



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 18 MARCH
2010

Time: 7.00 PM

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

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

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Councillors in the Cabinet

Ray Puddifoot (Chairman)
Leader of the Council

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

Jonathan Bianco
Finance & Business Services

Keith Burrows
Planning & Transportation

Philip Corthorne
Social Services, Health & Housing

Henry Higgins
Culture, Sport & Leisure

Sandra Jenkins
Environment

Douglas Mills
Improvement, Partnerships & Community Safety

Scott Seaman-Digby
Co-ordination & Central Services

Published: Wednesday, 10 March 2010

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

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The reports listed above in Part 2 are not made public because they contains exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

- 21** Other items which the Chairman decides are relevant or urgent

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Minutes

Cabinet

Thursday, 18 February 2010

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



HILLINGDON
LONDON

Published on: 19th February 2010

Come into effect on: 26th February 2010

Cabinet Members Present:

Ray Puddifoot (Chairman)
David Simmonds (Vice-Chairman)
Jonathan Bianco
Keith Burrows
Philip Corthorne
Henry Higgins
Sandra Jenkins
Douglas Mills
Scott Seaman-Digby

Councillors also Present

Councillor Brian Crowe
Councillor Mo Khursheed
Councillor Edward Lavery
Councillor Mary O'Connor
Councillor David Yarrow

140. APOLOGIES FOR ABSENCE

None.

141. DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THE MEETING

Councillors Douglas Mills and Jonathan Bianco declared a personal interest on Item 6 (minute 146) in respect of family connections to the Willow Tree Centre detailed in the report.

142. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING HELD ON 21 JANUARY 2010

Approved.

Before the rest of the meeting continued, the Leader of the Council welcomed the new Deputy Director of Education and Children's Services, Anna Crispin, to the Council.

143. 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

Confirmed.

144. THE DRIVE, ICKENHAM - APPLICATION TO MODIFY THE DEFINITIVE MAP AND STATEMENT

This item was moved to the start of the Cabinet agenda to allow members of the public present to listen to the discussion and the decision made.

RESOLVED:

That Cabinet agrees that on the balance of probability, the evidence, when considered with all other relevant evidence available, shows that a right of way which is not shown in the Definitive Map and Statement subsists or is reasonably alleged to subsist over land in the area to which the map relates. As such the right of way should be added to the Definitive Map and Statement.

Reasons for decision

Cabinet made a decision in relation to an application which it has received to add a route to the definitive map and statement. The decision enabled local residents to be able to use and enjoy the route across the land as a short cut across this corner of The Drive where there is no footpath adjoining the carriageway.

Alternative options considered and rejected

Cabinet could have decided that the right of way should not be added to the Definitive Map and Statement.

Officer to action:

John Fern, Environment and Consumer Protection

145. COUNCIL BUDGET - MONTH 9 2009/10 REVENUE AND CAPITAL MONITORING

RESOLVED:

That Cabinet:

- 1. Notes the forecast budget position for revenue and capital as at Month 9.**
- 2. Notes the treasury management update in Appendix B.**
- 3. Agrees unallocated priority growth to fund £400k for urgent Highways revenue maintenance work following the recent severe weather**
- 4. Notes the rephasing of the capital budgets.**

5. Approves the release of recently allocated S.106 amount of £45k to the Leisure development at Botwell Green
6. Approves the release of recently allocated S.106 amount of £113k to the Yiewsley & West Drayton Town Centres initiatives project
7. Approves the virement of capital budget from ECS to P&CS for the Merrifields 3rd Floor fit out, £245k in 2009/10 and £370k in 2010/11
8. Agree £5k funding for NoTRAG from revenue contingency.
9. Agree that all payments relating to road resurfacing and repair be signed off by either the Leader of the Council or Cabinet Member for Finance and Business Services before payment is made.

Reasons for decisions

The reason for the monitoring recommendation is to ensure the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue and capital position for the current year 2009/10. The decision regarding road repairs was to ensure the quality of the work carried out before monies are paid, given the significant investment of £2.4m committed by the Cabinet to repair roads across the Borough following the recent severe weather.

Alternative options considered and rejected

There were no other options proposed for consideration.

Officer to action:

Paul Whaymand, Finance and Resources

146. THE COUNCIL'S BUDGET AND MEDIUM TERM FINANCIAL FORECAST 2010/11 - 2013/14

RESOLVED:

That Cabinet approves for recommendation to Council:

1. The General Fund revenue budget proposals for 2010/11 summarised at Appendix 1, including the detailed budget changes contained at Appendices 2 to 6;
2. The proposed fees and charges included at Appendix 7;
3. The capital programme set out at Appendix 8;
4. The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2010/11 to 2012/13 as detailed in Appendix 9;
5. The adoption of the CIPFA Revised Code of Practice for Treasury Management in Public Services as detailed in Appendix 10.

6. That Cabinet note the Corporate Director of Finance and Resources' comments regarding his responsibilities under the Local Government Act 2003.

Reasons for decision

Cabinet considered its budget proposals and budget strategy for 2010/11 and beyond for approval by full Council. The revenue budget proposals had been developed to deliver a zero increase in Council Tax for 2010/11. They sought to do this whilst maintaining balances and reserves at £12 million.

The budget strategy had been delivered through a rigorous focus on identifying savings and efficiencies across the Council. This had been done through a flexible thematic approach to setting savings targets and monitored in conjunction with the Leader of the Council throughout the budget process.

The proposals also provided for priority growth of £1.4 million and a capital programme for 2010/11 of total expenditure of £99.7 million.

Each of the service Policy Overview Committees referred their comments on the draft budget to the Corporate Services and Partnerships Policy Overview Committee on 10 February 2010. Cabinet considered the Committee's comments.

Cabinet then recommended their budget proposals to full Council on 25 February 2010 in order to formally set the General Fund revenue budget, capital programme and Council Tax for the 2010/11 financial year.

Alternative options considered and rejected

Cabinet could have amended its growth proposals, added or removed new capital schemes or varied fees and charges, however this could have had a consequential impact on the revenue budget requirement and Council Tax.

Officers to action:

Christopher Neale and Paul Whaymand, Finance and Resources

Urgency Provisions

This report had been circulated less than 5 working days before the Cabinet meeting and was agreed by the Chairman to be considered as urgent.

147. HOUSING REVENUE ACCOUNT (HRA) RENT SETTING 2010-2011

RESOLVED:

That Cabinet approve for recommendation to Council on 25 February 2010:

- 1. To use formula rents under the DCLG rent restructure policy to calculate HRA dwelling rents for 2010/2011.**
- 2. To agree the average HRA rents, charges and allowances for 2010/11 as set out in Tables A to D of this report.**
- 3. To agree the HRA Budget for 2010/11 as set out in Appendix 1 of this report.**

Reasons for decision

Cabinet gave approval to the proposed HRA rents, service charges and allowances for 2010/2011 for recommendation to full Council on 25th February 2010. Under current legislation, income from council tenants for rents and service charges must be separately shown in the Housing Revenue Account.

Alternative options considered and rejected

Cabinet could have amended the proposals in respect of charges, but such amendments or additions must have ensured that service charges levied cover the cost of providing services. Setting rents at different levels would have resulted in changes to income or the subsidy payable to the Government.

Officer to action:

Maqsood Sheikh, Adult Social Care, Health and Housing

148. SCHOOLS BUDGET AND FUNDING ARRANGEMENTS 2010/11

RESOLVED:

That Cabinet:

- a) note that the final Schools Budget for 2010-11 cannot be determined until the data from the January pupil count becomes available in late-February, but agree that the total Schools Budget for 2010-11 will equate to the total Dedicated Schools Grant provided to the Authority**
- b) agree that, apart from matters referred to below, the method of distribution of the Schools Budget for 2010-11 be as agreed in March 2006**
- c) agree a budget of £273k within the centrally retained part of the Schools Budget to be held temporarily as unallocated Individual Schools Budget (ISB) and distributed to fund six additional forms of entry within the Primary sector**

- d) agree a budget of £87k within the centrally retained part of the Schools Budget to provide additional support for the Local Leaders in Education programme
- e) agree a budget of £40k within the centrally retained part of the Schools Budget to provide for a TYST Senior Practitioner Post
- f) agree a budget of £55k within the centrally retained part of the Schools Budget to provide for a Schools Procurement Officer
- g) note that the School Forum have agreed in principle to allow a breach of the Central Expenditure Limit that results from their support for items c to f above, amounting to £139k. The breach will be less due to the subsequent distribution of the unallocated ISB and the natural growth in the centrally held element of the Schools Budget (the exact amount of the breach cannot be confirmed until the final Dedicated Schools Grant for 2010-11 is received in May 2010);
- h) agree to adjust the KS1 Infant Class Size Factor to reflect the authorities change to a single intake of Reception aged pupils
- i) agree to increase the Special schools sector budget by £700k, which is to be targeted towards the development of a cost effective outreach service
- j) note the School Forum's views as contained in the attached minutes.
- k) note that the implementation of an Early Years Single Funding Formula expected in 2010/11 has be postponed until 2011/12.

Reasons for decision

As the decision making body for school funding issues, Cabinet agreed the arrangements to allow draft budgets to be provided to schools by early March 2010 and to ensure that indicative and final 2010-11 budgets and indicative budgets for 2011-12 for schools were in place and published as soon as practical and certainly no later than 31st March 2010. Cabinet noted that the Council had consulted schools and the School Forum on a range of financial matters prior to making its decision.

Alternative options considered and rejected

Cabinet could have not agreed some or all of the proposals for increased centrally retained expenditure, contrary to the School Forum's advice. However, this would have limited the Council's ability to further strengthen key areas of the Hillingdon Children's and Families Plan.

Officer to action:

Amar Barot, Education & Children's Services

149. FUTURE OF HILLINGDON HOMES

The Social Services, Health and Housing Policy Overview Committee had provided constructive and supportive comments to the Cabinet on this report.

RESOLVED:

That the Cabinet:

- 1. Notes the outcome of the tenant and leaseholder ' test of opinion ' .**
- 2. Resolves that, having taken account of the outcome of the tenant and leaseholder ' test of opinion ' together with those other considerations set out in the earlier Cabinet report dated 24th September 2009, it instructs officers to negotiate with Hillingdon Homes' Board the earliest possible return date to the Council of those functions currently delegated by it to Hillingdon Homes by way of a Management Agreement dated 1st May 2003 and in the event that no date can be agreed with the Board, to terminate the said Agreement on 30 April 2011 by invoking the break clause within it so that the delegated functions are returned back to the Council.**
- 3. Authorises officers to work with Hillingdon Homes board members and staff to wind up or dissolve Hillingdon Homes and to take all other necessary steps to return those functions delegated to it back to the Council in consultation with the Cabinet Member for Social Services, Health and Housing.**
- 4. Subject to recommendation 3 above, authorise officers to consult with Hillingdon Homes' staff and to take all other steps to comply with the Transfer of Undertakings [Protection of Employment] Regulations 2006."**

Reasons for decision

Cabinet considered in detail this major policy decision and endorsed the comments of the Policy Overview Committee. Cabinet was keen to stress that their decision was not a judgment on Hillingdon Homes, but rather a practical and organisational decision to further improve housing services and put residents first. The decision confirmed Cabinet's wishes to bring housing services back under Council control at the earliest possible opportunity.

Cabinet noted that at its meeting on the 24th September 2009, it had considered a comprehensive report entitled "Future of Hillingdon Homes" setting out the background and rationale for returning Housing Management Services to the Council.

It was noted that the Council's Arms Length Management Company (ALMO), Hillingdon Homes, had been set up in April 2003 following a positive outcome to a

tenant and leaseholder test of opinion. This had enabled the council and residents to receive around £60m towards the cost of achieving the decent homes standard. Hillingdon Homes had been successful in the delivery of that goal, two years ahead of the Government target. In addition, services had continuously improved and tenant and leaseholder satisfaction had increased. However, now these targets had been achieved, the future of the ALMO needed to be reviewed along with how best to continue to improve the services provided to tenants and leaseholders.

Cabinet recognised the following factors in making its decision:-

- Nationally improving performance of all social housing providers,
- Changes in flexibilities and freedoms promised by the government for ALMOs have not materialised,
- At the same time freedoms around borrowing and new build that were given to ALMOs have been extended to local authorities,
- The scale of the impact of the economic recession on the national public finances and the requirement for reduced future public spending has become apparent in the national Budget published in April 2009. There is an economic recession and the council needs to plan carefully for severely restricted budgets in the foreseeable future.

In order to bring council housing services back in-house Cabinet decided at its September meeting to carry out a test of tenant and leaseholder opinion. Having regard to the results of that test and the above factors, Cabinet therefore considered a set of revised recommendations for the return of Housing Management Services to the Council at the earliest opportunity.

The Borough Solicitor informed Cabinet that the process that had been undertaken in order for Cabinet to make its decision was legally robust and would withstand scrutiny.

Alternative options considered

Cabinet could have decided to continue with the existing contract with Hillingdon Homes.

Officer to action:

Neil Stubbings, Adult Social Care, Health and Housing

150. CONNEXIONS INTENSIVE SERVICE REVIEW

RESOLVED:

That Cabinet:

- 1. Note the outcomes of the review and the associated conclusions contained within the main body of the report; and**

2. **Agree the proposal to re-organise the existing service and create a new service delivery model described as options two in appendix one. The associated resource deployment proposals are presented in appendix two; and**
3. **Agree to further consideration of the Connexions Intensive Service as part of a wider review of services for young people within the Business Improvement Delivery (BID) Project.**

Reasons for decision

Cabinet considered a detailed review of the Connexions Intensive Service to address its findings and secure improved service effectiveness and efficiency.

Alternative options considered and rejected

Cabinet considered two other service re-configuration options which it felt presented a higher level of risk and gave the least amount of business benefits.

Officer to action:

Tom Murphy, Education and Children's Services

151. POST 16 EDUCATION TRANSITION PLAN - TRANSFER OF RESPONSIBILITIES FROM THE LEARNING AND SKILLS COUNCIL

RESOLVED:

That Cabinet note the report and approve the attached 16 – 19 transition plan in Annex 1, subject to anticipated funding being received.

Reasons for decision.

Cabinet considered the transition plan to ensure a smooth transfer in the borough of Learning and Skills Council services dependent on the transmission of funding thereafter.

Alternative options considered and rejected.

None.

Officer to action:

Alison Moore, Education and Children's Services

152. TRANSPORT FOR LONDON FUNDED PROGRAMMES 2010/11

RESOLVED:

That Cabinet:

- 1. notes the outcome of the Local Implementation Plan funding announcement for 2010/11 received from Transport for London;**
- 2. notes that the Transport for London funded projects will be determined by a formal capital release decision by the Leader and the Cabinet Member for Finance and Business Services in the usual way; and**
- 3. delegates authority to the Corporate Directors of Environment and Consumer Protection and Planning and Community Services in consultation with the Cabinet Member for Planning and Transportation to allocate the £100k for transport priorities of the borough's choice, in accordance with the settlement details from Transport for London**

Reasons for decision

Cabinet welcomed the notification of Hillingdon's 2010/11 Local Implementation Plan Settlement (LIP) in December 2009 and made decisions to progress with the schemes subject to the necessary capital approvals being sought.

Alternative options considered and rejected

Cabinet could have decided to delay work on the programme for which funding has been given.

Officer to action:

Jales Tippell, Planning and Community Services

153. REVISIONS TO THE PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT FOR EDUCATIONAL FACILITIES

RESOLVED:

That Cabinet:

- 1. approves draft revisions to the council's Supplementary Planning Document for Education Facilities as a basis for public consultation and interim guidance in respect of development management, in order to support the process of seeking planning obligations from new residential developments;**
- 2. instructs officers to undertake a 6 week consultation exercise with interested groups, residents and statutory bodies, and requests the Corporate Directors of Planning and Community Services and**

Education and Children's Services to report back on the responses to the consultation to a future meeting of the Cabinet.

- 3. grants delegated authority to the Corporate Directors of Planning and Community Services and Education and Children's Services, in consultation with the Cabinet Members for Planning and Transportation and Education and Children's Services, to make any further draft revisions to the council's Supplementary Planning Document for Education Facilities, if required as a result of any relevant revisions to GLA or Hillingdon population projections affecting child yields; or any other corrections of a factual or minor nature before it is placed on public consultation;**

Reasons for decision

Cabinet gave approval to the draft revisions to the SPD to take into account the increase in child yields and to ensure that the scale of contributions sought from planning obligations for educational facilities from new development was appropriate.

Alternative options considered and rejected

Cabinet could have rejected the recommended changes and retain the current Education Facilities SPD but this would have risked underestimating the number of children likely to be generated by new housing developments, thus underestimating the future impact on educational facilities.

Officers to action:

Jales Tippell / Terry Brennan, Planning and Community Services & Education and Children's Services

154. CONTRACT EXTENSION - TRANSLATION AND INTERPRETING SERVICES

RESOLVED:

That the Cabinet approve that the Council extends the contract with Language is Everything to provide translation, interpreting and alternative forms of communication services until April 2012.

Reasons for decision

Cabinet extended the contract having considered that Language is Everything provided work to a high standard and gave value added services.

Alternative options considered and rejected

Cabinet could have re-tendered or brought the service back in-house, which was not recommended.

Officer to action

David Holdstock, Deputy Chief Executive's Office

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

155. CONTRACT EXTENSION - GRAFFITI REMOVAL

RESOLVED:

That Cabinet agree to the extension of the existing graffiti removal contract with MPM Graffiti Solutions for a further two year period subject to satisfactory performance.

Reasons for decision

Cabinet agreed that the current supplier, MPM Graffiti Solutions continued to offer a good level of service, allowing the Council to meet its performance obligations to the community and welcomed the financial savings to deliver increased value for money to Hillingdon residents whilst still maintaining service levels.

Alternative options considered and rejected

Cabinet could have awarded a one year extension or re-tendered the contract through the formal tender procedure, which would have offered no guarantee of additional savings or efficiencies.

Officer to action:

Matthew Kelly, Finance and Resources

Exempt Information

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156. BLUE COLLAR TEMPORARY WORKER AGENCY CONTRACT

RESOLVED:

That Cabinet approve the award of a new contract with ASAP Per Temps for the sole provision of Blue Collar / Manual temporary workers.

Reasons for decision

Cabinet approved the award of a new two-year contract covering the provision of Blue Collar / Manual temporary workers, predominantly used within Refuse Services and for transport escorts within Education & Children Services. Cabinet noted that temporary workers are an essential part of the workforce.

Alternative options considered and rejected

Cabinet could have sought agency provision through the London Boroughs Recruitment Partnership framework or undertaken a full tender exercise.

Officer to action:

Mike Talbot, Deputy Chief Executive's Office

Exempt Information

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157. PROCUREMENT OF VEHICLES FOR PASSENGER TRANSPORT

RESOLVED:

That Cabinet accept the tender for the supply of eight wheelchair accessible vehicles from UVM Ltd.

Reasons for decision

Cabinet accepted the tender as UVM Ltd offered the best overall option based on price and quality and the vehicles were operating beyond their expected life and were unreliable.

Alternative options considered and rejected

Cabinet could have decided not to replace the existing vehicles.

Officer to action:

David Fisher, Environment and Consumer Protection

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

158. LEASEHOLD BUILDINGS INSURANCE TENDER

RESOLVED:

That Cabinet, following the evaluation of tenders for buildings insurance for the private leaseholders, mortgage holders and co-owners of equity share properties, show Acumus to be the bidder offering the most economically advantageous terms, and that a contract be let with them for a maximum period of three years and eight months subject to the following:

That the Director of Finance & Resources, in consultation with the Cabinet Member for Finance & Business Services, are to be satisfied with the outcome of consultation with leaseholders which will take place before the approval is implemented.

Reasons for decision

Cabinet gave approval to a tender for the leaseholder, mortgaged property and equity share properties buildings insurance, to commence on 1st April 2010. Cabinet noted that it had an obligation under contract to provide buildings insurance to a portfolio of properties.

Alternative options considered and rejected

Cabinet noted that no viable alternatives were available.

Officer to action:

Simone Batchelor, Finance and Resources

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of

Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

159. SUPPORTING PEOPLE PROGRAMME

RESOLVED:

That Cabinet agree that authority to make contract extension decisions for Supporting People funded services for 2010/11 continues to be delegated as follows:

- a) To the Cabinet Member for Social Services, Health and Housing upon annual contract sums of between £100,000 and £250,000**
- b) To the Deputy Directors of Adult Social Care, Health and Housing for annual contract sums of up to £100,000.**

Reasons for decision

Cabinet agreed to continue to delegate contract extension decisions under Procurement Standing Orders in order to make decisions on supporting people contracts more efficiently.

Alternative options considered and rejected

Cabinet could have decided to maintain current delegations and approval all supporting people contracts, rather than delegate them.

Officer to action:

Barry Newitt, Adult Social Care, Health and Housing

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

160. OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE RELEVANT OR URGENT

None.

The meeting closed at 7.45pm

DECISION AUTHORITY

THE ABOVE DECISIONS MADE BY THE CABINET DO NOT COME INTO EFFECT UNTIL FRIDAY 26th FEBRUARY, UNLESS CALLED-IN BY THE EXECUTIVE SCRUTINY COMMITTEE.

THE EXCEPTION BEING ITEMS 6 & 7 (MINUTE NOS. 146 & 147) WHICH WILL BE RECOMMENDED TO FULL COUNCIL ON 25TH FEBRUARY AND THEN, SUBJECT TO THEIR APPROVAL, TAKE IMMEDIATE EFFECT.

MEMBERS AND OFFICERS WILL AUTOMATICALLY BE NOTIFIED OF ANY CALL-IN BY DEMOCRATIC SERVICES.

**RESIDENTS' & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE:
REVIEW OF PLANNING ENFORCEMENT CONSTRUCTION AND USE OF DETACHED OUT-BUILDINGS (HOMES IN BACK GARDENS)**

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning and Transportation
Officer Contact	Gill Brice, Democratic Services
Papers with report	RESPOC Review Planning Enforcement – Construction and Use of Detached Out-Buildings (homes in back gardens) - Final Report

HEADLINE INFORMATION

Purpose of report	To receive the Residents' and Environmental Services Policy Overview Committee providing recommendations which addresses the processes currently used for the enforcement of the unauthorised construction and use of detached out buildings.
Contribution to our plans and strategies	This report primarily relates to the contentious problems surrounding the unauthorised residential use of outbuildings located within gardens of existing dwellings. In addition to evaluating action currently being taken through the Planning Enforcement function, the report attempts to identify ways for the Council to both adopt a holistic approach whilst actively enlisting the assistance of external Agencies. Such proposals may affect the delivery of a number of corporate strategies, including the Sustainable Community Strategy and Housing Strategy.
Financial Cost	There are no additional financial commitments arising from this report that are not already contained within the Departments overall budget.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

RECOMMENDATION

That Cabinet:

- Welcome the attached report from the Residents' and Environmental Services Policy Overview Committee, noting the comments it found in favour of the proposed steps to improve the processes currently used for the enforcement of the unauthorised construction and use of detached out buildings.**

2. Recognises that planning enforcement is a high priority for residents, as clearly demonstrated at the recent Cabinet Question Time events. In recognition of this profile requests that Cabinet Member approval is given to the “Cross Council Protocol” before it is published.
3. Accepts the recommendations of the Policy Overview Committee report as set out in below and in the review, noting the officer comments on their implementation.

Policy Overview Committee Recommendations

4. That the Planning Enforcement Team continue its inter departmental forum involving Private Sector Housing, Council Tax, Housing Benefits and Building Control departments and meets on a regular basis to exchange views, intelligence and to work more closely in dealing with unauthorised outbuildings corporately. That officers continue to update the working protocol.
5. That the Planning Enforcement Team continues to work with various outside bodies, such as the District Valuer, the Border Agency, Fire Service and Local Police to share intelligence where appropriate.
6. That the Planning Enforcement Team continues to seek changes to the working protocol between Planning Enforcement and Planning Officers dealing with retrospective planning applications, in particular to make changes to the Ocella Database¹ to identify enforcement concerns to planning officers and investigate a corporate joint IT system.
7. Where appropriate, if retrospective planning applications for retention of outbuildings or separate residential dwellings are submitted to the Planning Committee with recommendations to refuse planning permission, officers should be required to write enforcement reports under Part 2 of the agenda on the same Planning Committee with recommendations for the taking of enforcement action.
8. The improvements currently being undertaken under the Ocella Enforcement database system are continued to enable enforcement officers to work more effectively.
9. That officers identify other Local Authorities in England and Wales with similar problems (construction of buildings in back gardens) with a view to seeking their support in establishing a joint campaign to lobby for changes to the law and relevant regulations and criminalisation. In addition to seek support for such lobbying from London Councils, the Local Government Association and other groups.

Recommended Changes

- i) An amendment requiring owners to apply for planning permission for outbuildings with a floor area greater than 25 sq. metres. (measured externally).
- ii) Changes to Class VI ‘Small Detached Buildings’ of Part II ‘Control of Building Work’ of the Statutory Instrument 2000 No. 2531 ‘The Building Regulations 2000’ to remove the option for uncontrolled detached buildings with a floor area in excess of 15 sq. metres.

¹ A Planning and Building Control database used by Local Government Departments

- 7. That consideration be given to the imposition of Article 4 Directions on certain areas in the Borough, in particular those wards where the problem of outbuildings is most prevalent, and to submit a formal application to the Department of Communities and Local Government for confirmation of Article 4 status in these particular wards.**

INFORMATION

Reasons for recommendation

The recommendations are aimed at changing the processes currently being used with a view to reducing where possible the timescales for the taking of enforcement action of the unauthorised construction and use of detached out buildings. Improving the ability to take effective enforcement action will result in enhanced inter-departmental working.

The recent Cabinet Question Time events held across the borough demonstrated that Planning enforcement was a priority for residents of Hillingdon, because of this the Cabinet may feel the "Cross -Council Protocol" is an important document which warrants Cabinet Member approval.

Alternative options considered / risk management

The Cabinet could decide to reject or amend the Policy Overview Committee's recommendations.

Supporting Information

1. The Committee chose to undertake a review on the construction and use of detached buildings in back gardens as this is a growing problem that is set to worsen in the current economic climate. It is also an issue that residents across the borough are continually raising with Councillors. The committee felt that it would be timely to undertake a review that took stock of the current situation, the key issues and that looked at future policies and action that might be undertaken by the Council.
2. The aim of the review was to consider whether there were any improvements that could be made to the processes currently used for the enforcement of the construction and use of detached outbuildings.
10. The review took place between November 2009 and February 2010.
11. The committee heard from the Head of Planning and Enforcement, Enforcement Manager and the Deputy Enforcement Manager.
12. The Committee's recommendations with officer comments on their implementation are listed below: -
 - 1. That the Planning Enforcement Team continue its inter departmental forum involving Private Sector Housing, Council Tax, Housing Benefits and Building Control departments and meet on a regular basis to exchange views, intelligence and to work more closely in dealing with unauthorised outbuildings corporately. That officers continue to update the working protocol.**

Officer Response:

Officers have commenced the process of agreeing a 'cross-Council' protocol:

Routine meeting of Managers: to promote the free exchange of information and/or intelligence, in an effort that a corporate approach is taken to enforce compliance with relevant statutory controls.

- 2. That the Planning Enforcement Team continue to work with various outside bodies, such as the District Valuer, the Border Agency, Fire Service and Local Police to share intelligence where appropriate.**

Officer Response:

The previous adhoc (case by case) approach has recently been replaced by an agreed procedure, which sets out a protocol for action together with contact details of the various Council Teams/external Agencies.

- 3. That the Planning Enforcement Team continue to seek changes to the working protocol between Enforcement and Planning Officers dealing with retrospective planning applications, in particular, to make changes to the Ocella Database² to identify enforcement concerns to planning officers and investigate a corporate joint IT system.**

Officer Response:

The assistance of Development Control Managers and E-Government officers is currently being sought in order to address this issue.

- 4. Where appropriate, if retrospective planning applications for retention of outbuildings or separate residential dwellings are submitted to the Planning Committee with recommendations to refuse planning permission, officers should be required to write enforcement reports under Part 2 of the agenda on the same Planning Committee with recommendations for the taking of enforcement action.**

Officer Response:

Having due regard to considerations of expediency, action as set out above will be taken.

- 5. The improvements currently being undertaken under the Ocella Enforcement database system are continued to enable enforcement officers to work more effectively.**

Officer Response:

Following on from a number of improvements introduced to date, with assistance from E-Government officers, further initiatives are actively being pursued.

- 6. That officers identify other Local Authorities in England and Wales with similar problems (construction of buildings in back gardens) with a view to seeking their support in establishing a joint campaign to lobby for changes to the law and**

² A Planning and Building Control database used by Local Government Departments

relevant regulations and criminalisation. In addition to seek support for such lobbying from London Councils, the Local Government Association and other groups.

Recommended Changes

- a. An amendment requiring owners to apply for planning permission for outbuildings with a floor area greater than 25 sq. metres. (measured externally).
- b. Changes to Class VI 'Small Detached Buildings' of Part II 'Control of Building Work' of the Statutory Instrument 2000 No. 2531 'The Building Regulations 2000' to remove the option for uncontrolled detached buildings with a floor area in excess of 15 sq. metres.

Officer Response:

- a. *Although a change to the General Permitted Development Order as suggested may be beneficial in terms of restricting the eventual use of outbuildings/detached structures, officers consider it unlikely that an attempt to introduce such an amendment would be favourably received. The reasons for reaching this conclusion being; following a lengthy period of consultation, as recent as October 2008 the referred to Order was subject to a number of changes (Amendment Order No.2) and the Order was accompanied by open expressions of reluctance on the part of Central Government to impose further controls upon householders. Nonetheless officers will formally write on behalf of the Council to the Department of Communities and Local Government to raise this issue.*
- b. *The introduction of this reduced floor area would bring control to structures that are likely to be converted to living accommodation. Residents would benefit from early advice from Building Control Bodies who can advise whether Planning Permission is required and if the building would meet the requirements of the Building Regulations 2000. It needs to be noted that this is likely to be met with resistance from residents as they would be required to submit formal Building Regulations Applications with relevant fees for work that was previously not controlled.*

7. **That consideration be given to the imposition of Article 4 Directions on certain areas in the Borough, in particular, those wards where the problem of outbuildings is most prevalent, and to submit a formal application to the Department of Communities and Local Government for confirmation of Article 4 status in these particular wards.**

Officer Response:

As a consequence of impending changes to planning legislation (both General Permitted Development and Use Classes Orders), the ability of a Local Planning Authority (LPA) to justify the imposition of an Article 4 Direction is likely to be far harder.

Under the referred to legislation, the use of a dwellinghouse as "a House of Multiple Occupancy" (HMO) – in line with the Housing Act: occupation of a property by 3 or more persons not being members of the same family - will constitute a material change of use requiring prior planning approval. Local Planning Authorities will then be in a position to

impose controls over the number/manner in which both dwellinghouses and/or outbuildings may be used.

The serving of an Article 4 direction is a lengthy process, which if agreed by the relevant Area Planning Committee would require the drafting of the Order be undertaken by the Councils legal team (who have not at this stage assessed the likelihood of the Secretary of State agreeing an Article 4 direction). An Article 4 direction could also raise the issue of compensation payments. It is considered that prior to presenting any report to Committee officers would need to assess how viable an Article 4 direction would be in practice. This would require dialogue with the Councils legal team, analysis of any financial considerations (re: Compensation) and discussion with the Department of Communities and Local Government.

Financial Implications

There are no additional financial commitments arising from this report that are not already contained within the Departments overall budget. Any implications of the serving of an Article 4 Direction would be considered in the Committee report addressing such a matter.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendations?

The committee's recommendations will improve the Council's ability to take effective enforcement action by reducing the timescales for the taking of enforcement action in relation to the unauthorised construction and use of detached out buildings. In doing so, this will improve the public's perception of the Authorities enforcement function and partnership working.

Consultation Carried Out or Required

The committee took evidence from officers as described on pages 12 – 16 of the review report.

CORPORATE IMPLICATIONS

Corporate Finance

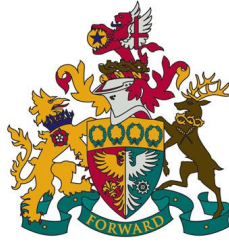
Corporate Finance has reviewed this report and is satisfied that there are no additional financial implications arising from the recommendations. An imposition of an Article 4 Direction could result in compensation payments. Any implications of the serving of an Article 4 Direction would be considered in the report addressing that particular matter.

Legal

The proposals and options are at an early stage. We recommend that proposals to seek a change in the law, or to promote legislative orders should now be considered together with the Legal Services Environment and Planning Team. Legal Services Environment and Planning Team closely support the work of the Planning Enforcement Team. We are unaware of any case in the last twelve months where an Inspector has upheld an enforcement appeal against a Council enforcement notice served in relation to unauthorised use of outbuildings."

BACKGROUND PAPERS

NIL



HILLINGDON

LONDON

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

2009/2010

PLANNING ENFORCEMENT – CONSTRUCTION AND USE OF DETACHED OUT-BUILDINGS (HOMES IN BACK GARDENS) *Final Report*

Members of the Committee

Councillor Michael Markham (Chairman)
Councillor Kay Willmott-Denbeigh (Vice-Chairman)
Councillor Lynne Allen
Councillor Paul Buttivant
Councillor Janet Duncan
Councillor Judy Kelly



Planning Enforcement – Construction and Use of Detached Out-Buildings (homes in back gardens)

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Backing Documents:

Annex A

- Case Study – Large outbuilding built in the rear garden of 3 bedroom detached semi-detached house in the Sipson area - Page 18

Annex B

- Motion from Council – 5 November 2009 – Page 21

Annex C

- Primary Planning Legislation – Page 20

Annex D

- Contact details for Service/Teams on receipt of complaint /involvement in subsequent investigation – Page 25

CHAIRMAN'S FOREWORD



The construction and use of detached buildings in back gardens is a growing problem that is set to worsen in the current economic climate and is an issue that residents across the borough are continually raising with councillors.

The Committee, therefore, felt that it would be timely to undertake a review that took stock of the current situation, the key issues we are faced with and that looked at future policies and action that might be undertaken by the Council in relation to the Planning Enforcement of outbuildings in back gardens,

To assist our deliberations, we received a number of comprehensive reports and took evidence from officers of the Council.

Our conclusions are presented at the end of the report. Overall, the Committee was satisfied with the processes and performance of the Planning Department. However, we have proposed several recommendations to improve current processes. If agreed, our recommendations will reduce the timescales for the taking action against the construction and use of unauthorised detached out-buildings thereby reducing enforcement costs.

The remit of the review did not include an investigation into the Planning service, but sought to assist the Committee to better understand the processes and timescales necessary in order to take effective enforcement action.(with regards to the construction and use of detached out-buildings) .

Our recommendations cover three main areas:

- Networking and information sharing of best practice
- New technology and improved efficiency
- Legislative changes that might be considered

The recommendations are not the result of a comprehensive review.

Cllr Michael Markham

Summary of Recommendations

This review examines the construction and use of unauthorised detached out-buildings (homes in back gardens) in the Borough and the enforcement role the Council plays in tackling this. Following the evidence received, we make the following recommendations.

- 1. That the Planning Enforcement Team continue its inter departmental forum involving Private Sector Housing, Council Tax, Housing Benefits and Building Control departments and meets on a regular basis to exchange views, intelligence and to work more closely in dealing with unauthorised outbuildings corporately. That officers continue to update the working protocol.**
- 2. That the Planning Enforcement Team continues to work with various outside bodies, such as the District Valuer, the Border Agency, Fire Service and Local Police to share intelligence where appropriate.**
- 3. That the Planning Enforcement Team continues to seek changes to the working protocol between Planning Enforcement and Planning Officers dealing with retrospective planning applications, in particular to make changes to the Ocella Database¹ to identify enforcement concerns to planning officers and investigate a corporate joint IT system.**
- 4. Where appropriate, if retrospective planning applications for retention of outbuildings or separate residential dwellings are submitted to the Planning Committee with recommendations to refuse planning permission, officers should be required to write enforcement reports under Part 2 of the agenda on the same Planning Committee with recommendations for the taking of enforcement action.**
- 5. The improvements currently being undertaken under the Ocella Enforcement database system are continued to enable enforcement officers to work more effectively.**
- 6. That officers identify other Local Authorities in England and Wales with similar problems (construction of buildings in back gardens) with a view to seeking their support in establishing a joint campaign to lobby for changes to the law and relevant regulations and criminalisation. In addition to seek support for such lobbying from London Councils, the Local Government Association and other groups.**

¹ A Planning and Building Control database used by Local Government Departments

Recommended Changes

- i) An amendment requiring owners to apply for planning permission for outbuildings with a floor area greater than 25 sq. metres. (measured externally).**
 - ii) Changes to Class VI ‘Small Detached Buildings’ of Part II ‘Control of Building Work’ of the Statutory Instrument 2000 No. 2531 ‘The Building Regulations 2000’ to remove the option for uncontrolled detached buildings with a floor area in excess of 15 sq. metres.**
- 7. That consideration be given to the imposition of Article 4 Directions on certain areas in the Borough, in particular those wards where the problem of outbuildings is most prevalent, and to submit a formal application to the Department of Communities and Local Government for confirmation of Article 4 status in these particular wards.**

Introduction

Background and Importance

Overview: The current economic climate and factors contributing to the increase in the numbers of homes in back gardens

The Government, in the guise of the Planning Inspectorate, has recognised the impact of the current economic down-turn in terms of a likely increase in the number of breaches of planning control. Experience gained during previous such periods indicates an increase in the region of 25%. Earlier this year, in furtherance of canvassing opinion of Local Planning Authorities, the Planning Inspectorate confirmed the intention to recruit/train additional staff in order to process the expected rise in the number of enforcement related Appeals.

A further statistic giving rise to concern is that of a decrease nationally in the submission of planning applications. Planning Portal recently reported a decline of some 30% in the number of planning applications being submitted. Although this could be in most part due to the downturn in the economy.

The potential size of the problem

Structures in rear gardens

The erection of structures in gardens without Planning or Building Control regulation is a particularly challenging issue. This is a London wide matter and reflects demand for rented accommodation and gaps in current Planning legislation. Based on observations during the Houses in Multiple Occupation (HMO) survey, and counts in a number of streets in Hayes, officers estimate there are between 2000 and 3000 such structures, numbers of which are privately rented, either singly or in multiple- occupation. These structures do not tend to show up in HMO counts or censuses and, where occupied, are likely to be on cash basis.

The current process and remedial actions available

Current Planning Enforcement does not enable the concentration of efforts upon individual area(s) of concern, one of which is the unauthorised erection and use of outbuildings within existing residential properties (dwelling houses).

Primarily, the Council's Planning Enforcement section relies upon nearby residents/ neighbours to advise them of unauthorised outbuildings. Generally neighbours will advise the Enforcement Team through emails, the internet or direct phone calls through to the Council's Contact Centre.

The Enforcement Team also work in co-operation with the Private Sector Housing Team who report potential unauthorised outbuildings. The Enforcement Team also has strong links with Council Tax Collections who advise of property owners having applied to obtain separate Council Tax rating on outbuildings. The District Valuations Office informs the Council where their officers have seen potential breaches of planning control on site.

The Enforcement Team liaise with the local Police who contact the Council where they suspect person(s) to be living in outbuildings. Elected Members, via Members' Enquiries, contact the Enforcement Team in circumstances where local constituents complain to them direct or where Members have identified outbuildings during their ward walks.

The workload of the Enforcement Team has risen significantly in recent months. Officers contribute the increase to both a heightened awareness on the part of the public of the Enforcement function within the Borough and an overall trend toward non-compliant behaviour resulting from the 'down-turn' in the national economy. This situation according to a number of reliable sources is likely to continue for the foreseeable future.

In addition to the above, together with the effects of both legislative constraints imposed upon Planning Authorities and the complexity of certain of the cases, concern has been expressed over the ability of local authorities to provide an adequate and robust response.

Reasons for the review

To consider whether there are any improvements that can be made to the processes currently used to enforcement construction and the use of detached out-buildings.

Connected work (recently completed, planned or ongoing)

Following a review of the Enforcement function undertaken in 2005, the need for an increase in resources was acknowledged by Members and officers alike. As a result, the formation of the Team was enhanced both in terms of management and number of case (Enforcement) officers.

In early 2008 Members agreed to a further increase in the number of permanently employed officers.

Since 2006 working procedures have progressively been evaluated against recognised Best Practice. As a consequence, a number of initiatives have been introduced both in terms of internal procedures and Partnership working. The improved effectiveness of the Enforcement function can be measured against a number of indicators, namely:

- Ability of the Team to investigate/process a marked increase in the number of complaints
- Increased number of reports submitted to Planning Committees,
- The number of Enforcement Notices served
- The number of Enforcement Notices complied with
- Number of successful Court prosecutions - resulting in the imposition of substantial fines and awarding of costs,
- The significant number of cases resolved through negotiation - resulting in a financial saving to the Council, and a less combative approach

Aim of the Committee's Review

To review the construction and use of unauthorised detached out-buildings (Homes in Back Gardens) in the Borough and the enforcement role the Council plays tackling this.

Key issues and Terms of Reference

Key Issues addressed by the Committee

- Why does it appear to take so long to identify breaches in relation to homes in back gardens?
- What processes are currently in place?
- What is the level of complaints/enquiries in relation to use of buildings in back gardens as homes?
- How can we improve the public perception of our enforcement function and partnership working?

What legislative changes might be needed to reduce the construction of such buildings?

Terms of Reference of the Review

1. To understand the Council's statutory duty enshrined in planning legislation in relation to the enforcement process in relation to unauthorised use of outbuildings as homes.
2. To examine how the owners of unauthorised properties are identified and dealt with.
3. To review the timescales and processes dealing with unauthorised properties by the council and other bodies involved, e.g. enforcement, private sector housing, council tax and building control.
4. To investigate whether existing legislation assist the council in tackling the problem effectively.
5. To seek out views from a number of key witnesses and stakeholders
6. To make recommendations to Cabinet, as appropriate.

Methodology

We decided to investigate this issue as a single meeting review topic.

Officers provided the Committee with a background paper which provided information on the following issues:

- Where are we now?
- The issues faced
- Criminalisation of the Planning Process
- Current Professional Advice
- What needs to be done and possible changes to the law
- Planning Enforcement Legislation (see Annex C)
- A Case History (See Annex A)
- Motion to Council (See Annex B)

Using this information to inform the witness session, the Committee took evidence from the following officers:

- *James Rodger* - Head of Planning and Enforcement - London Borough of Hillingdon
- *Jim Lynn* – Enforcement Manager, London Borough of Hillingdon
- *Eddie Adamzyck* – Deputy Enforcement Manager, London Borough of Hillingdon

The issues highlighted in the background report are detailed below:

Residents' & Environmental Services Policy Overview Committee Review
Planning Enforcement – Construction and Use of Detached Out-Buildings
February 2010

Findings

WHERE ARE WE NOW?

The Planning Enforcement Team currently comprises of one part time Enforcement Team Manager, one full time deputy team manager, five full time enforcement officers and one full time technical support officer to the team. In the period of the 1 January 2009 to 30 November 2009, the team has received 786 enforcement cases, of these 63 related to complaints regarding outbuildings within the Borough.

ISSUES FACED

The Enforcement Team deals with a variety of issues from alleged breaches of planning control, alterations to listed buildings, changes of use, non compliance with planning conditions, buildings/structures, demolition in conservation areas, advertising structures, cutting/felling or pruning of protected trees and hedgerows, failure to comply with the requirements of planning legal notices such as Section 106 notices, enforcement notices, breach of conditions notices and stop notices and taking further prosecution or injunctive action where appropriate.

When investigating possible breaches of planning control where outbuildings are concerned, the main issues which enforcement officers face is proving that the outbuilding is being used as a separate residential unit.

Often officers find it difficult to gain access into an outbuilding or getting the appropriate information in terms of names of occupiers, rental or tenancy agreements. Unfortunately it is a fact of life that many of the owners are not living at the property and are therefore difficult to track down.

Other issues are the complexity of the legislation and especially legislative constraints and case law which require the Council to prove that the outbuilding is being used as a separate residential dwelling and not incidental to the main dwelling house.

Enforcement Officers do have statutory rights of entry under Section 196 (A) of the Town and Country Planning Act 1990 (as amended). Where officers are denied entry by owners/occupiers, formal inspection letters are written advising owners of an appointment to view the property. A minimum of 24 hours notice is required under Section 196(A) and if they are denied entry prosecution action can be taken or apply to the Court for a warrant to enter premises.

During this period changes may be made to the outbuilding, in an effort to mask and conceal the fact that it is being used as a separate residential unit. The investigatory process can become a time consuming process. Officers can also serve Planning Contravention Notices to gain further information on the use of the outbuilding, including any copies of tenancies, rental agreements etc. Again a minimum of 28 days is given to the owners to reply back to the Council's questions and it is a criminal offence not to complete/return the questionnaire incorporated in the notice. Often owners will try and prolong this process for their own gain.

CRIMINALISATION OF THE PLANNING PROCESS

In respect of criminalisation of breaches of planning control, the Government reviewed the enforcement procedures in the Carnwath Report entitled "Enforcing Planning Controls" (February 1989) when it was decided not to make unauthorised development a criminal offence.

Any change to the legislation would have both a major impact upon households and lead to an increase in resources necessary to police the new laws. Inevitably criminalisation of planning breaches may not be politically acceptable as it would be contrary to the governments desire to reduce regulatory controls and it would require a review of working practices/ procedures.

Complexity of the existing planning law/ guidance undermines the ability of government to enact legislation recognising unauthorised development as a criminal offence. In addition it could be argued that to do so would take away the transgressors right to challenge planning policies or give them the opportunity to negotiate a solution.

PROFESSIONAL ADVICE

Officers are bound by the Enforcement Concordat introduced by Central Government whereby the Enforcement Service is governed by the protocols of Consistency, Proportionality, Openness and Helpfulness. Communication to all members of the public is given in an open, transparent and courteous manner by officers. It is not appropriate/ acceptable for officers to act as planning agents for any transgressors. All information given to the transgressor is based upon the planning merits and facts of the case. Officers are actively discouraged not to favour one side against the other.

WHAT NEEDS TO BE DONE

Improvements to the Service

1) As already mentioned in the report to the Committee on the 18 November 2009, the planning enforcement team is looking to set up an inter departmental forum involving Private Sector Housing, Council tax, Housing Benefits and Building Control to meet up on a regular basis to exchange views, intelligence and work more closely in dealing with unauthorised outbuildings Corporately.

The Enforcement Team has already built up direct links with various outside bodies such as the District Valuer, The Border Agency, Fire Brigade and local Police to share intelligence where appropriate.

Significant progress has been made to enable both the exchange of information and work with other Council departments and outside agencies.

2) Currently changes are also being made to the working protocol between Planning Enforcement and Planning Officers dealing with retrospective planning applications, changes to the Ocella Database will flag up enforcement concerns to planning officers.

3) Where appropriate, if retrospective planning applications for retention of outbuildings or separate residential dwellings are submitted to the Planning Committee with recommendations to refuse planning permission, officers will also be required to write enforcement reports under Part 2 of the agenda on the same Planning Committee with recommendations for the taking enforcement action. This will speed up the time for the Council to take enforcement action where it is considered expedient and the outbuilding is considered to be unacceptable in planning terms.

4) Improvements are currently being undertaken under the Ocella Enforcement database system to enable enforcement officers to work smarter and effectively: adding more functions on to the database and creating new protocols between the enforcement team and The Borough Solicitor to expedite matters in the time taken to serve enforcement notice(s).

POSSIBLE CHANGES TO LAW

Presently part of the problem in controlling the use of outbuildings as separate residential units is the fact that under the provisions Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (Class E) house owners can build outbuildings under Permitted Development without the need to apply for express planning permission to the Council.

1) An amendment could be sought from central government requiring owners to apply for planning permission for outbuildings with a floor area greater than 25 m sq (measured externally). This would effectively bring a larger number of outbuildings under planning control but allow smaller structures to be built without recourse to the Local Planning Authority.

Although this would increase the workload in terms of number of planning applications received, it would bring into the control of the planning authorities outbuildings which were previously outside local governments direct control. Wording of an amendment would have to be carefully drafted to ensure that owners could not get round the GPDO by building a number of smaller structures.

2) Other possible changes to the law could be under the Building Regulations Act 2000 whereby changes to the schedule of exempt buildings schedule could be made under Regulation 9, of Schedule 2, Class VI (Small detached buildings). Currently the floor area of a outbuilding not exceeding 30 sq m is exempt from building control under the building acts, this figure could be reduced to 20 sq m bringing more outbuildings under the control of the Council.

3) The Local Planning Authority could consider the imposition of Article 4 Directions in certain areas in the Borough, in particular those wards where the problem of outbuildings is most prevalent. (An Article 4 Direction allows a Local Authority, in exceptional circumstances, to withdraw a permitted development right within a limited area.)

The Article 4 direction would take away the permitted development rights to build these structures in the rear garden and would require the householder to apply for planning permission. A study showing the effect of these structures and the consequences in the area would need to be carried out to back up the Council's case. The study along with a formal application could then be given to the Department of Communities and Local Government for confirmation of Article 4 status in these particular wards.

This would then require householders to apply for planning permission for outbuildings and give the Council greater control over the size and use of these buildings in these particular wards.

It should be noted that under the current planning legislation the issue of an Article 4 Direction can lead to the risk of compensation through the withdrawal of planning permission by way of an Article 4 Direction removing the householders Permitted Development rights.

The new provisions of the Planning Act 2008 will introduce protection from payment of compensation providing the Local Planning Authority give notice of the withdrawal of Permitted Development rights to all affected for a period of 12 months before the legislation comes into effect.

Recommendations

At the December meeting, Officers provided an overview of current planning enforcement and the use of detached out-buildings as homes in back gardens. A number of points were raised in discussion, which are detailed below and the Committee has made the following recommendations in respect of them:

Witness Session

Changes to the Permitted Development Order made in October 2008

Officers reported that the change made in relation to outbuildings was in regard to the height and distance from the dwellinghouse and needing to be incidental to the dwellinghouse. Prior to 2008 larger outbuildings were allowed under permitted development rights. We heard that where occupiers applied for Certificates of Lawfulness for outbuildings where it was felt that a building was not being used incidental to the main dwellinghouse the certificate had been refused.

It was agreed that although this change had tackled the size of outbuildings allowed in rear gardens the committee should not be distracted by this change. The use being made of outbuildings in rear gardens was the issue and what needed be done to improve the timescales for enforcement of the unauthorised erection and use of outbuildings within existing residential properties.

Our review recognised that officers worked closely with other departments but it was important that this continued and a recommendation was suggested to this effect. A procedure has already been agreed and introduced in terms of the initial stages of an investigation this is attached at Annex D for information.

Recommendation 1 - That the Planning Enforcement Team continue its interdepartmental forum involving Private Sector Housing, Council Tax, Housing Benefits and Building Control departments and meets on a regular basis to exchange views, intelligence and to work more closely in dealing with unauthorised outbuildings corporately. That officers continue to update the working protocol.

The Enforcement Team and working relationships with outside agencies.

Officers reported that they had built up links with various outside agencies including the Police Service, Fire Brigade and Boarder Agency and shared intelligence as appropriate.

The committee suggested that where it was known that an outbuilding was being used as a separate dwelling that the District Valuer should be notified immediately.

Officers advised that they would liaise with Council Tax to see whether the principle of notifying the District Valuer in relation to the use of outbuildings as separate dwellings was something that could be brought into practice.

Officers explained that a recent development in terms of Partnership working is a request made on behalf of the UKBA (UK Border Agency). The UKBA seek information on cases of unauthorised residential occupation i.e. garages, detached buildings, conversion to HMOs, in particular, instances where there is information to suspect the occupants may be illegal immigrants. This initiative has yet to be explored. Arising out of this evidence the following recommendation was suggested.

Recommendation 2 - That the Planning Enforcement Team continues to work with various outside bodies, such as the District Valuer, the UK Border Agency, Fire Service and Local Police to share intelligence where appropriate.

The current database system used by the Enforcement Team and Contract Planning Officers

Our review was informed that the Enforcement Team liaised with various departments within the Council on a regular basis. It was felt there was a need to look at the databases held by departments to see whether the information held could be made accessible corporately, which would save time when investigating cases across the Council.

Ocella was the database system being used in the Enforcement Team and that changes were being made to enable exchange of information in regard to retrospective planning applications in relation to the erection and use of outbuildings within existing residential properties to be shared with officers in the Enforcement Team. This would enable a Part 2 enforcement report to be considered at the same meeting a report on the retrospective planning application, if it was being recommended for refusal. This would improve the timescales for enforcement action being taken. A recommendation to this effect was suggested.

Our review advised that the current contracts of planning officers job specification could be changed to include the requirement to write planning and enforcement reports. Officers from the Enforcement Team would still have an input into the reports to provide the reasons for expediency. This could be addressed in the new contracts when being renewed.

Recommendation 3. That the Planning Enforcement Team continues to seek changes to the working protocol between Planning Enforcement and Planning Officers dealing with retrospective planning applications, in particular to make changes to the Ocella Database to identify enforcement concerns to planning officers and investigate a corporate joint IT system

Recommendation 4 - The improvements currently being undertaken under the Ocella Enforcement database system are continued to enable enforcement officers to work more effectively.

Recommendation 5 - Where appropriate, if retrospective planning applications for retention of outbuildings or separate residential dwellings are submitted to the Planning Committee with recommendations to refuse planning permission, officers should be required to write enforcement reports under Part 2 of the agenda on the same Planning Committee with recommendations for the taking of enforcement action.

The changes sought to the permitted development rights.

Officers reported that the change was to seek the reduction of the size of an outbuilding from 30 sq m to 25 sq m and would enable larger outbuildings to be bought under the control of the Local Planning Authority.

The committee felt that this was something that other authorities might support and that Hillingdon should take the lead and write to other planning authorities to ask for their views. If there was wide support for seeking these changes, then a campaign for a change in the law might be undertaken.

In regard to the criminalisation of breaches of planning control this was reviewed in 1989 when it was decided not to make unauthorised breaches a criminal offence. The committee felt that before this was taken further, discussions needed to be undertaken with other departments before any review was sought on criminalisation of breaches in planning control.

Recommendation 6 - That officers identify other Local Authorities in England and Wales with similar problems (construction of buildings in back gardens) with a view to seeking their support in establishing a joint campaign to lobby for changes to the law and relevant regulations and criminalisation. In addition to seek support for such lobbying from London Councils, the Local Government Association and other groups.

Recommended Changes

- i. An amendment requiring owners to apply for planning permission for outbuildings with a floor area greater than 25 sq. metres. (measured externally).***
- ii. Changes to the schedule of exempt buildings schedule under Regulation 9, of Schedule 2, Class VI (small detached buildings) of the Building Regulations Act 2000 to reduce it to 20 sq. metres.***

The implications of Article 4 Directions.

Our review was informed that an Article 4 Direction took away permitted development rights so that any proposed development would require a planning application to be submitted. An Article 4 direction can be sought for certain areas where the problem of outbuildings are most prevalent and would give the Planning Authority greater control over these kinds of development.

A study showing the effect of these structures and the consequences in the area would need to be carried out to back up the Council's case if an Article 4 Direction was sought. The study along with a formal application would then be made to the Department of Communities and Local Government for confirmation of the Article 4 status in these areas.

Members were informed that the current planning legislation regarding Article 4 Directions can lead to the risk of compensation by removing the householders Permitted Development rights. New provisions of the Planning Act 2008 would introduce protection from payment of compensation providing the Local Planning Authority had given notice of the withdrawal of Permitted Development rights to all affected for a period of 12 months before it came into effect.

Recommendation 7 - That consideration be given to the imposition of Article 4 Directions on certain areas in the Borough, in particular those wards where the problem of outbuildings is most prevalent, and to submit a formal application to the Department of Communities and Local Government for confirmation of Article 4 status in these particular wards

Closing Word

Following a review of the Enforcement function in 2005, the management of the Team was enhanced and the number of case officers was increased to address the growing number of enforcement cases. Of the 786 enforcement cases last year, about 7% related to complaints about outbuildings in the Borough. In view of the downturn in the economic climate, the lack of readily available cheap mortgage finance and the potential financial gains to be made from detached outbuildings the prevalence of planning enforcement cases related to the construction and use of detached outbuildings is set to increase.

Our review has shown that ability for officers to readily access (share) intelligence will constitute a major step forward, likely to result in enhanced inter-departmental working and the more efficient use of resources (officer time/effort). This facility will have numerous benefits across the Council including *lessening the time taken to progress investigations and reducing the time taken to instigate action as appropriate, thereby reducing costs to the Council.*

In addition to the innovate use of ICT systems, we suggest that further working practices could include *agreed protocols for inter-Directorate working, regular case review meetings and a forum for Managers to explore further initiatives/partnership working.*

Most of the regulatory controls administered by the Council are complex, particularly in terms of legislation and Governmental guidance. In order that complaints (and other matters) are thoroughly investigated and action taken, it is essential that officers are employed with appropriate expertise and qualifications. In addition, we are of the view that the relevant laws need to be changed and urge the commencement of a campaign to encourage Government to introduce such changes.

Finally, the Committee would like to thank the witnesses who contributed to the review, and also the officers who advised on the main issues from the Council's perspective. Particular thanks go to Jim Lynn and the Enforcement Team for their comprehensive briefings on this topic. We commend the report and recommendations to Cabinet

CASE STUDY LARGE OUT BUILDING BUILT IN REAR GARDEN OF 3 BEDROOM SEMI DETACHED HOUSE IN THE SIPSON AREA.

The outbuilding in question first came to the attention of the planning department in November 2006 via complaints from nearby residents. A site visit was made by the planning Enforcement officer on the 30 November 2006. Investigations revealed that a large out building had been constructed in the rear garden which was twice the ground floor area of the parent building being 99 sq m in area.

Letters were sent out to the owner in both December 2006 and February 2007 advising the owner of the planning breach and requesting that they contact Planning Services. A telephone call was received from the owner on the 3 May 2007; the owner was advised to reduce the size and height of the building. The owner advised officers that he would be submitting a planning application to retain the building as built. Further phone calls from the owner were received on the 10 May and 5 June 2007.

An application for planning permission for retention of the outbuilding, submitted on the 10 December 2007, was refused by the Council on the 19 May 2008 and the matter passed back to the Enforcement.

A subsequent enquiry of H M Land Registry established details of parties with an interest in the land. Liaison with Public Sector Housing officers revealed prior knowledge of the outbuilding/use as a separate dwelling. The Council Tax Collections were also advised of the breach in planning control.

On 30 September 2008 a further site visit undertaken by the Enforcement case officer provided evidence (including photographic) of both sleeping and kitchen facilities were present and in use. With the assistance of the Building Control Surveyors, plans submitted as part of an application for approval under Building Regulations were inspected.

On 9 October 2008, in an effort to ascertain further information: when the outbuilding was built and details of person(s) resident, a PCN was issued/served. A further check of the site revealed a lady (a North Korean national) to be residing in the outbuilding.

Subsequently, the land-owner submitted an application for the grant of a Certificate of Lawfulness of Existing Development (CLUED) - later to be withdrawn.

The PCN questionnaire, having been completed, was received on the 21 October 2008.

On 6 January 2009 a report was placed in front of the Planning Committee, as a result of which Members authorised the taking of formal Enforcement action. On 29 January 2009 a Notice was served upon both the owner and person with an interest in the property. Subsequently, the land-owner submitted an Appeal against the service of the Notice which resulted in a hearing taking place on 3 September 2009.

On 17 September 2009 the Decision letter was published, dismissing the Appeal and upholding the Notice. As a consequence of the Appeal process, the date for compliance with the requirements of the Enforcement Notice has been re-scheduled until 17 December 2009 by which time the outbuilding is to be demolished and all materials, plant and machinery associated with the works removed from the site.

MOTION FROM COUNCIL – 5 NOVEMBER 2009

This Council is aware that there is strong public concern about the development of out buildings in back gardens particularly for use as rented homes.

This Council notes that it is a growing problem not helped by the government's changes to the planning system with regard to permitted development rights. It is pleased to note that officers for Planning Enforcement, Private Sector Housing and the Councils Tax collection teams are now working together on this issue and that this issue will be given full scrutiny through the RESPOC and through the HIP process.

This Council calls upon the Cabinet Member for Planning & Transportation to look at this issue in depth and then take appropriate action including lobbying Central Government to review this long ignored area of Planning Legislation to give it more teeth to prevent this spread of what is often un-neighbourly development.

1. Planning Enforcement operates within a legislative boundary (Town and Country Planning Acts). Key functions of Planning Enforcement are:

- (i) Investigation of alleged breaches of planning control
- (ii) Regularising or remedying breaches

In over 90% of cases, the involvement of the Enforcement team does not result in the Council serving a formal notice(s). This is because complaints may not be breaches of planning control, there may be a negotiated solution to the issue or the activity or use(s) cease following the involvement of an Enforcement officer.

- (iii) Determining whether breaches can be rectified through submission of a planning application.

In a high proportion of cases it will be identified that a planning application is required. It is recognised good practice, prior to consideration of serving an Enforcement Notice and unless it is clearly evident that an application is fundamentally contrary to development plan policy, to enable submission of a planning application,

2. Further important parameters under which the Planning Enforcement service operate are listed below:

- (i) Undertaking development without planning permission is not a criminal offence.
- (ii) The taking of formal Enforcement action is at the discretion of the Local Planning Authority.
- (iii) There is a statutory requirement to consider whether it would be 'Expedient' to take formal Enforcement action. This means that the fact that something does not benefit from planning permission does not mean Enforcement action should always be taken.
- (iv) Planning Enforcement should seek to safeguard matters of recognised importance:-

"Whether the breach of control unacceptably affects public amenity of the existing use of land or buildings meriting protection in the public interest"

- (v) Planning Enforcement officers have to be mindful of the 'Considerations' defined by the Human Rights Act 2000.
- (vi) Planning Enforcement must be proportionate in terms of the impact upon the recipient of a Notice(s) weighed against the public interest.

3. There are various legislative tools to Enforce against confirmed breaches of planning control where it is considered expedient to do so, these are listed below:
 - (i) Enforcement notice - requiring steps to be taken to remedy the breach(es) of planning control within a prescribed period.
 - (ii) Stop Notice, served following the service of an Enforcement notice but prior to the 'effective' date. It is useful when the LPA consider something must be stopped urgently – there is the risk to the Council of compensation but only in circumstances where it is determined that a breach(es) of control had in fact not taken place.
 - (iii) Temporary Stop Notice - may be served without the need to serve an Enforcement Notice. It is useful when the LPA feel something must be stopped urgently – there is the risk to the Council of compensation with this type of notice.
 - (iv) Breach of Condition Notice - where there is a failure to comply with any condition or limitation imposed by the grant of planning permission or by Statute ('Permitted Development') e.g. not undertaking planting or landscaping.
 - (v) Injunction - by application to either High Court or County Court, to restrain any actual or expected breach of planning control.
 - (vi) Section 215 Notice – 'untidy land' – (Could use the example of Hayes gate with the tower block covered in graffiti and broken windows).
 - (vii) Section 11 Notices – under the London Local Authorities Act for advertisement hoardings
 - (viii) Direct Action – using Section 178 of the T&CP Act - only applicable if all other Enforcement routes have been exhausted.

4. Most local Authorities have the focus of their Enforcement work related to commercial or householder planning breaches. Hillingdon has a wider diversity of cases, often very complex cases related to:
 - (i) Minerals - the Council is responsible for large areas of Green Belt land, in which mineral and waste operations are located.
 - (ii) Houses of Multiple Occupation (HMO's) associated with either the expanding University or College campuses or accommodation associated with illegal immigrants. This is a particular issue within the south of the Borough.
 - (iii) Airport related activities, such as, off-airport car parking. Again this is a particular issue within the south of the Borough.

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 - (iii) Airport related activities, such as, off-airport car parking. Again this is a particular issue within the south of the Borough.

6. The Enforcement team are increasingly involved in partnership working involving a broad range of both internal departments and external organisations. There is joint working with:
 - (i) Environmental Protection Unit (EPU) on Licensing, noise and/or lighting nuisance, construction disturbance, rubbish/deposit of waste etc.
 - (ii) Building Control Surveyors on breaches of planning and/or Building Regulations and Dangerous structures,
 - (iii) Highway officers on highway safety matters, display of Advertisements, sale of motor vehicles from the public highway.
 - (iv) Trees & Landscape officers on a variety of unauthorised Tree work, failure to undertake landscaping (Planning conditions/Legal Agreements).
 - (v) Land Charges - ensuring Enforcement related information is recorded and made available as required.
 - (vi) Conservation Officers regarding Listed buildings and Conservation Area Enforcement
 - (vii) Council Tax Collection/Business Rates and Benefit Fraud investigations
 - (viii) Private Sector Housing Team
 - (ix) External Partners for which assistance requested/notified as considered appropriate:
 - Police
 - Inland Revenue
 - Customs & Excise
 - Environment Agency
 - Housing Associations

- HM Land Registry
- DVLA, and Vehicle Inspectorate (VOSA) - all of which are contacted in circumstances considered appropriate.

Alleged unauthorised residential use of Outbuildings.

Contact details for the Services/Teams to be informed upon receipt of complaints/involvement in subsequent investigation:

1. Private Sector Housing:

wporter@hillingdon.gov.uk and/or chikson@hillingdon.gov.uk (Technical Admin Team)

Telephone: ext 7437 or 4189

Alternatively: [_PSHTeamHousing@hillingdon.gov.uk](mailto:PSHTeamHousing@hillingdon.gov.uk)

2. Investigation Team:

benefitsfraud@hillingdon.gov.uk

For urgent checks/case discussions contact Garry Coote, Fraud Investigations Manager, email gcoote@hillingdon.gov.uk

Telephone: ext 0369.

3. Hillingdon Homes:

Dependant upon the location of the premises in question:-

HHCommunityHousingHayes or

HHCommunityHousingRuislip or

HHCommunityHousingUxbridgeAndYiewsley@HillingonHomes.ltd.uk

(Awaiting telephone contact details)

4. Planning Enforcement:

MRaven@hillingdon.gov.uk (Maureen Raven, Technical Support officer - direct line: (01895) 558126) or

Alternatively: [_Planning@Hillingdon.gov.uk](mailto:Planning@Hillingdon.gov.uk)

Residents' & Environmental Services Policy Overview Committee Review
Planning Enforcement – Construction and Use of Detached Out-Buildings
February 2010

5. Borders Agency

John Gascoigne (Immigration officer for Hillingdon)

john.gascoigne@homeoffice.gsi.gov.uk

Telephone: - 07768 777204.

Andy Kemp (immigration officer for Harrow)

andy.kemp@homeoffice.gsi.gov.uk

Telephone: - 07799 583215

NB. John and Andy work closely, share/exchange intelligence providing cover in one another's absence- all E-mails to be addressed to both officers.

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**SOCIAL SERVICES, HEALTH & HOUSING
POLICY OVERVIEW COMMITTEE:
MAJOR REVIEW OF THE TRANSFORMATION
AGENDA AND DIRECT PAYMENTS IN HILLINGDON**

Cabinet Member	Councillor Philip Corthorne
Cabinet Portfolio	Social Services, Health & Housing
Officer Contact	Charles Francis, Democratic Services
Papers with report	Social Services, Health & Housing Policy Overview Committee's review of 'The Transformation Agenda and Direct Payments in Hillingdon'

HEADLINE INFORMATION

Purpose of report	To receive the Social Services, Health & Housing Policy Overview Committee's report providing recommendations which address the progress made in delivering the new agenda for self directed support in the delivery of Social Care.
Contribution to our plans and strategies	This report contributes to the Transformation of Adult Social Care in Hillingdon which is part of the Adult Social Care, Health and Housing Improvement Programme.
Financial Cost	There are no additional financial implications as the one off costs of implementing Self Directed Support are contained within the Social Care Reform Grant provided by the Department of Health; and the allocation of an individual's personal budget is included within the department's revenue budget.
Relevant Policy Overview Committee	Social Services, Health and Housing Policy Overview Committee
Ward(s) affected	All.

RECOMMENDATIONS

That Cabinet:

- 1. Welcomes the attached report from the Social Services, Health and Housing Policy Overview Committee and note the general consensus it found in favour of the steps currently being taken to provide self directed support; and**
- 2. Accepts the recommendations of the Policy Overview Committee report highlighted below, noting the officer comments on their implementation.**

3. **Agrees that the Commissioning for Personalisation Strategy is brought to a future meeting of the Cabinet prior to publication.**
4. **Notes the comments made by the Chairman of the Audit Commission regarding funding pressures placed upon Councils in respect of Adult Social Care and calls upon the Government to ensure that the forthcoming Personal Care at Home Bill will be fully funded in line with the "New Burdens Doctrine"**

Policy Overview Committee Recommendations

- a) **To note the implementation of the personalisation agenda will not change the eligibility criteria for those seeking adult social care.**
- b) **That Officers be requested to develop a comprehensive marketing strategy to ensure universal information, advice and guidance is available to all adults in need of adult care services.**
- c) **That Officers be requested to work in partnership with external organisations, and in particular within the West London Alliance when commissioning services, to deliver best value through economies of scale, whilst maintaining quality of service.**
- d) **That Officers be requested to ensure that at each stage of developing a personal budget for an individual, as well as reviewing the effectiveness of services purchased using this budget, the potential for abuse or exploitation is identified and minimised.**
- e) **That Officers ensure robust safeguarding and monitoring systems are in place that respond quickly and in a timely manner in order to protect clients, carers and providers from instances of abuse to avoid the Council potentially becoming liable for the acts or omissions of the service provider.**
- f) **That the Committee revisit this topic in 12 Months time to assess the progress made by the Council and for the Officer report back to the Committee to include any cases where there have been allegations of abuse within the pilot schemes.**

Reasons for recommendation

The recommendations are aimed at building upon Hillingdon's approach to providing self directed support. There is a strong government expectation on all Local Authorities to provide more personalised services. Self directed support will have a significant impact on the delivery of all elements of social care and beyond. Enhancing the delivery of self directed support will enable Hillingdon's social care customers to make informed life choices and choose the best package of support options for them.

The Chairman of the Audit Commission Michael O'Higgins stated on 18th February 2010 that *"There are huge financial pressures on councils in the years ahead, but redesigning services and exploiting technology can make them better, more efficient and more personal."* It is the Cabinet's view that Hillingdon is at the forefront of the efficiency and personality of its care services and will continue with this approach. The Cabinet member is also aware of the potential funding shortfall with respect to the Government's Personal Care at Home Bill, which will only further increase the pressures on local authorities and is concerned that it is not being funded in line with the "New Burdens Doctrine"

Alternative options considered / risk management

The Cabinet could decide to reject or amend the Committee's recommendations.

Supporting Information

1. The Committee chose 'The Transformation Agenda and Direct Payments in Hillingdon' as a review topic in 2009/10 in response to the introduction of the new performance target - National Indicator NI 130 - 'Social Care clients receiving Self Directed Support' and the government expectation that all local authorities make significant progress by 2011-12.
2. The aim of this review was to review the progress in delivering the new agenda for self directed support in the delivery of Social Care with particular reference to: a) the development of the universal offer, b) ensuring services are in place to meet individual need and choices and c) systems of monitoring standards and safeguarding vulnerable people in the new system.
3. The review took place between June 2009 and January 2010.
4. The Committee heard from the Transformation Team Manager, the Transformation Change Manager, Julia Woods Regional Manager South East from in Control, the Head of Commissioning, the Interim Head of Transformation, Interim Director Head of Adult Social Care and the Adult Safeguarding Manager.

5. The Committee's recommendations with officer comments on their implementation are listed below:

- a) **To note the implementation of the personalisation agenda will not change the eligibility criteria for those seeking adult social care.**

Officer Response

Delivering personalised adult social care services will take place within the current budget envelope and eligibility criteria, as a means of improving choice and control for adults receiving support from the council.

- b) **That Officers be requested to develop a comprehensive marketing strategy to ensure universal information, advice and guidance is available to all adults in need of adult care services.**

Officer Response

A strategy for universal information, advice and guidance is currently in development as part of the overall Commissioning for Personalisation Strategy, due for publication in April 2010. A voluntary sector reference group has been put in place to help guide the production of this document. The strategy will include a comprehensive plan to make sure adults in need of adult care services are aware of the information and support that is available to them.

- c) **That Officers be requested to work in partnership with external organisations, and in particular within the West London Alliance when commissioning services, to deliver best value through economies of scale, whilst maintaining quality of service.**

Officer Response

Partnership working is at the core of our approach for delivering personalisation. Hillingdon is a key member of the West London Alliance Adult Social Care Efficiencies Programme. This is a wide-ranging and important partnership programme focusing on achieving a well developed social care market that provides value for money for people purchasing adult social care services from their personal budgets.

- d) **That Officers be requested to ensure that at each stage of developing a personal budget for an individual, as well as reviewing the effectiveness of services purchased using this budget, the potential for abuse or exploitation is identified and minimised.**

Officer Response

Ensuring vulnerable adults are safeguarded remains a top priority for the council. A series of measures are being put in place to reduce safeguarding risk for people receiving Self-Directed Support. Close working is being undertaken with the Safeguarding Adults Service to develop new policies and procedures that permit individual choice while being sensitive to risk.

- e) **That Officers ensure robust safeguarding and monitoring systems are in place that respond quickly and in a timely manner in order to protect clients, carers and providers from instances of abuse to avoid the Council potentially becoming liable for the acts or omissions of the service provider.**

Officer Response

Monitoring processes are being redesigned to help ensure the safety of individuals. This includes the use of a pre-loaded card which supports e-enabled, quick and effective monitoring and rapid intervention if any unusual activity takes place.

- f) **That the Committee revisit this topic in 12 Months time to assess the progress made by the Council and for the Officer report back to the Committee to include any cases where there have been allegations of abuse within the pilot schemes.**

Officer Response

Officers welcome the opportunity to report on the progress of the personalisation agenda in a further 12 months, including the full findings of the pilots and the first phase of implementation.

6. The Committee's report (attached) gives full details of the review.

Financial Implications

There are no additional financial implications as the one off costs of implementing Self Directed Support are contained within the Social Care Reform Grant provided by the Department of Health; and the allocation of an individual's personal budget is included within the department's revenue budget.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The Committee's recommendations will provide a springboard for the Council to take those steps necessary to improve the delivery of self directed support for vulnerable adults.

Consultation Carried Out or Required

The Committee took evidence from external organisations, officers and experts as described in the attached report (see page 9).

CORPORATE IMPLICATIONS

Corporate Finance

The financial implications of the recommendations are set out above. The subject matter of the Policy Overview Committee's review, as described in the accompanying report, is likely to have significant positive financial implications in terms of greater effectiveness, value for money and improved service outcomes from service delivery.

Legal

There are no specific legal implications arising from this report and there are no legal reasons why the Cabinet should not agree the recommendations proposed.

BACKGROUND PAPERS

NIL



HILLINGDON
LONDON

Annex A

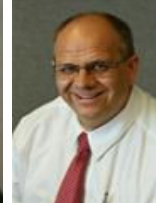
Social Services, Health & Housing Policy
Overview Committee

**THE TRANSFORMATION AGENDA
AND DIRECT PAYMENTS IN
HILLINGDON**
Final Report

2009/10

Members of the Committee:

CLlr Judith Cooper (Chairman)
CLlr Pat Jackson
CLlr Peter Kemp
CLlr John Major (Labour Lead)
CLlr Michael Markham (Vice Chairman)
CLlr Anthony Way



INVESTOR IN PEOPLE

The Transformation Agenda and Direct Payments in Hillingdon

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Backing Documents:

Annex A

- Four fictitious case studies to investigate how Self-Directed Support (SDS) would work for the individuals in question and how this might differ from the current care management system.

Annex B

- January 2010 - Support, Choice and Independence – the transformation agenda in Hillingdon – Position Statement

CHAIRMAN'S FOREWORD



The Government led Modernisation Programme heralds a radical change in the delivery of adult Social Care. Their intention is that Councils will introduce Self-Directed support which will transform all aspects of social care and significant social care markets. This presents challenges to service users, providers and the Council. The Government's vision, set out in "Putting People First" proposes that all sectors provide a wide variety of personalised services to improve the lives of those people needing low level to complex needs. I am pleased to report that Hillingdon has already made important progress and Officers are working hard to implement the changes required under the transformation agenda.

The Committee's aim is to highlight key areas which would support Officers in moving the modernisation agenda forward. Based on discussions with Officers at our June meeting we agreed to focus on 3 areas:

- 1. Best practice and the organisational learning from the national series of pilot studies conducted by in Control*
- 2. Commissioning and Market Development*
- 3. An assessment of Safeguarding and Monitoring practice and how this will need to change and adapt to meet new market conditions*

To address these questions we took evidence from a number of sources including the pioneering organisation in Control, who were early innovators and who conducted the initial pilot studies on self-directed support (SDS.) It will be apparent from the report that this is "a work in progress" which will continue to need close monitoring to ensure that effective systems are in place. For example, part of the work of Commissioning and Market Development will be to develop a universal information and advice service for *all* residents. This may well form part of a further review.

My view is that the proposals in this review, together with the developments that Officers have already put in place, provide an opportunity to improve the way in which the Council delivers adult social care services and for the Authority to be in a better position to assist the ageing population of the Borough in the long term.

Finally, on behalf of the Committee, I would like to thank the external witness who contributed to our review, and also the officers who advised on the main issues from the Council's perspective. Particular thanks to Dave King and the Transformation Team for his comprehensive briefings on this topic. I commend the report and recommendations to Cabinet

A handwritten signature in purple ink that reads "Andrew V Cooper". The signature is written in a cursive style and is underlined with a single horizontal line.

Summary of Recommendations

This review examines the progress made on the Transformation Agenda and Direct Payments in Hillingdon. Following the evidence received, we make the following recommendations.

- 1. To note the implementation of the personalisation agenda will not change the eligibility criteria for those seeking adult social care.**
- 2. That Officers be requested to develop a comprehensive marketing strategy to ensure universal information, advice and guidance is available to all adults in need of adult care services.**
- 3. That Officers be requested to work in partnership with external organisations, and in particular within the West London Alliance when commissioning services, to deliver best value through economies of scale, whilst maintaining quality of service.**
- 4. That Officers be requested to ensure that at each stage of developing a personal budget for an individual, as well as reviewing the effectiveness of services purchased using this budget, the potential for abuse or exploitation is identified and minimised.**
- 5. That Officers ensure robust safeguarding and monitoring systems are in place that respond quickly and in a timely manner in order to protect clients, carers and providers from instances of abuse to avoid the Council potentially becoming liable for the acts or omissions of the service provider.**
- 6. That the Committee revisit this topic in 12 Months time to assess the progress made by the Council and for the Officer report back to the Committee to include any cases where there have been allegations of abuse within the pilot schemes.**

Introduction

Background and Importance

Overview: What is the Transformation Agenda?

The transformation agenda is about giving people who need social care services more control in their lives (*personalisation*). Empowerment will mean that people can be responsible for making their own decisions and choices to fashion the support, which suits them. To enable people to do this, people will require access to the right type of **information, advice and guidance**.

This personalisation refers to viewing the person as an individual with their own strengths and preferences and particular set of circumstances and who may have a network of support and resources, including family and friends. They may have their own funding sources or be eligible for state funding. Personalisation reinforces the concept that the individual is best placed to assess the services they need and how those needs can be best met.

As a result, every person who receives social care support from the Council or funded by themselves will be able to shape their own lives and the support they receive irrespective of how they receive it. The hope is that this will lead to social care working more effectively and providing better value for money through the creation of a more competitive, marketplace. In the future, it is expected that personalisation will be extended to other areas including Health and Welfare, where personal budgets are currently being trialled.

Why is the Transformation Agenda Important?

In a nutshell, the transformation agenda is important as it represents a response to what people need. For example, people need:

- Access to information and support (quickly and easily)
- Services that respond to their cultural and religious beliefs
- More choice and control
- To be treated with dignity and respect
- To maintain their independence
- To receive support at an early stage to avoid a crisis response such as a stay in hospital.

It is also important to consider the context of the social care transformation. Significant advances in science and technology together with demography

mean that an increasing number of people are living longer, but with more complex conditions such as chronic illnesses and dementia. The Government Paper, Putting People First¹ has suggested by 2022, 20% of the English population will be over 65 and that by 2027 the number of over 85 year-olds will have increased by 60%. Older people, disabled people and people with mental health needs demand equality of citizenship in every aspect of their lives and the vast majority of people value and want to live independently for as long as possible so it is clear a reassessment is required to meet the growing pressure on service provision.

Historically, many councils have found it difficult to invest in approaches aimed at promoting independence such as prevention, early intervention or re-ablement programmes (although this is often the best use of resources in the longer-term), which will be necessary to promote well-being and meet the population challenges. Social care and wider local government services need to work with the NHS, the voluntary, community and independent sector to harness the capacity of the whole system. It needs to shift the focus of care and support, across the spectrum of need, away from intervention at the point of crisis to a more pro-active and preventative model centred on improved wellbeing, with greater choice and control for individuals.

What are the implications of the Transformation Agenda for Hillingdon?

Currently, Adult Social Care Services in Hillingdon provide care and support for over 6,000 individuals. By 2011 the Government expects all Local Authorities to have made significant progress and implemented the first phase of the transformation agenda.

Reasons for the review

Nationally, there is a strong expectation on all Local Authorities to provide more personalised services. The Department of Health's commitment to this has been reiterated and developed through a sequence of major policy documents, including:

1. ***Improving the Life Chances of Disabled People*** (Prime Minister's Strategy Unit, January 2005);
2. ***Opportunity Age*** (Department for Works and Pensions, March 2005);

¹ Putting People First – A shared vision and commitment to the transformation of Adult Social Care

3. ***Independence, Well-being and Choice*** (Green Paper, Department of Health, March 2005);
4. ***Our Health, Our Care, Our Say*** (White Paper, Department of Health, January 2006);
5. ***Putting People First: a shared vision and commitment to the transformation of adult social care*** (Department of Health, 2007)

The fifth of these papers, Putting People First, set out the expectation that all Local Authorities would transit to a service delivery model for adult social care that was anchored around the provision of the greatest possible choice and control to service users through personal budgets or Self-Directed Support.

A new performance target has now been introduced - the National Indicator NI 130, 'Social care clients receiving Self Directed Support'. 2009-10 is the baseline year for the indicator, and the government has made it clear it expects "significant progress" by the year 2011-12.

NI 130 Definition/Criteria

NI 130 is defined as the 'number of adults, older people and carers receiving self-directed support and carer's specific services in the year to 31st March. To be counted, the person (adult, older person or carer) must:

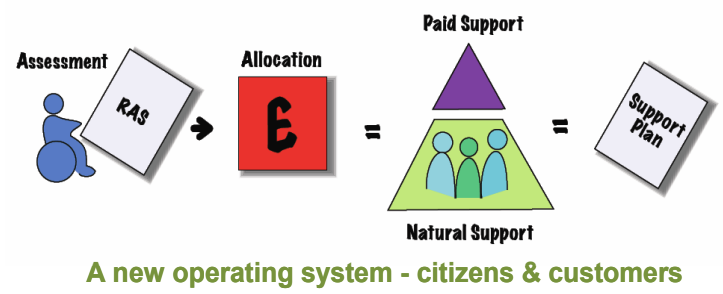
1. Be getting a direct payment; or
2. Have in place another form of personal budget, which meets the following criteria:
 - The person (or their representative) has been informed about a clear, upfront allocation of funding, enabling them to plan their support arrangements.
 - There is an agreed support plan making clear what outcomes are to be achieved with the money
 - The person (or their representative) can use the money in ways and at times of their choosing.

The guidance states councils will need to evidence that these criteria are met through local monitoring of outcomes (paying heed to the preventative agenda) and satisfaction, as outlined in Putting People First.

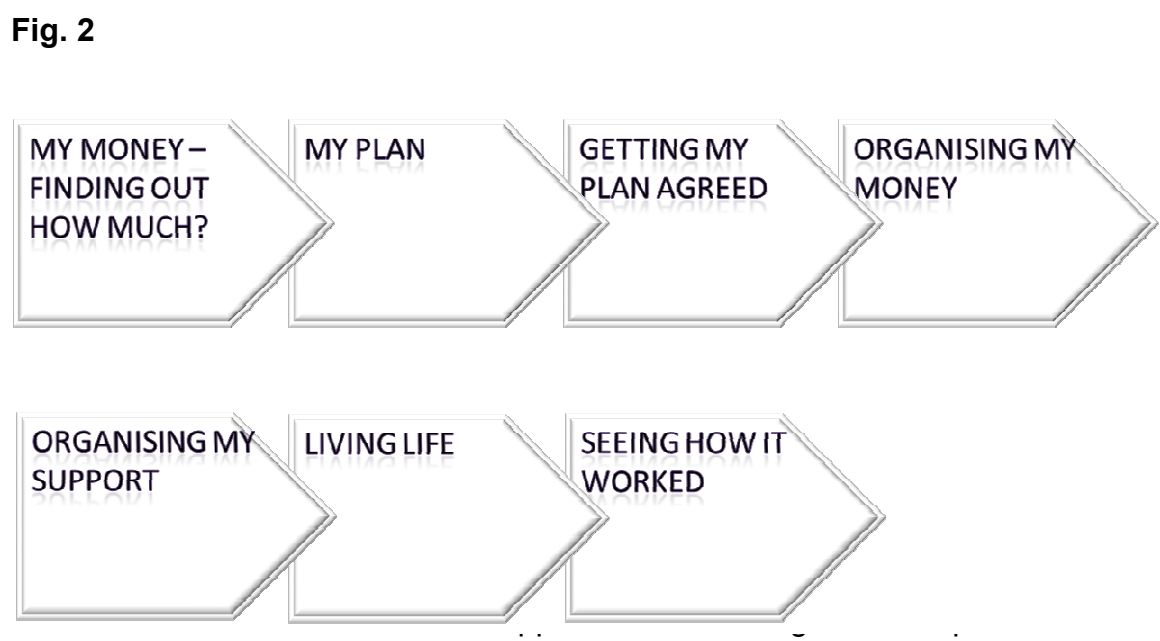
Self-Directed Support

Self-Directed Support marks a definite shift from the care management system by focusing on providing social care customers with a transparent

allocation of money at the very start of the process, and being focused on the customer taking control.



Under Self-Directed Support, the customer journey can be summarised in this way:



delivery of all elements of social care and beyond.

There are very significant implications for the social care workforce. It is likely that the care management role will be refocused towards assessment, person-centred planning, brokerage and safeguarding.

In addition, both Council provision and independent sector services will need to be fit for purpose and adapted to the personal needs of citizens, otherwise personal budgets will be spent elsewhere.

There are also clear implications (i.e fit for purpose and addressing a specific need) for other services that provide more universal and targeted responses, such as leisure, transport, libraries, housing and benefits.

Connected work (recently completed, planned or ongoing)

The Transformation of Adult Social Care in Hillingdon is part of the Adult Social Care, Health and Housing Improvement Programme.

Within the Improvement Programme, there are two ongoing major projects connected:

Project	What are the links to this project?
Transforming Housing	<ul style="list-style-type: none">• Achieving the common programme outcomes of support, choice and independence for customers• Ensuring an integrated approach to service transformation across the Adult Social Care, Health and Housing directorate• Aligning activities to avoid duplication, achieve synergies and understand any areas where the two programmes are dependent on each other
AIS Modernisation	<ul style="list-style-type: none">• Ensuring the modernised information systems in Adult Social Care (and particularly Liquid Logic's Protocol) have the appropriate functionality to support new service delivery models under Self-Directed Support. Additional ongoing work is highlighted in Annex B

Key issues and Terms of Reference

Key issues

1. Choice

Choice is central to the concept of personalisation. Holders of a personal budget must be able to choose how the Self-Directed Support process will work for them. This includes how the assessment, support planning, budget management and brokerage of support options takes place. In addition, there must be true choice reflecting the concerns of carers and users in the market place to permit truly personalised, innovative and cost-effective solutions to be found.

2. Commissioning

The Local Authority's commissioning role will undergo a major change under Self-Directed Support. The contractual relationship between care provider and the Local Authority will shift to a relationship between the care provider

and the individual. This will mean the Local Authority will increasingly focus on strategic market development rather than direct contract management.

3. Market Development

For personal budgets to provide true flexibility and choice, the external market must be sufficiently developed and rich in both small and large providers. The introduction of individual budgets is a major opportunity for voluntary and private sector providers to develop new services that truly fit the needs of social care customers. Local Authorities will have to engage in market management at local and pan-regional levels to facilitate and influence this process.

4. The 'right support' and access to support

In order for our social care customers to make the most of the increased flexibility and personalisation that a personal budget allows them, they need to receive as much support as necessary to navigate the new system and choose the best package of support options for them. This support needs to be clearly available and take the form the customer prefers.

5. Monitoring services and safeguarding

The Local Authority's responsibility to vulnerable adults will remain under Self-Directed Support, and so there will be a continued emphasis on the development of appropriate safeguarding controls to keep vulnerable people safe. Associated to this is the need to develop an effective approach to accreditation and service monitoring for individuals and organisations that social care customers choose to contract with.

Aim of the Review

To review the progress in delivering the new agenda for self directed support in the delivery of Social Care with particular reference to:

1. The development of the " Universal Offer" for service users
2. Ensuring services are in place to meet individual need and choices
3. Systems of monitoring standards and safeguarding vulnerable people in the new system.

Terms of Reference

1. *To monitor progress developing Self Directed Support (SDS) in these 3 distinct areas (as above).*
2. *To identify opportunities to develop innovative options in the provision of services.*
3. *To make recommendations that will help officers and partners undertake effective monitoring and safeguarding.*
4. *To make recommendations to Cabinet/the Cabinet Member to address any issues arising from the above investigations*

Methodology

In the current year we used five meetings to examine this issue. In June 2009, officers from Adult Social Care provided a verbal report on the background to the transformation agenda and direct payments.

We also held four witness sessions to discuss and receive evidence relating to the review.

Meetings held in September and October with a further two in November involved taking evidence from a range of witnesses:

First Witness Session: 2nd September 2009

Transformation Team Manager

- Liselotte Tork

Transformation Change Manager

- Sam Taylor

The first witness session examined a number of case studies in detail to: isolate and think through the key issues involved against both theory and the larger comparative environment, identify appropriate strategies for the resolution of the 'case', weigh the pros and cons of the remedial options / strategies and recommend and present a rationale for the best resolution. This approach assisted the Policy Overview Committee (POC) to develop key questions to use at later witness sessions (see Annex A).

Second Witness Session: 14th October 2009

Regional Manager South East of England, in Control

- Julia Woods

Interim Head of Transformation

- Dave King

The second session explored the potential lessons of good practice from other Individual Budget Pilot Authorities. Julia Woods attended from in Control, the leading organisation for Self-Directed Support who had run two national programmes of pilots. They have published a succession of research reports drawing on this bank of evidence. This meeting provided POC with a non-partisan view on the successes, failures and blockages to the progress of transformation across the country.

Third Witness Session: 4th November 2009

Head of Commissioning, Adult Social Care

- Paul Feven

Interim Head of Transformation

- Dave King

Interim Director, Head of Adult Social Care

- Brian Doughty

The third session took a twin focus on commissioning / market development The Head of Commissioning (ASCHH) presented the key issues for commissioning, contracting and market development under the new system of adult social care. In addition, the Interim Head of Transformation presented information on the current and future plans on these issues.

Fourth Witness Session: 17th November 2009

Interim Director, Head of Adult Social Care

- Brian Doughty

Adult Safeguarding Manager

- Nick Ellender

The final witness session focused on safeguarding. The Deputy Director (ASCHH) and Service Manager for safeguarding presented their findings on a) the principal areas in which Hillingdon's safeguarding services will have to

adapt in future and b) the new checks and controls that are being built in to the Self-Directed Support model for Hillingdon.

The next section of the report provides presents the main findings and concerns arising in the evidence. We then make recommendations to Cabinet, which we believe will help address these issues.

Findings & Recommendations

At the June meeting, Officers provided an overview of the transformation agenda including its aims and objectives. Referring to Department of Health guidance, the Committee heard that by 2011 all 152 councils will be expected to have made significant steps towards reshaping their adult social care services by ensuring that most of the following building blocks are in place: (*paragraphs 1 to 9 from LAC (DH) (2009) 1*)

1. **An integrated approach to working with the NHS and wider local government partners.** Moving to harness resources from across the whole system, with a strategic shift in the focus of care and support away from intervention at the point of crisis to a more holistic, pro-active and preventative model centered on improved well-being. This might include focus on specific outcomes such as hospital discharge, intermediate care, transition to adulthood and co-location of services.
2. **A commissioning strategy**, which includes incentives to stimulate development of high quality services that treat people with dignity and maximise choice and control whilst balancing investment in prevention, early intervention/re-ablement and providing intensive care and support for those with high-level complex needs. Evidence of how councils might approach this is available in the DH homecare reablement work. This should have the capacity to support third/private sector innovation, including social enterprise and where appropriate be undertaken jointly with the NHS and other statutory agencies such as the Learning and Skills Council.
3. **Universal, joined-up information and advice available for all individuals and carers**, including those who self-assess and fund, which enables people to access information from all strategic partners. Councils could do this using the learning from the Partnership for Older People Pilots and LinkAge Plus Programmes. Links to advocacy and support services will need to be considered where individuals do not have a carer or in circumstances where they require support to articulate their needs and/or utilise the personal budget. Equally, this type of support may be necessary where there are potential conflicts of interest between the needs of the user and the family carer and/or other family members.
4. **A framework for proportionate contact and social care needs assessment** to deliver more effective, joined-up processes. Greater emphasis on (assisted) self assessment, enabling social workers to undertake more appropriate assessments and spend more time on support, brokerage and advocacy to ensure users experience a 'no wrong door' service.

- **For people eligible to receive council-funded support:**
 - Person centered planning and self-directed support to become mainstream, with individuals having choice and control over how best to meet their needs, including through routine access to telecare.
 - A simple, straightforward personal budget system, which will lead to maximum choice and control being in the hands of people who use services as well as support to increase the uptake of direct payments, where people choose to take their personal budget as cash. The *Personalisation Network* provides a range of resources, tools and examples gathered from councils across the country.
5. **Mechanisms to actively involve family members and other carers as expert care partners**, with appropriate training and practical support to enable carers to develop their skills and confidence.
 6. **An enabling framework to ensure people can exercise choice and control** with accessible advocacy, peer support and brokerage systems with strong links to user led organisations. Where user led organisations do not exist, a strategy to foster, stimulate and develop these locally.
 7. **An effective and established mechanism to enable people to make supported decisions built on appropriate safeguarding arrangements**, e.g. risk boards and corporate approaches to supporting individual choice and risk management. Supported by a network of “champions”, including volunteers and professionals, promoting dignity and respect in local care services for both service users and their carers.
 8. **Effective quality assurance and benchmarking arrangements**. This will include active membership of the local/regional networks to support transformation to ensure access to the latest information, advice and support. Effective local information systems to capture inputs/outputs and outcomes for individuals to support local quality assurance.
 9. Councils will also be expected to have started, either locally or in their regions, to develop:
 - I. **A market development and stimulation strategy**, either individually or on a wider regional basis with others, with actions identified to deliver the necessary changes. This may include a transformed community equipment service, consistent with the retail model.
 - II. **A local care workforce** with the capacity and capability to deliver choice and support individual control, with staff who are appropriately trained and empowered to be able to work with people to enable them to manage risks and resources and achieve high quality outcomes.

III. An approach that demonstrates an effective use of the available resources and meets the 3% efficiency targets.

During the course of the presentation, Officers also highlighted a number of key risks and challenges. These included:

1. Balancing the needs of carers with those of the citizen with the individual budget.
2. The opportunities for positive risk taking and enablement by all parties with vested interests in the transformation agenda.
3. The crucial area of safeguarding and monitoring and the challenge of building on experience and improving current systems.
4. The need to manage the inherent tension between providing choice and control at the same time and assisting customers with their support. The difficulty of market expansion and possibility that customers may choose to use unregulated services and provision.
5. Commissioning and decommissioning.
6. Community resources and market development.
7. The role of the Comprehensive Area Assessment, performance ratings and recording/monitoring.
8. The considerable implications for finance and resource planning and the essential task of financial forecasting.
9. Managing staff and workforce planning to deliver services.
10. Citizen engagement in the change process (and the role of marketing in this)
11. The key consideration - All Local Authorities are at different stages in the process – *no one has the definitive answer.*

Having heard the degree of change required (*as outlined above*), the Committee agreed that implementing the transformation agenda would be challenging and would require fundamental organisational change. Members raised a number of additional points. These included:

- Whether the Council had the manpower to deliver the services anticipated under SDS and what the implications might be for front line service delivery.
- The importance of process and the need to ensure Audit trails are monitored to ensure money from individual budgets is not misspent.
- Support Plans and concerns that these are reviewed regularly
- For support plans to be effective they require sufficient financial resources and regular monitoring.

Witness Session 1. –

Learning Points arising from the Case Studies

At the first witness session the Committee considered three fictitious case studies. These examples set out how Self Directed Support (SDS) might work in each scenario, how this approach differed from the current Case Management System and highlighted the opportunities SDS provides.

The first message to emerge from the witness session was the reinforcement of the key themes explored in May, namely that the government paper – *Putting People First* sets out an expectation on all Local Authorities to provide more personalised services centred on choice and the empowerment of service users.

Officers explained that in order for the transformation agenda to be successful, the introduction of SDS would need to be open and transparent to ensure residents are clear about the choices available to them (be it individual budgets or current service provision).

We heard that SDS would not provide extra money but was about using existing resources in a more effective way.

One of the key concerns we had was about the eligibility criteria and whether any new requirements would need to be met to receive an individual budget. We were pleased to learn that the introduction of SDS will not be used as a mechanism to change the eligibility criteria for care services.

Recommendation:

To note the implementation of the personalisation agenda will not change the eligibility criteria for those seeking adult social care.

While we heard that SDS is still in an early stage of development the Committee were concerned about those customers which did not meet the eligibility criteria and what help and support would be available to this group. We were told that clients who might be considered '*borderline cases*' i.e. their needs can be met in a variety of ways through different services or providers, would be less likely to 'fall through the net' due to the generic process of the transformation agenda would mean that a shift in focus away from intervention at the point of crisis to a more holistic, pro-active and preventative model centered on improved outcomes meant that customers would be helped at an earlier stage.

The case studies highlighted a number of further important issues:

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January 2010

- The important role of support plans and advocates within SDS to safeguard the decision making of vulnerable clients.
- The Council obligation to ensure best value. This must also take account of the costs associated with 'managing the money' of vulnerable clients by third parties.
- At present, many clients are reliant on a variety of services to deliver the services they need. Under the Transforming Social Care Agenda with the changing roles of carers and social workers the Council has to ensure systems are in place to manage and monitor the performance of *inter-agency relationships*.
- Officers will need to investigate the use of 'charged up cards' and other *innovative funding models* as a method of payment for people who receive self-funding for the purchase of care, to enable payments to be tracked.
- Officers informed the Committee that after a care budget had been determined, service users who opt for SDS have a choice of where to purchase care from. Safeguarding and monitoring of services will be very important especially since officers explained that the largest take up (so far) of SDS has come from clients with learning disabilities.
- The Committee were informed that Housing provision and its fit with SDS will be a core issue for the Council to address. Housing Services will need to assess all the housing options available and be as innovative as possible so that clients can be advised how to maximise the funding streams available to them outside adult social care.
- The Committee highlighted transportation provision as a key issue the Council will need to address under SDS.

The key themes and issues arising from the witness session were:

- SDS and provision for 'borderline cases'
- The importance of managing pre-service costs
- The importance of strong Interagency Relationships
- Different types of funding models
- Resource allocation and monitoring / prevention
- Housing issues
- Transportation issues
- Access to funding streams outside adult social care
- Safeguarding and monitoring

Witness Session 2. –

The potential lessons of good practice from other Individual Budget Pilot Authorities.

Our October meeting was attended by *Julia Woods*, Regional Manager, South East and London from ‘in Control’. Ms Woods explained her role as Regional Manager - London and South East for in Control and how the early work on the Pilots had progressed. During the course of the witness session the following issues were raised:

Background and role of in Control

in Control is an organisation that was created to transform the current social care system into a system of Self –Directed Support. Its mission is now to create a new welfare system in which everyone is in control of their lives as full citizens.

in Control was set up in 2003 as a social enterprise by a number of partners including the Department of Health. The primary role of in Control was to propose ways in which the current system of social care might be reformed and in particular to develop a universal model of self directed support (SDS) to advance the personalisation agenda. Further information can be found at the following website - see: www.in-control.org.uk

Local Authority Pilots

Between 2003 and 2005 in Control conducted phase 1 of its investigations through pilot studies in 6 local authorities in England. This work focused on people with learning disabilities and included a small-scale evaluation (15 people in each local authority were allocated a personal budget, given a support plan and arranged support to address their specific needs) of the impact of SDS on the lives of the people using it. To avoid nugatory work each pilot authority focussed on a particular aspect of the transformation agenda in order to maximise learning:

1. **Essex** – *support brokerage*
2. **Gateshead** – *reproviding a hostel*
3. **Redcar and Cleveland** – *modernisation of a day service*
4. **South Gloucestershire** – *people in and out of authority placements*
5. **West Sussex** – *people with high support needs*
6. **Wigan** – *young people in transition from childhood to adulthood*

We heard that the pilots had produced the following findings:

Essex – Brokerage was successful in helping people achieve desired changes in their lives but in some cases the role of brokerage was unclear which led to some resistance amongst care managers.

Gateshead – This pilot showed the use of a resource allocation system to set personalised budgets was very useful. This allowed them to allocate funds to people leaving a hostel and assisted them develop more appropriate services. One of the major challenges was achieving a shared understanding of what this new approach would mean for families and staff. Gateshead also supported a provider forum that aimed to ensure that people without strong family connections would be able to move out of the hostel into arrangements with strong support networks.

Redcar and Cleveland – This pilot found that after a system for creating personalised budgets had been established, significant progress was made in people either leaving or making much less use of the day centre service. This pilot highlighted the importance of working effectively with the PCT.

South Gloucestershire – This pilot found that working to include people hundreds of miles outside the authority proved very difficult. This issue requires further attention. This pilot focused on people wanting to change their home situation.

West Sussex – This pilot was successful in helping young people at the end of their school years to gain control with family members acting as their agent. However the pilot showed it would be difficult for people living in NHS residential places to move to alternative accommodation.

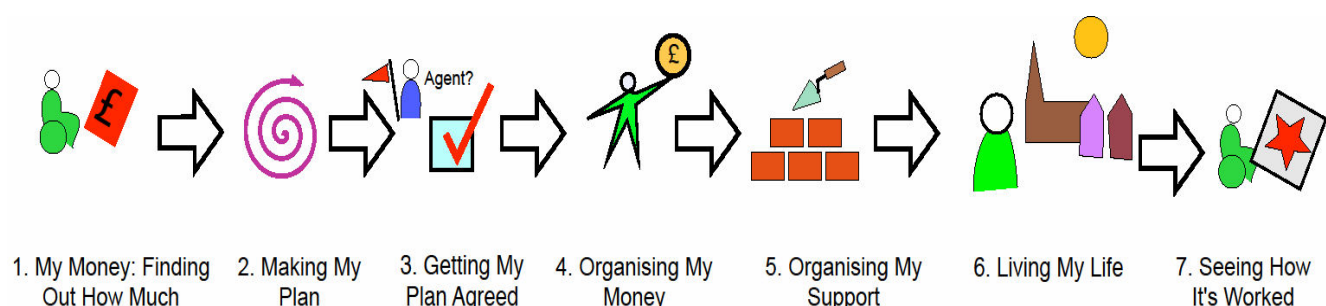
Wigan – This pilot showed that the Learning Skills Council, the Local Education Authority and local College could work well in partnership and underlined the importance of achieving corporate buy-in from the Chief Executive as an important step in ensuring a potentially difficult arrangement became a productive partnership.

In Control system to deliver SDS

We heard that stemming from the pilots, in Control developed a system comprising of 7 steps. These are:

1. **Setting a personalised budget**
2. **Plan support**
3. **Agree plan**
4. **Manage personalised budget**
5. **Organise support**
6. **Live life**
7. **Review and learn**

The universal model is shown below:



Following phase 1, in Control set up a membership programme for local authorities and phase 2 began.

Feedback from the Phase 2 programme

We heard that Phase 2 pilots aimed to identify ways of ensuring that its model (the in Control system) was sufficiently robust so that it could be applied to all social care groups.

To test the effectiveness of the model, in Control surveyed 196 people using SDS about their experiences and the following points emerged:

1. **health and well-being** – 47% of people reported improvements (48% reported no change²). People were more likely to feel the benefits of SDS if they had been using SDS for more than one year and had support from family / friends to plan their support.

² A Report on in Control's Second Phase 2005 – 2007 pages 17 to 22

2. **relationships** – 55% of people reported improved relationships with people they liked (42% reported no change).
3. **quality of life** – 76% of people reported improvements in their quality of life (23% reported no change)
4. **opportunities to take part in or contribute to their community** – 64% reported improvements in the extent to which they participated in the community (34% reported no change)
5. **choice and control over important things** – 72% reported improvements to the choice and control in their lives (27% reported no change)
6. **feeling of security at home** – Only 27% of people felt more positive.
7. **personal dignity in support-** 59% of people reported improvements (41% reported no change)
8. **economic well being** – Only 36% of people reported improvements.
9. **life as a whole** – Overall the results are encouraging. Only a very small number of participants reported matters getting worse and in most areas there were signs of tangible improvement

In Control work has begun to show that self-directed support does not have to cost more than traditional services when based on an effective resource allocation system. In the pilots, individual satisfaction levels increased significantly and customers saw real benefits in exercising more control in their lives. In addition, evidence from the Partnership for Older People Projects (POPPs) pilots appears to indicate that a shift to early intervention and re-enablement allows resources to be spent in a more cost effective way.

Funding Streams for In Control

In response to member's questions about funding, we were told that In Control is primarily funded by personal memberships.

- Further funding is received from the following streams:
 1. The Department of Health
 2. Section 2 grants from Section 64 money
 3. The Families and Professionals grant
 4. The Carers Grant

Members noted that In Control's survey was based on a small sample size and its findings are therefore interesting but not statistically reliable.

Members asked about brokerage and what steps could be taken to ensure significant amounts of money were not spent on managing individual budgets.

Officers explained that a free in-house brokerage system will stop these charges but if a client chose to use an external broker this should not amount to more than 15 hours or 2% of the personalised budget.

The Committee enquired about monitoring and the opportunities for people to possibly take advantage of and make money from vulnerable people. In response, Officers explained that a regional accreditation scheme and value for money scheme will need to be set up and the Local Authority has an obligation to provide value for money.

To enable finance packages to be transferred from the user to the provider, individual service design can be used and this would be managed by the Local Authority. Alternatively, families have the option of using a Trust or circle of friends / relatives to manage this process. Officers explained that further protection will be given to customers through the full needs support plan which will incorporate a pre-payment scheme.

The Committee agreed that clear sign posting was vital to ensure that clients are aware of the different types of support available and how to access these. The Committee agreed that the Authority will need a clear strategy to provide information and advice through a combination of printed leaflets and electronic media. This requirement is reflected in the following recommendation:

Recommendation:

That Officers be requested to develop a comprehensive marketing strategy to ensure universal information, advice and guidance is available to all adults in need of adult care services.

The witness explained that one of the roles of in Control was to assist Local Authorities manage the national advice and information and produce organically grown locally information.

Officers confirmed that as with other Council services, there was a generic need for information and at present officers were investigating the steps required to provide a single point of access service. Officers agreed that the Internet will have significant role to play in providing information.

Members enquired how long in Control had been assisting Local Authorities and whether this had been operating long enough to expose problems. The witness explained that some financial abuse had been uncovered (but there were no comments on the extent of this). However, as the personalisation agenda was still a relatively new area, all the organisations involved are learning as the system develops.

The Future for in Control?

- 80 Authorities are members of in Control and have started to implement SDS across the whole social care system.
- The Government commitment to the SDS has ensured that its partnership with in Control has developed.
- The following organisations are partners of in Control:
 1. First Step
 2. Foundation for People with Learning Disabilities
 3. Helen Sanderson Associates
 4. Inclusion North
 5. Know what I mean
 6. Mencap
 7. Moveable Feast
 8. National Association of Adult Placement Schemes
 9. North west Training and Development Team
 10. Older People's Programme
 11. Paradigm
 12. Valuing People's Support Team.

This partnership faces 2 distinct challenges:

1. only First Step is a user-led organisation and
2. currently there is an over dominance by organisations who are expert in learning disabilities, in Control must work to ensure that SDS is not limited to any particular group.

To develop SDS in Control's will be involved in a number of programmes with its partner organisations including:

- Making technical changes to the in Control model of SDS e.g. gathering the lessons and data from the Resource Allocation System and using these to develop RSA.
- Supporting LAs through the induction programmes, network events and regional forums
- Sponsoring the creation and development of a brokerage network
- Using in Control's organisational learning to the transition of young people from childhood to adulthood
- Further work with providers to reshape their services to respond to individual action plans
- Further work to develop community building tools as part of the strategy to assist disabled people both to contribute and access support from their local communities
- Supporting the development of family and self-advocate leadership
- Developing on-line resources to help individuals with the control of their support and LAs with the development of SDS.
- The production of further key publications e.g. A Resource Guide for Families.

Witness Session 3 –

Commissioning and Market Development

In early November we heard from Officers about the progress so far on commissioning and market development under the self directed support agenda.

We heard that the commissioning of services by the Local Authority and change under self directed support (SDS) is a new area for officers and there are no fixed answers at this point. However, the commissioning of services under SDS will in essence not be fundamentally different. The needs of the Local Authority (LA), national priorities, local priorities, and the needs of service users will remain the same. However, there are significant differences in practice relating to the delivery of more choice.

Officers explained that as SDS is a relatively new concept, there will inevitably be a lag time before the impact of choice is recognised and the market reacts to this change. Most notably we were told that *the degree of choice will be the greatest transformation of SDS and also one of its greatest challenges*. We heard that under SDS the procurement process will undergo significant change. Purchases currently made on a block contract basis will need to move to a system where the council can provide some guarantees in terms of quality and price but without the guaranteed occupancy for providers.

Officers suggested some of the greatest challenges under SDS will include:

1. Controlling prices
2. Market change including its development and maintaining stability
3. Providing new innovative services for users.
4. Monitoring providers to ensure users are confident in providers signposted by the Council

And to promote choice to end users a number of factors will need to be examined including:

1. Cost, quality and value for money
2. A change of approach, moving away from a continued focus on details and instead focusing on outcomes.
3. Shaping the market to make it more flexible to budgets (both regional, sub-regional and the individual) and the services required
4. Services will need to adapt to ensure they enable the individual to take control.
5. Access to information. Ensuring users have the necessary information to enable them to make informed choices.

6. Investigating how users spend their budgets and ensuring this is fed back to service providers.

Officers explained that in the first formal agreement of its type, six west London Councils (including Hillingdon) had joined forces to procure and commission adult care services worth about £220 million in the hope of driving down cost and driving out providers offering poor value for money out of the market. The West London Alliance consisting of:

1. Brent
2. Ealing
3. Hammersmith & Fulham
4. Harrow
5. Hillingdon
6. Hounslow

The West London Alliance believe that significant savings could be made in residential and domiciliary care, and self directed support. We learnt that officers anticipate that Framework agreements will become increasingly important as mechanisms to deliver choice and that to ensure value for money, service providers will be required to undergo quality checks to determine whether their prices are reasonable and then LAs can decide whether they wish to draw off this fund.

Recommendation:

That Officers be requested to work in partnership with external organisations, and in particular within the West London Alliance when commissioning services, to deliver best value through economies of scale, whilst maintaining quality of service

The West London Partnership consists of 6 Local Authorities. Hillingdon is leading on the purchase of residential care including legal requirements, development of the contract specification and the drafting of a new set of outcomes for Service Users.

The West London partnership is also looking at developing brokerage schemes and a wide range of other joint projects linked to commissioning and procurement of adult social care.

Strategic information is passed to partners through the JSNA – Joint, Strategic, Needs, Assessment

From a local perspective, a fundamental change under SDS will entail individuals holding a contractual relationship with service providers and maintaining this new relationship. Officers reported that the control of users should increase as the market develops i.e. service providers will have to adapt and provide better services to retain their customers.

Members were concerned about the service provider accreditation process and suggested that accreditation should not be an automatic right.

To develop private and voluntary sector markets and deliver choice under SDS the Local Authority is undertaking a number of steps:

1. From a local perspective – The LA is undertaking a full community mapping exercise and actively working in partnership with the voluntary sector to ensure they are aware of the opportunities afforded by SDS.
2. Officers will be inviting voluntary sector organisations to bite size training sessions for providers.
3. Paradigm shift - In the past there was an expectation the LA would lead on major change programmes. SDS has seen a shift and some voluntary sector organisations like Age Concern and the Citizens Advice Bureau are managing change themselves.
4. From a regional perspective – Hillingdon (as a member of the West London Alliance WLA) is / will be using the WLA Partnership to deliver large-scale contracts for example Domiciliary and Residential Care.
5. The Chief Executive Officers and Leaders of the WLA have recognised large shifts are occurring under SDS and instead of using block contracts; Hillingdon will purchase services under the umbrella of the WLA to provide even better economies of scale and more cost effective services.
6. The move towards WLA procurement will have an impact on the procurement departments (including the commissioning and contract teams within each LA) but acting as the WLA could provide an opportunity for a central WLA team to emerge, managing and tapping into the new and emerging market place.
7. Members asked what might happen if Hillingdon had a difference of opinion with other WLA members and what could be done to guarantee standards. Officers explained that where Hillingdon is leading on a project (such as the purchase of residential care) it also leads all boroughs on the development of contractual terms and operates within its legal and procurement framework. Disagreements tend to centre on details rather than outcomes and can be resolved by working closely in partnership.

The Committee asked how monitoring would work under SDS. Officers explained that Hillingdon is leading or involved on a number of projects including:

1. Brokerage
2. Advocacy
3. Personal Assistants Projects
4. Pricing

5. A negotiating Team
6. New model of care and extra care.

The outcomes of these projects will start to be seen in the spring / summer of 2010.

Members were encouraged to hear about the amount of collaborative learning occurring through the WLA and were pleased that officers from Hillingdon are leading on a variety of projects, including the Director of Adult Social Care. Health and Housing who will be acting as a sponsor for other LAs.

To ensure a brokerage service is available the LA is developing an in-house brokerage system, which will be free of charge to all SDS customers. Customers will also have the option to out source this (using their personal budget) to accredited brokers should they so wish.

We heard that there are a number of implications of moving away from current practice of direct contract management towards strategic market development. The challenges include:

- Focusing on outcomes rather than details and having confidence about monitoring the outcomes.
- As Local Authorities become more consumerist and public access to information improves (e.g. through the Internet) there will be greater scope for citizen based monitoring.
- The Committee expressed concern that external monitoring might become more subjective and less reliable.
- The Committee raised concerns about delivering proper market choice and the delicate balance between offering choice and overcapacity. Officers explained that not every service provider would be ready to provide services at the same time and the Local Authority would need to develop the marketplace over time. Officers highlighted there was a strong reliance on Nursing Homes and Residential Care services and the Authority would need to explore several options in the future such as Extra Care and telecare to help deliver alternatives to these forms of institutional living.
- Framework agreements will become more commonplace in service delivery to provide better services and better value for money.
- To help staff prepare for the changes under SDS, the Authority is:
 1. Working on a Corporate Communications and Stakeholder Engagement Strategy.
 2. Providing drop-in sessions for staff
 3. Conducting workshops with staff
 4. Providing regular updates through Team meetings

Numerous areas will be affected by commissioning and market development under SDS. SDS is promoting greater joint working between the LA and its partners like the PCT as demonstrated by the recent crosscutting work compiling lists of vulnerable persons at risk from the flu pandemic.

Although the Committee was encouraged to hear about recent examples of joint working, they were also concerned about those areas where there was scope to improve whole-scale service delivery such as residential care. Officers explained that SDS provides opportunities for transforming the whole social care system and ensure that the right level of support is available to help customers make informed choices.

In terms of the timetable for implementation, Officers explained that the transformation process will start with the existing client base so officers are aware of their specific needs and then extend this to new clients. Officers are currently concentrating on setting the parameters for the whole of social care and once these are agreed they will be applied to all social care customers.

It is important to note that Hillingdon will undergo a full system transformation.

The relationship between customers and providers will undergo significant change. Providers will need to rely on their relationship with individual customers and not just the LA especially as individual customers can decide to withdraw from their provider. The following points were raised:

- The Committee expressed concern about the level of support available to smaller providers and the voluntary sector
- Early intervention and prevention is a key area, which is being investigated. At present services, information, advice and guidance are being assessed.
- The Committee were concerned that gaps in service provision should be minimised.
- Housing needs will be examined in tandem with care requirements and a more holistic approach will be taken. The Committee highlighted the issue of entitlement and the importance of managing expectations. Officers explained that a key area under investigation included an investigation of a fully integrated assessment process might be introduced to improve services in the future.

Future Plans of the Commissioning and Transformation Teams to Commission services under personalisation.

Officers will be investigating how customers spend their budgets to see how they can assist them in future. HCOP – Hillingdon's Committee for Older People will be used to ascertain feedback on personalised budgets and as a mechanism to shape commissioning for Hillingdon.

Witness Session 4. –

Safeguarding and Monitoring

At our final witness session we heard from Officers about the principal areas in which Hillingdon's safeguarding services will have to adapt in future and also the new checks and controls that are being built in to the Self-Directed Support model for Hillingdon.

Officers have considerable experience in processing a mix of both Direct Payments and individual payments and so the introduction of individual budgets will not be a completely new concept. Officers said that from their experience, most safeguarding issues were likely to arise around the support network and we were pleased to learn that under the direct payments scheme there have been very few safeguarding concerns. In most cases, when intervention has been required this has been limited. For example resolving paperwork or unpaid bills and has focused on helping users keep on track rather than guarding against cases of fraud or exploitation.

Officers described how the generic process of the Transformation Agenda and the focus on outcomes had introduced its own safeguards by checking and rechecking data throughout its step-by-step process. The 3 steps involve:

1. The Supported Assessment Questionnaire that has to be agreed and 'signed off' by the Care Manager.
2. The Support Plan where there has to be agreement on how needs are going to be met and any risks identified and resolved.
3. The Monitoring of care where the ways a service user has chosen to meet their needs can be reviewed as to whether they meet the desired outcomes and ensure their safety

We welcomed the news that support plans will include a section about risk and how these will be managed or eliminated altogether. During the course of discussions, the Committee raised the matter of financial controls and the processes envisaged with the implementation of the transformation agenda. A specific concern included what steps would be in place to assist those (i.e. suffering with dementia or with mental health needs) who may find managing an individual budget a particular challenge. Officers explained that the type of response would be governed by the support model chosen by the user and whether they were using a:

The Types of Budget Available

1. a lump sum of money
2. a 'shadow budget'

3. a pre-payment scheme.

To explain what would happen under the changes proposed by the transformation agenda, Officers compared the current practice under direct payments with those anticipated under SDS. Officers explained that the same process would be in place for all individuals but confirmed that an increased level of support would be available through pre-payment cards. Pre-payment cards have the advantage over other payment systems as they only allow users to spend on certain products from approved providers. We learnt that by closely monitoring the account, Officers would be able to establish whether there had been a significant overspend or under spend and so determine whether the user needed further support.

Another serious concern raised by the Committee included whether the Authority had sufficient manpower and what the training implications might be for the Authority to be in a strong position to cope with the increased monitoring role envisaged under SDS. Officers explained that the Authority has a Direct Payments Administration Scheme which checks that the correct payments are being made and that users would be required to provide monitoring information such as utility bills to make this task easier.

We heard that at present, officers manage the accounts of about 400 people using Direct Payments. However, as SDS is an evolving area the resource implications of ensuring there will be sufficient monitoring is not known at this stage.

The Committee asked about the use of technology and the role this might have in monitoring and safeguarding. Officers explained that they anticipated technological advances would make a significant difference by making checks and monitoring less labour intensive through the use of database management techniques and ability to cross reference various user accounts in real time. Officers also referred to the widespread use of the care management system and how this had brought about improvements.

The Committee also expressed concern about capacity issues and the difficulties some people face in remembering security codes in the current 'chip and pin' culture and whether officers thought this problem might be exacerbated through the increased use of pre-payment cards. Officers explained that there was a legal requirement to set up and use a separate account for the pre-payment card but that at the end of the day, using chip and pin would be a choice the user would have to make. The Committee were assured that the capacity of the customer would be addressed through their support plan and any significant risk factors would be identified at the planning phase, long before any resources were available.

The Committee were encouraged to learn that a dedicated Resource Team would be in place to assist customers with Direct Payments and this would act

as a significant safeguard against financial abuse. The Committee also took the opportunity to raise the concerns of carers and the onus they felt that administering a direct payments scheme might place on them. We heard to counter this issue, the Authority would make a free brokerage service available but that the customer could choose whether or not to use a small proportion of their available budget to procure independent brokerage.

We heard that one of the key changes of the transformation agenda will be the explosion of choice through the creation of a new marketplace. Members expressed concern that this might provide opportunities for sole traders (rather than Limited Companies) to take advantage of vulnerable people. To safeguard against this possibility, Officers explained that all providers will need to be registered with the Care Quality Commission, which will ensure that the Authority compiles a list of approved providers. Officers confirmed that this accreditation would be transferred to any succeeding body.

Brokerage –

Officers confirmed that as each client will have different requirements the market will adapt and brokerage services will increase in number. To enhance safeguarding procedures all brokerage services will need to be accredited. Personal Assistants will be able to offer advice and guidance although ultimately the final decision is taken by the client and a neighbour might be nominated. The Support planning process signs off the Action Plan. Each individual plan has to be signed off and this process includes providers and companies.

Officers reiterated the importance of the support plan and explained that this document identifies the risk factors.

Monitoring –

Members asked about the different types of monitoring environments and how frequently action plans were looked at. Further issues included whether the process for monitoring care homes as opposed to private individuals i.e. neighbours was different.

Officers confirmed that a key aspect of the transformation process was the automatic access to the review process. A needs assessment will be conducted to inform the support plan, budgets will be checked and then further assessments will be conducted to check whether needs are being addressed.

Abuse –

The following observations were made:

- Based on past experience, officers reported that most cases of abuse were instances of neglect originating from some form of institutional care and not from Direct Payments. Members were assured that Direct Payments users often had good support

networks, either from family or the LBH contract of support for direct payment users. They are also more likely to be in a better position to assume personal control of their budgets.

- Officers said that one of the key challenges would be ensuring safeguarding within a fragmented social care market but this was one of many aspects that would be covered by the programme of pilots. However, officers were also mindful that any environment encouraging choice would involve some degree of risk taking and that in making choices service users would therefore also be encouraged to identify and manage any potential risks (risk factors will be identified in support plans)
- Officers confirmed that customers would not receive a lump sum of money but would receive regular payments for on going care needs. For example, on a monthly payment. Officers assured the Committee that the ways in which this money was spent would be monitored and a profile of expenditure would be created to see if this changed.

An individual budget challenge -

- Members asked whether there was any process in place for customers to challenge their allocated budget should they feel this was insufficient. Any challenge will be referred to the Interim Director ASC, H and Housing for determination. In such cases the role of the broker would be scrutinised. Under the Transformation Agenda, self-directed support seeks to address outcomes and whether an individuals needs were being supported rather than the mount of money available.

To assist customers that fall outside the eligibility criteria Officers explained that it would be necessary to provide:

1. *universal advice and guidance*
2. *a preventative agenda* to assist those vulnerable people which do not meet the eligibility criteria.
3. *community support* which is key work stream for the Council and PCT who are working in partnership on this.

Having highlighted a number of key concerns, the Committee made the following recommendations:

Recommendation:

That Officers be requested to ensure that at each stage of developing a personal budget for an individual, as well as reviewing the effectiveness of services purchased using this budget, the potential for abuse or exploitation is identified and minimised.

Recommendation:

That Officers ensure robust safeguarding and monitoring systems are in place that respond quickly and in a timely manner in order to protect clients, carers and providers from instances of abuse to avoid the Council potentially becoming liable for the acts or omissions of the service provider .

As work is ongoing on a number of fronts we felt that it was appropriate to revisit the topic in 12 months time to assess the progress made. We therefore recommend that:

Recommendation:

That the Committee revisit this topic in 12 Months time to assess the progress made by the Council and for the Officer report back to the Committee to include any cases where there have been allegations of abuse within the pilot schemes.

Closing Word

By 2011 the Government expects all Local Authorities to have made significant progress and implemented the first phase of the transformation agenda. These changes will directly affect over 6,000 individuals currently in receipt of care and support from Adult Social Care Services and so we must do as much as we can to assist our residents affected by this transition.

Our review has shown that in response to the transformation process, a new marketplace will form over time to deliver choice and control to users and the emergence of this will simultaneously provide both the greatest challenge and opportunity facing the successful implementation of the change agenda.

To meet the challenges ahead, it will be necessary for the Authority to work in partnership with a series of external organisations and within consortia like the West London Alliance when commissioning services to ensure best value can be achieved.

Our recent review on adult safeguarding highlighted those steps the Authority is currently taking to improve services. Delivering personal choice through individual budgets will not be without risks and so a key aspect of delivering the transformation agenda will be the need for officers to review the effectiveness of the services provided and ensure customers are not abused or exploited. To do this, robust safeguarding and monitoring systems will be necessary which can respond quickly in order to protect clients.

Finally, the review identified that although support is available, there is scope for officers to improve access to information, advice and guidance to ensure that we, as an Authority, do all we can to help clients make informed choices and monitor the services provided to mitigate risk. Good communication, ensuring the innovative use of technology and signposting of services are therefore vital.

Four fictitious case studies to investigate how Self-Directed Support (SDS) would work for the individuals in question and how this might differ from the current care management system.

CASE 1

Male, late 30's. Severely physically disabled with degenerative condition. No independent mobility in trunk and legs. Limited mobility and strength in arms and neck. Weakened immune system. Prone to chest infections. Was hospitalised twice last winter with severe bronchitis.

Intelligent – 5 good GCSE's despite interrupted schooling. Enjoys using a computer, once it has been set up for him. Also enjoys photography, but needs lightweight equipment. Enjoys outings – has an electric wheelchair for indoor-outdoor use. He loves animals and children, but is not allowed to keep pets in his Housing Association flat.

Has firm ideas about dress, personal appearance, food – likes to direct the cooking of his own meals. Doesn't like "meals on wheels".

Appears to be cheerful and easy-going, but has unresolved anger issues and can be aggressive. He chooses to live independently because of tensions at home and parents apparent wish to control him. He has a 24 hour care package in an adapted ground floor flat.

Father, in his late 60's has angina (stress-related). Mother in mid 60's has arthritis and has started having panic attacks. Parents are known to be in debt since their son moved into his flat and controls his own budget.

CASE 2

Female, late teens' MLD – disorganised, difficulty sequencing, poor memory except for “magpie vocabulary”. This creates a misleading impression of capability. She failed basic skills maths, but passed English.

She can't sustain friendships – overfamiliarity creates wrong impression and is therefore vulnerable to sexual abuse. She tries to buy friendship and is therefore also vulnerable to financial abuse. She was considered to be a “school refuser” because of irregular attendance. School consistently failed to recognise her level of need because of poor attendance. She has a tendency to anorexia.

She has had a number of jobs which she can't sustain – gets out of her depth and walks away from them.

She is passionate about travel – gets on buses and trains and (usually) travels to the end of the line. Then she gets lost, panics, sleeps rough until picked up by police – or Mum if she can trace her movements.

Dad is a petty criminal – community service and short prison sentences – nothing very serious – he presents as a charming rogue. There is one younger sibling who is a model pupil, currently taking GCSE's and expected to go on to Sixth form.

Mum has lost *another* job because of the need to take time off to help her daughter. Now in difficulty with the mortgage. Dad's had enough – he wants her out of the house. Mum is torn between her wish for the marriage to succeed and her daughter's continuing need for support. Mum was also anorexic; there were complications at birth and the daughter was starved of oxygen. Mum feels guilty.

CASE 3

Male, early 30's, autistic with MLD; obsessive, ritualistic behaviour. Has coped with Day Centre. Likes being driven around in a car but won't get out unless the place is familiar to him and he is with known and trusted people. Social Services have been trying to introduce him to respite care and to short trips out with a known carer.

If over-stretched or surprised he freezes; it can happen anywhere. Shopping is difficult. Fortunately he always wears the same type of clothes and uses the same range of toiletries. His Day Centre has just closed. He has reacted badly to this. It was not possible to prepare him effectively for the change. Neighbours who used to help out by "sitting" on a regular basis can no longer cope with his behaviour.

His parents, who have coped until now, are still working – equity gap means they still have a mortgage. They are both in pensionable jobs, but have gaps because of periods when they needed to support their son. Neither can afford to retire early because of the impact on their pensions. Their current employers have been very understanding for the last 6 months while they were trying to sort out alternative systems for their son, but in the present economic climate are tightening up and have warned that what had been, first paid leave, and is now unpaid leave will no longer be acceptable.

Both parents are showing signs of extreme fatigue and stress and their son is reacting badly to this as well as to the changes in his routine. So far his parents have been able to control or diffuse his outbursts and have been unwilling to talk to Social Services about the extent of their difficulties.

CASE 4

Male, mid 40's with mental health problems. Manic-depressive exacerbated by drink problem and dabbling in drugs.

Divorced from wife in early 30's after a turbulent 9 year marriage. Was homeless and sleeping rough until his problems were recognised. (His ex-wife took a hand because she was concerned about his welfare.)

During a "good spell" and with support from Mind he was housed with a private landlord – he took his medication, stayed off the booze and appeared to be OK

It turns out he thought a reconciliation was on the cards, but his ex-wife has now re-married and he has reverted to unpredictable behaviour. He has had problems with neighbours – Community Support has been involved. He forgets to pay bills during bad periods, tries to sort them out during good periods. HB is now being paid direct to his landlord by the Council. Electricity is now on a pay-as-you-go meter. During the last winter he was often unable to use it – cold house, cold water. He'd stay in bed for days. He will choose alcohol rather than food and his health is deteriorating.

He has an "on-off" relationship with Social Services, often refusing help of any sort, but he will go to the soup kitchen in the winter months. He will also, during a "good spell" contact Social Services and ask for support – sometimes the good spells last long enough to get him started at AA and to get his bills sorted out.

January 2010 - Support, Choice and Independence – the transformation agenda in Hillingdon – Position Statement

Introduction

Support, Choice and Independence (SCI) is Hillingdon's programme to deliver the transformation of Adult Social Care in accordance with Putting People First.

The SCI programme is an extensive, whole systems approach to transformation that will ensure the full implementation of Self-Directed Support (SDS) and a recalibration of resources towards universal information, advice and advocacy as well as preventative services and a mainstream reablement service.

SCI is led by the full-time, multi-disciplinary Transformation Team, which includes a mix of practitioners and project specialists with responsibility for the redesign of our business processes, technology infrastructure and the engagement of all local stakeholders.

The programme contains 25 projects in all and is governed by the Transforming Adult Social Care Board with high-level representation from across Adult Social Care, Health and Housing and key partners.

Timescales

Activity	Date
Transition Services and Brokerage Pilots	Underway
Transforming Adult Social Care Board sign off proposed end-to-end SDS process	January 2010
Submission of first version business process to Liquidlogic for full integration into our case management system Protocol	January 2010
Testing of the system/process with 10 customers	February 2010
Testing of the system/process with 40 customers	April 2010
Readiness period	June/July 2010
Full implementation of SDS for existing customers receiving domiciliary/day care at the point of their next review	August 2010
Full implementation of SDS for all new customers	April 2011

Key headlines

Significant progress is being made across the SCI programme, which is on track to deliver according to the timescales set out above. Key headlines are:

- The Transition Pilot is currently underway, mainstreaming SDS for young people in transition. The first personal budget was agreed in December 2009.
- The draft new end-to-end business process for SDS has been developed, including new tools and forms for the Supported Assessment Questionnaire (SAQ), Support Plan, Brokerage and Review
- The new processes and tools are being fully integrated into our IT and Finance systems
- The SAQ is being introduced into all new assessments carried out by all social workers. This is feeding in to a Comparative Budget Exercise aimed at refining our existing draft Resource Allocation System (RAS)

- Hillingdon is using an in-house Brokerage Team which has gone through a robust training programme
- Hillingdon is playing a key role in developing the market for personalisation through the West London Alliance – including the PA market, advocacy, brokerage and residential care
- The Joint Commissioning Team and leads from the Primary Care Trust are contributing to a Commissioning for Personalisation strategy, which will encompass a shift towards universal information services, prevention and reablement
- The Department of Health is working with us to provide consultancy support in developing a business case for a mainstream, multi-disciplinary reablement service
- Joint work is being taken forward with Central North West London Mental Health Trust to integrate SDS with the Care Programme Approach locally

Stakeholder engagement

Workforce

Within the SCI programme there is a central focus on developing the staff culture to support new working practices under SDS, particularly greater creativity and risk enablement focused on outcomes, not activities.

A systematic engagement programme has involved direct face-to-face work with over 600 staff through a programme launch event, 10 SCI bitesize training sessions with staff and very regular attendance at team meetings and forums from August 2008.

Over 160 staff have been directly involved in co-designing the new ways of working by participating in four large-scale workshops (“Invent Events”) in November 2009.

Over 2010, a full training programme and another series of SCI bitesize training sessions are being put in place to ensure SDS becomes embedded in practice.

Customers

Within our programme plan, we are now at a point where customer engagement is a major priority to ensure local service users can influence practice in Hillingdon under SDS and new systems reflect their priorities..

A launch event and a series of bitesize sessions are taking place from March-April 2010 to facilitate the co-design of working practices.

A priority one Communications Campaign and a full stakeholder engagement and training programme are in place to raise awareness of SDS across all stakeholder groups.

A consultation is taking place with the think tank Demos to understand customers' views of SDS and help predict the services they will seek to buy with their personal budget.

SUPPORT, CHOICE AND INDEPENDENCE - THE FUTURE OF ADULT SOCIAL CARE

Cabinet Member	Councillor Phillip Corthorne
Cabinet Portfolio	Social Services, Health and Housing
Officer Contact	Dave King & Sam Taylor, Adult Social Care, Health and Housing
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>The personalisation agenda in Adult Social Care will transform service delivery for 6,000 residents receiving social care services over the coming years. We are proposing to build our new services around the themes of support, choice and independence - becoming a more enabling organisation that supports residents to have more control over what services they receive and enjoy greater autonomy in their lives.</p> <p>A key juncture in achieving these aims is the council's decision over the legal framework the council employs to support the new way of working, Self Directed Support.</p> <p>There are two options: 1) Direct Payments legislation and 2) the Local Authority's Wellbeing power under the Local Government Act 2000.</p>
Contribution to our plans and strategies	<p>The Support, Choice and Independence programme to transform Adult Social Care is making a direct contribution towards achieving Theme 1 of Hillingdon Partners Sustainable Community Strategy 2008-18, "A borough with improving health and wellbeing".</p> <p>The programme is also aligned with Business Improvement Delivery (BID), as a key means of redesigning our business processes to become a modern, effective and efficient organisation delivering excellent services.</p> <p>Finally, the programme has been informed by the Social Services, Health and Housing Policy Overview Committee's wide-ranging review of the Transformation Agenda and Direct Payments.</p>
Financial Cost	<p>The decision on the legal framework for Self Directed Support does not have a direct cost implication. There are no additional financial implications as the one off costs of implementing Self Directed Support are contained within the Social Care Reform Grant provided by the Department of Health; and the allocation of an individuals personal budget is included within the departments revenue budget.</p>

Relevant Policy Overview Committee	Social Services, Health and Housing
Ward(s) affected	All

RECOMMENDATION

That Cabinet:

1. Agree that the current legal framework for Direct Payments is the most robust option for implementing Self Directed Support.

2. Agree that, in those cases where Direct Payments legislation is not sufficient in achieving support, choice and independence for social care customers, the use of the Well Being power should be investigated in partnership with the council's Legal Services.

INFORMATION

Reasons for recommendation

3. The recommendation above has been informed by extensive research into the differing legal frameworks, as set out in this report.

4. The revised guidance for Direct Payments, issued in November 2009, puts a strong emphasis on flexibility and creativity in finding the right support options for social care customers.

5. Our own experience in Hillingdon - and the experience of other councils - indicates that this is sufficient to deliver the desired benefits from the Transformation of Adult Social Care.

6. The use of the Well Being power promises even greater choice for residents in their use of a personal budget. However, the legal complexities of doing so are potentially high, with work necessary to ensure that the budget would not be in breach of any other, pre-existing legal frameworks.

7. The Well Being power should therefore be reserved for exceptional instances and impasse situations.

Alternative options considered / risk management

8. Use of the Well Being power under section 2 of the Local Government Act 2000 as the primary legal framework for Self Directed Support in Hillingdon.

Comments of Policy Overview Committee

A Policy Overview Committee review of Transformation agenda and Direct Payments in Hillingdon has recently been completed and a report is being presented to Cabinet as part of this agenda. Officers have worked with Members of the Committee in helping shape their

recommendations, which if endorsed by Cabinet, will be taken forward as part of the Support, Choice and Independence - the Future of Adult Social Care agenda.

Supporting Information

9. Over the last five years, a growing expectation has been placed on local authorities across the United Kingdom to provide more personalised Adult Social Care services. The national commitment to this has been reiterated and developed through a sequence of major policy documents, including:

- i. ***Improving the Life Chances of Disabled People*** (Prime Minister's Strategy Unit, January 2005);
- ii. ***Opportunity Age*** (Department for Works and Pensions, March 2005);
- iii. ***Independence, Well-being and Choice*** (Green Paper, Department of Health, March 2005)
- iv. ***Our Health, Our Care, Our Say*** (White Paper, Department of Health, January 2006)
- v. ***Putting People First: a shared vision and commitment to the transformation of adult social care*** (Department of Health, 2007)

10. The last of these documents, Putting People First, was published as a cross-government concordat requiring local authorities to transform their Adult Social Care services through the introduction of personal budgets or Self Directed Support (SDS).

11. A national series of pilots and the experience of other local authorities in the United Kingdom has indicated that this approach can lead to better outcomes for individuals, maximising their choice, control and independence and potentially reducing the ongoing cost of their support.

12. The success of this scheme across adult social care services has resulted in pilots for personal budgets being extended to health, welfare, education and beyond, with some Local Authorities adopting it as a mainstream service delivery model.

Support, Choice and Independence

13. In Hillingdon, the Support, Choice and Independence (SCI) programme has been put in place to deliver a whole systems approach to transformation that prioritises increases in customer choice and control while taking a strong approach to the Council's overall financial management.

14. The aims of the programme are to:

- Provide full **support** for people to make the most of the new approach to social care and find the right support options
- Give people real **choice** in the range of support options available and control in how they are received
- Help people maintain **independence** and enjoy fuller lives

15. The programme is aligned with the Business Improvement Delivery (BID) project geared towards developing new systems and re-designing back office processes to make the council a more modern and effective organisation.

16. In line with the principles of Putting People First, partnership working with customers and staff (co-design) is an integral way of developing the new ways of working. The full involvement of all stakeholders in this process is helping the entire local social care network to be more flexible, creative and innovative to improve the lives of people who receive social care services.

17. A number of pilots and test phases are underway to most effectively manage the change process. The implications for residents, the social care workforce, partners and providers are extremely wide-ranging, and will be felt across the following four areas:

Mainstreaming a new way of working: Self Directed Support

18. Self-Directed Support places greater control in the hands of customers of social care services. Through a Resource Allocation System, customers are allocated a personal budget: a sum of funds to be used on meeting their social care needs. Social care practitioners and a new function, brokers, play a key role in supporting them to find the right options so they can have the most effective, personalised package of support to help them live their life and maintain independence.

19. In Hillingdon, implementation of this new approach has been split into two parts:

- From August 2010, Self Directed support will be introduced for existing adult social care customers receiving domiciliary and/or day care.
- Following this, Self Directed support will be provided to all new social care customers from April 2011.

20. A comprehensive programme of communications and training is underway to support customers and staff through this change.

Shaping the social care provider market

21. For Self Directed Support to be effective, there must be true choice in the market place to permit truly personalised, innovative and cost-effective solutions to be found.

22. The Council's commissioning role will undergo a major change as a result of Self Directed Support. Overall, the contractual relationship between care provider and the council will start to shift to a relationship between the care provider and the individual. As a result, the Council will increasingly focus on partnership working with providers and strategic market development at local and pan-regional levels, rather than direct contract management. Work towards this is currently taking place through the West London Alliance.

Putting in place universal information and advice services

23. Through the transformation of Adult Social Care, there is an expectation on councils to review and improve their information and advice services such that they are of a high quality and are known and accessible to the entire population, including self-funders.

24. All residents should be able to easily find locally relevant quality information and advice about their care and support needs in order to enable control and inform choice. Work is taking place with the voluntary sector, libraries, GPs, Hillingdon Social Care Direct and Corporate Communications to ensure information is available in a range of formats and through channels to make it accessible to all groups. In order to achieve this, provision of information, advice and

guidance is being brought together to a single coherent Commissioning for Personalisation Strategy for Hillingdon.

A focus on prevention and reablement

25. The Support, Choice and Independence programme is taking a whole systems approach to prevention and early intervention. Together, this suite of services is aimed at supporting residents to stay independent for as long as possible.

26. Examples of early intervention include reablement type services that help people regain independence to live in their own home. Reablement also helps people to avoid becoming dependent on council provided services with national studies demonstrating many people finish this six-week service with either a reduced need for care, or no ongoing requirement at all. Reablement is being introduced as a key part of the social care process in Hillingdon, through in-house home care.

A key part of this is ensuring council-wide and partnership approaches to universal services e.g. leisure, adult education, transport, employment, healthy living and health improvement (backed by targeted intervention), along with housing and supported living options.

The legal framework for Self Directed Support

27. Central to the implementation of Self Directed Support is the legal framework we employ as a council to release funding in the form of a personal budget, for people to meet their social care needs.

28. No change has been made to the legal framework for social care to facilitate personalisation, other than the introduction of a new piece of legislation extending Direct Payments to people lacking capacity, which came into force in November 2009.

29. In the course of 2009, certain councils had been employing the Well Being power under section 2 of the Local Government Act 2000 as the legal mechanism to release funding to customers in the form of a personal budget.

30. However, since the introduction of new Direct Payments guidance in November 2009, most councils have now opted to use Direct Payments legislation as the tool to achieve this.

31. According to recent Association of Directors of Adult Social Services (ADASS) guidance, a personal budget can be released to an eligible person in the following ways:

- In the form of a Direct Payment, held directly by the person or where they lack capacity, by a "suitable person"
- By way of an "account" held and managed by the council in line with the person's wishes
- As a mixture of the above
- For impasse situations - those instances where community care and continuing health care legislation do not meet the need - a "Well Being grant" through the Local Government Act 2000

32. In line with this approach, if the person wishes to manage the personal budget themselves, they must take the amount as a Direct Payment subject to the national Direct Payments regulations and Hillingdon's local policies and procedures.

33. Locally, research has been taking place to ascertain whether the Direct Payments legislation is sufficient to achieve the potential benefits of Self Directed Support, or whether an alternative route should be sought via the Local Government Act 2000.

34. The remaining information in this paper focuses on whether Direct Payments legislation offers sufficient flexibility to provide people the real choice and independence they need from Adult Social Care services; or whether the Local Government Act 2000 is viable as a mainstream legal framework for Self Directed Support.

Option 1: Use of the new Direct Payments guidance – November 2009 (DH)

35. Direct Payments guidance has been altered for the implementation of Self Directed Support.

Specifically, councils are encouraged to be as flexible, creative and innovative as possible:

*“In discussions with individuals about how their needs might be met through direct payments, **councils should be prepared to be open to new ideas and be as flexible as possible. By exploring innovative and creative options, people should be encouraged to identify how they might most effectively achieve outcomes in a way that aligns with their personal wishes and preferences.**”*

Additionally, councils are recommended to keep the burden of regulation as low as possible:

*“Councils may set reasonable conditions on the direct payments, but need to bear in mind when doing so that the aim of direct payments is to give people more choice and control over their support and how it is delivered. For example, individual choice and control would not be delivered were a condition to be set that someone who receives direct payments might only use certain providers. **Conditions should be proportionate and no more extensive, in terms or number, than is reasonably necessary. Councils should also avoid setting up disproportionately intensive monitoring procedures.**”*

Possible uses for Direct Payments

According to the November 2009 Direct Payments Guidance and the ADASS legal advice, the following uses of a Direct Payment are permissible:

- Personal care
- Equipment
- Modifications to the home
- Help with personal activities
- Help with domestic activities
- Support to return to work (e.g. an educational course to improve skills)
- Social inclusion activities
- General well being activities (e.g. fitness classes, arts, cultural activities)
- Meals

Conversely, the following services are not able to be bought with a Direct Payment:

- Registered nursing care
- Long-term non-respite residential care
- Services or equipment for which the council is not responsible (e.g. those the NHS is required to provide)
- Illegal activities

36. The Direct Payment is a “conditional resource entitlement” - activities funded in this way will need to demonstrably meet social care needs and be balanced against other priorities for the individual.

37. The Council is currently developing local policies and procedures to determine how this is implemented in Hillingdon, so appropriate uses of Direct Payments under the new guidance are very clear.

Option 2) Use of the Well Being Power instead of Direct Payments

38. The principal benefits of using the Well Being Power are 1) increased flexibility and 2) the decreased requirement for monitoring. Up to this point, Essex County Council have deployed their personal budgets according to this power. However, there is a lack of clarity about the legality of this approach.

A legal article on the Well Being power from King’s Bench Walk Temple states:

‘The well-being power conferred upon local authorities in section 2 of the Local Government Act 2000 provides that:

“Every local authority are to have power to do anything which they consider is likely to achieve any one or more of the following objects –

(a) the promotion or improvement of the economic well-being of their area;

(b) the promotion or improvement of the social well-being of their area;

(c) the promotion or improvement of the environmental well-being of their area.”

39. Section 2(4) of the 2000 Act makes it clear that the well-being power includes a power to incur expenditure, to provide financial assistance and to provide staff, goods, services or accommodation to any person.’

40. This is a “power of first resort” for local authorities. However, the ADASS legal advice “Personalisation and the law” argues the Well Being power should be used by exception for Self-Directed Support, not as the core vehicle for its delivery:

*“A **well-being grant** under s2 Local Government Act 2000 is a different legal vehicle altogether and should not be confused with a personal budget or a Direct Payment for community care services. It is a form of financial assistance which can be given to an individual, so long as the authority believes it will inure to the benefit of the area, and so long as there is no other legislative bar in statute or regulations preventing the desired outcome. These grants cannot be made without regard to the authority’s Sustainable Communities Strategy. They cannot be made if any existing enactment prohibits, restricts or limits the achieving of the desired outcome, and they do not, therefore, overcome difficulties with the existing legal framework, for clients who have actually been assessed as eligible for community care services.*

Advice should be sought from one’s legal team as to whether it could be said that the desired outcome is one which there is no power at all to achieve within the current framework, because it is strongly arguable that s2 can be used in such circumstances to supply the power. Advice has been obtained to this effect and can be requested from ADASS.”

Recommendation

41. Overall and on the basis of the research undertaken, it is advised that the framework for Direct Payments is the most robust option for implementing Self Directed Support.

42. However, in those cases where Direct Payments legislation is not sufficient to meet the required flexibility and benefits, the use of the Well Being power should be investigated in partnership with the council's Legal Services.

43. The revised guidance for Direct Payments puts a strong emphasis on flexibility and creativity in finding the right support options for social care customers. This is sufficient to deliver the desired benefits from the Transformation of Adult Social Care.

44. While the Well Being power would mean a personal budget could be used for any activity so long as it met the social, economic and environmental needs of the area (or individual within that area), the legal complexities of doing so are potentially high, with work necessary to ensure that the budget would not be in breach of any other, pre-existing legal frameworks. The Well Being power should therefore be reserved for exceptional instances and impasse situations.

Financial Implications

45. The decision on the legal framework for Self Directed Support does not have a direct cost implication. There are no additional financial implications as the one off costs of implementing Self Directed Support are contained within the Social Care Reform Grant provided by the Department of Health; and the allocation of an individual's personal budget is included within the department's revenue budget.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

46. As set out above, the Support, Choice and Independence programme to transform Adult Social Care will have a major positive effect on the lives of Hillingdon's residents and social care customers.

47. The implementation of Self Directed Support through the revised guidance for Direct Payments will permit people eligible for social care funding to have greater choice and control in developing appropriate, personalised packages of support for themselves, improving their wellbeing and helping them to maintain independence.

Consultation Carried Out or Required

48. A consultation has been undertaken with the think tank Demos and the Centre for Disability Research at the University of Lancaster, entitled "What support do you want?". This consultation was aimed at finding out social care customers' level of awareness relating to Self Directed Support and what choices they were likely to make once they had been allocated a personal budget.

CORPORATE IMPLICATIONS

Corporate Finance

The recommendation of a decision over the appropriate legal framework for the implementation of self-directed support does not have any specific financial implications. However, it is probable that the alternative option considered in the report of generally applying well-being powers rather than direct payment powers would result in additional legal costs being incurred by the Council. The wider transformation agenda that this decision underpins, through the implementation of self-directed support, is likely to have significant positive financial implications in terms of greater effectiveness, value for money and improved service outcomes from service delivery.

Legal

The main Direct Payments legislation referred to in this report is the Health and Social Care Act 2001 and The Community Care, Services for Carers and Children's Services (Direct Payments) (England) Regulations 2009 (the "Regulations") which came into force on 9th November 2009 and which, in turn, relates to the Council's powers and duties to provide services under the Mental Health Act 2003, the Children Act 1989 and the National Health Service and Community Care Act 1990.

The Regulations provide a specific statutory framework that enables local authorities to make direct payments in respect of relevant services to persons who appear to the authority to be capable of managing a direct payment by themselves or with such assistance as may be available to them and provided that the authority has their consent. It is the view of the Borough Solicitor, and of ADASS referred to in the body of this report, that the best way of implementing Self Directed Support is to use the specific legislation that has been created. However, if the Service subsequently encounters a situation which it is unable to deal with under the Regulations then the Borough Solicitor will explore the use of the well being powers with the Service to see if a more flexible solution can be provided.

BACKGROUND PAPERS

- "Personalisation and the law", Association of Directors of Adult Social Services (ADASS), October 2009
- "Guidance on direct payments", Department of Health (DH), November 2009

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WARD BUDGET INITIATIVE PROGRESS REPORT

Cabinet Member	Councillor Douglas Mills
Cabinet Portfolio	Partnerships, Improvements and Community Safety
Officer Contact	Maggie Allen, Deputy Chief Executive's Office
Papers with report	Appendix A and B

HEADLINE INFORMATION

Purpose of report	To inform Cabinet of the progress of the Ward Budget initiative and provide a comprehensive list of projects submitted by Members up to 3 rd March 2010.
Contribution to our plans and strategies	The Ward Budget initiative contributes towards the Council's Civic Pride initiative as well as the 2008-2018 Sustainable Community Strategy and the objective of creating strong and active communities.
Financial Cost	<p>The overall allocation for the Ward Budgets is £550,000, based on a budget of £25k for each of the 22 wards in the borough. The funding for this initiative will run from 1 January 2009 to 31 March 2010. However, it should be noted that any proposals approved up to the 31 March 2010 will be funded from this budget, even though the costs may fall into the 2010/11 financial year.</p> <p>Projects and proposals to-date total £513,448.21 leaving a balance of £36,551.79 still to be allocated.</p>
Relevant Policy Overview Committee	Primarily Corporate Services & Partnerships and Residents' & Environmental Services
Ward(s) affected	All wards have benefited from the Initiative.

RECOMMENDATION:

That Cabinet notes the diversity of the projects, the communities and groups supported and the outcomes and achievements resulting from the Council's 2009/10 Ward Budget Initiative.

INFORMATION

Reasons for recommendation

The report is for information only, but serves to record the success of the Ward Budget initiative and how it has served to deliver proposals and supported community activity in all of the wards in the borough.

Alternative options considered / risk management

The report is for information only.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

Background

At Council on 6th November 2008, the Leader of the Council announced the Ward Budget initiative which committed £25,000 to each ward in the borough to support local priorities identified by Ward Councillors.

The Ward Budgets initiative had a number of objectives including:

- enabling Councillors to address specific local priorities
- strengthen Councillors community leadership role
- enhancing Civic Pride
- supporting the 'I like living here' Agenda.

The Ward Budget initiative complemented the concept extolled in The Local Government White Paper *Strong & Prosperous Communities* which outlined the argument for strengthening the role of Ward Councillors.

Protocol and process for Ward Councillors 2009 to 2010

In order to ensure a consistent approach across the 22 wards a protocol for the initiative was devised. This protocol served as a guide to Councillors in terms of delivering the initiative and proved to be useful in terms of the 'do's and don'ts'. Additionally, to ensure consistency across the Council all proposals for Ward Budget initiatives were approved by the Cabinet Member for Partnerships Improvements and Community Safety and for Manor ward by the Leader.

The coordination of proposals by the Community Leadership Team has meant that appropriate alternative sources of funding have been used where possible. For example, the Community Leadership Team also administers the Council's Chrysalis Programme and this has provided additional funding for several Ward Budget proposals.

Extent of the Initiative

Up to 3rd March 2010 proposals to the value of £513,448 out of the budget of £550,000 have been submitted by Members for approval. A small number of additional proposals are expected to be submitted by the 25 March 2010.

Currently 231 proposals have been approved across the 22 wards and a further 41 proposals await approval. They cover the whole sphere of community activity in the borough with 190 of the total relating to community groups and organisations, whilst the remaining 82 relate to environmental, road safety, etc. Environmental proposals such as tree planting and landscaping have proved very popular as have improvements to the physical environment. Such proposals have seen the introduction of new street furniture, benches and litter bins.

Community safety proposals have also proved popular with improved lighting and security fencing proposals to areas being approved. Traffic calming measures and a pedestrian crossing also featured in the range of community safety initiatives.

There are numerous examples of where schools and sports clubs benefited from the Ward Budget initiative. Resident and community associations, churches and a range of youth groups have been assisted with dozens of imaginative proposals being supported. Several community buildings have also benefited with funds being committed for repairs and improvements.

Proposals varied in scope and cost with the largest being a pedestrian crossing in Pinkwell which cost £25,000 and the smallest a mural produced by Newnham Junior School on the Eastcote Bridge which cost £35.

A comprehensive area list of proposals approved and awaiting approval up to 3rd March is attached in Appendix A.

Impact of the Initiative

The scale and range of the Initiative has meant that Ward Budgets have made a considerable impact across the borough. In some cases the benefit has quite literally been seen across town centres, with the boroughs festive lights programme being an example. In other areas the proposals have been more focused with, for example, grants to older people's associations to support local activity. Whilst not impacting wards in the same way as the environmental improvement schemes or the festive lights initiatives have, anecdotal feedback from residents benefiting from the smaller schemes has been overwhelmingly positive.

The Community Leadership Team who have supported community organisations and Councillors in implementing, coordinating and delivering the numerous and varying proposals have reported that the Ward Budget initiative has been exceedingly popular and has assisted the Council to respond and address local issues.

Appendix B lists all the organisations receiving support from Ward Budgets and serves to demonstrate the wide ranging impact the initiative has had in the borough. This list relates to community groups and organisations only.

As the initiative has focused on Councillors working with organisations and communities within their wards, there is little doubt the Ward Budget initiative has served to raise the profile of Councillors locally, and in some cases has seen Councillors cooperating across ward boundaries to support schemes. For example councillors used Ward Budgets to support an Automated Number Plate Recognition device in three wards in the north and to address a longstanding issue in Townfield and Botwell where shoppers had missiles thrown at them by young people and funding was approved to contribute towards fencing to resolve this problem.

Financial Implications

The overall allocation for the Ward Budgets is £550,000, based on a budget of £25k for each of the 22 wards in the borough. The funding for this initiative will run from 1 January 2009 to 31 March 2010. However, it should be noted that any proposals approved up to the 31 March 2010 will be funded from this budget, even though the costs may fall into the 2010/11 financial year.

For the individual proposals, officers are confident they can be met within the cost proposed, or action has been agreed with relevant service departments to fund any additional cost above the £25,000 allocation. In some instances there will be ongoing running costs, where it has been agreed that these will be met from the relevant service department's budgets on an annual basis once the projects are completed.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The Ward Budget initiative has had a positive impact on all sections of our community. It has supported Councillors and enabled them to make a difference in their wards by addressing specific local issues and priorities and delivering projects, which benefit residents and local organisations.

Consultation Carried Out or Required

This report has been compiled using the details and supporting information from the numerous proposals delivered as a result of the Ward Budget initiative. These proposals were developed by Councillors in conjunction with local organisations and the local community in each of the 22 wards.

CORPORATE IMPLICATIONS

Comments from Democratic Services

Democratic Services has sought to expedite decision-making for the Initiative through regular monthly Cabinet Member reports / decisions, the use of urgency procedures in exceptional cases and by waiving the scrutiny 'call-in'. This has ensured that Ward Budget proposals have proceeded swiftly to the delivery stage in order to benefit those concerned in the Wards as quickly as possible.

Corporate Finance

The report sets out the current status of expenditure commitments from the Ward Budget Initiative, including the treatment of any ongoing costs to the Council. The agreed allocations are funded from the drawing on reserves for the Ward Budget Initiative approved during the 2008/09 financial year.

Legal

There are no legal implications for this report since it is a summary of Ward Budget initiatives which require separate approval through individual reports.

Corporate Property

The Head of Corporate Property Services supports the recommendations contained within the report.

BACKGROUND PAPERS

None.

PROJECTS SUBMITTED BY MEMBERS UP TO 3 MARCH 2010

BARNHILL

Projects approved

• Grant to Warren Park Residents Association to purchase photocopying equipment.	£250
• Installation of a Trim Trail for Belmore School/Children's Centre.	£6,000
• Grant to Senior Citizens of Barnhill Community Centre for a Day Trip to Weymouth.	£700
• Grant to provide IT upgrade at the Welbeck Community Resource Centre's Internet Cafe.	£2,459
• Grant to 5 th Hayes Scout Group for refurbishment.	£3,626.34
• Grant to Barnhill Community Resource Centre to purchase equipment for their Garden Maintenance Project.	£4,470
• Grant to 1 st Hayes Scout Group to install new pathway.	£7,494.66
TOTAL	£25,000

BOTWELL

Projects approved

• Removal of sycamore tree at Botwell House Primary School.	£800
• Additional costs to remove sycamore tree at Botwell House Primary School.	£595
• To provide funding towards the Festive Decoration Grant to increase the display in Hayes Town.	£3,000
• Grant to Stonham Housing to purchase Christmas gifts for residents at Jupiter House.	£500
• Grant to Vision & Voice Muslim Women's Group for equipment to run general activities.	£750
• Grant to 4 th Hillingdon Boys' Brigade for new sports equipment.	£250
• Grant to Wood End Park Community School for re-decoration.	£12,455
• Grant to St. Anselms Church for Flower Bed Restoration.	£500
• Provision of promotional materials and follow up publicity for the Youth Conference in March.	£500
• Grant to Hayes Town Partnership for car park fencing at Iceland Car Park.	£500
• Grant to Hayes Hawks BMX Club to upgrade the BMX track at Lake Farm Country Park.	£1,000
• Grant to Hayes & Harlington Community Association for internal decoration.	£1,700
• Grant to Stonham Housing to purchase 'Welcome Packs' for Jupiter House.	£1,700
• Grant to Hayes and Harlington Community Association for a children's Christmas party.	£250
• Grant to provide a canal day trip to Alzheimer's Society.	£500
TOTAL	£25,000

BRUNEL

Projects approved

• Provision of football goal posts for Nine Elms Green.	£1,962.18
• Provision of 3 picnic table sets for Connaught Park.	£3,300

• Grant to Cowley Community Residents Association for office equipment.	£400
• Grant to Connaught Residents Association to plant 5 trees in Connaught Park.	£1,008
• Planting of 3 trees at the junction of Harlington Road and West Drayton Road.	£604.80
• Grant to Uxbridge High School to purchase fencing equipment for After School Club.	£1,955.18
• Grant to Hillingdon Manor Cricket Club for bowling equipment.	£3,300
• Grant to Bishopshalt School for library books.	£1,000
Sub-total	£13,530.16

Projects awaiting approval

• Provision of fencing at the Nine Elms Green Space.	£3,101
• Grant to Meadow High School to reduce height of hedging.	£720
• Grant to Brunel Junior Badminton Club for racquets and shuttles.	£500
• Grant to Hillingdon Juniors Archery Club for archery equipment.	£1,000
• Grant to Cowley St Laurence School for games equipment.	£1,500
• Grant to Hillingdon Primary School for playground equipment.	£1,460.88
TOTAL	£21,812.04

CAVENDISH**Projects approved**

• Contribution towards Automated Number Plate Recognition (ANPR) equipment for Safer Neighbourhoods Team to share.	£3,500
• Grant to purchase books for St. Swithun Wells RC Junior and Infant School.	£2,000
• Grant to Newham Junior School to establish a Newnham School Gardening Club.	£2,000
• Festive decorations for Field End Rd, near Eastcote tube station.	£2,745.07
• Grant to Field End Infant School for security fencing.	£2,000
• Grant to Field End Junior School to establish a 'drop in' centre.	£2,000
• Funding towards the cost of the 12 th Ruislip Scout (Mount Pleasant) to complete patio.	£3,295
• Grant to Newnham Junior School to install signage for the mural on the Eastcote Bridge.	£35
• Installation of a bench seat at Broadhurst Gardens.	£900
• Grant to establish a collaborate website for Ruislip Schools.	£600
Sub-total	£19,075.07

Projects awaiting approval

• Grant to St. Swithun Wells School for books.	£2,400
• Planting of trees in Cavendish.	£1,760
• Grant to Ruislip High School for Family Cooking Club.	£1,300
• Grant to Bessingby and Cavendish Management Advisory Group publicity for Easter Egg Hunt.	£150

TOTAL £24,685.07**CHARVILLE****Projects approved**

• Grant to Charville Community Centre to replace existing heating system.	£4,950
• Grant to 8 th Hayes Scout Group to replace window frames including structural repairs.	£2,500

• Grant to Charville Primary School for a television set.	£1,000
• Grant to Hayes Park for After School's Club equipment.	£1,000
• To provide fencing to support alley gating scheme in Chesil Way.	£3,669
• Grant to Skylark Community Association for set up costs.	£500
• To provide equipment for Charville Lane Young Peoples Centre.	£1,000
Sub-total	£14,619

Projects awaiting approval

• Grant to Hedgewood Special School for equipment for their 'Play Buddies' Club.	£1,000
• Grant to Rob Burton Soccer School to purchase equipment.	£1,000
• Grant to Grange Park Junior School to purchase equipment for their Breakfast Club.	£1,000

TOTAL £17,619**EASTCOTE & EAST RUISLIP****Projects approved**

• Various environmental improvements across the ward (part 1).	£14,359.96
• Various environmental improvements across the ward (part 2).	£1,900
• Clock radios for Bishop Ramsay Church of England School and trees for Warrender School Grounds.	£920
• Festive decorations for the centre of Eastcote.	£2,745.07
• Grant to Eastcote Choral Society for purchase music books and sheet music.	£500
• Grant to Coteford Infant School for gymnastic equipment.	£385
• Grant to St Thomas More Roman Catholic Church to refurbish their memorial garden.	£400
• Grant to Grangewood School to upgrade their sensory stimulation room.	£500
• Grant to St Andrews United Reformed Church to purchase new furniture for their coffee mornings.	£400
• Grant to Methodist Church to purchase cross for the outside of the building.	£220
Sub-total	£22,330.03

Projects awaiting approval

• Grant to St Lawrence Church to purchase equipment for two youth clubs.	£400
• Grant to Eastcote Cricket Club for astro turf repairs.	£600

TOTAL £23,330.03**HAREFIELD****Projects approved**

• Grant to The History Society to purchase of cabinets for artefacts at Harefield Academy.	£102.78
• Install hanging baskets in Harefield High Street and mini roundabout.	£3,989
• Grant to Harefield Hospital Bowls Club for bowls equipment.	£1,000
• Grant to provide drainage boards to The Willow Tree Centre.	£2,051
• Grant to Hillingdon Outdoor Activities Centre to purchase two new boats.	£4,609
• Installation of festive lights for residents of Harefield.	£3,500
• Installation of festive lights for residents of Harefield (additional cost)	£1,000

TOTAL £16,251.78

HEATHROW VILLAGES**Projects approved**

- | | |
|---|---------|
| • Grant to Total Projects Limited for After School Sports Activity. | £15,000 |
| • Grant to Heathrow Special Needs Farm for flower beds. | £1,000 |
| • Grant to The Great Barn in Harmondsworth for a Projector to facilitate their Open Days. | £500 |
| • Grant to 1 st Harmondsworth Scouts for equipment for their Duke of Edinburgh Award scheme. | £1,500 |
| • Grant to 1 st Harlington Scout Group for camping equipment and shelter. | £1,000 |
| • Grant to Harmondsworth Primary School for after school activity in flower/art arranging. | £400 |
| • Grant to West Drayton Youth F.C. for kit and equipment. | £2,025 |
| • Grant to West Drayton Senior Citizens' Welfare Association for Christmas celebration. | £600 |
| • Grant to Harlington Baptist Church for Church Film Night. | £975 |
| • Grant to Groundwork Thames Valley to improve the Dot.Com Cafe. | £500 |
| • Grant to Heathrow & Harmondsworth Primary Schools for continued flower arranging and art classes. | £400 |
| • Grant to Safer Neighbourhoods Teams to acquire a universal card reader and colour printer. | £350 |

Sub-total £24,250

Projects awaiting approval

- | | |
|--|------|
| • Grant to 1 st Harmondsworth Brownies for equipment. | £250 |
| • Grant to Women's Institute for a show. | £500 |

TOTAL £25,000

HILLINGDON EAST**Projects approved**

- | | |
|---|-----------|
| • Grant to Oak Farm Residents Association to purchase office equipment. | £246.75 |
| • Tree Planting in Sutton Road, Ryefield Avenue and Petworth Gardens. | £5,398.16 |
| • Installation of Ball Wall at Pole Hill Park. | £5,000 |
| • To develop wheelchair and pushchair access to Pole Hill Park. | £1,885 |
| • Gutteridge Woods improvement. | £990 |
| • Grant to Oak Farm Infant School for equipment for their Breakfast Club. | £520.70 |
| • Grant to Swakeleys School for African drums. | £500 |
| • To provide flower beds in Brampton Road Triangle. | £500 |
| • Grant to Abbotsfield School for various equipment. | £1,000 |
| • Grant to Parkfield House Care Home for sensory/games equipment. | £500 |
| • Grant to Oak Farm Library for craft materials. | £500 |
| • Grant to Oak Farm Junior School for educational equipment for their Breakfast Club. | £500 |
| • Grant to Oak Farm Junior School for equipment for their After School Club. | £500 |
| • Grant to Pendle Court Sheltered Accommodation for a garden shed. | £500 |
| • Grant to Ryefield School for the extended school sports facility. | £500 |
| • Grant to Salvation Army – luncheon club food warming equipment. | £500 |
| • Grant to Boys/girls Brigade at Long Lane Methodist Church to replace two tents. | £500 |
| • Grant to Leaside Retirement flats for three benches. | £500 |
| • Installation of street lights at Knight Gardens. | £1,000 |
| • Grant to St Bernadette's Youth Club for a pilgrimage to Aylesford Priory. | £500 |

• Grant to Girl Guides to improve electric heating.	£500
• Grant to Heathfield House Care Home for equipment.	£500
• Grant to Highfield School to repaint fun markings on their playgrounds.	£500
• Grant to St Bernadette's School for equipment.	£500
Sub-total	£24,040.61

Projects awaiting approval

• Replacement of dead trees at Knight Garden and to grow shrubs.	£800
• Grant to Oak Farm Library to purchase craft supplies for children.	£159.39

TOTAL £25,000

ICKENHAM**Projects approved**

• Grant to Ickenham Youth Football Club for football equipment.	£5,744
• Grant to St Giles Church for lighting.	£4,290
• Grant to Ickenham Village Hall Association to install heating and purchase a sound system.	£7,508

Sub-total £17,542

Projects awaiting approval

• Grant to Compass Theatre for windows.	£7,090.90
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TOTAL £24,632.90

MANOR**Projects approved**

• Grant to Sacred Heart, Lady Bankes Junior and Lady Bankes Infant school for books.	£4,000
• Grant for mini and youth rugby club equipment.	£2,500
• Public alley refurbishment, Willow Grove/Shenley Avenue.	£2,200
• Grant to Ruislip Baptist Church to support youth activities.	£2,394
• Joint Purchase of Automated Number Plate Recognition for Safer Neighbourhoods Teams.	£3,500
• Grant to Wealdstone Youth Football Club to purchase goal posts and football equipment.	£1,621
• Grant to Ruislip Manor Methodist Church for table tennis table and television.	£450
• Grant to First Cheer for cheerleading uniforms.	£1,300
• Grant to Ruislip High School for equipment for a Duke of Edinburgh Scheme.	£1,500
• Grant to Torrington Road Age Concern Group for education and leisure items.	£750
• Grant to St Paul's Mothers Union to contribute towards new tables and chairs.	£200
• Grant to Manor Traders as contribution towards a website design and IT support equipment.	£3,500
• Grant to establish a collaborate website for Ruislip Schools.	£600
• Provision of bin for Shenley Park.	£484.50

TOTAL £24,999.50

NORTHWOOD**Projects approved**

• Grant to pay for coach trip to the House of Commons involving 30 children.	£334.75
• Grant to Hawes and Bennett's Residents Association for opening of Bennett's Close Park.	£326.78
• Grant to the Lynda Jackson MacMillan Centre to sponsor cups for team awards.	£500
• Grant to Northwood Choral Society for music sheets and membership drive.	£1,000
• Grant to Northwood Football Club for coaching courses, football equipment and kit.	£2,750
• Grant to Northwood Holocaust Memorial to educate children on the Holocaust.	£2,500
• Grant to Northwood Residents Association: Making Northwood Station Bloom!	£1,500
• Grant to Hawes and Bennett's Tenants and Residents Association: Making Northwood Bloom!	£2,500
• Grant to Northwood Bowling club for improvement and for their 70 th Anniversary event.	£4,000
• Grant to Northwood Residents Association for Christmas lights in Northwood High Street.	£3,000
• Grant to 1 st Northwood Brownies – Holy Trinity for Centenary Year.	£1,000
• Grant to 4 th /5 th Northwood Brownies (Oaklands Gate) for Centenary Year.	£1,000
• Grant to 6 th Northwood Brownies (Emanuel Church) for Centenary Year.	£1,000
• Grant to 7 th Northwood Brownies (St John's United Reform Church) for Centenary Year.	£1,000
Sub-total	£22,411.53

Projects awaiting approval

• Grant to 8 th Northwood Brownies (St Helens) for a number of activities.	£1,000
TOTAL	£23,411.53

NORTHWOOD HILLS**Projects approved**

• Football goal posts at Raisins Hill/Catlins Lane.	£396.09
• Matched funding with Northwood Hills Residents Association to plant trees in Northwood Hills Ward.	£2,000
• Grant to Hillside School to help school achieve the silver award for Ecoschools.	£535.15
• Grant to Harlyn School to remark the school playground.	£500
• Provision of a public notice board to be located outside Northwood Hills Library.	£450
• Grant to Northwood Hills Residents Association to improve the Christmas lights in Northwood Hills/Joel Street Shopping parade, including a community event.	£2,000
• Grant to 1 st Northwood Scout Group to contribute towards re-carpeting their Scout Hut.	£600
• Grant to Haydon School to purchase plants and gardening equipment.	£500
• Grant to Age Concern for Northwood Hills Safer Neighbourhoods Team Silver Senior Initiative.	£751.24

• Grant to Northwood Hills Brownies for an 'out and about' weekend.	£1,000
• Grant to Harlyn School for playground furniture.	£500
• Grant to Chamber of Commerce for start up costs.	£500
• Installation of trees in Northwood Hills.	£2,000
Sub-total	£11,732.48

Projects awaiting approval

• Vegetation clearance in Catlins Lane.	£1,500
• Grant to St. Vincent's Nursery for timber play ship.	£1,169.13
• Grant to Northwood Hills School for environment improvement project.	£500
• 3 signs 'Welcome to Northwood Hills'.	£1,104.75
• Installation of play area in Beatrice Close.	£7,500

TOTAL £23,506.36

PINKWELL**Projects approved**

• Install pedestrian crossing outside two schools.	£25,000
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TOTAL £25,000

SOUTH RUISLIP**Projects approved**

• Grant to Soldiers, Sailors and Airmen Families Association.	£1,891.31
• Grant to South Ruislip Community Association for sound equipment.	£1,059.88
• Rubbish bins and bench at Spider Park.	£1,582.65
• Planting of 5 trees in Angus Drive.	£1,880.25
• Planting of 2 trees in Northolt Avenue.	£798.72
• Clyfford Lea Gating Scheme.	£900
• Grant to Phoenix Day Care Centre for furniture.	£594.95
• Grant to AFC Ruislip Youth for football kit.	£1,457.80
• Grant to Bourne School for musical instruments.	£3,600
• Grant to Ruislip Gardens Primary School for playground equipment.	£1,711
• Grant to Ruislip Gardens Primary School for a bee hive.	£267.55
• Grant to Ruislip and District Amateur Boxing Association for a boxing ring.	£2,169.95

Sub-total £17,914.06

Projects awaiting approval

• Grant to South Ruislip Methodist Church for a new PA system.	£4,098.68
• Safer Neighbourhoods Team mountain bike.	£500
• Grant to Ruislip Primary School for security fencing.	£2,460

TOTAL £24,972.74

TOWNFIELD**Projects approved**

• Badge fencing repairs at the junction of Coldharbour Lane and Uxbridge Road.	£2,200
• Reflectors for Schools project.	£3,501
• To provide funding towards the Festive Decoration Grant to increase the display in Hayes Town and Coldharbour Lane.	£4,800
• Grant to Barra Hall Friday Club for a Christmas party.	£500
• Grant to Hayes Bowls Club towards replacing their path.	£3,000
• Austin Road spring flowers.	£63

• Hals End Close shrub beds.	£1,603.72
• Grant to Age Concern for gardening services to elderly vulnerable residents.	£400
• Funding towards the Hayes & Harlington Youth Partnership conference.	£500
• Grant to Avondale Tenants & Residents Association to purchase equipment to maintain their memorial garden.	£500
• Grant to Hayes Town Partnership towards the cost of car park fencing at Iceland Car Park.	£500
• To plant a Sensory Garden at Addison Way.	£1,000
• To plant flowering shrub beds at Lych Gate Walk.	£400
Sub-total	£18,967.72

Projects awaiting approval

• To purchase and install 2 community notice boards.	£3,165.06
• To plant flower beds at Austin Road Flats.	£1,695.28
• Grant to Townfield Community Centre for equipment.	£250
• Grant to Safer Neighbourhoods Team for a digital camera.	£400

TOTAL £24,478.06

UXBRIDGE NORTH**Projects approved**

• Grant to Uxbridge Cricket Club for cricket covers.	£5,500
• To develop landscaping and painting at side of Gatting Way.	£2,129
• Grant to North Uxbridge Residents Association to restore the ground water supply to the pond on Uxbridge Common, including associated landscaping and planting.	£2,500
• Grant to Dovetail Community Outreach for furniture.	£2,500
• To provide Festive lights in Uxbridge High Street.	£2,500
• Grant to Street Angels for equipment.	£620
• Grant to Hermitage Primary School towards fencing.	£3,000
• Grant to St John's Ambulance cadets towards a casualty simulation kit.	£450
• Grant to 1 st Uxbridge Girls Brigade for equipment.	£2,000
• Grant to 1 st Uxbridge Boys Brigade for equipment.	£2,000
• Grant to Hillingdon Athletic Club for sports equipment.	£631

Sub-total £23,830

Projects awaiting approval

• Light fitted at Auriol Drive to compliment alley gating scheme.	£1,170
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TOTAL £25,000

UXBRIDGE SOUTH**Projects approved**

• Grant to Cobden Close Tenants and Residents Association for a television.	£750
• Benches in Rockingham Recreation Ground.	£2,000
• Grant to 7 th Uxbridge Brownies to purchase art equipment for badge work and storage unit.	£300
• Grant to Cowley Community Residents Association for start up resources.	£400
• Installation of Festive lights in Uxbridge Street.	£2,500
• Grant to St Andrew's Primary School for a vegetable garden.	£500
• Grant to Our Lady of Lourdes & St Michael RC Church to upgrade their facilities.	£2,000

• Grant to Street Angels for equipment.	£620
• Grant to St Laurence Church of England Church hall for security shutters.	£2,700
• Grant to St Mary's RC Primary School for a log cabin.	£2,500
• Grant to 1 st Uxbridge Scout Group to purchase a tent.	£1,450
• Grant to St Margaret Church for a stair lift.	£3,000
• Grant to Greenway Centre for improvements.	£3,160
Sub-total	£21,880

Projects awaiting approval

• Grant to Uxbridge Centre Playgroup for equipment.	£517
• Grant to Hillingdon Street Angels for uniforms.	£608
• Grant to Uxbridge Old Peoples Welfare Association.	£423
• Grant to Whitehall School for security equipment	£1,572

TOTAL £25,000**WEST DRAYTON****Projects approved**

• Grant to The Pelican Club for day trips and Christmas lunch.	£300
• Grant to Bell Farm Christian Centre for soccer coaching.	£3,800
• Grant to Yiewsley & West Drayton Town Centre Action Group for publicity and printing materials.	£300
• Grant to 2 nd West Drayton Scouts for equipment.	£4,000
• Grant to West Drayton Cemetery Allotments Association to replace communal gardening equipment.	£600
• Grant to Daytona's Football Club for kit and equipment.	£945.49
• Grant to Bell Farm Christian Centre for a children's Christmas activity.	£250
• Grant to Yiewsley & West Drayton Community Association for signage.	£2,918.75
• Grant to Bell Farm Christian Centre for their Older Person's Club.	£5,481
• Grant to the Equine Assisted Learning Therapy Centre for improvements to the centre.	£6,382.81

TOTAL £24,978.05**WEST RUISLIP****Projects approved**

• Grant to Hill Lane Hurricanes for garden equipment.	£380
• Grant to Bishop Winnington-Ingram Church of England Primary School for new books.	£1,500
• Grant to Ruislip Lido Railway Society for fire extinguishers and improvements to access areas.	£2,000
• Grant to Hillingdon Borough Football Club for football kit and training balls.	£980
• Grant to 114 Squadron Air Training Corps to purchase IT equipment.	£1,250
• Grant to Ruislip Northwood Sea Cadets for kitchen refurbishment.	£1,250
• Grant to establish a collaborative website for Ruislip Schools.	£600
• Drainage improvement to Hill Lane Playground.	£3,000
• Grant to Whiteheath Infant School for Pond Renovation.	£1,500
Sub-total	£12,460

Projects awaiting approval

• Grant to 2 nd /9 th Ruislip Scouts Group for equipment.	£2,500
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TOTAL £14,960

YEADING**Projects approved**

• Grant to Glencoe United Football Club for kit and accessories.	£2,000
• Grant to the Yeading Community Association for 4 new hand-dryers.	£1,050
• Grant to Brookside Community Association for smoke alarms including general refurbishment.	£4,120
• Grant to Brookside Primary School for equipment for their Parent Zone scheme.	£3,514.15
• Grant to Brookside Community Association for coach trips to Central London.	£320
• Grant to Pretti Asian Ladies for start up equipment.	£800
• Grant to Yeading Community Association for furniture.	£450
Sub-total	£12,254.15

Projects awaiting approval

• Grant to Brookside Primary School Parents Zone	£2,000
• Installation of Trim Trail at Brookside Recreation Ground.	£9,557
TOTAL	£23,811.15

YIEWSLEY**Projects approved**

• Grant to Cornerstone Centre, Yiewsley Baptist Church for IT and fitness (over 50s).	£2,500
• Purchase of Children's Road Safety literature and equipment.	£2,500
• To make fencing improvements to Yiewlsey Recreation Bowls Green.	£2,000
• Grant to Safer Neighbourhoods Team to purchase promotional material for the Dogwatch Scheme.	£2,126.28
• Grant to hire a Father Christmas and a narrow boat.	£1,500
• Grant to Rural Activities Garden Centre to provide a new shop.	£9,999.99
• Grant to Yiewsley Court for a keep-fit instructor.	£1,000
• Installation of seating at Yiewsley Court.	£1,000
• Grant to Friends of Rural Activity Garden Centre for set up costs for their Parent User Group.	£1,000
• Grant to Waterside Park Residents Association to cover start up costs.	£1,000
• Planting of bulbs at the Rural Activities Garden Centre.	£373.73
TOTAL	£25,000

List of Beneficiary Groups

South

1st Harlington Scouts
 1st Harmondsworth Scouts
 1st Hayes Scout Group
 4th Hillingdon Boy's Brigade
 5th Hayes Scout Group
 8th Hayes Scout Group
 Age Concern (Townfield)
 Alzheimer's Society (Botwell)
 Avondale Residents' Association
 Barnhill Community Association
 Barnhill Community Centre
 Barnhill Community Resource Centre
 Barra Hall Friday Club
 Barra Hall Regeneration Group
 Belmore School/Children's Centre
 Botwell House Primary School
 Brookside Community Association
 Brookside Community Centre
 Charville Housebound and Disabled Group
 Charville Community Centre
 Charville Lane Young Peoples Centre
 Charville Primary School
 Dr Triplett's C of E Primary
 Glencoe United Youth Football Club
 Grange Park Junior School
 Groundwork Thames Valley
 Harlington Baptist Church
 Harlington Community Association
 Harmondsworth Primary School
 Hayes & Harlington Community Association
 Hayes Bowls Club
 Hayes Hawks BMX
 Hayes Park Primary School
 Hayes Town Partnership
 Heathrow and Harmondsworth Primary Schools
 Heathrow Special Needs Farm
 Heathrow Villages Safer Neighbourhoods Team
 Home Farm Residents Association
 Iceland Food Limited
 Minet Infant School
 Minet Junior School
 Pretti Asian Ladies/Brookside Community Centre
 Queens Park Rangers Football Club Trust
 Skylark Community Association
 Stonham Housing (Jupiter House)
 The Friends of the Great Barn
 Townfield Community Association
 Vision & Voice
 Warren Park Residents Association
 Welbeck Community Resource Centre
 West Drayton Football Club
 West Drayton Senior Citizens Welfare Association
 Yeading Community Association
 Yeading Community Centre

New Groups Awaiting Approval:

1st Harmondsworth Brownies
 Grange Park Junior School
 Harlington Women's Institute
 Hedgewood Special School
 Rob Burton Soccer School
 Townfield Safer Neighbourhoods Team
 Village Farm Estate Residents Association

North

114 Squadron Air Training Corps
 12th Ruislip Scouts
 South Ruislip Youth Football Club
 7th Northwood Brownies (St John's URC)
 Age Concern (Ruislip Manor)
 Age Concern (Northwood Hills)
 Amateur Football Club Ruislip Youth
 Bishop Ramsay School
 Bishop Winnington-Ingram Primary School
 Cavendish Safer Neighbourhoods Team
 Coteford Infant School
 Bourne School
 Coteford Infant School
 Eastcote Choral Society
 Eastcote Methodist Church
 Field End Infant and Junior School
 1st Northwood Brownies (Holy Trinity)
 4th/5th Northwood Brownies (Oak side Gate)
 6th Northwood Brownies (Emmanuel)
 Grangewood School
 Hawes & Bennett's Residents Association
 Hillingdon Outdoor Activities Centre
 Harefield Academy
 Harefield Hospital Bowls Club
 Harlyn School
 Haydon School
 Hill Lane Hurricanes
 Hillingdon Athletic Club
 Hillingdon Borough Football Club (Youth)
 Hillside School
 History Society
 Ickenham Village Hall Association
 Ickenham Youth Football
 1st Northwood Scout Group
 Lady Bankes Junior and Infant School
 Lynda Jackson MacMillan Cancer Centre
 Manor & Cavendish Safer Neighbourhoods Team
 Ruislip Manor Chamber of Commerce
 Eastcote Conservation Area Group
 Warrender School

Newnham Infant and Junior School
 Northwood Bowling Club
 Northwood Choral Society
 Northwood Football Club
 Northwood Hills Brownies
 Northwood Holocaust Memorial Events
 Northwood Residents Association
 Northwood Safer Neighbourhoods Team
 Northwood Sea Cadets
 Ruislip Baptist Church
 Ruislip and District Amateur Boxing Association
 Ruislip Gardens Primary School
 Ruislip High School
 Ruislip Lido Railway Society
 Sacred Heart School
 Soldiers, Sailors and Airmen Families Association
 South Ruislip Community Association
 South Ruislip Methodist Church
 St Andrew's United Reform Church
 St Giles Church
 St Paul's Mothers Union
 St Swithuns Wells Roman Catholic Jnr & Inf School
 St Thomas More Roman Catholic Church
 The Willow Tree Centre
 Whiteheath Pond Renovation
 Wealdstone Youth Football Club
 Wood End Park School

New Groups Awaiting Approval:

Bessingby & Cavendish Management Advisory Group
 2nd/9th Ruislip Scouts Group
 8th Northwood Brownies (St Helen's)
 Compass Theatre
 Eastcote Cricket Club
 Northwood Hills School
 South Ruislip Safer Neighbourhoods Team
 St Laurence Church
 St Vincent's Nursery

West

1st Uxbridge Scout Group
 1st Uxbridge Boys Brigade
 1st Uxbridge Girls Brigade
 2nd West Drayton Scouts
 4th Hillingdon Boy's Brigade
 7th Uxbridge Brownies
 Abbotsfield School
 Bell Farm Christian Centre
 Brunel Junior Badminton Club
 Catholic Church Community Hall
 Cobden Close Tenants and Residents Association

Total = 190

Connaught Park
 Cornerstone
 Cowley Community Residents Association
 Dovetail Community Outreach
 Draytonians
 Equine Assisted Learning Therapy Centre
 Girl Guides
 Heathfield House Care Home
 Hillingdon Athletic Club
 Hillingdon Manor Cricket
 Meadow High School
 Leaside Retirement Flats
 Long Lane Methodist Church
 Oak Farm Junior and Infant School
 Oak Farm Library
 Oak Farm Residents Association
 Oak Farm School
 Parkfield House Care Home
 Pendle Court Sheltered Accommodation
 Ryefield School
 Rural Activities Garden Centre
 Salvation Army
 Sports Reach Soccer Schools
 St Andrews's Primary School
 St Bernadette's School
 St John's Ambulance Cadets
 St Laurence Church of England Church Hall
 St Marys Roman Catholic Primary School
 Swakeleys School
 Uxbridge Cricket Club
 Uxbridge High School
 Uxbridge Safer Neighbourhood Team
 Waterside Park Residents Association
 West Drayton Cemetery Allotments Association
 Yiewsley and West Drayton Community Association
 Yiewsley & West Drayton Town Centre Action Group
 Yiewsley Recreation Bowls Club
 Youth Club St Bernadette's

New Groups Awaiting Approval:

Cowley St Laurence School
 Hillingdon Primary School
 Uxbridge Centre Playgroup
 Uxbridge Old Peoples Association

IMPLEMENTATION OF COUNCIL MOTION: 2 JULY 2009

Cabinet Member	Councillor Ray Puddifoot
Cabinet Portfolio	Leader of the Council
Officer Contact	Lloyd White, Head of Democratic Services
Papers with report	Appendix A – Party Leaders’ public commitments

SUMMARY

On 2 July 2009, full Council resolved that the Council’s three Party Leaders re-state public commitments in respect of their local election campaigns to the March 2010 Cabinet meeting, with the intention of showing that their parties are making every effort possible to prevent any growth in support for the British National Party within Hillingdon.

RECOMMENDATION

That, in response to the Council Motion, Cabinet notes the position of Hillingdon’s three main political parties and the public commitments reaffirmed by their Party Leaders set out in Appendix A.

INFORMATION

On 2 July 2009, Council resolved the following motion tabled by Councillor Janet Gardner (Botwell) and, as amended, by Councillor Richard Lewis (Northwood):

‘That this Council deplores the fact that two British National Party candidates have been elected to represent the interests of the United Kingdom in the European Parliament and believes that their divisive and ill-informed views are a danger to the cohesion of the nation.

Whilst welcoming the failure of the BNP to secure a seat in London, this Council is alarmed to see that it received 4689 votes from Hillingdon residents. It believes that this demonstrates that there can be no room for complacency as a result of the BNP’s lack of electoral breakthrough in London and that all of us here must work together to prevent them advancing in the 2010 Borough Council elections.

The three leaders of the main political groups in Hillingdon, (Cllrs Puddifoot, Khursheed & Cox) aspire to support a target of selecting appropriate candidates to all 65 vacancies at next years Hillingdon Council elections. Furthermore the three named leaders above also support a target of their parties delivering council election related material to at least 70,000 (70%) of all Hillingdon households and in the following wards, where the BNP have tried to establish themselves to all households:

- West Drayton
- Yiewsley
- South Ruislip
- Manor

- *Harefield*

In addition all the above named leaders write to the Head of Democratic Services in the week before the March 2010 Cabinet meeting in order that these commitments are publicly restated.'

Members will be more than aware that the local election campaign begins in earnest in a few weeks time. To follow up the Council's decision of 2 July 2009, the Head of Democratic Services wrote to the three Party Leaders on the Council to ask them to restate their party's commitment in respect of supporting targets to:

- 1) field party candidates in all 65 seats;
- 2) deliver council related election material to at least 70% of households, in particular within the wards of West Drayton, Yiewsley, South Ruislip, Manor and Harefield where the British National Party have sought to establish themselves.

The public commitments returned by Councillors Puddifoot, Khursheed and Cox to the Head of Democratic Services are attached in Appendix A to this report.

BACKGROUND PAPERS

Council Agenda and Minutes - 2 July 2009

Responses of the three party Leaders referred to in the resolution of Council are listed below for Members' information (in the order they were received):

1. Liberal Democrat – Councillor Mike Cox:

“The Liberal Democrats wholly support the intention and purpose of the original motion as put forward by Cllr Gardener. We considered then and now the amendment by the Conservative group to be mischievous and wholly inappropriate. In the cold light of day the amended final paragraph is clearly contradictory. Whilst it starts by talking of aspirations, it finishes by assuming commitments.

You will appreciate we consider the current balance on Hillingdon Council to be grossly unfair and an insult to democracy. It has created an administration which is arrogant and selfish and which we believe does not act in the best interests of the people of Hillingdon.

Our primary commitment in this local election is to ensure that more Liberal Democrat Councillors are elected in Hillingdon which we will all work tirelessly to achieve.”

2. Conservative – Councillor Ray Puddifoot:

“Further to the Motion to Council by Cllr Janet Gardner regarding the forthcoming local elections I write to confirm that the Conservative Group will be fielding 65 candidates and delivering the agreed volume of election material in the five wards detailed in the motion.

For the Hillingdon Conservative Group, as in all cases, this is about delivering on what we say rather than just aspiring to delivering.”

3. Labour – Councillor Mo Khursheed:

“I Mo Khursheed Leader of the Labour Group in London Borough of Hillingdon confirm my commitment/support on behalf of my party (Hillingdon Labour Party) to a resolution which was debated and agreed at July 2009 council meeting.”

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OLDER PEOPLE'S PLAN - UPDATE 2009/10

Cabinet Members	Cllr Ray Puddifoot Cllr Philip Corthorne
Cabinet Portfolios	Leader of the Council Social Services, Health and Housing
Officer Contact	Dan Kennedy, Adult Social Care, Health and Housing
Papers with report	Older People's Action Plan 2009-2010

HEADLINE INFORMATION

Purpose of report	To provide a progress report on the implementation of the Action Plan from the Older People's Plan 2008-2011.
Contribution to our plans and strategies	The Older People's Plan assists the Council to deliver its plan 'Fast Forward to 2010' and with partners assists in delivering the Sustainable Community Strategy for Hillingdon.
Financial Cost	The majority of proposals will be financed from within existing resources. However, some proposals may be financed via funding set aside under the "Leader's Initiative".
Relevant Policy Overview Committee	Social Services, Health and Housing
Ward(s) affected	All

RECOMMENDATION:

That Cabinet notes the achievements at the end of December 2009 of the Older People's Action Plan for 2009/10 as set out in Appendix 1.

INFORMATION

Reasons for recommendation

1. The development of the three-year Older People's Plan 2008-2011 endorses the commitment from the Council and its partners to the continued development and improvement of services designed to create a better quality of life for older people in Hillingdon. The plan supports the Council in delivering its plan 'Fast Forward to 2010' and supports Hillingdon in delivering the Sustainable Community Strategy.

Alternative options considered

2. None considered

Comments of Policy Overview Committee(s)

3. None at this stage

Supporting Information

4. The Older People's Plan from 2008-2011 is the second three-year plan for older people in Hillingdon, and continues the work of the 2005-2008 plan. On 15 July 2008 Cabinet approved the three-year plan for older people 2008-2011. The implementation of the plan is achieved through annual action plan targets.
5. The three year plan was developed in consultation with older people and a wide range of partners including the Hillingdon Primary Care Trust, Hillingdon Hospital, the voluntary sector, Police, Ambulance Service and Fire Brigade. This collaborative approach has proved successful and will continue to further improve services for older people in the borough and promote health and well-being in Hillingdon.
6. The Older People's Plan 2008-2011 is made up of eight themes which older people have said are important to them. The eight themes are:
 - Safety and security
 - Preventative care
 - Keeping independent and healthy
 - Tackling age discrimination
 - Planning for retirement
 - Housing
 - Learning and sharing skills
 - Consulting and informing
7. The action plan is regularly monitored and updated and further work has taken place during 2009/10 to develop the involvement of the Older People's Assembly and the FORCE Group (the Older People's Assembly Steering Group) in monitoring the plan and developing actions for future years. Projects identified by the Leader's Initiative are considered against these stated themes.
8. There have been a number of achievements during 2009/10 so far. Achievements include:

Safety and Security

- Free burglar alarms - the provision of free burglar alarms to older people who are victims of crime – a total of 171 alarms were installed in 2008/09 and as at 11 February 2010, 845 alarms have been installed working in partnership with Age Concern. 1,000 alarms will be fitted by the end of March 2010. During 2008/09, 82% of older people said they felt safer in their own homes after an alarm was installed. This project has been funded by the Leader's Initiative.
- Fire safety – the London Fire Brigade have conducted 1861 fire safety visits to the homes of older people between 1 April 2009 and 31 December 2009. These assessments help to make sure the risk from fire is minimised in the home.

Preventative Care

- Transforming social care – Hillingdon Council is on track to transform social care by offering people who are eligible for assistance a personal budget. This budget will allow people who need support the opportunity to have a greater say in what support they would like to meet their needs. During 2009/10 a number of pilots are being held to test arrangements for a personal budget before the initiative is extended to existing and new service users.

Keeping Independent and Healthy

- Extending the Brown Badge Parking Scheme – The Brown Badge Parking Scheme offers older people a designated place to park their car / vehicle which means older people are closer to amenities. All 22 Council-owned car parks have Brown Badge parking bays. At 22 February 2010 a total of 4,716 Brown Badges have been issued since the scheme was introduced. During 2009/10 additional Brown Badge parking bays have been installed at the Chimes Shopping Centre and at Breakspear Crematorium. Additional bays are being installed at the Willow Tree Retail Park (Yeading), Ruislip Lido and Highgrove Pool. During the third quarter, six additional parking bays have been installed at the Lombardy Retail Park in Hayes. Bays have also been installed at West Ruislip Railway Station.
- Free Swimming – to help older people keep fit and active, free swimming sessions are available to all people aged 60 years or older. The take-up of this new initiative has been tremendous – nearly 20,000 free swims were provided during the period from April to November 2009. Additional swimming sessions have been provided to meet demand.
- Dedicated Advice and Support – Working closely with Age Concern, a dedicated worker has been appointed to offer older people advice and information to promote healthier lifestyles.
- Improving Dining Clubs and Community Facilities – with funding from the Leader's Initiative, support has been provided to dining clubs and community facilities to invest in new equipment and maintain delivery of vital community services for older people.

Tackling Age Discrimination

- Providing Support Through the Economic Downturn – working closely with Age Concern, Hillingdon Council has supported the appointment of a dedicated worker to offer financial advice and information to older people working across the Borough as part of the 'Ageing Well' activities programme. In addition, the Joint Visiting Team made up of staff from Hillingdon Council and the Department for Work and Pensions held a benefits awareness event in Ruislip during September 2009, working closely with faith leaders to ensure members of their community have access to benefits advice.

Planning for Retirement

- Information about Planning for Retirement – the January / February edition of Hillingdon People included an article about Life Changes and where to go for further information.
- Promoting Volunteering Opportunities – In partnership with Hillingdon Carers we have developed focused publicity to encourage carers to consider volunteering to enhance

their well-being but also as a tool for returning to paid employment once their caring commitments have ended.

Housing

- Improving Housing Conditions for Older People – we have continued to improve the homes of older people. During the nine months ending December 2009 this included: improvements to the central heating systems of 58 homes occupied by older people; improved insulation measures in 271 homes and essential repairs to a further 88 homes. The improvements are helping older people to remain living in their own home.
- Specialist Extra Care Housing – The Council is actively progressing the development of extra care housing using funding from the Homes and Communities Agency. Extra care housing will be able to provide support and care for people with more complex needs as an alternative to residential care settings. Our partner Registered Social Landlord have started work on the extra care scheme at the RAF West Ruislip Site, and the Council have received £7m Government funding to include the re-development of the Triscott House sheltered housing scheme into extra care sheltered housing.

Learning and Sharing Skills

- Developing IT skills – promoting access to support and learning opportunities for older people to develop their skills in using IT, including older people living in sheltered housing.

Consulting and Informing

- Dedicated Information for Older People - information for older people has been improved, with a dedicated page for older people in every edition of the Council's publication for local residents (called 'Hillingdon People').
- Supporting Hillingdon's Older People's Assembly – dedicated to older people, the Assembly have engaged in a number of key discussion items in the last nine months including: creating a healthy lifestyle and healthy living; tackling loneliness and depression and the support and services offered by voluntary sector services.

9. A full progress update of the action plan for the first nine months of 2009/10 is attached under appendix one.

Financial Implications

10. The majority of proposals will be financed from within existing resources. However, some proposals may be financed via funding set aside under the "Leader's Initiative".

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

11. The 2008-2011 Older People's Plan was welcomed by older people as positively continuing to raise their value and profile and as an opportunity to improve the lives of older people in the community.

Consultation Carried Out or Required

12. Engagement with older people to review the 2008-2011 plan will help to identify future priorities for development.

CORPORATE IMPLICATIONS

Corporate Finance

13. A corporate finance officer has reviewed the report and its financial implications, and is satisfied that these reflect the resource implications for the Council of the implementation of the Older People's Plan. There are no additional financial implications arising from the recommendations of the report.

Legal

14. There are no specific legal implications arising from this report.

BACKGROUND PAPERS

Older People's Action Plan 2009-2010 - Update - Appendix one

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Appendix 1 - Older Peoples Action Plan 2009/10 – Quarter 3 Update

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
Theme 1 - Safety and Security					
1.1	Increase home security among older people.	a) Install 1000 burglar alarms free to the homes of vulnerable older people	Sarah Owen	31 March 2010	<u>On track (green)</u> – 845 alarms have been fitted to date (11/02/10).
		b) Promote increased home security - distribute information packs about security to all future recipients of alarms	Sarah Owen	31 March 2010	<u>On track (green)</u> - all recipients of burglar alarms are given a security pack containing useful crime prevention information. 1,000 have been passed to Age Concern who are distributing with each alarm installed.
1.2	Take action to tackle rogue traders. (Ref: ECP001)	a) Tackle reports of Rogue Traders in cooperation with Police and other partners.	Peggy Law	31 March 2010	<u>On-going (green)</u> - Trading Standards Officers have responded to 23 incidents of rogue traders and intervened on 14 occasions.
1.3	Raise awareness amongst older people of safety and security	a) Deliver 2 presentations to older people's forums/assemblies	Sarah Owen	31 March 2010	<u>On track (green)</u> – The Community Safety Team have delivered or supported presentations to Older People's Forums/ Assemblies. A programme of Community Safety and Crime Prevention talks to sheltered housing units has begun. Two talks have been booked for February 2010.
		b) Conduct home fire safety visits in priority postcodes	Colin Gribble	31 March 2010	<u>On track (green)</u> – 1,861 Home Fire Safety Visits have been undertaken. Of these 47% (875) have been in priority postcodes.
1.4	Continue to make the streets feel safer, particularly in the evenings.	Continue to tackle anti-social behaviour - resolve at least 80% of all cases referred to the community safety team by eliminating (totally or	Mick Dunckley	31 March 2010	<u>On track (green)</u> – to resolve at least 80% of all cases referred to the Community Safety Team (Currently over 90% have been resolved within 3 months) & in 77% of cases referred to the Community Safety Team, the problem was eliminated (totally or partially) or referred to Hillingdon Community Mediation.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		partially) the problem or referring the case to Hillingdon Community Mediation			
1.5	Raise awareness amongst front-line staff about security and safety for older clients	a) Deliver 7 community safety risk management training sessions to front-line social care staff on crime prevention, fire safety and trips and falls.	Sarah Owen	31 March 2010	Completed (green) – eight training sessions have been delivered to social care staff & volunteers – a total of 132 staff have received training. The training is now to be converted to e-learning and will be launched on 1 April.
		b) Provide quarterly bulletins to social care staff about community safety news and projects that benefit older people – 4 bulletins by March 2010.	Sarah Owen	31 March 2010	Completed (green) – Five information bulletins have been distributed to date to social care staff, Hillingdon Homes staff and Housing and Benefits staff with information on the key safe protocol, fire safety, bogus callers and burglar alarms. Bulletins have also included information about how to book on to the community risk training. The sixth bulletin will be distributed in the Spring 2010.
Theme 2 - Preventative Care					
2.1	Increase the number of people in receipt of assistive technology to help them remain independent and live safely at home.	a) Deliver a target of 350 additional people receiving telecare by 31 March 2010	Tolu Roche	31 March 2010	On track (green) –As at the 26 February 2010, 230 installations have been completed and a further 30 are awaiting installation.
2.2	Improved arrangements for advocacy for older people and adults with disabilities	a) Complete a review of advocacy services available to support local people	Gary Collier	31 March 2010	Completed (green) - The interim arrangements for safeguarding advocacy are in place and longer-term arrangements have been agreed. The service will be operational from 1 Apr 10.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
2.3	Develop and progress arrangements to transform adult social care – giving people more choice and control over their lives	a) Deliver the pilots for self-directed support by 31 March 2010 to promote greater choice, independence and control over the social care and support individuals receive.	Dave King	31 March 2010	<p>On track (green) – On track to deliver Self-Directed Support services to offer people who need adult social care more of a say in their care and support arrangements. Pilots to test how the new arrangements will work have been launched.</p> <p>All existing service users who have day care and domiciliary care will be provided with a personal budget at their next review by August 2010. In addition all new service users will be offered a Self Directed Support budget by April 2011.</p>
Theme 3 - Keeping independent and healthy					
3.1	Improve health and wellbeing and quality of life for older people with mental health needs (ref: Healthy Hillingdon TP – 23)	a) Quarterly promotion of walks in libraries (including walk and talk sessions run with 2 local libraries)	Andrew Knight	31 March 2010	<p>On track (green) – Healthy walks promoted at all libraries. Walks taking place as planned - 54 walks from 11 sites. Walks programme co-ordinated with Hayes Streets Ahead campaign and walks from Uxbridge Library, Harlington Library and Manor Farm Library.</p> <p>10 new walk leaders have trained as part of the promotion in libraries of the walks scheme and 290 new walkers participating to the end of December.</p> <p>Additional walks planned for Streets Ahead events in 2010. Walks for special needs patients planned with Hillingdon Hospital in 2010.</p>
		b) 2 walks promotion sessions with mental health services	Andrew Knight	31 March 2010	<p>Completed (green) – The promotion of mental health is integrated with all walks. Mental health service users are regularly participating in walks. 2 walks completed on 1st October and 26th October 2009 with more than 100 walkers participating.</p>

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
3.2	Develop capacity for 50+ uptake of active lifestyle options, through partnership work with Age Concern, Green Spaces, Arts, Leisure and Adult education (ref: Healthy Hillingdon TP – 03)	a) Intergenerational cultural events run with at least 200 participants in Fassinage Park and Manor Farm - Events run with Family Information Service and Vyners Swing Band	Andrew Knight	31 Oct 2009	Completed (green) – 200+ people attended "Jazzing up the Park". Positive feed back received from participants with ideas and requests for more activities in parks including a Christmas event and regular use of the band stand by local musicians.
3.3	Promote take-up of allotments in Hillingdon amongst older people (ref: Healthy Hillingdon TP – 03)	a) Adult education on allotments run on 2 sites to promote take-up of allotments - 2009 programme run and evaluated by June 09. 2010 programme scheduled by Feb 2010	Andrew Knight	28 Feb 2010	Completed (green) - Adult Education promoted the take-up of allotments running 5 courses with 47 participants. 43 participants took up the option for an allotment. A new programme is planned with Adult Education to run from the Spring term 2010.
3.4	Investigate extension of brown badge scheme to private car parks (ref: ECP035/E=)	Work to get the Brown Badge scheme adopted in at least one car park of a supermarket by the end of March 2010, as well as one hospital car park and one railway station. (If we can persuade a trial of the Brown Badge Scheme in one site then it will be easier to roll it out to further car parks once they have seen how successful the scheme is.)	Roy Clark	30 Sept 2009	Ongoing (green) – Additional Brown Badge parking bays have now been installed in the Chimes Shopping Centre and Breakspear Crematorium. More venues for bays, including all Green Spaces car parks, are being considered with a view to extending the Brown Badge scheme further. A further six bays have now been marked out in the Lombardy Retail Park in Hayes. Bays have also been installed at the West Ruislip Railway Station. 4 bays will be installed in the Beck Theatre car park alongside some proposed new blue badge bays. Leisure Services are looking to install bays at each of the 4 golf course car parks in the borough. The increase in bays across the borough gives our older residents a wider choice of brown badge bays to use and publicity for this scheme has resulted in a large increase in

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
					applications for permits. 4,716 have currently been issued.
3.5	Promote physical activity opportunities (ref: Healthy Hillingdon TP – 22)	a) Extend active lifestyle promotion to all areas in collaboration with Streets Ahead - Active lifestyle promotion at 5 events (run with leisure services)	Andrew Knight	31 March 2010	<p>On track (green) - The Streets Ahead Active Lifestyle promotion was launched on the 21st November with 150 Healthy walks leaflets handed out.</p> <p>A walk took place on the 26th November as part of the 'Walk of Action' promotion with 23 people participating.</p> <p>Work is continuing with the Green Spaces Team to promote 'Active parks' to include a ranger patrol attending walk leader training, website promotion of regular events and project work to support NVQ opportunities for the Green Spaces Team.</p>
3.6	Promote take-up of free Swimming lessons for people aged 60+	a) Publish a promotional article in Hillingdon People by March 2010	Sue Drummond	31 March 2010	<p>Completed (green) – The May 09 issue of Hillingdon People included a promotional article on swimming lessons for people aged 60+. The promotional article was linked to the Botwell Green Leisure Complex and Hillingdon Sports and Leisure Complex.</p> <p>This was also promoted at the Older Peoples Assembly.</p>
		b) Deliver a campaign to promote take-up of free swimming lessons working with partners.	Sue Drummond	31 March 2010	<p>On track (green) – We have increased the number of swimming lessons for people aged over 60 in response to demand by 264 lessons compared to the last financial year. (No of free swims – April-Nov = 19,956).</p>
3.7	Deliver a physical activity plan with the active ageing co-ordinator	a) Age Concern and Hillingdon Council appoint an active ageing co-ordinator to promote	Sue Drummond / Age Concern	31 March 2010	<p>Completed (green) - Recruitment process with Age Concern complete. Active Ageing Co-ordinator appointed and is now in post.</p>

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		community based activities for a healthier lifestyle for older people			
Theme 4 - Tackling age discrimination					
4.1	Work towards achieving excellent level of the new equalities framework for local government and embed equalities throughout service delivery (ref: DCEO 04 (POI) E=)	a) Use equality impact assessments (EIA's) to monitor how older people access services, identify age-related barriers and develop improvement actions	All services Support from Policy Team	31 March 2010	On track (green) - both annual and predictive Equality Impact Assessments (EqIAs) are continually used by service areas to review the delivery of services over the year and assess the impact to any change in service provision or function for older people. An assessment has also been completed of the procurement of residential and nursing home provision under a regional framework agreement.
		b) Work with partners to create shared equality aims and objectives and address age-related barriers	Policy Team Vicky Trott / Rob Mackenzie-Wilson	31 March 2010	Completed (green) – a revised equality statement for Hillingdon partners was presented and agreed by the Local Strategic Partnership on 21 st July 09.
		c) Monitor complaints from residents and visitors	Policy Team Vicky Trott / Rob Mackenzie-Wilson	31 March 2010	On track (green) - the corporate complaints policy and procedure is being updated to include complaints of discrimination based on age.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
4.2	Support residents and businesses through the economic downturn (Ref: DCEO 36 (PB&CE))	a) Provide a series of practical support measures via the voluntary sector, including additional advice and support services for Age Concern Hillingdon to provide financial information and assistance for older people.	Partnerships – Ian Edwards	31 March 2010	<p>On track (green) - A £20k credit crunch grant has been allocated to Age Concern Hillingdon to employ an outreach worker to support older residents during the recession. The service is delivering 'financial assessment', support and advice sessions as part of our 'Ageing Well' activities across the borough. As at December 2009, 116 older people have been supported on a range of issues including sheltered housing, welfare benefits, social services and heating / home grants.</p> <p>The Hillingdon Joint Visiting Team held a benefits awareness event in Ruislip on the 23rd September as part of the Streets Ahead week of action. Faith leaders received information to help people in their community access support and advice during the downturn and a drop-in session gave local people an opportunity to discuss issues and access direct support from benefits advisors.</p> <p>The Hillingdon Joint Visiting Team held a second benefits awareness event in Hayes on the 26th November 2009 as part of the Streets Ahead week of action.</p>
Theme 5 - Planning for Retirement					
5.1	Promote planning for retirement to people living in Hillingdon	a) include an article in Hillingdon People about planning for retirement, employment and volunteering.	Emma Marsh	31 March 2010	Completed (green) – Life changes article in place for January/February 2010 edition of the Hillingdon People magazine.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
5.2	Promote Take-up of Volunteering in Hillingdon.	b) assist HAVS to recruit new volunteers to achieve the Local Area Agreement target in 2009/10.	Vanessa Hurhangee	31 March 2010	<p>On track (green) - There has been increased visibility in Hillingdon People promoting volunteering, encouraging people to recognise themselves and others as volunteers. Publicity and nomination packs will be used to promote the launch of the 2010 Volunteer Achievement Awards.</p> <p>In partnership with Hillingdon Carers we have developed focused publicity to encourage carers to consider volunteering to enhance their wellbeing but also as a tool for returning to paid employment once their caring commitments have ended.</p> <p>The delivery of the Department for Work and Pensions Volunteering Option Project has begun, which involves in partnership with Job Centre Plus, the referral of long term unemployed people (6mths +) to voluntary placements, allowing them to learn new/enhance existing skills as well as opening areas of experience for possible development. A significant number of referrals are jobseekers with mild-moderate learning disabilities.</p>
Theme 6 - Housing					
6.1	Help older people to live independently in safe, warm homes	a) Make 200 homes decent for vulnerable older person householders in the private sector	Beatrice Cingtho	31 March 2010	On track (green) - 154 homes of older people have been improved to date during 2009/10 – an increase of 52 during quarter 3.
		b) Deliver 80 heating system completions for older vulnerable people in the private sector	Beatrice Cingtho	31 March 2010	On track (green) – 58 older people living in private sector housing have benefited from improved heating systems since April 2009.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		c) Deliver 350 home energy insulation measures for older people in the private sector	Beatrice Cingtho	31 March 2010	On track (green) - 271 home energy insulation measures have been installed in the homes of older people since April 2009.
		d) Increase benefit take-up for 150 older people in the private sector	Beatrice Cingtho	31 March 2010	Completed (green) – Target has been exceeded. During the nine months ending 31 December 2009, 273 older people have received additional benefits.
		e) Deliver 430 Handyperson completions for older people in the private sector through the council's Care and Repair service	Beatrice Cingtho	31 March 2010	On track (green) – to date 361 improvements have been made to the homes of older people helping older people to stay independent in their own home.
		f) Deliver 75 grant assisted essential repairs for older people on lower incomes in the private sector through the council's Care and Repair service	Beatrice Cingtho	31 March 2010	Completed (green) - 88 grant assisted essential home repairs for older people have been completed since April 2009.
6.2	Provide specialist extra care housing for older people	a) Conduct feasibility studies on the development of specialist 24 hour extra care provision within existing sheltered housing schemes.	Paul Feven	31 October 2009	Completed (green) - Feasibility studies completed on two existing sites. One site has been identified as being suitable for re-development for the provision of extra care housing for a proposed 47 homes. Funding from the Homes and Communities Agency (HCA) has been successfully secured. At the other site, the proposal is to re-develop into extra-care homes.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		b) Work with housing associations partners to deliver specialist extra care facilities on new build sites including West Ruislip RAF site	Paul Feven	April 2011	<p>On track (green) - 48 extra care facilities are being developed on the West Ruislip RAF site. There will be a phased completion over 18 months. Work started on site on 22nd September 2009 and will deliver 48 extra care units due for completion between March and May 2012.</p> <p>Triscott House - Funding from the HCA (Homes and Communities Agency) for this scheme was approved and given in October 2009, and this scheme will provide 45 extra care places for older people. The scheme is due to start on site in June 2010 with completion forecast for September 2011.</p>
6.3	Increase the housing options for older people	a) Fast track housing applications and halve assessment time to 7 days for housing register applications	Beatrice Cingtho	31 March 2010	On track (green) – The average time to complete a housing assessment has fallen to 5 days. Target will be met by year end.
		b) 17 days for homeless applications	Beatrice Cingtho	31 March 2010	On track (green) – The average time to complete a homelessness application is 17 days as at 2 March 2010 - target expected to be met by year end.
		c) Ensure that no older people are placed in Bed and Breakfast accommodation where there is a housing duty	Beatrice Cingtho	31 March 2010	On track (green) – 2 clients were placed in Bed and Breakfast accommodation where there was a housing duty during Dec 09. These people have now been rehoused into alternative suitable accommodation.
		d) Ensure that no older people remain in hospital due to a lack of accommodation	Beatrice Cingtho	30 Sept 2009	Completed (green) – As at 23 December 2009, no older people remain in hospital due to lack of accommodation where there is a housing duty.
		e) Build new high quality housing for older people as part of the council's	Paul Feven	31 March 2011	On track (green) – Meeting held with government officials to discuss and promote the bid for “Challenge” funding. Application made for

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		"Pipeline Sites" project			development of extra care scheme and units of accommodation under Housing Revenue Account Pipeline Sites programme. Programme has now been approved.
Theme 7 – Learning and Sharing Skills					
7.1	Older people are helped to develop skills and knowledge to use the computer	a) Continue to target older people living in sheltered housing with information and advice about the support available to improve their computer skills	Jan Lynn	31 March 2010	Completed (green) - Posters are displayed at all sheltered schemes promoting IT courses in libraries and other organisations through-out the Borough. Five schemes already have computer facilities for tenants use and three more will be introduced in 2009/10 using existing resources. There is ongoing dialogue with Brunel university and Age Concern regarding training for tenants.
7.2	Promote access to learning and volunteering opportunities for older people	a) include an article in Hillingdon People	Emma Marsh	31 March 2010	Completed (green) – 'Learn something new' article included in the January/February 2010 edition of Hillingdon People.
Theme 8 – Consulting and Informing					
8.1	Continue to develop access to the Older Peoples Assembly	a) Review how the Older Peoples Assembly is working – review with Hillingdon's FORCE Group	Alison Coote / Tolu Roche	31 Dec 2009	Completed (green) - The operational arrangements of the Older Peoples Assembly have been reviewed, enhanced and improved by the FORCE Group (the Older Peoples Assembly Steering Group). Feedback questionnaires for attendees are provided at each meeting, and suggestion/ comment boxes are used. The Assembly have been asked about the timing of meetings, the length of meetings, time for questions, refreshments and venues.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
		b) Agree with FORCe and the Older Peoples Assembly ways to develop the Assembly	Alison Coote / Tolu Roche	31 March 2010	On track (green) - In June 2009, the play 'Who's Helen?' was performed at the Older Peoples Assembly to help enhance awareness and understanding of loneliness, isolation and depression in older age. This was the first time that such a mode of communication was used at the Assembly and was welcomed by older people. Further discussion with the FORCe group is taking place about ways to further develop the Older Peoples Assembly. Options are being considered by the FORCe Group about future chairmanship arrangements to encourage greater involvement by older people.
		c) Promote access to the Older People's Assembly and how people can get involved – promotional article in Hillingdon People, positive press coverage and outreach work with community groups	Alison Coote / Tolu Roche	31 March 2010	On track (green) - The Council's web-page "Life Changes - Enjoying Retirement in Hillingdon" has a section dedicated to older people, and is used to promote Assembly activities. Details of each Older Peoples Assembly are advertised widely, including Hillingdon People and the Talking Newspaper. The FORCe Group are considering further press coverage and outreach work.
8.2	Continue to develop ways to improve services to older people in Hillingdon using the Leaders Initiative	a) attend Force and other groups as appropriate to promote the Leader's initiative and encourage appropriate bids for this funding.	Kevin Byrne	31 March 2010	On track (green) - The Leader's Initiative continues to fund a broad range of voluntary and community organisations that provide services to help older people remain independent, active and healthy. This includes the installation of burglar alarms into the homes of 1,000 older residents – an initiative which will continue into 2010/11.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
					<p>7 Community Associations have received a share of £17,700 funding to expand and improve services for older people. Funding will go towards:</p> <ul style="list-style-type: none"> • A series of day trips for older people to get out and about; • Establish coffee morning events; • Monthly lunch clubs to provide free meals for older people; • Free transport services to enable older people to attend events; and • The purchase of new equipment to expand exercise, sports and social activities <p>A grant of £6k has been used to pump prime a 'Heater Loan Scheme' that will provide free temporary heaters and small grants to cover electricity costs to older people that have no heating because of breakdown. The heaters will be loaned, usually for a maximum of two weeks, to help older people heat their homes while they arrange repairs or seek further help.</p> <p>Ruislip & Northwood Old Folks Association (RNOFA) have been awarded £11,200 to replace flooring in the Tudor Lunch club, which will improve facilities and events for older people.</p>
8.3	Supporting other forums that offer a direct voice to older people in the development of service planning and delivery.	a) regularly attend meetings with the Black Minority Ethnic Elders Forum prior to the older people's assemblies and feedback to the Assembly the views of older people	Tolu Roche	31 March 2010	Completed (green) - Arrangements are in place for the Chairman of the Older Peoples Assembly to attend the Black and Minority Ethnic Elders Forum on a quarterly basis in order to provide a direct link with the Older Peoples Assembly.

Ref No:	Task	Actions	Lead	Target Dates	Progress at end of quarter 3
8.4	Keep older people informed about developments in Hillingdon	a) ensure a page is dedicated to older people in every edition of Hillingdon People.	Emma Marsh	31 March 2010	Completed (green) - A dedicated older people's page has been in place since October 2008, providing information on what the council is doing for older people as well as information on schemes/events specifically for older residents. The page will continue to update older residents about developments within the main themes of the older people's plan and other initiatives important to them.

COUNCIL PLAN, LOCAL AREA AGREEMENT, PERFORMANCE AND ACHIEVEMENTS - QUARTER 3 MONITORING

Cabinet Members	Councillor Ray Puddifoot Councillor Douglas Mills
Cabinet Portfolios	Leader of the Council Improvement, Partnerships and Community Safety.
Officer Contact	Kevin Byrne/Ian Edwards, Deputy Chief Executive's Office
Papers with report	Appendix A - Council Plan Work Programme 2009/10 Appendix B - LAA 2007 Performance Report Appendix C – Achievements

HEADLINE INFORMATION

Purpose of report	To provide Cabinet with a corporate overview of: <ul style="list-style-type: none"> the progress made by officers in implementing the Council Plan that was agreed by full Council in May 2009. the progress made to achieve the Local Area Agreement 2008. the progress made to achieve the performance reward grant section of the LAA 2007. the progress made in performance within the local performance framework the results of the Residents Survey. achievements for the third quarter of 2009/10.
Contribution to our plans and strategies	Contribute towards implementation of the Council Plan.
Financial Cost	Financial costs for the Council Plan is being absorbed by aligning service priorities. Any financial implications for the performance information in terms of current year budgets will be fed into the monthly budget monitoring reports
Relevant Policy Overview Committee	Specific Policy Overview Committee involvement has been referred to in the work programmes, circulated separately, where appropriate.
Ward(s) affected	All

RECOMMENDATIONS:

That Cabinet:

- (i) Notes the progress made to date on the Council Plan;
- (ii) Identifies any areas where Cabinet wishes further efforts to be made to achieve the objectives;
- (iii) Notes the progress made on the LAA 2008 and the performance reward grant section of the LAA 2007;
- (iv) Notes the progress made in performance within the local performance framework;
- (v) Notes the results of the Residents Survey;
- (vi) Notes achievements across the council.

INFORMATION

This report sets out the progress made by officers in implementing the Council Plan across the Council. This report also provides a corporate overview of progress against the LAA, the Council's performance, Residents Survey and Achievements across the Council.

Reasons for recommendation

Cabinet agreed that the Council Plan, LAA and performance information should be monitored regularly.

Alternative options considered / risk management

Cabinet may choose to instruct officers to take further action or not.

Comments of Policy Overview Committee(s)

Specific Policy Overview Committee involvement has been referred to in the work programmes, circulated separately, where appropriate.

Supporting Information

Council Plan Monitoring

1. Progress in implementing the work programme is regularly updated and monitored by officers. Of the 'Looking ahead' targets set out in the programme, approximately 96% have been completed or are on track to be completed within the timescales identified. The table below shows a summary of progress of all the 'Looking ahead' targets.

	Green - Completed	Green – On Track	Amber - Some Slippage	Red - Serious Slippage	Total
Number	10	63	3	0	76
Percentage	13%	83%	4%	0%	100%

Performance Monitoring 2009/10

2. The CAA came into effect on 1st April 2009. The results for CAA 2009 were published on the 'Oneplace' website on 10 December 2009. The performance information for 2008/09 was used for both the Area Assessment and the Organisational Assessment elements of the CAA. Key sources for the CAA are the National Indicators which are included in the Local Area Agreement.
3. The Council received a score of 3 for the Organisational Assessment with the comment 'Overall Hillingdon performs well. The Council has made good progress in improving services that residents say are their priorities. The Council makes sure that its services provide good value for money.'
4. As part of the Area Assessment we were awarded a Green Flag for 'Partnership working to support unaccompanied asylum seeking children'. Green flags represent exceptional performance or outstanding improvement which results in proven delivery of better outcomes for local people. Further information regarding the CAA can be found on the governments 'OnePlace' website -<http://oneplace.direct.gov.uk/Pages/default.aspx>
5. This report gives an overall good health check which focuses on the areas that require attention. The performance information is reported on an exception basis. The PIs that are service critical and experiencing some or serious slippage are detailed in this report with explanations on action being taken to improve performance. The remaining PIs which make up the local performance framework are monitored at Directorate level in Senior Management Team meetings on a monthly or quarterly basis as appropriate.
6. The Local Area Agreement 2008 (LAA) consists of 45 targets and 10 annual mandatory education targets. It was originally signed off by the Secretary of State for Communities and Local Government on the 1st July 2008 replacing the non-performance element of the Local Area Agreement 2007-2010. The Cabinet signed off a refreshed LAA 2008 in April 2009, which agreed baselines and targets for the outstanding indicators.
7. The performance reward section of the Local Area Agreement 2007-10 continues to be eligible for reward, notwithstanding the replacement of LAA 2007-10 by LAA 2008-11. The reward section of LAA 2007 is made up from 13 outcomes monitored using 23 indicators. At the end of Quarter 3 2009/2010, 87% of these indicators have been recorded as 'on track' to meet the stretched performance reward target which means we are presently on track to receive at least £7,201,245 in reward grant, an increase of £1,114,580 compared to last quarter. This is as a result of the wounding target being back on track and the successful achievement of the volunteering target. Appendix B sets out a full performance report for the LAA 2007.
8. The Corporate Performance Team will continue to work with the Performance Management Group and Directorates to develop and refine the suite of PIs and ensure a balance between key and local PIs is established. This will ensure that the correct information is provided to generate discussions around key performance issues.

Reporting of Performance by Directorate

9. Reporting for this quarter will focus on the local performance framework which is being established by Directorates. Significant progress has been made, however, the framework continues to be under review as budget pressures arise

Education and Children's Service

10. E&CS performance framework is structured around the National Indicators of which 10 are drawn from the LAA. Of the complete suite of indicators, where data is available, 2 are being shown as red serious slippage, and 4 indicators showing amber some slippage. For details see the table below :

PI Ref	Definition	Target 2009/10	Q1	Q2	Q3	
LAA NI 102b	Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 4 ANNUAL FIGURE	21			27	
NI 76	Achievements at level 4 or above in both English and Maths ANNUAL FIGURE	4			6	
NI 59	Initial assessments for children's social care carried out within 7 working days of referral	85			70%	
LAA NI 60	Core assessments for children's social care that were carried out within 35 working days of their commencement	80	70.9	72.6	73.9	↑
NI 103a	Special Educational Needs – statements issued within 26 weeks - (excluding exclusions)	100	100	98.9	99.2	↑
NI 103b	Special Educational Needs – statements issued within 26 weeks - (excluding exclusions)	100	100	98.9	99.2	↑

11. LAA NI 102b - The School Improvement Service (SIS) is working with schools to increase their awareness of Free School Meals (FSM) as a predictor of future performance and supporting them to improve their tracking of the progress of these pupils.
12. NI 76 - All low attaining schools are now being given intensive support from the local authority and both local and national leaders. They are also being supported through the 'Keys to Success' initiative.
13. NI 59 – This outturn is an average figure for Q3. This is an improvement on the first two quarters. Currently work is being undertaken to verify the data for this period.
14. LAA NI 60 - This is a draft figure which shows some improvement on previous quarters. The data has been taken from the new system and needs to be aggregated with the legacy system to give an accurate outturn at the end of the year. This work is currently underway.
15. NI 103 a&b - Figures are supplied on monthly basis so close monitoring is taking place. The fact that Q3 figures are >99% should put us in the top quartile as we have been in previous years.

Adult Social Care, Health and Housing

16. ASCH&H SMT have agreed a comprehensive suite of National, Key and Local Indicators. Of the NIs in the ASCH&H performance suite 8 are drawn from the LAA. Many of the NIs require new baseline positions to be established which will enable targets to be set. Of the NIs and KPIs to be reported two are showing red – serious slippage and two are showing amber – some slippage.

PI ref	Definition	Target	Q1	Q2	Q3	
LAA NI 133	Timeliness of social care packages following assessment	92%	80%	65%	77.6%	↑
NI 135	Carers receiving needs assessment or review and a specific carer's service, or advice and information.	18%	4.7%	7.9%	8.8%	↓
LAA NI 132	Timeliness of social care assessments	92%	80.0%	60%	89.90%	↑
NI 130	Adults, older people and carers receiving Self Directed Support in the year. (New definition for 2009/10)	8%	7.8%	7.4%	7.0%	↓

17. LAA NI 133 - Performance for quarter three is an estimate based on a sample of 116 cases pending the development of new IT reports for adult social care. Performance is currently being verified to ensure accurate reporting.

18. NI 135 - Performance is cumulative and reported quarterly. Performance includes assessments completed by Admiral Nurses. Access to carers services continues to be promoted to carers by assessment teams. Performance is estimated for quarter 3. New information system reports are in the process of being thoroughly tested and validated.

19. LAA NI 132 - Figures shown for performance during the period Sept-December 2009 are based on a new IT report - further checks are underway to thoroughly test the new adult social care IT reports.

20. NI 130 - The position as at the end of quarter 3 (372 persons) is 52 short of the target (424), based on achieving the 2009/10 target of 8%. The pilots for personal budgets are on track for March 2010. Out-turn performance and targets set to date relate to the take up of direct payments.

Environment and Consumer Protection

21. ECP SMT have agreed a combination of National, Key and Local Indicators in their performance framework. Of the NIs in the ECP performance framework 6 are drawn from the LAA. Of the NIs where information is available 2 elements of one NI are showing red – serious slippage.

PI Ref	Definition	Target	Q1	Q2	Q3	
LAA NI 195a	Improved street and environmental cleanliness level of litter (LOW FIGURE IS GOOD)	8%	N/A	10%	10%	→
LAA NI 195d	Improved street and environmental cleanliness level of fly-posting (LOW FIGURE IS GOOD)	1%	N/A	2%	3%	↓

22. NI 195a The first two tranches of 2009/10 both show an improvement on the corresponding tranches for 2008/09. These figures include two of the three tranches of inspections to be carried out for this NI. The target is very stretching and will be difficult to achieve. Each set of tranche results are studied very closely and resources deployed to target any areas causing concern. In line with residents' wishes we have focused on reducing our litter score, improving both solo and mechanical sweeper provision borough wide and these services work together to target the most inaccessible areas. We continue to roll out placement of new litter and recycling bins on streets. We have also continued to improve our detritus scores which are closely linked to litter and a workshop with Capital Standards was held on 15th December this resulted in a number of recommendations which the council

will be implementing. This NI needs to be considered in the context of other data. Benchmarking against the most similar outer London authorities indicates that our residents have greater confidence in:

- Our ability to keep the streets cleaner.
- Our work to make the area cleaner and greener.

This has resulted in higher satisfaction levels with the Council keeping public land clear of refuse and litter.

23. NI 195d – The target for this is extremely challenging. Because the incidences of flyposting are so low in the borough a small change in actual numbers can have an exaggerated influence on the percentage score.

Planning and Community Services

24. P&CS SMT have agreed a comprehensive suite of indicators for the local performance framework. Of the NIs in the performance suite 13 are from the LAA. Of the NIs and Key PIs reported two are showing red – serious slippage, however, one relates to Tree Preservation Orders that are already in the process of being addressed.

PI ref	Definition	Target	Q1	Q2	Q3	
LAA NI 15	Serious Violent Crime (SVC)	1.24	0.47	1.02	1.31	↑
PCS-SP3	Making new tree preservation orders	10	0	0	2	↓

25. LAA NI 15 –The main strands of the work to reduce violence are domestic violence; alcohol related incidents; and youth crime. Various police operations are active in the borough (including Operation Blunt 2 and Winter Nights) aimed at addressing youth crime, including serious youth violence. Work to address alcohol related violence is being taken forward through the Borough Tasking Partnership. Problem locations are currently being identified by using intelligence from Licensing, Safer Neighbourhoods, Council Tasking Team and Fire Service. Where locations are linked to any licensed premises these licenses will be called in for review. The problem locations will be discussed at multi agency Area Tasking Forums and action plans agreed to reduce alcohol related crime and disorder.

26. PCS- SP3 - A Tree Preservation Order can relate to one or more trees including a woodland area. The 2 for this quarter relate to 3 individual trees and a large area of woodland which covers more than 10 trees. In quarter 4 we have already processed a further 4 orders with another 4 under consideration, consequently there is a programme in place to achieve the target by the end of quarter 4.

Deputy Chief Executive’s Office

27. DCEO SMT have established a suite of National, Key and Local Indicators of which 7 NIs are drawn from the LAA. Many of the indicators are either reliant on surveys or are reported annually. The next Place Survey will not run until the autumn of 2010, therefore data for the NIs reliant on this survey will not be reported for 2009/10. Due to the reporting timetable for the remaining National Indicators the data will not be available until later in 2009/10. All of the Key and Local indicators are currently on track to achieve target.

Finance and Resources

28. F&R SMT have agreed a comprehensive suite of performance indicators. Of the Key indicators being reported one is showing amber – some slippage.

PI Ref	Definition	Target	Q1	Q2	Q3	
FR003	Service Review action plans on track	100%	78%	78%	93%	↑

29. FR003 - For the single internet-based payment method, the Contract has been awarded and an implementation plan written, however, the projected completion date has now slipped to September 2010.

Data Quality

30. As a result of the Data Quality Review 2008/09 an action plan has been developed to ensure that all recommendations are delivered within the respective timescales. All recommendations in the action plan are being monitored and are currently on track to be completed within the specified timescale.

31. Performance clinics which have been held are regarding NI 185 - CO2 reduction and NI 181 - time taken to process Housing/Council Tax Benefit. Action plans are now in place for both of these NIs and are being monitored on a regular basis.

Residents Survey

32. The fieldwork for the Residents Survey took place between 14 September and 13 November 2009. 933 completed questionnaires were returned, giving an overall response rate of 27%. Overall, the findings from this survey were very positive for Hillingdon Council against very difficult and changing national circumstances. In most areas, results are consistent with or an improvement on those from the 2008 survey, which itself showed good improvements across a range of Council services. There have been small but significant improvements on several key issues, such as whether the council provides value for money, takes account of the views of local residents and does enough for 'people like me'. More details from the survey can be found in the January Cabinet report.

Achievements

33. The achievements listed in Appendix C are for Quarter 3 of 2009/10 and show the key achievements across the council against the themes in the Council Plan.

Financial Implications

34. The financial implications of the Council Plan short term targets are being absorbed by aligning service priorities.

35. With regard to the Local Area Agreement 2007, if current performance is maintained to the end of 2009/2010 we expect to claim 90% of the performance reward grant where performance data is available, this equates to £7,201,245 which is an increase of £1,114,850 on the projected grant as was reported in Quarter 2. £3,108,400 of the potential £7,201,245 would be paid to the Council and a further £1,655,845 paid to the Safer Hillingdon Partnership. The remaining £2,437,000 would be paid to individual partner organisations in accordance with the pre-existing legal agreement.

36. The potential reward grant for LAA 2008 is significantly smaller at around £1.7 million and will only become payable with high levels of achievement against the targets. This grant would be paid to the Council over the 2 years 2011/12 and 2012/13.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

37. The recommendations will allow officers to monitor progress on quarterly basis for the Council Plan, quarterly and monthly where necessary for Performance Information.

Consultation Carried Out or Required

38. Consultations carried out have been referred to in the work programmes where appropriate.

CORPORATE IMPLICATIONS

Corporate Finance

39. The financial implications are set out above. The key area of the performance monitoring framework with significant financial implications is the reward grant attached to the LAA 2007. The projected reward grant from this is consistent with the level contained in the report on the Council's Medium Term Financial Forecast contained elsewhere on this Cabinet agenda.

Legal

40. There are no specific legal implications arising from this report.

BACKGROUND PAPERS

NIL

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
001	A clean and attractive borough	CP001 - Continue to enhance the borough through the council's civic pride initiative	Fran Beasley	John Wheatley	CP001.1 To arrange visits to France for any resident Normandy or D-Day veterans wishing to mark the 65th anniversary of D-Day. CP001.2 To arrange a Tea Party for Normandy Veterans CP001.3 Welcome home parade for Queen's Colour Squadron. CP001.4 Fun Run/Fun Day at Ruislip Lido, in support of Help for Heroes campaign. CP001.5 Signage outside Civic Centre and Library. CP001.6 Continue to identify other opportunities to promote Civic Pride. CP001.07 - LBH Associate Membership of Normandy Veterans' Association (NVA)	06/06/2009, 30/06/2009, 31/07/2009, 30/09/2009, 30/09/2009, 31/03/2010, 11/11/2009,	Completed, Completed, Completed, Completed, Completed, On Target, Completed	CP001.01 - Events associated with D-Day completed in Q1 CP001.02 - Tea Party hosted by the Mayor for members of the West Middx branch Normandy Veterans Association in Q1 CP001.03 - Successful Welcome home parade held CP001.04 - Fun Day held 6 Sept, raised over £13,000 for Help for Heroes CP001.05 - New signage has been put up outside the Civic Centre and Uxbridge Library CP001.06 - Opportunities continue to be identified CP001.07 - LBH is now an Associate Member of NVA. Outstanding action is to draft letters for Leader to send to NVA national leadership, with a view to contacting other councils and supplying NVA local contacts	On Target
002	A clean and attractive borough	CP002 - Introduce recycling initiatives to help achieve our recycling target of 40% by 2010	Philomena Bach	Colin Russell	CP002.01 - Ongoing improvements to recycling including education, minimisation, new initiatives (e.g. estate based recycling, textiles, bins in parks, distribution of bags via council outlets) CP002.02 - Reduce amount of household waste generated to minimise effects of landfill tax. NI 191/192/193 compliance. Improved Civic Amenity sites.	31/03/2010, 31/03/2010,	On Target, On Target	CP002.01 - Recycling rate 41.30%, on track against a target of 37.5%. CP002.02 - Household waste generated 451.8 kgs against a target of 480 kgs (low is good). Planning application for New Years Green Lane site has been approved and scheme is being developed.	On Target
003	A clean and attractive borough	CP003 - Continue to improve the quality of the borough's roads, our parks and open spaces, and improve town centres and the street scene.	Philomena Bach	Jonathon Westell	CP003.01 - Obtain Cabinet Member approval for highways improvements schemes. CP003.02 - Implement schemes and measure impact. CP003.03 - Parks and Open Spaces - increase the number of parks with green flag awards. CP003.04 - Improvements to Yiewsley and West Drayton town centres	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010,	On Target, On Target, Completed, On Target	CP003.01 & 02 - Q3 - £827k released and a further £531 requested - implementation in Qs 3 and 4. CP003.03 - All existing parks retained their green flag status along with 4 new ones - totalling 14. CP003.04 - £400k to be spent on Yiewsley and West Drayton town centres in Q4. Discussions ongoing with Transport for London (TfL) over a £1.5m scheme for 2010/11. Phase 1 of Uxbridge town centre completed, phase 2 to start in 1/2010.	On Target
004	A clean and attractive borough	CP004 - Launch a new locality initiative, scheme building upon the success of the street champions and streets ahead schemes.	Philomena Bach	David Frost	CP004.01 - Work with Community Safety in DCEO to ensure that the new Locality Area set up is operating effectively across partners. CP004.02 - Pilot and establish a Junior Street Champions Scheme (JETs)	31/03/2010, 31/03/2010	On Target, On Target	CP004.01 - Third event held in Hayes wards in November 09 - over 300 activities took place. Remaining 2 events will be held in Q4. CP004.02 - JETs - Following completion of pilots documentation put in place focusing on enabling schools to gain Eco schools awards, promoting environmental responsibility and awareness for children. Focus will be on recycling as well as environment - targeted at those areas of the borough where there are the biggest opportunities to increase recycling rates.	On Target
005	A safe borough	CP005 - Investing in improving street lighting	Philomena Bach	Tim Edwards	CP005.01 - Repairs to streetlights which are our responsibility within turnaround times. CP005.02 - Monitoring and working with Distributed Network Operator's (DNOs) to reduce their turnaround times. CP005.03 - Installation of agreed lighting improvement schemes.	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP005.01 - turnaround times at end December 09 = 1.18 days against 1.22 days in Q2 and 1.35 days last year. CP005.02 - turnaround times at end December 09 = 26.66 days (now under 30 day target) - against 33.54 days in Q2 and 45.3 days last year. CP005.03 - Gating Way scheme complete and Field End Road scheme virtually complete	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
006	A clean and attractive borough	CP006 / PBCE02 - We will invest £1M a year on environmental improvements as part of the Chrysalis Programme, which uses council money for innovative local environmental initiatives suggested by residents	Fran Beasley	Maggie Allen	CP006.1 - Deliver 6 park security improvements. CP006.2 - Oversee 15 parks and open spaces improvement projects across the borough. CP006.3 - To oversee the improvements on 3 buildings in the north and west of the borough. CP006.5 - To oversee one bowls project at Fasnidge Bowls Club. CP006.6 - To increase and maximise opportunities to promote the Chrysalis programme. To design and print relevant packs, leaflets and plaques. To update the Chrysalis webpage and encourage media publicity as well as to run surgeries in each locality.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, Completed, On Target	CP006.01 - All fencing is installed or is currently being installed CP006.02 - All projects are on track to be completed by the end of March 2010. CP006.03 - Pinner FC/Bessingby Park CR - order has been placed and base installed, building due to be delivered in March '10 - project is on track. West Drayton Scouts is completed and invoices paid. CP006.05 - This project is now completed CP006.06 - Chrysalis webpage to be upgraded during Q4. Packs have been piloted and all feedback has been received.	On Target
007a	A clean and attractive borough	CP007a - Lead initiatives to tackle climate change, such as waste to energy and alternative forms of power for council building and new developments in the borough such as RAF Uxbridge site	Philomena Bach	Colin Russell	CP007a.01 - Act as pilot national authority working with Ford to trial electric vehicles in the borough. CP007a.02 - Transfer 25,000 tonnes of waste to the Grndon's waste to Energy plant in Colnbrook to reduce waste to landfill.	31/03/2010, 31/03/2010	On Target, Some Slippage	CP007a.01 - Scheme was launched in October 09, recharging points are being identified and volunteer residents are being short listed for the pilot. CP007a.02 - a revised target of 16,000 tonnes was agreed with WestWaste but there continues to be problems with stoppages at the plant which are beyond our control.	Some Slippage
007b	A clean and attractive borough	CP007b / GP001 - Lead initiatives to tackle climate change, such as waste to energy and alternative forms of power for council building and new developments in the borough such as RAF Uxbridge site	Jean Palmer	Jules Tippell	CP007b.01 - Contribution to robust plans able to withstand challenge and protect the environment. CP007b.02 - Meet targets in the Local Implementation Plan (LIP) for 2009, Continue to implement the Air Quality Action Plan. CP007b.03 - Ensure Local Development Framework (LDF) policies and team partnership involvement support cleaner, greener borough including Climate Change Strategy. CP007b.04 - To promote the biodiversity of the borough	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP007b.01 - Supplementary planning document for the former National Air Traffic Services (NATS) site was approved and adopted by Cabinet in September 2009. Cabinet approved designation of new conservation areas in Northwood in October. CP007b.02 - Hillingdon has started a study to become a pilot area to proactively monitor air quality targets and exceed the Mayor's CO2 target of a 60% decrease by 2025. CP007b.03 - Revised programme for the LDF has been agreed with partnership inputs for cleaner and greener policies, with climate change as a common thread in the Core Strategy. CP007b.04 - Meeting with the London Bio-diversity Partnership arranged for early February 2010 to begin to review and implement the actions in the plan.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
008	A clean and attractive borough	CP008 / GP002 - Ensure Hillingdon is a place where people enjoy living, by balancing the need for jobs, homes and the environment by opposing inappropriate development and strongly influence the developments on our ex-military sites in the borough	Jean Palmer	Jales Tippell	<p>CP008.01 - Applications regarding listed buildings to be negotiated at early stage to avoid need for refusal of planning permission/listed building consent.</p> <p>CP008.02 - Providing excellent services to community and partners; providing clarity for residents and their agents as to what is likely to be acceptable on sites with heritage value; to assist planning colleagues in reaching and defending planning decisions.</p> <p>CP008.03 - Providing justification and guidance for work to buildings and public realm in Conservation Areas.</p> <p>CP008.04 - To improve access in the built environment for all with particular regard for disabled and elderly people.</p> <p>CP008.05 - Ensure there is adequate employment land and premises to meet Hillingdon's needs.</p> <p>CP008.06 - To provide an excellent planning service with regard to trees, the natural environment and landscaping and with regard to the High Hedges legislation.</p> <p>CP008.07 - To prepare new Tree Protection Orders (TPOs) and a comprehensive review of existing TPOs, with the prompt and efficient processing of TPO applications</p>	<p>31/03/2010,</p> <p>31/03/2010,</p> <p>31/03/2010,</p> <p>31/03/2010,</p> <p>30/09/2009,</p> <p>31/03/2010,</p> <p>31/03/2010</p>	<p>On Target,</p> <p>On Target,</p> <p>On Target,</p> <p>On Target,</p> <p>Completed,</p> <p>On Target,</p> <p>On Target</p>	<p>CP008.01 - Currently applications regarding listed buildings are negotiated at early stage.</p> <p>CP008.02 - Input into all applications for sites and buildings with heritage value provided, including pre-application meetings when appropriate. Report to Cabinet on the drawing up of a Conservation Management Plan for Eastcote House Gardens by Consultants. Consultants appointed in December 2009.</p> <p>CP008.03 - Draft Ruislip Village Conservation Area Appraisal completed. To be reported to Cabinet in January 2010.</p> <p>CP008.04 - Revised draft 'Accessible Hillingdon' Supplementary Planning Document (SPD) went out to public consultation and the results of this and the final document, are being reported to Cabinet in January 2010.</p> <p>CP008.05 - The Employment Land Study was completed in June. This study assesses the requirement for employment and ensures sufficient land is allocated for employment use.</p> <p>CP008.06 - Excellent service continues to be provided. Ongoing research for Trees and Landscape Strategy being undertaken by Trees and Landscape Team.</p> <p>CP008.07 - Following recruitment to the Trees and Landscape team</p>	On Target
009	A clean and attractive borough	CP009 / GP003 - Continue with our programme to designate more areas in the borough as conservation areas	Jean Palmer	Jales Tippell	<p>CP009.01 - Ensuring that buildings in designated areas are given due recognition and some protection from inappropriate development.</p> <p>CP009.02 - Ensure (LDF) Policy documents provide the means to protect and enhance the heritage and natural environment and that robust national and London Plan Policy is applied</p>	<p>31/10/2010,</p> <p>31/03/2010</p>	<p>On Target,</p> <p>Completed</p>	<p>CP009.01 - Northwood Frithwood Conservation Area (Extension) and Northwood Town Centre, Green Lane, Conservation Area (new) were designated on 2nd December 2009.</p> <p>CP009.02 - Revised Core Strategy Policies are being prepared to protect and enhance heritage and natural environment having regard to new policies in the replacement London Plan.</p>	On Target
010	A clean and attractive borough	CP010 / GP004 - Continue to review the borough's buildings of local, historic and architectural interest	Jean Palmer	Jales Tippell	<p>CP010.01 - To prepare an updated Local List following full public consultation for adoption by Cabinet</p>	31/03/2010	On Target	<p>CP010.01 - Draft Local List was reported to Cabinet in November. This went out to Borough wide public consultation at end December 2009.</p>	On Target
011	A borough of culture and learning	CP011 / GP005 (S&A 018) - Invest in and develop our cultural facilities to develop learning and culture	Jean Palmer	Alan Dalton	<p>CP011.01 - Establish the West London Story as the main Hillingdon cultural program for 2012</p>	30/09/2009	Completed	<p>CP011.01 - The Arts Service held two days of exhibitions and activities at Manor Farm for the West London Story. These were well attended and a celebration event, attended by the Arts Council was held in the evening. A business plan is currently being drafted up for the artist group.</p>	Completed
012	A clean and attractive borough	CP012 / GP006 - Increase entries to external planning and design awards and to create the Councils own award scheme	Jean Palmer	James Rodger	<p>CP012.01 - Launch a 'Hillingdon Design Award' by Jan 2010</p>	31/01/10	On Target	<p>CP012.01 - Work is ongoing to launch Hillingdon's Design Award. Timetable of actions identified to ensure Launch of Hillingdon's Design Award takes place in Q4.</p>	On Target

Green: Completed / On Target
 Amber: Some Slippage
 Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
013	A safe borough	CP013 / GP007 - All major developments will meet the Metropolitan Police designing out crime standard to help make areas safer.	Jean Palmer	James Rodger	CP013.01 - Maximise group performance against local PTs, and other standard measurements. CP013.02 - To ensure all Major developments, and Minor and other developments accord with Designing out crime.	31/03/2010 31/03/2010	On Target, On Target	CP013.01/02 - All applications are discussed with the Met Police at the regular Friday morning surgeries. CP013.02 - All Major applications involving building work are conditioned to ensure secure by design standard is achieved.	On Target
014	A safe borough	CP014 - Continue to increase the numbers of local residents who feel secure - improving the safety and well being of older people and vulnerable people and their feeling of security.	Jean Palmer	Ed Shaylor	CP014.01 - Improve the safety and well being of young people, older people and vulnerable people and their feeling of security, reduce the experience and perception of disorder and levels of concern about crime. CP014.02 - Promote doorstep security with elderly residents. CP014.03 - Monitor progress of cases through the Special Domestic Violence Court (SDVC). CP014.04 - Deliver multi-agency domestic violence training events. CP014.05 - Deliver domestic violence advice sessions to mental health patients.	31/03/2010 31/03/2010 31/03/2010 31/03/2010 31/03/2010	On Target, On Target, On Target, On Target, On Target	CP014.01 - Number of burglar alarms fitted in Q3 = 240. (Total fitted so far is 632) CP014.02 - 100% of burglar alarm recipients have received home and personal security information packs that include doorstep security advice, hints and tips. CP014.03 - 100% of SDVC sessions attended and monitored by Community Safety Team CP014.04 - 3 multi agency domestic violence sessions have been delivered CP014.05 - 4 domestic violence advice sessions presented to mental health patients at Hillingdon Hospital	On Target
015	A borough with improving health, housing and social care	CP015 - Continue to improve arrangements to safeguard vulnerable adults from harm	Jeff Maslen	Nick Ellender	CP015.01 - Ensure effectiveness of safeguarding adults arrangements through improved outcomes - complete a baseline survey of views by March 2010.	31/03/10	On Target	CP015.01 - Staff awareness survey completed and case file audit underway scheduled for completion by the end of January 2010. Baseline survey of people who have used the safeguarding adults service scheduled by the end of March 2010.	On Target
016	A safe borough	CP016 - Fund measures to improve local safety around alleyways, public open spaces and shopping areas	Fran Beasley	Ian Edwards	CP016.1 Implement up to 20 alleygating schemes across the borough	31/03/2010	Completed	20 schemes implemented and a further 12 in development	Completed
017	A safe borough	CP017 - Continue to deliver our road safety programme and traffic improvement schemes	Philomena Bach	David Knowles	CP017.01 - Implement road safety training programme. CP017.02 - Implement Road Safety Plan and targets. CP017.03 - Provide 10 New pedestrian crossings. CP017.04 - Provide school crossing patrol service.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, Completed, On Target, On Target	CP017.01 - 93 adults received cycle training, 2340 children received road safety training, and 2896 children are members of the road safety club to the end of December 09. CP017.02 - All killed/seriously injured (KSI) = 112 (117, improvement of 3.95%). Children KSI = 9 (13, improvement of 25.49%). We have already achieved the Mayor of London's reduction targets for 2010. CP017.03 - 3 new pedestrian crossings completed, 3 are currently being installed - Avondale Drive, Elm Avenue and Green Lane and 9 more have been identified. CP017.04 - school crossing service continues to be provided at key sites.	On Target
018	A safe borough	CP018 - Investigate all road safety concerns identified by residents and, where possible, introduce measures to alleviate them	Philomena Bach	David Knowles	CP018.01 - Hold regular meetings with Cabinet Member to agree implementation of suitable schemes identified by residents. CP018.02 - Seek to achieve full allocation of available funds by year end.	31/03/2010, 31/03/2010	On Target, On Target	CP018.01 - Ongoing weekly meetings with Cabinet Member at which between 8 to 10 schemes discussed and agreed. CP018.02 - On target to spend available funds by year end.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
019	A safe borough	CP019 - Continue to invest extra money to reduce traffic congestion and improve CCTV services in the borough	Philomena Bach	David Knowles	CP019.01 - Implement agreed Traffic Congestion schemes. CP019.02 - Improve CCTV services in the borough.	31/03/2010, 31/03/2010	On Target, On Target	CP019.01 - Transport for London (TfL) are continuing to develop this with us. There are also some proposals being developed for the westbound slip road off the A40 that leads up to the Hillingdon Circus junction. CP019.02 - CCTV Steering Group met in November 09 and will meet again in Q4 to review draft strategy.	On Target
020	A safe borough	CP020/ GP009 - Continue to support Police Safer Neighbourhood Teams in each ward and ensure that they get easy access to the council services to help make local areas safer.	Jean Palmer	Ed Shaylor	CP020.1 Enhance the responsiveness of Council departments and services to reducing crime and disorder in all their activities. CP020.2 Lead and contribute to the Safer Hillingdon Partnership (SHP) in line with legislation, statutory instruments and local and national guidance on good practice.	31/03/2010, 31/03/2010	On Target, On Target	CP020.01 - One Safer Stronger training session delivered to Council staff. Q3 community safety bulletin to Social Care staff was distributed. Further e-learning packages being developed CP020.02 - Safer Hillingdon Partnership Board and Implementation/Performance groups meetings held and administered. Quarterly mini reports on environmental ASB and community tension completed by end of January 10. Decision taken by SHP Board to complete Crime and Disorder Reduction Partnership (CDRP) strategic assessment separately to the police strategic assessment. This allows CDRP assessment to fit into new Joint Strategic Needs Assessment (JSNA) timetable. Interviews took place with member of SHP Implementation/Performance group to identify strengths, weaknesses, opportunities & threats to performance of SHP as part of work on Hallmarks of Effective Partnerships.	On Target
021	A safe borough	CP021 - Work closely with our partners, including Registered Social Landlords and other landlords to tackle anti-social behaviour	Jean Palmer	Ed Shaylor	CP021.01 - 70% of Early Intervention Panel (EIP) Referrals do not receive an Anti-Social Behaviour (ASBO) in 12 months after their referral. CP021.02 - Ensure 100% of EIP Referrals receive a service user survey questionnaire. End Qtr 2- 50% CP021.03 - Ensure 100% of EIP Referrals receive a service user survey questionnaire. End Qtr 4 - 100% CP021.04 - Deliver 4 reports to the Youth Offending Board	31/03/2010, 30/09/2009, 31/03/2010, 31/03/2010	On Target, Completed, On Target, On Target,	CP021.01 - 93% of EIP referrals received in Q3 2008/09 did not receive an ASBO in the following 12 mth period. CP021.02 - 100% of EIP referrals receive service user questionnaire once the case has been closed. CP021.03 - At the end of Q3, 100% of EIP referrals continue to receive a service user questionnaire once the case has been closed CP021.04 - Reports of Safer Schools Partnership and Youth Crime Prevention Steering Group presented to Youth Offending Service (YOS) Management Board on a quarterly basis. Q3 report sent to Management Board	On Target
022	A safe borough	CP022 - Continue to implement safer routes to school as part of the School Travel Plan programme and develop further initiatives such as the Walking Bus and school cycle routes	Jean Palmer	Jales Tippell	CP022.01 - Engage regularly with stakeholders, e.g., Transport for London (TfL) and subsidiaries such as Dial-a-Ride, Computer Cab and local bus companies. CP022.02 - Implement programmes and schemes included within the Local Implementation Plan (LIP). CP022.03 - Ensure LDF policies and proposals do not add to more congestion	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP022.01 - Quarterly meeting of the Mobility Forum held at the Civic Centre on 11 December 2009. CP022.02 - All schemes are on track to be delivered by the end of the financial year CP022.03 - A new Transport Strategy is being drafted to underpin the LDF Core Strategy and address the Mayor's new Transport Strategy	On Target
023	A safe borough	CP023 / GP012 - Continue to install burglar alarms in the homes of our older residents, helping them to feel safe.	Jean Palmer	Ed Shaylor	CP023.1 - Install 73 burglar alarms in homes of elderly residents by end of Qtr 1 CP023.2 - Install a total of 166 alarms by end of Qtr 2 CP023.3 - Install a total of 259 alarms by end of Qtr 3 CP023.4 - Have a total of 350 burglar alarms installed by Qtr 4	31/03/2010, 30/06/2009, 30/09/2009, 31/12/2009	Completed Completed Completed On Target,	CP023.01 - 73 burglar alarms installed by end of June. CP023.02 - 221 alarms installed by end of September - target for Q2 exceeded CP023.03 - 461 alarms installed from April to December. And a total of 632 over the course of the project. CP023.04 - 368 remain to be installed by 31 March 2010.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
024	A borough of culture and learning	CP024 / GP013 - We will continue to refurbish the borough's libraries	Jean Palmer	Alan Dalton	CP024.01 - Refurbish Oaklands Gate Library (Northwood) Close library end of July completion September 2009 CP024.02 - Refurbish Kingshill Library (Charville). Close library end of July completion October 2009 CP024.03 - Refurbish Ickenham Library. Close library August, completion November 2009 CP024.04 - Refurbish Yiewsley Library. Close library September, completion November 2009	31/03/2010, 31/10/2009, 30/11/2009, 30/11/2009	Completed, Completed, On Target Completed	CP024.01 - Oaklands Gate Library (now re-named Northwood) library reopened on September 22nd 2009. Formal relaunch on October 22nd CP024.02 - Kingshill Library (now re-named Charville) reopened November 12 2009. Official opening successful. CP024.03 - Ickenham library refurbishment formal re-opening on January 26th. CP024.04 Yiewsley library formally relaunched on December 3rd	On Target
025	A borough of culture and learning	CP025 - Continue to develop and improve education in our schools and raise exam results	Chris Spencer	Mike Merva	CP025.01 - To ensure effective support is given to all Hillingdon schools to raise attainment in line with expectation. CP025.02 - To monitor, support and challenge all schools to ensure that all improve according to level of need and potential. CP025.03 - Monitor attainment of pupil with Free School Meals (FSM) and their peers via the termly annual school review CP025.04 - Ensure headteachers and school data managers are fully aware of any issues and action them appropriate CP025.05 - Continue to fully implement successful LA intervention and support strategies to raise attainment for all pupils	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target On Target On Target	CP025.01 - LA providing intensive support to all schools in challenging circumstances. City Challenge are involved in the Hillingdon Local Leaders in Education (LLE) project. Three single governing bodies (hard governance federations) were implemented during the autumn term 2009, three more planned for the spring term 2010. Hard federation strengthen leadership and management at both governance and headteacher level by using the expertise of a strong school to support those schools causing concern. CP025.02 - School Improvement Partners (SIP) programme refined to provide greater challenge in line with the rigors of new Ofsted inspection. Training sessions being implemented for all schools to help them understand and prepare for new Ofsted regime. SIP are working with schools to analyse pupil data and focus their resources accordingly. CP025.03 to CP025.05 - The School Improvement Service (SIS) is working with schools to increase their awareness of Free School Meals (FSM) as a predictor of future performance and supporting them to improve their tracking of the progress of these	On Target
026	A borough of culture and learning	CP026 / GP014 - Continue to extend our blue plaque scheme and maintain our local heritage.	Jean Palmer	Ed Shaylor	CP026.01 - Plaque for Sir Bernard Miles to be unveiled at 38 New Road by end of October. CP026.02 - To identify other famous people and events associated with locations within the borough and erect plaques as appropriate.	30/09/2009, 31/03/2010	Completed, On Target	CP026.01 - On the 19th of September the Blue Plaque for Sir Bernard Miles was unveiled at New Road Uxbridge. CP026.02 - A list of 7 potential sites and recipients given to the leader for consideration. Sir Douglas Bader Plaque will be installed on RAF Uxbridge site, location to be determined site visit arranged with RAF Camp Commander at the end of Jan.	On Target
027	A borough of culture and learning	CP027 / GP015 - Extend opportunities for older people to participate in leisure, recreation and cultural activities	Jean Palmer	Sue Drummond	CP027.01 - Extend opportunities for older people to participate in leisure, recreation and cultural activities. CP027.02 - Provide free swimming for older residents	31/03/2010, 31/03/2010	On Target, On Target	CP027.01 - Recruitment process with Age Concern complete. The Active Ageing Co-ordinator will map out what is currently available identifying any shortfall for provision and developing new activities for older people. Active Ageing Co-ordinator appointed commencing January 2010. Nordic walking trial sessions to commence Feb. CP027.02 - Free swimming for older residents is now in place, and additional courses for lessons provided to meet demand.	On Target

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Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
028	A borough of culture and learning	CP028 - Increase the range of vocational courses at GCSE and post 16.	Chris Spencer	Alison Moore	CP028.01 - To continue to implement the 14-19 strategy with particular focus to Staying on and Transfer of funding from Learning Skills Council (LSC). CP028.02 - Full implementation of CHOICE to provide greater learner demand. CP028.03 - All three 14-19 collaboratives fully operational by Sept 09 CP028.04 - Development of apprenticeships and Key Stage 4 programmes to provide an effective alternative provision.	31/03/2010, 31/03/2010, 30/09/2009, 31/03/2010	On Target, Completed, Completed, On Target	CP028.01 - Charter for Raising the Participation Age in School to 18 presented at 14-19 Strategic Group agreed. Transition plans developed with LSC and 14-19 Team CP028.02 - CHOICE website active and Hillingdon's contribution will be ongoing. CP028.03 - Curriculum manager and 14-19 Team have up-dated original consultants recommendations and created a draft plan to encourage collaborative working. Specific schools to be targeted according to willingness to collaborate and achievement data. CP028.04 - Links with the 14-19 Team have been made with all Apprenticeship Providers for Hillingdon as part of the LSC handover process. KS4 Engagement programme on-going, and seen as successful by schools.	On Target
029	A borough of culture and learning	CP029 - Work to extend community based sports development programmes offering new activities and opportunities to residents	Jean Palmer	Sue Drummond	CP029.01 - Deliver the 'Back to Sport' campaign aimed at encouraging targeted groups to re-engage with sporting activities. CP029.02 - Ensure that the Sport & Leisure service contributes to the streets Ahead programme of events throughout the year. CP029.03 - Deliver community based sport and physical activity projects for people with special needs to improve knowledge and range of activities for residents to maintain healthy, active lifestyles. CP029.04 - Deliver a range of projects and initiatives aimed at increasing participation in sport and physical activity by children and young people	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, Completed, Completed	CP029.01 - Sports England Funding now confirmed for 'Back to Sport' programme. CP029.02 - Three out of 5 events completed that include a range of Sport and Cultural activities on offer. Programme for event 4 in place for Jan delivery CP029.03 - Activity sessions now in place in a range of sports, delivered in partnership with DASH and MIND. CP029.04 - The service has developed a range of activities being delivered directly and through local clubs and coaches. New additional activities include Teen Fit Club - a targeted programme, girls rugby sessions, netball and cricket	On Target
030	A borough of culture and learning	CP030 - Increase take up and satisfaction of customers in Library services	Jean Palmer	Alan Dalton	CP030.01 - Developing libraries as focal points of the community. Supporting community safety and improved health. CP030.02 - Work with the Arts team to deliver a literature programme and to promote libraries as venues for arts activities and performance.	31/03/2010, 31/03/2010	On Target, On Target	CP030.01 - Manor Farm library was transformed into a live music venue when it hosted the Stardust Big Band and raised over £320 for Crisis. Two new online resources have been introduced, First Steps and Life in Britain. Christmas events took place across the borough and a Xmas Grotto created in Ruislip Manor. CP030.02 - Publishers of Gothic fiction conducted a literary workshop at Manor Farm in October	On Target

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Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
031	A borough of culture and learning	CP031 - Deliver outstanding skills and personal learning opportunities for Hillingdon's community	Jean Palmer	Alan Dalton	<p>CP031.01 - Develop contacts with Hillingdon schools to promote library services, improved literacy and the enjoyment of literature.,</p> <p>CP031.02 - Work with the Arts team to deliver a literature programme and to promote libraries as venues for arts activities and performance.,</p> <p>CP031.03 - Develop resources collections promoting learning, training and employment opportunities for Hillingdon Residents. Work with Adult Education to promote Skills for Life resources in library spaces.,</p> <p>CP031.04 - Continue arts development programs across the Borough ,</p> <p>CP031.05 - Continue Launchpad programme for young people.</p> <p>CP031.06 - To embrace the 'valuing people' agenda and work collaboratively with social services to provide high quality relevant ALDD provision, enabling all learners to develop their full potential.</p> <p>CP031.07 - To widen the range of opportunities available to learners through the effective partnerships the service forms, when appropriate, ensuring high quality integrated advice and guidance.</p>	<p>31/03/2010,</p> <p>31/03/2010,</p> <p>31/03/2010,</p> <p>31/03/2010,</p> <p>31/10/2009,</p> <p>31/03/2010,</p> <p>31/03/10</p>	<p>On Target,</p> <p>On Target,</p> <p>On Target,</p> <p>On Target,</p> <p>Completed,</p> <p>On Target,</p> <p>On Target</p>	<p>CP031.01 - Focus for quarter three has been on increasing Bookstart distribution. Performance at end of December: Bookstart Baby (0 - 12mths) - 62% (2344) of eligible Children issued on target to reach 80%, Bookstart+ (18mths - 30mths) - 77%, 2647 of eligible Children, on target to reach 80%. My bookstart Treasure chest (aged 3) - 61% (2080) of eligible children on target to reach 80%</p> <p>CP031.02 - Publishers of Gothic fiction conducted a literary workshop at Manor Farm in October</p> <p>CP031.03 - Events took place throughout the borough with Local Community Police giving advice on how to keep your house and belongings safe, also giving out panic alarms. An Older Persons Day Celebrations took place in Yeading including a MacMillan Coffee Morning, with Age Concern, PCT, Community Police and local Florist in attendance.</p> <p>CP031.04 - Work is continuing on the programs implemented during first and second quarter.</p> <p>CP031.05 - Launchpad network members have grown by 30% since quarter 2.</p> <p>CP031.06 - Foundation learning tier provision running . 25 learners on full time programmes involving vocational qualifications, and supported employment. 3 pathways catering, horticulture and business administration.</p> <p>60 courses for over 235 learners ongoing, many leading to national qualifications and independent living skills.</p> <p>CP031.07 - Full range of over 1200 courses running with over 5,000 enrolments. Learning opportunities available across a huge range of subjects and levels both accredited and non accredited. Partnerships have been extended to enable Higher Education (HE) progression, ALDD supported employment, 14-19 developments, apprenticeships, full level 2 and 3 vocational courses. Employment projects in partnership with Uxbridge College and VCS.</p>	On Target
032	A borough of culture and learning	CP032 / GP019 - Enable our communities to engage with the arts through the provision of a comprehensive programme of events and services	Jean Palmer	Alan Dalton	<p>CP032.01 - Promote the programmes effectively.</p> <p>CP032.02 - Set out program of special events for the year</p>	<p>31/03/2010,</p> <p>31/03/2010</p>	<p>Completed</p> <p>Completed</p>	<p>CP032.01 - The marketing and the word of mouth of successful event managing has proved to work effectively as we are attracting increasing audience numbers.</p> <p>CP032.02 - We have successfully programmed and delivered Hayes Carnival in Q1 and Medfest in Q2, with Bigfest being delivered in October 09. Bigfest was successfully promoted with 12,000 people in attendance</p>	Completed
033	A borough of culture and learning	CP033 - Develop a four year Sports & Cultural programme that will enable Hillingdon to engage residents with the opportunities offered by London 2012	Jean Palmer	Sue Drummond	<p>CP033.01 - As part of the programme leading up to the London Olympics, maximise the opportunity for legacy building, public participation and engagement in sport.,</p> <p>CP033.02 - Seek to engage and secure National Olympic Team(s) to make use of facilities in Hillingdon as part of pre-Olympic training camp. Work in partnership with Brunel and other local agencies to enhance and maximise the Hillingdon offer to National Olympic Committees.</p>	<p>31/03/2010,</p> <p>31/03/2010</p>	<p>On Target,</p> <p>On Target</p>	<p>CP033.01 Lido Lap Fun run organised at Ruislip Lido, Sports Activities contributed to BigFest in October. Sport and Culture programme of activities now completed for 3 of 5 Streets Ahead events. A number of new activity programmes now in place including 'Jog it Off' sessions as part of a new local running network and targeted activities for disabled adults.</p> <p>CP033.02 - Officers continuing to work in partnership with Brunel for Hillingdon facilities to be promoted as a location for a training camp to support olympic athletes.</p>	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

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034	A borough of culture and learning	CP034 - Complete work on the new Hillingdon Sport & Leisure Centre and Botwell Leisure Centre and Library in Hayes	Jean Palmer	Sue Drummond	CP034.01 - Completion of new Botwell Green Leisure Centre. CP034.02 - Completion Hillingdon Sport & Leisure Centre	30/01/2010, 31/12/2009	On Target, On Target	CP034.01 - Practical completion (completed construction of new centre) of Botwell Green Leisure Centre by 31/03/10 CP34.02 The Official opening for the Hillingdon Sports and Leisure Centre is on 23rd March.	On Target
035	A borough of culture and learning	CP035 / GP022 - Actively seek to engage with a national team to use new facilities at Hillingdon Sport and Leisure Centre for the 2012 Olympic Games	Jean Palmer	Sue Drummond	CP035.01 - Seek to engage and secure National Olympic Team(s) to make use of facilities in Hillingdon as part of pre-Olympic training camp. Work in partnership with Brunel and other local agencies to enhance and maximise the Hillingdon offer to National Olympic Committees.	31/03/2010	On Target	CP035.01 - Officers continuing to work in partnership with Brunel for Hillingdon facilities to be promoted as a location for a training camp to support olympic athletes	On Target
036	A borough of culture and learning	CP036 - Develop a new specialist gymnastics facility at Botwell Green Leisure Centre with a full programme of recreational pre-school gymnastics through to school and club level performance	Jean Palmer	Sue Drummond	CP036.01 - Initial launch and opening of the new facility completed, CP036.02 - Develop a new specialist gymnastics facility at Botwell Green Leisure Centre with a full programme of recreational pre-school gymnastics through to school and club level performance., CP036.03 - Initial activity programme for the opening of the centre agreed with resident club and management contractor	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP036 - ALL-The project has been reprofiled during the construction period due to the inclusion of a state of the arts gymnasium, which further enhances the development. A programme of gymnastics as well as an initial activity programme is being developed with GLL (management company), who will manage the development for the Council and other key groups.	On Target
037	A borough of culture and learning	CP037 - Launch new programmes for sport & leisure activities at the two new leisure centres and Hillingdon Sport & Leisure Centre and Botwell Green Leisure Centre	Jean Palmer	Sue Drummond	CP037.01 - Liaise with Fusion to organise the opening of the new Hillingdon Sport and Leisure Centre. CP037.02 - Work with appointed leisure management contractor on the opening of the new facilities at Botwell Green Leisure Centre, CP037.03 - Maintain a register of local clubs and associations interested in using the new facilities at Botwell Green Leisure Centre and Hillingdon Sports and Leisure Centre., CP037.04 - In conjunction with the appointed operators, develop and publicise the initial programme of activities following the opening of the new leisure centres. Work with local clubs, associations and other agencies in developing the programme.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP037.01 Hillingdon Sport & Leisure Complex - Recruitment Fayres completed. Advertising for the recruitment of further key posts now underway. On-going meetings with Fusion in place concerning preparation for opening. Official opening date now agreed. CP037.02 GLL now appointed to manage Botwell Green L.C. On-going meetings in place with GLL and MCP concerning build timescales and access arrangements to prep site. Recruitment of key personnel for the new facility underway. Liaising with GLL regarding the programming of the facility including transfer from existing sites and new activities. CP037.03 & 04 Working with local groups that have registered an interest in using the facilities to organise programming of activities.	On Target
038	A borough of culture and learning	CP038 / GP025 - Work through the arts to create lively public spaces that enhance the environment and help to develop a sense of well-being	Jean Palmer	Alan Dalton	CP038.01 - Develop a plan for improving fixed site facilities	31/03/2010	On Target	CP038.01 - Agreement has been completed with the BTCV (British Trust Conservation Volunteers) and English Heritage to provide 3 years of free man-power to work on the pond and the Moat at the Manor Farm Site. Winston Churchill hall kitchen has been repainted.	On Target
039	A borough of culture and learning	CP039 / GP026 - Use the arts to raise the confidence of the older and more vulnerable and to engage young people in positive activity	Jean Palmer	Alan Dalton	CP039.01 - Incorporate engagement of young people in Hillingdon.	31/03/2010	On Target	CP039.01 - Worked in conjunction with Youth Services and Positive Activities for Young People (PAYP) to incorporate engagement of young people in Hillingdon Arts Music Project (AMP).	On Target

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040	A borough where children and young people are healthy, safe and supported	CP040 - We will progress the delivery of three new youth centres / Develop 3 new youth centres	Chris Spencer	Tom Murphy	CP040.01 - Progress youth centre in Northwood CP040.02 - Progress youth centre in South Ruislip CP040.03 - Progress youth centre in Chanville	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP040.01 - Works commenced on site on 19 October 2009, A new roof structure is now complete and other repairs to the existing roof are underway. Steel has been erected to the front building and it is ready for the brickwork. Dampproofing to the existing basement, and drylining to the stage are completed. . CP040.02 - Cabinet approved award of the contractor in December 2009. Pre-start contract meeting is planned for Tuesday 19th January 2010 and construction is due to commence in February 2010 as programmed. CP040.03 - Preparatory activity regarding local programme design and delivery is underway, with operational requirements agreed and staff being recruited. The specification and procurement of furniture, fittings and equipment is currently being managed, so that the Centre will be operationally fit-for-purpose by the public launch date of Monday 15th March 2010.	On Target
041	A borough where children and young people are healthy, safe and supported	CP041 - Protect children and young people from crime and accidents / Ensure C&YP are safe from harm and protect those known to be at risk of abuse	Chris Spencer	Paul Hewitt	CP041.01 - Ensure that all London child protection procedures are accessible and are being used by all practitioners in each of the partner agencies. CP041.02 - The Trust to co-operate with the Local safeguarding children board (LSCB) and its sub-groups on preventing accidents and road traffic accidents by supplying data and raising awareness via the partner agencies. CP041.03 - The Trust to co-operate with the LSCB and its sub-group on bullying by supplying data and raising awareness via the partner agencies. CP041.04 - The Trust will support the LCSB HR sub-group in the implementation of the vetting and barring scheme across partner agencies via the Trusts workforce reform group. CP041.05 - Implementation of the Baby P action plan as agreed by the LCSB CP041.06. Implement Integrated Children Services (ICS) through Protocol System. CP041.07 - Implement the recruitment and retention policy CP041.08 - Further develop integrated and inter-agency working to ensure the assessments are comprehensive.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, Completed, On Target, Completed, Completed, Completed, On Target, Completed	CP041.01 - The Department for Children, Schools and Families (DCSF) will not complete the re-writing of Working Together until March 2010. Thereafter the All London Procedures will also be re-written. The current procedures remain in force and are accessible via the LSCB website. CP041.02 - Child Death Overview Panel continues to monitor this task. CP041.03 - The evaluation from the annual conferences demonstrated high levels of professional awareness to aid the supply of data on bullying. This will be carried forward via the anti-bullying steering group. CP041.04 - The evaluation from the annual conference shows raised awareness across all partner agencies of vetting and barring issues. There has been an increase in complex strategy meetings held to deal with vetting and barring issues; including 3 referrals to the Independent Safeguarding Authority CP041.05 - The plan has been implemented, the Ofsted inspectors commented on the excellence of this plan and is now being developed to anticipate the revised 'Working Together' document due in March 2010 CP041.06 - ICS rolled out successful. CP041.07 - R&R group for ECS being established and in the process of developing and implementing the new policy. CP041.08 - Common Assessment Framework (CAF) has been updated and relaunched as of Oct 1st.	On Target

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042	A borough where children and young people are healthy, safe and supported	CP042 - Improve the educational prospects of looked after children	Chris Spencer	Debbie Haith	CP042.01 - Development of Hillingdon's Virtual School (HVS). CP042.02 - Implementation of Personal Education Allowances. CP042.03 - Profiling individual support needs through the Personal Education Plan	31/03/2010, 31/03/2010, 31/03/2010	On Target, Completed, On Target	CP042.01 - Staff building pupil profiles of all pupils in their key stage and HVS developing tailored key stage resources through the Personal Education Allowance (PEA). CP042.02 - Personal Education allowances implemented and administered by the virtual school. CP042.03 - Completed training to social workers in Children in Care teams 1 & 2 and Asylum on new PAN London Personal Education Plans. Further training to be rolled out to Social workers in Children with Disabilities team and Independent Reviewing Officers in Q4.	On Target
043	A borough where children and young people are healthy, safe and supported	CP043 / GP027 - Improve the services on offer to young people in our libraries, arts and culture and sports facilities	Jean Palmer	Alan Dalton	CP043.01 - Deliver a programme of cultural and promotional events, co-ordinated across the group and appealing to all ages and backgrounds. CP043.02 - Use library promotions and activities to raise awareness of sport and health.	31/03/2010, 31/03/2010	On Target, On Target	CP043.01 - Publishers of Gothic fiction conducted a literary workshop at Manor Farm in October CP043.02 - Events took place throughout the borough with Local Community Police giving advice on how to keep your house and belongings safe, also giving out panic alarms. At Yeading an Older Persons Day Celebrations with MacMillan Coffee Morning took place. Age Concern, PCT, Community Police and local Florist.	On Target
044	A borough where children and young people are healthy, safe and supported	CP044 - Strengthen the links between the School Travel Plan programme and students in Years 7-13, with health promotion initiatives in our leisure centres as part of the national change for life campaign	Jean Palmer	Jales Tippell	CP044.01 - Ensure LIP and transport policies include provision for youth and elderly CP044.02 - To increase the number of schools participating in Walk On Wednesday (WOW) to 55 and promote School Travel Plan (STP) accreditation to all schools in Borough	31/03/2010, 31/03/2010	Completed, On Target	CP044.01 - Interim LIP Bid 2010/11 has been granted and includes provision for the youth and elderly CP044.02 - 1) Number of Schools participating in WOW is 60. 2) TFL accreditation being promoted in STP 3) STPs were prepared by all schools in the Borough before 31 December 2009 deadline. Accreditation is now being promoted.	On Target
045	A borough with improving health, housing and social care	CP045 - Develop extra care housing to help people receive the care and support they need to live independently in the community	Jeff Maslen	Marcia Gillings	CP045.01 - Conduct feasibility studies on the development of specialist 24 hour extra care provision within existing sheltered housing schemes. CP045.02 - Work with housing association partners to deliver specialist extra care facilities on new build sites including West Ruislip RAF site	31/10/2009, 31/03/2010	Completed Completed	CP045.01 - Feasibility studies completed on two existing sites. One site has been identified as being suitable for re-development for the provision of extra care housing for a proposed 47 homes. Funding from the Homes and Communities Agency (HCA) has been successfully secured. At the other site, the proposal is to re-develop into extra-care homes. CP045.02 a planned programme to deliver extra care facilities is in place. 48 extra care facilities are being developed on the West Ruislip RAF site. There will be a phased completion over 18 months. Work started on site on 22nd September 2009 and will deliver 48 extra care units due for completion between March and May 2012. Triscott House - Funding from the HCA (Homes and Communities Agency) for this scheme was approved and given in October 2009, and this scheme will provide 45 extra care places for older people. The scheme is due to start on site in June 2010 with completion forecast for September 2011.	Completed

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Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
046	A borough with improving health, housing and social care	CP046 - Deliver assistive technology services to help people receive the care and support they need to live independently in the community	Jeff Maslen	Paul Feven	CP046.01 - Draft strategy that includes costed options (including telehealth) to be developed. CP046.02 - Report to ASCHH SMT with recommendations submitted CP046.03 - Report to the Healthier Communities and Older Peoples Theme Group for sign off.	31/07/2009, 31/08/2009, 31/01/2010	Completed Some Slippage Some Slippage	CP046.01 - Telecare strategy has been drafted and the key principles agreed by ASCHH SMT CP046.02 - Report considered by ASCHH SMT. CP046.03 - Strategy ready to be considered by HCOP by March 2010 to support development of telecare and reablement services.	Some Slippage
047	A borough with improving health, housing and social care	CP047- Continue the modernisation programme for adults with learning disabilities and mental health needs.	Jeff Maslen	Sharon Townsend	CP047.01 - Agree design proposals for new build supported housing schemes. CP047.02 - Consult with full range of stakeholders at Charles Curran, Hatton Grove, Merchiston House. CP047.03 - Draft specifications for care and support services.	31/12/2009, 31/12/2009, 31/03/2010	Some slippage Some slippage Some slippage	CP047.01 - The economic downturn has reduced the availability of sites for development. The corporate review of property and assets is continuing with a range of different site options to meet the needs of the Learning Disability programme. Feasibility studies are being undertaken. CP047.02 - Assessments have been completed for 36 individuals at Charles Curran and Hatton Grove and these will inform the care specifications. CP047.03 - Specifications will be drafted when agreement has been reached on the sites allocated for supported housing for adults with learning disabilities.	Some Slippage
048	A borough with improving health, housing and social care	CP048 - Developing and improving services to enable adults and older people to remain living in the community	Jeff Maslen	Noreen Rice	CP048.01 - Improve the health and well-being and quality of life for adults with mental health needs - in partnership with a Mental Health Trust provider open a Well-being Centre for adults with mental health needs to improve access to information, advice and support.	31/03/2010	On Target	CP048.01 - The Well Being Centre is on target to open in March 2010. The reception area and refurbishment of the second floor of Boots will be completed by end of February. The service specification has been completed and a communications strategy has been agreed to promote and launch the service.	On Target
049	A borough with improving health, housing and social care	CP049 - Maintain and develop support to carers to help people receive the care and support they need to live independently in the community	Jeff Maslen	Sue Taiting	CP049.01 - Carer information days to be held at GP surgeries so that by year end there are 50 new carers on the GP Carers' register; CP049.02 - Carer awareness event to be held at Hillingdon Hospital that involves at least 100 carers and staff; CP049.03 - At least 10 carers should be involved in the process of developing information about carers about safeguarding; CP049.04 - Canvas the views of 100 carers about the accessibility of information provided for carers by LBH and the PCT. 80% of those canvassed to find information relevant and easy to read	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target On Target Completed On Target	CP049.01 - Carers information days scheduled to be held by the end of March 2010. CP049.02 - Carer awareness event to be held at Hillingdon Hospital on 3rd March 2010. CP049.03 - Carers have been involved in the research to develop new communications for safeguarding adults. CP049.04 - 100 carers' views canvassed about 2 adult social care leaflets, 1 about carers' assessments and the other about toilet location; and 2 health leaflets, 1 about how to find a dentist and the other about how to register at a GP surgery as a carer. 1,100 questionnaires have also been sent to carers as part of a Department of Health carers survey. There has been a good response rate (44% response rate). The findings from the survey are being analysed and will be available in early February.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
050	A borough where opportunities are open to all	CP050 - Improving and promoting the health and well being of adults and older people - Mental health element of healthy walks developed focusing on engaging socially isolated older people	Jeff Maslen	Andrew Knight	CP050.01 - Quarterly promotion of walks in libraries (including walk and talk sessions run with 2 local libraries), CP050.02 - 2 walks promotion sessions with mental health services	31/03/2010, 31/12/2009	On Target Completed	CP050.01 - There are regular promotions of healthy walks at all libraries. Walks taking place as planned - 54 walks from 11 sites. 10 new walk leaders have trained as part of the promotion in libraries of the walks scheme and 210 new walkers participating to the end of November. Additional walks planned for Streets Ahead events in 2010. Walks for special needs patients planned with Hillingdon Hospital in 2010. CP050.02 - The promotion of mental health is integrated with all walks. Mental health service users are regularly participating in walks. 2 walks completed on 1st and 26th October 2009 with more than 100 walkers participating.	On Target
051	A borough with improving health, housing and social care	CP051 - Continue to improve arrangements to safeguard vulnerable adults from harm	Jeff Maslen	Nick Ellender	CP051.01 - Ensure effectiveness of safeguarding adults arrangements through improved outcomes - complete a baseline survey of views by March 2010.	31/03/2010	On Target	CP051.01 - Staff awareness survey completed and case file audit underway scheduled for completion by the end of January 2010. Baseline survey of people who have used the safeguarding adults service scheduled by the end of March 2010.	On Target
052	A borough with improving health, housing and social care	CP052 - Continue to support first time buyers through our scheme for borough residents.	Jeff Maslen	Marcia Gillings	CP052.01 - First time buyers deposit scheme - 30 individuals or couples are helped to buy their own property.	31/03/2010	Completed	CP052.01 - The target of 30 individuals or couples helped to buy a property on the open market has been exceeded. In total, 53 applicants were assisted under this scheme at the end of December 2009. The scheme has been closed since October 2009 and the remaining 121 applicants names have been placed on a review list for consideration next year.	Completed
053	A borough with improving health, housing and social care	CP053 - Reduce the number of people in temporary accommodation by 50% by Dec 2010	Jeff Maslen	Emma Humphrey	CP053.01 - Deliver the quarterly targets for national temporary accommodation., CP053.02 - quarter 2 target = 1181 households in temporary accommodation, CP053.03 - quarter 3 target = 1173 households in temporary accommodation, CP053.04 - quarter 4 target = 1164 households in temporary accommodation	30/06/2009, 30/09/2009, 31/12/2009, 31/03/2010	Completed Completed Completed On Target	CP053.01 - Target for quarter 1 has been achieved. CP053.02 - Target for quarter 2 has been achieved. CP053.01 - At the end of December 2009, 1138 households were living in temporary accommodation - a reduction of 38 since April 2009 (from 1176 households in temporary accommodation at the end of March 2009). Officers are monitoring the potential impact of the 'credit crunch' on homelessness activity and the financial impact of changes to the Housing Benefit regime for Private Sector Leased properties. CP053.04 - Target expected to be met by 31 March 2010	On Target
054	A borough with improving health, housing and social care	CP054 - Increase the number of new houses provided by the council	Jeff Maslen	Marcia Gillings	CP054.01 - Secure planning permission for those sites where we are seeking Challenge Funding from the Homes and Communities Agency to build new homes as part of the pipeline sites initiative., CP054.02 - Bid for Challenge Funding from the Homes and Communities Agency for new homes under the pipeline initiative scheme., CP054.03 - Achieve a 'start on site' position with at least 100 new homes under the pipeline housing initiative.	31/03/2010, 31/12/2009, 31/03/2010	On Target Completed On Target	CP054.01 - We have successfully secured planning consent for 29 out of 50 new homes with more to follow by March 2010 for people with general needs and older people. The cost of these new homes has been part-met through securing a Challenge Fund grant. CP054.02 - The second round of bidding for Challenge Fund grant from the Homes and Communities Agency took place in October 2009 for 3 sites. The formal notification from this bid is expected by early February 2010. CP054.03 - On track to achieve a start on site position with at least 100 homes.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
055	A borough with improving health, housing and social care	CP055 - Maintain an excellent housing / council tax benefit service and housing for money and increase benefit take up and improve the speed and accuracy of benefit applications	Jeff Maslen	April Southern	CP055.01 - Achieve a target in 2009/10 of an average of 22 changes per 1000 caseload per week (N1180 Annual number of changes per 1000 caseload) Q1 target = 22. CP055.02 - Q2 target = 22, CP055.03 - Q3 target = 22, CP055.04 - Q4 target = 22	30/06/2009, 30/09/2009, 31/12/2009, 31/03/2010	Completed Completed Completed On Target	CP055.01 - Target for quarter 1 has been achieved. CP055.02 - Target for quarter 2 has been achieved. CP055.03 - Target for quarter 3 has been achieved. Performance at the end of December 2009 is 34.48 changes per thousand cases against a target of 22 (high is good). CP055.04 - Target expected to be met by 31 March 2010.	On Target
056	A borough with improving health, housing and social care	CP056 - To maximise the choice that customers have over services by delivering transformation in adult social care to give people who use adult social care services more choice and personalisation	Jeff Maslen	Dave King	CP056.01 - Deliver the pilots for personalisation / individualised budgets in adult social care. CP056.02 - agree a resource allocation system for self directed support	31/03/2010, 31/03/2010	On Target On Target	CP056.01 - A Transition Pilot for young adults is well underway, and the first personal budget has been agreed in principle. Further budgets are in the process of being agreed in time for March 2010 CP056.02 - A comprehensive Comparative Budget Exercise is in progress to ensure an effective Resource Allocation System is in place for August 2010 implementation. All social workers are now being asked to complete a Supported Assessment Questionnaire alongside new assessments to make sure this is achieved. An important Resource allocation system (RAS) project is now underway.	On Target
057	A borough with improving health, housing and social care	CP057 - To actively involve customers in the planning and delivery of services (IPB Project)	Jeff Maslen	Jody Hawley	CP057.01 - A programme of customer engagement actions is in place across ASCH&H	31/03/2010	On Target	CP057.01 - Systems have been put into place to monitor and record evidence of customer engagement across housing and adult social care services including evidence of service improvements made as a result of customer feedback. Standard questions for customer satisfaction surveys have been developed for use across the departments. 200 residents have formed our resident group/panel to take part in consultation across the department. All service areas to undertake customer engagement activities by 31 March 2010.	On Target
058	A borough with improving health, housing and social care	CP058 - Continue to implement our Affordable Housing planning guidance for all new residential developments	Jean Palmer	James Rodger	CP058.01 - Ensuring implementation of S106 agreements requiring affordable housing.	31/03/2010	On Target	CP058.01 - Section 106 agreement implemented on all relevant applications to ensure affordable housing scheme target is met.	On Target
059	A borough with improving health, housing and social care	CP059 - To increase the provision of affordable homes from 155 units to 199 units a year	Jean Palmer	Jales Tippell	CP059.01 - Finalise relevant housing studies., CP059.02 - Ensure all housing monitoring returns are completed on time: CLG P2 Returns (Communities and Local Government) - Quarterly, GLA (Greater London Authority) - Monthly	30/09/2009, 31/03/2010	Completed, On Target	CP059.01 - Strategic Housing Land Availability Assessment (SHLAA) completed and housing target confirmed by GLA. CP059.02 - CLG P2 returns completed and Local Development Database (LDD) development monitoring submitted monthly.	On Target
060	A borough where opportunities are open to all	CP060 - Increase the number of adults with disabilities accessing education, training, employment and training opportunities.	Jean Palmer	Alan Dalton	CP060.1 - Set up WISE Programme (Work in Supported Employment) for ALDD (Adults with Learning Disabilities), CP060.2 - By end of Qtr 4 - achieve 25 learners on WISE programme	30/09/2009, 31/03/2010	Completed, On Target	CP060.01 - Wise programme developed as part of the Foundation Learning Tier (FLT) programme, making full time provision available for ALDD residents leading to supported employment. CP060.02 - 25 learners currently engaged on supported employment programmes.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
061	A prosperous borough	CP061 - Our housing policy will help people access affordable housing including key workers and economically active residents, helping to support our local labour force	Jeff Maslen	Marcia Gillings	CP061.01 - Deliver 312 affordable homes by 31 March 2010, working in partnership with Registered Social Landlords.	31/03/2010	On Target	CP061.01 - The Housing Supply Team is working with Planners, Registered Social Landlords and developers to ensure that new homes of all tenures are being built. We continue to work in a challenging market and seek to maximise every opportunity to develop affordable housing. We have exceeded our target on the First Time Buyers initiative and are looking for additional funding to meet demand. Our overall target of 312 housing units is challenging as many sites have been delayed by developers and more recently by difficult weather conditions delaying the build programme. We are supporting development through better liaison with planners and Corporate property.	On Target
062	A prosperous borough	CP062 - Introduce a construction apprentices scheme	Fran Beasley	Helena Webster	CP062.01 - Launch construction apprenticeship scheme	31/03/10	Completed	CP062.01 - Construction apprenticeship scheme in place. Work ongoing to provide apprenticeship opportunities at sites within Hillingdon.	Completed
063	A prosperous borough	CP063 - Support Brunel University in delivering an enterprising attitudes programme	Fran Beasley	Helena Webster	CP063.01 - Set up enterprising attitudes programme in partnership with Brunel University	31/03/10	Completed	CP063.01 - Programme live within agreed timetable.	Completed
064	A prosperous borough	CP064 - Engage with business to encourage their support for our outcomes and increase their corporate responsibility	Fran Beasley	Nigel Cramb	CP064.1 Support Hillingdon Business Forum to engage with major employers within Hillingdon. CP064.2 Influence work programme to ensure regular and effective programme of activities which deliver corporate responsibility benefits. CP064.3 Working with the Hillingdon Chamber of Commerce to ensure continued development of partnership activity in local town centres. CP064.4 Support Chief Executive in developing role to encourage Corporate Responsibility amongst major businesses	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, Completed	CP064.01 - Work ongoing. Range of activities undertaken/planned CP064.02 - Work ongoing. Business Forum Manager work acknowledged by British Airways reward CP064.03 - Council now in negotiations with Hillingdon Chamber over work programme and financial support for chamber activities CP064.04 - Work ongoing. Monthly meetings continue to be held to review and forward plan Chief Executive's work with major business. Forward plan for 2010/11 is being developed.	On Target
065	A prosperous borough	CP065 - Open up opportunities for local businesses to benefit from the contracts associated with London 2012	Fran Beasley	Ian Edwards	CP065.1 Secure funding to enable training and raise awareness of supply chain opportunities for Heathrow and surrounding areas. CP065.2 Encouraging and supporting businesses to register with the 2012 'compete for' portal to be in a position to bid for London 2012 contracts.	31/03/2010, 31/03/2010	On Target On Target	CP065.01 - Project on track. Contractor appointed. Meet the buyer event held CP065.02 - European funded project held Small, Medium Enterprises (SME) access Heathrow and public sector supply chain will continue to signpost businesses to CompeteFor website	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
066	A prosperous borough	CP066 - Prepare a planning document to guide the redevelopment of the RAF Uxbridge site to ensure that it revitalises the local area and provides benefits for people across the borough.	Jean Palmer	Jales Tippell	CP066.01 - All planning applications will be assessed against the council's Unitary Development Plan Saved Policies 2007 and supplementary planning documents., CP066.02 - Ensure proposals for redevelopment of the RAF Uxbridge site are in accordance with the adopted RAF Uxbridge Supplementary Planning Document (SPD),. CP066.02b - Ensure the public are kept informed through the planning process for the RAF Uxbridge site., CP066.03 - Officers will give good quality and timely pre-application advice for RAF Uxbridge to influence the submission of the planning application., CP066.04 - Prepare a draft SPD for the former National Air Traffic Services (NATS) site at Porters Way, West Drayton.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target, On Target	CP066.01 - All applications assessed against UDP and SPD. CP066.02 - Subject to a more detailed assessment, the proposal is broadly in line with the RAF Uxbridge SPD. CP066.02b - The council will undertake public notification of the Hybrid planning and listed building applications in the form of a newspaper advertisement, site notices and neighbour letters in mid January 2010. CP066.03 - Subject to more detailed assessment and negotiation in the course of the assessment, the applications are comprehensive and has considered the full range of issues necessary. CP066.04 - The SPD for the NATS site will inform the assessment of the current applications.	On Target
067	A prosperous borough	CP067 - Work with major local businesses to encourage investment in the borough which will help to bring more training, skills, and jobs into Hillingdon for local people to access	Fran Beasley	Helena Webster	CP067.1 Conduct fundamental review of Hillingdon Business Forum, CP067.2 Deliver ERDF Programme to stimulate local business in Heathrow Supply Chain	24/07/2009, 31/03/2010	Completed, On Target	CP067.01 - Review undertaken. Options for 2010 onwards being considered. Implementation of agreed option to be in place April 2010. CP067.2 - Programme to support businesses in place and delivering to milestones and profile. Meet the buyer events held on 17th and 18th November.	On Target
068	A borough where opportunities are open to all	CP068 - Freeze council tax for all Hillingdon residents for two years	Christophe Neale	Paul Whaymand	CP068.01 - Implement for 2009-10. Accommodate in 2009-10 budget., CP068.02 - Implement for 2010-11. Accommodate in 2010-11 budget.	31/03/2010, 31/03/2011	Completed, On Target	CP068.01 - Residents who qualify for discount have received appropriate council tax bill for 2009-10. CP068.02 - Preparations for 2010-11 are in place. Council Tax Base Report has been submitted to Committee (for 14th Jan 2010).	On Target
069	A borough where opportunities are open to all	CP069 - Ensure the council and its partners respond to neighbourhood needs and improved service delivery for all residents	Fran Beasley	Ian Edwards	CP069.1 Assist ECP to conduct needs analysis prior to each Streets Ahead Week of Action (SAWA) , CP069.2 Conduct post event evaluation of SAWA, CP069.3 Produce ward profiles	31/03/2010, 31/03/2010, 30/09/2009	Completed, Completed, Completed	CP069.01 - In agreement with ECP the pre event consultation and needs assessment is wholly carried out by the Localities team and task is monitored by ECP CP069.02 - Hayes SAWA post event survey and analysis complete CP069.03 - Task was completed at the end of August and all ward profiles are now on Council Website	Completed
070	A borough where opportunities are open to all	CP070 - Promote community cohesion across all of the borough's communities so that people feel that communities get on well	Fran Beasley	Ian Edwards	CP070.1 Work with Planning to ensure that a needs analysis by faith groups is undertaken to inform the Local Development Framework, CP070.2 Identify the improvement required for Hillingdon's self assessment at level 3 for National Indicator 35 and develop a plan to achieve that outcome by early 2010/11. CP070.3 Working with the Strategic Information manager to develop the data sets and information required by the Strong and Active Theme Group to ensure that it is able to secure its purpose.	30/03/2010, 31/03/2010, 30/03/2010	On Target, On Target, On Target	CP070.1 - LDF officers now working with Strategic information officer to ensure faith needs assessment informs LDF. Mapping of faith facilities being undertaken by Hillingdon Inter Faith Network (HIFN) and reporting to Strong and Active Group in Jan 10. CP070.2 - Action plan being implemented and monitored by the Strong and Active Group CP070.3 - CACI have provided full range of data tools and maps that show more detailed demography of the borough. Presentation to be made to Strong and Active Group in next quarter to sign off this work.	On Target

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
071	A borough where opportunities are open to all	CP071 - Continue the Leader's initiative to support older people	Fran Beasley	Kevin Byme	CP071.1 Deliver burglar alarms project, CP071.2 Fund Age Concern to meet shortfall in helping hand scheme, CP071.3 Oversee administration of initiative, commissioning new projects (e.g. from Community Associations (CA)) and secretariat for meetings. CP071.4 Support and monitor grant for dining centres,	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, Completed, On Target, On Target	All projects supported by the Leaders Initiative (LI) are on track; these include playways audio books for libraries that are free for older people, activities and events offered by community associations, older peoples Christmas lunch and the purchase of a new shopmobility scooter CP071.01 - As at the end of December 632 (63%) alarms had been installed. The project is on track to install all 1000 alarms by 31 March 2010 CP071.02 - Following a review of the SP contract, funding for the service has been extended until June 2010 and as a result the estimated shortfall for 2009-10 has been reduced by £13,000. To account for the change in circumstances, the Leaders Initiative will therefore amend the total award to £34,769 and pay a second instalment of £10,898 to complete the award. CP071.03 - The LI approved a grant to Barnhill CA to pay for a monthly lunch club, which provides approx 40 free meals to people over 60. The LI is also supporting local community associations to set up coffee mornings and social events for older people CP071.04 - A grant of £13k has been shared across 5 Community Associations so far to expand and improve their services. The funding will go towards: a series of day trips for older people to get out and about, establish coffee morning events, monthly lunch clubs to provide free meals for older people free transport services to enable older people to attend events and the purchase new equipment to expand exercise, sports and social activities	On Target
072	A borough where opportunities are open to all	CP072 - Support partner organisations to extend opportunities to engage in volunteering activities	Fran Beasley	Ian Edwards	CP072.1 Work with LSP Executive to ensure join between partner organisation's volunteering opportunities and HAVS volunteer database., CP072.2 Raise the profile of volunteering in the borough through publicity campaign including developing and hosting the Volunteering awards, CP072.3 Work with Hillingdon's Businesses through the Hillingdon Business Forum to maximise the volunteering opportunities as part of the corporate social responsibility offer, CP072.4 Support HAVS in the delivery of the LAA 2007 and LAA 2008 volunteering targets.	31/10/2009, 31/03/2010, 31/03/2010,	On Target, On Target, On Target, On Target	CP072.01 - Link with University now well established CP072.02 - Numerous meetings held with HAVS and Brunel University has made good progress with its scheme and now have volunteering shop on campus. Use is made of HAVS database of opportunities. CP072.03 - Group activities organised with Hillingdon Businesses leading to 21 days of volunteering activities to the end of Dec 09 CP072.04 - Survey results awaited. Preliminary discussions held with GOL about the booster survey of Street Champions	On Target
073	A prosperous borough	CP073 - Increase benefit take-up for those who are entitled through joint working with the Department for Work and Pensions	Jeff Maslen	April Southern	CP073.01 - Increase benefit take-up for 150 older people in the private sector	31/03/2010	Completed	CP073.01 Target has been exceeded. During the first nine months of 2009/10, 273 older people have received additional benefits.	Completed

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed / On Track
074	A borough where opportunities are open to all	CP074 - Provide free swimming for older residents. All people aged 60 and over will be able to swim for free at Hillingdon Leisure Centres from April 2009. To launch the scheme, additional free swimming lessons will be available during 2009/10	Jean Palmer	Sue Drummond	CP074.01 - Provide free swimming activities for older residents. CP074.02 - Work in partnership with Age Concern to research, publicise and extend opportunities for older residents to participate	31/03/2010, 31/03/2010	On Target, On Target	CP074.01 - Take up on free lessons has increased during Q3 with additional classes delivered at Hayes and Highgrove Pools to cope with demand. CP074.02 - Recruitment process with Age Concern complete. Active Ageing Co-Ordinator appointed commencing January 2010. The Active Ageing Co-Ordinator will map out what is currently available identifying any shortfall for provision and developing new activities for older people.	On Target
075	A borough where opportunities are open to all	CP075 - Deliver community based sport and physical activity projects in partnership with DASH, MIND and age concern to improve knowledge and range of activities for residents to maintain healthy, active lifestyles.	Jean Palmer	Sue Drummond	CP075.01 - Deliver community based sport and physical activity projects for people with special needs to improve knowledge and range of activities for residents to maintain healthy, active lifestyles. CP075.02 - 5 different sports activities are organised for people with special needs.	31/03/2010, 31/03/2010	Completed, Completed	CP075.01 / CP075.02 - A broad range of activities are now in place and being delivered in partnership with MIND and DASH. Sessions are now part of the regular programme with a good level of take up. Activities include Tennis, Football, Multi-Sports and others.	Completed

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Report to Cabinet

18 March 2010

Title of Report – Appendix B - Local Area Agreement 2007 – 2009/10 Q3 Performance

Service Area – Partnerships, Business and Community Engagement

Name of Contact Officer – Ian Edwards

Telephone Number of Contact Officer - 250612

Summary of Report

Hillingdon's Local Area Agreement 2007 has only one quarter remaining and good progress continues. Confidence remains that we will achieve the majority of our targets and the partnership are presently on track to receive £7,201,245 in reward grant paid over 2 years. This is an increase of £1,114,850 since the last report and is a consequence of the wounding target being brought back on track and the volunteering target being achieved. £3,108,400 of the reward grant will be paid to the Council with the balance paid to the partners in accordance with agreements struck at the commencement of the LAA in 2007.

Why is Report coming to Cabinet?

To provide Cabinet with a corporate overview of the progress made in implementing and monitoring the Local Area Agreement

Recommendations of Report

Cabinet are recommended to:

- 1. Note the progress made in the delivery of the Local Area Agreement 2007 during the second quarter of 2009/10.**
- 2. Identifies any areas where Cabinet wish further efforts to be made to achieve the objectives.**

State if there are links to other plans/strategies and briefly explain how?

The LAA 2007 contributes towards the implementation of the Council Plan, Sustainable Community Strategy and other corporate plans. The Local Area Agreement will have strong links to the future Comprehensive Area Assessment.

Any Implications?

The Local Area Agreement 2007 has a reward and pump-priming element. The successful delivery of all of the reward targets will result in the payment of £8.011 million to the partnership over the two years 2010/11 and 2011/12.

Background Information

1. The performance reward section of the Local Area Agreement 2007-10 continues to be eligible for reward, notwithstanding the replacement of LAA 2007-10 by LAA 2008-11. The reward section of LAA 2007 is made up from 13 outcomes monitored using 23 indicators.
2. This report looks at the performance of the Hillingdon's Local Area Agreement 2007-2010 performance reward element (LAA 2007) at the end of September 2009.

LAA 2007: Year 2 Quarter 2 Performance

3. At the end of Quarter 3 2009/10, 87% of these indicators have been recorded as 'on track' to meet the stretched performance reward target. Appendix B includes the full performance reward element of the LAA 2007.

Notable Achievements

4. The number of **non-priority and prolific or MAPPA ex-offenders** helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more have achieved their target of 18 this quarter. This now means 100% of the performance reward grant has been achieved for all 3 parts of the target (£420,000).
5. The number of **private sector homes in decent condition** (including insulation works) occupied by older and vulnerable people have exceeded their target of 851 in the first nine months of 2009/10. These targets have been met in partnership with EDF Energy, London Warm Zones, West London Sub-regional grants, Frays Care and Repair Services (£371,800).
6. The target for the number of people recorded as or reporting that they have engaged in formal **volunteering** on an average of at least two hours per week over the past year from both socially excluded and non-socially excluded groups has been achieved. (£422,500)

Improvements since last quarter

7. The target for wounding was showing serious slippage last quarter but is back on track at the end of Q3. The actual performance stands at 7,325 woundings against a target of 7,973. Both October and December figures were low, 186 and 185 respectively. A police operation (Winter Nights) has been ongoing through this period and the additional high visibility patrols around known violence hotspots seem to have had an impact. Furthermore, there has also been attention paid to some licensed premises resulting in Licence Reviews. To successfully meet the target the outturn for Q4 will need to be no more than 648, which has been achieved in the last 2 quarters. Our argument that the offences within the detention centre and therefore outside the scope of the partnership should not be counted is still being pressed but it is not such a critical matter at this time.
8. The **SPACE programme** was identified as a possible risk last quarter and is now back on track having achieved a cumulative total of 173 referrals against a target of 178 at the end of quarter 3. Referrals have come from Hillingdon Drug and Alcohol Service for the

first time and we are also receiving referrals from Social Services. Referrals from schools have not increased in number but we have focused some extra resource on visiting schools, so the planned outreach programme can be achieved more quickly.

Serious Slippage

9. **Residential burglary** remains a priority crime for the police and Safer Hillingdon Partnership and as reported in the previous quarter this target is unachievable. The general upward trend that has been growing since April 2009 reached a peak in October (244 offences for the month). However, the number of offences dropped in November to 216 offences and dropped further in December to 174 offences. The total number of residential burglary offences in Q3 was 634. Two police operations focussing on driving down burglary (Operations Bumblebee and Darker Nights) seem to be taking effect and the reductions seen in December buck the long term trend for burglaries to increase in this month. The Borough Partnership Tasking Group monitors the implementation of the multi agency burglary action plan. During Q3 various actions around crime prevention advice to residents and school age children increased and involved both police and non-police agencies. Second hand shops have been given warnings and advice about handling stolen property and Hillingdon Homes worked in partnership with the police to inform any tenants who were known burglars that their tenancy was at risk if they were found guilty of burglary. A partnership burglary summit has been organised for January 2010.

Some Slippage

10. The percentage of **pupils in specified schools achieving Level 4 or above at KS2 in English and Maths** is still showing some slippage. The Local Authority is providing intensive support to all schools in challenging circumstances. 3 single governing bodies (hard governance federations) were implemented during the autumn term 2009, with 3 more planned for the spring term 2010. Hard federation strengthen leadership and management at both governance and Head teacher level by using the expertise of a strong school to support those schools causing concern. The School Improvement Service (SIS) is working with schools to increase their awareness of Free School Meals (FSM) as a predictor of future performance and supporting them to improve their tracking of the progress of these pupils.

Performance Reward Grant

11. If the current performance trends are maintained through to the end of 2009/2010 the Partnership would expect to claim 90% of the performance reward grant which equates to £7,201,245 in reward grant paid over 2 years. This is an increase of £1,114,850 since the last report and is a consequence of the wounding target being brought back on track and the volunteering target being achieved. £3,108,400 of the reward grant will be paid to the Council with the balance paid to the partners in accordance with agreements struck at the commencement of the LAA in 2007.

Ref	Description	Baseline	Target	Yr 1 End	Target	Yr 2 End	Performance as at	Performance as at	Performance as at	Target	Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
		(07/08)	(08/09)	(07/08)	(08/09)	(08/09)	30/06/09	30/09/09	31/12/09	09/10				
1a	The percentage of pupils in specified schools* achieving Level 4 or above at KS2 in English, as measured by DIES performance tables	70% (Sept 06)	74% (Sept 08)	66% (Sept 08)	76% (Sept 09)	68% (Sept 09)				79% (Sept 10)	Mike Merva	Q3 update: The percentage of pupils in specified schools achieving Level 4 or above at KS2 in English and Maths is still showing some slippage. The Local Authority is providing intensive support to all schools in challenging circumstances. 3 single governing bodies (hard governance federations) were implemented during the autumn term 2009, with 3 more planned for the spring term 2010. Hard federation strengthen leadership and management at both governance and Head teacher level by using the expertise of a strong school to support those schools causing concern. The School Improvement Service (SIS) is working with schools to increase their awareness of Free School Meals (FSM) as a predictor of future performance and supporting them to improve their tracking of the progress of these pupils	Some Slippage	0% (166,750)
1b	The percentage of pupils in specified schools* achieving Level 4 or above at KS2 in Maths, as measured by DIES performance tables	62% (Sept 06)	68% (Sept 08)	63% (Sept 08)	71% (Sept 09)	66% (Sept 09)				74% (Sept 10)	Mike Merva		Some Slippage	0% (166,750)
1c	The percentage of pupils in specified schools* achieving Level 2 or above at KS1 in writing, as measured by DIES performance tables	64% (Sept 06)	66% (Sept 08)	67% (Sept 08)	69% (Sept 09)	72% (Sept 09)				74% (Sept 10)	Mike Merva		On Track	100% (166,750)
1d	The percentage of boys in all schools in Hillingdon achieving Level 2 or above at KS1 in reading, as measured by DIES performance tables	63% (Sept 06)	66% (Sept 08)	74% (Sept 08)	70% (Sept 09)	81% (Sept 09)				76% (Sept 10)	Mike Merva		On Track	100% (166,750)
2	Improved progress made by pupils in the 8 secondary schools in the bottom 10% of all schools nationally in 5 or more A* - C GCSEs against FTT type B projections, whilst maintaining overall borough performance at KS4	42% (615 pupils Sept 06)	48% (709 pupils Sept 08)	55% (Sept 08)	51% (Sept 09)	60% (Sept 09)				54% (Sept 10)	Mike Merva	Q3 update: Use of data for schools remains a priority, with clear indicators that there is improvements across schools. KS4 GCSE results improved significantly in 2009 - 4th year in a row - improved more than double the national average; No secondary schools in adverse OfSTED categories.	On Track	100% (667,000)
3a	Reduce the number of Residential burglaries	1847	1718	2250	3333	4272 (711)	4766 (494)	5366 (600)	6000 (634)	4867	Carl Bussey	Q3 update: The LAA 2007 target cannot be met. The general upward trend that has been growing since Apr 09 reached a peak in Oct (244 offences for the month). However, the number of offences dropped in Nov to 216 offences and dropped further in Dec to 174 offences. The total number of residential burglary offences in Q3 was 634. Two police operations focussing on driving down burglary (Operations Bumblebee and Darker Nights) seem to be taking effect and the reductions seen in December buck the long term trend for burglaries to increase in this month. The Borough Partnership Tasking Group monitors the implementation of the multi agency burglary action plan. During Q3 various actions around crime prevention advice to residents and school age children increased and involved both police and non-police agencies.	Serious slippage	0% (484,055)
3b	Reducing the number of Common assaults	1167	992	867	1915	1666 (213)	1905 (239)	2165 (260)	2373 (208)	2773	Carl Bussey	Q3 update: Figures for both Oct and Dec were lower (69 and 83 respectively) than usual. The police operation Winter Nights involving additional high visibility patrols in known hotspots seems to have had an effect on the numbers of common assaults.	On Track	100% (190,095)

Please note all targets with the exception of target 1 + 2 are cumulative targets

Ref	Description	Baseline	Target 07/08	Yr 1 End (07/08)	Target 08/09	Yr 2 End (08/09)	Performance as at			Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
							30/06/09	30/09/09	31/12/09				
4	Reducing the number of woundings	2944	2767	2784	5423 (670)	5413 (670)	6120 (707)	6748 (628)	7325 (577)	Carl Bussey	On Track	100% (632,350)	
5a	The number of Priority and Prolific, ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	1	3	2	6	6	6	6	Mick May	Complete		
5b	The number of MAPPA ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	3	2	6	5	5	6	7	Mick May	Complete	100% (420,000)	
5c	The number of non-priority and prolific or MAPPA ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	6	4	12	11	12	16	18	Mick May	Complete		
6a	Increasing as a result of this initiative, the number of private sector homes in decent condition (including insulation works) occupied by older and vulnerable people	230	290	299	540	638	725	786	950	David McCulloch	Complete	100% (371,800)	
6b	Increasing the number of successful related benefits reviews	0	200	101	400	647	722	788	600	David McCulloch	Complete	100% (225,000)	
7	Number of young people, aged 5-18, affected by parental or carer substance misuse who complete the SPACE programme	50	93	86	133	133	144	151	178	Jill Downey	On track	100% (640,000)	
8a	Reduce number of accidental fires in dwellings	147 per year	141	134	279	35 (Total - 272)	31 (Total - 303)	29 (Total - 332)	414 (Total - 363)	Gerard Hollingworth	On Track	100% (333,500)	

Please note all targets with the exception of target 1 + 2 are cumulative targets

Ref	Description	Baseline	Target 07/08	Yr 1 End (07/08)	Target 08/09	Yr 2 End (08/09)	Performance as at 30/06/09	Performance as at 30/09/09	Performance as at 31/12/09	Target 09/10	Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
8b	Reduce number of deliberate primary fires	274 per year	252	199	503	37 (Total - 373)	42 (Total - 415)	47 (Total - 462)	49 (Total - 511)	755	Gerard Hollingworth	Q3 update: Target remains on track to be achieved. Target remains on track as to achieve the target for 2009/10 our performance needs to remain below 244 incidents for the last quarter, this has been comfortably achieved in the last 4 quarters.	On Track	100% (333,500)
9a	Increase in the number of people recorded as or reporting that they have engaged in formal volunteering on an average of at least two hours per week over the past year.	20,926				19,486			22,195	22,126	Ted Hill	Q3 update: Results of the resident survey show that we have achieved both targets.	Complete	100% (262,500)
9b	Increase the number of residents from socially excluded groups who carry out formal work through groups, clubs or organisations for an average of 2 hours a week or more.	17,092				16,444			17,600	17,292	Ted Hill		Complete	100% (160,000)
10	Quality of surroundings - Increase in number of green flag award parks and green spaces	5	6	6	7	9	14	14	14	11	Mary Worral	Q3 update: Target Exceeded - judging takes place once a year - results announced each July.	On Track	100% (725,000)
11a	Reducing Cardio Vascular Disease (CVD) risk in targeted adults by increasing the number of people quitting smoking at four weeks excluding pregnant smokers. Using Hillingdon's smoking cessation services) who live in the five most deprived wards of the borough (Townfield, Botwell, Yeading, West Drayton, Yiewsley).	450	520	708	1070	1152	1275	1298	1355	1650	John Aidous / Heema Shukla	Q3 update: Q3 outturn has 2 month lag time and is a provisional figure, confirmed figure will be available in Q4.	On Track	100% (533,600)
11b	Increasing the number of pregnant women quitting smoking at 4 weeks through the smoking cessation service.	2	12	24	24	36	36	36	36	36	John Aidous / Heema Shukla	Q3 update: Target Complete	Complete	100% (133,400)
12	Total reduction in adult equivalent BMI corresponding to 60 disability adjusted life years (DALYS)	6.5	15	>10	30	70	78	84	84	80	Heema Shukla	Q3 update: Target achieved, the current work will ensure that we exceed by more DALYS	Complete	100% (667,000)
13	Number of Hillingdon residents aged 16 plus and in work who are supported in achieving at least a full first level 2 qualification or equivalent	434	709	778	1090	Results available in January 2010				1507	Lorraine Collins / Joe Hardman	Q3 update: London Skills Council (LSC) winding down, contacted Government Office for London (GOL) to find out contact details of LSC to acquire information.	On Track	100% (513,000)
Totals														
Total Available Reward Grant													£8,011,650	
Total Projected Achievement of Reward Grant													£7,201,245	

 Highlights no performance available.

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

		Contributing to							
		Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
Serving our community and customers									
130 ward budget proposals has been approved with 43 awaiting approval by early January. This equates to 93% of proposals being closed and 78% of budget spent.					x		x	x	x
Hillingdon Council has become the first organisation in the UK to be awarded associate member status of the Normandy Veterans Association (NVA). It is thought to be the first time that the NVA have awarded Associate Membership to an entire organisation, and it highlights the continued support that the council has given to war veterans.							x		
The Council and Google offered support for Hillingdon businesses by providing a seminar to small local businesses on 10 November on how to reach new customers and speed up their business in the slowdown using digital solutions. The seminar, which marked the launch of the initiative in London and the South East, took place in the Middlesex Suite, Civic Centre, Uxbridge.							x		
Area Assessment As part of the CAA Area Assessment we were awarded a Green Flag for 'Partnership working to support unaccompanied asylum seeking children'. Green flags represent exceptional performance or outstanding improvement which results in proven delivery of better outcomes for local people.		x	x		x		x		x
Inspection of Children's Services The full inspection in relation to safeguarding and looked after children took place in November and Hillingdon received a 'Good' rating. Overall, London Borough of Hillingdon Children's services received a 'performs well' rating i.e. 'Grade 3 out of 4 - An organisation that exceeds minimum requirements'		x	x			x	x		x

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

		Contributing to							
		Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
Conference for Looked after Children	A successful conference was held on the 19th September at the West Drayton Young People's Centre for children aged 5-16 years of age. Approximately 40 children attended the conference. The focus of the conference was to establish the best ways to engage with them to could become more involved with the Youth Council.	x					x	x	
Local Safeguarding Childrens Board (LCSB) Annual Conference	On 15th October 2009, 185 professionals from the local workforce in Hillingdon attended the LCSB Annual Conference at the Civic Centre. The feedback and evaluation from the day demonstrates that the awareness of child safeguarding is now well embedded within the borough.	x					x	x	x
Howletts Lane Inspection	Howletts Lane Respite Unit had an unannounced inspection from Ofsted and received their 3rd consecutive 'OUTSTANDING' rating. Howletts Lane is now recognised as an Outstanding Provider by Ofsted and can use the Ofsted Logo on all our stationery and letter heads.	x					x	x	x
Extended Services – Children's Centres	LBH has been allocated funding to build and run six Phase 3 Children's Centres. This will take the total to 18 Children's Centres in Hillingdon. The proposed locations for the new Children's Centres are - Coteford Infants School (Pinner), Whitehall Infants School (Uxbridge), Yeading Infants School (Yeading), Pinkwell Primary School (Harington), Deansfield Primary School (South Ruislip), Charville Primary School (Hayes)	x					x	x	x
Strengthening Planning & Performance									
	The F&R Business Support Team implemented a new centralised stationery policy whereby all orders are approved by Business Support. The new process has already saved the council circa. £6000 since the implementation in October.	x					x		x

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

	Contributing to							
	Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
<p>Community Safety - The threat of new legislation, Premises Closure Order, was used by the Community Safety Team to close down a brothel in Hayes (Townfield Ward). This was in response to complaints about noise and litter from residents in the street.</p>						X		
<p>Enforcement - For the financial year ending 31/12/09, the Enforcement Team has exceeded previous years and have successfully submitted over 100 reports for enforcement action to the Planning Committee's. This increase also extends to the number of enforcement notices served and successful prosecutions. The team has also carried out extensive work for the RESPOC Qtr 3 to develop our policies in tackling the use of outbuildings for residential accommodation without planning permission. This has included establishing stronger links with external partners such as the District Valuer & UK Border Agency, and our neighbouring authorities to share best practice.</p>	X					X		
<p>Major Initiatives - The government has announced that Hillingdon's provisional Housing and Planning Delivery Grant is expected to be £154,968 for 2009/10. The Grant is a reward for good performance in meeting government targets for housing delivery - demonstrating 5 year supply of housing land and contributing to the London Strategic Housing Land Availability Assessment (SHLAA) with Housing Market Partners. The Grant also recognises joint working on the West London Waste Plan.</p>	X	X	X			X		
<p>Planning - A £34,000 grant request towards a Supplementary Planning Document for Counter Terrorism was agreed by the Government Office for London & work is underway on this in collaboration with the Met Police Anti-terrorism Team. This builds on the collaborative work between the Planning Department and Metropolitan Police in ensuring Secure By Design as a key consideration in determining planning applications.</p>	X					X		

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

	Contributing to							
	Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
<p>Helping First Time Home Buyers - the scheme to assist couples or single people to buy their first home in Hillingdon has been an overwhelming success. For the period April to December 2009, 53 households have been assisted with grant funding to get a foot on the property ladder. We have already achieved our target of helping 30 households despite the economic downturn.</p>	X	X				X	X	X
<p>New employment opportunities for adults with disabilities and carers - Through effective partnership working as part of the Gateway Heathrow Project, 17 people have gained employment and we are aiming to increase this further to 20.</p>	X	X				X	X	X
<p>Help for Older People at Home - We continue to offer help to older people to remain living in their own home by making improvements to their housing. This includes essential repairs to 154 homes, improvements to heating systems in a further 58 homes and installing 271 home energy efficiency measures so far this year.</p>	X	X				X	X	X
<p>Eco Friendly Homes in Hillingdon - Under our affordable housing programme with Paradigm Housing Group we have developed 24 one and two bedroom flats, designed to Level Five of the Code for Sustainable Homes. The properties have biomass boilers for space and water heating, solar panels, energy efficient light fittings, and extremely high levels of insulation. The properties are being let to people in housing need. A new extra-care housing scheme is being built to the same standard (level 5) providing 45 units of housing.</p>	X	X				X	X	X

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

	Contributing to							
	Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
<p>Yew Tree Lodge Wins Prestigious Award - Yew Tree Lodge development won the affordable housing development of the year category in the Daily Mail British Homes Awards in September 2009. Yew Tree Lodge is purpose built accommodation catering specifically for local people with learning disabilities. The judges praised the sensitive design of this supported housing scheme and declared it the clear winner in the affordable housing development of the year category.</p>	X	X				X	X	X
<p>Parking Services - extension of the innovative Brown Badge Parking Scheme to other car parks including private operators - covers the Chimes, Breakspear Crematorium, Highgrove Pool and West Ruislip Railway Station with more to follow on retail parks. This will improve parking provision for the over 65's</p>		X				X	X	
<p>Improvement Projects Team - works to improve Cherry Lane Roundabout and reduce accidents at one of the busiest junctions in London. Also (as part of the town centres improvement scheme) Phase 1 works to Uxbridge Town Centre including Windsor Street paving.</p>	X	X				X		
<p>Green Spaces - Tree O'Clock event in Court Park - final part of a series of events in parks including Breathing Places and Green Balloon. This was part of a national attempt, in conjunction with the BBC, to involve residents and other volunteers in breaking the world record for the number of trees planted in one hour.</p>		X				X		
<p>Various Teams - Winter gritting and associated works successfully carried out in 12/09 - much positive feedback from residents about the efforts of the gritting crews and other ECP staff such as emergency team and waste services to keep services running during a particularly difficult time.</p>						X		

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

		Contributing to							
		Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
<p>Various Teams - Litter Campaign completed at the end of November - saw increased publicity and partnership working with 8 successful prosecutions against littering by our Street Scene Enforcement Team. A recent follow up survey of litter and envirocrimes involving 500 residents showed increased awareness of and satisfaction with our actions to combat these problems.</p>		x	x				x		
<p>Consumer Protection Teams - carried out various enforcement actions including - 7 successful prosecutions for domestic noise nuisance by EPU, Trading Standards had 2 successful prosecutions (recovering £11k), also closed down a bogus hotel website scam and destroyed 500kgs of counterfeit goods. Licensing Team placed restrictions on World of Wine and Food, Health and Safety closed down a tyre fitting firm and a petting farm.</p>			x				x		

Appendix C

Achievements for Quarter 3 (1st September to 31 December 2009)

		Contributing to							
		Council Plan	Sustainable Community Strategy	LAA	Improving CAA score	HIP	Good News	Equalities	Value for Money
Building a culture for success									
The Contact Centre has successfully incorporated the Registrar Service into its mainstream operation so that front line customer contact is now managed on behalf of that service.		X				X	X		
Achieving Value for Money									
The annual target to install 20 alley gating schemes this year has been achieved by the end of the third quarter and an additional 12 schemes are now being developed to meet the high demand from residents.		X	X	X	X		X	X	X
HR have saved £65K (44.5%) on recruitment advertising as compared to Q3 of 2008/09.							X		X
Having introduced new working methods designed to streamline the process, the Electoral Services Team achieved a record return for the Borough of 97.06% for the annual canvass of electors									
Procurement successfully completed negotiations with Manned Guarding Security supplier. Full year cashable saving of £137K achieved plus additional £26K of cost avoidance and payment of £20K refund secured.		X					X		X
Reduction of external BT lines across the Council from 1478 in June 08 to 1185 in November 09 due to increased use and deployment of IP phones across the Council.		X				X	X		X
Major Initiatives - Hillingdon has been allocated £4.217m by TfL for transportation projects in 2010/11, which is the best financial settlement to date. In comparison, Hillingdon received £3.6m in 2009/10 and £3.7m in 2008/09. This allocation is particularly good news considering that TfL's total budget for London borough's has dropped from £169m in 2009/10 to £155m in 2010/11. This means that whilst TfL's budget for London borough's has dropped by £14m during this period, this council has managed to secure a significant increase in its funding of £617,000.		X	X				X		X

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SUSTAINABLE COMMUNITY STRATEGY - QUARTER 3 MONITORING

Cabinet Member	Cllr Douglas Mills
Cabinet Portfolio	Improvement, Partnerships and Community Safety
Officer Contact	Ian Edwards, Deputy Chief Executive's Office
Papers with report	Appendix A – Sustainable Community Strategy Work Programme 2009/10

HEADLINE INFORMATION

Purpose of report	To provide Cabinet with a corporate overview of the progress made by officers and partners in implementing the Sustainable Community Strategy agreed by full council in September 2008.
Contribution to our plans and strategies	Contribution towards the implementation of the Sustainable Community Strategy
Financial Cost	Financial costs for the Sustainable Community Strategy are being met within existing resources by aligning service priorities across the Council and its partners, and additional external funding is being sought in several areas to enhance delivery against the strategy's priorities.
Relevant Policy Overview Committee	All
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. **Notes the progress made to date on the tasks identified to deliver the Sustainable Community Strategy**
2. **Identifies any areas where Cabinet wishes further efforts to be made to achieve the objectives.**

INFORMATION

This report sets out the progress made by officers in implementing the Sustainable Community Strategy across the Local Strategic Partnership.

Reasons for recommendation

Cabinet agreed that the Sustainable Community Strategy should be monitored regularly.

Alternative options considered / risk management

Cabinet may choose to instruct officers to take further action or not.

Comments of Policy Overview Committee(s)

Specific Policy Overview Committee involvement has been referred to in the work programme circulated separately, where appropriate.

Supporting Information

1. Progress in implementing the work programme is regularly updated and monitored by officers. The complete Sustainable Community Strategy work programme can be found in appendix A. 95.9% of the tasks being implemented to deliver the commitments made within the strategy have been completed or are on track to be completed within the timescales identified.

	Green – Completed	Green – On Track	Amber – Some Slippage	Red – Serious Slippage	Total
Number	13	127	6	0	146
Percentage	8.9%	87.0%	4.1%	0%	100%

There are 6 tasks showing 'some slippage' are as follows:

2. **HCOP 02 - Produce comprehensive commissioning strategies that reflect needs identified in the Joint Strategic Needs Assessment, national and local objectives, value for money and national quality standards.**
The revised Physical, Sensory & Learning Disability strategies and Carers strategy is scheduled for presentation to the Wellbeing Partnership formerly known as HCOP LSP theme group. The refresh for the Older Peoples and Older Peoples Mental Health strategies are underway. The refresh for the Adults with Mental Health Needs strategy has been re-scheduled for 2010/11 to address other priorities within the wider mental health agenda, including working with key partners.
3. **HCOP 14 - Increase the number of vulnerable people who are supported to achieve and maintain independent living.**
A strategic review of services for young people and care leavers has been completed. On track to complete improvements with providers to reduce the propensity to evict, agree targets to achieve move-on for clients. A strategic review of services for offenders and drug/alcohol is showing slippage, re-scheduled to complete in May 10. This was due to a previous strategic review taking longer than expected and the preparation to decommission services.
4. **HCOP 16 - To develop a Telecare strategy encompassing all care groups.**
The Telecare strategy has been prepared with changes made to ensure telecare full integrates with our wider approach to help people live independent lives. The key principles have been agreed by ASCHH SMT. Strategy scheduled for sign off from ASCHH SMT in Jan 2010 and HCOP by Mar 10.

5. HCOP 18 - Complete the review of advocacy services

The interim arrangements for safeguarding advocacy are in place and longer-term arrangements have been agreed. The Service will be operational from 1 Apr 10. The advocacy strategy is scheduled to be reported to ASCH&H SMT in Feb 10 and will be reported to HCOP following the outcome of the HCOP review.

6. CG 22 - Investigate feasibility of using the Grand Union Canal for freight, waste and passengers.

The task has slipped due to the reorganisation of British Waterways Board. Discussions and meetings have taken place in order to ensure that this task is back on track.

7. HCFP 25 - Progress the Primary Capital Programme

It was originally intended to commence work in 2009 on the priority schemes identified in the Primary Capital Programme (PCP) submission. However, in June 2009, data on pupil births in 2008 was received, indicating that a large number of additional primary school places will be needed. Plans/investment needs are being considered within a new HIP Estates Project. Therefore, at this time, given the capital investment requirement for school places, not all of the original PCP priority projects have proceeded.

Financial Implications

8. The financial implications of the Sustainable Community Strategy targets are being absorbed by aligning directorate and partner organisations service priorities.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

9. The recommendations will allow officers to monitor progress on a quarterly basis for the Sustainable Community Strategy to ensure the priorities are being delivered across the partnership.

Consultation Carried Out or Required

10. The Sustainable Community Strategy was widely consulted on amongst key stakeholders. Specific task focussed consultations carried out have been referred to in the work programme where appropriate.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate finance has reviewed the report and is satisfied that the financial implications reflect the resource implications for the Council and its partners.

Legal

There are no significant legal implications arising out of this report

BACKGROUND PAPERS

NIL

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**APPENDIX A
PRIORITY 1 - IMPROVING HEALTH AND WELLBEING**

SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018

Green: Completed / On Target
Amber: Some Slippage
Red: Serious Slippage

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
1	Deliver the best possible health and wellbeing outcomes including promoting equality and tackling inequalities	HCOP 01 - Strengthen primary and community care in the deprived wards to reduce inequalities improve and life expectancy HCOP 02 - Produce comprehensive commissioning strategies that reflect needs identified in the Joint Strategic Needs Assessment, national and local objectives, value for money and national quality standards	Angela Flux - ASCHH / PCT Angela Flux - ASCHH / PCT	31/03/10 31/01/10	HCOP 01 - The action learning framework was launched with key stakeholders on 15 Jan 2010. Resource mapping for the programme is underway with quarterly meetings being held and the feedback being captured to measure improvements. HCOP 02 - The revised Physical, Sensory & Learning Disability strategies and Carers strategy is scheduled for presentation to the Wellbeing Partnership formerly known as HCOP LSP theme group. The refresh for the Older Peoples and Older Peoples Mental Health strategies are underway. The refresh for the Adults with Mental Health Needs strategy has been re-scheduled for 2010/11 to address other priorities within the wider mental health agenda, including working with key partners.	On Target Some Slippage
3		HCOP 03 - Options for collaborative commissioning initiatives to be developed for the provision of self-directed services and as cost effective solutions to addressing high cost needs.	Paul Feven - ASCHH	31/03/10	HCOP 03 - The West London Procurement Group is meeting regularly and this is well attended by Hillingdon. A report recommending a procurement programme that will be led by different authorities in the region, where Hillingdon will be leading on residential and nursing care went to Cabinet in Oct 09.	On Target
4		HCFCP 01 - Protect children and young people from crime and accidents / Ensure Children and Young People (C&YP) are safe from harm and protect those known to be at risk of abuse	Paul Hewitt - ECS	31/03/10	HCFCP 01 - The Partnership Improvement Plan has been implemented and received very positive feedback from the Ofsted inspectors. It is now being developed to anticipate the revised 'Working Together' document due in March 2010.	On Target
5		HCFCP 06 - Improve the emotional well-being of Children and Young People (C&YP)	Pauline Nixon - ECS	31/03/10	HCFCP 06 - A joint Children & Adolescents Mental Health Services (CAMHS)/Education Psychology Service (EPS) session was delivered to secondary schools. A directory of training in Mental Health has been developed for schools. The steering group has been established, for the delivery of the CAMHS strategy.	On Target
6	Deliver the best possible health and wellbeing outcomes	HCFCP 07 - Tackling Child Poverty	Richard Robbins - ECS	31/03/10	HCFCP 07 - A stakeholder event was successfully held in Nov. The Draft Strategy has been circulated to the Corporate Policy Team to align with theme group plans.	On Target
7	including promoting equality and tackling inequalities	HCFCP 20 - Improve the health and well-being of children looked after	Debbie Haith - ECS	31/03/10	HCFCP 20 - National guidance around care matters are still to be released, therefore the Children Looked After (CLA) professionals conference has been postponed until the guidance has been published.	Completed

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PRIORITY 1 - IMPROVING HEALTH AND WELLBEING**

SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018

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Red: Serious Slippage

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
8	Deliver the best possible health and wellbeing outcomes including promoting equality and tackling inequalities	HCFP 22 - Improve the health and well-being of children with disabilities and additional needs	Pauline Nixon - ECS	31/03/10	HCFP 22 - Summer Holiday Play/Activity Programme in 3 special schools took place this Summer, attendees were more than doubled compared to 2008. New activities at Queensmead Sports Centre have been introduced. New Short Breaks in the Home service planned from April 2010. Parent participation policy is now fully operational with parents involved in all aspects of the development and monitoring of the Disabled Children's Strategy.	On Target
9		HCFP 26 - Launch our parenting strategy, which will offer support to parents	Pauline Nixon - ECS	31/03/10	HCFP 26 - Parenting strategy continues to be delivered. Implementation of the 'Think Family' approach in Hillingdon is being discussed.	Completed
10		HCFP 27 - Develop and implement intensive Family Support Services and social work practice models	Debbie Haith - ECS	31/03/10	HCFP 27 - Social Work Practice contract is in place and delivery commenced from 1st November 2009.	Completed
11		HCFP 29 - Provide 11 new children's centres, which will provide services for the under 5s under one roof	Carol Tomlinson - ECS	30/09/10	HCFP 29 - 4 Children Centres - Cherry Lane, Colham Manor, Cowley St Laurence and Hayes Campus have all been handed over to the centre managers and SLAs are in the process of being agreed.	On Target
12		HCOP 04 - Develop models of extra care housing for older people and supported housing for other user groups.	Paul Feven - ASCHH	31/10/09	HCOP 04 - 48 extra care facilities are being developed on the West Ruislip RAF site. Work started in Sep 09 and is due for completion between Mar & May 2012. Funding from the Housing and Communities Agency (HCA) for Triscott House scheme was approved in Oct 09. This scheme will provide 45 extra care places for older people.	On Target
13		HCOP 05 - Ensure effective safeguarding arrangements in Hillingdon	Nick Ellender - ASCHH	31/03/10	HCOP 05 - The staff awareness survey has been completed and a case file audit is underway scheduled for completion by the end of Jan 2010. A survey of people who have used the safeguarding adults service is scheduled for Mar 2010.	On Target
14		HCOP 06 - To support citizens of the London Borough of Hillingdon to obtain a personal budget.	Dave King - ASCHH	31/03/10	HCOP 06 - The Support, Choice and Independence programme is progressing well towards its target of mainstream implementation of Self-Directed Support by Aug 2010 for existing customers, and Apr 2011 for new customers. The Transition Pilot for young adults is underway and the brokerage pilot is progressing well, with a view to up-skilling the in-house brokerage team for their future role in self-directed support.	On Target

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15	Focus on health promotion, disease prevention and early intervention, addressing key risk factors such as smoking and obesity.	HCOP 07 - Develop evidence based activities that promote active lifestyles for adults and older people	Angela Flux - ASCHH / PCT	31/03/10	HCOP 07 - The SLA is in place with A-Roche (an environmental charity) to develop the walks programme capacity. 849 walkers took part in walks in quarter 3 and 81% of participants use the Healthy Walks scheme to keep active, and 76% for health benefits. The review of Healthy Hillingdon is completed and recommendations for future partnership working to be reviewed with Leisure services by the end of Mar 2010.	On Target
16		HCOP 08 - Aim to improve health and wellbeing and quality of life for older people with mental health needs	Angela Flux - ASCHH / PCT	31/03/10	HCOP 08 - There are regular promotions of healthy walks at all libraries with 54 walks from 11 sites having taken place. The promotion of mental health is integrated with all walks and Mental health service users are regularly participating in walks.	On Target
17		HCOP 09 - Develop capacity for 50+ uptake of active lifestyle options, through partnership work with Age Concern, Green Spaces, Arts, Leisure and Adult education	Angela Flux - ASCHH / PCT	31/03/10	HCOP 09 - 200+ people attended "Jazzing up the Park". A programme to develop community confidence in engagement with Green Spaces team planned for February 2010 in the Oak Farm area. The active lifestyle programme was delivered by June 2009 and the proposed programme for 2010/11 is in place.	On Target
18		HCOP 10 - Promote physical activity opportunities for adults	Angela Flux - ASCHH / PCT	31/03/10	HCOP 10 - Healthy lifestyles has been promoted at 3 Streets Ahead events during 09/10, including consultation with residents about their ideas to promote active lifestyles. The Green Spaces Team continue to promote 'Active parks' to include website promotion of regular events and project work to support NVQ opportunities for the Team. A healthy photography project is being planned to encourage local residents to get out and about and value their green spaces.	On Target
20		HCOP 12 - Build health promotion capacity of GP practices through the development of sustainable healthy lifestyle recommendation options with Leisure Services, Cultural Services and Green Spaces	Angela Flux - ASCHH / PCT	31/03/10	HCOP 12 - The 'Change 4 Life' programme is being promoted through all libraries and pharmacies. The 'Better With Books' programme is being offered at 2 Libraries. A pilot Art and Health workshop was held on 13 Nov 09 to explore the role of personal story telling in development of health and well-being amongst older adults from minority communities and was attended by approx 20 participants.	On Target
21		HCOP 13 - Provide a timely assessment service to customers	Belinda Norris -	31/03/10	HCOP 13 - New models of working are being introduced to manage demand and assessments completed outside 28 days are routinely investigated.	On Target
22	Focus on health promotion, disease prevention and early intervention, addressing key risk	HCOP 04 - Ensure Children and Young People (C&YP) lead healthy lifestyles	Sukwinder Mehmi - ECS	31/03/10	HCOP 04 - A collaborative partnership with the School Food Trust (SFT) called the Small Steps Improvement Plan (SSIP) has commenced to facilitate the improvement of schools catering service LBH & PCT to jointly launch a 'Health & Well-being strategy' which encompasses childhood obesity by end of Q4.	On Target

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23	factors such as smoking and obesity.	HCFP05 - Improve sexual health promotion	Carol Page - ECS/ ASCHH	31/03/11	HCFP 05 - Terence Higgins Trust commissioned to provide condom distribution. A review of all teenage pregnancy funded posts, projects that will inform future strategy and resource allocation has been completed.	On Target
24	Support people with long term needs, promoting self care and independence	HCOP 14 - Increase the number of vulnerable people who are supported to achieve and maintain independent living	Barry Newitt - ASCHH	31/03/10	HCOP 14 -A strategic review of services for young people and care leavers has been completed. On track to complete improvements with providers to reduce the propensity to evict, agree targets to achieve move-on for clients. A strategic review of services for offenders and drug/alcohol is showing slippage, re-scheduled to complete in May 10. This was due to a previous strategic review taking longer than expected and the preparation to decommission services.	Some Slippage
25		HCOP 15 - Develop a procurement strategy that reflects the independence, safeguarding and personalisation agendas	Gary Collier - ASCHH / PCT	31/10/09	HCOP 15 - Opportunities for collaborative commissioning has been agreed across the West London partners. Proposed lead arrangements across the sector was agreed by Cabinet in Oct 09.	On Target
26		HCOP 16 - To develop a telecare strategy encompassing all care groups.	Gary Collier - ASCHH / PCT	31/10/09	HCOP 16 - The Telecare strategy has been prepared. Changes have been made to earlier versions to ensure telecare fully integrates with our wider approach to help people live independent lives. The key principles have been agreed by ASCHH SMT. Strategy considered by ASCHH SMT and HCOP by Mar 10.	Some Slippage
27		HCOP 17 - To increase the opportunities for carers to receive accurate and accessible information.	Gary Collier - ASCHH / PCT	31/03/10	HCOP 17 - Carers information days are scheduled to be held by the end of Mar 10. A Carer awareness event will be held at Hillingdon Hospital in Mar 10. 1,100 questionnaires have also been sent to carers as part of a Department of Health carers survey and has received a good response rate of 44%. Results will be available in early Feb 10.	On Target
28		HCOP 18 - Complete the review of advocacy services	Gary Collier - ASCHH / PCT	31/10/09	HCOP 18 - The interim arrangements for safeguarding advocacy are in place and longer-term arrangements have been agreed. The Service will be operational from 1 Apr 10. The advocacy strategy is scheduled to be reported to ASCH&H SMT in Feb 10 and will be reported to HCOP following the outcome of the HCOP review.	Some Slippage

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29	Support joint commissioning to achieve integrated solutions across the whole health care system	HCOP 19 - Explore opportunities for developing joint services. HCOP 20 - Explore scope for establishing joint contract management arrangements	Gary Collier - ASCHH / PCT Gary Collier - ASCHH / PCT	30/11/09 31/10/09	HCOP 19 & 20 - Discussions have been held with Hillingdon Primary Care Trust exploring the opportunities for joint working as part of the Business Improvement Delivery (BID) Programme within LBH. A project has been agreed with the ASCHH SMT to review and deliver opportunities for joint working. A joint SMT meeting with the PCT to discuss Hillingdon Centre for Independent Living options is scheduled for Q4.	On Target
31	Maximise opportunities to help people live in settled and affordable homes, both in the social housing sector and private rented sector	HCOP 21 - Increase the number of first time buyers purchasing their own home in Hillingdon	Paul Feven - ASCHH	31/03/10	HCOP 21 - 53 individuals or couples were assisted to buy a property on the open market against a target of 30. The scheme was closed in Oct 09 with the remaining 121 applicants placed on a review list for consideration next year.	Completed
32	Prevent homelessness by offering advice and assistance to people to identify housing solutions	HCOP 22 - To help people to live in safe, warm, affordable homes	Paul Feven - ASCHH	31/03/10	HCOP 22 - Work is continuing in a challenging market to maximise opportunities to develop affordable housing. Due to the economic downturn many sites have been delayed by developers. Development is being supported through better liaison with planners and Corporate property. A number of Low Cost Home Ownership schemes/initiatives are being piloted.	On Target
33		HCOP 23 - Reduce the number of people in temporary accommodation by 50% by 2010	Neil Stubbings - ASCHH	31/03/10	HCOP 23 - At the end of Q3, 1138 households were living in temporary accommodation, a reduction of 38 since Apr 09. Officers are monitoring the potential impact of the 'credit crunch' on homelessness activity and the financial impact of changes to the Housing Benefit regime for Private Sector Leased properties.	On Target
34		HCOP 24 - Implement 4 new initiatives in respect of homelessness prevention	Neil Stubbings - ASCHH	31/03/10	HCOP 24 - 2 cases have been approved for the MRS (Mortgage-to-Rent option). A new initiative was implemented in Q3 which involves working with the Youth Parliaments (Housing portfolio holders) to deliver education roadshows in schools and youth centres throughout the borough. This will help encourage young adults to stay focused on education and to keep positive attitude. It will also target vulnerable groups including people representing black and minority ethnic communities.	On Target

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35	Reduce levels of fuel poverty in the borough, ensuring all residents can afford to heat their homes adequately.	HCOP 25 - Help older people to live independently in safe, warm homes	David McCulloch -	31/03/10	HCOP 25 - In the private sector 54 homes have been made decent for vulnerable older persons, 58 older persons homes have had heating systems installed and 271 homes have had energy insulation measures installed. Additionally 273 older people clients have taken up benefits (against a target of 150 until year end). 361 Handyperson completions have been delivered through the council's Care and Repairs service and 88 grant assisted essential repairs for older people have been delivered	On Target

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36	Build strong, cohesive and integrated communities	HCFP 02 - Create a safe environment for children and young people	Sukwinder Mehmi - ECS	31/03/10	HCFP 02 - The implementation of Prevent Violent Extremism (PVE) Channel intervention programme is progressing in partnership with Metropolitan Police Service (MPS) Hounslow Council	On Target
37		S&A 02 - Ensure Community Tensions are understood and managed where appropriate	Fiona Gibbs - DCE	31/03/10	S&A 02 - Community Safety have added tensions monitoring as a flag on their case work system to promote reporting of issues. The Tensions Monitoring group meet monthly, reporting outcomes into the Strong and Active Communities Partnership (S&A) and Safer Hillingdon Partners (SHP)	On Target
38		S&A 03 - Community Cohesion contingency protocol reviewed / refreshed	Fiona Gibbs - DCE	31/03/10	S&A 03 - The Community Cohesion contingency protocol will be refreshed by end of March 2010	On Target
39		S&A 04 - Implement a strategy to tackle Hate Crime in the borough	Ed Shaylor - PCS	31/03/10	S&A 04 - The Hate Crime Strategy and Action Plan (HCAP) is monitored at monthly tensions monitoring meetings.	Completed
40		S&A 05 - Develop and implement Safer Schools Partnership Action Plan	Ed Shaylor - PCS	31/03/10	S&A 05 - The action plan has been completed and will be signed off by the chair of SHP in Jan 10. Tasks are monitored at the Safer Schools Partnership Meeting steering group which meet quarterly.	On Target
41		S&A 06 - Establish programme of community events that brings local communities together.	Vicky Troit - DCE	31/03/10	S&A 06 - In Q1 the events plan was taken to the Corporate Equalities Group and agreed. A successful Week of Peace was held in Sep 09. The One World Week event is taking place in Feb 2010.	On Target
42		S&A 07 - Develop Communications Strategy to promote key message to promote community cohesion	Fiona Gibbs - DCE	31/03/10	S&A 07 - Community cohesion is embedded within all corporate communications processes. Work is ongoing with the Communications department to ensure a joined up approach and response to any community cohesion/tension issues as they arise.	On Target
43		S&A 09 - Facilitate local residents to improve their language skills	Fiona Gibbs - DCE	31/03/10	S&A 09 - Adult Education have agreed to facilitate the working group and have put together a model linking up formal and informal learning opportunities to address gaps.	On Target
44		S&A 11 - Build resilience to violent extremism through development of Prevent Action Plan	Fiona Gibbs - DCE	31/03/10	S&A 11 - A needs assessment has now been completed with Muslim Community organisations. Somali research project commissioned in partnership with Hounslow to be completed by end of March 10.	On Target
45	Develop active citizenship by increasing the opportunities for residents to get involved in local decision making and promoting civic pride	S&A 10 - Equip schools to deliver their duty to promote community cohesion and support projects that promote community cohesion in schools. S&A 12 - Develop Strategy for approach to empowering and engaging local residents	Carole Jones - ECS Natalie Thridgould - DCE	31/03/10 31/03/10	S&A 10 - Practitioner group now part of National College for School Leadership (NCSL) national community cohesion programme developing best practice nationally on community cohesion and schools. S&A 12 - Face to face consultation with residents, postal and online surveys are being carried out. Feedback from the recent residents survey showed an increase in the number of residents who feel the council takes account of residents' views when making decisions.	On Target

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47		S&A 015 - Ensure that all electoral procedures are robust, sound, legal and allow all members of society to partake in the electoral process	Mike Liddiard - DCE	31/03/10	S&A 15 - Work is ongoing to be completed by local elections in May 2010.	On Target
48		S&A 16 - Equip and support Members to take the lead in community leadership and engagement	Mark Braddock - DCE	31/03/10	S&A 16 - Member training programme continues. Seminars cover a broad range of topics and includes emerging issues. Plans are in place from January 2010 onwards to improve Member induction, seminars and training after the Local Elections	On Target
49	Ensure that Hillingdon has a thriving local voluntary and community sector	S&A 17 - Raise the profile of volunteering in the borough	Tracy Johnson - HAVS	31/03/10	S&A 17 - The recruitment continues with 419 volunteers in Q3. Organisations registering with the Volunteer Centre (VC) has increased, creating additional placements for volunteers. The action plan for the 2010 Volunteer Achievement Awards (to be held in June 2010) is progressing well with nomination packs and information distributed to over 600 voluntary and community organisations.	On Target
50		S&A 29 - Provide active support to local community forums including Hillingdon Inter Faith Network (HIFN), Connecting Communities, Traveller Forum, Older People Assembly, People with a Physical or Sensory Disability (PPSD) Forum and Youth Council	Fiona Gibbs - DCE	31/03/10	S&A 29 - National interfaith week events held in partnership with Hillingdon Interfaith Network and local schools. BAME forum & HIFN participated in Streets Ahead information fayre in Hayes in Nov 09 to raise awareness and encourage new members.	On Target
51	Ensure that Hillingdon has a thriving local voluntary and community sector	HCOP 26 - The Hillingdon Local Involvement Network (LINK) to become an integral part of the way service users and carers are involved in the planning, development and commissioning of services	Gary Collier - ASCHH / PCT	31/03/10	HCOP 26 - The LINK group has been established with respective roles and responsibilities defined and agreed. LINK representatives and the local LINK Manager have been included on the planning structures and have representatives on the Community Equipment Partnership Board (CEPB).	On Target
52	Continue enhancing the borough's cultural offer across the arts, leisure and libraries	S&A 18 - Invest in and develop our cultural facilities to develop learning and culture	Alan Dalton - PCS	31/03/10	S&A 18 - The Arts Service held 2 days of exhibitions and activities at Manor Farm for the West London Story. A celebration event, attended by the Arts Council was held in the evening. A business plan is currently being drafted up for the artist group	On Target
53		S&A 19 - Extend opportunities for older people to participate in leisure, recreation and cultural activities	Sue Drummond - PCS	31/03/10	S&A 19 - Recruitment process with Age Concern complete. Active Ageing Co-ordinator appointed commencing Jan 2010. Nordic walking trial sessions to commence Feb 2010.	On Target
54		S&A 20 - Enable our communities to engage with the arts through the provision of a comprehensive programme of events and services	Alan Dalton - PCS	31/03/10	S&A 20 - Successfully programmed and delivered Hayes Carnival in Q1 and Medfest in Q2. In October 09, Bigfest was successfully promoted with 12,000 people in attendance	On Target

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55		S&A 21 - Use the arts to raise the confidence of the older and more vulnerable and to engage young people in positive activity.	Alan Dalton - PCS	31/03/10	S&A 21 - Worked in conjunction with Youth Services and Positive Activities for Young People (PAYP) to incorporate engagement of young people in Hillingdon Arts Music Project (AMP).	On Target
56	Further improve sports provision and increase the participation of residents in active recreation	S&A 22 - Work to extend community based sports development programmes offering new activities and opportunities to residents	Sue Drummond - PCS	31/03/10	S&A 22 - Sports England Funding now confirmed for 'Back to Sport' programme. 3 out of 5 events completed that include a range of Sport and Cultural activities on offer. Activity sessions now in place in a range of sports, delivered in partnership with DASH and MIND, aimed specifically at people with disabilities and those with a history of mental health.	On Target
57		S&A 23 - Complete work on the new Hillingdon Sport and Leisure Centre and Botwell Green Leisure Centre and Library in Hayes	Sue Drummond - PCS	31/03/10	S&A 23 - The Botwell Green Leisure Centre is due to open in Q1 of 2010/11, practical completion (completed construction of the new centre) will be done by 31/03/10. The Official opening for the Hillingdon Sports and Leisure Centre is on 23rd March.	On Target
58	Further improve sports provision and increase the participation of residents in active recreation	S&A 24 - Launch new programmes for sport and leisure activities at the two new leisure centres	Sue Drummond - PCS	31/03/10	S&A 24 - The recruitment fayres are completed for Hillingdon Sport & Leisure Complex. Advertising for the recruitment of further key posts now underway. On-going meetings with Fusion in place concerning preparation for opening. Official opening date now agreed. Recruitment of key personnel for Botwell Green Leisure Centre is underway. Liaising with Greenwhich Leisure Limited (GLL) regarding the programming of the facility including transfer from existing sites and new activities.	On Target
59		S&A 25 - Provide free swimming for older residents including the provision of additional free swimming lessons	Sue Drummond - PCS	31/03/10	S&A 25 - 55+ activator has now been appointed. The take up on free lessons has increased during Q3 with additional classes delivered at Hayes and Highgrove Pools to cope with demand.	On Target
60		S&A 26 - Deliver community based sport and physical activity projects in partnership with DASH, MIND and Age Concern to improve knowledge and range of activities for residents to maintain healthy, active lifestyles.	Sue Drummond - PCS	31/03/10	S&A 26 - A broad range of activities are now in place and being delivered in partnership with MIND and DASH. Sessions are now part of the regular programme with a good level of take up. Activities include Tennis, Football, Multi-Sports and others.	On Target
61	Further improve sports provision and increase the participation of residents in active recreation	HCFP 08 - Improve access and information for Children & Young People to a range of play and sporting opportunities	Mike Merva - ECS	31/03/10	HCFP 08 - Drive to implement "Fundamental Multiskills" Programmes within curriculum in both Primary and Secondary Schools. Exploring the use of multiskills as a tool to identify students as Gifted and Talented in Physical Education and Sport in Years 5 & 6 and to encourage them to attend regular multiskills academies at the 3 SSP hubsites.	On Target

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62	Use the 2012 Olympics as a springboard to encourage the uptake of healthy lifestyles, exercise and sport, especially for children	S&A 27 - Develop a four year Sports and Cultural programme that will enable Hillingdon to engage residents with the opportunities offered by London 2012	Sue Drummond - PCS	31/03/10	S&A 27 - Lido Lap Fun run organised at Ruislip Lido, Sports Activities contributed to BigFest in October. Sport and Culture programme of activities now completed for 3 of 5 Streets Ahead events. A number of new activity programmes now in place including 'Jog it Off' sessions as part of a new local running network and targeted activities for disabled adults.	On Target
63		S&A 28 - Actively seek to engage with a national team to use the facilities at Hillingdon Sport and Leisure Centre for the 2012 Olympic Games	Sue Drummond - PCS	31/03/10	S&A 28 - Officers continuing to work in partnership with Brunel for Hillingdon facilities to be promoted as a location for a training camp to support olympic athletes. Next steps are to promote use of the new facilities to be opened at Hillingdon Sport & Leisure Complex to compliment facilities at Brunel.	On Target
64	Engage with residents, including hard to reach groups, to ensure services are based on their needs and are accessible to all	S&A 13 - Investigate and implement merger of streets ahead and street champions via the new weeks of action system S&A 14 - Implement the next phase of street scene innovations – e.g. Junior Street Champs, newsletters	David Frost - ECP	31/03/10	S&A 13 - Third week of action was held in Hayes wards in Nov 09, with over 300 activities held. The remaining 2 weeks of action are planned for Q4.	On Target
65		S&A 14 - Implement the next phase of street scene innovations – e.g. Junior Street Champs, newsletters	David Frost - ECP	31/03/10	S&A 14 Following completion of the Junior Street Champions scheme (JETS) pilots documentation put in place to enable schools to gain Eco schools awards, promoting environmental responsibility and awareness for children.	On Target
66		S&A 30 - Develop Communications Strategy to promote Census 2011 and ensure wide participation.	Pam Nash - DCE	31/03/10	S&A 30 - A paper went to CMT in Oct 09. Full programme will be developed in mid-2010 as further detail is still coming out of ONS	On Target
67		S&A 31 - Work with partners to meet excellence standard for equalities	Vicky Trott - DCE	31/03/10	S&A 31 - Contacts have been made and meetings to be arranged.	On Target
68	Design services based on customer insight, providing high levels of choice and access	S&A 01 - Understand Hillingdon's Communities demographics to create understanding amongst partners of demographic churn including local impacts and challenges to community cohesion S&A 08 - Develop approach to enable new arrivals to the borough to be informed and able to access local support and services	Pam Nash - DCE	31/03/10	S&A 01 - Analysis was completed in Dec 09 and outcomes will be shared with partners in Jan 10.	On Target
69		S&A 08 - Develop approach to enable new arrivals to the borough to be informed and able to access local support and services	Fiona Gibbs - DCE	31/03/10	S&A 08 - Work on the Welcome pack is ongoing, awaiting final document from Communications. Looking at a London-wide project, in discussion with S&A partnership to identify whether this would be a better approach than developing our own bespoke web system.	On Target

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APPENDIX A SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018
PRIORITY 3 - PROTECTING AND ENHANCING THE ENVIRONMENT

Green: Completed / On Target
 Amber: Some Slippage
 Red: Serious Slippage

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
70	Ensure Hillingdon remains a clean, green and attractive borough	CG 01 - Continue to improve street and highway cleaning	Colin Russell - ECP	31/03/10	CG 01 - Results of tranche 2 (with results of same tranche last year in brackets - nb. low score is good): Litter - 10 (11) Tranche 1 09/10 = 10 continuing to work in line with residents wishes to improve our litter score Detritus - 21 (28) Tranche 1 09/10 = 28 Major improvement in detritus score Combined - 16 (20) Tranche 1 09/10 = 19	On Target
71		CG 02 - Tackle graffiti, fly tips and fly posts in public places	Colin Russell - ECP	31/03/10	CG 02 - Results of tranche 2 (with results of same tranche last year in brackets - nb. low score is good) Graffiti - 4 (5) Tranche 1 09/10 = 5 Flyposting - 3 (2) Tranche 1 09/10 = 2 100% completed within 48 hours, the majority of which is actually completed within 24 hours.	On Target
72		CG 03 - Street scene and highways enforcement, including zero tolerance of litter	Bill Hickson - ECP	31/03/10	CG 03 - Figures are for the first 2 months of Q3. The Street Scene Enforcement Team issued 84 (116) enforcement actions against fly tipping including 25 (31) Fixed Penalty Notices and 2 (8) prosecutions (Q2 figures in brackets). Enforcement actions being undertaken by Ranger Patrols in green spaces. 136 (218) Highways Enforcement actions were carried out. Major publicity campaign against littering was completed at end of Nov 09.	On Target
73	Act as community leaders on green issues	CG 04 - Develop a volunteering brokerage for 'green projects' targeting Hillingdon based businesses fulfilling their Corporate Social Responsibilities	Julia Fitzgerald - DCE	31/03/10	CG 04 - The HAVS database has been made available to British Airways to self-investigate regarding individual interests. 21 days of voluntary activity have been organised to date.	On Target
74		CG 05 - Engage Brunel in developing a project of who to engage with young people in regards to environment issues	Sue Buckingham - Brunel	31/03/10	CG 05 - Further meetings have been held with Brunel University staff with a view to progressing this in Q4.	On Target
75		CG 06 - Implement the next phase of street scene innovations – e.g. Junior Street Champs, newsletters	David Frost - ECP	31/03/10	CG 06 - Following completion of the Junior Street Champions scheme (JETS) pilots documentation put in place to enable schools to gain Eco schools awards, promoting environmental responsibility and awareness for children. Focus will be on recycling as well as envirocrime – targeted at those areas of the borough where there are the biggest opportunities to increase rates.	On Target
76		CG 07 - Investigate and implement merger of streets ahead and street champions via the new weeks of action system	David Frost - ECP	31/03/10	CG 07 - 3rd week of action was held in Hayes wards in Nov 09 with over 300 activities. The remaining 2 to be held in Q4.	On Target

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
77	Act as community leaders on green issues	CG 08 - Working with partners to strengthen streetscene locality working across the borough	David Frost - ECP	31/03/10	CG 08 - Hillingdon Homes made an effective contribution to the Hayes event including a range of cleaning, clearance and tenancy enforcement work aimed at positively impacting upon the estate environment.	On Target
78		CG 09 - Support campaigns across the borough e.g. World Environment Day	Kathy Sparks - ECP	31/03/10	CG 09 - In Dec 09 Tree O'Clock campaign held in partnership with BBC at Court Park, as part of national attempt to set tree planting record.	On Target
79		CG 012 - Launch a new locality initiative, scheme building upon the success of the street champions and streets ahead schemes	David Frost - ECP	31/03/10	CG 12 - The 3rd Streets Ahead was held in Hayes wards in Nov 09 with the remaining 2 planned for Q4.	On Target
80		CG 25 - Investigate the possibility of developing Green Business Awards for local businesses.	Val Beale - ECP	31/03/10	CG 25 - The LSP are looking to promote schemes like the green500 and the sign up to the 10% by 2010 campaign - working with local businesses.	On Target
81	Mitigate and adapt to climate change, reducing carbon emissions across the borough	CG 10 - Support Residents out of fuel poverty through ensuring homes are 'green / efficient' as possible	Mick May - Groundwork TV	31/03/10	CG 10 - Officer meetings ongoing with Green Doctor scheme and progress reported to Cleaner & Greener steering group. LSP Recession Group are progressing fuel poverty actions with Age Concern. The project to bring Hillingdon's part of the London Collaborative Workstream on retrofitting existing housing stock to viable project stage continues to progress. After a Technical Trial of 250 properties for this project in Hayes (funding of £100k), 'Demonstration Project' (another £125k of funding) in Yeading for up to 850 properties has begun in Jan 10.	On Target
82		CG 11 - Seek to ensure Carbon Reduction across the partners	Mick May - Groundwork TV	31/03/10	CG 11 - Currently investigating the possibility of a conference in 2010 where partners and local businesses would discuss progress on carbon reduction.	On Target
83	Continue to increase recycling rates and reduce the amount of waste being sent to landfill.	CG 13 - Introduce recycling initiatives to help achieve our recycling target of 40% by 2010	Colin Russell - ECP	31/03/10	CG 13 - Figures are for end of Nov 09, Recycling rate = 41.64% (against a target of 37.5%). 451.8 kgs of waste collected per household in Q3 (against annual target of 720) - low figure is good.	On Target
84		CG 14 - Strengthen partner organisations recycling policies, and roll out into Business Community	Kathy Sparks - ECP	31/03/10	CG 14 & 15 - Included in the work plan for the new Recycling Officer who has been appointed in ECP's Waste Services and will take this on in Q4.	On Target
85		CG 15 - Seek to introduce recycling facilities to Stockley Park	Steve Kennedy - Stockley	31/03/10		
86	Preserve and enhance Hillingdon's rich natural assets, including its parks,	CG 016 - Maximise the benefits of the Grand Union Canal through the Borough	Jales Toppel - P&CS	31/03/10	CG 16 - Little Britain scheme is now being looked at as a HIP Project. Improvements and residential moorings to Canal in Hayes and West Drayton are ongoing with meeting scheduled for late Jan 10 with British Waterways to progress this.	On Target

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
87	woodlands, waterways and its biodiversity	CG 17 - Implement the Green Spaces strategy	Paul Richards - ECP	31/03/10	CG 17 - The War memorials refurbishments is completed. Polish War Memorial to seek external funding. New website launched. The Playbuilder schemes have been given the go ahead.	On Target
88	Balance new development against protecting the green belt	CG 18 - Robustly argue against inappropriate development, in particular in designated Green Belts	James Rodger - PCS	31/03/10	CG 18 - Trees and Landscape officers apply and refer to Unitary Development Plan (UDP) policies when providing advice and comments on all relevant applications. UDP policies are applied at Pre-application meetings and consultations on all relevant applications to resist inappropriate development.	On Target
89	Achieve a high quality built environment	CG 19 - Improve town centres - Northwood (phase 2) Yiewsley, West Drayton and Uxbridge Road Corridor. Implement de-cluttering guidelines	David Knowles - ECP	31/03/10	CG 19 - Ongoing work on Northwood Phase 2, Uxbridge Town Centre Phase 1 completed, Phase 2 starts Jan 10. £400k of works to be carried out in Q4 in Yiewsley and West Drayton.	On Target
90		CG 20 - Enhance and promote our district and smaller centres whilst ensuring that the metropolitan centre of Uxbridge continues to compete regionally	Nigel Cramb - DCE	31/03/10	CG 20 - Work on the project at Hayes Station is ongoing. Work with Crossrail continues with the objective of delivering transport interchange on implementation of Crossrail programme scheduled for 2015 onwards.	On Target
91		CG 021 - Increase entries to external planning and design awards and to create the council's own award scheme	James Rodger - PCS	31/03/10	CG 21 - Hillingdon will be participating in the forthcoming Mayor's Great Spaces Design Seminar on February the 8th at City Hall. Work is ongoing to launch Hillingdon's Design Award. 6 schemes were put forward for the Mayor's Great Space initiative, unfortunately none were successful.	On Target
92	Continue to promote sustainable modes of transport	CG 22 - Investigate feasibility of using the Grand Union Canal for freight, waste and passengers.	Tav Kazmi - British Waterways	31/03/10	CG 22 - The task has slipped due to the reorganisation of British Waterways Board. Discussions and meetings have taken place in order to ensure that this task is back on track.	Some slippage
93		CG 23 - Map and publish electric car points in the borough and seek to find funding to increase the number where appropriate.	Val Beale - ECP	31/03/10	CG 23 - Launch of the scheme was held in Oct 09. Currently mapping the charging points across the borough. Residents who have volunteered to pilot the scheme are currently being shortlisted.	On Target
94		CG 24 - Installation of bus and cycle measures	David Knowles - ECP	31/03/10	CG 24 - Phase 2 of Green Lane is under way. TfL Signals will be on site by the end of Jan 10. Cycle 'advanced stop lines' at several major signal sites in Hayes along the Uxbridge Road. Bus related works under way at various sites including ones in Hayes, Ruislip and Northwood.	On Target

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
95	Continue to substantially reduce crime, so Hillingdon is recognised by all as a safe borough	SHP 04 - To reduce the harm caused by alcohol and knives.	Jill Downey - DAAT	31/03/10	SHP 04 - The Alcohol strategy action plan has been agreed. At the end of Q3 40 investigations were completed against alcohol and 38 against other age restricted goods (eg knives, tobacco and fireworks).	On Target
96		SHP 06 - Reduce the number of domestic burglaries.	Mick Duncley - PCS	31/10/10	SHP 06 - Multi agency actions have included trading standards work to disrupt the stolen goods market and crime prevention advice rolled out to a number of schools in the borough. Multi agency burglary summit to be held in January. Burglary figures are reducing from a peak in October 2009. To date 632 burglar alarms have been fitted under the Older People's Plan (Q3 installations = 240). E-learning package on home security (including rogue trader issues) is in development.	On Target
97		SHP 07 - Reduce robbery.	Maurice Hartnett - Police	31/03/10	SHP 07 - Police Operation "Winter Nights" has been operating in Q3 leading to a reduction of 106 in robbery figures compared to end of Dec 08.	On Target
98		SHP 08 - Reduce harm caused by illegal drugs.	Jill Downey - DAAT	31/03/10	SHP 08 The Annual Substance Misuse Needs Assessment has just been submitted. The Treatment Plan development is being undertaken, to meet national timelines. The SPACE programme is on track to meet the 09/10 target. 165 young carers registered with the project as at 7/12/09. As at Nov 09 probation are meeting their target for offenders who complete Drug Rehabilitation Requirements, performance is currently 43% against target of 45%. The Drug Interventions Programme (DIP) Team has made successful inroads in establishing presence in custody suite.	On Target
99		SHP 09 - Reduce adult re-offending	Charlie Wren - Police Mike Robertson - Probation	31/03/10	SHP 09 - This target has been achieved, performance at the end of Q3 was 31 against a target of 30.	Completed
100	Significantly reduce the fear of crime in the borough, especially amongst our most vulnerable residents.	SHP 10 - Increase sanctioned detection rate for serious acquisitive crime.	Maurice Hartnett - Police	31/03/10	SHP 10 - The police plan to increase sanctioned detections include, call management, crime action plans, targeted crime strategies, identification, case supervision and management, offences taken into consideration, use of fixed penalty notices, forensic conversion rates, dedicated detection officers, live-scan compliance, warrants, post charge management and witness/victim support.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
101		SHP 03 To improve services offered to victims of domestic violence.	Teresa Mckee - PCS	31/10/10	SHP 03 - The Community Safety Team representative has attended every session of the Specialist Domestic Violence Court (SDVC) in Q3 and reports outcomes back to the Steering Group. 3 multi agency domestic violence training sessions have been delivered. 3 domestic violence advice sessions have been delivered to mental health patients at Hillingdon Hospital. LBH MARAC has identified 62 high risk domestic violence cases and there is now a repeat victimisation rate of 1% (2 cases).	On Target
102		SHP 11 - Reduce anti social behaviour and nuisance behaviour	Ed Shaylor - PCS	31/03/10	SHP 11 - 77% of all Tasking Team cases are closed due to the problem being totally or partially eliminated (cumulative total to end of Q3). Halloween ASB report produced for use by partners. Work in Q3 has focussed on gathering information in preparation for the development of the Strategic Assessment 2010.	On Target
103		SHP 16 - Reduce fear of crime and increase confidence.	Ed Shaylor - PCS	31/03/10	SHP 16 - The Comms campaign focussed on "Darker Nights" message. Posters around the community were complemented by advice leaflets distributed at community events (Street Champions meetings) and press releases issued. Work has now started to plan the 2010/11 comms campaign for a launch in April.	On Target
104	Boost the trust of residents in their local public service providers, building stronger united communities	SHP 05 - Increase resilience to violent extremism	Fiona Gibbs - DCE	31/10/10	SHP 05 - The staff briefing programme is ongoing. Regular reports to the Strong & Active Communities Partnership and SHP on Prevent related issues. Regular monthly community tension monitoring meetings being held and actions taken forward as appropriate.	On Target
105	Involve local people in keeping the community safe, building civic pride and respect	SHP 14 - Create a safe environment - road safety	Liz Jones - P&CS Jack Webster - ECP	31/03/10	SHP 14 - During Q3, 900 children and 93 adults were trained in safe bike training (Cumulative figure)	On Target
106		SHP 15 - Increase opportunities for residents to engage with community projects.	David Frost - ECP Ted Hills - HAVS	31/03/10	SHP 15 - The 3rd "Streets Ahead Week of Action" was held in the Hayes ward in Nov 09 with over 300 activities. Following the JETS trial documentation put in place to enable schools to gain Eco schools awards, promoting environmental responsibility and awareness for children. Focus will be on recycling as well as tackling envirocrime.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
107	Reduce young people's involvement in offending and disorder, resulting in a reduction in anti social behaviour	SHP 02 - To reduce the victimisation of young people and to reduce the number of young offenders	Ed Shaylor - PCS Lyn Hawes - YOT	30/04/10	SHP 02 - Operation Blunt 2 continues to be implemented with offence numbers continuing to be low with a slight hotspot around the Hayes area. The Youth Crime Prevention Strategy is managed by the Safer Schools Steering Group, the six month performance result (for Q1 & Q2) for numbers of young people entering the YJS for the first time has been confirmed as 147 compared with 185 for same period in 2008/09.	On Target
108		SHP 12 - Reduce Anti-Social Behaviour (ASB) caused by young people.	Ed Shaylor - PCS	31/03/10	SHP 12 - The Triage programme is contributing to a reduction in the numbers of young people entering the Youth Justice System. This will continue to be monitored (implementation in Jun 09). 91% of all Early Intervention Panel (EIP) referrals received in 09/10 have not gone on to receive Anti Social Behaviour Order (ASBO) (cumulative total). 100% of all EIP referrals are offered diversionary activities.	On Target
109	Reduce the incidence and cost of fire to the borough	SHP 13 - Create a safe environment - fire safety.	Gerard Hollingworth - Fire Brigade	31/03/10	SHP 13 - In Q3 there were 31 accidental fires (total year to date = 94). Year to date Home Fire Safety Visits in priority postcodes = 49% (target 45%) In Q3 there were 49 deliberate fires (total year to date 144)	On Target

**APPENDIX A
PRIORITY 5 - A THRIVING ECONOMY**

SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018

Green: Completed / On Target
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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
110	Improve pathways to employment for local people, with a focus on closing inequalities in the rates of worklessness	SET 01 - Update the Sustainable Economy Taskforce Strategy to produce new detailed three year action plan. SET 02 - Deliver European Social Fund (ESF) Gateway Heathrow 2012	Ian Edwards - DCE	26/02/10	SET 01 - The Sustainable Economy Taskforce strategy has been rewritten and will be circulated to key partners for comments by end January 2010. Action plan to be completed by end of Q4.	On Target
111			Ian Edwards - DCE	31/03/10	SET 02 - The programme has had 215 starts to date. 30 of these have progressed onto skills development and 67 into jobs. The programme is the first of the ESF contracts to claim sustained job outcomes of which there have been 8.	On Target
112		SET 06 - Support residents and businesses through the economic downturn	Helena Webster - DCE	31/03/10	SET 06 - The Council in conjunction with Google provided a seminar to small local businesses in Nov 09 on how to reach new customers using digital solutions.	On Target
113		SET 12 - Ensure engagement with West London Working, West London Alliance and West London Network to maximise the benefits of sub regional programmes	Helena Webster - DCE	31/03/10	SET 12 - SET is fully engaged in all West London Activities. The West London Working implementation group meet regularly to drive and design implementation of activities.	On Target
114		SET 13 - Provide free careers guidance service for all residents to support them improving their career prospects	Uxbridge College -	31/03/10	SET 13 - Uxbridge College has delivered a one off event and is now providing regular drop-in service.	Completed
115		SET 14 - Host HMRC pilot to improve the take up of childcare tax credits	Phillip Ryan - ECS	31/03/10	SET 14 - HM Revenues & Custom have written directly to residents in the pilot boroughs, including those in Hillingdon, who are eligible for the 100% childcare subsidy confirming their eligibility and providing information on how to access the childcare subsidy.	Completed
116		SET 15 - Provide package of support for small businesses and unemployed graduates through Economic Challenge Investment Fund bid.	Brunel University -	31/03/10	SET 15 - Brunel secured resources to provide 3-5 Hillingdon companies with support. Support started from 25th September.	Completed
117	Retain key employment sites and support enterprises of all sizes to ensure Hillingdon attracts investment	SET 03 - Improving small business access to the Heathrow Economy and public sector supply chains.	Ian Edwards - DCE	31/03/10	SET 03 - Successful meet the buyer 2009 event held. Increased Hillingdon representation. Steering group meeting confirmed for Jan 2010	On Target
118	Enhance and promote our district and smaller centres whilst ensuring that the metropolitan centre of Uxbridge continues to compete regionally.	SET 04 - Enhance and promote our district and smaller centres whilst ensuring that Uxbridge centre continues to compete regionally	Nigel Cramb - DCE	31/03/10	SET 04 - Retail associations for Hayes and Northwood Hills has been established. Discussions have taken place with Hillingdon Chamber of Commerce about boosting services and providing additional support to small business particularly in town centres.	On Target
119	Uxbridge continues to compete regionally.	SET 05 - Improve town centres - Northwood (phase 2) Yiewsley, West Drayton and Uxbridge Road Corridor	David Knowles - ECP	31/03/10	SET 05 - Ongoing work on Northwood Phase 2, Uxbridge Town Centre Phase 1 completed, Phase 2 starts Jan 10. £400k of works to be carried out in Q4 in Yiewsley and West Drayton.	On Target

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PRIORITY 5 - A THRIVING ECONOMY**

SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
120		SET 08 - Coordinate Hillingdon's presence at the Place West London event	Nigel Cramb - DCE	31/10/09	SET 08 - Event held on 13th Oct 09, positive feedback, now planning for 2010. summary of key contacts initiated has been co-ordinated.	Completed
121		SET 17 - Seek to attract people to Town Centre locations and boost the local economy in each area through the provision of Wi Fi in 2 pilot areas (Hayes & Ruislip)	Steve Palmer - F&R	31/03/10	SET 17 - Feasibility study has been carried out as planned	On Target
122	Explore new ways of engaging with local businesses to increase their positive impact on Hillingdon.	SET 09 - Develop memorandum of understanding with Business Link to support linking into local businesses	Helena Webster - DCE	31/03/10	SET 09 - The memorandum was agreed and signed on 24th August.	Completed
123		SET 10 - Update and verify contact details for Hillingdon Businesses through delivery of Business Directory 2010.	Helena Webster - DCE	31/03/10	SET 10 - Revised publication date is May 2010. Editorial material is now due 5th Feb 10, work ongoing.	On Target
124		SET 11 - Respond to results of West London Business Sentiments Survey 2009, and ensure any actions are fed into SET Strategy as relevant.	Helena Webster - DCE	31/10/09	SET 11 - The survey results were received on 25th June and were disseminated to Policy to feed into Credit Crunch group. Copies of the report have been passed to the Hillingdon Chamber of Commerce.	Completed
125		SET 20 - Work with Local Businesses to encourage completion of train to gain and apprenticeship programmes	Uxbridge College -	31/03/10	SET 20 - Have met with GOL, who have given assurances that data will be available to evidence delivery of this target.	On Target
126	To champion the need for technology infrastructure within the borough to be high quality, sustainable and available to all	SET 18 - Fully engage and horizon scan London regional technology developments to ensure that Hillingdon benefits from any opportunities.	Steve Palmer - F&R	31/03/10	SET 18 - Continued discussions with peer groups, pooling knowledge and ideas, and working collaboratively so that developments that promote community engagement can be deployed as effectively as possible.	On Target
127		SET 19 - Work with the BS21 project to ensure that the technology infrastructure in the south of the borough is the highest quality	Steve Palmer - F&R	31/03/10	SET 19 - Discussions have continued with the BS21 team. An Official Journal of the European Union (OJEU) notice is being issued in April 2010 and the ICT service will intensively support the procurement phase between Jan-April 2010.	On Target
128	Work in partnership to ensure investment in Hillingdon's transport infrastructure	SET 16 - Influence and lobby through WLA the Outer London Commission, London Plan, and London Transport Strategy	Nigel Cramb - DCE	31/03/10	SET 16 - 3 key strategic documents for London - the London Plan, the Economic Development Strategy and the Mayor's Transport Strategy were published simultaneously for consultation in Oct 09 & were agreed at Hillingdon's Dec 2009 Cabinet.	On Target

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**APPENDIX A
PRIORITY 6 - IMPROVING ASPIRATION THROUGH EDUCATION AND LEARNING**

SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
129	Ensure that our residents have the skills to compete in the local jobs market, especially the growing sectors	HCOP 27 - Work collaboratively to increase the numbers of vulnerable adults who can access and maintain supported /paid employment	Gary Collier - ASCHH / PCT	31/03/10	HCOP 27 - 17 people have gained employment through the Gateway Heathrow project. The Employment Strategy Group has been established to look at the implementation of Employment Now for people with learning disabilities. Results from Heathrow Area Supply Chain project expected end of Jan 10. Seeking to establish a link with the Carers UK website, which already contains a lot of information to support carers in employment.	On Target
130		HCOP 28 - Increase the numbers of adults with mental health needs in paid employment	Gareth Jones - ASCHH	31/03/10	HCOP 28 - Funding secured to roll out training programme in Q4 for employers to reduce the stigma of mental health and help develop greater employment opportunities. Mental Health commissioner is now attending the Employment Strategy Group convened by the Learning Disabilities Project Manager to support a more joined up approach in terms of delivering improved employment opportunities.	On Target
131		SET 07 - Maximise opportunities to improve skills levels so that local residents can compete for local employment.	Helena Webster - DCE	31/03/10	SET 07 - Programmes are on track. Contact developed through housing to increase direct referrals for delivery of 09/10 outputs of Workmates programme and project review planned Jan 10. The 09/10 delivery of outputs of Accelerate programme is on target and London Council project officer monitoring visit planned for 5th Jan 10. Additional posts with Transport for London confirmed for the Hillingdon construction apprenticeship programme. Scoping report due end of Jan 10.	On Target
132	Raise the educational aspirations, attainment and levels of qualifications for all age groups	HCFP 13 - Continue to develop and improve education in our schools and raise exam results	Mike Merva - ECS	31/03/10	HCFP 13 - The School Improvement Service (SIS) is working with schools to increase their awareness of Free School Meals (FSM) as a predictor of future performance and supporting them to improve their tracking of the progress of these pupils.	On Target
133		HCFP 16 - Improve the transition at key stages	Alison Moore - ECS	31/03/10	HCFP 16 - The 14-19 Team has arranged two functional skills workshops for students from a range of schools, all at KS4. Practitioners at Uxbridge College, and Hillingdon Training have been invited to share resources and expertise with teachers at these events. External Audit of Information, Advice and Guidance (IAG) provision against national standards completed & outcomes will inform revised IAG Strategy and Implementation Plan.	On Target

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PRIORITY 6 - IMPROVING ASPIRATION THROUGH EDUCATION AND LEARNING

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
134	Raise the educational aspirations, attainment and levels of qualifications for all age groups	HCFFP17 - Increase the range of vocational courses at GCSE and post 16.	Alison Moore ECS	31/03/10	HCFFP 17 - Charter for Raising the Participation Age in School to 18 was presented at the 14-19 Strategic Group. Transition plans developed with London Skills Council (LSC) and 14-19 Team. Curriculum manager and 14-19 Team have updated original consultants recommendations and created a draft plan to encourage collaborative working. Links with the 14-19 Team have been made with all Apprenticeship Providers for Hillingdon as part of the LSC handover process. KS4 Engagement programme on-going.	On Target
135		HCFFP 19 - Improve the educational prospects of looked after children	Debbie Haith - ECS	31/03/10	HCFFP 19 - Staff building profiles of all pupils and Hillingdon Virtual School (HVS) developing tailored key stage resources through the Personal Education Allowance (PEA). Training to social workers in Children in Care teams 1 & 2 and Asylum on new PAN London Personal Education Plans completed. Social workers working with CWD and Independent Reviewing Officers (IROs) to be trained in January. Foster Carers trained at Foster Carer's Conference.	On Target
136		HCFFP 21 - Improve the educational standards of Children with disabilities and additional needs	Mike Merva - ECS	30/09/10	HCFFP 21 - Work is ongoing. Draft Inclusion Strategy is out for consultation and Disabled Children's Strategy is being implemented	On Target
137	Improve the transition of young people through childhood and beyond in schools that are of 21st century standard	HCFFP 12 - Improve standards in the early years	Alison Booth - ECS	31/03/10	HCFFP 12 - Baby Effective Early Learning Programme (BEEL) Phase 1 is completed. Phase 2-6 all early years settings are being supported through BEEL accreditation.	On Target
138		HCFFP 14 Promote social inclusion and good standards of behaviour & attendance	Pauline Nixon - ECS	31/03/10	HCFFP 14 - Social and Emotional Aspects of Development (SEAD) has been rolled out to the Private Voluntary (PVI) sector in a variety of ways including universal training events, Attention Hillingdon project and the helicopter project (this supports children's participation in small group leadership and participation). 70.6% of Secondaries and 89.7% of Primaries undertaking the Social Emotional Aspects of Learning (SEAL) programme.	On Target
139		HCFFP 18 - Improve the financial literacy of children and young people	Sarah Harty - ECS	31/03/10	HCFFP 18 - The pilot in the Yeading collaborate is now underway and the Personal Finance Education Group (PFEAG) consultant has made contact with most cluster schools. The next stage is to plan for widening the reach of the project.	On Target
140	Improve the transition of young people through childhood and beyond in schools that are of 21st century standard	HCFFP 23 - Reducing the number of first time youth offenders and re-offending	Lynn Hawes - YOT	31/03/10	HCFFP 23 - All projects have been completed.	Completed
141		HCFFP 24 - Progress BS21 Programme	Sarah Harty - ECS	30/03/10	HCFFP 24 - Submission of Strategy for Change 2 is awaiting Leader's approval to submit to Cabinet for approval prior to formal submission to Partnerships for Schools. Submission of Outline Business Case is due to be submitted to Partnerships for Schools in March 2010	On Target

HCOP - Healthier Communities and Older People
 HCFFP - Hillingdon Children's Families Plan
 SA - Strong and Active
 CG - Clean and Green
 SHP - Safer Hillingdon Partnership
 SET - Sustainable Economic Taskforce

APPENDIX A SUSTAINABLE COMMUNITY STRATEGY 2008 – 2018
PRIORITY 6 - IMPROVING ASPIRATION THROUGH EDUCATION AND LEARNING

Green: Completed / On Target
 Amber: Some Slippage
 Red: Serious Slippage

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments - Q3	Task Status
142		HCFFP 25 - Progress the Primary Capital Programme	Venetia Rogers - ECS	31/07/09	HCFFP 25 - It was originally intended to commence work in 2009 on the priority schemes identified in the Primary Capital Programme (PCP) submission. However, in June 2009, data on pupil births in 2008 was received, indicating that a large number of additional primary school places will be needed. Plans/investment needs are being considered within a new HIP Estates Project. Therefore, at this time, given the capital investment requirement for school places, not all of the original PCP priority projects have proceeded.	Some Slippage
143		HCFFP 09 - Improve positive activities for Children & Young People	Tom Murphy - ECS	31/03/11	HCFFP 09 - Positive Activities Strategy being developed by reconstituted Strategy Group.	On Target
144		HCFFP10 - Improve the participation of Children & Young People	Paul Kennedy -	31/03/10	HCFFP 10 - Active Involvement Group (AIG) to take over all aspects of participation and for this to be agreed by the Hillingdon Children Families Trust Board (HCFTB).	On Target
145		HCFFP11 - We will progress the delivery of three new youth centres / Develop 3 new youth centres	Tom Murphy - ECS	31/03/10	HCFFP 11 - Work has commenced at Northwood Youth Centre in Oct 09. Cabinet approved the award of the contractor for South Ruislip in Dec 09. Pre-start contract meeting is planned for Jan 10 and construction is due to commence in Feb 10. Preparatory activity regarding local programme design and delivery is underway in Charville, with operational requirements agreed and staff being recruited.	On Target
146	Increase and improve the access to positive activities for young people and enable them to contribute to their communities	HCFFP 15 - Developing an integrated youth support service including Targeted Youth Service	Tom Murphy - ECS	31/03/10	HCFFP 15 - Arrangements for the strategic leadership and operational management of integrated youth support, including associated workstream steering groups being reviewed. Proposals to be offered to ECS SMT in Q4. Individual work-stream activity continues to be delivered.	On Target
147	Increase the number of local businesses providing opportunities for local people to develop their skill levels.	SET 20 - Work with Local Businesses to encourage completion of train to gain and apprenticeship programmes to meet Local Area Agreement (LAA) 2007 target of increasing the skills levels of Hillingdon's working aged population.	Uxbridge College -	31/03/10	SET 20 - Have met with GOL, who have given assurances that data will be available to evidence delivery of this target.	On Target

HCOP - Healthier Communities and Older People
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PLANNING OBLIGATIONS - QUARTER 3 MONITORING REPORT

Cabinet Member	Cllr Keith Burrows
Cabinet Portfolio	Planning and Transportation
Report Author	Nicola Wyatt, Planning and Community Services
Papers with report	Appendix 1 - attached

HEADLINE INFORMATION

Purpose of report	This report provides financial information on s106 and s278 agreements up to 31st December 2009 against respective portfolio areas.
Contribution to our plans and strategies	Planning obligations are a delivery mechanism for the Local Development Framework, which is in turn a key delivery document for the Community Strategy and other strategic documents.
Financial Cost	The Council currently holds £13,550,625 relating to s106 and s278 agreements. Of this £7,001,423 is allocated/earmarked for projects and £3,390,837 relates to funds that the Council holds but is unable to spend directly, leaving a residual balance of funds that the Council holds of £3,158,364 that is currently spendable and not yet allocated/earmarked towards specific projects. In Quarter 3, the Council has received additional income of £633,870 and spent £422,463.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

RECOMMENDATION

That the Cabinet notes the updated financial information attached at Appendix 1.

INFORMATION

Reasons for recommendation

Circular 05/05 and the accompanying best practice guidance requires local planning authorities to consider how they can inform members and the public of progress in the allocation, provision and implementation of obligations whether they are provided by the developer in kind or through

a financial contribution. This report details out the financial planning obligations held by the Council and what progress has and is being made.

Alternative options considered

To not report to Cabinet, however, it is an obvious example of good practice to monitor income and expenditure against specific planning agreements and ensure that expenditure takes place in accordance with the parameters of those agreements.

Comments of Policy Overview Committee(s)

The Committee did not ask to comment on the report.

Supporting Information

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 30 September 2009 (which was subject of the report in December 2009) as well as up to 31 December 2009. Text that is highlighted in bold indicates key changes since the Cabinet report of 17 December 2009. Figures indicated in bold under the column headed 'Total income as at 31/12/09' indicate new income received. (Shaded cells indicate where funds are held in an interest bearing account) The table shows expenditure between 1 October and 31 December 2009 of £422,463 (compared to £89,162 during the previous quarter) and income of £633,870 (compared to £2,665,316 during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 31 December 2009 is £13,550,625. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 31 December 2009 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 31 December 2009 also includes funds that relate to projects that are already underway or programmed, but where costs have not been drawn down against the relevant s106 (or s.278) cost centre.

3. In summary, of the 'total balance of funds' that the Council held at 31 December 2009 (£13,550,625), £3,390,837 relates to funds that the Council is unable to spend and £7,001,423 is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £3,158,364 that is currently spendable and not yet allocated towards specific projects.

4. It was not possible to report this information to the Cabinet at any earlier meeting because the reporting deadlines were prior to the receipt of reconciled financial information.

Financial Implications

5. This report provides information on the financial status of s106 and s278 agreements up to 31 December 2009. The recommendation to note has no financial implications.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

6. The recommendation ensures transparency and assures probity in the area of planning obligations, thereby promoting public confidence.

Consultation Carried Out or Required

7. There are no external consultations required on the contents of this report.

CORPORATE IMPLICATIONS

Corporate Finance

8. A corporate finance officer has reviewed this report and the financial implications contained within it. As shown in the table below over the last quarter the balance of funds has increased by £211k to £13,551k.

Analysis of Movement in income and expenditure Quarter 3

	31-Dec-09 £	30-Sept-09 £	Movement In Quarter 3 £	Cumulative Movement £
Total Income	-23,618,885	-22,985,015	-633,870	-3,842,965
Total Expenditure	10,068,260	9,645,797	422,463	662,950
Balance of Funds	-13,550,625	-13,339,218	-211,407	-3,180,015

The increase in the income of £633,870 for Quarter 3 relates to adjustments for new income received, and adjustments for the return of security bonds, where works have been satisfactorily completed by the developer. This is analysed in more detail in the following table (where applicable, funds have been consolidated based on the relevant site):

Analysis of Movement in Income Quarter 3

Case Reference	Scheme	Additional Income Received £
Additional Income Received		
PT278/27/09(Includes Former PT/29)*16	Stockley Park Phase 3 "Trident Site"	46
PT/113/198C	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge	24,410
EYL/71/155B	Former RAF West Drayton, Porters Way, West Drayton	467,807
EYL/111/207	100-104, Harlington Road, Uxbridge.	5,248
EYL/112/208	10, Green Lane, Northwood	4,086
PPR/49/174C	Terminal 2, Heathrow	100,000
PPR/56/198D	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge	12,205
E/59/155F	Former RAF - Porters Way, West Drayton	20,000
H/3/155A*41	Former RAF West Drayton, Porters Way, West Drayton	68
Total Movement in Income Quarter 3		633,870

The increase in the expenditure of £422,463 for Quarter 3 relates to the schemes as analysed in the following table:

Analysis of Movement in Expenditure Quarter 3

Case Reference	Scheme	Expenditure £
PT278/48	No Legal Agreement Various	5,850
PT278/57/140 A	MOD Records Office Stockley Road Hayes	20,956
PT278/63/175A*49	BFPO, R.A.F Northolt	-3,500
PT/278/64/173	R.A.F. Eastcote	4,701
PT/278/72	R.A.F West Ruislip Design check on S278 Designs	12,500
PT/54/21D	Former EMI Site, Dawley Road - HGV Signage	2,262
PT/71/99	UB1 Vine Street Uxbridge	69,601
PT/76/119	Land at 64 Ducks Hill Road Northwood	560
PT/77/123	Grand Union Village, Ruislip Road, Southall	39,265
PT/78/10B (See also PT278/55)	Land at Sanderson Site and Braybourn	19,135
PT/97/169A	Colham House Taxi Rank Relocation	856
PPR/07/15A	Land at Barnsfield Place, Uxbridge - Small Business Units	104,833
PPR/49/174C	Terminal 2, Heathrow	7,000
E/02/18	Old Mill House, Thorney Mill Road, West Drayton	6,508
E/24/62 (See also PT/60 & PPR/23)	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works)	4,001
E/36/140E	MOD Records Office, Stockley Road, Hayes	-2
E/40/155C	Former RAF West Drayton, Porters Way, West Drayton	20,772
E/43/1B	Lombardy Retail Park, Coldharbour Lane, Hayes	3,722
E/51/186C	92-104, High St., Yiewsley	908
E/52/190B	Armstrong House & The Pavilions	22,869
E/54/194D	Frays Adult Education Centre, Harefield Road, Uxbridge.	3,262
H/3/155A*41	Former RAF West Drayton, Porters Way, West Drayton	76,404
	Total Movement in Expenditure Quarter 3	422,463

Legal

9. It is a requirement of the District Auditor report into planning obligations and the Monitoring Officer's report that regular financial statements are prepared. Finance Officers are responsible for ensuring that where funds are deposited with the Council, the income generated is held in accordance with the terms of each individual legal agreement on a contractual and fiduciary basis and expenditure is in accordance with those terms. In cases where clarification is required, officers should refer to the individual agreement, and where necessary seek advice with Planning Directorate and Legal Services.

Corporate Property

10. The Head of Corporate Property Services has reviewed this report and confirms that there are no direct property implications arising from the recommendation.

BACKGROUND PAPERS

ODPM Circular 05/2005 'Planning Obligations'

District Auditor's "The Management of Planning Obligations" Action Plan May 1999

Monitoring Officers Report January 2001

Cabinet Report December 2002 / March 2003 / October 2003 / January 2004 / June 2004 / September 2004 / November 2004 / March 2005 / July 2005 / October 2005 / December 2005 / March 2006 / July 2006 / September 2006 / November 2006 / March 2007 / July 2007 / September 2007 / December 2007 / March 2008 / June 2008 / September 2008 / December 2008 / March 2009 / June 2009 / September 2009 / December 2009.

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CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME AS AT 31/12/09	TOTAL INCOME AS AT 30/9/09	TOTAL EXPENDITURE AS AT 31/12/09	TOTAL EXPENDITURE AS AT 30/9/09	2009 / 2010 EXPENDITURE To 31/12/09	BALANCE OF FUNDS AS AT 31/12/09	BALANCE SPENDABLE NOT ALLOCATED AS AT 31/12/09	COMMENTS (as at mid February 2010)
SECTION 278										
PORTFOLIO: PLANNING AND TRANSPORTATION										
PT278/27/09 (Includes Former PT/29)*16	Botwell	Stockley Park Phase 3 "Trident Site" 37977/W/96/1447	591,203.22	591,156.68	14,500.00	14,500.00	0.00	576,703.22	0.00	Spend is engineering fees. Development not yet implemented and highways works not started. Funds currently held are for security deposit and fully refundable subject to the due and proper implementation of the Highway works. £2,500 engineering fees transferred from PT278/27. A further £12,500 of Engineering fees needs to be claimed from developer should works commence. Interest added.
PT278/30/115 *22	Heathrow Villages	Terminal 5, Land at Longford Roundabout, Heathrow s278 10 Jan 02. 47853/93/246	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00	Fees & security (£5,000) associated with Highway Works to be undertaken by developer. Works consisted of temporary access works from Longford Roundabout to Western Perimeter Road. Access installed & will be retained following completion of Terminal 5. Security to be retained pending outcome of BAA proposals to make this access two-way and permanent for buses and emergency services vehicles as well as cyclists. Two way access implemented. Officers investigating whether all required works have been completed. Works completed, security to be refunded after maintenance period
PT278/34/86A *18	Brunel	Brunel site 3 532/SPP/2001/1868 - Highways Works at Junction Hillingdon Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	392,358.87	197,448.22	197,448.22	0.00	194,910.65	0.00	Highway Works - £150k refundable security, £124,637.12 received for highway works at Junction of Hillingdon Hill and Kingston Lane, £65,271.32 - received for Kingston Lane Pedestrian Crossing, £20,500 supervision fees. If the supervision fee following final completion exceeds 10% of the costs of the works plus statutory undertakers costs and TTS payment then the excess is to be refunded. Works complete and signals switched on. Officers continue to chase Brunel to perform remedial works to grass verges and are investigating options for the use of some of the security for the Council to perform the remedial works if necessary. Final certificate sent 30/4/09.
PT278/44/87A *20	Brunel	Brunel s278 16 April 04 532/SPP/2002/2237 - Traffic Calming on Cleveland Road & New Entrance on Kingston Lane	114,819.85	114,819.85	81,080.74	81,080.74	0.00	33,739.11	0.00	Traffic Calming on Cleveland Road & roundabout on Kingston Lane. £30,900 spent on engineering fees. £150k Refundable security deposit. £3,200 for Traffic DC project management costs. £58,962.38 TTS estimate for Pedestrian Crossing on Cleveland Road. Further payments received following receipt of estimate of works to cover security/costs. £10,000 received for improvements to a footpath on the site to be retained a security for Brunel to implement the works and to be transferred to PT84/87B-D once interest statement has been prepared by finance officers. Traffic Calming on Cleveland Road (including new signalised crossing) & roundabout on Kingston Lane at new entrance to Brunel University now complete. TTL invoice paid. Residual on TTL payment due to VAT not claimed - funds to be held on as contingency for extra TTL costs. Interest Accrued. Remedial work completed and signed off in December 2007.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT278/46/135 *32	Northwood	10A Sandy Lodge Way Northwood 5467/1/APP/2002/54	7,458.07	7,458.07	2,458.00	2,458.00	0.00	5,000.07	0.00	Improvement of visibility for junction of Sandy Lodge Way & Woodridge Way. ECU fees have been claimed and £5,000 security remains. Works substantially complete. 12 month maintenance period, ended 16 September 2006. Final certificate has been prepared. Security held to part offset outstanding education contribution which is being sought via legal proceedings.
PT278/47	Various	Refunds Various	37,804.67	37,804.67	15,938.10	15,938.10	0.00	21,866.57	0.00	Funds transferred to here as refunds related to the Heinz, Hayes Park and former BT site, Glencoe Road, Yeading developments, not yet taken up by developer or owners. Also £10.79 from Wimpey Site Beaconsfield Road and £232.58 from Former Magnatex Site Bath Road which is residual interest omitted from refunds related to those schemes. Officers looking into appropriate recipients for refunds.
PT278/48	Various	No Legal Agreement Various	83,520.60	83,520.60	43,981.60	38,131.60	26,404.60	39,539.00	0.00	No Legal Agreement - consultancy fees. £14,000 to be transferred to a PPR/reference for 1st quarter 08/09 report as these funds are for construction training secured from the s106 agreement for Budgens Site, South Ruislip. Expenditure due to ECU fees claimed in relation to Bishop Ramsey school S276 works. £5,200 security deposit received for car park at Mount Vernon Hospital. Spend towards engineering fees claimed.
PT278/49/117 *23	Yeading	Grand Union Village Southall 327/APP/2000/2/106	77,331.55	77,331.55	11,447.00	11,447.00	11,447.00	65,884.55	0.00	Security deposit (£5k + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £52,363.10 for TIL costs for Broadmead Road Toucan Crossing proposed as part of works. Additional income is £1K of engineering fees. Detailed plans of works and design agreed. Consultation undertaken during February 2007 for traffic calming and toucan crossing. Officers chasing TIL for implementation. Following consultation Cabinet Member agreed to works to be carried out. Works completed Aug 09. Further £11,447 received for LBH fees.
PT278/55/10A *14 (Formerly PT/31)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	166,491.05	166,491.05	463.10	463.10	19,135.65	166,027.95	0.00	Funds held (£140,070 plus interest) as a deposit sum - fully refundable subject to the due and proper execution of the Highways Works by developer (road widening, the provision of a mini-roundabout, two new bus stops, extension of a right hand turn lane on Oxford Rd into Sanderson Road, and removal of existing parking bays). Engineering fees were paid direct to HEC and did not pass through s106/278 accounts. Works complete. Some outstanding remedial items, which are subject of on-going discussions with the developer. Funds to be returned following issue of final certificate. £463.10 additional engineering fees received - claimed by HEC. Interest accrued.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	323,973.21	303,017.55	21,259.16	95,155.47	0.00	£188,737.70 (including £170,027.34 for Transport For London signals unit) for installation of two sets of traffic signals, one at the entrance to the site at Lavender Rise on Stockley Road and £190,686.91 received in respect of the Council's costs for supervision of the works (to be carried out by the owner). Works complete. Stage 3 road safety audit now agreed await completion of remedial works. Remedial works completed. Additional item of works being sought by officers who are chasing the developer for this. Council's costs of £205,686.71 claimed. TTS invoice for signals at Lavender Rise paid. Funding for additional items of works (removal of right turn lane) and BT cabling received. Design work and public consultation completed. Removal of right turn lane completed Sept 09. Scheme awaiting
PT278/60/147A	West Drayon	Former DERA site, Kingston Lane West Drayon 45658/APP/2002/3012	1,568.98	1,568.98	0.00	0.00	0.00	1,568.98	0.00	The Council's costs for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £15,000 held as security for the due and proper execution of the works. Await progress on site before commencement of these off-site highways works. Highway works started on site and were due to be substantially complete in September 2007. Maintenance period complete. Bond plus interest returned. Remaining balance LBH fees due.
PT278/60/147B	West Drayon	DERA Site, Kingston Lane, West Drayon - Highways 45658/APP/2002/3012	56,816.26	56,816.26	0.00	0.00	0.00	56,816.26	0.00	£55,000 was received towards the total cost of highway works for the purchase and installation of traffic signals at Station Road/Porters Way Junction and any such other incidental work as identified by the Council to support the development. Funds not spent by 19 February 2014 are to be refunded together with interest accrued. £125.85 interest accrued. These works to be performed by developer of RAF Porters Way (see PT278/62/148A). Funds to be retained as a contingency for these works.
PT278/62/149A	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT278/63/175A	South Ruislip	BFPO, R.A.F Northolt 189/APP/2006/2091	5,000.00	5,000.00	0.00	3,500.00	0.00	5,000.00	0.00	£5k received as the security deposit for the due and proper implementation of junction works at the White House Gate entrance to the development. Signals complete and in operation. Currently within 12 month maintenance period. Date of final completion to be confirmed. Spend towards engineering fees transferred to PT278/48.
PT278/64/173	Eastcote & East Ruislip	R.A.F. Eastcote 10189/APP/2004/1781	14,200.00	14,200.00	12,201.13	7,500.00	12,201.13	1,998.87	0.00	Engineers fees paid prior to the execution of an agreement to secure access works associated with this application. Waiting restriction in Lime Grove undertaken. Elm Ave/Lime Grove junction improvement pending. Elm Ave Pedestrian crossing technical approval pending (£5,500) design fees received plus further £8,700 for temporary footpath works carried out by LBH. £7,500 engineering fees claimed. Funds spent towards temporary footpath works.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm. 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer. Implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs. Works complete, security to be refunded following maintenance period.
PT/278/66/183	Pinkwell	Shepiston Lane - Petrol Station Development	32,000.00	32,000.00	16,000.00	16,000.00	-16,000.00	16,000.00	0.00	Funds received as security for highways improvements being performed by the developer in lieu of a banker's bond. Works completed and part of the monies has been refunded. Remaining balance to be refunded following satisfactory completion of the maintenance period. Further £16,000 security returned to developer. Remaining balance to be returned following final completion of works.
PT/278/71	Uxbridge North	Hillingdon House Farm Site E Eng. Cons. Fees (North Way)	3,150.00	3,150.00	3,150.00	3,150.00	3,150.00	0.00	0.00	Fees received for design checks. Alteration to access road, traffic signals and advanced warning signs. S278 agreement and technical approval pending. £3,150 engineering fees claimed.
PT/278/72	West Ruislip	R.A.F West Ruislip Design check on S278 Designs 38402/APP/2007/1072	30,500.00	30,500.00	12,500.00	0.00	12,500.00	18,000.00	0.00	Fees received for design checks. Pelican crossing and signals on Long Lane. S278 agreement and technical approval pending. Further £18,000 returnable deposit received to ensure reinstatement of temporary crossover on Alysham Drive. Spend towards engineering fees claimed.
PT/278/73	South Ruislip	R.A.F Northolt, South Ruislip/Main Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/2744	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	Fees received for design checks for proposed junction works and carriageway widening at Trout Road. S278 agreement and technical approval pending.
PT/278/75	Harefield	The Harefield Academy, Harfield 1109/APP/2006/825	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	Fees received for design checks. Alteration to Academy entrance and proposed zebra crossing. S278 agreement and technical approval pending. Fees received for design checks for pedestrian crossing.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements. S278 agreement.
PT/278/73/197 *62	Ruislip Manor	Windmill Hill Public House, Pembroke Road, Ruislip 11924/APP/2632	24,000.00	24,000.00	1,000.00	1,000.00	1,000.00	23,000.00	0.00	Fees received for design checks (£1,000). £23,000 received as a security deposit to ensure works are carried at to a satisfactory standard. £1,000 engineering fees claimed.
		SECTION 278 SUB - TOTAL	2,098,372.80	2,098,326.26	740,662.10	700,155.31	91,097.54	1,357,710.70	0.00	
		SECTION 106								
		PORTFOLIO: PLANNING AND TRANSPORTATION								

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A95/1043	339,111.08	339,111.08	0.00	0.00	0.00	339,111.08	0.00	The balance is for improvements to public transport serving the south side of London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum sought in determining any scheme. No time limits. BAA led proposal for upgrade of bus services serving the south side of Heathrow being discussed. S106 funding (from this case and PT/05/4b) would be used to pump prime these services with TfL taking on the costs once the available funding has been used. £210,000 allocated to enhancements to 350 and 423 bus services (Cabinet Member decision 21/10/09). Enhanced services commenced December 09.
PT/05/04b *2	Heathrow Villages	BA World Cargo / 50045A95/1043	406,331.57	406,331.57	173,645.35	173,645.35	0.00	232,686.22	0.00	The balance is for improvements to public transport serving London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/11/45	Harefield	Springwell Lane - Cycle Way / 6679/AZ/88/0897	3,283.20	3,283.20	2,121.57	2,121.57	0.00	1,161.63	0.00	Towards traffic calming in Springwell Lane. Funds earmarked/ committed towards traffic calming to benefit a cycle way. Delegated authority granted to advertise for 20m/hr speed zone. Works complete. Officers chasing confirmation of final s106 expenditure amount. Interest accrued. Unexpended funds at January 2011 to be returned to the owner.
PT/18/38B (See also E/25/38A) *33	Heathrow Villages	Former Aispeed House, Stanwell Road, Heathrow / 50395/A97/1297	138,068.30	138,068.30	62,912.71	62,912.71	0.00	75,155.59	0.00	For Public Transport Improvements (2 bus shelters & pedestrian crossing) Bus shelters and pedestrian crossing installed & funded by another authority/agency. Two alternative bus shelters provided by London Buses and LB Hounslow. S106 funds are not required. No other schemes required in accordance with terms for spend. Officers investigating options to pursue possible deed of gift for alternative scheme. Decision being sought as to way forward. Interest accrued. There are no time constraints upon the expenditure of the funds.
PT/21/39A	Uxbridge North	The Chimes - Supervision & TTS / 42966/AH/961862	112,591.63	112,591.63	110,426.22	110,426.22	0.00	2,165.41	0.00	£63,484.80 received for traffic signals - £62,591.63 has been paid, leaving £893.17 unspent for this purpose. £2,165.41 for engineering fees. Trees planted in the High Street near the Sony Shop but wrong species planted by developer's contractor. This issue prevented the Final Certificate being issued. The remaining supervision funds (£2,165.41) are earmarked for final inspection/ supervision. Trees planted and establishment period expired Spring 2008. £893.17 has been refunded and any remaining supervision and administration fee to be transferred to PT/44/03.

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			AS AT 31/12/09	AS AT 30/ 9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/24/55 (see E/08) *28	Pinkwell	Former Arlington Hotel, Shepiston Lane, Harlington - Highway Works 382/BH/97/07/14	23,639.34	23,639.34	0.00	0.00	0.00	23,639.34	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13.141K). Excess funds are to be refunded to the developer following the date of the Final Account. Conflict between works specified in agreement and works required in association with application for Harlington Community School Sports Centre (see PT278/51). Works (to right hand turn lane) have been carried out as part of the Harlington Community School development. Reasonable time for spend has elapsed. Officers investigating options to pursue possible deed of gift for alternative scheme.
PT/25/56 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/T97/0684	37,425.09	37,425.09	0.00	0.00	0.00	37,425.09	0.00	Highway improvements adjacent to the site. Legal advice stated that because of time that has elapsed, it would not be reasonable to proceed without Sainsbury's agreement. Officers investigating the potential to utilise these funds for traffic congestion mitigation at that junction to complement current works that have been commissioned for that location. A portion of land owned by Sainsbury's would need to be dedicated as public highway for the scheme to be feasible. Traffic congestion mitigation scheme is fully funded. Officers investigating whether improvements could be tied into 114 bus route project. Excess funds are to be refunded to the developer following the date of the Final Account.
PT/37/40B-C *53 (see: PPR/29)	Botwell	Land at Thorn EMI Complex - Highways Works & Environmental Improvements 51588/APP/2000/366&1418	559,443.43	559,443.43	372,015.36	372,015.36	0.00	187,428.07	0.00	Project 40B- Environmental improvements in Blyth Road. Funds committed to highways works on Blyth Road and subway CCTV. Unspent funds at 6 months of occupation to be refunded. Ongoing discussions with developers. Project 40C- Council's costs in the implementation, and supervision & administration fees related to the highway works. Unspent funds following final account to be refunded. Awaiting developer regarding implementation of phase 3 highways works.
PT/37/40E *47	Botwell	Land at Thorn EMI Complex - Parking 51588/APP/2000/366&1418	32,805.42	32,805.42	0.00	0.00	0.00	32,805.42	0.00	Project 40E - £30,000 received for controlled parking in Blyth Road area. There are no immediate plans to consult with the residents of the area around Blyth Road on the introduction of a residents parking scheme. These funds may be required to address additional parking pressure on the surrounding residential roads once the development has been completed and is fully occupied. Officers continue to monitor the parking situation. Unspent to be refunded 5 years following implementation (date yet to be confirmed).
PT/37/40F	Botwell	Land at Thorn EMI Complex. 51588/APP/2000/366&1418	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	Funds received towards the funding of environmental improvements in Dawley Road (to include pedestrian safety). Unspent funds to be returned within 5 years of implementation (Jan 2013). Officers investigating alternatives.
PT/41/94A (See also E/29) *19	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline)	9,794.97	9,794.97	0.00	0.00	0.00	9,794.97	0.00	£8,333.34 received on 17 February 2003 as a capital contribution towards improved public transportation in the area of Yiewsley. £934.14 is interest accrued. If planning permission is implemented within 5 years of the grant there are no time constraints on the spend. Planning permission yet to be implemented. Officers investigating whether funds should be returned considering planning permission has expired.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/41/94B	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley 54822/APP/2003/718 (full)	4,922.23	4,922.23	0.00	0.00	0.00	4,922.23	0.00	Received as a contribution towards public transport initiatives in the Borough. Officers have investigated findings of a freight study in Horton Road but are unable to use funds. TfL have been notified of availability of funds. Unspent funds by 17 February 2010 to be returned. Funds now earmarked for transport initiatives associated with Yiewsley West Drayton Town Centre improvements. Scheme began on site Feb 2010 (see PPR26/84).
PT/41/94C *19	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline)	5,883.03	5,883.03	0.00	0.00	0.00	5,883.03	0.00	Received as a contribution towards planting and offsite maintenance of landscaping on the 'Landscaping Land'. If planning permission is implemented within 5 years of the grant there are no time constraints on the expenditure of funds. Planning permission yet to be implemented. Officers investigating whether funds should be returned considering planning permission has expired.
PT/42/41	Heathrow Villages	Temp Stockpiling at Redfont Court. 47853/SPP/2003/113	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	£50,000 for landscape enhancement on specified land around the development. Unexpended funds at 19 June 2006 were to be repaid to the developer. Following consultations with BAA it has been agreed to spend the funds as part of the Colne Valley project. Deed of variation has been secured to remove time limits.
PT/44/03	Various	S278 Surplus	157,291.81	157,291.81	85,933.82	85,933.82	0.00	71,357.99	0.00	Income is from underspends on s278 projects where surplus funds do not have to be refunded. First priority for use of funds is to address otherwise irresolvable deficits from overspent projects. £322.14 income from PT/278/26/127 has been transferred back. A further £1,391.64 transferred to reconcile overspend on PT/278/26/127. £1,945.35 used towards zebra crossing scheme at PT/105/175B.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/54/21D	Botwell	Former EMI Site, Dawley Road - HGV Signage 6198/BS/98/1343	39,738.91	39,738.91	33,670.04	33,670.04	2,261.66	3,807.21	0.00	£15,000 for HGV signage in the area - officers working towards developing a scheme. Officers have carried out a Freight Audit of the area and secured funding from TfL for HGV route signs. Subject to Cabinet Member approval, the £15,000 to be pooled with TfL funding to implement a comprehensive HGV route signage scheme. Directional signage scheme approved and officers implementing the scheme in accordance with the £15k allocation. No time constraints. Scheme implemented Jan 09. Spend towards design and implementation of new signage.
PT/57/21C (see: EY/35 & E/18)	South Ruislip	Carmichael Close, Ruislip - Highway Works / 55898/APP/2000/2736	1,371.00	1,371.00	1,371.00	1,371.00	0.00	0.00	0.00	For highway improvements including a temporary waiting scheme. Designs received from HEC - currently looking at feasibility. Unexpended funds after 5 years of the sale/renting of the last housing unit (30 July 2008) to be repaid to the developer. No progress due to uncertainties associated with proposed development at RAF Northolt. RAF Northolt application approved which if implemented will include these highways works enabling these funds to be returned. Interest accrued. Expenditure is on HEC designs. TfL have requested revisions. Revised detailed design for the new signalised junction agreed. Officers to seek an alternative scheme to be the basis for a gift funding request if appropriate. Request declined. Funds including interest returned.

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			AS AT 31/12/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/61/89B (see: E/95)	West Drayton	LHR Training Centre, Stockley Close / 51458/97/1537	25,000.00	0.00	25,000.00	0.00	25,000.00	0.00	£25,000 for improvements at the junction of Stockley Road & Stockley Close / Lavender Rise, West Drayton. Scheme provided using TfL funding. Further improvements to area have been implemented as part of the MOD development. Funds to be held as contingency for any works required to the junction arising out of the MOD development. No time constraints.
PT/65/74A (see EYL/40, E/20 & E/21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	17,871.38	18,893.88	0.00	1,022.50	0.00	Street lighting according to the agreement drawing. No time constraints. Expenditure due to commencement of project for street lighting on Redford Way at Johnson's Yard. Columns & lanterns installed and working. Unable to install column in footpath leading to the high Street. Last column installed. Connection by Southern Electric were programmed for July 07. Columns all connected but require painting. Officers chasing painting contractor to progress. Painting completed - final invoices paid. Final balance to be confirmed after closure of 08/09 financial year accounts.
PT/68/96A	Uxbridge North	Land at Sanderson Site and Braybourn - Tramway feasibility, resident parking scheme / 35347/APP/2000/1294 & 1296	43,481.32	24,991.85	43,481.32	0.00	18,489.47	0.00	£80k received for feasibility work to be carried out into the possible provision of a tramway, increased restrictions in favour of residential car parking, other relevant transport initiatives, and associated training initiatives (40k transferred to PPR/30 for Stockley Academy Adult Training Scheme). Funds were spent on the extension of Uxbridge North Parking Management Area which has been completed. Balance allocated towards Uxbridge Station access improvements. No time constraints. Funds now earmarked towards improvements to Bakers Yard, pending a review by TfL.
PT/71/99	Uxbridge South	UB1 Vine Street Uxbridge 11005/AG/97/360	250,000.00	237,552.88	167,952.23	77,636.15	12,447.12	0.00	To facilitate enhancements of the Old Uxbridge Conservation Area and the Town Centre - committed to Windsor Street scheme. Consultations undertaken. High St works programmed to be implemented late 2006 - complete. Further consultations for Windsor Street, Granges Yard and Market Square completed and Cabinet Member approval received for scheme to include resurfacing, plaques, signage and parking. -Works programmed for summer 09/10 financial year to spend this balance and the balance at PT/96/164. No time constraints. Scheme in progress: phase 1 completed November 09. Works progressing on site, Phase 2 to be completed by March 2010.
PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood/ 26900L/99/1077	35,253.56	1,097.00	537.00	560.00	34,156.56	0.00	To provide a speed camera, anti-skid surface and associated road markings in Ducks Hill Road. Speed camera cannot be installed in this location, as the accident rate in this location is below the threshold established by TfL. Deed of variation not required. Site included in vehicle activated sign (VAS) forward programme. Officers looking into feasibility of 'Driver Feedback Sign'. Implementation due Spring 2007, subject to feasibility. Quotes being sought with the view to possible purchase of signs. Interest accrued. No time constraints. Utilities works completed Nov 08. Anti-skid can be implemented following 3 months after completion of utilities works. Scheme programmed for implementation April/May 2010.

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			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PT/77/123	Yeading	Grand Union Village, Ruislip Road, Southall/ 327/APP/2000/2106	51,036.05	51,036.05	51,036.05	11,770.75	39,265.30	0.00	0.00	Public transport or highways improvements which relate to the development in the surrounding area. Allocated for highways works in the area (priority to Teardrop Roundabout and local residents, some amended proposals have been tabled by residents and further investigations were undertaken. A scheme has been agreed in principle with the Ward Councillors and the Residents' Association and this will be reviewed with the Cabinet Member to seek his approval. Work completed July 2008. Scheme complete, remaining funds allocated to programme of highway improvements in vicinity of Broadmead Road. Funds unspent as at 13 October 2009 to be refunded. Scheme completed September 09. Available financial commitment: £25K received November 2004 for Part B Highways Works to be undertaken by Council and consisting of improvements at junction of Sanderson and Oxford Roads. Preliminary designs have been drawn. Preliminary estimates have been provided. TIL have appointed a consultant through their bus route flagship programme to investigate the system of nodes at Manjacks, Cedars and Sanderson Road & Oxford Road. Draft report received. Still await final report. TIL to programme implementation following receipt of the final report. Due to the approaching deadline for spend officers looking into any elements that could be addressed at an early stage. Discussions with TIL continuing. Interest accrued. Funds not spent by November 2009 to be returned to developer. Works completed October 09. Awaiting
PT/78/10B (See also PT/78/55)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	27,986.49	27,986.49	20,990.65	1,855.00	0.00	6,995.84	0.00	No time constraints. Officers looking into project for spend of balance at junction of Packet Boat Lane & Cowley High Street. Cabinet Member for P&T concerned with affect of proposal and blind road bend heading towards Uxbridge. Funds to be held until sight lines are resolved.
PT/80/112 (formerly PT/78/05)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref: 1197 (various applications)	47,774.85	47,774.85	2,228.56	2,228.56	0.00	45,546.29	0.00	Highway Works for alternative traffic management on Waterloo Road. No time limits. Cabinet Member for Planning & Transportation has approved use of funds to extend the Uxbridge South Parking Management Scheme approved. Implementation occurred in the Autumn. £11k spend on Waterloo Road from the Parking Revenue Account to be recharged to this case for next quarter. Recharge completed.
PT/82/114 (formerly PT/78/23)	Uxbridge South	Waterloo Road, Uxbridge - Highway Works / 332BD/99/2069	13,169.44	13,169.44	11,577.00	11,577.00	0.00	1,592.44	0.00	Initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at Hillington Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road to be transferred from PT/78/44 and held as security for Brunel to implement the footpath works as above. £1,760 spend towards monitoring Landscape management Plan.
PT/84/87B-D (Formerly part of PT/78/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	14,795.29	14,795.29	1,760.00	1,760.00	0.00	13,035.29	0.00	£3,000 + interest for monitoring of landscape management plan (87B). £10,000 + interest for monitoring of green travel and public transport obligations (87D), and £200 + interest initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at Hillington Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road to be transferred from PT/78/44 and held as security for Brunel to implement the footpath works as above. £1,760 spend towards monitoring Landscape management Plan.

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PT/88/140 B	Pinkwell	MOD Records Office, Stockley Road, Hayes - Offsite Footpath 18399/APP/2004/2284	3,207.23	3,207.23	0.00	0.00	0.00	3,207.23	0.00	£3,000 is the of-site public footpath contribution for the provision of a footpath in the location specified in the legal agreement. Work to commence following completion of construction phase of the development which is underway. Unspent funds to be repaid following 7 years of receipt (i.e. 14 October 2012).
PT/88/140C *38	Pinkwell	MOD Records Office, Stockley Road, Hayes - Public Transport 18399/APP/2004/2284	754,743.82	754,743.82	2,392.75	2,392.75	0.00	752,351.07	0.00	Funds received as first and second instalments (plus indexation payment) of the public transport contribution to enhance the level of public transport to and from the area of the development site. Discussions with TfL expected in Spring regarding bus route funding. TfL has been approached with regard to extending the U4 bus route. TfL has advised that if feasible a scheme could be implemented once development of the housing units are complete and estate roads are adopted expected in 9 months time. Double yellow lines required for bus route through site. TMO approved TfL in consultation with developer regarding location of bus shelter. Unspent funds to be repaid following 7 years of receipt (i.e. 14 October 2012 for 1st instalment, 19 March 2014 for the 2nd instalment and 30 April 2015 for the 3rd instalment). All funds now received. Spend this quarter towards fees and executing TMO.
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	73,774.40	73,774.40	0.00	0.00	0.00	73,774.40	0.00	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads utilised within the residential part of the development. There are currently no plans to consult with residents of the area on a Parking Management Scheme. However, any resident objections to increases in commuter parking on residential roads generated by the MOD development may give reason to spend these funds. Officers continue to monitor the parking situation. Funds must be spent within 7 years following date of receipt i.e. 11/12/2013.
PT/81/142A	Northwood	3 Reginald Road, Northwood 58866/APP/2005/1087	1,049.35	1,049.35	0.00	0.00	0.00	1,049.35	0.00	For the introduction and maintenance of white lines on the highway adjacent to the development. Funds not spent within 7 years of receipt of PO1 Form to be refunded. Scheme completed and final invoices received. Expenditure charged to non-s106 code. Officers investigating whether spend can be recharged.
PT/82/154	Pinkwell	5, 7, 7a & 10 Westlands Industrial Estate 1902/APP/2005/2370	41,527.00	41,527.00	0.00	0.00	0.00	41,527.00	0.00	Funds received for cycle network improvements. Cycleway and local safety scheme identified for the junction of Station Road and North Hyde Road. Entire scheme now to be funded TfL. Officers looking into alternative options. Interest bearing account, funds must be spent within 7 years following date of receipt i.e. 06/12/2013.
PT/83/147C	West Drayton	DERA Site, Kingston Lane, West Drayton - Traffic Calming 48658/APP/2002/3012	20,660.46	20,660.46	0.00	0.00	0.00	20,660.46	0.00	To be applied towards traffic calming measures in Kingston Lane. Traffic calming measures are already in place in Kingston Lane. Officers are investigating options for spend within the terms of the legal agreement in combination with funds at PT/93/147D. Funds not spent by 19 February 2014 are to be refunded.

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PT/93/147D	West Drayton	DERA Site, Kingston Lane, West Drayton - Cycle Network 45658/APP/2002/3012	33,056.72	33,056.72	0.00	0.00	0.00	33,056.72	0.00	To be applied towards the cycle improvements for the London Cycle Network including such works for the Heathrow to Hillingdon Hill cycle way adjacent to the Land. Officers are investigating options for spend within the terms of the legal agreement in combination with funds at PT/93/147C. Funds not spent by 19 February 2014 are to be refunded.
PT/95/161A	West Drayton	Former Honeywell Site, Trout Road, West Drayton - Footpath 335/APP/2002/2754	18,155.95	18,155.95	0.00	0.00	0.00	18,155.95	0.00	To be applied towards the provision of a footpath from the site crossing over the Grand Union Canal along Trout Road to the High Street. Unexpended funds after 7 years of receipt (31 January 2014) are to be refunded including interest. Funds to be held until outcome of Tesco site determined.
PT/96/164	Uxbridge South	36-38 Windsor Street (Westcombe House), Uxbridge 13544/APP/2005/31	10,516.65	10,516.65	3,753.58	3,753.58	0.00	6,763.07	0.00	For environmental enhancement on Windsor Street and the surrounding area. Funds not spent by 1 April 2014 are to be refunded. See updates on PT/71/99. Spend towards purchase of benches and information boards.
PT/97/169A	Uxbridge South	Colham House Taxi Rank Relocation 27298/APP/2006/875	15,000.00	15,000.00	6,038.40	5,182.65	6,038.40	8,961.60	0.00	Funds received for the relocation of the black cab taxi rank from Bakers Yard. Alternative taxi rank proposal advised in the London Gazette. Cabinet Member report prepared to consider merits of implementing proposal. Taxi rank relocation agreed for implementation (Cabinet Member approval received July 2008). Taxi rank changes implemented July 09. Funds not spent by July 2012 are to be returned.
PT/98/169B	Uxbridge South	Colham House Footpath Repaving 27298/APP/2006/875	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	Funds received for footpath repaving within the immediate vicinity of the site. Funds not spent by July 2012 are to be returned. Officers looking into scheme of improvements for Bakers Yard.
PT/99/169C	Uxbridge South	Colham House Kerb Alignment 27298/APP/2006/875	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received for the kerb realignment within the immediate vicinity of the site. Funds not spent by July 2012 are to be returned. Officers looking into a scheme of improvements in Bakers Yard.
PT/100/169D	Uxbridge South	Colham House Side Alley Resurfacing 27298/APP/2006/875	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the resurfacing of the side alley located immediately adjoining the site. Funds not spent by July 2012 are to be returned. Officers looking to include funding as part of a scheme of improvements for Bakers Yard.
PT/101/170A	Uxbridge South	11 - 21 Claydon Road, Hayes 56840/APP/2004/630	30,527.21	30,527.21	0.00	0.00	0.00	30,527.21	0.00	Funds received for parking management in the area. Funds held to be used in combination with those at case ref. PT/37/40E should any scheme be required. Funds not spent by 31 August 2014 are to be refunded.
PT/102/161D	Yiewsley	Honeywell Site, Trout Road Yiewsley 335/APP/2002/2754	154,302.99	154,302.99	0.00	0.00	0.00	154,302.99	154,302.99	Funds received for public transport and community facilities initiatives. Funds not spent by 20 September 2014 are to be repaid.
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62380/APP/2006/2942	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	Funds received for the West Drayton to Heathrow Cycle Scheme. Funds not spent by 16 November 2015 are to be repaid.
PT/104/147H	West Drayton	DERA Site, Kingston Lane, West Drayton 45658/APP/2002/3012	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the installation and maintenance of CCTV cameras on the site as specified in the relevant planning permission. Cameras to be installed by the developer. Funds to be retained as security. No time constraints.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
PT/106/149E	Hayes	Hayes Goods Yard 10057/APP/2005/2996 & 2999	AS AT 31/12/09 119,402.15	AS AT 31/12/09 0.00	AS AT 30/9/09 0.00	To 31/12/09 0.00	AS AT 31/12/09 119,402.15	AS AT 31/12/09 0.00	Funds received towards enhancements to the London Cycle Network, route 88A or any other cycle route that is likely to be used by the occupiers of the development. Funds to be spent by Oct 2015.
PT/107/149F	Hayes	Hayes Goods Yard 10057/APP/2005/2996 & 2999	132,209.06	0.00	0.00	0.00	132,209.06	0.00	Funds received for improvements to pedestrian & cycleway linkages between the site & Botwell Green, or environmental improvements to Botwell Green as agreed with the owner. Funds must be spent or returned by Oct 2015. Officers looking into whether any schemes at Botwell Green can utilise these funds in conjunction with funds held at CSL/3/1401. Funds allocated to the construction of a new footpath link at Botwell Green (Cabinet Member decision).
PT/108/155E	West Drayton	Former RAF Porters, West Drayton. 5107/APP/2005/2082	1,000.00	0.00	0.00	0.00	1,000.00	0.00	Funds received to provide a local walking bus scheme. Funds to be spent within 3 years of receipt (Jan 2012)
PT/109/194A	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge. 18732/APP/2006/1217	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received towards street lighting in the vicinity of the site. No time limits. Funds earmarked towards a lighting scheme for the public footpath which runs adjacent to the site.
PT/110/198B *61	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	14,240.00	0.00	0.00	0.00	14,240.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the travel plan. To be refunded after 10 years.
PT/111/204A *63	Uxbridge	106, Oxford Road, Uxbridge. 26198/APP/2008/2338	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel Plan Bond received to ensure compliance by the tenant of its monitoring and reporting obligations in accordance with the travel plan. Returnable.
PT/112/204A	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	7,502.15	0.00	0.00	0.00	7,502.15	0.00	Contribution towards improvements to the London cycle network within a radius of 1500m of the site. Funds to be spent by September 2013
PT/113/198C	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	24,410.43	0.00	0.00	0.00	24,410.43	24,410.43	Contribution towards the provision of public transport improvements in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
		PLANNING & TRANSPORTATION SUB - TOTAL	4,231,967.03	1,225,647.83	1,093,968.82	125,761.51	3,030,729.63	178,713.42	
		PLANNING & TRANSPORTATION TOTAL	6,330,293.29	1,966,309.93	1,794,124.13	216,859.05	4,388,440.33	178,713.42	
PORTFOLIO: CULTURE, SPORT AND LEISURE									
CSL/1/13 (formerly EYL/15/13)	Townfield	Sainsbury-Minet D. / 40601H/91/1970	1,433,000.00	1,432,700.15	1,432,700.15	0.00	299.85	0.00	The balance is committed to providing secure parking and perimeter fencing at Minet Country Park in accordance with the agreement. Work undertaken in parallel with Goals 5 a side development. Work complete. Funds allocated to gating on perimeter fencing. There are no time constraints for expenditure. Remaining funds spent towards movable barriers. Awaiting financial completion.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
CSL/2/147E	West Drayton	DERA Site, Kingston Lane, West Drayton - Community Facility 45658/APP/2002/3012	94,015.15	94,015.15	0.00	0.00	0.00	94,015.15	0.00	To be applied towards communal facility improvements in the West Drayton area and which will benefit the occupiers of the Development. £151,786.77 transferred to EYL/77/147F as they were received for school places and were originally allocated to this case reference erroneously. Funds not spent by 19 February 2014 are to be refunded. Officers looking to commit these funds to the West Drayton Youth Centre expansion. Funds allocated to the "Skidz" project at West Drayton Young People's Centre (Cabinet Member decision 21/10/09).
CSL/3/140I	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	69,189.85	69,189.85	0.00	0.00	0.00	69,189.85	0.00	To be applied towards the provision or improvement of community facilities (but not including open space and recreation facilities) at Botwell Green and/or any other location within the area of the Development. Officers looking into whether any schemes at Botwell Green could potentially draw upon these funds. Unspent funds to be repaid following 7 years of receipt (i.e. 3 January 2014) including interest. Funds allocated to the construction of the new Community Leisure Centre at Botwell Green. (Cabinet Member decision 21/10/09).
CSL/4/152A (Formerly: PPR35)	Brunel	Middlesex Lodge, 189 Harrington Road, Hillingdon 12484/APP/2005/1791	20,629.80	20,629.80	0.00	0.00	0.00	20,629.80	0.00	Funds received to provide for Community Facilities that are likely to be used by residents of the development. No time constraints on the expenditure of funds. Funds allocated to the construction of the new Community Leisure Centre at Botwell Green. (Cabinet Member decision 21/10/09).
CSL/5/184A	West Ruislip	31-46, Pembroke Road, Ruislip 59816/APP/2006/2896	49,601.53	49,601.53	0.00	0.00	0.00	49,601.53	0.00	Funds have been allocated to the dining centre for Northwood and Ruislip elderly persons association. Funds not spent by 1/07/2015 to be returned.
CSL/6/189A	Ruislip	30 Kings End, Ruislip. 46239/APP/2006/2165	7,674.48	7,674.48	0.00	0.00	0.00	7,674.48	0.00	Towards the provision of community facilities in the immediate vicinity of the land. No time limits. Earmarked towards Manor Farm Library. Subject to formal
CSL/7/195A	Ruislip	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2494	9,578.00	9,578.00	0.00	0.00	0.00	9,578.00	9,578.00	Funds received towards the improvement of community facilities in the vicinity of the site. No time constraints on the expenditure of funds.
CSL/8/194B	Uxbridge	Frays Adult Education Centre, Hatfield Road, Uxbridge. 18732/APP/2006/1217	24,050.00	24,050.00	0.00	0.00	0.00	24,050.00	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Funds allocated towards the construction of the new Community Leisure Centre at Botwell Green. (Cabinet Member decision 21/10/09).
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	0.00	0.00	0.00	9,338.43	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Earmarked towards Manor Farm Library. Subject to formal allocation of
CSL/10/200B	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,200.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00	Funds received towards improvements to nearby community facilities. Earmarked for Library-Expansion Programme-Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal
CSL/11/205B	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	277,131.54	277,131.54	0.00	0.00	0.00	277,131.54	0.00	Contribution towards the provision or improvement of leisure, youth and/or cultural services within Eastcote and East Ruislip ward boundary. Funds to be spent by September 2014. Earmarked towards Highgrove pool improvement programme. Subject to formal allocation of funds.
		CULTURE, SPORT AND LEISURE SUB - TOTAL	1,999,408.78	1,999,408.78	1,432,700.15	1,432,700.15	0.00	566,708.63	9,578.00	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
EYL14/75	Heathrow Villages	Land at 78-84 The Crescent, Harlington / 46970/APP/1999/2169	21,972.07	21,972.07	21,639.90	21,639.90	0.00	332.17	0.00	Interest accrued. Allocated to Pinkwell Primary School expansion: feasibility study commissioned. No time constraints. Expenditure of £21,639.90 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds.
EYL19/44	Harefield	The Springs, Springwell Lane, Rickmansworth / 6679/AZ/98/0897	32,595.93	32,595.93	0.00	0.00	0.00	32,595.93	0.00	Towards the provision of primary school places in Harefield. Earmarked for a nursery scheme at Harefield Infants School. Interest accrued. Unexpended funds by January 2011 to be repaid to the developer.
EYL29/54	Pinkwell	Hyde House, Newhaven Close, Hillingdon 2306/SPP/2002/238	37,257.94	37,257.94	36,836.02	36,836.02	0.00	421.92	0.00	For primary school places in the Hayes/Harlington area. Interest accrued. Allocated to Pinkwell Primary School expansion: feasibility study commissioned. Expenditure of £27,486.48 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds. No time constraints.
EYL30/30	Yiewsley	Former Bridge Works, Bentinck Road W/D / 20610/APP/2002/2407	161,898.00	161,898.00	0.00	0.00	0.00	161,898.00	0.00	161,898.00 contribution for the provision of secondary school places in the West Drayton/Yiewsley area. No LEA Secondary school in West Drayton. Now allocated to primary school expansion in West Drayton by way of re-imburement - i.e. it can be demonstrated that equivalent funding from the Council had been spent to provide sufficient secondary school places at Stockley Academy (the nearest secondary school). Time constraint no longer applicable.
EYL38/104 see: PT278/22	West Drayton	Defence Research Agency, West Drayton - New Nursery & W Drayton Primary School Improvements / 49542P/98/1509	394,890.45	394,890.45	389,607.96	389,607.96	0.00	5,282.49	0.00	Nursery construction and school improvements at West Drayton Primary School. Earmarked for West Drayton area primary expansion. No time constraints.
EYL39/65A	Harefield	Land at North Works, Summerhouse Lane, Harefield 201/AJ/98/2472	121,675.43	121,675.43	102,605.08	102,605.08	0.00	19,070.35	0.00	Primary School places in Harefield (103K). Funds spent on the Hillingdon Rising Fives Programme at Harefield Infant and Junior School. 5k spent towards CCTV at Harefield Primary with additional match funding of £10,000 from the £250,000 capital funds (see Cabinet Lead Member report March 2004). No time constraints. Balance allocated to proposed refurbishment of Harefield Nursery.
EYL43/67	Townfield	Herne House, Church Walk, Hayes 15405/APP/2003/188	67,843.93	67,843.93	46,354.68	46,354.68	0.00	21,489.25	0.00	Educational places and facilities in the area. Unspent funds 7 years from notice of implementation (not received) to be refunded. Notice of implementation requested from the developer. Interest accrued. Allocated to the Pinkwell Primary School expansion project. Expenditure of £46,354.68 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds.
EYL44/81	Heathrow Villages	339-353 High Street, Harlington 53740/APP/99/310	19,253.00	19,253.00	0.00	0.00	0.00	19,253.00	0.00	For primary school places in the Hayes & Harlington area. No time constraints. Interest accrued. Allocated to Pinkwell Primary School: feasibility study commissioned.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
EYL66/144	Northwood	68 Ducks Hill Road 11900/APP/2005/1067	183,044.65	183,044.65	99,819.57	99,819.57	0.00	83,225.08	0.00	Towards the costs of providing primary and secondary school places in the Borough. No time constraints. £16,400 spent on Ruislip High School. £75,852.85 spent towards Ruislip High School costs. Earmarked for Primary School expansions in north Ruislip/Northwood areas. Further £1,423 spent towards Ruislip High School. £5,000 spent towards Sacred Heart Primary School modernisation.
EYL67/145	West Drayton	6A Swan Road West Drayton 9037/APP/2005/2945	21,928.87	21,928.87	0.00	0.00	0.00	21,928.87	0.00	Towards the costs of providing primary and secondary school places in the Borough. Earmarked for West Drayton area primary expansion. No time constraints.
EYL71/55B	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	953,668.35	485,861.35	485,861.35	485,861.35	0.00	467,807.00	467,807.00	First contribution received as a third of the total education contribution. To be used solely for the purpose of funding additional places at primary and/or secondary schools within a three mile radius of the site. Earmarked for West Drayton area primary expansion. Funds to be spent within three years of receipt i.e. first contribution spent by 05/12/2009. £465,861.35 spent towards Uxbridge High School construction project. £20,000 spent towards Longmead Primary School expansion. Second contribution (£467,807.00) received towards the same purpose.
EYL74/158	Botwell	29 Dawley Road, Hayes 11280/APP/2005/678	14,543.00	14,543.00	0.00	0.00	0.00	14,543.00	0.00	Towards the costs of providing primary and secondary school places in the Borough. Earmarked for Pinkwell classrooms. No time constraints.
EYL76/163	West Drayton	18a Colham Ave, West Drayton 29679/APP/2006/1048	18,939.00	18,939.00	8,826.00	8,826.00	0.00	10,113.00	0.00	To be applied towards primary and secondary school places within 3 miles of the development. £10,113.43 is earmarked for West Drayton area primary expansion. No time limits. Remainder to be used at Uxbridge High School modernisation. £8,826 spent towards Uxbridge High School construction project.
EYL78/161B (see also: EYL86/161B)	West Drayton	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	243,320.37	243,320.37	186,447.40	186,447.40	0.00	56,872.97	0.00	25% of the total education contribution to be applied towards the provision of new school places and the improvement of existing education facilities at all primary schools within the Yiewsley, West Drayton and Cowley area and secondary schools within 3 miles of the site. Funds earmarked for West Drayton area primary expansion. Unexpended funds after 7 years of receipt are to be refunded (31 January 2014) including interest. £186,447.40 spent towards Longmead Primary School expansion.
EYL79/140G	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes (Kings Oak) 18399/APP/2004/2284	791,811.37	791,811.37	0.00	0.00	0.00	791,811.37	0.00	To be applied towards the costs of providing educational places at any local educational facilities within a 2 mile radius of the development for primary and a 3 mile radius in relation to secondary. Earmarked for Pinkwell classrooms. Funds not spent by 1 February 2014 are to be repaid.
EYL80/165	Yiewsley	Land Rear of 4-20 Acacia Avenue, Yiewsley 39054/APP/2004/2894	78,701.05	78,701.05	39,350.50	39,350.50	0.00	39,350.55	0.00	To be applied to the provision of additional and improved educational facilities within a three mile radius of the Land to accommodate the child yield arising from the Development. Earmarked for West Drayton area primary expansion. Funds not spent by 1 May 2014 are to be repaid. £39,350.50 spent towards Longmead Primary School expansion project.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
EYL84/149B	Botwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	550,559.37	550,559.37	0.00	0.00	0.00	550,559.37	0.00	For the provision of educational places in the Borough as necessitated by the development. Funds not spent by 1 August 2012 are to be repaid. Second contribution (£240,000) and additional contribution (£44,314) received towards the same purpose. Second contribution to be spent by June 2016. Earmarked for Pinkwell expansion.
EYL85/170B	Botwell	11-21, Clayton Rd. Hayes 56840/APP/2004/630	100,370.26	100,370.26	0.00	0.00	0.00	100,370.26	0.00	For the provision of educational places within the area. Funds not spent by 31 August 2014 are to be repaid. Earmarked for Hayes area Primary School expansions.
EYL86/161B (See also: EYL78/161B)	Yiewsley	Honeywell Site, Trout Rd., Yiewsley 335/APP/2002/2754	777,504.14	777,504.14	527,504.00	527,504.00	0.00	250,000.14	0.00	For the provision of new school places and the improvement of existing education facilities at all primary schools within the Yiewsley, West Drayton and Cowley area and secondary schools within 3 miles of the land. Funds not spent by 20 September 2014 are to be repaid. 57% of the total Honeywell education contributions of £1m were sought for Primary school places within the Yiewsley, West Drayton and Cowley. The remaining unallocated can be earmarked for the Uxbridge High School project. £527,504 spent towards Uxbridge High School construction project.
EYL87/143B	Harefield	Dairy Farm, Breakspear Rd, Harefield 27314/APP/2005/844	103,122.52	103,122.52	74,935.52	74,935.52	0.00	28,187.00	28,187.00	For the provision of educational places in the Borough. Funds not spent by 25 August 2014 are to be repaid. Earmarked for primary School expansions in north Ruislip/Northwood areas. Funds spent towards Sacred Heart Primary School modernisation. Further £28,187 received as an additional contribution for provision of educational places in the borough. No time limits on spend.
EYL90/178A	Botwell	88-95, Botwell Crescent, planning ref. 33623/APP/2004/2343	26,294.63	26,294.63	0.00	0.00	0.00	26,294.63	0.00	Monies received for works at Roseade College, Hayes. For the provision of additional and improved education facilities to accommodate child yield arising from the development. No time limit on spend.
EYL91/179A	Botwell	555-559 & 10 51-553 Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	77,928.00	77,928.00	0.00	0.00	0.00	77,928.00	0.00	Funds received towards the costs of providing educational places within the borough. To be used for primary school expansions in the Hayes area. No time limit. Earmarked for Hayes area primary school expansions.
EYL94/186A	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	79,722.27	79,722.27	0.00	0.00	0.00	79,722.27	0.00	Funds received towards the cost of providing additional education facilities within the borough. Funds not spent by 20/04/2015 must be returned. Allocated to Longmead Primary School expansion West Drayton.
EYL100/191	Uxbridge	15, Fairfield Road, Uxbridge 59469/APP/2007/1756	7,721.62	7,721.62	3,559.06	3,559.06	0.00	4,162.56	4,162.56	Towards the provision of primary school places (£4,122.56) and secondary school places (£3,559.06) in the borough. No time limits. £3,559.06 spent towards Uxbridge High School construction project.
EYL102/196	Harefield	19, Vernon Drive, Harefield. 57498/APP/2008/3031	739.00	739.00	0.00	0.00	0.00	739.00	739.00	Funds received towards the provision of nursery school places in the Borough. No time limits.
EYL103/197A	Ruislip Manor	Windmill Public House, Pembroke Road, Ruislip. 11924/APP/2632	68,689.00	68,689.00	0.00	0.00	0.00	68,689.00	68,689.00	Funds received towards the provision of education facilities within the locality. Funds to be spent within 5 years of receipt (Feb 2014).
EYL104/194C	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	146,131.00	146,131.00	0.00	0.00	0.00	146,131.00	146,131.00	Funds received towards the cost of providing nursery school place (£34,160), Primary school places (£59,761), Secondary school places (£52,190) in the Borough of Hillingdon. No time limits.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
EYL105/199B	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	37,459.20	37,459.20	0.00	0.00	0.00	37,459.20	37,459.00	Funds received towards the cost of providing education places within the Borough. No time limits on spend.
EYL106/200A	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	3,519.00	3,519.00	0.00	0.00	0.00	3,519.00	3,519.00	Funds received towards improvements to nearby educational facilities arising from the needs of the development. No time limit on spend.
EYL107/201A	Hayes	360, Uxbridge Road, Hayes. 7517/APP/2007/188	77,414.00	77,414.00	0.00	0.00	0.00	77,414.00	77,414.00	Funds received towards nursery places (£2,291), primary school places (£40,108), and secondary school places (£35,015) within a 3 mile radius of the development. Funds not spent by June 2016 must be returned.
EYL108/202	Ickenham	179, Swakeleys Road, Ickenham. 52293/APP/2006/2360	8,037.00	8,037.00	0.00	0.00	0.00	8,037.00	8,037.00	Funds received towards the provision of additional or improved education facilities within a 3 mile radius of the site. No time limit on spend.
EYL109/206A	Yiewsley	111-117, High St, Yiewsley. 6948/APP/2007/1326	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds received for primary and secondary education facilities within the London Borough of Hillingdon in order to meet increased demand as a result of the development. Funds to be spent within 5 years of receipt (August 2014).
EYL110/205C	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	1,830,551.09	1,830,551.09	0.00	0.00	0.00	1,830,551.09	1,830,551.09	First and second installments towards the cost of providing educational places in or improvements to nursery, primary or secondary schools in the North Secondary Planning Area. Nursery (£421,026.76), primary (£750,525.95) and secondary (£658,998.39). Funds to be spent within 7 years of receipt of the first contribution (September 2016).
EYL111/207	Brunel	100-104, Harlington Road, Uxbridge. 33663/APP/2007/3721	5,247.60	0.00	0.00	0.00	0.00	5,247.60	5,247.60	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits.
EYL112/208	Northwood	10, Green Lane, Northwood 46543/APP/2005/2697	4,085.75	0.00	0.00	0.00	0.00	4,085.75	4,085.75	Funds received towards additional or improved education facilities in the Northwood area. No time limits.
		EDUCATION, YOUTH AND LEISURE SUB - TOTAL	7,093,438.86	6,616,298.51	2,023,347.04	2,023,347.04	0.00	5,070,091.82	2,707,029.00	
PORTFOLIO: FINANCE AND CORPORATE SERVICES										
		FINANCE & CORPORATE SERVICES SUB - TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PORTFOLIO: IMPROVEMENT, PARTNERSHIPS AND COMMUNITY SAFETY										
PPR05/33	Heathrow Villages	Blunts Field Training Programme, Bath Road / 45486/G/98/2296	67,268.95	67,268.95	67,042.69	67,042.69	0.00	226.26	0.00	Hotel Training Centre, Uxbridge College - pilot scheme successful. Ongoing programme being delivered. No time limit. Hotel & Hospitality training at Thames Valley University ongoing. Final payments to be recorded by the end of the financial year. Remaining balance is interest accrued. Invoice for £988.89 paid April 08. Invoice paid £264.60.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PPR07/15A	Uxbridge South	Land at Barnsfield Place, Uxbridge - Small Business Units / 43562/F/09/2018	155,237.58	155,237.58	155,237.58	50,404.68	154,062.59	0.00	0.00	To provide small business units throughout the Borough. Balance fully committed to provide match funding to create 16 affordable business studios for young entrepreneurs in Hayes. Hillingdon submitted a business plan to the London Development Agency (as part of Heathrow City programme) and has secured Stage 2 approval for £750,000 capital funding for the project. The planning application for the small business start-ups approved. Work started on-site 7th Jan 08 and due to complete early August 08. Final balance will be used towards revenue costs in first 5-years of operation. To be used by March 2011 or repaid to the developer. Business Units opened Nov 08. Spend of £60,216.56 from last quarter transferred to PPR10 to close account.
PPR09/42	Townfield	Abbeys Warehouse, Hayes / 49614B/96/110	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Employment training support associated with the Hayes Opportunity Centre. No time limit. Balance allocated for Hayes Partnership but not committed to a specific project. Officers looking into potential schemes. The Hayes Opportunity Centre did not materialise. A deed of variation required following agreement from owner before funds can be committed. A deed of variation is being sought with the view to allocating the funds to construction training. Awaiting confirmation from developer. No time constraints.
PPR10/16	Botwell	Land at Masterdrive Unit, Printing House Lane, Hayes / 45736/APP/2000/2577	88,166.56	88,166.56	88,166.56	88,166.56	60,216.56	0.00	0.00	The funds are intended for the accommodation of small business units in the Hayes area. Funds unspent seven years from the date of payment (October 2009) are to be refunded. Balance fully committed to provide match funding to create 16 affordable business studios for young entrepreneurs in Hayes. Funds fully spent towards this scheme. See PPR10/15A for the update on this project.
PPR26/84	Yiewsley	Land at Former Sadia Works, High St, Yiewsley / 41515/B/93/606	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Economic Development / Regeneration for industrial purposes of land in the Yiewsley, West Drayton and Heathrow area. No time limit. Officers have been working with West Drayton Town Centre Action group to identify options. Funds allocated as part of an environmental improvement package for West Drayton and Yiewsley Town centres and form part of the Council's new Town Centres initiative. Project targeted for 09/10 financial year. Scheme began on site Feb 2010.
PPR34/140D	Pinkwell	MOD Records Office Stockley Road, Hayes 18359/APP/2004/2284	80,180.72	80,180.72	62,016.42	62,016.42	0.00	18,164.30	0.00	For construction training in the Borough. Unspent funds to be repaid including interest following 7 years of receipt (i.e. 14 October 2012). Partly allocated for construction training at Uxbridge College. Launched in January 2008. The remaining balance is allocated towards 'Young Achievers in Construction' training programme for secondary school children. Construction training underway at Uxbridge College. Payments to be recorded during 08/09 Financial Year.
PPR36/153A	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 & 1437	26,750.00	26,750.00	3,250.00	3,250.00	0.00	23,500.00	23,500.00	For local employment training initiatives in the vicinity of the property. There are no time constraints upon the expenditure of the monies. £3,250 spent towards a Brunel run training course at Hayes titled 'Business skills for self employed Women'. Remaining balances earmarked for training initiatives delivered through children's centres. Second and final instalment (£13,500) received 21/10/08.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PPR/40/147G	West Drayton	DERA Site, Kingston Lane, West Drayton - Town Centre 45658/APP/2002/3012	69,212.52	69,212.52	0.00	0.00	0.00	69,212.52	0.00	To be applied towards the provision of town centre improvements within the West Drayton Town Centre. Funds not spent by 19 February 2014 are to be refunded. Funds allocated as part of an environmental improvement package for West Drayton and Yiewsley Town centres and form part of the Council's new Town Centres initiative. Project targeted for 09/10 financial year. Scheme began on site Feb 2010.
PPR/42/149C	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	80,162.75	80,162.75	15,000.00	15,000.00	0.00	65,162.75	0.00	Funds received for Construction Training in relation to the development. Funds allocated to a Junior Construction programme running from April 2008 to Sept 09. The Learning Skills Council have confirmed their match funding. Balance of £28,939.20 earmarked to pump-prime Construction Workplace Co-ordinator post (further funding for this post from PPR/43/169E £10K). Funds not spent by 1 August 2012 are to be repaid.
PPR/44/161E	Yiewsley	Honeywell Site, Trout Rd., Yiewsley 335/APP/2002/2754	18,512.00	18,512.00	0.00	0.00	0.00	18,512.00	0.00	Funds received as the Town Centre Improvement contribution. Allocated to West Drayton & Yiewsley town centre initiatives to be implemented in the 09/10 financial year. Funds not spent by 20 September 2014 are to be repaid. Scheme began on site Feb 2010.
PPR/45/186B	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	10,557.47	10,557.47	0.00	0.00	0.00	10,557.47	0.00	Funds received towards enhancements to the town centre of Yiewsley. Funds not spent by 20/04/2015 are to be returned. Funds allocated to the West Drayton & Yiewsley Town Centre Initiative. To be implemented in 09/10 financial year. Scheme began on site Feb 2010.
PPR/45/186E	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	15,836.21	15,836.21	15,836.00	15,836.00	0.00	0.21	0.00	Towards construction training in the borough. Funds not spent by 20/4/2015 are to be returned to the developer. Funds spent towards Apprenticeship Training Programme.
PPR/47/26A (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Harlington Station Improvements and associated interchange initiatives. Project on-hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits.
PPR/48/190c	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	Towards improvements to Uxbridge town centre. Funds not spent by 29/7/2015 are to be returned to the developer. Funds allocated towards footway and environmental improvements between The Pavilions and Belmont Road (Cabinet Member decision 9/11/09). Scheme in progress.
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	200,000.00	100,000.00	45,000.00	38,000.00	21,000.00	155,000.00	0.00	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. £24,000 spent towards skills programme to help long term unemployed as defined in agreement. Second instalment £100,000 received 11/2/09. Further spend towards rolling skills programme provided in conjunction with Uxbridge College.
PPR/50/193	Heathrow Villages	Hammondsworth Detention Centre 8190/APP/2008/1050	39,375.00	39,375.00	0.00	0.00	0.00	39,375.00	39,375.00	Towards construction training initiatives in the Borough. No time limits.
PPR/51/194F	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge. 18752/APP/2006/1217	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	Funds received towards the cost of providing construction training in the Borough. No time limits.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
PPR52/149G	Hayes	Former Hayes Goodyard site. 10057/APP/2005/2996&299	75,360.00	75,360.00	0.00	0.00	0.00	75,360.00	0.00	Funds received towards improvements to open space to the canal towpath opposite the site. Any remainder to be expended towards purchasing new equipment for the YMCA Youth Centre as necessitated as a result of the development. Funds not spent within 7 years (May 2016) to be returned.
PPR53/149H	Hayes	Former Hayes Goodyard site. 10057/APP/2005/2996&299	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Funds received towards the maintenance and operation by the Council of the station approach cameras.
PPR54/204B	Uxbridge	106, Oxford Road, Uxbridge. 26198/APP/2008/2339	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds received towards street scene improvements within the vicinity of the site. Funds to be spent by July 2014
PPR55/206B	Yiewsley	111-117 High St, Yiewsley. 6948/APP/2007/1326	10,713.00	10,713.00	0.00	0.00	0.00	10,713.00	10,713.00	Funds received for the provision of economic development training and employment facilities within London Borough of Hillingdon. Funds to be spent by August 2014.
PPR56/198D	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	12,205.22	0.00	0.00	0.00	0.00	12,205.22	0.00	Contribution towards the employment training initiatives promoted by the Council to encourage employment in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
		PERFORMANCE, PARTNERSHIPS & REGENERATION SUB - TOTAL	3,698,137.98	3,585,932.76	2,259,620.67	2,147,787.77	235,279.15	1,438,517.31	128,588.00	
PORTFOLIO: ENVIRONMENT										
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	44,626.45	38,118.45	27,318.52	14,929.97	0.00	Revenue cost (12K) spent. The balance is required for the establishment and management of a nature reserve on nearby land. Works identified and now awaiting quotations from contractors. Officers have liaised with London Wildlife Trust and contractors with regards to phasing of the works (access and conservation improvements) required to improve the nature reserve. Works have now been scheduled by the area officer. Spend towards tree works. Further spend towards footpath works. There are no time constraints upon the expenditure of the funds.
E/10/85 (see: PT/36)	Heathrow Villages	A4 Heathrow Corridor scheme - Match Funding for Heathrow Villages Chrysalis Projects	25,000.00	25,000.00	3,017.00	3,017.00	0.00	21,983.00	0.00	For Environmental Improvements on A4/M4 corridor. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/26/83. Trees are being scheduled for planting during the upcoming planting season. Officers chasing prices for other works. Spend reduced due to rectification of miscoding. No time constraints. A programme of works has been drawn up for this site. Works to start imminently.
E/13/21A (formerly PT/54/21A)	Botwell	Former EMI Site, Dawley Road / 6198/BS/98/1343	25,000.00	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	For environmental enhancement or town centre studies within the Hayes SRB Corridor, and/or occupier related training and recruitment within the same area. Funds were committed to the Botwell Green Bowling Club. Works completed, all invoices paid. Balance earmarked to Pinkwell Park improvements - see update on E/42/140J. No time constraints for expenditure.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
E/17/26D (see: PT/65 & PPR/18)	Botwell	Trident Site, Phase 3 Stockley Park - Lake Farm & Botwell Green Play Area 3/7977/P/94/335	AS AT 31/12/09 1,323,400.00	AS AT 30/9/09 1,323,400.00	AS AT 31/12/09 1,187,301.83	AS AT 30/9/09 1,187,301.83	To 31/12/09 276.00	AS AT 31/12/09 136,098.17	AS AT 31/12/09 0.00	Balance for Lake Farm. Friends of Lake Farm now agreed scope of works. Engineering Consultancy have been commissioned to commence works to enhancing slope of BMX track. Botwell Green Play area complete. See Cabinet report 18 December 2003. Spend due to engineering consultancy fees and drawings. Planning permission for skate park granted. Spend for consultancy fees preparing the tender document and CDM (Construction and demolition management preparation). No time limits.
E/21/74C (see: PT/65, EYL/40 & E/20)	Uxbridge North	Land at Johnson's Yard - Uxbridge TC CCTV 53936/APP/2002/1357	5,389.15	5,389.15	5,180.57	5,180.57	0.00	208.58	0.00	Funds received for the Uxbridge Town Centre CCTV Initiative. No time constraints. Improvement works completed April 2005. No additional works have been identified to date that would be in accordance with the terms of the legal agreement. Interest accrued.
E/22/97B (see: PT/69)	Botwell	Land at West Drayton Depot - Stockley Road West Drayton - Monitoring of Noise & Dust Emissions 2760/APP/2003/2816	5,622.02	5,622.02	354.45	354.45	0.00	5,267.57	0.00	Monitoring of Noise and Dust emissions. Interest accrued. Funds spent on noise and dust emissions monitoring. Unspent funds at 4 May 2011 to be refunded.
E/24/62 (See also PT/60 & PPR/23)	Brunel	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works) 51095/APP/2000/1004	14,368.39	14,368.39	9,277.71	5,276.45	9,277.71	5,090.68	0.00	Towards Uxbridge/Cowley Initiative. Allocated to Air Quality Action Plan projects. This is a portion of a £30k contribution to be applied towards all or some of 4 different project areas. £1k income transferred to PPR/23. Interest accrued. No time constraints. Spend towards operation of air quality monitoring stations in the borough.
E/26/93 (Formerly PT/33)	Heathrow Villages	H.S.A Land, Bath Road 41687/S/98/16	12,396.46	12,396.46	8,441.07	8,441.07	0.00	3,955.39	0.00	Available for Environmental Improvements in Bath Rd area. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/10/85. See update at E/10/85. Interest accrued. No time constraints. Spend towards tree planting.
E/28/71 (Formerly PT/40)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C/92/787	12,692.00	12,692.00	267.81	267.81	0.00	12,424.19	0.00	Landscaping works (£2.69K). Limited to specific area of land. Delays caused by land being in Stockley Park Consortium ownership. Green Spaces team is looking into the potential for a scheme within the parameters of the legal agreement. Site overgrown preventing planting trees in preferred location. The trees officer has suggested two locations on the site where they could be planted instead. Officers currently considering feasibility. No time constraints.
E/29/94D	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline) & 54822/APP/2003/718 (full)	2,938.47	2,938.47	0.00	0.00	0.00	2,938.47	0.00	Unspent funds at 06/07/09 to be refunded. Funds transferred from PT/41. For landscaping a strip of land adjoining the site. Officers investigating options. Interest accrued. Any money not spent within 7 years of receipt of funds (i.e. by 17 February 2010) must be returned to the developer. Planting implemented Dec 08 and further works Jan 09. Spend to be transferred for next quarter.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
E/32/01 (Formerly PT/43/01)	Townfield	Sainsbury Miret Site - Grapes Junction / 40601/H/91/1970	1,008,500.00	1,008,500.00	830,798.57	830,798.57	0.00	177,701.43	0.00	The balance has been included in s106 dated 10 May 2004 for Lombardy Retail Park, Coldharbour Lane for the Council to use the funds for the following specified improvements: (i) provision of CCTV coverage on the land (ii) provision of safety enhancements (iii) provision of environmental improvements to Uxbridge Rd (iv) provision of either CCTV within the wider area of the land, junction improvements at Springfield Road/Uxbridge Road, or installation of bollards and lighting along Springfield Road, or other similar schemes in the vicinity of the site to be agreed in writing by the developer. Sainsbury has given approval for a scheme in Lombardy Park. Playground works are complete. Officers are currently chasing quotes on CCTV systems. Further play equipment installed. Unspent funds to be repaid by 12 January 2011.
E/38/140E	Pinkwell	MOD Records Office, Stockley Road, Hayes 18399/APP/2004/2284	53,279.31	53,279.31	53,279.31	53,281.08	7,094.56	0.00	0.00	Air Quality contribution received. To be used towards the implementation measures identified in the Council's Air Quality Action Plan. Interest accrued. Funds to be spent within 7 years (i.e. by 14 October 2012). Spend on the Council's Air Quality monitoring programme.
E/38/153B	Heathrow Villages	Polar Park, Bath Road, Harmondsworth	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Funds received towards Air Quality initiatives within the vicinity of the site. No time constraints.
E/40/155C	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	20,771.85	20,771.85	20,771.85	0.00	20,771.85	0.00	0.00	Funds received towards Air Quality initiatives in the borough. Interest bearing account, time limit on spend 3 years following receipt i.e. 05/12/2009. Funds allocated to air quality monitoring station in local area - Commissioned April 09. Spend towards cost of setting up a new monitoring station and continuous monitoring (2 year contract).
E/42/140J	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	104,308.09	104,308.09	25,156.76	25,156.76	-1,996.00	79,151.33	0.00	To be applied towards the provision and maintenance of open space and recreational facilities within the area of the site. £25,000 allocated to Bourne Park Playing Fields. Balance allocated to Pinkwell Park. Drainage works to the Bourne Park Playing Fields are now complete. Funds not spent including interest within 7 years of receipt (i.e. 3 January 2014) are to be repaid. A programme of works is being drawn up by the area officer, including path works and play equipment. £1,996 spend towards play equipment transferred to E/45 due to miscoding.
E/43/1B	Townfield	Lombardy Retail Park, Coldharbour Lane, Hayes 40601/APP/2002/1710	11,898.12	11,898.12	11,898.12	8,176.08	6,228.62	0.00	0.00	To be applied for the purposes of monitoring air quality within the Borough and carrying out projects or promoting initiatives to raise public awareness of air pollution issues within the Borough. Unspent funds as at 5 years of receipt (12 January 2011) are to be repaid. Spend towards Borough's air quality monitoring programme.
E/44/174B	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	25,000.00	25,000.00	2,712.00	2,712.00	2,712.00	22,288.00	0.00	Funds received towards the implementation and monitoring of the Council's Air Quality Action Plan. Funds not spent by 16 November 2015 are to be repaid. Spend towards operation of air quality monitoring stations in the borough.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
E/45/155D	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	126,918.75	126,918.75	1,996.00	1,996.00	1,996.00	124,922.75	0.00	Funds received for sports/recreation facilities or upgrading existing facilities for older children/teenagers at Stockley Recreation Ground (Mulberry Parade) Funds not spent by 10 December 2010 are to be repaid. Plans for new play area are being drawn up. Spend towards new play equipment.
E/46/176B	Northwood	Former True Lovers' Knot Public House, Rickmansworth Road, Northwood 27717/APP/2007/1440	21,195.00	21,195.00	0.00	0.00	0.00	21,195.00	0.00	Funds received towards the costs of providing environmental improvements at 'The Gravel Pits' within the vicinity of the Development or other green space within the Borough. No time constraints. Area officer is drawing up a programme of works to be implemented at this site.
E/47/177B	Manor	41-55, Windmill Hill, Ruislip planning ref.48283/APP/2006/2353	38,258.39	38,258.39	0.00	0.00	0.00	38,258.39	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park.
E/48/181A	West Ruislip	Bury Wharf, Bury Street Ruislip. Planning ref. 19033/APP/2007/3269	2,030.70	2,030.70	1,315.31	1,315.31	0.00	715.39	0.00	Funds received for an interpretation sign to be located in the nearby plot of land known as Murphy's field, more particularly described as Public Open Space to the south of the development site immediately adjoining Ducks Hill Road. Interest accrued must be applied to the above purpose. Funds not spent prior to 8 February 2013 are to be refunded. Project complete, awaiting invoices. Spend against revenue account, costs to be journalised to show for March quarter. Journal completed.
E/49/179B	Botwell	555-559 & r/o 51-553 Uxbridge Road. Hayes planning ref. 41390/APP/2006/1346	33,912.00	33,912.00	17,755.00	17,755.00	0.00	16,157.00	0.00	Funds received towards improvement to the open space facilities at Rosedale Park adjoining the land. No time limits. Spend towards improvements to Park Pavilion.
E/50/180B	Northwood Hills	16, Watford Rd and 36, Brookend Drive, Northwood planning ref. 62535/APP/2007/2726	20,253.00	20,253.00	0.00	0.00	0.00	20,253.00	0.00	Funds received towards the costs of providing local open space facilities at Firthwood Park within the vicinity of the development or other green spaces within the borough of Hillingdon. No time limits. Officers looking at programme of improvements for Firthwood Park.
E/51/186C	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	60,616.20	60,616.20	908.00	908.00	908.00	59,708.20	0.00	Funds received towards open space improvements at Yiewsley Recreation Ground. Funds unspent at 20/04/2015 to be returned. Spend towards footpath works completed Dec 09. Remaining funds to be spent towards play builder scheme, due to commence spring 2010.
E/52/190B	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	104,000.00	104,000.00	22,868.87	22,868.87	22,868.87	81,131.13	0.00	Funds received towards improvements to open space /recreation facilities at Fasnidge Park and/or cycle links to the park. Funds unspent as at 29/7/2015 must be returned. Funds allocated towards a scheme of improvements at Fasnidge Park (Cabinet Member decision 21/10/09). Spend towards improvements to bowling green. Further works programmed for April 2010.
E/53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	20,913.64	0.00	0.00	0.00	20,913.64	0.00	Funds received towards provision of public open space in the locality of the site. Officers looking at a programme of improvements to Rockingham Recreation Ground. No time limits. Funds to be spent towards playbuilder scheme, due to commence spring 2010.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
E/54/194D	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	AS AT 31/12/09 44,509.05	AS AT 30/9/09 44,509.05	AS AT 31/12/09 36,951.22	AS AT 30/9/09 33,689.05	To 31/12/09 36,951.22	AS AT 31/12/09 7,557.83	AS AT 31/12/09 0.00	Funds received towards the provision of open space facilities within the Borough of Hillingdon. No time limits. Funds allocated to Hillingdon Court Park (reconstruction of the bowling green). Cabinet Member decision 20/7/09. Scheme completed October 09.
E/55/203	Hayes	Tarmac Site, Pump Lane Hayes. 19377/APP/2007/3089 & 2009/893	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Funds received towards an air quality management study in the surrounding land (to be conducted only after the planning permission has been implemented).
E/56/200C	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,652.00	5,652.00	0.00	0.00	0.00	5,652.00	5,652.00	Funds received towards improvements to nearby open space facilities. No time limits for spend.
E/57/205D	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	118,803.95	118,803.95	0.00	0.00	0.00	118,803.95	118,803.95	Contribution received towards the provision or improvement of outdoor sports facilities within a 3000m radius of the land. Funds to be spent by September 2014.
E/58/205E	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	28,275.50	28,275.50	0.00	0.00	0.00	28,275.50	0.00	Contribution received to improve the High Grove Nature Reserve and upgrade the path network. Works are specified in the agreement. Funds to be spent by 2011.
E/59/155F	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the maintenance of play facilities at Stockley Recreation Ground (Mulberry Parade). Funds to be spent by Dec 2012.
		ENVIRONMENT SUB - TOTAL	3,395,458.46	3,375,458.46	2,309,877.90	2,247,837.48	134,407.35	1,085,580.56	134,455.95	
PORTFOLIO: SOCIAL SERVICES, HEALTH AND HOUSING										
H/1/152C	Brunel	Middlesex Lodge, 189 Harlington Road, Hillingdon 12484/APP/2005/1791	8,903.60	8,903.60	0.00	0.00	0.00	8,903.60	0.00	Funds received to provide for healthcare facilities and places. The PCT has started work on moving a GP to a new site that will allow them to increase the provision of services. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. No time limit on expenditure.
H/2/160B	Uxbridge North	9-15 Harefield Rd, Uxbridge 59532/APP/2005/2401	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00	Funds received as a contribution towards the provision of off site Affordable housing in the borough. Funds allocated towards HRA Pipeline sites project currently being implemented. Spend anticipated during this financial year. Not an interest bearing account, time limit on spend 5 years following receipt i.e. 04/12/2011. Funds allocated towards Housing Purchase and repair scheme (Cabinet Member decision 21/12/09).
H/3/155A	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	149,904.56	149,836.62	76,404.56	0.00	76,404.56	73,500.00	0.00	Funds received as half of the contribution. To be used solely for the provision of general practitioner services within a 2 mile radius of the Site. The PCT has identified potential use of the funds to expand an existing GP surgery within walking distance of Porters Way. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. Time limit on expenditure 3 years following receipt i.e. 05/12/2009. Second half of contribution received 9/7/2008. Funds to be spent by Dec 2011. £76,404.56 (1st half of contribution), transferred to PCT to cover costs towards expansion of GP services in the local area.
*41										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
H/4/140H *43	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	53,495.95	53,495.95	0.00	0.00	0.00	0.00	53,495.95	0.00	To be applied towards the costs of providing primary health care facilities within the Borough. Funds not spent including interest within 7 years of receipt (3 January 2014) are to be repaid.
H/5/161C *44	West Drayton	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	51,117.73	51,117.73	0.00	0.00	0.00	0.00	51,117.73	0.00	To be applied only towards the provision of new health care facilities within premises to be constructed at the corner of High Street and St Stephens Road, Yiewsley. The PCT is working on a project to re-house 3 GP practices in the Yiewsley High Street area to allow for additional GP services to be provided and capacity expanded. New community nursing services will also be available. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. Unexpended funds after 7 years of receipt (7 March 2014) are to be refunded including interest.
H/6/170C *48	Botwell	11-21, Clayton Rd., Hayes 56840/APP/2004/630	30,527.21	30,527.21	0.00	0.00	0.00	0.00	30,527.21	0.00	To be applied towards the costs of providing primary health care facilities within the Borough. Funds not spent by 31 August 2012 are to be repaid.
H/7/149D *50	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	180,795.00	180,795.00	0.00	0.00	0.00	0.00	180,795.00	0.00	£2,953.08 received for primary health care facilities in the Borough as necessitated by the development. Unspent funds at 29 November 2014 are to be repaid. Further £156,801.92 received (Oct 08) towards same purpose. Unspent funds as at Oct 2015 are to be repaid. Further additional funds received (Jun 09) towards the same purpose (£21,040). Unspent funds as at Jun 2016 are to be repaid.
H/8/186D *54	Yiewsley	92-105, High St., Yiewsley 59189/APP/2005/3476	15,549.05	15,549.05	0.00	0.00	0.00	0.00	15,549.05	0.00	Funds received towards the cost of providing additional primary health facilities in the Borough. Funds not spent by 20/04/2015 must be returned.
H/9/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 58816/APP/2006/2896	21,675.10	21,675.10	0.00	0.00	0.00	0.00	21,675.10	0.00	Funds received towards primary health care facilities within a 3 mile radius of the development. Funds not spent by 01/07/2015 must be returned to the developer.
H/10/190D *56	Uxbridge	Armstrong House & The Pavilions, 43742/APP/2006/252	43,395.00	43,395.00	0.00	0.00	0.00	0.00	43,395.00	0.00	Funds received towards primary health care facilities in the borough. Funds not spent by 29/7/2015 are to be returned to the developer.
H/11/195B *57	Ruislip	Highgrove House, Eascole Road, Ruislip, 10622/APP/2006/2494	3,156.00	3,156.00	0.00	0.00	0.00	0.00	3,156.00	0.00	Funds received towards the provision of local health care facilities in the vicinity of the site. No time limits.
H/12/197B *58	Ruislip	Windmill Public House, Pembroke Road, Ruislip, 11924/APP/2006/2632	11,440.00	11,440.00	0.00	0.00	0.00	0.00	11,440.00	0.00	Funds received for the provision of health care facilities in the Uxbridge area. Funds to be spent within 5 years of receipt (Feb 2014).
H/13/194E *59	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge, 18732/APP/2006/1217	12,426.75	12,426.75	0.00	0.00	0.00	0.00	12,426.75	0.00	Funds received towards the provision of healthcare facilities in the Borough. No time limits.
H/14/206C *64	Yiewsley	111 to 117 High St, Yiewsley, 6948/APP/2007/1326.	10,651.50	10,651.50	0.00	0.00	0.00	0.00	10,651.50	0.00	Funds received towards the provision of health care facilities in the borough. Funds to be spent by 2014.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
H/15/205F *65	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10/189/APP/2004/1781	AS AT 31/12/09 184,653.23	AS AT 30/9/09 184,653.23	AS AT 31/12/09 0.00	AS AT 30/9/09 0.00	To 31/12/09 0.00	AS AT 31/12/09 184,653.23	AS AT 31/12/09 0.00	Funds received towards the cost of providing primary healthcare facilities within the Eastcote and East Ruislip ward boundary. Funds to be spent by September 2014.
		HOUSING SUB-TOTAL	1,077,690.68	1,077,622.74	76,404.56	0.00	76,404.56	1,001,286.12	0.00	
		SECTION 106 SUB - TOTAL	21,520,512.22	20,886,688.28	9,327,598.15	8,945,641.26	571,852.57	12,192,914.07	3,158,364.37	
		GRAND TOTAL ALL SCHEMES	23,618,885.02	22,985,014.54	10,068,260.25	9,645,796.57	662,950.11	13,550,624.77	3,158,364.37	
NOTES										
The balance of funds remaining must be spent on works as set out in each individual agreement.										
Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.										
Bold figures indicate changes in income and expenditure										
Income figures for schemes within shaded cells indicate where funds are held in interest-bearing accounts.										
* Denotes funds the Council is unable to spend currently (totals £3,390,837.09):										
"2: PT/05										£361,797.30 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.
"14: PT/278/55										£166,027.95 is to be held as a returnable security deposit for the highway works (to be later refunded)
"16: PT/278/27										£576,703.22 is to be held as a returnable security deposit for the highway works (to be later refunded)
"18: PT/278/34										£194,970.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.
"19: PT/41										£20,600.23 currently unspendable of which £15,209.04 relates to an unimplemented permission and £4,776.88 for public transport in Yiewsley.
"20: PT/278/44										£33,739.11 includes a returnable security deposit for the highway works (to be later refunded) plus interest.
"22: PT/278/30										£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)
"23: PT/278/49										£65,884.55 includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TfL costs.
"24: PT/25										£37,425.09 reasonable period' for expenditure without owner's agreement has lapsed
"28: PT/24										£23,639.34 reasonable period' for spend has elapsed. Awaiting outcome of other works before considering whether to attempt negotiation of deed of variation.
"32: PT/278/46										£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)
"33: PT/18										£75,155.59 currently unspendable because, following investigations by Council engineers, there are not considered to be any appropriate schemes within the terms of the legal agreement.
"38: PT/88/140C										£792,351.07 funds have been received to provide a specific bus service through TfL, therefore implementation is not within control of the Council.
"40: H/1										£8,903.60 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"41: H/3										£73,500.00 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"42: PT/278/60/147/										£88.98 held as security for the due and proper execution of the works.
"43: H/4										£53,495.95 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"44: H/5										£51,117.73 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"46: PT/88/140F										£73,774.40 there has not been any petitions for parking schemes in the area.
"47: PT/37/40E										£32,805.42 there has not been any petitions for parking schemes in the area.
"49: PT/278/63										£30,527.21 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"50: H/7/149D										£180,795.00 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
"51: PT/278/62/149/										£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)
"52: PT/278/65										£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)
"53: PT/37/40B-C										£187,428.07 for highways improvements awaiting implementation of third phase of planning permission.
"54: H/8/186D										£15,549.05 funds have been received to provide health care facilities in the borough therefore are for the Hillingdon PCT to spend.
"55: H/9/184C										£21,675.10 funds have been received to provide health care facilities in the borough therefore are for the Hillingdon PCT to spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2010)
			AS AT 31/12/09	AS AT 30/ 9/09	AS AT 31/12/09	AS AT 30/9/09	To 31/12/09	AS AT 31/12/09	AS AT 31/12/09	
*56:H/10/190D			£43,395.00							
*57:H11/195B			£3,156.00							
*58:H12/197B			£11,440.00							
*59:H13/194E			£12,426.75							
*60:PT/278/76			£5,000.00							
*61:PT/110/198B			£14,240.00							
*62:PT/278/197			£23,000.00							
*63:PT/112/205A			£20,000.00							
*64:H14/206C			£10,651.50							
*65:H15/205F			£184,653.23							
			£3,390,837.09							

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COUNCIL BUDGET - MONTH 10 2009/10 REVENUE AND CAPITAL MONITORING

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance and Business Services
Report Author	Paul Whaymand, Finance and Resources
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>The report sets out the council's overall 2009/10 revenue & capital position, as forecast at the end of Month 10 (January). The in year revenue position on normal activities is forecast as being £59k more net expenditure than budgeted, a favourable movement of £194k on the Month 9 position. Exceptional items are unchanged with a favourable variance of £1,706k. The net consequence to date is that the overall revenue position is now forecast to be £1,647k less net expenditure than the revised budget, a favourable movement of £194k on Month 9.</p> <p>Total forecast capital expenditure for the year is estimated to be £83,657k (£83,461k month 9), which is £5,490k less than the latest budget.</p>
Contribution to our plans and strategies	Achieving value for money is an important element of the Council Plan for 2009/10.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS:

That Cabinet:

1. Notes the forecast budget position for revenue and capital as at Month 10.
2. Notes the treasury management update in Appendix B.
3. Approves the revised parking fees & charges for 2010/11 set out in Appendix C
4. Approves the allocation of £18k from General Contingency to fund the Civic Centre Alfresco dining area.
5. Approves the allocation of £200k from balances earmarked with effect from 1 April 2010 for business improvement investment for the HIP Business Improvement Delivery Project and authorises the Appropriate Delegated Officer to accept tenders or contracts for the services of consultants in respect of this project in consultation

with the Cabinet Member for Improvement, Partnership and Community Safety and within the budget available.

6. Notes the virement from Property Enhancement Programme of £80k for the Stables Manor Farm Redevelopment Project in Planning and Community Services.
7. Notes the change of name of the Company that were awarded the Welfare Vehicle Purchase contract at February Cabinet as set out in paragraph 2 of this report.

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue and capital position for the current year 2009/10.
2. Cabinet provided approval at February cabinet for the purchase of 8 welfare vehicles with the supplier UVM. Between the tender evaluation and cabinet approval the parent company of UVM decided to restructure the business and re-package the welfare vehicle arm of the organisation under the name "Treka". Accordingly, the 8 welfare vehicles approved in February cabinet will now be supplied through Treka Bus Limited under the same terms and conditions as approved by Cabinet in February. Treka remain under the umbrella of the ultimate parent company, AssetCo plc and this is been independently validated. To ensure financial risks are managed appropriately payment will not be made to Treka until vehicles are delivered to, and accepted by, the Council.

Alternative options considered

3. There are no other options proposed for consideration.

SUMMARY

A) Revenue

4. The in year revenue position on normal activities is forecast as being £59k less net expenditure than budgeted, a favourable movement of £194k on the Month 9 position. This is largely due to a favourable movement in the Learning Disability services (-£218k) netted down by an adverse movement of £60k arising from commitments against the Contingency.
5. However, exceptional items have unchanged from Month 9. This still comprises the ongoing government underfunding of asylum of around £3m per annum. The other previously reported exceptional item of £1m relating to the in-year savings programme also remains unchanged. The net consequence to date is the overall revenue position forecast is £1,647k less net expenditure than the revised budget, a favourable movement of £194k on Month 9.
6. The most significant pressures for which contingency provides are in relation to Asylum spend, Transitional Children, Homelessness and Mental Health pressures. At Month 10 total pressures are forecast to be £1,532k more than the contingency budget provides, an adverse movement of £60k from Month 9. This adverse movement is due to movements of £37k on Planning income, an additional £5k for NOTRAG and the recommendation to fund the Alfresco dining area (£18k) from contingency. The remainder of the pressure (£1,569k) is still due to the forecast asylum spend being more than the contingency provides.
7. Capital financing costs are still forecast to underspend by £120k as a result of debt refinancing work undertaken at the start of the year.

8. The balances brought forward at 31st March 2009 were £16,234k. £3,540k of this sum was applied in support of the 2009/10 budget as part of the budget strategy agreed at Council Tax setting. The additional £694k of balances in excess of the £12,000k target level of balances brought forward into 2009/10 was earmarked for potential business efficiency investment. £200k of this sum was allocated to assist the Business Improvement Delivery (BID) project in Month 7. A further £200k is now forecast as required to continue Business Analyst activity through to June 2010. This will leave £294k for further potential drawdown to support BID during the course of 2010/11. The forecast general balances as at 31st March 2010 based on the current forecast underspend of £1,647k are £13,647k.

B) Capital

9. Total forecast capital expenditure for the year is estimated to be £83,657k (£83,461k Month 9), £5,490k less than the latest budget. The projections assume that the remainder of contingency will not be drawn down.
10. The £8,800k budgeted level of capital receipts for 2009/10 will not now be delivered in full. Receipts are now likely to be in the region of £1,200k due to the rephasing of sales into the next financial year when market conditions are expected to improve.
11. The net effect of the reduction in forecast capital receipts and the rephasing on the programme is an increase in the forecast use of unsupported borrowing to £29,976k (£29,918k month 9). The supported borrowing forecast is currently £3,066k.

A) Revenue

12. Table 1 indicates the overall impact of the expenditure forecasts now reported on the approved budget and the resulting balances position.

Table 1

2009/10 Original Budget	Budget Changes		2009/10 (As at Month 10)		Variances (+ adv/- fav)		
			Current Budget	Forecast	Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
			£'000	£'000	£'000	£'000	£'000
217,419	-6,744	Directorates Budgets on normal activities	210,675	210,854	+179	+373	-194
-25,844	5,744	Corporate Budgets on normal activities	-20,100	-20,220	-120	-120	0
191,575	-1,000	Sub-total Normal Activities	190,575	190,634	+59	+253	-194
1,210	0	Exceptional Items - Asylum	1,210	2,779	+1,569	+1,569	0
	1,000	In-year recovery savings	1,000	0	-1,000	-1,000	0
	0	Creditors review		-2,275	-2,275	-2,275	0
1,210	1,000	Sub-total Exceptional Items	2,210	504	-1,706	-1,706	0
192,785	0	Total net expenditure	192,785	191,138	-1,647	-1,453	-194
189,245	0	Budget Requirement	189,245	189,245	0	0	0
3,540		Net total	3,540	1,893	-1,647	-1,453	-194
-16,234		Balances b/f 1/4/09	-16,234	-16,234	0	0	0
0		Transfer to earmarked reserves	694	694	0	0	0
-12,694	0	Balances c/f 31/3/10	-12,000	-13,647	-1,647	-1,453	-194

Directorates' Forecast Expenditure Month 10

13. Table 2 shows further details on the budget, forecast and variance at Directorate level now reported. Further detail on each directorate is shown in Appendix A.

Table 2

2009/10 Original Budget	Budget changes	2009/10 Current Budget (as at Month 10)	Directorate	2009/10 Forecast (as at Month 10)	Variances (+ adv/- fav)		
					Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
£'000	£'000	£'000		£'000	£'000	£'000	£'000
84,879	-10,114	74,765	Adult Social Care, Health & Housing	75,136	+371	+642	-271
37,274	-4,833	32,441	Environment & Consumer Protection	32,452	+11	-7	+18
57,577	-9,061	48,516	Education & Children's Services	48,516	0	0	0
13,810	-4,876	8,934	Planning & Community Services	8,958	+24	+25	-1
15,179	22,747	37,926	Central Services	37,926	0	0	0
6,900	-40	6,860	Developments Contingency	6,823	-37	-97	+60
0	0	0	Pay Award	-190	-190	-190	0
1,800	-567	1,233	Growth to be allocated	1,233	0	0	0
217,419	-6,744	210,675	Sub-Total	210,854	+179	+373	-194
			Exceptional items:				
1210	0	1,210	Exceptional pressure: Asylum funding	2,779	+1,569	+1,569	0
0	1000	1,000	In-year savings	0	-1,000	-1,000	0
0	0	0	Creditors review	-2,275	-2,275	-2,275	0
1,210	1,000	2,210	Sub-Total	504	-1,706	-1,706	0
218,629	-5,744	212,885	Total	211,358	-1,527	-1,333	-194

14. **Adult Social Care, Health & Housing** are projecting a **pressure of £371k** as at Month 10, a favourable movement of £271k. This is due to a continuation in the trend for an increasing demand pressure on Mental Health and Older Peoples Services which are now forecasting pressures of £504k and £599k respectively. However there is an increased favourable variance in the Learning disability service of £605k reflecting care packages for new and transitional clients starting later. This forecast excludes sums for which contingency provides for Transitional Children (£1,675k), Mental Health Services (£450k) and Homelessness (£1,300k).

15. **Environment & Consumer Protection** are forecasting a **pressure of £11k** as at Month 10, an adverse movement of £18k. There is a pressure of £95k in the Street Cleansing service and residual costs and loss of economies of scale on Harlington Road Depot (£169k) net of actions being taken to reduce costs. There is still a pressure being forecast in the Street scene locality team due to the enhanced scheme activity and now a pressure in Off-Street Car parking (£35k) due to the adverse impact from the severe weather conditions. Savings are forecast in Waste Disposal (£300k) and Trade waste (£40k) which offset these

pressures. This forecast excludes the additional amount for the Waste Disposal Levy (£720k), Waste and Recycling services (£200k) and Vehicle Fuel costs (£85k) which are contingency items, where the forecasts are in line with the original budgeted amounts. There is now an additional contingency item of £50k required to cover the increased costs of the winter gritting.

16. **Education & Children's Services** are forecasting a **nil variance** as at Month 10 on normal activities. The remainder of the unallocated recovery savings have now been applied to the individual service areas. The E&CS position excludes the pressure on asylum (£2,199k) and Exhausted All Appeal cases (£580k) which are being treated as contingency items. The Month 10 forecast for asylum represents a pressure of £1,569k on the contingency budget assumptions, no change from Month 9.
17. **Planning & Community Services** are projecting a **pressure of £24k** as at Month 10, an improvement of £1k on Month 9. An adverse movement of £24k in the Arts Service due to pressures on income streams is offset by a £25k favourable forecast movement in Planning & Transportation. The Group position excludes pressures on Development Control (£519k), Building Control (£178k) and Land Charges (£749) income and Golf (£262k) for which contingency provides. In total there is currently a forecast pressure of £236k on these contingency funded items, an adverse movement of £37k on Month 9. There is also an additional call on contingency of £60k for the ice rink as reported in month 9.
18. **Central Services** are forecasting a **nil variance** as at Month 10. There are gross pressures totalling £302k within Finance & Resources including an ongoing pressure of £172k on income streams from commercial properties, a shortfall of £44k on income from schools buy back of Facilities Management services and £56k on income from the hire of the Middlesex Suite and a pressure of £30k due to maintaining and keeping secure surplus properties prior to their disposal. These pressures have been netted down by savings totalling £302k.
19. **Pay award:** The 2009/10 budget was based on an assumed pay award of 1.5%. Of that, 0.3% was utilised to fund the late additional award for 2008/09, leaving a balance of 1.2%. Employers settled on 1% which results in an underspend of around £190k.
20. **Exceptional items:** The forecast pressure on asylum funding is still £1,569k as a result of the release of £261k from the 2008/09 provision against the Special Circumstances grant for that year which has now been paid in full. The in-year recovery plan of £1m is unchanged from Month 9. The review of creditor provisions in the balance sheet is still £2,275k. Overall exceptional items are still being forecast as a favourable variance overall of £1,706k.

Development & Risk Contingency: £1,532k pressure (£60k adverse)

21. £8,110k of potential calls on the Development & Risk Contingency were identified as part of the budget setting process for 2009/10, £7,320k is held in the base budget and £790k is budgeted to be met from balances. Table 3 shows the amounts that have been allocated or committed as at Month 10.

Table 3

Development and Risk Contingency	2009/10 Budget	Agreed	Forecast as needed	Variance (+adv / - fav)
<i>2009/10 allocations:</i>	£'000	£'000	£'000	£'000
Total net contingency at start of the year	8,110			
Allocations approved				
Christmas Lights Fund for Town Centres	0	30	30	+30
Commitments:				
General Contingency	500		0	-500
Increase in Transitional Children due to Demographic Changes	1,675		1,675	0
Increase in Mental Health Packages due to Demographic Changes	450		450	0
Homelessness Budget - Reduction in DWP Funding	1,050		1,300	+250
Asylum non-EAA monitoring pressure	660		2,199	+1,539
Asylum Exhausted All Appeals	550		580	+30
Waste Disposal Levy	720		732	+12
Cost Pressures on Recycling Service	200		200	0
Vehicle Fuel Monitoring Pressure	85		60	-25
Local Land Charges Income	715		749	+34
Development Control Income	350		519	+169
Building Control Income	108		178	+70
Golf Courses Income	262		262	0
Uninsured claims	450		450	0
Legal Challenges	120		125	+5
Civic Centre Energy Monitoring Pressure	100		0	-100
Provision for Planning Inquiries	75		0	-75
Joint Appointment of Director of Public Health	40		5	-35
Winter Gritting	0		50	+50
Ice Rink	0		60	+60
Alfresco dining area	0		18	+18
Total net contingency	8,110		+9,642	+1,532

22. A large proportion of the total contingency is expected to be required in full and the pressure on asylum in particular has resulted in an overall pressure of £1,569k on the contingency budget. If the asylum pressure were excluded there would be an underspend of £37k on contingency.

23. The forecast asylum pressure remains unchanged at £2,779k. This is £1,569k in excess of the net sum for which contingency provides (£1,210k). The pressure on the non EAA element of Asylum (£1,800k) comprises a pressure on over 18's due to the ongoing demand for service and the continued under-funding by the Government and a pressure on under 18's due to the moderation of the special circumstances claim. However, the UKBA has recently agreed to reimburse all the Special Circumstances claims by the Council for 2008/09. This means that £261k from the provision made in 2008/09 will now be applied to the current year pressure and nets the non-EAA variance down to £1,539k. The current forecast in Exhausted all Appeals cases is £580k.
24. Within ASCH&H the contingency items in relation to Transitional Children and Mental Health are forecast to be needed in full at this early stage of the year. The pressure on the Homelessness contingency budget due to a reduction in DWP funding (£1,050k) is now expected to exceed this by £250k due to inflation on Private Sector Landlord rents and capped housing benefit.
25. Pressures related to the economic downturn which were highlighted in 2008/09 as exceptional items are in 2009/10 budgeted within contingency. However, as at Month 10 they are projected as being £273k more than provided within contingency, an adverse movement of £37k from month 9. Development control income is forecast as a gross pressure of £519k, £169k in excess of that provided for within contingency. The main area of pressure is due to the limited number of major applications, however this is a volatile area and given the scale of the fees the position could change during the year. Land charge income has moved to a cost recovery basis due to a change in regulations enacted in December 2008 and current projections show a pressure on contingency of £34k. The forecast for building control income is a gross pressure of £178k, £70k above that provided for within contingency based on a reduction in income of 18% from the same period in 2008/09.
26. A sum of £85k has also been included in the contingency to cover fuel pressures. At Month 10 it is forecast that £60k will be needed.
27. In addition it is forecast that £450k will be required from contingency for uninsured claims, £200k for the Recycling service, £262k for Golf income and £125k for legal costs (including an additional £5k for NOTRAG).
28. As reported in month 9 there are additional calls on contingency for winter gritting costs (£50k) and the ice rink (£60k).
29. There is a recommendation included in this report to fund £18k for the alfresco eating area from General Contingency as recommended by the HIP Steering Group.

Priority Growth: Nil variance (No change)

30. £1,500k was included in the 2009/10 budget for priority growth of which £800k was for HIP Initiatives new growth and the continuation of schemes developed in 2008/09 including Hillingdon First and recycling pilots developed through the Waste and Energy project. In addition there is £700k of unallocated non specific growth.
31. Table 4 summarises the position with regards to each element of priority growth.

Table 4

Priority Growth	2009/10 Budget	Agreed draw downs	Commitments	Unallocated
<i>2009/10 Unallocated Priority Growth at start of the year</i>	£'000	£'000	£'000	£'000
HIP Initiatives New budget:	500			
Agreed:				
Angling amenities		10		
Civic pride		26		
Organisation People & Performance - PADA Audit work		6		
Corporate finance		65		
Communications		54		
Heritage - Works of art & Stained glass window		11		
Customer Experience - Hillingdon First		77		
Customer Experience - Integrated booking system		10		
Waste and energy	300	22	278	0
HIP Initiatives unallocated balance	800	281	278	241
Unallocated non specific growth	700			700
Christmas parking concessions		45		-45
Accessibility event		5		-5
Highways Maintenance		400		-400
Balance of unallocated growth	700	450	0	250
Total	1,500	731	278	491

32. HIP Steering group have approved £281k of revenue allocations so far this year the detail of which is set out in table 4. This now includes £4k for citizenship ceremony pins and £5k for Civic awards and volunteer pins and £10k for the customer experience integrated telephone and web based booking system approved at January Steering Group. In addition there are pressures of £278k forecast in Waste associated with recycling initiatives. If it transpires that E&CP cannot absorb these costs within existing budgets there could be a potential request for funding from HIP contingency.

33. Cabinet agreed to fund £45k of costs associated with Christmas parking concessions for Hillingdon First card holders from the £700k unallocated non specific growth. The sum will be allocated once the final cost of the scheme is known.

34. There is a provisional allocation from priority growth for £400k to be allocated to enable a £1.1m programme of priority highways maintenance work to be undertaken by the end of March. A survey of road conditions has been undertaken following the recent severe weather and the roads in the most urgent need of repair have been put into a programme of works which will be undertaken by the end of March. As works progress it may be that some of the revenue patching work is more cost effectively dealt with as capital resurfacing works.

If this is the case then the financing of that work will be adjusted from revenue to capital at the year end.

35. As at Month 10 there is an estimated £241k remaining from the HIP initiatives budget, and £250k of unallocated non-specific priority growth budget. The Month 10 forecast assumes that the balance of unallocated growth will be spent.

Corporate Budgets' Forecasts: £120k favourable (No change)

36. Table 5 shows budget, forecast and variance now reported on corporate budgets as at Month 10.

Table 5

2009/10 Original Budget	Budget Changes	2009/10 Current Budget (as at Month 10)	Corporate Budgets	2009/10 Forecast Outturn (as at Month 10)	Variances (+ adv/- fav)		
					Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
£'000	£'000	£'000		£'000	£'000	£'000	
-1,892	115	-1,777	Unallocated savings	-1,777	0	0	0
9,026	-18	9,008	Financing Costs	8,888	-120	-120	0
3,690	4,572	8,262	FRS 17 Pension Adjustment	8,262	0	0	0
-24,703	0	-24,703	Asset Management A/c	-24,703	0	0	0
-11,965	-93	-12,058	Corporate Govt Grants	-12,058	0	0	0
-25,844	4,576	-21,268	Corporate Budgets	-21,388	-120	-120	0

37. Debt financing costs are still forecast to be underspent by around £120k due to debt refinancing work undertaken since the start of the year. A report on treasury management activity is attached at Appendix B.

B) Capital

Background

38. A budget of £88,195k was set by council in February 2009 which was revised to £94,806k following the amendments to budgets, as a result of the final outturn in 2008/9.

39. The revised budget for January 2010 is now £89,147k (£88,168k month 9). There are a number of additions, these include increases of £13k for TfL, £210k for HRA -Decent Homes Works, £756k schools contributions towards additional works on Devolved Formula Capital (£661k), Specialist Schools £85k) School Kitchens (£5k) and School Access (£5k).

Current Year Expenditure

40. Table 6 shows the actual spend to date and the projected outturn for 2009/10.

Table 6

Groups	Original Budget £'000	Revised Budget £'000	Capital Spend Month 10 £'000	Actual Spend % of Revised Budget %	Forecast outturn £'000	Variance £'000
Adult Social Care, Health & Housing	3,715	5,288	4,062	77%	5,306	+18
Environment & Consumer Protection	8,193	8,781	5,760	66%	8,963	+182
Education & Children's Services	23,613	22,457	10,799	48%	20,606	-1,851
Planning & Community Services	2,351	2,411	1,375	57%	2,456	+45
Finance & Resources	2,576	2,498	1,586	63%	2,892	+394
Deputy Chief Executive	2,125	1,951	571	29%	1,975	+24
Major Construction Projects	29,181	30,222	22,059	73%	29,996	-226
Group Total	71,754	73,608	46,212	63%	72,194	-1,414
Recovery from Contingency					-1,718	-1,718
Programme Contingency	3,196	2,725	0	0%	1,000	-1,725
Contingency	1,500	1,137	0	0%	718	-419
Contingency Total	4,696	3,862	0	0%	0	-3,862
HRA	11,745	11,677	6,884	59%	11,463	-214
Total	88,195	89,147	53,096	60%	83,657	-5,490

41. A summary of the programme for the Major Construction Projects is shown below in more detail:

MCP Group	Original Budget £'000	Revised Budget £'000	Capital Spend Month 10 £'000	Actual Spend % of Revised Budget %	Forecast outturn 2009/10 £'000	Variance 2009/10 £'000
Planning & Community Services Projects	17,682	19,550	15,532	79%	19,678	+128
Education & Children's Projects	9,884	10,132	6,332	62%	9,830	-302
Finance and Resources Projects	15	10	0	0%	10	0
Environment Projects	1,600	430	195	45%	418	-12
Project QS Support		100	0	0%	60	-40
MCP Group Total	29,181	30,222	22,059	73%	29,996	-226

42. The overall Capital Programme budget is projecting an underspend of £5,490k as at Month 10. This is detailed in table 6.

43. Actual spend to date is £53,096k, which equates to 60% of the total 2009/10 programme budget. This change is slightly distorted as the school spend is being reported quarterly.

44. There are a number of schemes currently forecasting a potential overspend. These potential overspends total £1,975k, an increase of £221k from the £1,754k forecast in Month 9. This increase relates to a number of pressures being identified including the Library Refurbishment Programme, Improving Information Management project and the Private Sector Renewal Support Grant (PSRSG) for West London Empty Property Grant. There has also been an increase on the projected outturn for Breakspear Crematorium which is funded 33% by the London Borough of Harrow.

45. The funding for pressures being identified is shown in the table below.

Scheme	Funding	Revised Budget	Actual Spend (incl accruals)	Forecast Outturn (Month 10)	Variance
		£'000	£'000	£'000	£'000
HRA - Long Lane- Mental Health Units	HRA	30	0	28	-2
HRA – Pipeline project	HRA	0	0	8	+8
HRA -Decent Homes Works	HRA	9,972	5,985	10,022	+50
Boxing Club	Council	0	36	41	+41
Manor Farm	Council	0	0	250	+250
Civic Centre Electrical Works	Council	55	377	395	+340
Chrysalis	Council	1,018	520	1,067	+49
Hillingdon Sport & Leisure Centre	Council	8,372	6,881	8,372	-0
Botwell Green Leisure Development	Council	10,391	8,369	10,621	+230
Photovoltaic Cells - Civic Centre Roof	Council /grant	34	35	35	+1
Uxbridge High	Grant/Council/School Contribution	1,247	1,220	1,578	+331
Breakspear Crematorium	Mixed	1,876	2,240	2,240	+364
Civic Centre Boilers	Council	50	53	53	+3
Public Conveniences (ECP other schemes)	Council	185	193	215	+30
Library Refurbishment Programme	Council	1,500	994	1,570	+70
PSRSG for WL Empty Property Grant	Grant	1,150	886	1,200	+50
Improving Information Management	Mixed	735	540	795	+60
Total		36,615	28,329	38,590	+1,975

46. A proportion of these overspends are schemes that are not fully funded through Council resources e.g. Schools, S.106 etc. In addition where possible Council funded scheme overspends will be funded by virement from other parts of the capital programme within the Group concerned. After taking these factors into account the remaining potential pressure on contingency is £948k. Further work continues to be undertaken to refine the pressure and identify funding options.

Current Year Financing

47. Table 7 shows the financing of both the budget and the expected outturn.

Table 7

2009/10	Unsupported	Capital Receipts	Supported	Grants	HRA (inc MRA)	Section 106 and other contributions	Total Capital Programme
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Revised budget 2009/10	25,802	8,800	3,379	36,435	10,196	4,535	89,147
Outturn 2009/10	29,976	1,200	3,066	34,896	10,166	4,353	83,657

48. The level of unsupported borrowing forecast as at Month 10 is £29,976k (£29,918k Month 9), an increase of £58k on the previous month. The supported borrowing forecast is reporting no change at £3,066k.

49. The £8,800k budgeted level of General Fund capital receipts for 2009/10 will not now be delivered in full due to market conditions. However, receipts of £1,200k are now projected.

CORPORATE CONSULTATIONS CARRIED OUT

Financial Implications

50. The financial implications are contained in the body of the report.

CORPORATE IMPLICATIONS

Corporate Finance

51. This is a Corporate Finance report.

Legal

52. There are no legal implications arising from this report.

BACKGROUND PAPERS

53. Monitoring report submissions from Groups.

APPENDIX A – Detailed Group Forecasts

Adult Social Care, Health and Housing (ASCH&H)

Revenue: **£371k adverse** (**£271k improvement**)

1. The improved position from last month is due to a reduction in the forecast for Learning Disability due to changes in anticipated start dates and costs relating to transitional children and some movement between the PCT and LBH on funding arrangements. The DWP have now confirmed the final settlement of the 2007/08 Housing Benefit claim which totalled £124m. The DWP letter confirms that £32.7k will be recovered following the external audit of this claim. This is an exceptional performance. The impact of this settlement is now being analysed to be reported next month.
2. The ASCH&H budgets are predominantly demand led and affected by demographic trends and the pattern of demand experienced to date confirms the pressures first identified in the latter part of last year across a range of service areas, most notably Housing Benefit, Housing Needs and Mental Health which to date have been largely mitigated by management action. Officers continue to pursue a number of measures to minimise the overspend projected with a view to achieving a break even position by year end. However at the moment those measures whilst mitigating demand have yet to reduce the pressure although there is some evidence of the demand curve slowing. This work is doubly important to ensure that the department starts next year with a balanced position. In the context of a demand led volatile service spending approx £290 million this becomes a finely balanced approach with inherent risks.
3. The Month 10 report is showing an adverse variance of £371k reflecting a favourable movement of £271k from the Month 9 position. The overall position for ASCH&H is set out in the table below.

Division of Service	Forecast Variance Month 10 £'000	Forecast Variance Month 9 £000	Change from Month 9 £000
Older Peoples Services	+599	+599	0
Physical & Sensory Disability Services	-53	0	-53
Learning Disability Services	-605	-387	-218
Mental Health Services	+504	+504	0
Housing Benefits	-150	-150	0
Housing Need Services	0	0	0
ASCH&H Other Services	+77	+77	0
ASCH&H - Total	+371	+642	-271

Older People Services: £599k adverse (No change)

4. The primary reason for this adverse position has been reported previously and relates to the recent unprecedented demand from Hillingdon Hospital following the adverse weather in January. This caused a knock on effect on ASC as a significant number of services were required at short notice to allow safe discharge which was achieved without incurring any 'delayed discharge' fines. Notwithstanding this current unprecedented demand the service has to date managed to contain underlying pressures for increased demand for Nursing care and additional costs incurred in arranging alternative residential and nursing placements due to concerns about the quality of care delivered by one provider.

5. However in addition to this the demand for nursing and homecare provision remains a pressure which Officers have established isn't necessarily related to new placements but instead that the number of people no longer requiring residential or nursing care has not fallen as expected.
6. This service is managing a gross budget of £41.7m, received £170k of unavoidable growth, £38k of growth; and a savings target of £1.1m as part of the 2009/10 budget setting process.

Physical Disabilities: £53k favourable (£53k improvement)

7. The favourable movement is as a result of a number of small favourable movements across the service. This service is managing a gross budget of £10.1m, and has a savings target of £100k as part of the 2009/10 budget setting process.

Learning Disability: £605k favourable (£218k improvement)

8. The favourable movement first reported in Month 4 has improved as a result of slippage to the anticipated 'transfer' dates from E&CS relating to transitional children and some favourable movement between the PCT and LBH on funding arrangements for individual clients. The forecast assumes that the £1.7m corporate contingency held for transitional children is received reducing the gross pressure.
9. This service is managing a gross budget of £31.5m, received £935k of unavoidable growth; and a savings target of £100k as part of the 2009/10 budget setting process.

Mental Health: £504k adverse (No change)

10. The forecast is unchanged from last month as Officers continue to take mitigating actions to alleviate this pressure which is primarily related to residential placements.
11. The forecast also assumes that the £450k corporate contingency held for Mental Health Services is received reducing the gross pressure from £954k to £504k reported in this forecast. This service is managing a gross budget of £5.3m, received £208k of unavoidable growth; and a savings target of £25k as part of the 2009/10 budget setting process.

Housing Benefits: £150k favourable (No change)

12. The service is managing a gross budget of over £138m and at this stage is forecasting an underspend of £150k. The favourable movement now being reported is due to a positive external audit of the 2008/09 Housing Benefit claim, and this should in turn result in the finalisation of the claim by the DWP. Officers are confident that as a result a favourable movement can now be brought into the forecast.
13. The department has now received confirmation from the DWP of its final settlement relating to the 2007/08 Housing Benefit claim which totalled £124m. The letter confirms that just £32.7k will be recovered due to errors found by the external audit of the grant claim which is an exceptional performance. The impact of this settlement is now being analysed and will be reported next month.
14. The Housing Benefit budget, as reported previously, is experiencing pressure as a result of increased benefit uptake. Benefit applications within the privately rented accommodation area is showing increases of 23% which is now establishing a pattern which will result in a pressure of over £300k. This pressure has been mitigated by additional one-off admin grant funding from DWP and other compensating actions available to the service, which are being actively pursued.

Housing Need Services: Nil variance (No change)

15. Although the budget continues to experience considerable pressure the measures identified to mitigate these pressures continue to be successful. The underlying pressure remains around the level reported in recent months with officers continue to focus staffing efforts to contain expenditure within budget; a nil forecast is being reported as a result. This risk has largely been mitigated through strong management of the Private Sector Landlord (PSL) sector with voids being reduced to less than 2% on approx 1,200 properties. However these efforts to contain the pressure is putting at risk the council's ability to achieve the government's 2010 temporary accommodation target as reported previously.

16. The forecast assumes that the £1.3m corporate contingency held for Homelessness is received. This service is managing a gross budget of £39m and received £550k of unavoidable growth as part of the 2009/10 budget setting process; this budget line includes Homelessness.

Other ASCH&H Services: £77k adverse (No change)

17. The adverse pressure is primarily due to essential works on Careline (£90k) to enable the switchover of existing equipment from an analogue to a digital signal for which the Council has no discretion.

Housing HRA

18. The HRA has a gross budget of £48.8m. The forecast for Month 10 shows an overall favourable variance of £920, which represents a marginal improvement of £61k from the M9 forecast as set out in the table below:

Division of Service	Forecast Variance Month 10 £'000	Forecast Variance Month 9 £000	Change from Month 9 £000
HH Ltd: General and Special Services	0	0	0
HH Ltd: Repairs Services	0	0	0
LBH: General and Special Services	-191	-130	-61
LBH: Repairs Services	+52	+52	0
Other Expenditure	-233	-387	+154
Income	-548	-394	-154
In Year (Surplus) / Deficit	-920	-859	-61

Hillingdon Homes: Nil Variance (No change)

19. Hillingdon Homes are reporting a nil variance.

LBH General and Special Services: £191k favourable (£61k improvement)

20. The LBH General and Special Services forecast has improved by £61k due to reduced staffing costs and gains on long standing leasing arrangements from continuing lower interest rates.

Other Expenditure: £233k favourable (£154k adverse)

21. The improved income position has allowed the HRA to replace contingency drawn down earlier this year.

Income: £548k favourable (£154k improvement)

22. The income forecast has improved by £154k due to improved void rate offset by £18k in lower recharges to Leaseholder for Major work repair as some work is not expected to finish by 31/3/2010.

Environment and Consumer Protection (E&CP)

Revenue: **£11k adverse (£18k adverse)**

1. At Month 10, the Group is forecasting an adverse variance of £11k, which compares to a favourable variance of £7k as reported at Month 9. The forecast variances are expressed net of any contingency provisions, which are detailed within the report.

	Forecast Variance Month 10	Forecast Variance Month 9	Change from Month 9
Division of Service	£'000	£'000	£'000
Street Cleansing	+95	+95	0
Harlington Road Depot	+169	+169	0
Waste Disposal	-300	-250	-50
Trade & Clinical Waste net	-40	-40	0
Off Street Parking Income	+35	-33	+68
Street Scene Locality Team	+52	+52	0
Recovery Plan Savings	0	0	0
E&CP - Total	+11	-7	+18

Contingent Items: **Gross Pressure £992k (No change)**

2. The Council's 2009/10 contingent budget contains sums relating to the Waste Disposal Levy and cost pressures on Recycling Services and Vehicle Fuel which impact on the ECP Group position. West London Waste have set the 2009/10 levy and this utilises the full amount of the contingency with a minor adverse variance of £12k. The Borough's recycling activity continues to exceed base budgeted levels, and the position forecasts full use of the contingency. The bulk diesel purchase price has stabilised but continues to show an upward trend and a contingency requirement forecast of £60k is maintained this month.

	Gross Pressure Month 10	Gross Pressure Month 9	Change from Month 9	Contingency	Net Pressure
Division of Service	£'000	£'000	£'000	£'000	£'000
Waste Disposal Levy	732	732	0	720	+12
Recycling Services	200	200	0	200	0
Vehicle Fuel	60	60	0	85	-25
E&CP - Total	992	992	0	1,005	-13

Street Cleansing: **£95k adverse (No change)**

3. The adverse position represents the net forecast across Street Cleansing, Graffiti and Litter Abatement services. The pressure relates to the Street Cleansing service and to activity required to maintain service standards. Actions continue to be taken to minimise this pressure without impacting on service levels.

Waste Services: **£340k underspend (£50k favourable)**

4. **Recycling Costs:** The overall pressure on Recycling is currently forecast at £517k (last month £525k). The major elements of the variance relate to Gate Fees and recycling bags, reflecting a continuing improvement in recycling performance across both Household and Composting

recycling. This position allows for the continuation of new initiatives that were implemented during 2008/09. These are Estates Based recycling, the Blue Sky scheme, Specialist collections and Battery Bank. The forecast position incorporates the expected seasonal variations in the income and expenditure profiles. Income and rebates from recyclable materials continue to be favourable. Whilst as expected green/organic tonnages have dropped in the final quarter of the financial year, the levels of dry recycling have been maintained. There is £200k available in the contingency for Waste & recycling cost pressures that can partially offset this position.

5. **Waste Disposal:** The gross contingency pressure of £732k reflects the actual increase in the 2009/10 Waste Levy confirmed by West London Waste Authority (WLWA) at the authority meeting in January 2009. The Section 52(9) budget was reset as part of the 2009/10 levy setting, however tonnages have continued to show a significant fall during 2009/10. The latest available tonnages confirm the trend set in October that reversed previous seasonal trends. The underspend has therefore been increased by a further £50k. The decreased tonnages are also largely reflected across West London Waste Authority's other constituent Boroughs. As a result, there are not expected to be any implications from the Landfill Allowance Trading Scheme (LATS) in 2009/10.
6. **Trade Waste:** The position remains a £70k favourable variance due to overachievement of income. As previously reported levels of business have reduced during 2009/10. This is considered to be a combination of the cumulative impact price increases linked to the annual increases in Landfill Tax and the economic downturn. Close monitoring and enforcement is currently ensuring that the levels of aged debt are under control. The overachievement on this service has been reduced by the forecast pressure on Clinical Waste explained below, giving a net position of £40k favourable.
7. **Civic Amenity Sites:** A nil variance continues to be forecast across this service area. The position on this service area will continue to be closely monitored in line with variations in activity.
8. **Clinical Waste:** The Council has now taken on the responsibility for the collection and disposal of Clinical waste from residents homes previously undertaken by Hillingdon Primary Care Trust (HPCT), and as required by the Environmental Protection Act 1990. The service transferred during September. The costs incurred to date continue to indicate that the impact will be contained within the estimated impact for 2009/10 of £30k. However this service is subject to client number variations which can affect costs accordingly.

Harlington Road Depot: £169k adverse (No change)

9. The pressure on the depot chiefly relates to a reduction in the intensity of usage. This is due to the movement of some Council services to the Civic Centre, together with the loss of Hillingdon Homes contributions for space occupation at the depot and use of the Stores facility. Options to mitigate the pressures continue to be explored. A number of space rationalisation measures were implemented during January. The reported position makes an assumption that these changes will have a favourable part-year impact in 2009/10, after rates and utilities impacts are considered.

Off-Street Parking: £35K adverse (£68k adverse)

10. In terms of Car Park income, the expected favourable seasonal variation in the third quarter of the financial year, was evidenced significantly later than previous financial years. The economic climate is considered to be a major factor and will have been exacerbated by the severe weather conditions experienced in December and early January. The forecast position reflects the reduced activity as a result of these adverse factors, and assumes a contingency allocation will be made to offset the income reduction due to the free weekend parking over the Christmas period.

Parking Revenue Account

11. The severe weather conditions have affected Parking Enforcement, with operations having to be suspended at the height of the snow. This is forecast to further reduce the level of penalty charge notice (PCN) income, which has already seen a fall during 2009/10 when compared to previous years. This underlying decrease is consistent with a London-wide trend, attributed partly to economic downturn and a more general increase in compliance levels. It is currently forecast that a combination of management action and improved performance in the last two months of the financial year will allow the pressure to be accommodated within the ring-fenced Parking Revenue Account. However the reduced income will impact adversely on the unallocated surpluses available for future years.

Winter Maintenance

12. A further consequence of the weather has been additional activity within the Winter Maintenance service. The winter gritting teams worked almost solidly from mid-December to mid-January. By early January the volume of grit used exceeded by 300 tonnes, that the amount used throughout the whole of the 2008/09 financial year. The current forecast is that as a result of the additional material and manning costs, the service will outturn at approximately £50k over budgeted levels. A contingency allocation has been requested to meet these additional costs.

Streetscene Locality Team: **£52K adverse (No change)**

13. There has been increased activity incurred through the delivery of the enhanced Streets Ahead Week of Action scheme which has led to additional one-off costs principally on publicity, printing and promotional activities.

Recovery Plan Savings: **Nil variance (No change)**

14. Actions have now been identified that are anticipated to be sufficient to deal with the residual pressures faced by the Group.

Vehicle Fuel Pressure – contingency item: **£25k underspend (No change)**

15. The bulk diesel purchase price continues to fluctuate, moving between 91p and 95p per litre during January. However the underlying trend remains upwards. This view is consistent across the industry, with forecasts showing that increases are set to continue throughout 2010/11.

16. The current pressure is estimated to be £50k, and therefore a forecast of £60k on the contingency sum is retained this month. At this time there are no significant issues to report on the prices of oil based/dependent materials.

Education and Children Services (E&CS)

Revenue: Nil variance (No change)

1. The Group is projecting a nil variance as at Month 10 for the 2009/10 financial year.
2. This excludes the overall pressure on asylum funding and the cost of exhausted all appeals cases which are reported under exceptional items elsewhere in this report.
3. The projected variances at Month 10 are summarised in the following table:

Division of Service	Forecast Variance Month 10 £'000	Forecast Variance Month 9 £'000	Change from Month 9 £'000
Schools	0	0	0
Director & Youth Services	0	0	0
Resources, Policy & Performance	-21	-21	0
Learning & School Effectiveness Service	-4	-4	0
E&CS Central Budget	0	-138	+138
Children & Families Service	+25	+163	-138
E&CS – Total	0	0	0

Schools: Nil variance (No change)

4. The Schools Budget is ring fenced and funded from the DSG. Schools' payroll and non-payroll expenditure is monitored quarterly with any forecast year-end deficits being the subject of detailed discussions with the schools concerned. Schools forecasting deficits are required to supply recovery plans identifying how they intend to eliminate their deficit, but these do not affect the general fund.
5. Any underspend or overspend of the Schools Budget in 2009-10 would be carried forward into 2010-11 and would have no effect on the General Fund.

Director & Youth Services: Nil variance (No change)

6. There has been no major change to the position reported within the service areas.

Resources, Policy & Performance: £21k Underspend (No change)

7. There has been no change to the improvement reported within the Resources, Policy & Performance.

Learning & School Effectiveness: £4k underspend (£4k improvement)

8. There has been no change to the position reported within the Learning & School Effectiveness service areas.

E&CS Central Budget: Nil variance (£138k change)

9. The savings achieved through reviewing all ECS grant allocation applications and continued monitoring of recruitment to new and vacant posts by senior managements has been allocated to reduce pressure to other areas within ECS.

Children and Families: £25k pressure (£138k improvement)

10. This service area reporting an improvement of £138k due to agency staff reduction as a result of Social Work Practice in operation, also reduction in the unit cost of expensive Private & Voluntary placements.

Exceptional Items: Asylum Service £2,779k pressure (No change)

11. The UKBA has agreed to reimburse all the Special Circumstances claims by the Council for 2008/09. This means that the provision made in 2008/09 can be applied to the current year overall pressure, which will reduce it down to £2,779k.

12. There is no change in the previously reported overall underlying budget pressure of £3,040k for the service for 2009/10. This is due to the ongoing demand for the service and the continued under-funding by the Government and in respect of the moderation of the Special Circumstances grant for under 18's.

13. Action has already been undertaken to reduce the shortfall on Asylum funding whilst maintaining service levels. However, the age profile of the clients has led to a decrease in grant income as more asylum seekers turn 18. This has led to the net position being worse than in previous years even though numbers are falling. However, continuing to provide services to asylum seekers over 18 costs the authority less than the provision for general non-asylum Leaving Care clients, so this in effect reduces the overall Council pressure.

14. The Corporate Director (Education & Children's Services) with Senior Council Officers, along with senior representatives from LB Croydon and Kent County Council has met with senior UKBA officials with regard to our ongoing pressures. Various proposals were discussed with the UKBA regarding funding for Gateway authorities and further meetings are planned to progress these proposals. From the last meeting it is expected that the UKBA is aiming to finalise and agree the proposed bespoke contract with gateway authorities by end of March 2010.

Planning and Community Services (P&CS) Month 10

Revenue: **£24k Overspend (£1k favourable)**

- The Group has a draft outturn position of £24k overspent, excluding all pressure areas that have identified contingent provisions.

Division of Service	Forecast Variance Month 10 £'000	Forecast Variance Month 9 £'000	Change from Month 9 £'000
Community Safety	-211	-211	0
Arts Service	+75	+51	+24
Libraries	0	0	0
Adult Education	0	0	0
Leisure	+125	+125	0
Planning & Transportation	+35	+60	-25
P&CS - Total	+24	+25	-1

Contingent Items: **£1,708k Gross Pressure (£37k adverse)**

- The Planning income streams were identified as exceptional items last year. This was due to the downturn in the economy which had impacted the housing market severely and has continued to depress these income streams. The Authority's 2009/10 contingent budget contains provision for these affected income streams. The net position after the application of the contingency is shown in the table below.

Contingent Item	Gross Pressure Month 10 £'000	Month 9	Change from Month 9	Contingency £'000	Net Pressure £'000
Development Control	+519	+472	+47	+350	+169
Building Control	+178	+184	-6	+108	+70
Land Charges	+749	+753	-4	+715	+34
Golf	+262	+262	0	+262	0
P&CS - Total	+1,708	+1,671	+37	+1,435	+273

Development Control Income: **£519k Gross Pressure (£47k adverse)**

- The forecast for Development Control income is a gross pressure of £519k which has increased from month 9 by £47k. The net position after the contingency is £169k.
- Major applications are now currently forecast to fall by as much as 32% compared to 2008/09. The Major applications forecast has dropped by £74k due to 4 sites where fee income was expected now being delayed beyond March. This reduction in the Majors has been partly compensated for by an increase of £27k in the Minor applications forecast. This is due to a better than expected level of activity for January (50 applications, 14 more than January 2009).
- The Major applications is a volatile area given the significant scale of fees, and the limited volume of applications. This area normally accounts for 2/3rds of the Development Control Income. The other areas of income that are for Minor and Other applications continue to be depressed. They are down by 22% (28% in Month 9) and 20% (no change) respectively from the 3 year average levels.

Building Control Income: £178k Gross Pressure (£6k favourable)

6. The forecast for Building Control income is a gross pressure of £178k. This has improved marginally by £6k and the net position after the contingency is now forecast to be £70k. Income for April to January is down by 15% from the same period in 2008/09.

Land charges: £749k Gross Pressure (£4k favourable)

7. Land charge income has moved to a cost recovery basis due to a change in regulations enacted in December 2008. The net pressure currently forecast after the contingent allocation would be £34k.
8. Not reflected in the forecast yet is the potential impact of the guidance issued from the Information Commission Office (ICO). The guidance suggests that the majority of property search data is Environmental Information and that Local Authorities are therefore obliged to allow inspection of this information at no charge. This remains an ongoing issue on which the LGA is leading.

Golf: £262k Gross Pressure (No change)

9. This position assumes the allocation of £262k from contingency for Golf. The Golf budgets have been set to match the expected income from Mack trading. The fixed contract element is £280k (£210k courses and £70k driving range) with a further £100k for the variable element relating to the driving range, giving £380k in total. However the budget held in contingency of £262k is still required and will need to be allocated to the service.

Community Safety: £211k underspend (No change)

10. The position remains underspent by £211k. This is a result of the decision to not commit any further expenditure from the community safety fund, resulting in a £150k underspend. There are also underspends on staffing £41k and £20k on the MPA grant.

Arts Service: £75k Pressure (£24k adverse)

11. As previously reported the service is reporting a pressure on its income streams. This is due to range of factors related to the general difficulties arising from the current economic conditions, e.g. cancellation of bookings. Although the service has worked to mitigate these pressures it has not been possible to improve these income streams within Arts.

Libraries: Nil variance (No change)

12. The Library service is currently forecasting a nil variance

Adult Education: Nil variance (No change)

13. The grant allocation for 2009/10 has now been finalised with the LSC and the forecast has been updated to reflect this. There are currently no budget pressures.
14. The national position regarding Adult Education is under review by government and it is likely that the outcome of this will have an implication on the way the service is funded.

Leisure: £125k Pressure (No change)

15. The forecast remains as a pressure of £125k due to the revenue impacts from the delay in the practical completion of Botwell. The first indications from GLL are that they are prepared to annualise the cost of the delay in the opening of Botwell. This is consistent with the treatment

that has previously been adopted for the management fee. This will reduce the impact in the current financial year. This has been cautiously estimated to be sufficient to balance out the expectation that the Hayes subsidy saving is now entirely lost for the current financial year. However key to this position will be the date of the satisfactory handover of Botwell and its subsequent opening to the public.

Planning and Transportation: £35k overspend (£25k favourable)

16. The improved position of £35k overspend is due an improvement in the income received against the S106 management fees and a slippage in the recruitment of a number of planning posts.
17. There are still pressures due to pre applications income which is linked to the general downturn in the housing market and the subdued activity of developers (see above re major applications down by 32% in 2009/10 compared to 2008/09).

2009/10 In-year Efficiency Target

18. The Group is currently on target to meet its in-year savings target of £90k by slowing down some of the recruitment to its vacant posts.

Central Services

Revenue: Nil variance (No change)

1. The forecast position for the central services revenue budget is a breakeven position. The Deputy Chief Executive's Office is still projecting to breakeven position. However, the Finance & Resources Directorate is now reporting a breakeven position, an improvement of £183k on last month's projections, due to the effective implementation of proposed savings plans.

Division of Service	Forecast Variance Month 10 £000	Forecast Variance Month 9 £000	Change From Month 9 £000
Deputy Chief Executive's Office	0	0	0
Finance and Resources	0	+183	-183
Recovery Plan Savings	0	-183	+183
Central Services - Total	0	0	0

Finance & Resources: breakeven (£183k improvement)

2. The Finance & Resources Directorate budgets are projecting a breakeven position at Month 10, an improvement of £183k on last month's projections.
3. The gross pressures within Corporate Property Services, totalling £302k, are as set out below:
 - There is an ongoing pressure on income streams from commercial properties of £172k, due to a number of vacant tenancies in the Warnford Industrial Estate (£104k), 192 High Street, where the premises have remained vacant for a number of months (£29k) and a recent vacant unit that exists in Uxbridge Market (£39k).
 - There is an anticipated shortfall of £56k on income from the Hire of the Middlesex Suite, due to an organisation not renewing its annual hire agreement, and a general slow down in the demand for hiring large sites, especially over the Christmas period.
 - There is an anticipated shortfall of £44k on income from schools buy back of FM services, due to schools opting to procure services directly rather than through the FM Team.
 - There is a pressure of £30k on the cost of maintaining and keeping secure surplus properties prior to their disposal.
4. These pressures are netted down by savings totalling £302k, which relate to the following:
 - The receipt of a rebate from Matrix totalling £185k.
 - Additional income of £47k from leases within the General Corporation Estate.
 - A saving of £70k due to a negotiated reduction in the cost and the receipt of one off refunds of a number of Civic Centre Service Contract.

Recovery Plan Savings:

5. Identified recovery savings have now being factored into the relevant services where applicable.

Capital Programme: £5,490k Underspend (£217k Adverse)

1. The overall Capital Programme budget is projecting an underspend £5,490k of as at Month 10 (£4,707k Month 9).
2. Expenditure to Month 10 across the whole capital programme is £53,096k (£49,240k Month 9) which equates to 60% of the revised programme. Further detail is provided below for each individual department.

Adult Social Care, Health and Housing (ASCH&H)

HRA: £214k Underspend (£223k Improvement)

3. A summary of the programme for HRA is shown below :

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 10	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
Capital Works	10,000	9,972	Y	5,985	60%	10,022	50
Estates Improvements	1,125	495	Y	0	0%	275	-220
Cash Incentive Scheme	100	100	Y	100	100%	100	0
New Build – Redevelopment	290	120	N	0	0%	120	0
New Build – Long Lane	0	30	Y	28	93%	28	-2
HRA - Pipeline project	0	0	N	0	0%	8	8
Other Projects	230	300	Y	152	51%	250	-50
Townfield Community Centre	0	660	Y	619	94%	660	0
HRA – Total	11,745	11,677		6,884	59%	11,463	-214

4. Expenditure to date is £6,884k out of a revised budget of £11,677k, which accounts for 59% of the total programme budget.
5. The budget increased by £210k on the Capital Works Programme. This relates to a number of additional insurance items totalling £146k and grants, £60k West London Extensions, £4k Energy Trusts.
6. There is reported an underspend on Estate Improvements of £220k. This relates to £120k on the Austin Road estate project and £100k on The Glebe project, due to complications relating to planning permission.
7. There has been identified required spend on the HRA Pipeline Project which was previously anticipated to start in 2010/11, which should occur in 2009/10 in order to allow the project to progress. This will be a grant funded project and will require the funds to be drawn forwards. This is allowable under the grant conditions.
8. There is a projected overspend of £50k on the HRA Capital works. This relates to urgent boiler works, which were brought forward from next year's programme, due to the inclement weather. This will be offset by the underspend on the other projects, which are now anticipated to be incurred in 2010/11.

Adult Social Care, Health and Housing: £18k overspend (£50k adverse)

9. A summary of the programme for Adult Social Care, Health and Housing is shown below :

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 10	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
100% Grant Funded							
PSRSG for WL Empty Property Grant	0	1,150	Part	886	77%	1,200	50
Mental Health – Mead House	114	363	Y	213	59%	363	0
Improving Care Homes Environment for OP	0	3	Y	0	0%	3	0
ASC,H&H (Non HRA – 100% Grant Funded) – Total	114	1,516		1,099	72%	1,566	50
Non-Grant Funded							0
Disabled Facilities Grants	2,040	2,017	Y	1,939	96%	2,017	0
Private Sector Renewal Grants	390	360	Y	300	83%	360	0
LDA Energy Efficiency Grant	0	125	Y	0	0%	93	-32
Colne Park Caravan Sites	302	78	Part	4	5%	78	0
Purchase of Benefits customer self-service facilities	225	121	Part	0	0%	121	0
Purchase of Supporting People software	83	0	N	0	0%	0	0
Improving Information Management and ESCR	218	735	Part	540	73%	795	60
Enabling Electronic Social Care Record	100	276	Y	180	65%	276	0
Learning Disability Modernisation Programme	243	60	N	0	0%	0	-60
Mental Health Phase 2 – Hayes Park House	0	0	N	0	0%	0	0
Mental Health Phase 3 – Group Homes	0	0	N	0	0%	0	0
ASC,H&H (Non HRA – Non Grant Funded) – Total	3,601	3,772		2,963	79%	3,740	-32
ASC,H&H – Total	3,715	5,288		4,062	77%	5,306	18

10. Expenditure to date is £4,062k out of a revised budget of £5,288k, which accounts for 77% of the revised programme budget.

11. Improving Information Management is reporting an extra £60k requirement, this has been reviewed and officers have identified that this will be funded via a revenue contribution.

12. Private Sector Renewal Support Grant (PSRSG) for West London Empty Property Grant is reporting a £50k pressure.

13. The projected underspend on the LDA Energy Efficiency Grant reflects that £32k is anticipated to occur in 2010/11.

14. The Learning Disability Modernisation Programme is now reporting a zero outturn for the current year. This relates to the change in plans for one of the sites, which will now not be developed. It is planned to sell the asset with the costs going to revenue.

Environment and Consumer Protection: £182k Overspend (£51k Adverse)

15. A summary of the programme for Environment and Consumer Protection is shown below.

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 10 £' 000	Actual % of Revised Budget %	Forecast Outturn £' 000	Variance £' 000
Highways Improvements	1,358	1,358	Y	405	30%	1,358	0
Cabinet Member Initiatives – Highways							
Road Safety	250	210	Part	22	10%	210	0
Traffic Congestion Mitigation	200	10	N	0	0%	0	-10
Street Lighting	300	300	Part	51	17%	300	0
Cabinet Member Initiatives - Parks & Streetscene							
Green Spaces Strategy	250	187	Part	180	96%	187	0
Street Scene	250	250	Part	-9	-4%	122	-128
Cabinet Member Initiatives – Improvement, Partnerships & Community Safety							
Breakspear Crematorium	1,700	1,876	Y	2,240	119%	2,240	364
Car Park Schemes	200	200	Y	66	33%	200	0
Ruislip Lido	0	18	Y	18	100%	18	0
Hillingdon First – Parking Meters	0	192	Y	157	82%	192	0
Purchase of Vehicles	0	0	Y	0	0%	0	0
Other Schemes - Public Conveniences	0	185	Y	193	104%	215	30
E&CP – Sub Total	4,508	4,786		3,323	69%	5,042	256
BSP funded by Transport for London	3,685	3,995	Y	2,437	61%	3,921	-74
TFL (100% Grant Funded) – Sub Total	3,685	3,995		2,437	61%	3,921	-74
E&CP – Total	8,193	8,781		5,760	66%	8,963	182

16. Expenditure to date is £5,760k out of a budget of £8,781k, which accounts for 66% of the revised programme budget.

17. The majority of the expenditure to date has been incurred on Breakspear Crematorium (£2,240k), where the project is completed. A pressure of £364k has been identified, £150k has been provisionally agreed by Harrow and the balance will be managed through the prudential borrowing provisions which are finalised at the year end.

18. A programme for Highways Improvements for £1,358k has been drafted and the schemes are ready to be commissioned using Enterprise-Mouchel, the Highways commissioning contractor. A further capital release of £531k was approved on 9th February 2010.

19. Traffic Congestion Mitigation is now projecting a £10k underspend on the revised budget.

20. The Street Scene outturn has increased to £122k (£87k month 9) to reflect the further moratorium release request.

Education and Children's Services: £1,851k Underspend (£756k Improvement)

21. A summary of the programme for Education and Children's Services is shown below:

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 10 £' 000	Actual % of Revised Budget %	Forecast Outturn £' 000	Variance £' 000
100% Grant/Externally Funded							0
Early Years Foundation Stage – Surestart	0	1,020	Part	546	54%	1,020	0
Extended Schools	606	419	Y	326	78%	419	0
Extension of Nursery Care / Education	1,854	24	Part	26	108%	24	0
Formula Capital Devolved to Schools	6,388	5,184	N/A	3,760	73%	4,523	-661
Guru Nanak - Expansion 2010	3,000	7,075	Y	3,843	54%	7,075	0
Home Access for Targeted Groups	0	90	Y	62	69%	90	0
Information Systems – Every Child Matters	0	41	Y	41	100%	41	0
ISPP Project (Parents & Providers)	0	24	Y	24	100%	24	0
Pathfinder (Playgrounds)	0	504	Part	0	0%	504	0
Pinkwell	0	30	Y	0	0%	30	0
Primary Capital Programme	3,893	2,975	N	0	0%	2,975	0
Rosedale College S106 – only	26	26	Y	0	0%	0	-26
Ruislip High School	0	60	Y	0	0%	60	0
School travel Plans	112	77	Y	34	44%	77	0
Schools Kitchens	594	999	Part	58	6%	736	-263
Specialist Schools	0	378	Y	279	74%	378	0
Surestart - AHDC short breaks	157	60	Y	0	0%	1	-59
Vehicle Workshops - West Drayton Young Peoples Centre	0	94	N/A	50	53%	94	0
Investment in Young People's Facilities	0	167	Part	31	19%	167	0
Total 100% Grant/Externally Funded	16,630	19,247		9,080	47%	18,238	-1,009
Non Grant Funded							0
Douay Martyrs - Drama, 6th form common rooms	0	65	Y	65	100%	65	0
Expansion Haydon	726	930	Y	718	77%	930	0
School Improvement Programme	2,000	1,875	Part	851	45%	1,250	-625
School Places Provision (Basic Needs)	3,757	100	Part	8	8%	20	-80
Schools Access Programme	500	240	Part	77	32%	103	-137
Total 100% Non Grant Funded	6,983	3,210		1,719	54%	2,368	-842
E&CS – Total	23,613	22,457		10,799	48%	20,606	-1,851

22. Expenditure to date is £10,799k out of a budget of £22,457k which accounts for 48% of the revised programme budget.

23. The budget has increased by £756k schools contributions towards additional works on Devolved Formula Capital (£661k), Specialist Schools £85k) School Kitchens (£5k) and School Access (£5k).

24. A number of projects are now reporting underspend, Devolved Formula Capital £661k, Rosedale £26k, AHDC short breaks £59k.

Planning and Community Services: £45k overspend (£95k adverse)

25. A summary of the programme for Planning and Community Services is shown below:

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 10	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
100% Grant/Externally Funded							0
SSCF	0	100	Y	43	43%	100	0
S106/S278 Schemes	411	307	Y	281	92%	307	0
Botwell Multi Use Games Area		150	Part	7	5%	125	-25
NLDC	0	10	Y	9	90%	10	0
Total 100% Grant/Externally Funded	411	567		340	60%	542	-25
Non Grant Funded							0
Assisted Funding	150	32	N	19	59%	32	0
Libraries Refurbishment	1,500	1,500	Y	994	66%	1,570	70
Voltage Optimisation Equipment	40	40	N	0	0%	40	0
Harmondsworth Dog Free Mini Football Area	0	70	Y	0	0%	70	0
Ruislip Lido Public Conveniences	0	100	Y	0	0%	100	0
The Stables Manor Farm Redevelopment Project	0	80	Y	0	0%	80	0
CCTV Programme	250	22	Part	22	100%	22	0
Total Non Grant Funded	1940	1,844		1035	56%	1914	70
P&CS – Total	2,351	2,411		1,375	57%	2,456	45

26. Expenditure to date is £1,375k out of a budget of £2,411k, which accounts for 57% of the total programme budget.

27. The projected underspend of £25k on the Botwell Multi Use Games Area relates to slippage and will be spent in 2010.

28. There is a reported pressure on the Library Refurbishment Programme. This relates to works on ICT.

29. The Stables Manor Farm Redevelopment Project is currently estimating full spend however officers are investigating the status of the building, as the Manor Farm site is a listed site. The results of the investigations may affect the timing of works and could delay the majority of expenditure to 2010/11.

Major Construction Projects: £226k underspend (Nil variance)

30. A summary of the programme for Major Construction Projects is shown below:

Capital Schemes 2009/10	Revised Budget	Budget Released	Capital Spend Month 9	Actual % of Revised Budget	Forecast Outturn 2009/10	Forecast Outturn 2010/11	Forecast Variance 2009/10	Forecast Variance Total Project
	£' 000	Y/N	£' 000	%	£' 000	£' 000	£' 000	£' 000
Planning and Community Services								
Brookfield – Second Floor	256	Y	221	86%	256	6	0	-2
Hillingdon Sports and Leisure Centre	8,372	Y	6,881	82%	8,372	346	0	+250
Botwell Green (including Gymnastics Centre)	10,391	Y	8,369	81%	10,621	520	+230	+750
Boxing Club	0	N/A	36	No Budget	41	0	+41	+41
Minet Cycle Club	501	Part	24	5%	358	356	-143	-1
Queensmead Fitness Centre Refurbishment	30	Y	1	3%	30	50	0	0
Education and Children's Services – 100% Grant/Externally Funded								
Children's Centres – Phase 2	1,645	Y	1,864	113%	1,864	215	+219	+434
Children's Centres – Phase 3	1,200	Y	115	10%	650	2,736	-550	-434
Longmead	1,250	Y	599	48%	1,150	1,263	-100	-690
Merrifield's fit out for short breaks	45	Y	0	0%	45	0	0	0
Pinkwell New Classrooms	391	Y	384	98%	391	9	0	0
Education and Children's Services – Non Grant Funded								
Harefield School Nursery	1,247	Y	1,000	80%	1,247	0	0	0
Glebe Primary School	229	Y	201	88%	229	6	0	+6
Heathrow Primary	172	Y	145	84%	170	2	-2	-9
Ruislip High School	308	Y	26	8%	308	0	0	0
Targeted Capital - Oak Farm	398	Y	0	0%	398	0	0	0
Targeted Capital - Uxbridge High	1,247	Y	1,220	98%	1,578	111	+331	+442
New Young People's Centre	2,000	Y	778	39%	1,800	1,369	-200	+170
Finance & Resources							0	
Farm Barns	10	N	0	0%	10	0	0	-5
Environment and Consumer Protection							0	
New Years Green Lane Civic Amenity Site	400	Part	187	47%	400	3,800	0	+2,600
Arundel Road Development HIP	30	Y	8	27%	18	12	-12	0
Council Wide								
Project QS support	100	0	0	0%	60	0	-40	-40
Major Construction Projects – Total	30,222		22,059	73%	29,996	10,801	-226	+3,512

31. Expenditure to date is £22,059k out of a budget of £30,222k, which accounts for 73% of the revised programme budget.

32. The budget has increased by £45k which is Merrifield's fit out for short breaks.

Central Services: £418k overspend (Nil variance)

A summary of the programme for Central Services is shown below:

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 6 £' 000	Actual % of Revised Budget %	Forecast Outturn £' 000	Forecast Variance £' 000
Leader's Initiative	200	125	Y	46	37%	125	0
Chrysalis	1,000	1,018	Y	520	51%	1,067	+49
Town Centre Initiative	325	438	N	0	0%	413	-25
HIP Projects	600	370	Part	5	1%	370	0
DCE - Total	2,125	1,951		571	29%	1,975	24
ICT Asset Management Strategy	500	454	Part	185	41%	454	0
ICT Works at the Crematorium	0	97	Y	19	20%	97	0
Victoria Hall	0	53	Y	51	96%	53	0
Manor Farm	0	0	Y	57	No Budget	250	+250
Hillingdon First Card	182	200	Y	200	100%	200	0
Property Enhancement Programme	500	241	Part	173	72%	241	0
Property Enhancement Programme Contingency	0	179	N	20	11%	179	0
YOT Consolidation Link 1A/Cashiers	372	360	Y	316	88%	360	0
Civic Centre Electrical Works	2	55	Y	377	685%	395	+340
Civic Centre Security Improvements	236	127	Part	30	24%	127	0
Civic Centre - Photovoltaic Cells	34	34	Y	35	103%	35	+1
Civic Centre Enhancements	750	648	Part	70	11%	348	-300
Civic Centre Boilers	0	50	Y	53	106%	53	+3
F&R - Total	2,576	2,498		1,586	63%	2,892	394
Central Services - Total	4,701	4,449		2,157	48%	4,867	418

33. Expenditure to date is £2,157k out of a revised budget of £4,449k, which accounts for 48% of the revised programme budget.

34. The Town Centre Initiative is reporting an underspend of £25k, following the additional section 106 funding allocated to the project.

35. The Manor Farm project is subject to a contractual claim. There is a possibility this will not be resolved this financial year.

Capital Contingency: £2,144k underspend (£114k adverse)

36. A summary of the programme contingency is shown below:

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Capital Spend Month 10 £' 000	Actual Spend % of Revised Budget %	Forecast call on contingency £' 000	Variance £' 000
Programme Contingency	3,196	2,725	0	0%	+1,000	-2,196
Contingency	1,500	1,137	0	0%	+718	-419
Contingency – Total	4,696	3,862	0	0%	1,718	-2,144

37. The forecast outturn of £1,718k (£1,604k, Month 9) assumes that all of the pressures identified below will need to be funded from the contingency.

38. However a proportion of these overspends are schemes that are not fully funded through Council resources e.g. Schools, S106 etc. In addition where possible Council funded scheme overspends will be funded by virement from other parts of the capital programme within the Group concerned. After taking these factors into account the remaining potential pressure on contingency is around £1,326k. Further work continues to be undertaken to refine the pressure and identify options to fund.

Calls on Contingency from existing programme	Funding	Revised Budget	Forecast Outturn (Month 9)	Contingency Call 2009-10	Contingency Call 2010-11	Total Contingency Call
		£'000	£'000	£'000	£'000	£'000
Programme contingency						
Hillingdon Sports and Leisure Development	Council	8,372	8,372	-0	+250	+250
Leisure Development - Botwell Green, Hayes	Council	10,391	10,621	+230	+520	+750
Sub Total		18,763	18,993	+230	+770	+1,000
General contingency						
Boxing Club	Council	0	41	+41	0	+41
Manor Farm	Council	0	250	+250	0	+250
Library Refurbishment Programme	Council	1,500	1,570	+70	0	+70
Breakspears Crematorium	Council element	1,876	2,133	+257	0	+257
Sub Total		0	4,094	+718	0	+718
Total		22,139	23,087	+948	+770	+1,718

The Table below details the previous releases from contingency.

Previous releases from contingency	£' 000	£' 000
General Contingency		
Original budget	1500	1500
Approved projects to date		
Harmondsworth Dog Free Mini Football Area		70
Ruislip Lido Toilets		100
Project QS support		100
Douay Martyrs - Drama, 6th form common rooms		65
Brookfield		28
total released to date		363
Balance remaining		1,137
Programme contingency		
Original budget	3,196	3,196
Approved projects to date		
Purchase of Vehicles		471
Balance remaining		2,725

APPENDIX B – Treasury Management Report

1. The following information is provided to update you on the activities on the Treasury function for the month of January 2010.
2. As at 31 January 2010 the Council's portfolio of deposits and debt were as follows (deposit balances can move substantially from day to day in line with cash flow requirements).

Outstanding Deposits - Average Rate of Return on Deposits: 1.73%

	Actual £m	Actual %	Bench- mark %
Up to 1 Month	31.5	60.34	50.00
1-2 Months	0.0	0.00	15.00
2-3 Months	0.0	0.00	25.00
3-6 Months	5.0	9.58	5.00
6-9 Months	0.0	0.00	5.00
9-12 Months	0.0	0.00	0.00
12-18 Months	0.0	0.00	0.00
18-24 Months	0.0	0.00	0.00
Subtotal	36.5	69.92	100
Unpaid Maturities	15.7	30.08	0.00
Total	52.2	100	100

3. With the exception of the unpaid Icelandic investments, our deposits are held with UK institutions and Money Market Funds, which hold AA- or AAA long-term credit ratings.
4. Deposits are currently held with the following institutions; Santander, Royal Bank of Scotland, Barclays Bank, Lloyds TSB Banking Group, Clydesdale, Nationwide, Henderson MMF and Invesco Aim MMF.
5. During January fixed-term deposits have continued to mature in line with our cash flow requirements. Any surplus funds have been placed in instant access accounts or short term fixed deposits with the DMO, in order to meet future cash flow requirements.

Outstanding Debt - Average Interest Rate on Debt: 3.86%

	Actual £m	Actual %
PWLB	109.6	69.5
Long-Term Market	48.0	30.5
Temporary	0.0	0.0
Total	157.6	100

6. There were no natural loan maturities, early debt repayments or rescheduling activities during January. In addition no temporary borrowing was required.

Prudential Indicators

7. There were no breaches of the prudential indicators during January.

Ongoing Strategy

8. Longer-term investments are already in place so the current strategy will be to ensure short-term balances remain high to provide liquid funds for future cash flow commitments.
9. The latest advice on repayment and restructuring of debt is to wait until the PWLB reports on its consultation exercise. It is hoped that a new pricing method will reduce fixed rate new borrowing and repayment spreads. The scheduled £15m of replacement variable borrowing due to be taken this financial year will be deferred as long as possible to obviate the cost of carry, however temporary borrowing may be taken to meet cash flow requirements.

Appendix C – Environment & Consumer Protection Fees & Charges 2010/11

Type of Fee/Charge	Description of Fee / Charge	Stakeholder Type	Current Charges Residents (incl of VAT) £	Current Charges Non Residents (incl of VAT) £	Proposed New Charges Residents (incl of VAT) £	Proposed New Charges Non Residents £	% Increase Residents	% Increase Non Residents	% Discounts
<u>Kingsend South</u>									
<u>Limited Stay</u>									
	up to 1 hour	Residents	0.60	0.70	0.60	0.80	0%	14%	25%
	up to 2 hours	Residents	1.00	1.00	1.00	1.30	0%	30%	23%
<u>Long Stay</u>									
	up to 1 hour	Residents	0.60	0.70	0.60	0.80	0%	14%	25%
	up to 2 hours	Residents	1.00	1.20	1.00	1.30	0%	8%	23%
	up to 3 hours	Residents	1.20	2.40	1.20	2.60	0%	8%	54%
	up to 4 hours	Residents	2.00	4.00	2.00	4.50	0%	13%	56%
	up to 15 hours	Residents	2.20	4.40	2.20	5.00	0%	14%	56%
<u>Kingsend North</u>									
<u>Limited Stay</u>									
	up to 30 mins	Residents	Free	Free	Free	Free	0%	0%	n/a
	up to 1 hour	Residents	0.20	0.60	0.20	0.80	0%	33%	75%
	up to 90 mins	Residents	0.40	0.80	0.40	1.00	0%	25%	60%
	up to 2 hours	Residents	0.60	1.20	0.60	1.30	0%	8%	54%

Appendix C – Environment & Consumer Protection Fees & Charges 2010/11

Type of Fee/Charge	Description of Fee / Charge	Stakeholder Type	Current Charges Residents (incl of VAT) £	Current Charges Non Residents (incl of VAT) £	Proposed New Charges Residents (incl of VAT) £	Proposed New Charges Non Residents £	% Increase Residents	% Increase Non Residents	% Discounts
<u>Falling Lane & Oaklands Gate</u>									
	up to 30 mins	Residents	Free	Free	Free	Free	0%	0%	n/a
	up to 1 hour	Residents	0.20	0.60	0.20	0.80	0%	33%	75%
	up to 90 mins	Residents	0.40	0.80	0.40	1.00	0%	25%	60%
	(up to 2 hours)	Residents	0.60	1.20	0.60	1.30	0%	8%	54%
	(up to 3 hours)	Residents	1.00	2.00	1.00	2.20	0%	10%	55%
	(up to 4 hours)	Residents	1.80	3.60	1.80	3.80	0%	6%	53%
<u>Other Borough Car Parks</u>									
Page 295	(Up to 30 mins)	Residents	Free	Free	Free	Free	0%	0%	n/a
	(Up to 1 hour)	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
	(Up to 90 mins)	Residents	0.40	0.80	0.40	1.00	0%	25%	60%
	(Up to 2 hours)	Residents	0.60	1.20	0.60	1.50	0%	25%	60%
	(Up to 3 hours)	Residents	1.00	2.00	1.00	2.30	0%	15%	57%
	(Up to 4 hours)	Residents	2.00	4.00	2.00	4.50	0%	13%	56%
	(Up to 9 hours)	Residents	3.70	7.40	3.70	8.00	0%	8%	54%
	(Up to 15 hours)	Residents	6.20	10.00	6.20	11.00	0%	10%	44%
<u>Long Stay Reduced Charge</u>									
	(Up to 30 mins)	Residents	Free	Free	Free	Free	0%	0%	n/a
	(Up to 1 hour)	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
	(Up to 90 mins)	Residents	0.40	0.80	0.40	1.00	0%	25%	60%
	(Up to 2 hours)	Residents	0.60	1.20	0.60	1.50	0%	25%	60%
	(Up to 3 hours)	Residents	1.00	2.00	1.00	2.30	0%	15%	57%
	(Up to 4 hours)	Residents	1.80	3.60	1.80	4.00	0%	11%	55%
	(Up to 15 hours)	Residents	2.00	4.00	2.00	4.50	0%	13%	56%

Appendix C – Environment & Consumer Protection Fees & Charges 2010/11

Type of Fee/Charge	Description of Fee / Charge	Stakeholder Type	Current Charges Residents (incl of VAT) £	Current Charges Non Residents (incl of VAT) £	Proposed New Charges Residents (incl of VAT) £	Proposed New Charges Non Residents £	% Increase Residents	% Increase Non Residents	% Discounts
<u>Cedars and Grainges</u>									
	(Up to 1 hour)	Residents	-	-	-	-			
	(Up to 2 hours)	Residents	1.00	1.10	1.00	1.20	0%	9%	17%
	(Up to 3 hours)	Residents	2.00	2.20	2.00	2.20	0%	0%	9%
	(Up to 4 hours)	Residents	2.50	2.70	2.50	2.80	0%	4%	11%
	(Up to 5 hours)	Residents	3.20	3.50	3.20	3.80	0%	9%	16%
	(Up to 6 hours)	Residents	4.50	5.50	4.50	6.50	0%	18%	31%
	(Up to 8 hours)	Residents	6.50	10.00	6.50	10.50	0%	5%	38%
	(over 8 hours)	Residents	8.50	14.00	8.50	15.00	0%	7%	43%
	All Day Sunday	Residents	2.00	2.00	2.00	2.50	0%	25%	20%
Page 296	Season ticket per quarter	Residents	300.00	375.00	300.00	400.00	0%	7%	25%
<u>Civic Centre Car Park (Saturdays only)</u>									
	Up to 2 hours	Residents	0.90	1.10	0.90	1.20	0%	9%	25%
	Up to 4 hours	Residents	1.80	2.30	1.80	2.80	0%	22%	36%
	Over 4 hours	Residents	3.50	4.50	3.50	5.00	0%	11%	30%
<u>All car parks that close overnight</u>									
	Hillingdon First Card Holder	Residents	75.00	75.00	75.00	75.00	0%	0%	0%

Appendix C – Environment & Consumer Protection Fees & Charges 2010/11

Type of Fee/Charge	Description of Fee / Charge	Stakeholder Type	Current Charges Residents (incl of VAT) £	Current Charges Non Residents (incl of VAT) £	Proposed New Charges Residents (incl of VAT) £	Proposed New Charges Non Residents (incl of VAT) £	% Increase Residents	% Increase Non-Residents	% Discounts
<u>Rockingham Recreation Ground</u>									
	First 30 minutes	Residents	free	free	free	free	0%	0%	0%
	After 30 minutes - up to 2 hours - per 30 minutes	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
	After 2 hours - per 20 minutes to maximum stay	Residents	0.20	0.40	0.20	0.50	0%	25%	60%

Appendix C – Environment & Consumer Protection Fees & Charges 2010/11

On Street Parking

Type of Fee/Charge	Description of Fee / Charge	Stakeholder Type	Current Charges Residents (incl of VAT) £	Current Charges Non Residents (incl of VAT) £	Proposed New Charges Residents (incl of VAT) £	Proposed New Charges Non Residents (incl of VAT) £	% Increase Residents	% Increase Non-Residents	% Discounts
<u>Pay & Display Meters - Town Centres, Local Centres and Parades</u>									
	Town Centres -Upto 30 minutes	Residents	free	free	free	free	0%	0%	0%
	Then per 30 minutes upto 2 hours	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
Page 29	Then per 20 minutes upto Maximum stay	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
<u>Pay & Display Meters - Uxbridge Town Centre</u>									
	Uxbridge Town Centre - Per 15 minutes	Residents	0.30	0.50	0.30	0.60	0%	20%	50%
<u>Parking Management Schemes</u>									
	Outside shops - first 30 minutes	Residents	free	free	free	free	0%	0%	0%
	Outside shops - after 30 minutes- to maximum stay - per 30 minutes	Residents	0.20	0.40	0.20	0.50	0%	25%	60%
	Other places - per 20 minutes to maximum stay	Residents	0.20	0.40	0.20	0.50	0%	25%	60%

APPROVAL OF SECTION 75 AGREEMENT BETWEEN THE COUNCIL AND NHS HILLINGDON FOR THE COMMUNITY EQUIPMENT SERVICE

Cabinet Member	Councillor Philip Corthorne
Cabinet Portfolio	Social Services, Health and Housing
Officer Contact	Gary Collier, Adult Social Care, Health & Housing
Papers with report	A breakdown of the proposed 2010/11 budget is attached as Appendix 1.

HEADLINE INFORMATION

Purpose of report	To seek Cabinet approval to enter into a pooled budget and partnership agreement with NHS Hillingdon (formerly known as Hillingdon PCT) in accordance with section 75 of the National Health Service Act, 2006 in order to establish effective governance arrangements for the management of the community equipment service.
Contribution to our plans and strategies	Contributes to objectives within the People with Physical and/or Sensory Disabilities Strategy 2008 – 2013 and the Hillingdon Sustainable Community Strategy theme of improving health and social care by enabling people to live independently at home. The Disabled Children Strategy 2009-2011 refers to the provision of equipment and home adaptations enabling children to be cared for at home, reducing the need for out of borough placements.
Financial Cost	Detailed costs of the community equipment services included within the pool and partnership agreement are contained within the body of the report.
Relevant Policy Overview Committee	Social Services, Health and Housing
Ward(s) affected	All wards.

RECOMMENDATION

That Cabinet gives approval to enter into a pooled budget and partnership agreement with NHS Hillingdon for the community equipment service in accordance with section 75 of the National Health Service Act, 2006 with effect from the 1st April 2010.

INFORMATION

1. At its meeting on the 6th July 2009 Cabinet delegated authority to the Cabinet Member for social services, health and housing to appoint a contractor to provide the equipment loan and chemical toilet emptying, minor adaptations and short-term wheelchair services. This followed a collaborative commissioning exercise involving six West London councils and primary care trusts and resulted in the appointment of Medequip Assistive Technology Ltd to provide these services with effect from the 1st April 2010.
2. The Council has been the host authority for these services since the early 1990s and currently holds the contracts for them with Medequip, who is the current provider. This arrangement is intended to continue after the 1st April 2010 and reflects the practice across much of the country.
3. The Health Service and Local Authority Circular HSC 2001/008 LAC (2001) 13 published in 2001 set out a requirement for an integrated local equipment service to be established. The Council and its partners satisfy all of the requirements of an integrated service with the exception of the existence of a pooled budget. An integrated service is essential for service delivery to avoid customers having to see clinicians from different organisations dependent on whether their needs are identified to be social care or health related.

Reasons for recommendation

4. The section 75 agreement establishes clear governance arrangements that clarify funding contributions, roles and responsibilities, identify how issues such as overspends will be addressed and creates a mechanism for dispute resolution. These are expected to improve efficiency and effectiveness and therefore enhance the customer experience of using the services under the agreement as well as engendering a positive relationship with the provider.
5. The section 75 also helps to clarify access to the equipment services provided by Medequip but not included within the pool. This will help to ensure a seamless service for customers that significantly contributes to them remaining independent in their own homes.
6. Having a pooled budget arrangement would ensure that the council and NHS Hillingdon are compliant with Department of Health requirements.

Alternative options considered

7. *Not to proceed with a section 75 agreement* - this option has been discounted as it would not comply with Department of Health requirements concerning establishing a pooled budget. It is also not conducive to the efficient and effective management of the community equipment service.

Comments of Policy Overview Committee(s)

8. The Policy Overview Committee has not commented on this report at this stage.

Supporting Information

9. The agreement is written in two parts. The first part concerns the pooled budget arrangements for the equipment loans service. This service provides daily living aids

ranging from simple aids like walking sticks to more complex equipment like electric hoists and four section electric beds. Part two covers services provided within the contract with Medequip held by the Council that are not included within the pooled budget but sets out the governance arrangements for these services, including identifying who can prescribe and/or refer and in what circumstances. These are the short-term wheelchair and minor adaptations services. The latter service covers adaptations valued up to £1,000 and would include equipment such as grab rails and door entry systems.

10. The Council will act as Host Authority for the pooled budget and shall hold the contract with the service provider. The Council will also manage the pooled budget and will be accountable to the Community Equipment Partnership Board that has representation from the council, NHS Hillingdon, The Hillingdon Hospital Trust, as well as service users and third sector organisations. The Board has delegated responsibility from the Partners (the Council and NHS Hillingdon) for developing and monitoring services.

Financial Implications

11. The pooled budget has been calculated based on historical expenditure on equipment purchase and delivery costs since 2006-07. Other costs for the service have been shared between the Council and the PCT on a 50/50 basis. Appendix 1 gives a breakdown of how the budget has been calculated for services in the pooled budget.
12. The budgets have been calculated to include the savings arising from the collaborative commissioning arrangements. It is expected that greater efficiencies will result from greater bulk discounts achieved by the provider as more authorities join the framework agreement. However, there is a risk that any potential savings are likely to be neutralised by the effects of supporting an ageing population with increasingly complex needs in the community.
13. The overhead costs for the IT support for the new software and contribution to the lead authority role provided by the Royal Borough of Kensington and Chelsea will reduce as the number of partners who join the framework agreement increases.
14. The section 75 agreement contains provisions that address possible overspends. Where these arise as a result of poor prescribing practice then the responsible partner will be required to address the budget shortfall. Where an overspend has arisen as a result of an unforeseen increase in demand then this will be addressed equally between the council and NHS Hillingdon, which reflects their respective contributions to the pool. Within the Council the contribution to any overspend in these circumstances would be made by Adult Social Care, Health and Housing and Education and Children's Services proportionate to their respective levels of contribution. Responsibility for addressing overspends in the services in part 2 of the section 75 will lie with the funding organisations.
15. The funding responsibility for services within part two of the agreement shall be:
 - short-term wheelchair service – NHS Hillingdon. The 2010/11 budget for this service is £16, 248
 - minor adaptations (including door entry systems) - Adult Social Care Health and Housing. The 2010/2011 budget for this service is £64, 620.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

16. Residents and service users are unlikely to see any direct effect immediately. However, the clarification of roles and responsibilities should ensure that the existing high levels of performance and customer satisfaction continue under the new contract. Clarity about what can be accessed, how and by whom should contribute to an improved customer experience over time.
17. An effect of the recommendation should be to ensure that the budget is used effectively to address the needs of local people, thereby contributing to ensuring value for money.

Consultation Carried Out or Required

18. The Section 75 agreement has been discussed with the multi-agency Community Equipment Partnership Board, which includes service users.

CORPORATE IMPLICATIONS

Corporate Finance

19. The recommendation in the report is to enter into an agreement under Section 75 of the National Health Service Act 2006 to form a pooled budget with Hillingdon Primary Care Trust (PCT) for the provision of community equipment, for a period of five years from April 2010. The financial implications above and Appendix 1 describe the budget implications of this arrangement include the treatment of any overspends. If there are underspends on the pooled budget these will be shared between the Council and the PCT.
20. Paragraph 12 in the financial implications refers to the savings achieved through the procurement of the framework contract with Medequip Assistive Technology Ltd. Savings of £49k for 2010/11 were included in the revenue budget approved by Cabinet and Council in February 2010, representing the Council's share of the overall procurement saving on the pooled budget.
21. There are special rules for joint local authority / health service partnership initiatives that allow the Council as the lead body for the pooled budget, contrary to the normal rules of VAT, to recover all of the VAT on the equipment purchased through the framework contract funded through the pooled budget. This applies even where an officer in the PCT ordered the equipment and received the supply, provided that Medequip provide a valid VAT invoice made out to the Council.

Legal

22. Section 75 of the National Health Service Act 2006 gives the Secretary of State the power to introduce regulations which ' make provision for or in connection with enabling prescribed NHS bodies [such as the Hillingdon Primary Care Trust and the Hillingdon Hospital] on the one hand and local authorities on the other to enter into prescribed arrangements in relation to the exercise of prescribed functions of the NHS bodies and prescribed health-related functions of the local authorities if the arrangements are likely to lead to an improvement in the way in which these functions are exercised.

23. Such regulations have been introduced by the Secretary of State and these allow for budgets between the Council and Hillingdon PCT to be "pooled". It is important that the section 75 agreement only includes those arrangements which are allowed for by the Regulations, otherwise they will be deemed to be ultra vires

Corporate Property

24. This report does not include asset / property matters.

Relevant Service Groups

25. Education and Children's Services' Senior Management Team are in agreement with this report.

BACKGROUND PAPERS

Sustainable Community Strategy 2008-1018

People with Physical and/or Sensory Disability Joint Strategy 2008-2013

Health Service and Local Authority Circular HSC 2001/008 LAC (2001) 13

Proposed Budget for Community Equipment Services 2010/11

COMMUNITY EQUIPMENT SERVICES POOLED BUDGET FOR 2010-11			
	TOTAL	Council	PCT
	£000	£000	£000
Equipment Purchase per issues	611.0	305.5	305.5
Delivery Charges	269.0	134.5	134.5
Staff & Direct Line Management	47.8	23.9	23.9
Equipment Maintenance	9.0	4.5	4.5
WC Service	13.0	6.5	6.5
IT Support for new Software	9.5	4.8	4.8
Lead Authority role RBK&C	10.0	5.0	5.0
Overheads - Directly Attributable	8.0	4.0	4.0
Client Charges (WC Service)	-6.2	-3.1	-3.1
Net Cost/Budget	971.1	485.6	485.6

CORPORATE LANDLORD IMPLEMENTATION - UPDATE

Cabinet Member	Councillor Raymond Puddifoot Councillor Jonathan Bianco
Cabinet Portfolio	Leader of the Council Cabinet Member for Finance and Business Services
Officer Contact	Hugh Dunnachie
Papers with report	None

HEADLINE INFORMATION

Purpose of report	To update Cabinet on progress on the introduction of a Corporate Landlord model within the Council. To obtain political sign-off on certain key decisions so that the project can move forward to detailed implementation.
Contribution to our plans and strategies	To introduce more efficient methods of property asset management, for the benefit of services and to achieve financial savings.
Financial Cost	In the short term the proposed structural and operational changes will be funded within existing resources. In the medium term the implementation of this model will enhance strategic management of the Council's property portfolio, leading to improved fit to services, more shared use, and lower costs and significant efficiencies impacting property management costs.
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS:

That Cabinet agrees either:

- 1) That the Core Corporate Landlord Model be agreed in accordance Para 6.4 and 6.5.
- 2) That the new structure be effective from June 2010.
- 3) That Officers be authorised to start recruitment to a Deputy Director post to head up the Corporate Landlord function.
- 4) Instructs the Chief Executive to ensure that, during the pre-implementation phase, the views of the Corporate Landlord will take priority in any dispute with service departments.

3 Reasons for recommendation

The concept of a Corporate Landlord is that the ownership of Council assets and responsibility for management and maintenance is transferred from service departments to a centralised corporate body. This will provide a single focus for the whole Council on all property or building construction related matters, resulting in a centre of excellence, with resulting benefits to property costs, suitability of properties for services, maintenance quality and capital receipts.

Through the BID process the proposals to finalise the scope of the Corporate Landlord model have been tested against the Council's Operating Model, alongside the Localities Enforcement and Transport areas, to ensure that the wider reorganisation will provide the most effective and efficient delivery model for these key Council functions.

4 Alternative options considered / risk management

Implementation of the Corporate Landlord has already made progress, and it is no longer a practical option to return things to their previous reporting structures. Facilities Management is managed by the Corporate Landlord. Major Construction Projects is within the same department and working very closely with Corporate Landlord. Discussions are in progress with services in scope from Education, Housing, Environmental services and elsewhere in P&CS.

5 Comments of Policy Overview Committee(s)

Not applicable at this stage.

6 Supporting Information

6.1 Aims and objectives of the Corporate Landlord project

The aim of the Corporate Landlord project is to provide a single focus for the whole Council on all property or building construction related matters, resulting in a centre of service delivery, with resulting benefits to property costs, suitability of properties for services, maintenance quality and capital receipts.

6.2 Starting point and key drivers

The key drivers for the project are:

- The December 2009 Cabinet report.
- Closer working arrangements in place with Major Construction Projects.
- The BID project covering Corporate Landlord, Localities, Transport and Enforcement
- The Council's operating model.
- Forthcoming changes in the management of Hillingdon Homes

6.3 Progress against targets:

The December Cabinet report set a target that stated that teams carrying out property or land-related tasks would be subject to dual reporting arrangements, reporting to Service Departments and the Corporate Landlord, by 31st March 2010.

At the time of writing, the Facilities Management team are reporting directly to the Interim Head of Corporate Landlord. Major Construction Projects are reporting to the Corporate Director of

Planning and Community services, but also working closely with the Corporate Landlord. Close cooperation is under way between Corporate Landlord, and with officers across the Council involved in property, construction, 'soft' FM activities and Health and Safety.

6.4 Corporate landlord Core Functions

The following table outlines the core functions that need to be included within the remit of the Corporate Landlord in order to get the full benefits (financial and non-financial) outlined in the previous Cabinet report in December 2009. Functions 1-6 in the table are already largely reporting to the interim Corporate Landlord post although there are still some facilities that are managed in service Groups. Functions 7 and 8 are currently in service Groups and would transfer over to the Corporate Landlord function. Certain elements of the Education and Childrens Services Property related functions going forward should be part of the Corporate Landlord function (Schools asset management, and Property related Health & Safety functions for example). Similarly, Housing development projects should be part of the Landlord function, as the work undertaken is effectively Property asset review and development projects.

The table also includes some further functions, some of which that were referred to in the December Cabinet report as being within the scope of the review, which will also be included in the Landlord function. These additional functions have been added following a review of the competing arguments over where these services could sit in the wider structure of the Council going forward in order to obtain the maximum financial benefit to the Council.

<p>Core functions</p> <ol style="list-style-type: none"> 1. Estate Management 2. Asset strategy and property information. 3. Facilities Management 'soft' services. 4. Property Maintenance. 5. Centre Management (including Depot facilities) 6. Buildings Health and safety / compliance. 7. Housing development projects 8. Education property functions 	<p>Additional functions to be included:</p> <ol style="list-style-type: none"> 9. MCP - Construction design 10. MCP - Construction implementation 11. Highways Management 12. Highways Maintenance 13. Green Spaces Management 14. Green Spaces Maintenance 15. Cemeteries and Crematoria 16. Engineering Consultancy
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6.5 Additional functions: rationale

There are strong arguments for including Major Construction Projects (MCP) in the Corporate Landlord structure. There are synergies between MCP both Estate Management and Asset Strategy, particularly joint working on feasibility studies and development projects under the Strategic Property Group. The Facilities Management team currently undertake building work with a value of under £100K and MCP where the value is over £100k. There are advantages in using the same project management and procurement methodologies, and logically, both should have the same reporting chain. The MCP Team currently reports into the Corporate Director for P&CS but in future will report through the Corporate Landlord Deputy Director.

There are good arguments for including Highways Management in Corporate Landlord in terms of the asset management and maintenance side of the service.

Both Green Spaces and Cemeteries and Crematoria contain a significant asset management and maintenance function that sits well with a Landlord function. It is proposed that both these services have their reporting lines changed to report into the Landlord function as is. Both these services have a mixture of service type activity and asset management and maintenance activity. They will then be reviewed through BID and the service elements of these services (as opposed to the asset management and maintenance elements) be considered for inclusion in the most appropriate service block.

The professional and technical skills within the Engineering Consultancy function can be used to the wider benefit of the whole Corporate Landlord function.

A new structure for the Corporate Landlord function will be developed and consulted upon and then implemented by June 2010.

6.6 Later Phases

Aspects of Hillingdon Homes are expected to be included, in a later phase, as this operation comes back in to Council control.

6.7 Application of the Council's Operating Model

The detailed structure of the new Landlord function will continue to be developed in more detail using the principles of BID including the application of the new Operating Model to ensure that the structures and processes are organised as efficiently and effectively as possible. Where possible, residents' queries and transactions will be dealt with by generic services supporting the Contact Centre. Only more protracted or complex issues would be referred on to professional / technical officers for resolution. There are potential synergies with other internal 'business support' activities and help-lines, such as IT, HR, and procurement. The back office will be also reviewed to ensure opportunities for more joined up structures and processes.

7 Financial Implications

At this stage, it is anticipated that the restructure in the first instance will be funded from within existing resources. Once the Council's new operating model and other BID methodologies are applied to the functions within the new Landlord structure over the next few months there should be the scope for delivering efficiency savings. The overall quantum of these savings will be reported back to Cabinet at a later date once the detailed structure and processes within the new function are developed.

In addition, in the medium term the changes will bring about a structure that will enable more imaginative and effective property solutions, unlocking more lucrative site potential and increasing the level of capital receipts generated by the Council going forward.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

To provide a more focussed streamlined operation for the benefit of residents of the Borough

Consultation Carried Out or Required

None required

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance have reviewed the report and its recommendations and are satisfied that the financial implications of the proposals are correctly stated in the financial implications section of the report.

Corporate HR

Should these proposals be endorsed by Cabinet then there will be Human Resources implications, which will be worked through following due process.

Legal

There no specific legal implication arising from this report.

Corporate Property

The comments of the Head of Corporate Property are noted as part of the report.

Relevant Service Groups

BACKGROUND PAPERS

NIL

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