 2) Has regard to the contents of the Equalities Impact Assessment and;**
- 3) Approves the finalised Public Spaces Protection Order in Appendix 1 for publication and implementation on 1st February 2025.**

**Reasons for decision**

Following Cabinet’s approval of the matter for public consultation in 2024, Cabinet considered the outcome of that consultation on a proposed new Public Space Protection Order prohibition in relation to private hire vehicles and taxis in the wards around Heathrow Airport.

The Cabinet Member for Community & Environment stated that this would address a long-standing issue related to anti-social behaviour by some private hire vehicle drivers and taxis near the airport. It was advised that the report presented the results of a public consultation, which showed strong support for implementing the controls. Unlike previous measures, the Cabinet Member indicated that the new prohibition would make it an offense for such vehicles to be in the area without a fare to pick up or without being a resident. Enforcement would be carried out using various types of camera technology, targeting the registered owners of the vehicles.

The Cabinet Member advised that the primary goal was to address the anti-social behaviour and related issues, not to generate fine income and that, if approved, a short period of intense publicity was planned to encourage compliance.

The Leader of the Council highlighted the extent of the problem, noting that private hire drivers were causing obstructions and littering, and that some had used private gardens as toilets. The Leader expressed his support for the new measures.

Following consideration of the consultation and the equalities impact assessment, Cabinet agreed to implement the Order.

**Alternative options considered and rejected**

Cabinet could have decided to do nothing, further engage with the private hire and taxi community but considered these would not sufficiently tackle the matter. Cabinet could have also introduced further legal restrictions on all vehicles but discounted this due to the impact directly on residents.

<b>Relevant Select Committee</b>	<b>Residents’ Services Select Committee</b>
<b>Expiry date for any scrutiny call-in / date</b>	This matter can be called in by the relevant select committee by 5pm, Friday 17 January 2025. If not

**decision can be implemented (if no call-in) Officer(s) to action Directorate Classification**

called-in, Cabinet's decisions can then be implemented.  
Richard Webb / Stephanie Waterford / Jo Howells  
Homes and Communities  
**Public** - *The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

## 6. REVIEW OF PUBLIC SPACES PROTECTION ORDER 2023

### RESOLVED:

That the Cabinet:

- 1) **Agree to review the current PSPO 2023 and approve the draft for consultation;**
- 2) **Note the consultation process proposed;**
- 3) **Agree to receive the updated final version of the PSPO 2025 in April 2025 following consultation, for consideration and approval.**

### Reasons for decision

Cabinet considered a report to consider removing or amending specific prohibitions in the current Public Spaces Protection Order 2023 relating town centres and in particular amplification, the placing of tables, signage or similar effects and also street trading and leaflet distribution.

The Cabinet Member for Community & Environment mentioned that some of the existing prohibitions had faced legal challenges, and the strong advice from the Council indicated that defending these challenges would be difficult. As a result, it was proposed that a consultation be conducted to amend the existing Public Spaces Protection Order. However, it was made clear by the Cabinet Member that the remainder of the Order, particularly the prohibitions on amplified equipment in green spaces, would remain in place.

Cabinet agreed to the consultation and to receive a further report back following this to inform any determinations on an updated PSPO.

### Alternative options considered and rejected

Cabinet could have not consulted on the proposed changes or amended them before consultation. Cabinet also noted the Council's other options to manage anti-social behaviour generally were limited to available enforcement legislation, whilst also noting that police resources were also limited.

Relevant Select Committee	Residents' Services Select Committee
<b>Expiry date for any scrutiny call-in / date</b>	This matter can be called in by the relevant select committee by 5pm, Friday 17 January 2025. If not

<b>decision can be implemented (if no call-in)</b>	called-in, Cabinet's decisions can then be implemented.
<b>Officer(s) to action</b>	Richard Webb / Stephanie Waterford / Jo Howells
<b>Directorate</b>	Homes and Communities
<b>Classification</b>	<b>Public</b> - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

## 7. REVIEW OF CHARGING FOR SOCIAL CARE AND SUPPORT POLICY

### RESOLVED:

That the Cabinet:

1. Approves for consultation the updated Adult Social Care Charging for Social Care and Support Policy for Hillingdon for 2025/26 for charging adults receiving care and support services in the Borough, as set out in the report and Appendix 1;
2. Delegates authority to the Cabinet Member for Health & Social Care, in consultation with the Corporate Director of Finance and Corporate Director of Adult Social Care & Health, to consider the outcome of the public consultation and to then determine the final policy and fees for 2025/26;
3. Agrees that, thereafter, this policy and fees are reviewed annually as part of the Council's wider review of fees and charges to provide a transparent and consistent approach going forward.

### Reasons for decision

Cabinet received a report proposing to consult on a clear policy framework and fees for charging adult recipients for social care services provided.

The Cabinet Member for Health & Social Care emphasised the importance of having a robust and up-to-date charging policy to ensure the Council could successfully collect assessed contributions for care services. The updated policy proposed for consultation would include a care arrangement fee for residents arranging their own care, consisting of an annual setup fee and a yearly administrative cost and was expected to generate a new income stream.

On a related matter, the Cabinet Member noted that the Council's adult social care services were recently assessed by the Care Quality Commission and that they had received a 'good' rating, highlighting the Council's commitment to transparency and fairness for residents.

The Leader of the Council indicated his support for the proposed policy, stating that was appropriate for those who can afford to pay for their care to do so.

Cabinet agreed to consult on the proposed policy and fee arrangements.

### Alternative options considered or rejected

Cabinet could have agreed to not review the policy, but considered the current policy outdated.

Relevant Select Committee	Health & Social Care Select Committee
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	This matter can be called in by the relevant select committee by 5pm, Friday 17 January 2025. If not called-in, Cabinet's decisions can then be implemented.
<b>Officer(s) to action</b>	Sarah Baker / Sandra Taylor
<b>Directorate</b>	Adult Social Care and Health
<b>Classification</b>	<b>Public</b> - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

## 8. RISK MANAGEMENT POLICY

### RESOLVED:

**That the Cabinet approves the updated Risk Management Policy attached in Appendix A for implementation.**

### Reasons for decision

Cabinet received a report to approve an updated Risk Management Policy.

The Cabinet Member for Finance & Transformation highlighted the Council's statutory responsibility to maintain a comprehensive framework of internal controls, which included managing risks to the Council and its services. It was explained that the policy outlined the procedures to identify, evaluate, and mitigate potential risks and threats. It also required an assessment of the likelihood of each risk and the identification of management actions to mitigate them.

It was noted that a significant change in the policy was the attribution of responsibilities to officers managing specific services or activities, both for identifying and addressing risks if they materialise. Furthermore, the Cabinet Member advised that the reporting and monitoring of risks were now managed through a new software application and that the proposed Policy also reflected a series of updates and improvements that became operational in 2024.

Cabinet agreed the updated policy.

### Alternative options considered or rejected

To not implement the policy, but Cabinet considered this would not follow best practice or legislative requirements.

<b>Relevant Select Committee</b>	<b>Corporate Resources &amp; Infrastructure Select Committee</b>
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	This matter can be called in by the relevant select committee by 5pm, Friday 17 January 2025. If not called-in, Cabinet's decisions can then be implemented.
<b>Officer(s) to action</b>	Claire Baker
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b> - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

## 9. PUBLIC PREVIEW OF CONFIDENTIAL REPORTS

### RESOLVED:

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

### Reasons for decision

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

### Alternative options considered and rejected

These were set out in the public Cabinet report.

<b>Relevant Select Committee</b>	
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	This matter is not for call-in, as noting only.
<b>Officer(s) to action</b>	Mark Braddock
<b>Directorate</b>	Corporate Services
<b>Classification</b>	<b>Public</b> - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>



**10. SMOKING CESSATION AND ROUGH SLEEPING DRUG AND ALCOHOL TREATMENT SERVICES**

**RESOLVED:**

**That the Cabinet:**

- 1) Note the Government grants for the new Local Stop Smoking and existing Rough Sleeping Drug and Alcohol Treatment programmes;
- 2) For delivery, agree to vary the contract between the Council and the Central and North West London NHS Trust for the enhanced delivery of the adult substance misuse and treatment service and the smoking cessation service to:
  - a) Incorporate the new Local Stop Smoking Service, noting that funding for this is dependent on Government grant with no substitution of funding from the Public Health Grant or the Council General Fund when funding ceases to be available;
  - b) Continue the Rough Sleeping Drug and Alcohol Treatment Services at the cost of £587,682, utilising the last year of the Government Grant to continue treatment services focussed for rough sleepers.

**Reasons for decision**

The Cabinet Member for Health and Social Care introduced a report on key local public health services, which Cabinet agreed, to vary the grant-funded adult substance misuse and smoking cessation services contract for new Local Stop Smoking Services and the continuation of Rough Sleeping Drug and Alcohol Treatment Services.

**Alternative options considered or rejected**

Cabinet could have decided not to spend the grant money, which would have reduce the Council's focus on health initiatives.

<b>Relevant Select Committee</b>	<b>Health &amp; Social Care Select Committee</b>
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 17 January 2025. If not called-in, Cabinet's decisions can then be implemented.
<b>Officer(s) to action Directorate</b>	Kelly O'Neil & Sandra Taylor / Lee Robson Adult Social Care and Health / Homes and Communities
<b>Classification</b>	<b>Private</b> - <i>Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular</i>

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

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

No further items were considered by Cabinet.

The meeting closed at 7.11pm

<b>Internal Use only</b>	<b>Implementation of decisions &amp; scrutiny call-in</b>
<b>When can these decisions be implemented by officers?</b>	<p>Officers can implement Cabinet’s decisions in these minutes only from the expiry of the scrutiny call-in period, unless otherwise stated in the minutes above, which is:</p> <p><b>5pm, Friday 17 January 2025</b></p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the Cabinet decision must then be put on hold.</p>
<b>Councillor scrutiny call-in of these decisions</b>	<p>Councillors on the relevant Select Committee shown in these minutes for the relevant decision made may request to call-in that decision. The call-in request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:  <a href="#">Scrutiny Call-In - Power Apps</a> (secure)</p>
<b>Notice</b>	<p>These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This Cabinet meeting was also broadcast live on the Council’s YouTube channel <a href="#">here</a> for wider resident engagement.</p> <p>Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.</p>

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

[democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403

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## TEMPORARY ACCOMMODATION STRATEGY AND ACTION PLAN

<b>Cabinet Member &amp; Portfolio</b>	Cllr Steve Tuckwell, Cabinet Member for Housing, Planning and Growth
<b>Responsible Officer</b>	Dan Kennedy, Corporate Director, Homes and Communities
<b>Report Author &amp; Directorate</b>	Debby Weller, Homes and Communities
<b>Papers with report</b>	Appendix: Temporary Accommodation Strategy and Action Plan

### HEADLINES

<b>Summary</b>	Cabinet is asked to consider and note the Temporary Accommodation Strategy and Action Plan attached in the Appendix. The strategy sets out plans to reduce the use and cost of temporary accommodation to house homeless people and families by applying options to prevent homelessness and by increasing the supply of suitable alternative accommodation in the private rented sector and social rented housing.
<b>Putting our Residents First</b>  <b>Delivering on the Council Strategy 2022-2026</b>	This report supports our ambition for residents / the Council of: Live in good quality, affordable homes in connected communities  This report supports our commitments to residents of: Thriving, Healthy Households  This report supports our Housing Strategy 2021/22 to 2025/26 and our Homelessness Prevention and Rough Sleeping Strategy.
<b>Financial Cost</b>	The Temporary Accommodation Strategy and Action Plan will align with and support the delivery of MTFS funding proposals
<b>Select Committee</b>	Residents' Services Select Committee
<b>Ward(s)</b>	N/A

## RECOMMENDATIONS

### That the Cabinet:

- 1) **Note the significant homelessness pressure in Hillingdon, in line with national and London wide trends, and the increasing use of temporary accommodation to meet this need.**
- 2) **Note the Temporary Accommodation Strategy and Action Plan in the Appendix.**
- 3) **Agree to receive quarterly updates, or at a frequency as determined by the Cabinet Member, on progress delivering the Strategy and Action Plan, aligned with the Homelessness Prevention and Rough Sleeping Strategy and the impact on the Medium-Term Financial Strategy, and to include details of actions being taken to bring empty homes across the Borough back into occupation.**

### Reasons for recommendation(s)

The number of households in temporary accommodation in Hillingdon and the cost of that accommodation to the Council have reached unprecedented levels. This poses a financial risk and it is imperative that sustained cost reductions are made in this and following years. It is equally important to reduce the use of temporary accommodation so that potential negative impacts on those experiencing or threatened with homelessness are minimised. Due to rapid escalation of this issue over the last couple of years and the seriousness of the impact, a dedicated strategic response has been developed, outlined in this Action Plan. This will form part of our overall strategy to prevent and address homelessness.

Cabinet is being asked to approve quarterly updates, or as decided by the Cabinet Member, to monitor the progress of the Strategy/Action Plan. This includes a particular focus on actions aimed at bringing empty homes back into use. Given the demand and pressures set out, the Action Plan will also need to be a dynamic document over time, updated in collaboration with the Cabinet Member.

### Alternative options considered / risk management

Without a dedicated Temporary Accommodation Strategy and Action Plan, work to address the issue would continue but may not achieve an appropriately high profile for the level of risk involved. By having a dedicated strategy and action plan approved by Cabinet there is an appropriate degree of escalation, focus and governance.

### Select Committee comments

The Residents' Services Select Committee is currently in the process of finalising its review into homelessness and the customer journey, i.e. the resident-facing aspect of this wider topic, with their review undertaken in the context of the pressures set out in this report. The Committee's findings will be reported to Cabinet in 2025.

## SUPPORTING INFORMATION

### Background

1. The Temporary Accommodation Strategy and Action Plan sets out our plans to reduce the cost and use of temporary accommodation during the remainder of 2024/25 and for the period 2025/26 through to 2029/30. Further detailed work is underway to set out and keep up to date demand forecasts for homeless households by bedsize and a monitoring framework with specific targets for delivery. Analysis of available supply options will include cost comparisons. The quarterly progress reports will provide an update on achieving specific targets and actions within the monitoring framework.
2. The strategy is necessary because the cost of temporary accommodation to the council has reached unprecedented levels and poses a substantial risk to the council's finances. Over 40% of councils now view escalating costs for temporary accommodation as a critical financial challenge. Sustained cost reductions are needed in this and future years. Temporary accommodation can have wide ranging negative impacts for people and families living in it, including worse outcomes for health, education and employment. Due to the rapid rise in the use and cost of temporary accommodation and the level of risk posed to the council's finances, a dedicated strategic response is needed. The temporary accommodation strategy will form part of our overall strategy to prevent and address homelessness.
3. If a household is unintentionally homeless, eligible, and in priority need of assistance then local authorities have a legal duty to provide suitable temporary accommodation until settled accommodation can be secured. There are both demand pressures, with increased numbers of homelessness presentations, and reduced supply to meet the presenting needs. These pressures combined have led to a sustained increased in the use of temporary accommodation.
4. The shift in supply/demand balance, alongside some additional cost pressures for landlords, has also helped to fuel increased costs of private rented sector placements.

### Temporary Accommodation in Hillingdon

5. On 29<sup>th</sup> January 2025, there were 1,275 homeless families in temporary accommodation, 97 were funded via specific grant funding and the remainder by the General Fund budget. A breakdown of the bedroom need of the families and the type of temporary accommodation occupied is shown in table below:

	1 bed	2 bed	3 bed	4+ bed	Total
B&B	141	242	240	102	725
Leased Temporary Accommodation	12	22	12	1	47
Council Hostel and Shortlife	178	182	109	34	503
<b>Total</b>	<b>331</b>	<b>446</b>	<b>361</b>	<b>137</b>	<b>1275</b>

6. There was a steady position in the number of households in temporary accommodation in Hillingdon between Q2 of 2019 to Q2 of 2022 but Hillingdon then began to see a steep rise

particularly towards the end of 2023. This is consistent with the wider trend seen in London, overall.

7. On 30 June 2024, there were 68,990 households in London living in temporary accommodation, 56% of the England total. The rate per 1,000 households for London was 18.85 compared to 2.63 for the Rest of England. Newham had the highest rate in London with 54.58 households per 1,000 households. A further four London boroughs had rates between 25 and 30 per thousand, four between 20 and 25, and three between 15 and 20. Hillingdon had 13.07 households per thousand in TA at this time, with nine boroughs reporting a lower number than this and the remainder of the data missing.
8. A direct comparison to the West London region shows Hillingdon is below the London average number in temporary accommodation per 1,000 households in the borough.

	<b>Total No. in TA @ 30<sup>th</sup> June 2024</b>	<b>No. of H'holds in LA (000's)</b>	<b>No. in TA per 000 H'holds</b>
Brent	...	120	
Ealing	3,205	124	25.85
Hammersmith & Fulham	1,382	84	16.52
Harrow	1,087*	88	12.4
Hillingdon	1,476	113	13.7
Hounslow	725*	103	7.1
Kensington & Chelsea	...	76	
<b>LONDON</b>	<b>68,990</b>	<b>3,659</b>	<b>18.85</b>

\*Data for previous quarter shown as most up to date available

9. In 2023-2024, London Boroughs collectively spent more than £90 million per month on temporary accommodation, a figure that has been rising steadily each year. This level of expenditure is unsustainable and diverts funding away from other essential services.
10. The Temporary Accommodation Strategy and Action Plan is being informed by a dynamic financial and activity-based model to track homelessness demand for temporary accommodation and the supply to meet that demand. The model has provided a baseline position based on 2023/24 data and forecast supply and demand over the period of the strategy based on a number of assumptions relating to future costs and demand and to the likely impact of a series of management actions. An important and defining feature of the model is that it will be linked to comprehensive financial information allowing for both overall forecasts for each year covered and month by month forecasts for the forthcoming year to 18 months ahead; and to assign costs/savings to individual elements of the strategy including identified management actions.
11. Using the model, progress will be tracked on an ongoing monthly basis and will be substantially reviewed on an annual basis at a minimum.

## Why temporary accommodation has become such a significant issue?

12. Over the past two decades, house prices have risen sharply, outpacing wage growth and making it increasingly difficult for low- and middle-income households to secure permanent housing. At the same time, private rental costs have also increased. London is particularly affected as housing costs for rent and purchase are much higher than in other areas. The changing housing market means that many who would have previously bought a home are now renting and many who could previously afford market rent, no longer can. The nature of the private rented market has changed and is now home to many more families with children. This has provided more competition for private rented properties. Other factors adding to that competition include the short-term lets market, which has bounced back post pandemic; other agencies, such as those with Government contracts, seeking to secure private rented homes; and other London Boroughs, and agencies working with them such as Capital Letters, seeking to secure accommodation in lower cost areas. Hillingdon is one of the more affordable parts of London and hence attractive for Inner London borough placements.
13. The number of people and families becoming homeless has increased. In addition to increasing difficulty in accessing an affordable home, economic pressures, welfare reform and the delayed impacts of the Covid-19 pandemic with a bottleneck of court evictions have all played a part in increasing homelessness. The presence of Heathrow in the borough is also increasing the extent to which Hillingdon is affected by rough sleeping. Recent changes to funding streams has increased the numbers rough sleeping and Home Office action to speed up decision making has compounded the impact.
14. Social housing stocks have reduced in many areas through Right to Buy sales and a lack of new social housing construction. In Hillingdon, council owned dwellings reduced from 10,499 in 2014 to 9,925 in 2019. On 1 April 2024 they had grown back to 10,228. Social housing lettings in England have fallen from 414k in 2013/14 to 266k in 2022/23. Hillingdon social housing lettings currently number around 400 a year. This compares to around 550 a decade ago.
15. The most common reason for homelessness presentations is section 21 (private rented sector) evictions. Family and friend evictions are also a very significant reason. Domestic abuse and move on from government commissioned accommodation are also notable reasons. We are aware that many of the evictions in the private rented sector come about as a result of large increases in the rents charged by landlords which many tenants are unable to afford. There has for some time been a belief that landlords are leaving the private rented sector in London and this has recently been backed up by research for London Councils carried out by Savills<sup>1</sup>. The greatest reduction in properties available to rent is in Outer London. A comparison of 12 months listings to July 2024 compared to the average in 2018/19 shows that Hillingdon, with a reduction of 41% in private rented sector listings, is the second worst affected borough after Redbridge.
16. Reasons for landlords selling up include: increased mortgage costs, a less favourable tax regime, legislative changes (Right to Rent, cap on deposits payable, compulsory deposit protection scheme, EPC requirements) and forthcoming legislation (Renters Rights Bill –

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<sup>1</sup> [Private Rented Housing Supply in London: Residential Research Report for London Councils and Trust for London, Savills](#)

removal of no fault evictions, decent homes requirement for private rented sector, Awaab's Law, more stringent EPC requirements).

17. A third of households owed a prevention or relief duty have support needs and because of their vulnerability are likely to require a temporary accommodation placement. Anecdotally this proportion has grown over time.
18. Housing benefit in the private rented sector is set by Local Housing Allowance (LHA) rates which differ by area and property size. LHA was previously set at 30% of market rents but has not continued to be updated in line with those rents. They are now insufficient to cover rental costs and for those out of work access to rented property is further restricted by the benefit cap.
19. The weekly amounts payable in different parts of Hillingdon are:

Broad Rental Market Area	1 Bed with Shared Facilities	1 Bed Self Contained	2 Bed	3 Bed	4 Bed	5 Bed (as 4 Bed)
Outer West London	£132.63	£230.14	£299.18	£339.45	£414.25	£414.25
North West London	£142.99	£253.15	£310.68	£386.63	£483.29	£483.29

20. Those under 35 are particularly hard hit as they are only able to access LHA support at the 'shared accommodation rate' meaning that the amount of benefit they can claim is much less.
21. Homeless households placed in temporary accommodation are able to claim housing benefit to go towards their housing costs, but LHA applies differently. Generally, the local authority covers the upfront cost of the temporary accommodation. The amount of TA reimbursement is calculated based on Local Housing Allowance (LHA) rates specific to the Broad Rental Market Area (BRMA) where the accommodation is located. The rates are based on January 2011 LHA rates and vary by the type and size of the property. Applicable LHA rates range from the one-bedroom rate to the five-bedroom rate. These rates have massively failed to keep pace with rising rental prices.
22. For temporary accommodation, the maximum subsidy is 90 per cent of the LHA rate for the size of the property. For non-self-contained accommodation the subsidy is limited to the one-bedroom self-contained LHA rate for the property's location, and even if more than one room is occupied by the same household, no extra subsidy can be claimed.
23. The maximum weekly rates subsidy payable in different parts of Hillingdon at the 90% 2011 rates are shown below. The rent charged and covered by benefit is £40 a week more but this is not reclaimable through subsidy.



Broad Rental Market Area	1 Bed with Shared Facilities	1 Bed Self Contained	2 Bed	3 Bed	4 Bed	5 Bed
Outer West London	Not used for TA	£155.77	£186.92	£228.47	£270.00	£301.16
North West London		£155.77	£197.31	£259.61	£321.92	£415.39

24. For temporary accommodation provided for homeless households by the council or a housing association the rent covered by benefit and subsidy will normally cover the rent charged.

25. Increasing difficulties in accessing private rented sector accommodation has brought further challenges. Many landlords are electing to offer properties on a nightly rate rather than on a longer-term basis; the imbalance can impact negatively on the quality of accommodation offered; and the council sometimes needs to look outside of the borough in order to find suitable accommodation.

### Temporary Accommodation Strategy

26. The Temporary Accommodation Strategy is focussed on four key objectives which are shown below along with key strands of work associated with each objective. Further detail is included in the Temporary Accommodation Strategy and Action Plan included in the Appendix.

- Reduce homelessness demand and increase rates of successful homeless preventions
  - Actively promote self-service and 'find your own' housing options to residents
  - Deliver proactive and quality case work to increase 'no' and 'low' cost preventions
  - Reduce evictions across housing tenures focusing particularly on the most frequent reasons for loss of accommodation
  - Increase housing supply to support prevention of homelessness at an early stage
- Increase rates of move-on from temporary to settled accommodation
  - Increase the number of lettings to priority homeless households
  - Increase the supply of social rented re-lets from registered social housing providers
  - Expand the supply of private rented sector accommodation to accelerate move-on from temporary accommodation into long-term sustainable solutions
  - Embed a 'one-reasonable-offer' approach to prevent or relieve homelessness
  - Increase recovery of properties through tackling fraud
  - Complete options appraisals of long-term leasing arrangements and other potential private rented sector schemes
  - Review those in temporary accommodation to identify rapid housing solutions

- Reduce total expenditure on temporary accommodation
  - Negotiate reduced nightly rates with all temporary accommodation providers
  - Increase the use of existing council relets for use as temporary accommodation
  - Reduce the volume of spot commissioned nightly charged temporary accommodation by moving to a sustainable model including leased accommodation
- Increase the supply of additional social rented housing and new temporary accommodation through acquisitions and new build programmes
  - Evaluate and adopt options to increase the volume of council owned properties for use as temporary accommodation
  - Deliver an acquisitions programme to increase the supply of social rented properties
  - Deliver a 5-year programme of new build social and affordable rented housing
  - Utilise financial instruments to increase the supply options available to the council

27. Measures of success in delivering the strategy are:

- Fewer households threatened with homelessness
- A higher proportion of households whose homelessness is prevented
- No families with children/pregnant women in non-self-contained B&B for more than 6 weeks
- Fewer households becoming homeless and needing temporary accommodation
- Fewer households in nightly charged temporary accommodation
- Lower overall cost of temporary accommodation
- Lower cost per temporary accommodation unit
- Shorter average period housed in temporary accommodation
- Implementation of acquisition and new build development programme

## Financial Implications

The Temporary Accommodation Strategy and Action Plan outlines initiatives to reduce homelessness spend on temporary accommodation. A wide range of measures are detailed in the plan including preventative measures, more efficient service delivery and new ways of working, as well as supply measures such as procuring properties at lower cost, acquisitions and new build. Some of these measures will have initial cost implications which will be factored in the budget setting process as part of the MTFs and ultimately aim to drive the total cost of homelessness down.

The budget for Temporary Accommodation in 24/25 and future financial years is shown in the table below, together with the latest Month 9 forecast for this year.

Temporary Accommodation £	24/25	24/25	25/26	26/27	27/28
	Budget	Month 9 Forecast	Budget	Budget	Budget
Spend	19,012,100	35,670,904	31,621,381	32,466,529	32,934,139
Grant Income	-6,783,200	-13,933,437	-14,212,106	-14,496,348	-14,786,275
Subsidy	-3,852,800	-8,539,186	-8,709,970	-8,884,169	-9,061,852
Other Income	-1,556,800	-1,663,062	0	0	0
Net spend	<b>6,819,300</b>	<b>11,535,219</b>	<b>8,699,306</b>	<b>9,086,012</b>	<b>9,086,012</b>

The Month 9 budget monitoring position shows a projected net overspend of £4.7m for temporary accommodation.

## RESIDENT BENEFIT & CONSULTATION

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

Those residents affected by homelessness will benefit from the increased focus on fast and effective case handling and on securing sustainable accommodation solutions. All residents of the borough will benefit from the concerted effort to address the budgetary risk related to temporary accommodation expenditure. Sound financial management is a fundamental part of “putting residents first”.

### Consultation & Engagement carried out (or required)

This report has not been subject to consultation. The report covers a range of management actions that are necessary to bring high risk expenditure in line with budgetary constraints. Rapid implementation is critical. The strategy covers a wide range of actions, some of which will or have already been subject to consultation, i.e. the recent amendments to the Social Housing Allocation Policy being an example.

## CORPORATE CONSIDERATIONS

### Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting the recommendations to approve the Temporary Accommodation Strategy and Action Plan, which include a range of measures to reduce the significant financial pressure to the Council on Temporary Accommodation

Furthermore, it is noted, as at month 7 the temporary accommodation service are forecasting an overspend of £5m, the Autumn Budget Report submitted to Cabinet in December contained an increase in the budget strategy affectively funding the additional growth that is in the system, with proposed saving measures included in the Strategy and Action Plan to mitigate the rising Homelessness support totalling £3.6m for 2025/26 rising to £5.1m by 2027/28. The cost implications and savings mitigations will be monitored through the demand led financial and activity-based model as part of the regular monthly monitoring process and reviewed as part of the wider MTFS.

### **Legal**

There is no known legal impediment to adopting “The Temporary Accommodation Strategy and Action”. However, the one-offer policy requires further clarification, and care must be taken when implementing it, as the Council's duty is not discharged unless the accommodation provided is suitable. The policy should allow for any unsuitable accommodation offer to be discounted; otherwise, it could be subject to legal challenge.

## **BACKGROUND PAPERS**

Nil

# Hillingdon Council Temporary Accommodation Strategy and Action Plan 2024/25 to 2027/28

February 2025



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## Introduction

### Purpose

1. As is the case for many London Boroughs, the number of homeless households in temporary accommodation (TA) in Hillingdon and the cost of that accommodation to the council have reached unprecedented levels. It is imperative that a reduction in costs is achieved and that further reductions are made in future years to bring TA costs in line with the council's Medium Term Financial Strategy.
2. It is equally important to achieve a reduction in the use of TA so that potential negative impacts on those experiencing or threatened with homelessness are minimised. Homelessness can have a devastating effect on those that experience it. There is stark evidence of dramatically worse outcomes for individuals in terms of health, education and employment.
3. This document sets out our plans to reduce the cost and use of TA during the remainder of 2024/25 and for the period 2025/26 through to 2027/28.

### Homelessness Legislation

4. Under the terms of the Homelessness Reduction Act 2017 and the Housing Act 1996, local authorities have a statutory duty to take steps to prevent homelessness if there is a risk of an eligible person or household facing homelessness within 56 days. Local authorities also have a statutory duty to take steps to relieve homelessness if a household is already homeless when they approach them for assistance.
5. If a household is eligible, unintentionally homeless and in priority need of assistance then local authorities have a legal duty to provide suitable TA until settled accommodation can be secured. Households may be in priority need in circumstances defined by law. This can include: when the household includes children, when a person is homeless as a result of domestic abuse, when a person is vulnerable as a result of old age, illness or disability, and in a number of other situations set out in legislation and the homelessness code of guidance.
6. It is unlawful to place families with children in Bed and Breakfast accommodation (i.e. with shared facilities) except in an emergency. Even in emergency circumstances, the maximum length of time that families are legally permitted to stay in such TA is six weeks. Local authorities are also obliged to make TA placements in their own authority area, where this is reasonably practical, and if not, then as close to their local authority as they can.
7. Generally the suitability of accommodation rules are different for eligible applicants who have been resident in the country for not more than two years but there are exceptions, for example, some applying under the Afghan citizens resettlement scheme. In general, for those making a homelessness application within two years of their arrival in the UK, Local authorities do not need to

consider most of the factors to assess suitability which apply to other applicants, including the distance from their area, disruption to employment and education, or the proximity of medical facilities, support or local services. The impact of any disruption caused to the caring responsibilities of the applicant or their households must still be considered. There is an exception for a person who had a right to occupy accommodation in the UK for an uninterrupted period of six months or more in the three years before they most recently arrived in the UK.

8. Local authorities have a legal duty to provide suitable TA until settled accommodation can be secured, for those that are eligible.

## Challenges

9. Hillingdon, along with many other councils across the country and in London in particular is seeing a significant increase in pressures related to homelessness. These pressures include both high demand from the number of homelessness presentations, and considerable supply pressures driven largely by increased difficulty in accessing private rented sector housing for homeless households. A shift in the supply/demand balance, alongside some additional cost pressures for landlords, has also helped to fuel increased costs of private rented sector placements.
10. To put these pressures in some context, over 40% of councils now view escalating costs for TA as a critical financial challenge. For London Borough's TA is the largest financial pressure, exceeding adult and children's social care for the first time. An increasing number of councils are concerned about the danger of having to issue a section 114 notice (a financial notice) due to being heavily impacted by spiralling TA costs. Following a section 114 notice a council cannot commit to any new spending, with the exception of that funding statutory services and must set a new budget within 21 days that falls within their spending envelope.
11. The high levels of households in TA are an issue across the country, but especially so in London where homelessness and housing market pressures are most acute. More than £1.6bn was spent on TA in England in 2022/23 with over £1bn of this accounted for by London Local authorities. A significant proportion of expenditure is on short-term emergency provision and there has been a steady rise in use of and expenditure on high-cost B&B temporary accommodation.
12. The most recently published government statistics on homelessness were for the year April 2023 to March 2024. These show 358,370 initial assessments, 10.4% more than in 2022/23. 146,430 households in England were assessed as being threatened with homelessness and therefore owed a prevention duty, a 3.1% increase from 2023/24. 178,560 were assessed as homeless and therefore owed a relief duty, up 12.3% from 2022/23. Both the prevention and relief duty numbers were influenced by those threatened with homelessness due to the end of an assured shorthold tenancy. There was also an increase in the households owed a relief duty due to family or friends no longer being willing or able to accommodate them.



13. The number of households in TA in England has been increasing since 2011/12 and reached 117,450 on 31 March 2024, higher than at any other point since the data series began in 1998 and an increase of 12.3% from the same date in the previous year. Households with children in TA increased by 14.7% to 74,530. Single households increased by 8.5% to 42,920.
14. In London, households with children in TA are most likely to be in nightly paid self-contained accommodation or private rented sector accommodation. In the rest of England they are more likely to be in local authority or housing association accommodation.
15. London Councils have been collating data across London in order to make the case for additional government support and interventions. The data for July 2024 shows homelessness presentations up 9.1% compared to the same period last year and households owed a prevention or relief duty +2.0%. The number of households in TA in London was 61,423 at the end July, 10.2% higher than the previous year.
16. The data collated by London Councils also shows an increase in the median weekly rate paid across TA types of 32.2% in July 2024 compared to July 2023 and an increase of 35.4% in the gross total monthly spend on TA.
17. A recent report by London Councils<sup>1</sup> shows boroughs collectively spending £114 million a month or £4m every day on TA. The figure jumped 68% in one year from 2022/23 to 2023/24. The report notes that one in every 21 children in London lives in TA; that rough sleeping in London has also grown significantly; and that homelessness represents a critical risk to the financial stability of town halls across the capital.
18. There are several factors contributing to the stark increase in TA costs and use in London reflecting broader issues within the housing market, socio-economic challenges and policy choices.
  - House prices have continued to grow making it extremely difficult for low- and middle-income households to afford housing and at the same time private rental costs have also increased.
  - Social housing stocks have reduced in many areas through Right to Buy sales and a lack of new social housing construction. There has also recently been a rush of Right to Buy (RTB) applications submitted following announcements of significant change to come in relation to RTB discounts. It remains to be seen how many will ultimately be sold before the changes take effect.
  - Landlords are understood to be leaving the sector in response to concerns about increasing tax and regulatory issues. Recent research by Rightmove found that 29% of properties listed on its website for sale in London were previously offered for rent.
  - Local Housing Allowance (LHA) rates are insufficient to cover rental costs and for those out of work access to rented property is further restricted by the benefit cap.

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<sup>1</sup> [londons\\_homelessness\\_emergency\\_october\\_2024.pdf](#)

- Those aged under 35 are particularly hard hit as they are only able to access LHA support at the 'shared accommodation rate' meaning that the amount of benefit they can claim is much less.
- Increasing difficulties in accessing private rented sector accommodation has brought further challenges. Many landlords are electing to offer properties on a nightly rate rather than on a longer-term basis; the imbalance can impact negatively on the quality of accommodation offered; and the council sometimes needs to look outside of the borough in order to find suitable accommodation.
- There are also recruitment and retention issues across the sector as the increase in homelessness creates a staffing demand in excess of available supply.
- As with many other councils' homelessness and particularly the impact on TA numbers is a serious budget pressure with costs well in excess of those previously experienced. This is now a significant risk for the Council.

19. London Councils recently commissioned research<sup>2</sup> by Savill's to assess whether there has been a sustained reduction in the size of the Private Rented Sector (PRS) in London and track the changes in affordability of PRS properties for low-income households. The research found:

- A sustained reduction in London's PRS. Between April 2021 and December 2023 45,000 rental properties were sold without replacement equating to a 4.3% reduction in London's private rented sector.
- An estimated 13,500 properties sold in this period had average rental values in the lowest 30% of the market.
- The greatest reduction in properties available to rent is in Outer London. A comparison of 12 months listings to July 2024 compared to the average in 2018/19 shows that Hillingdon, with a reduction of 41%, is the second worst affected borough after Redbridge.
- There are fewer properties to rent across all bed types.
- Only 5% of rental listings were below Local Housing Allowance in Q2 2024.

20. Landlords selling stock to owner occupiers has increased sharply. Properties are leaving the market at a much faster rate in the most affordable locations in London. During 2023, PRS stock across the lower end reduced by 3.3% per month as a proportion of available listings compared to 2.6% per month across the rest of London. The loss of properties at the lower end of the market has a particular impact on the ability of low-income households to access the PRS and makes it harder for local authorities to prevent and relieve homelessness. The analysis is based on a sample of listings and does not represent the whole market but does provide clear evidence of a reduction in the size of the PRS in London.

## Strategic objectives

21. The Temporary Accommodation Strategy is focussed on four key objectives:

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<sup>2</sup> [Private Rented Housing Supply in London](#)

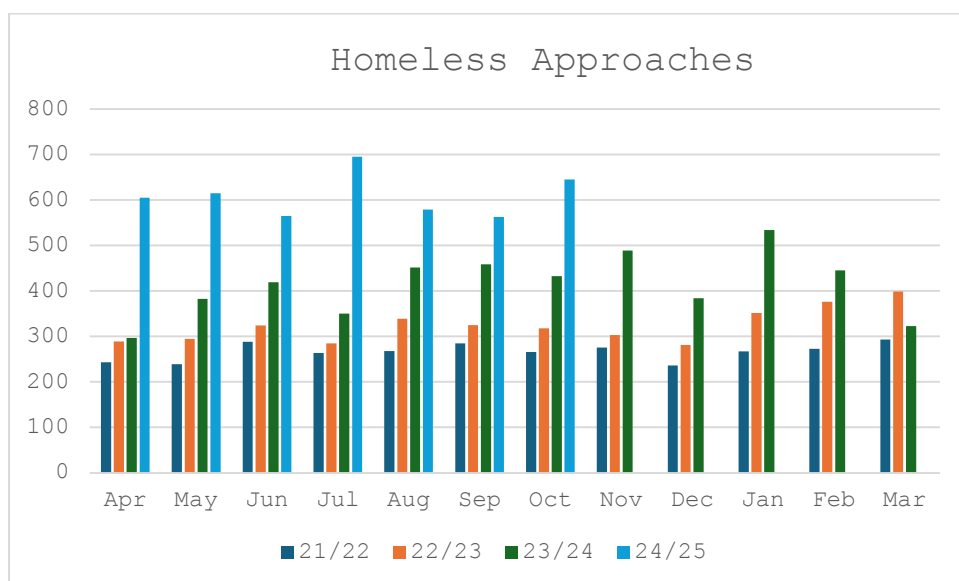
## Hillingdon Council Temporary Accommodation Strategy and Action Plan

- 1) Reduce homelessness demand and increase rates of successful homeless preventions;
- 2) Increase rates of move-on from temporary to settled accommodation;
- 3) Reduce total expenditure on temporary accommodation;
- 4) Increase the supply of additional social rented housing and new temporary accommodation through acquisitions and new build programmes.

## Temporary Accommodation Review

### Demand for temporary accommodation

22. There has been a very significant increase in the number of homelessness approaches in recent years in Hillingdon. In 2021/22 there were 3,198 households approaching which was 22% more than the year before. There was a further 22% increase in 2022/23 to 3,886, and a 27% rise in 2023/24 to 4,968. In the first half of 2024/25 the rise has been markedly steeper. In the first seven months, April to October 2024 there were 4,267 approaches. This is a 53% increase over the same period in 2023.



Throughout the 2023/24 year, there were 700 new reservations made for B&B stays and there were 441 in the first 7 months of 2024/25.

Bedsize need	2023/24		April 2024 to Oct 2025	
	Number	%	Number	%
1 bedroom	215	31%	120	27%
2 bedroom	249	36%	141	32%
3 bedroom	158	23%	136	31%
4 bedroom	72	10%	43	10%
5+ bedroom	6	1%	1	>1%
<b>Total</b>	<b>700</b>	<b>100%</b>	<b>441</b>	<b>100%</b>

23. There were 214 bookings for Section 21 (private rented sector) eviction notices during 2023/24, which is 31% of all bookings and more twice as many as for any other reason.

24. Families in need of four or more bedrooms for TA predominantly consisted of households at risk of homelessness under section 21 (42), those fleeing domestic violence (11), and those whose government arranged accommodation had ceased (10), representing the three primary categories.

25. In contrast, families in need of three bedrooms for TA largely consisted of households at risk of homelessness under section 21(83), those whose government arranged accommodation had ceased (23) and family evictions (11) making up the three primary categories.
26. Section 21 eviction notices continue to be by far the most common reason for TA B&B bookings accounting for 179 or 41% of all bookings in the first 7 months of 2024/25, now more than three times as many as any other reason. Other notable reasons include family evictions, ending of government arranged accommodation placements and domestic abuse.
27. Landlord possession actions have shown a general increase since Q2 2021. There is a concentration in London with 8,818 landlord claims and 6,674 landlord orders at London courts in Q3 2024, accounting for 35% of each. In London, there was an increase of 10% from Q3 2023 for landlord claims and of 20% for landlord orders. There were 4,545 landlord warrants in London, making up 39% of all landlord warrants. This is 61% more than London landlord warrants in Q3 2023. Possession action statistics for Hillingdon are shown below:

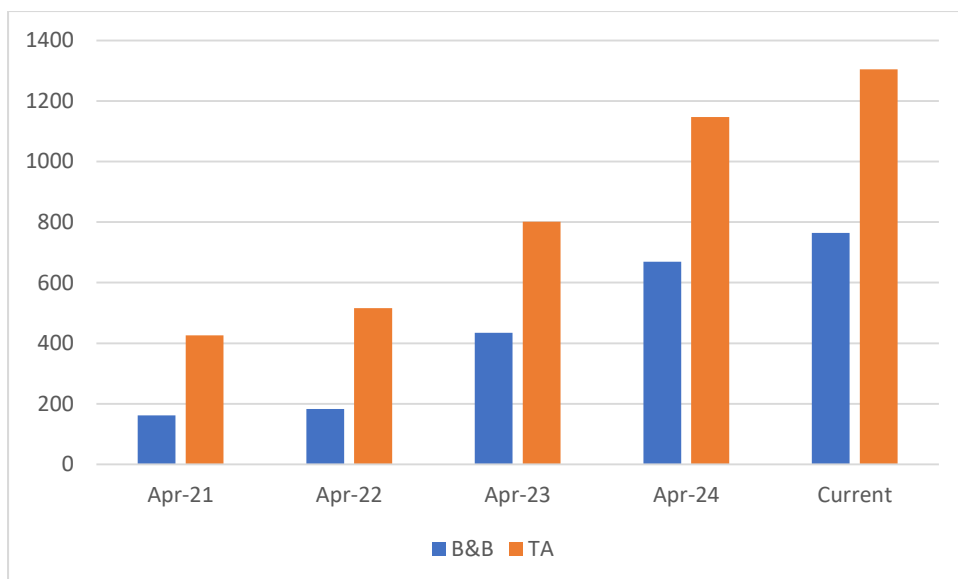
Quarter 3	Claims			Possessions		
	2023	2024	% + -	2023	2024	% + -
Accelerated Landlord	117	144	23%	49	74	51%
Social Landlord	50	49	-2%	10	20	50%
Private Landlord	77	79	3%	16	21	31%

28. A detailed dynamic financial and activity-based model to track homelessness demand for TA and supply to meet that demand has been developed. The model provides a baseline position based on 2023/24 data and forecasts supply and demand over the period of this strategy based on a number of assumptions relating to future costs and demand and to the likely impact of a series of management actions. An important and defining feature of the model is that it is linked to detailed financial information allowing for both overall forecasts for each year covered and month by month forecasts for the forthcoming year to 18 months ahead; and to assign costs/savings to individual elements of the strategy including identified management actions.
29. Using the model, progress will be tracked on an ongoing monthly basis and be substantially reviewed on an annual basis at a minimum. This will include a monthly update on progress to the lead Cabinet Member.

### Current temporary accommodation

30. The number of households in TA in Hillingdon and the number of which were in B&B (nightly charged, higher cost temporary accommodation) has been continually rising over the last four years (see chart below).

## Hillingdon Council Temporary Accommodation Strategy and Action Plan



31. At the beginning of December 2024, there were 1,305 homeless families in TA, 97 were funded via specific grant funding and the remainder by the General Fund. A breakdown of the bedroom need of the families and the type of TA occupied is shown in table below:

	1 bed	2 bed	3 bed	4+ bed	Total
B&B	136	264	255	109	764
Leased TA	12	22	11	1	46
Council Hostel and Shortlife	166	184	112	33	495
<b>Total</b>	<b>314</b>	<b>470</b>	<b>378</b>	<b>143</b>	<b>1305</b>

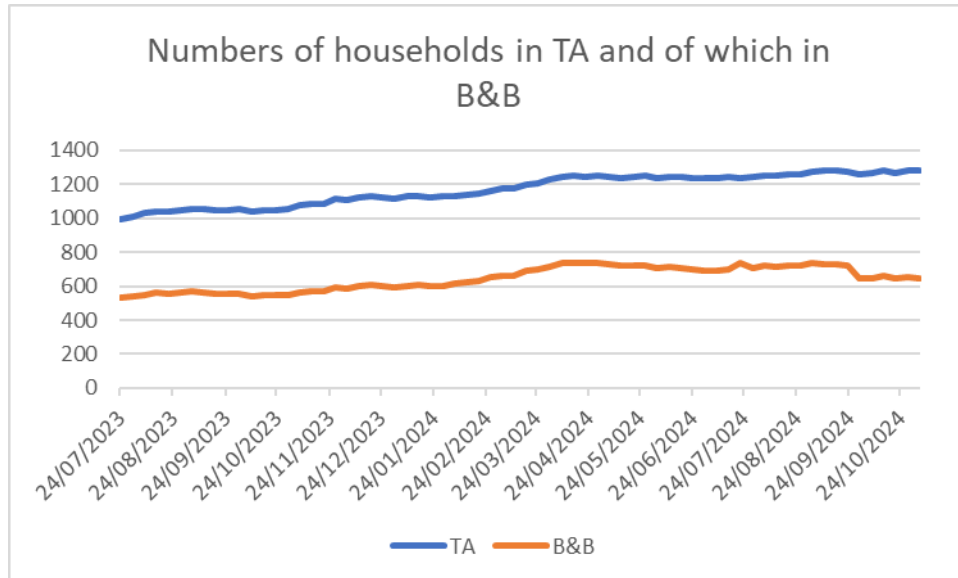
32. Between Q2 of 2019 to Q2 of 2022 there was a steady, stable number of households in TA but Hillingdon then began to see a steep rise particularly towards the end of 2023.

33. A direct comparison to the West London region shows Hillingdon is below the London average per 1,000 households in the borough (see table below).

	Total No. in TA	No. of H'holds in LA (000's)	No. in TA per 000 H'holds
Brent	...	120	
Ealing	3,205	124	25.85
Hammersmith & Fulham	1,382	84	16.52
Harrow	1,087*	88	12.4
Hillingdon	1,476	113	13.7
Hounslow	725*	103	7.1
Kensington & Chelsea	...	76	
<b>LONDON</b>	<b>68,990</b>	<b>3,659</b>	<b>18.85</b>

\*Data for previous quarter shown as most up to date available

34. Throughout 2024/25 there has been a focus on bringing forward actions to reduce TA use. The rise in TA use in Hillingdon, as set out in the graph below, is less steep than it was at this time last year. B&B use is now (November 2024) less than it was Spring/Summer 2024.



### Risks with current provision

35. Numbers of people and families in TA in London and Hillingdon are continuing to steadily rise. There are no signs of this stopping and there are pressures which could exacerbate this further, including forthcoming legislation which will place extra pressures on private landlords. This may encourage more landlords to leave the market before the changes take effect.

36. The current high demand for TA has resulted in more TA provision being marketed on a nightly rate basis and a marked increase in costs, estimated at around 30% per annum.

37. It is not sustainable for the council to continue to fund TA at the current and an increasing rate.

## Strategic Plan

To reduce cost and reliance on TA we will need to address supply issues in both social and private sectors; across new and existing homes; consider what more can be done to keep costs down; prioritise preventing homelessness from occurring in the first place and when households do become homeless, ensure that they move to a settled home faster.

### **Objective 1: Manage homelessness demand and increase rates of successful preventions**

#### **Promote self-service and 'find-your-own' housing options to residents**

38. Those working in homelessness are well aware of the huge imbalance between the numbers of people affected by homelessness and the supply of accommodation available and the enormous pressure on the capacity within councils to meet presenting demands.
39. To ensure that council services are able to run efficiently, we need to make sure that there is very effective communication to residents and partner organisations about what housing options are available. While the council has a duty to provide advice and information about homelessness to all people in their area, other homelessness duties are much more limited. A duty to secure accommodation only applies for certain categories of applicants believed to be homeless, eligible for assistance and having a priority need.
40. We have completed a review of the information provided on the council's website and amended as appropriate. Improvements have been made to make accessing the information more intuitive. The information aims to help people to take control of their housing situation and to understand their housing options and what action they can take themselves. People are encouraged to act early to have a better chance of finding a solution before they become homeless.
41. The second stage of changes being made involves introducing an initial inquiry form which will trigger a contact by a homelessness officer, prior to completion of a full application. A wider communications campaign has been launched including social media posts and a video recorded with Councillor Tuckwell, Cabinet Member for Planning, Housing and Growth. The campaign will continue throughout 2024/25 and into 2025/26 and will particularly target those residents that are most likely to present for housing advice and will include piloting face to face advice surgeries in community locations.

#### **Deliver proactive and quality case work to increase 'no and / or low-cost' homeless preventions**

42. Good case work management is essential in ensuring that appropriate interventions are made and that cases move efficiently through the system



providing a good experience for customers and reducing the creation of unnecessary work through complaints or protracted casework.

43. Case work reviews are being embedded across the Homelessness Prevention service with a focus on resolution and a practice learning model to provide peer support is being embedded to ensure consistently good practice. Reviews will focus on staff engagement with residents as well as technical application of homelessness legislation and council policy.

**Develop our prevention ‘tool kit’ focusing particularly on the most frequent reasons for loss of accommodation**

44. The prevention of evictions from the family home or from living with friends will include enhanced case worker mediation and negotiation. Options to commission a specialist provider of mediation services are being considered for a pilot exercise which will subsequently be evaluated. Routine visits to those evicting to negotiate to prevent eviction will be embedded in processes.
45. Analysis of all evictions to date during 2024/25 is being undertaken to help inform future activity, identify cases that need to be dealt with most urgently, and target actions for specific groups. Homelessness presentations and TA where the reason is domestic abuse will also be analysed to identify opportunities to avoid homelessness.
46. We will seek to reach solutions at scale with landlords who have multiple council customers as their tenants. Meetings will be arranged to agree workable preventative resolutions. We will also proactively engage with relevant government departments to assist in ensuring levels of homelessness are reduced.
47. A revised joint housing / social care / hospital discharge protocol has been agreed to find accommodation solutions for those who cannot return to their former accommodation, when leaving hospital.

**Develop and deliver the action plan to commission additional supply to support prevention of homelessness**

48. We will meet with all third sector housing and support providers to discuss barriers and solutions to increasing referral rates to accommodation/support pathways. This will include all housing associations that have significant levels of housing stock in Hillingdon and supported housing providers that operate in the borough.
49. Discussions with providers will seek to understand and resolve issues, such as blockages to move on along the housing pathway. Single homeless and rough sleepers often face higher risks of mental health issues, substance abuse or trauma. Housing pathways for single adults can better address these issues through supported accommodation.

50. We will explore with providers what support might be necessary and look to review and re-set the offer to landlords, including a tenancy sustainment / after care model for tenants referred to private sector landlords and the re-introduction of a rent guarantee scheme. Once complete the new offer will be actively promoted to all landlords. The private sector housing landlord / agents Forum will be relaunched, and an active communication and engagement programme will be rolled out.
51. New options and proposals relating to models for the procurement of private rented sector properties at a more significant scale to prevent homelessness and move-on from TA will be presented to Cabinet as and when required.
52. The council aims to consider options for leasing properties from private sector landlords. The preference is for settled accommodation, but temporary options will also be considered, if it results in lower costs than currently paid and especially if the agreement includes conversion of the properties at a later date to settled housing.
53. To evaluate options a complete market analysis is being undertaken. This includes affordability analysis by comparing Local Housing Allowance rates, local income levels, and the distribution of affordable properties. Assessments are also being made of household types based on bed-size, income, and suitability, considering time spent in TA. We aim to identify high-demand, low-supply areas to avoid competition zones among local authorities.
54. We will evaluate different leasing models and assess their viability. Different leasing options, include: Long-Term Leases; Assured Shorthold Tenancies (ASTs); Hybrid models: (leasing and ASTs). Financial and market assessments will be conducted.

## **Objective 2: Increase rates of move-on from temporary to settled accommodation**

### **Implement policy and processes to maximise the number of lettings to priority homeless households in social rented housing across all registered social housing providers**

55. A review of the Social Housing Allocation Policy has been completed and a revised policy approved by Cabinet. This will be implemented from 1<sup>st</sup> March 2025.
56. The changes provide a clearer framework for prioritising applications and continuing priority for residents with 10 or more years continuous residency. In addition to changes to the banding structure and the circumstances in which additional priority is awarded, the revised policy will assist with homelessness and meeting housing needs through ensuring movement through housing pathways.
57. There is an increased priority for care leavers and to assist with move on from social care supported housing and from single homeless supported housing for

vulnerable people considered by specialist panels as appropriate for a social housing letting. This will ensure effective use of specialist housing provision and maintain movement through housing pathways to continue access to the available supported accommodation. The high cost of housing means that a single person's needs is often met via shared housing in the private rented sector.

58. A wider range of options are being made available to those living in overcrowded accommodation. The policy already allowed those with a need for a 4-bedroom home to bid for a 3-bedroom property to partially meet their needs which may allow more rapid rehousing. This is being extended to other bedsizes.
59. The Social Housing Allocation Policy includes provision for a Lettings Plan to be developed in order to strike the right balance of allocations to different groups and manage the cost of homelessness. Lettings will be monitored against the plan and if an allocation target is not being achieved, the council reserves the right to enhance access by advertising and/or directly allocating some properties to specific groups. The Plan will be designed to set allocation percentage targets, to determine the proportion of social housing offered to different lists within the Council's Housing Register to best balance their competing demands and needs. The Housing Register consists of three separate housing lists:

**Homeless Households;** for applicants to whom the Council has accepted a statutory homeless duty and who are awaiting an offer of longer-term accommodation.

**The Transfer List;** for Council tenants and eligible Registered Housing Provider tenants applying for a move to alternative accommodation.

**The General Housing Register List;** for all other households applying for social housing in Hillingdon.

60. It is intended that a Lettings Plan is usually produced annually but it may be more or less frequent as circumstances require. Given the current pressures related to TA, a Lettings Plan is currently being developed and will include proposals for the proportion of lettings to be made to homeless households for the remainder of 2024/45 and through 2025/26 to assist in the urgent need to reduce TA numbers and expenditure, and to best meet needs.
61. At 1<sup>st</sup> April 2024, registered providers (RP) of social housing owned 6,864 social housing dwellings for general needs renting in Hillingdon along with 497 supported housing homes and 615 sheltered housing homes for older people. They also owned 1,434 Low-Cost Home Ownership Homes.
- A2 Dominion and Peabody Trust own more than 1,000 homes for general needs lettings in Hillingdon.
  - Guinness Partnership, Metropolitan Housing Trust and Notting Hill Genesis have between 500 and 1000 each, Guinness just a little less than 1,000.
  - Home Group, Karibu Community Homes, London & Quadrant and Paradigm all have between 200 and 500
  - Places for People and Shepherds Bush Housing Association have between 100 and 200; and
  - the remainder all have less than 100 properties for general needs rent.

62. We are completing regular reviews of nomination arrangements with all registered housing providers to ensure best use is being made of RP owned social housing to meet needs. A programme of quarterly reviews is being implemented with all providers that have substantial housing stock for rent in Hillingdon.

**Expand the supply of private rented sector accommodation to accelerate move-on from temporary accommodation into long-term sustainable solutions**

63. As described under Objective 1, a number of measures are in train aimed at increasing the supply of private rented housing for both temporary and settled homes.

**Embed a 'one-reasonable-offer' approach to prevent or relieve homelessness**

64. To increase rates of move on, it is important that slick and streamlined processes are in place to make suitable offers for homeless applicants in as short a time as possible. This will include a case management approach that aims to complete the vast majority of suitability and affordability assessments within 5 working days, following which a single suitable offer will be made and the implications of any refusal made clear.

**Increase recovery of properties through tackling fraud**

65. Considerable savings in TA costs can be made by cracking down on fraud. Our counter fraud team work with housing staff to prevent and detect fraud. A programme of unannounced visits to TA take place at least six times a year to identify when accommodation let to homeless families remains unoccupied. A key amnesty campaign will also be run every 6 months for TA tenants to voluntarily end their tenancy if it is not needed.

66. The counter fraud team also work hard to identify social tenancies fraudulently occupied. With every home that is sublet illegally, and every tenancy obtained dishonestly, a person or family in need is deprived of a home and unnecessary costs are added to the TA bill.

**Develop and deliver up to date comprehensive and bespoke Personal Housing plans identifying pathways for all customers currently in temporary accommodation.**

67. A comprehensive updated profile analysis of those households living in TA is being completed to enable identification of all appropriate housing options to provide a housing pathway with potential solutions for each household. Distinct housing pathways for individuals and families facing homelessness shape more appropriate housing placements and sustainable solutions to their specific challenges.

68. A specific move-on project aims to deliver rapid actions to support move-on from TA, informed by the profile of need, including targeting the 100 priority households to move to settled accommodation. This includes further development of the single housing pathway through shared and supported accommodation.

### **Objective 3: Reduce total expenditure on temporary accommodation**

#### **Negotiate reduced nightly rates with all temporary accommodation providers**

69. The nightly rates charged by providers have been increasing at a significant rate. We are taking a more proactive and focused approach to working with landlords with the aim of stemming this increase. A complete analysis of providers charges has been completed to enable efforts to be directed where they can have the most impact and to enable an understanding of which landlords are increasing costs the most and which have remained more stable. As part of a review, the current contractual terms will be considered. Negotiations will be ongoing with all providers of nightly charged TA.

#### **Develop and deliver the action plan to commission additional supply to support prevention of homelessness including use of leased accommodation and lower cost council owned options.**

70. To exercise greater control over cost and quality of TA, the council has used some of its own stock for this purpose. There are currently 495 council owned 'short life' or 'hostel' units used for TA. It is intended that in the short-term further council owned homes will be transferred to 'short life' for use as TA.

71. We aim to reduce the volume of spot commissioned nightly charged temporary accommodation by moving to a sustainable model including leased accommodation. The council has been actively contacting landlords and agents to secure short-term leases for use as TA. This includes both existing landlords that we currently work with and providers that are new to Hillingdon and outside the Borough. A number of potential options are currently being considered.

### **Objective 4: Increase the supply of additional social rented housing and new temporary accommodation through acquisition and new build programmes**

72. A Housing Delivery Programme is underway which includes a forward programme of acquisitions, new build and regeneration sites to assist in addressing the need for homes for both temporary and settled housing.

73. There are a range of delivery routes by which affordable homes may be delivered to meet the housing priorities both for overall housing requirements over the medium term and immediate requirements posed by the current high level of TA. The potential delivery routes are being considered in formulating our wider strategy for development.

74. Acquisitions and new build for settled homes in the social sector add to the stock of available housing to assist in moving people on from TA. As new builds or block acquisitions include numerous properties available for letting at the same time, they provide a bigger boost to lettings than relets of existing homes which only turnover a small percentage each year.

### **Evaluate and adopt options to increase the volume of council owned properties for use as temporary accommodation**

75. By securing a larger proportion of TA within council ownership, greater control can be exercised over cost, quality and management services.

76. Options appraisal exercises will be completed for sites that offer a reasonable prospect for use in providing accommodation. This includes considering options for use of a sites on a short-term basis where a different final use is expected but the site is available in the short term. A consideration of modular build will form part of appraisals where appropriate.

### **Deliver an acquisitions programme to increase the supply of social rented properties**

77. The council is investing in increasing the supply of social rented properties to meet housing need and impact on the number of people and families currently housed in TA. Over the short term the purchase of existing homes will be significantly increased. Buying existing homes will allow for a more rapid impact than can be achieved by developing new housing.

78. During 2024/25 a significant purchase has been made of Cavenham Court at Millington Road in Hayes which provides 113 homes. Smaller purchases have been made of 2 homes (Bartram Close) and 6 homes (at Elmgrove).

79. A pilot contract is underway with a partner to purchase 20 homes and complete any necessary works to them on behalf of the council. Subject to a successful evaluation of the pilot, the model to work with a partner may be implemented for a fixed period of time, to continue to boost supply via acquisitions in future years.

### **Deliver a 5-year programme of new build social and affordable rented housing**

80. Over the latter years of this strategy the aim is for a greater number of new build homes to be delivered and a corresponding reduced need for acquisitions.

81. Affordable housing continues to be delivered by Registered Providers (primarily Housing Associations) however activity has slowed. Housing Associations are focusing to a greater extent on improvements to their existing homes, conscious of increased regulatory requirements, the forthcoming introduction of Awaab's Law and an expected revised Decent Homes Standard. Other issues impacting include second staircase requirements, as well as rising costs and competition for land. We will continue to work with Registered Providers to encourage development in Hillingdon. The current delivery pipeline for Registered Providers in Hillingdon include 87 properties for low-cost rent during 2024/25, and 141

properties in 2025/26 subject to works progressing in line with current expectations.

82. The delivery by registered providers is limited in future years. This places an emphasis on the role that the Council can play in supporting the supply of new homes within the borough.
83. There is a healthy and growing council new build and housing regeneration programme underway. Current projections for council rented homes are 180 homes in 2024/25, 91 homes in 2025/26 and 515 homes in 2026/27. The further ahead the projections, the more likely some of the development projects may be subject to some change. Schemes forecast for delivery in 2024/25 and 2025/26 form part of existing HRA budgets.
84. The initial phases of the Hayes Town Centre (Phase 1) and 30 at Avondale (Phase 1a) project are targeting the creation of 110 new homes. The site construction has been progressing well and is on track to complete in the summer of 2025. The topping-out of the site occurred in November 2024 and will release key developer resources for the next phases of the project. Overall, the initial plan for the regeneration was for 396 new homes to be developed. The build plans for the remaining phases of the project will need to be reconfigured to take account of regulatory requirements post-Grenfell, in particular new requirements to include second stair cores, as well as project delays and higher than expected inflation. The council has been exploring an opportunity to accelerate the remaining build programme by reconfiguring how the phases could be better aligned.

## **Impact and Success Measures**

85. The strategic objectives of this TA strategy are focussed on increasing prevention, move on and new supply and on reducing the cost of TA.
86. The outcomes we want to achieve are:
- A higher proportion of households whose homelessness is prevented.
  - No families with children/pregnant women in non-self-contained B&B for more than 6 weeks.
  - Fewer households becoming homeless and needing temporary accommodation.
  - Fewer households in nightly charged temporary accommodation.
  - Lower overall cost of temporary accommodation.
  - Lower cost per temporary accommodation unit.
  - Shorter average period housed in temporary accommodation.
  - Implementation of acquisition and new build development programme.

Annual targets will be set for the strategy, agreed with Cabinet.

## **Monitoring and Review**

87. The dynamic financial and activity-based model mentioned above will be used to track progress on an ongoing monthly basis and will be substantially reviewed on an annual basis at a minimum.
88. Progress on delivering the TA Strategy and Action Plan will be reported regularly to Cabinet as part of progress reporting on the Homelessness Prevention and Rough Sleeping Strategy and the Medium-Term Financial Strategy. The lead Cabinet Member will receive a monthly update on progress.



## Appendix 1

### Temporary Accommodation Action Plan

As highlighted in the main body of the report, the outcomes we want to achieve are:

- A higher proportion of households whose homelessness is prevented
- No families with children/pregnant women in non-self-contained B&B for more than 6 weeks
- Fewer households becoming homeless and needing temporary accommodation
- Fewer households in nightly charged temporary accommodation
- Lower overall cost of temporary accommodation
- Lower cost per temporary accommodation unit
- Shorter average period housed in temporary accommodation
- Implementation of acquisition and new build development programme

The action plan below summarises the key objectives, actions and measures of success. A more detailed annual plan will be used for delivery purposes including specific actions, targets, timescales and lead responsibilities. These will be subject to regular review and reporting through internal governance structures – updates will be provided to Cabinet through the monthly budget report and through an annual update.

	<b>Objective</b>	<b>Action</b>	<b>Timeframe</b>	<b>Measures of Success</b>
1.	Manage homelessness demand and increase rates of successful homeless preventions	<ul style="list-style-type: none"><li>• Deliver a communications campaign to promote self-service and ‘find your own’ housing options to residents. Implement changes to the on-line self-referral portal.</li></ul>	From Q3 2024/25	<ul style="list-style-type: none"><li>• Increase in proportion of households whose homelessness is prevented at advice, triage, prevention and relief stage</li><li>• Achieve a minimum homeless prevention rate of 40%</li><li>• No families with children/pregnant women in non self-contained B&amp;B for more than 6 weeks</li></ul>

	Objective	Action	Timeframe	Measures of Success
		<ul style="list-style-type: none"> <li>• Deliver proactive and quality case work to increase ‘no’ and ‘low’ cost preventions – to include;                             <ul style="list-style-type: none"> <li>○ the option of a new mediation and accommodation finding service, for residents;</li> <li>○ embed new case work practice and support, to include weekly reviews of case work preventions.</li> </ul> </li> <li>• Develop our prevention ‘tool kit’, focusing particularly on the most frequent reasons for loss of accommodation, to include;                             <ul style="list-style-type: none"> <li>○ proactive engagement with private sector landlords at scale and working with the Courts, to reduce evictions;</li> <li>○ launch a new offer for private sector landlords to sustain tenancies to avoid eviction, including the option of a Rent Guarantee Scheme, if the right option for Hillingdon; and improvement grants;</li> <li>○ a proactive, fast track approach for evictions by ‘friends and family members’.</li> </ul> </li> <li>• Work with Government departments to ensure effective planned arrangements</li> </ul>	<p>Q4 2024/25</p> <p>Q3 2024/25</p> <p>Q3 2024/25</p> <p>Q4 2024/25</p> <p>Q4 2024/25</p>	<ul style="list-style-type: none"> <li>• Fewer households being placed into nightly paid temporary accommodation than the full year estimate of 892 for 2024/25 (Based on 778 bookings in nightly paid accommodation date up to 12<sup>th</sup> Feb 2025).</li> <li>• Increased accommodation available and used to prevent homelessness. Baseline estimates for 2024/25 are                             <ul style="list-style-type: none"> <li>○ 302 Private rented sector placements</li> <li>○ 192 Lettings to homeless households</li> <li>○ 57 Single homeless supported accommodation</li> <li>○ 166 New Build and Acquisition lettings to homeless households</li> </ul> </li> </ul>

	Objective	Action	Timeframe	Measures of Success
		<p>for leaving accommodation to avoid homelessness.</p> <ul style="list-style-type: none"> <li>• Deliver additional rented housing supply to support prevention of homelessness, to include:               <ul style="list-style-type: none"> <li>○ increasing the supply of private rented sector accommodation (see objective 2)</li> <li>○ enabling an increase in the move-on supply of accommodation to support the single homeless pathway, including the supply accessed by voluntary sector partners.</li> </ul> </li> </ul>	<p>From Q3 2024/25</p> <p>From Q1 2025/26</p>	
2.	Increase rates of move-on from temporary to settled accommodation	<ul style="list-style-type: none"> <li>• Implement policy and processes to maximise the number of lettings to priority homeless households in social rented housing across all registered social housing providers to include:               <ul style="list-style-type: none"> <li>○ implement changes to the Social Housing Allocation Policy;</li> <li>○ apply a local lettings plan;</li> <li>○ review every quarter the supply of lettings from all Registered Providers to ensure these are being maximised, for the benefit of residents (nominations).</li> </ul> </li> <li>• Expand the supply of private rented sector accommodation to accelerate move-on from temporary</li> </ul>	<p>Q4 2024/25</p> <p>Q4 2024/25 Q3 2024/25</p>	<ul style="list-style-type: none"> <li>• Increased supply of PRS for settled accommodation at all duty stages.</li> <li>• Reduced average period housed in temporary accommodation.</li> <li>• No families with children/pregnant women in non self-contained B&amp;B for more than 6 weeks.</li> <li>• Lower overall cost of temporary accommodation (after subsidy).</li> <li>• Lower cost per temporary accommodation unit (after subsidy) in all bed sizes.</li> <li>• Increase in duties discharged particularly on one offer only.</li> <li>• Increase in duties discharged as a result of proactive casework e.g.</li> </ul>

	Objective	Action	Timeframe	Measures of Success
		<p>accommodation into long-term sustainable solutions, to include:</p> <ul style="list-style-type: none"> <li>○ an updated Private Sector Rented Policy offer</li> <li>○ a new package of offers for landlords to sustain tenancies, grant funding to improve properties and options to work with the council on a medium-term basis.</li> </ul> <ul style="list-style-type: none"> <li>● Embed a ‘one-reasonable-offer’ approach to prevent or relieve homelessness.</li> <li>● Increase recovery of properties through tackling fraud, including unannounced visits and a key amnesty’.</li> <li>● Complete a rapid review and update of Personal Housing Plans (PHPs) for all tenants of temporary accommodation, identifying suitable housing pathways and options for all residents currently in temporary accommodation. Complete a quarterly review and update thereafter.</li> </ul>	<p>Q4 2024/25</p> <p>Q4 2024/25</p> <p>From Q3 2024/25</p> <p>From Q1 2024/25</p> <p>Q4 2024/25 and ongoing thereafter</p>	<p>intentionality, fraud, within timescales).</p> <ul style="list-style-type: none"> <li>● Increase in PHPs developed and delivered across all entering and currently living in Temporary accommodation</li> <li>● Increase the supply of private rented sector properties by 50%</li> </ul>

Hillingdon Council Temporary Accommodation Strategy and Action Plan

	<b>Objective</b>	<b>Action</b>	<b>Timeframe</b>	<b>Measures of Success</b>
3.	Reduce total expenditure on temporary accommodation	<ul style="list-style-type: none"> <li>• Negotiate reduced nightly rates with all temporary accommodation providers.</li> <li>• Review and implement a new procurement approach for the use of temporary accommodation.</li> <li>• Deliver increased supply of lower cost temporary accommodation, to support prevention of homelessness including use of leased accommodation and lower cost council owned options.</li> </ul>	<p>From Q3 2024/25</p> <p>From Q4 2024/25</p> <p>From Q3 2024/25</p>	<ul style="list-style-type: none"> <li>• Fewer households in nightly charged temporary accommodation</li> <li>• Lower overall cost of temporary accommodation (after subsidy)</li> <li>• Lower cost per temporary accommodation unit (after subsidy) in all bed sizes</li> <li>• Increase the use of existing council relets for use as temporary accommodation</li> </ul>
4.	Increase the supply of additional social rented housing and new temporary accommodation through acquisition and new build programmes	<ul style="list-style-type: none"> <li>• Agree and deliver a pipeline supply programme to increase the volume of council owned properties for use as temporary accommodation</li> <li>• Deliver an acquisitions programme to increase the supply of social rented properties (minimum 500 homes)</li> <li>• Deliver a 5-year programme of new build social and affordable rented housing (minimum 1,000 homes)</li> <li>• Proactively work with private developers to unlock 'stalled' residential sites, for planning gain</li> </ul>	<p>From Q4 2024/25</p> <p>From Q1 2024/25</p> <p>From Q1 2024/25</p> <p>From Q2 2024/25</p>	<ul style="list-style-type: none"> <li>• Implementation of acquisition and new build development programme; <ul style="list-style-type: none"> <li>○ Increased number of temporary accommodation homes managed by the council to control cost and quality.</li> <li>○ Increased supply of new acquisitions and new build supply to March 2028.</li> </ul> </li> </ul>

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## REVISED LOCAL DEVELOPMENT SCHEME

<b>Cabinet Member &amp; Portfolio</b>	Cllr Steve Tuckwell – Cabinet Member for Planning, Housing and Growth
<b>Responsible Officer</b>	Karrie Whelan – Corporate Director Place
<b>Report Author &amp; Directorate</b>	Gavin Polkinghorn, Team Leader Planning Policy, Planning and Sustainable Growth
<b>Papers with report</b>	Appendix 1: Local Development Scheme

## HEADLINES

<b>Summary</b>	<p>In accordance with Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) the London Borough of Hillingdon ('Hillingdon') must prepare and maintain a Local Development Scheme (LDS).</p> <p>The LDS is a three-year project plan for the preparation of new planning policy documents. The Deputy Prime Minister requested in December 2024 that all Local Planning Authorities produce an updated LDS within 12 weeks of the publication of the revised National Planning Policy Framework (NPPF) which is no later than 6 March 2025.</p>
<p><b>Putting our Residents First</b></p> <p><b>Delivering on the Council Strategy 2022-2026</b></p>	<p>This report supports our ambition for residents to:</p> <ul style="list-style-type: none"> <li>• Live active and healthy lives,</li> <li>• Enjoy access to green spaces, leisure activities, culture and arts,</li> <li>• Live in a sustainable borough that is carbon neutral,</li> <li>• Be/feel safe from harm,</li> <li>• Live in good quality, affordable homes in connected communities,</li> <li>• Stay living independently for as long as they are able,</li> <li>• Achieve well in education, with opportunities for learning at all ages, and</li> <li>• Have opportunities to earn an income that supports their families.</li> </ul> <p>This report supports our commitments to residents for:</p> <ul style="list-style-type: none"> <li>• Safe and strong communities,</li> <li>• Thriving, healthy households,</li> <li>• A green and sustainable borough, and</li> <li>• A thriving economy.</li> </ul>

<b>Financial Cost</b>	The cost of the Local Plan Review will be met from existing service budgets and an earmarked reserve.
<b>Select Committee</b>	Residents' Services
<b>Ward(s)</b>	N/A

## RECOMMENDATION

**That the Cabinet endorse and recommend the revised draft Local Development Scheme (Appendix 1) for adoption by Full Council.**

### Reasons for recommendations

The Cabinet is asked to make this decision to:

- Respond to the request by the Deputy Prime Minister that all local planning authorities produce an updated Local Development Scheme (LDS) by no later than 6 March 2025.
- De-risk and improve the Local Plan programme by amending it to a best practice three stage programme, in light of the government extending deadline for submission of Local Plans under the current system to December 2026.
- Ensure delivery of the Local Plan in line with national deadlines by confirming the structure and funding of the Planning Policy Team.

### Alternative options considered / risk management

1. One alternative would be to not publish an updated LDS. This option would mean that the Council is not meeting the Government requirement to have an updated LDS in place by March 2025. This would also mean that the Council would have to progress a Local Plan accordingly to a programme which does not consider the new statutory context and would not meet the relevant legislative test that the plan has been produced in accordance with the timeline in an adopted LDS.
2. A further alternative would be to publish the LDS without an updated Local Plan programme. This option was not pursued as it would have significant problems as set out in this report, including additional risks, less meaningful consultation, less effective policies and site allocations, with no identified benefits.
3. National planning guidance requires that policies in Local Plans should be reviewed at least once every five years, particularly where their local housing need figure is expected to change. Hillingdon's current Local Plan was adopted in two parts, with Part One adopted in November 2012 and Part Two adopted in January 2020. This risks the Council being unable to demonstrate an up-to-date planning framework and subject to the tilted balance



in favour of sustainable development. The revised LDS sets a challenging but deliverable timeline based on resourcing and technical requirements.

4. There have been significant changes to the National Planning Policy Framework since the adoption of Hillingdon's current Local Plan, most notably the increase in London's housing need requirements and the introduction of grey belt. The review of the Local Plan will ensure that the Council is able to respond and manage its response to these policy changes alongside the development of the new London Plan and setting of a new housing target which is likely to be significantly higher than the current target.
5. Extending the Local Plan to a three-stage programme is the preferred strategy as the addition of a draft plan stage will allow the planning authority to address potential matters of soundness raised through the consultation ahead of submission to the Secretary of State. This will de-risk the Examination in Public.
6. Delivery of the Local Plan against the timeline set out in the revised LDS is dependent on the full resourcing of the Planning Policy Team. This will be supported by a retention and recruitment strategy for planning policy officers.

### **Democratic compliance / previous authority**

The current Local Development Scheme was adopted by Full Council on Thursday 11 July 2024, following a Cabinet decision on 21 March 2024. The Local Plan review has been proceeding under this authority to date. As a policy framework document, Cabinet is required to recommend its formal adoption to the full Council, which is scheduled to consider this at its meeting on 27 February 2025.

### **Select Committee comments**

None at this stage.

## **SUPPORTING INFORMATION**

### **Local Development Scheme**

#### **Statutory background**

7. The planning system is plan-led whereby planning applications must be determined in accordance with the Development Plan unless material considerations indicate otherwise. Local Plan forms the key part of the Development Plan for a local planning authority and sets policies for its area.
8. The Local Development Scheme sets out the documents that the Council intends to produce to form its Development Plan and a timetable for production. Local planning authorities must produce a Local Development Scheme under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended). Failure to produce a LDS can lead to the Government or Mayor of London imposing one on a London borough.

## Planning reform

9. On 12 December 2024 the government launched a revised National Planning Policy Framework<sup>1</sup> alongside a package of other planning changes.
10. In light of the changes to national policy, the Deputy Prime Minister has asked that all local planning authorities produce an updated Local Development Scheme (LDS) by no later than 6 March 2025<sup>2</sup>. They state that the updated LDS should include clear, realistic, and specific dates for consultation and submission of the Local Plan.

## An updated timetable for the Local Plan

11. At present, the Local Plan is being prepared under a shortened two stage programme, which was developed to allow the Council to submit our Local Plan under the previous system, which had a deadline for plans to be submitted to examination before 30 June 2025.
12. Following the General Election in July 2024, the new Government announced that the deadline would be extended by 18 months to December 2026, introducing amendments to national policy in the process. In light of this changed context, approval is being sought to adopt a new three stage Local Plan programme.
13. Under the updated programme, the Council will undertake a 'Draft Plan' stage of consultation which allows feedback on the detailed policies and sites allocations within the Draft Local Plan. The new programme is a more common approach and will have benefits to the Council by:
  - Facilitating a more robust and effective Local Plan,
  - Facilitating better engagement with stakeholders,
  - Reducing the time and cost of the examination,
  - Reducing the risk of unplanned extensions to the programme,
  - Reducing the risk of legal challenge, and
  - Bringing the programme in line with recommended practice and industry standard.

## Planning reform

14. National planning reform is changing the context for plan-making. The government is proposing to introduce a reformed plan-making system, anticipated at the end of 2026. The key changes would include a new procedure for developing plans, increased digitisation, the introduction of nationally set development management policies which may override some local policies and new deadlines for plan-making. Under the new system, Local Planning Authorities (LPAs) would need to start work on new plans before five years after adoption of their previous plan and must adopt a new plan within a 30-month window.
15. The government has set a deadline for all local plans to be assessed under the current system. Originally set for 30 June 2025, this required LPAs to submit their local plans for independent examination under the existing legal framework on or before this date.

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<sup>1</sup> [National Planning Policy Framework - GOV.UK](#)

<sup>2</sup> [Email from the Chief Planner 13 December 2024 \(PDF\)](#)

Following the general election, a new government and new set of planning reforms, this deadline has been extended to December 2026 to ensure national coverage of local plans.

16. The Levelling Up and Regeneration Act came into effect in late 2023 and introduced the framework for changes for planning reform, however much of the change will take effect through secondary legislation. The full details on how planning reform and a new system will affect plan-makers are yet to be published, anticipated before the December 2026 deadline.
17. Further, the sweeping planning reforms announced by the new Government in December 2024 generate fresh challenges and issues for Local Plan preparation, such as new rules for Green Belt land and the addition of 'Grey Belt'. This reinforces the importance of a Draft Plan stage to allow new policy approaches to be tested by stakeholders if necessary, before being adopted by the Council.
18. More specifically in a London context, the current London Plan which sets the borough's current housing target was adopted in March 2021. The Mayor of London has commenced a review of the London Plan ahead of the five-year deadline in March 2026 and in response to the new housing need figures for London. As a spatial development strategy, the London Plan will be responsible for apportioning London's new collective housing need figure of 88,000 new homes per annum to individual borough targets. The preparation of the Hillingdon's revised Local Plan in accordance with the revised LDS will ensure that it is produced in tandem with this review and able to respond to emerging housing targets.

## Local Plan Programmes

19. The Planning Advisory Service, the government's national planning advisory body, recommends that LPAs prepare Local Plans in three stages:
  1. **Call for views (Regulation 18<sup>1</sup>)**. This stage asks what the Local Plan ought to contain. Generally, no draft policies are consulted on, although sometimes preferred options or direction of travel are included. The decision to consult on Regulation 18 consultations is taken by the Cabinet. The Council undertook this stage from 29 April to 24 June 2024. This consultation was a 'call for views' and the Council did not consult on draft policies, preferred options, or site allocations. The Council undertook a 'call for sites' for site allocation.
  2. **Draft Plan (Regulation 18<sup>1</sup>)**. A full Draft Plan with planning policies and site allocations is consulted on. This is the whole Local Plan, comprising the full text of planning policies, all site allocations and a Policies Map. This stage allows for views on more transformative policies and amendments to be made to policies by the Council.
  3. **Proposed Submission (Regulation 19<sup>2</sup>)** The final version of the plan, including any changes made following Draft Plan stage, which will be submitted to the Planning Inspectorate is consulted on. Any required changes would need to be agreed through

the examination process. The decision to consult on the Regulation 19 Local Plan is taken by Full Council.

20. Planning legislation does not require a Draft Plan stage, however the vast majority of Local Plans include it (our analysis of recent London examples found all including this stage).
21. Consulting on a Draft Plan together with supporting documentation is recommended by the Planning Advisory Service, as it provides you with the opportunity and ability to make any necessary changes and updates to the policies prior to the publication of your Regulation 19 Submission Version of the Local Plan. After this stage, any required changes would need to be agreed through the examination process, which can add time and complexity to this section.

### **Facilitating a more robust and effective Local Plan**

22. Stakeholders can review the policies and site allocations of the Draft Local Plan and provide detailed feedback. The Council can review these responses and make improvements to the plan – both large scale and detailed. This could include changing site allocations to reflect local circumstances or improving policy approaches to reflect locally specific conditions. Importantly it allows for more changes to be made after this consultation.
23. A Draft Plan stage can also enable bolder policy approaches. The consultation can be used to gauge public opinion on contentious issues, while allowing a mechanism to amend the approach if it demonstrated to be detrimental.

### **Facilitating better engagement with stakeholders**

24. Undertaking consultation on a full Draft Local Plan demonstrates that the Council is continuing to work in a collaborative manner with local businesses, landowners, residents and interest groups. This ensures a plan that is a shared vision and facilitates buy-in from stakeholders. It also provides a further stage to ensure Duty to Cooperate compliance.
25. In the Regulation 18 Consultation, significant concerns were raised by residents over the lack of Draft Plan stage, with concern over how much scope there would be to influence the plan and transparency from the Council.

### **Examination stage: reducing time and cost, reducing the risk of unplanned extensions, and reducing the risk of legal challenge**

26. Examinations assess whether the plan has been prepared in accordance with legal and procedural requirements and if it is sound. It is not the role of the examination to identify the optimal policy or to oversee policy development with stakeholders.
27. The Draft Plan stage facilitates policy development with input from stakeholders. If the Council brings a Proposed Submission Local Plan to examination with significant objections from stakeholders, where collaborative policy development has not taken place, the inspector may ask that this work is undertaken outside of the examination. As

set out above, if the changes are significant a further stage of public consultation may be requested by the inspector. Unplanned extensions would incur delays and costs to the Council.

28. The Draft Plan stage would also significantly reduce the risk of legal challenge. It would achieve this by allowing significant changes to the Local Plan to be undertaken in response to stakeholder feedback in advance of the of the examination. This would resolve disputes and the need for legal challenge as a ‘last resort’ to influence the plan.

### **Bringing the programme in line with recommended practice and industry standard**

29. The practical benefits of the three-stage approach have been outlined above. Further, that we are following a common methodology and best practice approach instils confidence in stakeholders and the planning inspectorate that that the Council has developed a robust, considered Local Plan and made all reasonable efforts to resolve disagreements.

### **Revised programme**

Call for Views consultation	April-June 2024 (complete)
Draft Plan consultation	October-November 2025
Proposed Submission consultation	April-May 2026
Submission to Secretary of State	August 2026
Examination	November 2026-June 2027
Adoption	June-July 2027

30. While the proposed timescale extends the programme, it remains a ‘fast-track’ Local Plan when compared to recent London examples.

### **Financial Implications**

The evidence budget has been agreed and no additional evidence is required resulting from this proposal. The additional consultation will incur a small additional spend comparable to that of the previous consultation, which was approximately £1,000 to cover a press notice, printing, and posters. This can be covered under the existing Local Plan budget of £50,000.

## **RESIDENT BENEFIT & CONSULTATION**

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

31. As set out in previous decisions, the Local Plan is a key mechanism for delivering for those living, working in and visiting Hillingdon. It provides a strategic vision for development in Hillingdon over the next 15 years. It provides the planning policies to help build homes, provide space for businesses to grow, improve transport, green spaces, infrastructure, and a wide range of other planning benefits.

## Consultation & Engagement

32. No additional public consultation is required for these decisions.

## CORPORATE CONSIDERATIONS

### Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting an additional £1k of expenditure will be required to support the consultation, which will be met from within the approved budget.

### Legal

Section 15 of the Planning and Compulsory Purchase Act 2004 (PCPA 2004) (as amended) sets out every LPA must prepare and maintain a Local Development Scheme (LDS).

The LDS plays a vital role in informing the local community and stakeholders about the status of an LPA's planning policy documents; therefore, LPAs must make available to the public the up-to-date version of the LDS, and the Planning Practice Guidance advocates for publication of the LDS on the LPA's website.

Section 18(1) of the PCPA 2004 sets out LPAs must also prepare a Statement of Community Involvement (SCI) detailing the LPA's policy on consulting and engaging with the public in respect of the preparation and revision of Local Development Documents (LDDs), (including the LDS).

In preparing and adopting both the LDS and SCI, it is no longer necessary to submit these documents to the Secretary of State or Mayor of London, and in order to effect the LDS, LPAs must '**resolve**' that the LDS is to have effect from a specific date. Similarly, LPAs can now adopt the SCI following public consultation that is Gunning principle compliant. As with the LDS, the SCI should also be published on the LPA's website.

## BACKGROUND PAPERS

NIL

London Borough of Hillingdon

# Local Development Scheme

Draft February 2025



## Introduction

- 1.1 The planning system is plan-led whereby planning applications must be determined in accordance with the Development Plan unless material considerations indicate otherwise. A Local Planning Authorities' Local Plan forms the key part of the Development Plan and sets policies for their area.
- 1.2 The Local Development Scheme sets out the documents that the Council intends to produce to form its Development Plan and a timetable for production. Local Planning Authorities must produce a Local Development Scheme under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended).

## Hillingdon's existing planning policy framework

- 1.3 The adopted Development Plan for Hillingdon consists of the following documents:
- The Local Plan Part 1: Strategic Policies (November 2012)
  - The Local Plan Part 2: Development Management Policies (January 2020)
  - The Local Plan Part 2: Site Allocations (January 2020)
  - The West London Waste Plan (July 2015)
  - The London Plan (March 2021)
- 1.4 The Development Plan is supported by the following Supplementary Planning Documents (SPD):
- Planning Obligations SPD (July 2014)
  - Accessible Hillingdon SPD (September 2017)
  - RAF Uxbridge SPD (January 2009)
- 1.5 SPDs do not form part of the statutory Development Plan for Hillingdon. As such, the programme for future SPDs is not identified in this LDS.

## Hillingdon's future planning policy framework

### The Local Plan

- 1.6 Hillingdon's Local Plan currently comprises three separate documents:
- Local Plan Part 1: Strategic Policies (November 2012)
  - Local Plan Part 2: Development Managements Policies (January 2020)
  - Local Plan Part 2: Site Allocations and Designations (January 2020)
- 1.7 The Council is in the process of updating the Local Plan. The Local Plan applies to the whole of the London Borough of Hillingdon. The review of the Local Plan combines the Strategic Policies and the Development Management Policies documents of the Local Plan into a single document and will produce a new Site Allocations document. All Local Plan document will be updated to reflect the most recent National Planning Policy



Framework and the London Plan (2021). The proposed Local Plan will comprise:

- Strategic and Development Management Policies
- Site Allocations

- 1.8 The review commenced in 2023 and is programmed to complete by mid-2026. The timetable is set out in Appendix 1.

### **The West London Waste Plan**

- 1.9 The West London Waste Plan (WLWP) was adopted in July 2015. The WLWP is a joint plan between six London boroughs (Brent, Ealing, Harrow, Hillingdon, Hounslow and Richmond upon Thames). The Old Oak and Park Royal Development Corporation (OPDC) was officially created in April 2015 and also adopted the WLWP.
- 1.10 Hillingdon Council and the other West London boroughs commenced work on a new West London Waste Plan in 2024. The project is being undertaken with the aid of a technical consultant.
- 1.11 The timetable estimates the Regulation 18 consultation to be undertaken November 2025 to January 2026. Agreement from Cabinet will be required to undertake this consultation and represent the next formal stage of the process.

### **Neighbourhood plans**

- 1.12 There are no adopted Neighbourhood Plans or formally registered Neighbourhood Forums in Hillingdon.

### **Monitoring and review**

- 1.13 The Local Development Scheme will be publicised. It will be monitored at least annually and updated, if necessary, with commentary provided on progress in the Authority Monitoring Report.

**Appendix 1: Indicative timetable for Development Plan documents currently being reviewed**

<b>Document</b>	<b>Evidence gathering and preparation</b>	<b>Regulation 18 consultation<sup>1</sup> Call for Views</b>	<b>Regulation 18 consultation<sup>2</sup> Draft Plan</b>	<b>Regulation 19 consultation<sup>3</sup> Proposed Submission</b>	<b>Submission to the Secretary of State</b>	<b>Examination</b>	<b>Adoption</b>
Hillingdon Local Plan: Strategic and Development Management Policies Site Allocations	2023 to March 2024 (complete)	April 2024 to June 2024 (complete)	October - November 2025	April-May 2026	August 2026	November 2026-June 2027	June-July 2027
West London Waste Plan	August 2024 (complete)	n/a	November 2025 – January 2026	October 2026 – November 2026	December 2026	March – June 2027	February 2028

1.1

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<sup>1</sup> Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012

<sup>2</sup> Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012

<sup>3</sup> Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012

## PUBLIC PREVIEW:

### *MATTERS TO BE CONSIDERED LATER IN PRIVATE*

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

## HEADLINES

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

## RECOMMENDATION

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

## Reasons for recommendation

### Why are certain reports considered in private?

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

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

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

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

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

## Alternative options considered

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

## Legal comments

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

## SUPPORTING INFORMATION

### ITEM 10 - IMPROVEMENTS TO YEADING LANE ESTATE, HAYES: EXTERNAL REPAIRS AND DECORATIONS 2024/25 - PHASE 2

Relevant Cabinet Portfolio(s)	Cabinet Member for Corporate Services and Property
Relevant Ward(s)	Yeading
Relevant Select Committee	Corporate Resources and Infrastructure

#### Information

The purpose of this report is to seek Cabinet approval for the acceptance of a tender for external decorations and minor repairs works at the Yeading Lane Estate, Hayes. This follows a competitive tender exercise.

The project is part of the Council's investment in its housing stock and aims to improve the Estate by addressing cyclical repairs and decorations. The project involves various works, including external and internal decorations, repairs, and specialist concrete repairs.

The project will provide residents on the Estate with a pleasant environment to live in. It also shows how the Council is proactive in addressing feedback from residents.

### ITEM 11 - HILLINGDON'S PARTICIPATION IN THE REGIONAL ADOPTION AGENCY

Relevant Cabinet Portfolio(s)	Cabinet Member for Children, Families & Education
Relevant Ward(s)	N/A
Relevant Select Committee	Children, Families and Education

#### Information

The report recommends that Hillingdon Council continues and updates its contract with a Regional Adoption Agency (RAA) to improve local adoption services, reducing the time children spend in care, along with more efficient processes to ensure value-for-money.

**ITEM 12 - CORPORATE DISPOSALS PROGRAMME 2024/25:  
DISPOSAL OF SITE AT PUMP LANE HAYES UB3 3NB**

Relevant Cabinet Portfolio(s)	Cabinet Member for Corporate Services and Property
Relevant Ward(s)	Hayes Town
Relevant Select Committee	Corporate Resources and Infrastructure

**Information**

This report is part of the Council's Disposals Programme for 2024/25 and seeks Cabinet approval to dispose of the freehold interest held by the Council in land at Pump Lane, Hayes UB3 3NB to optimise the use of the Council's assets and ensure best value for taxpayers. The site includes the Civic Hall and the Civic Hall Car Park which is currently underutilised with alternate car parking facilities nearby.

**ITEM 13 - IRRECOVERABLE CORPORATE DEBT**

Relevant Cabinet Portfolio(s)	Cabinet Member for Finance & Transformation
Relevant Ward(s)	N/A
Relevant Select Committee	Corporate Resources and Infrastructure

**Information**

This report seeks to write-off some debt which is deemed irrecoverable, i.e. no possibility of recovering.

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STRICTLY NOT FOR PUBLICATION

Exempt information by virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972 (as amended).

# Agenda Item 12

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STRICTLY NOT FOR PUBLICATION

Exempt information by virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972 (as amended).

# Agenda Item 13

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