



HILLINGDON
LONDON



Cabinet

Councillors in the Cabinet:

Date: THURSDAY, 23
SEPTEMBER 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

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

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Published:
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Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters coming before this meeting
- 3 To confirm the minutes of the previous meeting held on 15 July 2010 1 - 10
- 4 To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private

Cabinet Reports - Part 1 (Public)

- 5 Conservation Management Plan for Eastcote House Buildings and Gardens (Cllrs Burrows and Jenkins) 11 - 28
- 6 Cheney Street - extension to Eastcote Village Conservation Area (Cllr Burrows) 29 - 44
- 7 Pan-London emergency planning arrangements - amendment to the Gold Resolution and procedures for mutual aid (Cllrs Puddifoot and Mills) 45 - 62
- 8 Revisions to Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document (Cllrs Burrows and Simmonds) 63 - 86
- 9 Common London Permit Scheme for the management of street works and road works (Cllr Burrows) 87 - 98
- 10 Monitoring - Month 4 2010/11 Revenue and Capital Monitoring (Cllr Bianco) 99 - 134
- 11 Monitoring - Quarterly Planning Obligations Financial Report (Cllr Burrows) 135 - 158
- 12 Building Control - The Building (Local Authority Charging) Regulations 2010 (Cllr Burrows) * 159 - 178

Cabinet Reports - Part 2 (Private and Not for Publication)

- | | | |
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| 13 | Extension of the agreement for architectural and cost planning services for the refurbishment and expansion of libraries (Cllrs Higgins and Seaman-Digby) | 179 - 186 |
| 14 | West London Home Care Framework Agreement (Cllrs Corthorne and Seaman-Digby) | 187 - 200 |
| 15 | Teenage Parents Services - award of contract (Cllrs Corthorne and Seaman-Digby) | 201 - 208 |
| 16 | Appointment of consultants in support of a planning application and design for the Ruislip High School additional form of entry and Sixth Form Centre (Cllr Bianco) | 209 - 218 |
| 17 | South Ruislip Library Site (Cllr Bianco) * | |

REPORT TO FOLLOW

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.

** These items were not previously notified on the Forward Plan. Notice is therefore given on this agenda. Item 12 is presented to Cabinet in order to agree a replacement charging scheme before the 1st October national deadline. Item 17, although marked to follow, will be presented to Cabinet in order to pursue the South Ruislip Library development opportunities.*

Minutes

Cabinet

Thursday, 15 July 2010

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



HILLINGDON
LONDON

Published on: 16 July 2010

Decisions come into effect on: 23 July 2010

Cabinet Members Present:

Ray Puddifoot (Chairman)

Jonathan Bianco

Keith Burrows

Philip Corthorne

Henry Higgins

Sandra Jenkins

Douglas Mills

Scott Seaman-Digby

Members also Present

George Cooper

Judith Cooper

Brian Crowe

Raymond Graham

John Hensley

Mo Khursheed

Anita MacDonald

Richard Mills

John Riley

Brian Stead

161. APOLOGIES FOR ABSENCE

Councillor David Simmonds sent his apologies.

162. DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THE MEETING

Cllr Douglas Mills declared a personal and prejudicial interest in item 7 (minute 167) as the owner of a property in the area concerned and left the room during the discussion and decision on the matter.

Cllr Mo Khursheed declared a personal interest in item 12 (minute 172) as a member of a voluntary organisation and remained in the room during discussion on the item.

163. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING HELD ON 24 JUNE 2010

The minutes of the last meeting were confirmed.

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

This was confirmed. An additional supplementary report was tabled as agenda item 13.

165. OLDER PEOPLE'S PLAN 2009/10 - UPDATE

RESOLVED:

That Cabinet notes the significant achievements to deliver the Older People's Action Plan during 2009/10 to improve the quality of life of Older People.

Reasons for decision

Cabinet noted the development of the three-year Older People's plan 2008-2011 which endorsed 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 supported the council in delivering its plan 'Fast Forward to 2010' and supported Hillingdon in delivering the Sustainable Community Strategy.

Alternative options considered and rejected

None

Officer to action:

Dan Kennedy, Adult Social Care, Health and Housing

166. DISABLED PEOPLE'S PLAN 2009-2012 UPDATE

The Chairman of the Social Services, Health and Housing Policy Overview Committee, Cllr Judith Cooper, presented her Committee's supportive comments on the Disabled People's Plan to the Cabinet.

RESOLVED:

That Cabinet:

- 1. Notes the outturn position on the delivery of the 2009/10 Disabled People's Plan set out in Appendix 1.**
- 2. Approves the draft 2010/11 Plan in Appendix 2.**

Reason for decision

Cabinet had previously requested a further update on the Disabled People's Plan. Cabinet noted the end of year position which showed the successful delivery of the majority of actions within the plan. Cabinet also noted that there had been consultation with disabled people on the content of the 2010/11 plan and after its consideration agreed it for publication.

Alternative options considered and rejected.

None

Officer to action:

Gary Collier, Adult Social Care, Health and Housing

167. RUISLIP VILLAGE CONSERVATION AREA - APPRAISAL

RESOLVED:

That Cabinet:

- 1. Notes the response to the public consultation and adopts the Ruislip Village Conservation Area Appraisal.**
- 2. Approves the publication and circulation of the Ruislip Village Conservation Area Appraisal.**

Reasons for decision

Cabinet noted that the Ruislip Village Conservation Area Appraisal would be a key background document for the assessment of development proposals and for emerging policy and proposals in the Local Development Framework. Cabinet noted that public consultation showed support for the document and therefore approved it for publication.

Alternative options considered and rejected

Cabinet could have decided not to approve the document for formal adoption which would have left no evidence base on conservation matters within the Ruislip Village Conservation Area to support the determination of planning applications and cases at appeal.

Officer to action:

Sarah Harper – Planning, Environment and Community Services

168. COUNCIL BUDGET - 2009/10 REVENUE AND CAPITAL OUTTURN

RESOLVED:

That Cabinet:

- 1. Notes the revenue and capital outturn position for 2009/10.**
- 2. Notes the annual treasury report at Appendix B**
- 3. Notes the NI179 outturn position at Appendix C**

Reason for decision

Cabinet was informed of the successful outturn revenue and capital position for 2009/10 which showed that net expenditure for the year was £5,745k less than the budget and that the balances carried forward at 31 March 2010 were £17,745k.

Alternative options considered and rejected.

None

Officers to action:

Paul Whaymand / Christopher Neale, Finance and Resources

169. COUNCIL BUDGET - MONTH 2 2010/11 REVENUE AND CAPITAL MONITORING

RESOLVED:

That Cabinet:

- 1. Note the forecast budget position for revenue and capital as at Month 2.**
- 2. Note the treasury update at Appendix B.**
- 3. Approves the virement of £80k capital budget from ICT Single Development Plan contingency to the Libraries Refurbishment project.**
- 4. Approves the virement of £810k from E&CS to the Major Construction Projects team in PE&CS to fund the first phase of the Primary capital programme to provide sufficient places for September 2010.**
- 5. Notes the addition of £60k grant funding in the E&CS capital programme to fund ICT to support Looked After Children.**
- 6. Agree to the appointment of interim staff at a cost of £400k as set out in Appendix C which it is anticipated can be funded from within existing budgets.**
- 7. Agree in principle to the appointment of 6 consultants for the South Ruislip Scheme at a cost of £226,887 as set out in Appendix D, and delegates the authority to accept tenders for such consultants to the Cabinet Member for Finance and Business Services, in consultation with the Director of Environment, Planning and Community Services.**

Reasons for decision

The reason for the monitoring recommendation was to ensure the Council achieved its budgetary objectives. The report informed Cabinet of the latest forecast revenue and capital position for the current year 2010/11. Cabinet also approved expenditure in relation to its financial controls on individual interim staff and consultants with a projected cost of over £50k.

Alternative options considered and rejected

None

Officers to action:

Paul Whaymand / Christopher Neale, Finance and Resources

170. PLANNING CONTRACT EXTENSION

RESOLVED:

That the Cabinet agree that the Council enters into a planning services contract with SSSI Associates Ltd and Capita Symonds until May 1st 2011.

Reasons for decision

Based upon the advice set out in the report, Cabinet agreed to continue to employ SSSI Associates Ltd and Capita Symonds for its small scale applications including householder applications, certificates of lawfulness, small scale residential development, residential extensions and adverts.

Alternative options considered and rejected

Officers could have re-tendered the service at this stage or decided to bring it back in-house.

Officer to action:

James Rodger - Planning, Environment and Community Services

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.

171. FORMER FRANK WELCH COURT SITE, HIGH MEADOW CLOSE, EASTCOTE

RESOLVED:

That Cabinet agree that:

- 1. Subject to formal contract, the unconditional offer from bidder A is accepted for the purchase of the former Frank Welch Court site.**
- 2. Should bidder A be unable to complete the sale, officers are authorised to proceed with bidder D.**
- 3. Should bidder D be unable to proceed, officers are authorised to proceed with bidder E.**
- 4. In the event neither of the bidders A, D and E purchase the site, officers are to report back to Cabinet to determine the future of the site.**

Reasons for decision

Cabinet agreed the recommendations in the report as the disposal of the former Frank Welch Court site would help the Council to deliver its strategic objective.

Alternative options considered and rejected

Cabinet considered and rejected other options which included:

1. Retaining the former Frank Welch Court site in the Council's ownership and redeveloping it
2. Selling the site to a Registered Social Landlord to develop
3. Leaving the site vacant and unused
4. Negotiating for the removal or modification of the restrictive user covenant affecting the site.

Officer to action:

Mayur Patel - Planning, Environment and Community Services

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).

172. QUARTERLY VOLUNTARY SECTOR LEASES REPORT

RESOLVED:

That Cabinet agrees the licence fee and rents provisionally agreed by officers with the voluntary sector organisations detailed in the report (with the exception of two organisations*) and instructs Estates and Valuation Services officers to then commission the Borough Solicitor to complete the licence and the appropriate rent review memoranda.

** Cabinet requested additional information on two voluntary organisations set out in the report and therefore deferred making a decision in respect of them. Estates and Valuation Services Officers have been notified by Democratic Services.*

Reasons for decision

Cabinet agreed the proposed licence fee and rents for all bar two voluntary organisations set out in the report and thereby approved the terms provisionally agreed by officers which granted the organisations concerned discounts in rent in line with the Voluntary Sector Leasing Policy agreed in July 2004.

Alternative options considered and rejected

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy and provide discounts to further voluntary organisations.

Officer to action:

Greg Morrison - Planning, Environment and Community Services

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.

173. EXTENSION OF EXISTING CONTRACT FOR FEASIBILITY STUDIES FOR PRIMARY SCHOOL EXPANSION PROGRAMME

RESOLVED:

That Cabinet approve:

- 1. The extension of an existing contract for an Architect Led Design Team for additional works valued at £491,000 to carry out further feasibility works and outline designs to Whitehall Infant & Junior, Colham Manor Primary School, Grange Park Infant & Junior, Brookside Primary School, Cranford Park Primary School and William Byrd Primary Schools to take the projects up to tender stage for Design and Build contract.**
- 2. A further sum of £382,696 for additional surveys required to facilitate the projects at the above schools.**
- 3. Agree to release the above funds from the capital programme**

Reason for decision

Cabinet approved the extension of an existing contract for architectural services in order to carry out a full feasibility assessment to six existing primary schools for one extra form of entry at each school. Cabinet also approved the finances for facilitating the necessary surveys to enable the school expansion programme to proceed ahead thereby providing the additional school places required.

As a high priority project, Cabinet was mindful that the first phase of the school expansion programme (6 schools) needed to be completed for September 2011 and that in the interim, temporary accommodation would need to be provided at some sites.

Alternative options considered and rejected

Cabinet could have rejected or re-tendered the works which would have resulted in a delay in the delivery of the required additional school places.

Officers to action:

Bill King / Graham Davies, Planning, Environment and Community Services

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.

Special Urgency

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. The report was also permitted to be considered under the special urgency provisions of the Council's Constitution.

The meeting closed at 7.30 pm

IMPORTANT INFORMATION

DECISION AUTHORITY

These Cabinet decisions were not called-in by the Executive Scrutiny Committee and therefore come into effect 5pm Friday 23 July 2010.

Changes to proposed decisions:

Officers should note that the Cabinet amended the recommendation and thereby their decision on the following item on the agenda:

- **Item 12 (minute 172)**

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CONSERVATION MANAGEMENT PLAN FOR EASTCOTE HOUSE BUILDINGS AND GARDENS

Cabinet Members	Councillor Keith Burrows/Councillor Sandra Jenkins
Cabinet Portfolios	Planning & Transportation / Environment
Officer Contacts	Charmian Baker / Sarah Harper, Planning, Environment and Community Services
Papers with report	Appendix 1 - Map of Eastcote House Gardens Appendix 2 - Results of Public Consultation on the Future of Eastcote House Buildings and Gardens Appendix 3 - Draft Urgent Works Schedule for Eastcote House Buildings and Gardens

HEADLINE INFORMATION

Purpose of report	Cabinet are asked to note the Conservation Management Plan, and agree that proposals are progressed with regard to the relocation of the Eastcote Billiards Club; urgent works to the buildings and a Part 1 Application to the Heritage Lottery Fund (HLF) for the refurbishment, conversion and interpretation of the listed buildings and park at Eastcote House Gardens, for community use.
Contribution to our plans and strategies	<i>Contributes to the Sustainable Communities Strategy and Council Plan Corporate objectives including:</i> <ul style="list-style-type: none"> - Maintain local heritage; - Ensure heritage and natural environment are protected and enhanced - Expand cultural and sports activities - Extend opportunities for older people to participate in leisure, recreational and cultural activities - Work in partnership to maximise the effective use of resources - Reduce anti-social behaviour
Financial Cost	The £150,000 required for the urgent works to the buildings is to be provided under the Hillingdon Improvement programme. If the Council's Part 1 application to the Heritage Lottery Fund were successful, there would be financial implications in providing matched funding for the Part 2 application. This would have to be addressed through the MTFF.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	Eastcote & East Ruislip

RECOMMENDATIONS

That Cabinet:

- 1) **Welcomes the Conservation Management Plan for the site;**
 - 2) **Authorises officers to investigate the relocation of the Eastcote Billiards Club, with a further report to Cabinet in December to discuss the findings;**
 - 3) **Instructs officers to draft a detailed, prioritised and costed schedule for urgent works to the stables, dovecot and walled garden; to form the basis of a Capital Release Report for £150,000 from the HIP for this work and;**
 - 4) **Authorises officers to proceed with a Part 1 Application to the Heritage Lottery Fund (HLF) for the refurbishment, conversion and interpretation of the listed buildings and park at Eastcote House Gardens, for community use.**
-

INFORMATION

Reasons for recommendation

The listed buildings at Eastcote House Gardens comprise the Stables (formerly known as the Coach House), Dovecote and Walled Garden. They are all included on the Statutory List of Buildings of Special Architectural or Historic Interest, and within the Eastcote Village Conservation Area. The buildings have been in Council ownership for many years and are in need of significant repair work. The tenants of the Stables, the Eastcote Billiards Club, are no longer able to carry out maintenance to the building, and its intermittent use and derelict appearance is encouraging vandalism in the gardens. The Stables has been included on the Heritage at Risk Register, published by English Heritage.

It is considered that urgent repairs are now necessary to the listed structures, and up to £150,000 has been allocated in principle from the Council's Hillingdon improvement programme for urgent works to the listed structures. Other extensive repairs are also necessary and the site represents a much under-used community facility. It is considered that an application for external funding to the Heritage Lottery Fund, supported by a Conservation Management Plan, may be the only realistic long term solution. Officers are supported in this view by the Ward Councillors, the M.P., English Heritage and the Friends of Eastcote House Gardens, Eastcote Village Residents Association, and the Northwood Ruislip and Eastcote Local History Society.

Alternative options considered / risk management

Cabinet could decide not to proceed with this project. In this case no application would be submitted to the Heritage Lottery Fund. In this scenario, the Eastcote Billiards Club would remain in The Stables, the Dovecote would continue to be used for the storage of gardening equipment and the walled garden would remain as it is, until such time as these buildings and structures fell into such disrepair that they were unusable and presented a health and safety risk to the public.

Comments of Policy Overview Committee

No comments received at this stage

Supporting Information

Background

1. Eastcote House Gardens is located in Eastcote to the east of Eastcote High Road and the north of Field End Road, with access from both. It once formed the grounds of Eastcote House (demolished in the 1960's), and comprises the timber-framed 16th century Stables, the 18th century Dovecote, the 18th/19th century Walled Garden and an area of public parkland. The Stables, Dovecote and Walls of the Walled Garden are listed Grade II and the park is included on the draft Parks and Gardens Local List, while the site falls within an Archaeological Priority Area, is designated as Metropolitan Open Land and has been included within the Eastcote Village Conservation Area. (A map is appended to this report in Appendix 1).

2. The site has been in the Council's ownership for about seventy years. Significant repairs are now urgently needed to all three buildings such that they have been included on the Heritage at Risk Register, published by English Heritage. The Stables, which is in very poor condition and also in need of full modernisation of the electrical, plumbing, sanitary and kitchen installations, has been occupied for many decades by the Eastcote Billiards Club. However the Club's declining and aging membership has led to an inability to meet obligations under the repairing lease, which came to an end in 2004, pending a decision on the future of the building.

3. In September 2009, Cabinet authorised officers to proceed with the drawing up of a Conservation Management Plan, which was the necessary precursor to an application for Heritage Lottery Funding. This Plan was funded by English Heritage with match funding from the Council.

4. Following a tender process, MRDA (Margaret and Richard Davies and Associates) were appointed and the company carried out the work between January and June 2010. The process was guided by a Steering Group which met at regular intervals and was closely involved with the public consultation and with the proposals put forward in the Plan.

5. In addition to officers from the Conservation and Green Spaces Teams, the Steering Group comprised the three Ward Councillors, the Chairman of the Friends of Eastcote Gardens and Chairman of the Eastcote Village Conservation Panel, the Chairman of the Eastcote Residents Association, the Hon. Secretary of the Ruislip, Northwood and Eastcote Local History Society, and the Historic Areas Advisor from English Heritage.

The Making of the Plan

6. The Steering Group initially identified sixty key stakeholders in the local area, and MRDA sent out a preliminary questionnaire to them, following this with interviews to discuss the potential for the community use of the gardens and its buildings. This informed the first draft of the Plan. Subsequently, a well publicised exhibition was held for three weeks, simultaneously at Eastcote Library, Eastcote Methodist Church and at the Stables itself, asking residents to submit their comments via e-mail, the various Suggestions Boxes or the Council's web site. Finally throughout the weekend of 20th /21st March 2010, a public drop-in session was held in the Stables itself, with exhibition boards. This was hosted by MRDA,

with the assistance of members of the Steering Group. This was very popular and many local residents, and others from further afield, availed themselves of the opportunity of visiting the buildings and discussing possible future options for their use.

7. The Public Consultation, including a transcription of all the comments, has been well documented in the Plan. In all, 15 local groups and 201 individuals submitted written suggestions. These showed considerable support for the community use of the buildings with occasional functions, good visitor facilities, and the interpretation of the history of the site, including the Dovecote. (The results of the Public Consultation are set out in Appendix 2).

The Findings of the Plan

8. The Plan contains a thorough analysis of the gardens and buildings, their condition, management, designations, history and current usage, includes ecology, access and security surveys, together with an archaeological assessment and details of the results of the public consultations.

9. The Plan includes detailed proposals for the repair of the Stables, Dovecote and the walls of the Walled Garden. It also includes proposals intended to improve its accessibility and its security.

10. The proposals for the community uses of the site are presented in the form of 'suggestions', a list of possibilities put together from the public consultations and from knowledge of other compatible sites. It should be noted that none of the suggestions in the Plan will be taken forward without further public consultation. Suggestions for the gardens include the revealing and interpretation of the foundations of Eastcote House, a rose garden, a sculpture walk, an informal play area using tree stumps and other natural features, a pond dipping area, site interpretation and the relocation of the car park to provide a better setting for the Stables. Educational activities are explored, as are volunteering opportunities and training, and links which could be made with the wider area, such as The Celandine Route to Manor Farm, Ruislip.

11. Suggestions for the Dovecote include an interpretation display for educational purposes, sales of plants or seeds, the re-opening of some or all of the nesting boxes and even the re-introduction of doves.

12. As the Stables building is of limited size, and the insertion of an upper floor within it would detract from its historic character, options have been explored for its extension to provide the necessary ancillary facilities to support a community use.

13. Three options for the extension of the Stables have been included in the Plan. These are intended to illustrate how an ancillary building, in the form of a modern, timber-clad building linked to the Stables by means of a glazed conservatory, could provide facilities for the site. Thus the Stables could be used as art and exhibition space, meeting room, and function room for hire to local groups and individuals, while the ancillary building could provide toilets, kitchen, a small café, which could also sell some garden produce and craft items, and premises for a caretaker/manager.

14. Independently, the Green Spaces Team entered Eastcote House Gardens for a Green Flag Award. The entry failed in August 2010, on grounds which include: the historic structures need to be conserved; CCTV is needed to provide better security; an events programme is needed; the use of the stables as a billiards club does not promote the park;

conservation must be given a higher priority if the considerable potential of this site is to be realised; plans to convert the stables to a community resource should be pursued actively; and efforts should be made to encourage local people to use the park for a wider range of activities. They suggest that a café, toilets, interpretation centre, and small scale play area would improve the site.

The Eastcote Billiards Club

15. The condition of the Stables is such that it is not viable for the Eastcote Billiards Club to remain there for much longer without extensive repairs and the modernisation of services being carried out. This situation would pertain, whether or not the Council decided to proceed with external funding. Nevertheless such extensive repairs to the Stables, Dovecote and Walled Garden, can only realistically be undertaken by external funding, and this would only be available for uses of the buildings and gardens which benefit the whole community.

16. The Borough Solicitor has advised that the lease made between the Council and the Trustees of the Eastcote Billiards Club expired on 3rd September 2004, since when the current tenants have been “holding over”. This is a business lease which means that the Club enjoy some protection under the Landlord and Tenant Act 1954. The Council’s obligations appear to include relocation with the grant of a new lease.

17. In a letter to MRDA, dated 23rd April 2010, the then Club Secretary set out the Club’s concerns if they were to be moved, and their relocation needs in terms of proximity to Eastcote, space requirements and facilities.

18. The Steering Group have made enquiries of the Eastcote Cricket Club and the Eastcote Hockey Club to determine whether there might be scope for either to incorporate the Billiards Club. Another possible solution would be the erection of a modular building on Council owned land at Haydon Hall, for the exclusive use of the Club, under a new and more appropriate lease.

19. The cost of such a modular building, properly insulated and strengthened to take two billiard tables, together with adequate external lighting, path and signage would be in the order of £90,000 for a new structure and closer to £65,000 if a suitable second hand unit can be located. The Corporate Landlord will be progressing the options for the relocation of the Billiards Club to reach a satisfactory conclusion. The relocation of the Club would be the responsibility of the Council, as the Heritage Lottery Fund would not consider this project eligible for funding under their Parks and Gardens scheme.

Urgent Building Repairs

20 In early August, £150,000 was allocated from the Council’s Hillingdon Improvement Programme for urgent works to the listed structures. A detailed specification for these works will be required as the basis for a Cabinet Member decision and for the contractor tender process. The works to be undertaken are only those required to address the most urgent repairs to the structures. This will ensure that they are maintained in a stable, wind and weather proof condition until grant funding for their full repair and reuse, ideally from the Heritage Lottery Fund, can be obtained. A draft Urgent Works Schedule is set out in Appendix 3.

The Heritage Lottery Fund

21. The Conservation Management Plan was a necessary prerequisite to a bid for external funding, for example to the Heritage Lottery Fund (HLF)

22. A pre-inquiry application was made to the HLF, in order to obtain a preliminary response. Following this, a meeting was held between officers and the HLF on 21st July 2010. The response was favourable, and encouragement given to the Council to apply for funding under their Parks and Gardens scheme. The heritage buildings, the extent of volunteer commitment by the Friends of Eastcote House Gardens, the enthusiasm of local residents for community uses on the site and the presence of a Conservation Management Plan, were all viewed very favourably.

23. One element which was particularly welcomed was the archaeological investigation of the foundations of Eastcote House. Initial discussions between Council officers and the Museum of London and English Heritage suggest that this site would be suitable for a community archaeology project. Run by a professional archaeological company, with the participation of local school children/and or volunteers, this could be a project which might be very well received in Eastcote. It is also likely to be particularly attractive to the HLF, in the event of a Stage 1 Bid being submitted.

The Next Steps

24. Following this informal response from the HLF, the next step would be to submit a Stage 1 Application, by the deadline of end of February 2011. This would describe a set of proposals for the site, with approximate costings for both the buildings and the landscape. This Application must include the heritage merits of the scheme, the benefits to be delivered to the locality, with a discussion of its social context, how the local communities have been engaged, proposals for management and maintenance and how it would address skills development and education. There were some areas, such as development of the historic landscape, assessment of remedial works and proposals for social inclusion which needed more officer research. Before submission, officers from the HLF would meet Council officers again to advise.

25. Before the proposals are defined and costed for the Bid, the Steering Group would consult local organisations and residents again on the options for the site, to ensure that the final proposals were supported by the community. The proposals, and the results of the public consultation, would be reported to Cabinet early in 2011, before the Stage 1 Bid were made.

26. If the HLF were to accept the Stage 1 Bid, the next step would be a Stage 2 Application. This would be a weighty piece of work, which would require the presentation of detailed proposals, including drawings, planning permissions, and audience development, access, interpretation, business, training, learning and marketing plans. HLF would pay for 75% of the work required for this, with the Council paying the remaining 25%. At least 5% of the Council's contribution would be required as a financial payment, whilst the remainder could take the form of other types of contribution, or grants from other organisations.

27. If the Stage 2 Application were acceptable, the HLF would assess the likely cost of the project and award the Council a figure not exceeding 75% of the total, the remainder coming from the Council in various forms. The project manager would be funded directly by the HLF.

Financial Implications

The £150,000 estimated for the building works has been allocated by the HIP Steering Group from the environmental assets capital programme. This programme has a total budget of £2million for 2010/11, of which £133k has already been allocated.

The work associated with a Stage 1 HLF application can be contained within existing staffing resources within planning and any associated sections. A Stage 2 application however would require additional resources (including a project manager) which it is indicated that HLF would at that stage fund up to 75% of the costs. The Council would be expected to contribute at least 5% of the remainder with potential for contributions from other organisations up to 20%. Any shortfall from other organisations would have to be made up from Council resources, potentially therefore a maximum Council contribution of 25%.

If the bid for the full development of the project to HLF is successful, the HLF can give a grant of up to 90% of costs for projects under £1 million. Therefore in order to progress the project the Council would be required to provide a level of matched funding between 10% - 25% of the costs. For example with a project cost that ranges between £99K, to £500K. However HLF funding reduces to 50% for any new build elements, and this has been outlined as a possibility in the report above, therefore the potential call on Council resources could increase from the above example.

There would also be an impact on future revenue costs for the site, with increased maintenance costs of the grounds and buildings, a resource to manage the facilities, in addition to the financing costs relating to any Council required contributions,

There will potentially be some new income streams that could accrue to the Council as a result of development of the site. This would include the possibility of letting income from a café facility, room hire and potential private function hire. These would contribute to reducing any increased revenue costs as outlined above.

Any such new provisions, both capital and revenue, to be made from Council resources as above, would have to be addressed through the Council's Medium Term Finance Forecast (MTFF) and annual budget setting process.

While options for the relocation of the Billiards Club are to be further worked up by the corporate landlord, the indicated option of a modular building estimated at £90K would require a funding strategy to be established. Further work would also be needed to refine the costs of such a move, for example specialist removal required for the Billiard Tables.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The effect of the recommendation would be to address the urgent repairs needed to make the listed structures stable, wind and waterproof; and to pursue the funding application to HLF through the submission of a Stage 1 Application.

If the application to HLF were successful, external funding could secure the repair and upgrading of the buildings in Eastcote House Gardens, and their conversion to educational

/community use would provide an attractive facility for local residents, community groups and visitors of all ages. It would enable the repair and re-use of an attractive group of historic buildings, which, without urgent attention, could otherwise be lost to the Borough. The interiors of the Stables and Dovecote are particularly fine and can rarely be enjoyed by the general public.

The repair and re-use of the buildings would also deter the vandalism and address the safety issues which have beleaguered the site in recent years.

Such a project could significantly enhance the site, providing, through external funding partners, significant Value for Money for the Council.

Consultation Carried Out or Required

The following have been involved throughout the project as members of the Steering Group: Ward Councillors, English Heritage, Friends of Eastcote House Gardens, Eastcote Residents Association, Eastcote Conservation Area Advisory Panel, Ruislip, Northwood and Eastcote Local History Society, and the Council's Green Spaces and Conservation Teams. Advice has been sought from the Corporate Landlord and Borough Solicitor on the relocation of the Eastcote Billiards Club. Nick Hurd M.P. has also taken a keen interest.

In addition, extensive public consultation has taken place in the locality during the compilation of the Conservation Plan. (See Appendix 2)

CORPORATE IMPLICATIONS

Corporate Finance

The £150k urgent works can be met from the HIP allocation agreed by the HIP Steering group. However the financial implications of a successful stage 2 Heritage Lottery Fund application are not currently budgeted for and would require a funding strategy through the MTF.

Legal

As many of the buildings have been identified as listed structures, the Council has a legal duty to protect and preserve these buildings.

The proposed works would not only preserve and restore Eastcote House Gardens but also ensure that those parts which are currently derelict and dangerous would be made safe and brought into proper use, subject to a successful bid to the Heritage Lottery Fund.

The National Heritage Memorial Fund (NHMF) was established in 1980, with a substantial endowment. It receives annual grant-in-aid from DCMS for the Heritage Memorial Fund (HMF). In 1994, the NHMF also took on responsibility for managing grant-giving of money raised through the National Lottery for heritage projects. This is what is known as the Heritage Lottery Fund (HLF).

The HLF has a number of different grants programmes. Each programme has its own application form, associated guidelines and assessment criteria.

The National Lottery was established by the Government under the National Lottery etc Act 1993 to create extra funds for five good causes: heritage, arts, sports, charities and

projects to mark the beginning of the new millennium (a sixth good cause, the New Opportunities Fund was created in 1998). The Act also appointed NHMF as the distributor of funds to the heritage sector, and NHMF established the Heritage Lottery Fund to carry out this task.

HLF's mission is:

'To improve the quality of life by safeguarding and enhancing the heritage of buildings, objects and the environment, whether manmade or natural, which have been important in the formation of the character and identity of the UK in a way which will encourage more sections of society to appreciate and enjoy their heritage, and enable them to hand it on in good heart to future generations'

HLF is funded by the proceeds of the National Lottery and receives 16.66% of the good causes share of the income.

There are four main Acts that define NHMF's legal framework. These are:

- National Heritage Act 1980
- National Lottery etc Act 1993
- National Heritage Act 1997
- National Lottery Act 1998

In addition, the Secretary of State has the power to issue directions on how it wishes NHMF to distribute lottery funds, and on how NHMF must manage and control its funds. These are known respectively as Policy and Financial Directions.

Kindly note that, in the event of a successful bid to the HLF, the Council will have to enter into an Agreement with the HLF, which would set out specific conditions and monitoring milestones for the Council. The legal department should be consulted on the suitability of these obligations.

The Council has already been advised of its legal obligations in regards to the now expired lease. Whilst some protection is afforded to the lessee, officers should carefully consider any relocation proposals for the existing tenants. The Council should ensure that it has properly discharged any duty in regards to this aspect.

Corporate Property

The Billiards Club occupies the Coach House by virtue of a lease which commenced on 4 September 1990. The lease term has expired but the Club are holding over and as the lease was within the Landlord & Tenant Act 1954 security of tenure provisions, the Club has a statutory tenancy until such time as terminated. The Club's lease can only be terminated under certain limited grounds specified under the Act or with the agreement of the Club.

Corporate Procurement

The report is not considered to generate any specific procurement implications at this stage. If all recommendations are accepted, any external expenditure resulting from that approval will need to be completed in line with all relevant procurement regulations and Council standing orders.

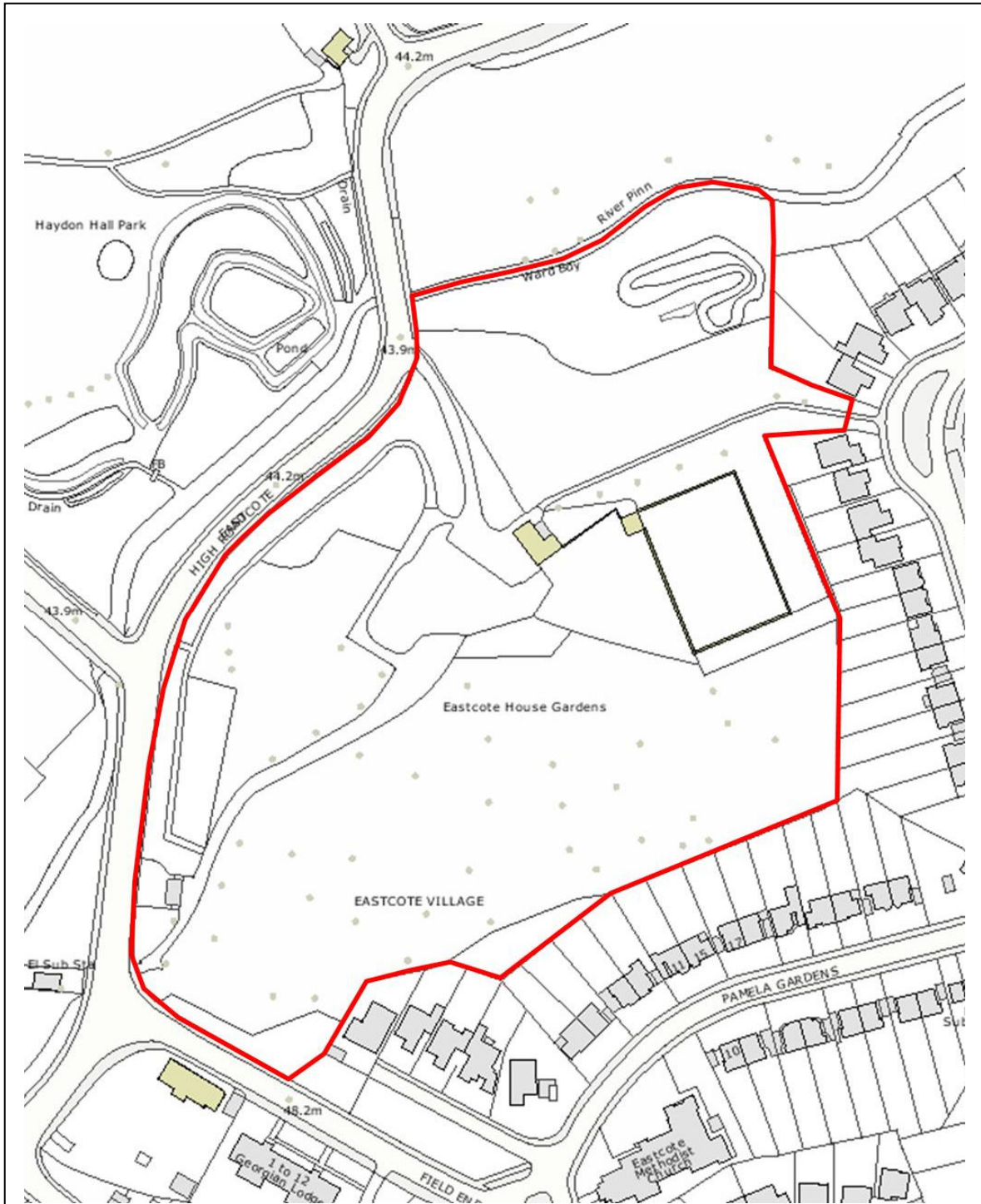
Relevant Service Groups

The Council's Green Spaces Team support the recommendations in this report.

BACKGROUND PAPERS

Conservation Management Plan
Heritage Lottery Fund Guidance Note

Appendix 1: Map showing the boundary of Eastcote House Gardens



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Listed Buildings



Boundary

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APPENDIX 2 – RESULTS OF PUBLIC CONSULTATION ON THE FUTURE OF EASTCOTE HOUSE BUILDINGS AND GARDENS

A total of 216 written responses were received in response to the Questionnaires, Exhibitions and Public Drop-In Weekend. These were received from organisations and individuals.

Comments sent in by local organisations, and also obtained by interview

Organisation	Comments
Eastcote Cricket Club	<ul style="list-style-type: none"> • Peacefulness and history important – no ball games, vandalism an issue. • Questions practicality of rose garden for site of house. • Could link with snooker club for publicity. • Manor Farm has 'got it right'.
Eastcote Billiards Club	<ul style="list-style-type: none"> • Repairs needed, walled garden misused. • Upstairs gallery not really used (just a dart board).
St. Laurence's Church	<ul style="list-style-type: none"> • Buildings should be used daily, though access needs improving (zebra crossing). • Oppose dog walking in walled garden. • Memorial benches and horticultural history important. • Rose garden would be high maintenance. • Eastcote Arts Society could exhibit (like Manor Farm)
Eastcote Park Estate Association	<ul style="list-style-type: none"> • Concerns about noise and security from residents – suggest increasing wall height, security cameras, fencing/ locked gates (prefer cast iron railings of 2 yrs ago), possible park warden, privacy planting and keeping paths from people's rear fences (20+ ft). • Oppose cyclists (except children), dog walkers, possible playground and billiards club. Info boards needed. • Currently no internal access to the coach house (which could be used as a Safer Neighbourhoods Office for the police or park warden accommodation). • Long-term economic/ commercial use, involvement with local schools.
Eastcote Village Conservation Panel, Friends of Eastcote House Gardens	<ul style="list-style-type: none"> • Eastcote House Gardens has horticultural delight and excellent specimen trees. • Manor Farm is such a different site – it has more grounds.
Safer Neighbourhood Team	<ul style="list-style-type: none"> • Crime level low compared to other areas of the borough but more lighting needed and possible CCTV connected to civic centre. • Discourage historic right of way from back gardens. • Such limited use for children.

St. Thomas More Catholic Church	<ul style="list-style-type: none"> • Fencing, locked gates needed but no more lighting. • Show tennis court but more planting needed in front of house. • Preserve buildings and find a better use for them.
Hillingdon Allotment Horticultural Federation	<ul style="list-style-type: none"> • Oppose cyclists, concerns about road noise, gates needed. Conserve green spaces. • Paving rather than roses for site of original house.
Hillingdon Ramblers Association	<ul style="list-style-type: none"> • Oppose cyclists and propose restricting dog walking to certain areas, or with reservation. • Prefer stone to mark site of original house. • Sufficient lighting and street furniture but signage needs improving. • Leave site and character as it is, too much has gone.
The British Legion	<ul style="list-style-type: none"> • Reduce car parking (e.g. brown badge and disabled only), support cycle track, path and CCTV (only around house). • More benches, dog bins and info boards needed. • Quieter scale to Manor Farm – don't lose character.
Eastcote Arts Society	<ul style="list-style-type: none"> • Discourage dog walking; existing buildings should be in constant use – stability, people involvement.
London Cycle Campaign	<ul style="list-style-type: none"> • Prefer a wider path and use of half the path by cyclists. • Bike stands (under cover) or lockable areas needed. • Buildings look neglected, unsafe. Info boards needed.
Pupils of Haydon School	<ul style="list-style-type: none"> • Sponsored walk, charity use e.g. a fete.

Comments sent in by Individuals

- Local residents are all in favour of repair work (especially of the walled garden), and a couple see local volunteers, or even local schools, as essential in the maintenance of the site.
- There has been much interest in information boards and signage about the history of the site, nature trails and other wildlife information, as well as access issues in the form of publicity, parking and pedestrian crossings.
- Many people would like public toilets and some form of refreshment kiosk, but others are wary of the impact such commercial ventures will have on the tranquillity, character and safety of the area, preferring no kind of development at all.
- There is recognition of the work of the billiards club in maintaining the building, but most want to see the site available for the whole community to use.
- Security is a major concern among residents, with many asking for fencing, locked gates, wardens and CCTV, but there are some concerns that this will interrupt access (e.g. for disabled) and detract from the local character.
- Responses to cyclists were fairly mixed, though slightly more were against than in favour.
- Some call for an extension to the car park but most agree the current space is sufficient.

Suggestions for New Uses sent in by Organisations and Individuals

Proposed Options for Stables	Suggestions
Café/ Tea Room	72
Education Facility	46
Community Centre/ Meeting Place	41
Heritage Centre/ Museum	30
Art Gallery	25
Function Hire	23
Wildlife Centre	12
Plant Sales	8
Billiards Club	7
Crèche	7
Allotments/ Gardens	5
Security Accommodation	4
Other - Theatre, Library, Bee Keeping	3

Proposed Options for Dovecote	Suggestions
Exhibitions/ Museum	35
Dovecote	32
Horticultural Centre/ Plant Shop	21
Educational/ Wildlife Centre	20
Storage	14
Potting Shed	9
Refreshments	7
Shop	6
Community Centre/ Meeting Place	5
Leave as it is	5
WCs	3
Clubhouse	3
Other - Park Warden, Community Gardening	3

Concerns/ Problems Identified by Organisations and Individuals

- Over a quarter of responses express concerns about vandalism, regarding it as both an existing problem and one which must be taken into account when planning for the future of the site.
- 7 strongly oppose the perimeter path proposed for the outer edge of the site, for noise, security and wildlife reasons.
- 5 see current access as a problem, with no safe crossing at the Eastcote roundabout, and others do not think the current signage and publicity is adequate.

Other Options for the Site

- 3 individuals, as well as the Eastcote Park Estate Association, would like the tennis club to be reinstated.
- 4 individuals would like a children's playground, or a space for ball games.
- 2 individuals propose the footprint of the old house to be made into a maze using low hedges.

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APPENDIX 3 - DRAFT URGENT WORKS SCHEDULE EASTCOTE HOUSE BUILDINGS AND GARDENS

Area 1: Stables.

1. Erect fencing around area of works.
2. Erect tube scaffolding around complete stable block.
3. Remove tree from south west corner wall and make good.
4. Overhaul and replace as necessary any gutters and rain water pipes.
5. Overhaul complete roof, replace slipped, damaged, or missing tiles.
6. Replace 20 leaded light diamond panes of glass.
7. Repair frames as necessary for new glazing.
8. Make up 1no new purpose made window to approx size 3.500Lm x 800mm high with 6no panes of leaded glass.
9. Point test panel for council approval and rake out and re-point brickwork to approx 200sm
10. Repair brickwork as necessary around building.
11. Cut back trees, bushes and creepers adjacent to structure and lower ground level as instructed by inspector.

Area 2: Dovecot.

1. Erect fencing around area of works.
2. Erect tube scaffolding around complete dovecot building.
3. Remove creepers from roof and guttering.
4. Overhaul roof complete, replacing any slipped, damaged or missing tiles.
5. Overhaul rain water goods complete, replace, renew as necessary.
6. Reinstate corner-stitch in brick work to match existing and any other brickwork repairs.
7. Point test panel for council approval and rake out and re-point brickwork to approx 140sm

Area 3: Walled garden

1. Erect fencing as works proceed.
2. Erect scaffolding as works proceed
3. Remove loose brickwork and copings, store in secure location for reuse.
4. Take down and rebuild southern part of west wall using salvaged bricks where possible, rebuild / repair 2 existing buttresses to tie in to existing brickwork either side and addition of 1no buttresses, rebuild top 2-8 courses, reinstate coping and repoint in lime mortar where required.
5. Repair and rebuild remaining walls as required.
6. Point test panel for council approval, and rake out and repoint any other areas of walled garden complete as instructed.
7. Take out any trees or bushes as instructed to complete walled garden.

Area 4: Wall garden between stables and dovecot.

1. Erect fencing as necessary.
2. Erect scaffolding as necessary.
3. Repair brickwork as necessary.
4. Point test panel for council approval, and rake out and re-point brickwork to approx 130sm

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CHENEY STREET- EXTENSION TO EASTCOTE VILLAGE CONSERVATION AREA

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning and Transportation
Officer Contact	Nairita Chakraborty and Sarah Harper, Planning, Environment and Community Services
Papers with report	Appendix 1: Character Assessment: Cheney Street – Proposed extension to Eastcote Village Conservation Area. Appendix 2: Agreed criteria for eligibility as a Conservation Area or Area of Special Local Character Appendix 3: Proposed criteria for eligibility as a Conservation Area or Area of Special Local Character

HEADLINE INFORMATION

Purpose of report	As part of the ongoing programme of review of the Borough's Conservation Areas, the boundaries of the existing Eastcote Village Conservation Area have been reconsidered. The report seeks approval to go to public consultation on the proposed extension to Eastcote Village Conservation Area to include Cheney Street. Secondly, in view of the recent changes in government guidance, officers are seeking authorisation for revisions to the eligibility criteria for the designation of Conservation Areas and Areas of Special Local Character within the Borough.
Contribution to our plans and strategies	Hillingdon's Emerging Local Development Framework Hillingdon Design & Access Statements Hillingdon Unitary Development Plan 1998 (Saved Polices 2007) Community Strategy
Financial Cost	The cost of the initial consultation would be approximately £200 while the costs of designation, including publicity and the production of a leaflet for residents in the area, would be approximately £1000. This would be met from within the Planning, Environment and Community Services budget for 2010/11.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	Eastcote and East Ruislip

RECOMMENDATIONS

That Cabinet:

1. **Approve, for public consultation, the proposed extension to the existing Eastcote Village Conservation Area, as illustrated in the map included in Appendix 1.**
 2. **Instruct officers to undertake a period of consultation of 6 weeks with all ward Councillors, local residents, owners and other interested groups within the proposed area and to report the outcome of the consultation to the Cabinet meeting in December 2010.**
 3. **Approve the revised eligibility criteria for the designation of Conservation Areas and Areas of Special Local Character included in Appendix 3.**
-

INFORMATION

Reasons for recommendation

As part of the Council's rolling review of the Borough's Conservation Areas, and following a request for designation, officers have re-assessed Cheney Street and propose its inclusion within Eastcote Village Conservation Area. A period of six weeks for public consultation is recommended in accordance with Hillingdon's Statement of Community Involvement.

In addition, revised criteria for the designation of Conservation Areas and Areas of Special Local Character are being proposed to take account of new government guidance, in particular Planning Policy Statement 5 (PPS 5).

Alternative options considered

- Not to consult on the proposed extension of the area: this would be against guidance given in PPS 5 and by English Heritage and would not comply with the Hillingdon's Statement of Community Involvement (SCI).
- Not to agree the revised criteria for the designation of Conservation Areas and Areas of Special Local Character: this would compromise the quality of designated areas within the Borough and consistency with current guidance.

Comments of Policy Overview Committee

None at this stage

Supporting Information

1. Under the Planning (Listed Buildings and Conservation Areas) Act 1990 all local planning authorities have a responsibility to review and, where appropriate,

designate those areas that are of “special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance” as Conservation Areas. There are currently 30 Conservation Areas in the Borough, the most recent designations being in December 2009.

2. The Cheney Street area was considered for designation as a Conservation Area in May 2008. At that time, however, the area was deemed too varied in architectural quality to warrant designation. Following renewed requests from local groups however, a smaller area, focussing on Cheney Street itself, was re-assessed. It was considered that, whilst not possessing enough architectural quality for designation in its own right, it does form an attractive gateway into the Eastcote Village Conservation Area and should be, therefore, included as an extension.

3. It was also considered that the original assessment criteria for designating a Conservation Area or Area of Special Local Character needed to be revised to take account of national guidance (Planning Policy Statement 5 – ‘Planning and the Historic Environment’, and related Practice Guide) and to address the shortcomings noted during previous designation exercises.

Proposed extension to Eastcote Village Conservation Area to include Cheney Street

4. A detailed analysis of this area, with photographs and a map identifying the proposed extension to the Conservation Area, can be found in Appendix 1. The area under consideration lies to the south of the Eastcote Village Conservation Area, and is characterised by its large, well detailed detached houses, and some bungalows, all in an attractive green setting with mature gardens and abundant, kerbless, grass verges.

5. The area was originally part of Horn End Farm and Cheney Farm and the earliest residential development took place during the 1930’s as part of the suburban expansion of London. Most of the houses were built gradually over a period of about 50 years. This is reflected in the varied layout and footprint of the houses throughout the area. Designed individually, the houses are constructed of varying materials and incorporate a range of architectural details.

6. No. 9 Cheney Street, the original Cheney Farmhouse, is the only listed building in the area and is listed Grade II. It is a 17th century timber-framed building with exposed framing between rendered panels. There are also examples of good quality 1930’s properties with mock timber-framing, such as no 24 Cheney Street. Others exhibit attractive features characteristic of the 1930’s, such as projecting gables, hipped roofs and Ipswich style windows, for example at No. 19 Cheney Street.

7. The dominant features of the area are the hedges and low walls bordering front gardens, the mature trees, grass verges and the central reserve. These, together with the curving road layout and gentle topography, create an attractive, semi-rural, street scene. The spacing between the houses, landscaping and views into the back gardens all form part of the setting and special character of the area. Overall, the area reflects the character of Eastcote Village Conservation Area and forms an important gateway into it.

8. Within the immediate vicinity of Cheney Street, there are modern 1980's developments, arranged around cul-de-sacs such as Curzon Place and Nightingale Close and at the junction with the Bridle Road. These houses are of mixed architectural quality and have much smaller curtilages, being infill properties in gardens or small fields. As such, they are not considered to reflect the character of Cheney Street itself, and have been excluded from the proposed extension.

Consultation carried out or required

9. The consultation of all residents within the proposed extension to the Eastcote Village Conservation Area will be required, to seek their views on, and confirm their support for, designation. It is proposed that this will take place over a six-week period commencing in October 2010. This will require a letter and supporting information to be sent to each property. The views of the ward councillors, local conservation panel, other residents and amenity groups, including English Heritage will also be sought. The responses to this process will be collated and reported to Cabinet for consideration in December 2010.

Proposed Eligibility Criteria for the Designation of Conservation Areas and Areas of Special Local Character

10. The current eligibility criteria, devised primarily to identify new Areas of Special Local Character as part of the review undertaken in 2006, are included in Appendix 2. Whilst they introduced a standard approach for designations and helped to determine whether some would be more appropriately designated as Conservation Areas, the criteria need to be revised to accord with the new government guidance and to address issues arising from previous designation exercises.

11. The recently adopted Planning Policy Statement 5 (PPS 5) takes a holistic approach to the historic environment. It also states that those parts of the historic environment, worthy of constituting a material consideration in planning applications, should be treated as 'designated heritage assets'. Paragraph 10 of the Practice Guide to Planning for the Historic Environment (PPS 5) states that 'The significance of a heritage asset is the sum of its architectural, historic, artistic or archaeological interest'. Paragraph 14 also states that 'Conservation Areas should be designated if they are of special architectural or historic interest'. Based on this, officers are proposing the revised criteria for designating both Conservation Areas and Areas of Special Local Character. This, along with the proposed scoring system, is included in Appendix 3.

12. It is important that designated areas are seen to justify their status and that the concept is not devalued by the designation of areas lacking any special interest. It is, therefore, necessary to establish agreed criteria to accord with the national guidance and to ensure each designated area genuinely has the necessary level of special interest to merit designation, and to ensure that their special interest is fully identified and assessed.

Financial Implications

13. The extension of Eastcote Village Conservation Area to include Cheney Street would have the following cost implications. The public consultation would cost

approximately £200 and, if designation is agreed, the necessary advertisements, notification of residents and the publication of leaflets, would result in an overall cost of approximately £1000. This would be provided from the budget for Planning, Environment and Community Services in 2010/11.

The adoption of the proposed Eligibility Criteria would have no direct financial implications.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

The aim of the recommendation is to consult local people and stakeholders on the proposed extension to the Eastcote Village Conservation Area in order to ensure that their comments are considered and incorporated where appropriate. The adoption of the revised eligibility criteria will provide a more detailed framework for designations, providing greater clarity for residents, service users and communities and enabling the Council to retain consistent standards of designation.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance have reviewed the report and confirm their agreement to the financial implications as stated.

Legal

Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 gives local authorities power to designate areas of special architectural or historic interest the character of which it is desirable to preserve or enhance, as Conservation Areas. Section 70 of the Act sets out notification requirements once the Conservation Area has been designated. Under section 70(5) of the Act the local authority must give notice of any designation of any part of their area as a Conservation Area (and of any variation or cancellation of such designation) to the Secretary of State and to the Historic Buildings and Monuments Commission for England. Section 70(8) prescribes that any designation, variation or cancellation must be published in the London Gazette and at least one newspaper circulating in the area of the local authority.

The designation of an area as a Conservation Area has several formal consequences:

- a. the demolition of most buildings requires the consent of the local authority (section 74 of the Act);
- b. prior notification must be given to the local authority before works can be undertaken to trees within the Conservation Area (section 211 of the Town and Country Planning Act 1990);
- c. the local authority has a duty under section 71 of the Act to formulate and publish proposals for the preservation and enhancement of the area;
- d. the local authority has a duty to pay special attention to the desirability of preserving or enhancing the character or appearance of the area in the exercise of their powers under the planning Acts and Part 1 of the Historic Buildings and Ancient Monuments Act 1953 (section 72);

- e. planning applications for development which would, in the opinion of the local authority, affect the character or appearance of the Conservation Area must be given publicity under section 67 of the Act and representations received must be taken into account in determining the application (section 67(7));
- f. permitted development rights under the Town and Country Planning (General Permitted Development) Order 1995 are more restricted than in other areas; and
- g. the right to display certain types of illuminated advertisement without express consent under the Town & Country Planning (Control of Advertisements) Regulations 1992 is excluded.

The leading case on consultation is the High Court decision in R v Brent London Borough Council ex Parte Gunning (1985) 84 LGR 188. In **Gunning**, Hodgson J drew attention to four elements that should exist in the proper performance of a statutory duty to consult. The Council must be satisfied that:

- a. consultation took place at a time when proposals were still at a formative stage;
- b. sufficient time was allowed for consideration and response;
- c. and that responses from the public were conscientiously taken into account in finalising the statutory proposal.

Corporate Landlord

The proposed recommendation has no direct property implications for the Council.

Relevant Service Groups

The Council's Highways and Green Spaces services support the recommendations outlined in this report.

BACKGROUND PAPERS

- Planning (Listed Buildings and Conservation Areas) Act 1990
- Planning Policy Statement 5 (PPS 5): Planning for the Historic Environment, 23rd March 2010
- PPS 5 Planning for the Historic Environment: Historic Environment Planning Practice Guide- 23rd March 2010
- London Borough of Hillingdon Unitary Development Plan (adopted 1998) Saved Policies 27th September 2007
- London Borough of Hillingdon Core Strategy (Draft for consultation June 2010)
- Guidance on the Management of Conservation Areas, English Heritage, February 2006
- Guidance on Conservation Area Appraisals, English Heritage, February 2006

APPENDIX 1

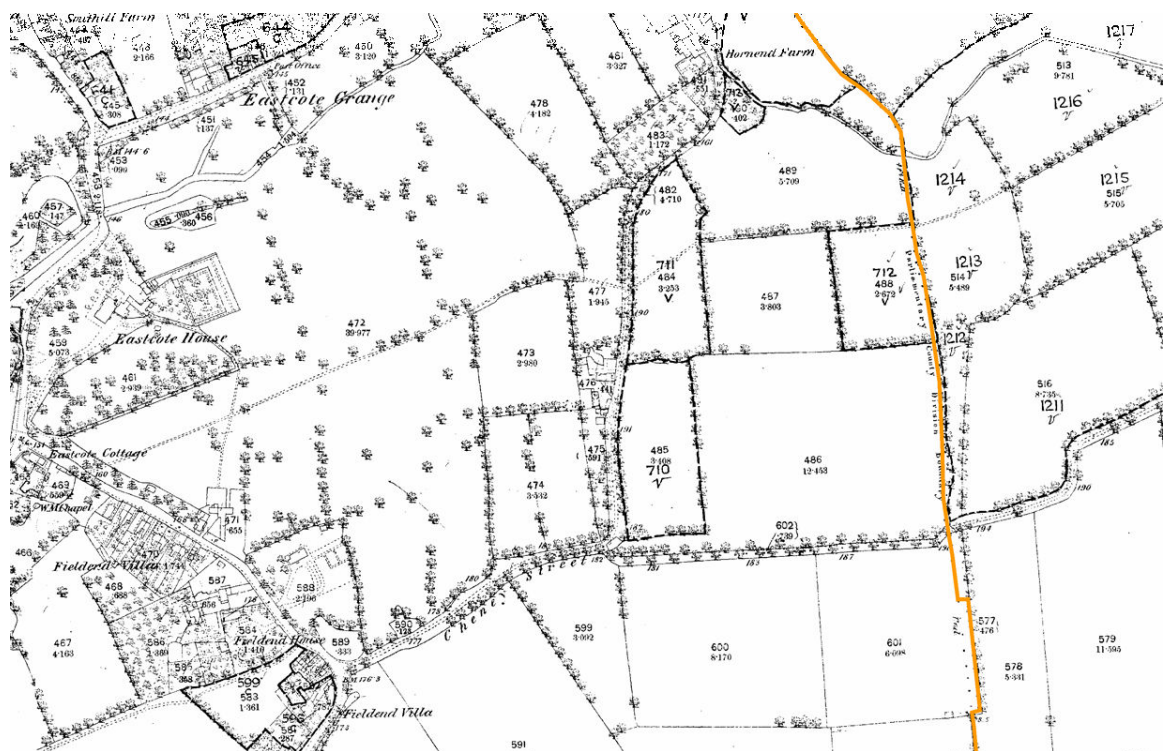
Character Assessment: Cheney Street- Proposed extension to Eastcote Village Conservation Area

Introduction

1. Cheney Street is located within Eastcote, close to the north eastern boundary of the Borough. The existing Eastcote Village Conservation Area was designated in 1972/73 and was extended in 1989 and 1999. Originally designated around the historic hamlet of Eastcote, the Conservation Area includes the linear development along the River Pinn and associated woodland. Within the area are some high quality buildings, most of which are listed, and some later well designed modern estates. The area under consideration lies south of the Eastcote Village Conservation Area and is a varied mix of mainly detached two storey houses and bungalows fronting the street.

Origins and Development

2. Early Eastcote included a number of large country houses with extensive grounds, such as Eastcote House, which dates from the C16, Haydon Hall from the C17 and High Grove from the C18. The area under consideration was originally part of both Hornend and Cheney Farms. The 1856 OS map shows Cheney Street running between Field End House to the west and Hornend Farm to the north. Whilst part of it has been renamed Bridle Road, the original road layout remains the same. The later residential development took place during the 1930s as part of the suburban expansion of West London, and included the Eastcote Park Estate.



OS 1856 illustrating rural Eastcote and Cheney Street

3. Later development occurred in phases from the 1950s onwards, with some infill development. The modern residential estates of Curzon Place, Horns End Place, Nightingale Close, Widenham Close and Stevens Close were developed during the 1970s and 80s.

Character Analysis

4. The character of the area is largely derived from its semi-rural setting, low-density suburban streetscape and the varied typology of houses, including large detached houses as well as bungalows. The grass verges along the curving street, extensive landscaping along the central reserve and the gentle topography of the area combine to form an attractive gateway to the Eastcote Village Conservation Area.
5. Most of the houses along Cheney Street were built gradually over a period of about 50 years. This is reflected in the varied layout and footprint of the houses throughout the area. Designed individually, the houses are constructed of varying materials and incorporate a range of architectural details.

6. No 9 Cheney Street, the original Cheney farmhouse, is the only listed building in the area and is listed at Grade II. It is a C17 timber framed building with exposed framing between rendered panels. The building has an L shaped footprint with the original farmhouse to the north, and a later C20 wing running to the south. This part has a two storey square bay window, with tile hanging and a steep catslide roof at the end.



No 9, Cheney Farmhouse listed grade II

7. The later 1920s buildings are in red brick or rendered, with clay roof tiles. Tall chimneys and half timbered details are also common and important as they create an “Arts and Crafts” appearance. There are also examples of bay windows with bell mouth, or tile hanging detail, which are attractive features. No 2 Cheney Street is a particularly fine example with a very steep pitched tile roof.



No 2 Cheney Street

8. No 24 Cheney Street is a large attractive 1930s property, with mock timber framing and rendering. Some of the other properties from the same period include features such as projecting gables, hipped roofs and Ipswich style windows, for example, no 19 Cheney Street.



No 24, Cheney Street

9. To the south-east of the area, the properties are built very close to each other and so present a tightly developed frontage to the street. The high hedges along the front boundary and the grass verges help to create an informal character to the area.



The south-east of Cheney Street, approaching from Bridle Road

10. To the north there are a number of 1930s bungalows with slightly varying details, such as projecting gables, timber boarding, prominent chimney stacks and corner entrances. The bungalows are separated by flat roof garages allowing views to the back gardens. This forms an important part of the character and street scene of the area.



No 34-36 Cheney Street, 1930s bungalows

11. Some of the 1970s properties are quite distinctive in style but nevertheless relate well to the built form of the area. Nos 11 and 13 are a pair of attractive chalet bungalows with steeply pitched timber boarded gables and exposed stone built chimney breasts.



11-13 Cheney Street, Chalet type bungalows

12. There are also modern 1980s estates set around branching cul-de-sacs, such as Curzon Place and Nightingale Close and some modern houses located at the southern entrance to Cheney Street. These were built as a result of the development of the original farm land, or the subdivision of previously larger plots. These houses tend to have much smaller curtilages than the early houses and as such, do not reflect the built form of the area. These have, therefore, not been included within the proposed extension.



Nos 1a-1c, examples of modern properties on Cheney Street

Trees, Open Spaces and Landscaping

13. The dominant features of the area are the hedges and low walls bordering the front gardens, the mature trees, grass verges and the central reserve. These, together with the curving road layout and gentle topography, create an attractive street scene. The spacing between the houses, landscaping and views into the back gardens all form part of the setting and special character of the area.



Attractive street scene created by soft landscaping and trees along front gardens and grass verges

14. If designation is agreed, all trees within the area under consideration would be safeguarded under Section 211 of the Town and Country Planning Act 1990. At present, there are 5 Tree Preservation Orders for single or groups of trees within the area. Further Tree Preservation Orders may be required where trees are threatened, or their future retention is prejudiced.



Mature trees along the central reserve

Key Views

15. The gentle topography and curving streets provide both short and long views within the area. This is enhanced by the landscaping within the front gardens. Gap views between buildings are also important and these make a significant contribution to the character of the area.
16. To the north, the street curves over the River Pinn and creates short views through the woodlands into the Conservation Area. There are also long views along the central reserve towards the south.










Views north from Cheney Street, over the River Pinn

Summary of recommendation

17. Cheney Street is characterised by its semi-rural setting, suburban streetscape and landscaped features such as mature trees, the central reserve, grass verges, mature front gardens and soft boundary treatments. These in addition to the architectural quality of the area, reflect the character and appearance of the Eastcote Village Conservation Area, to which Cheney Street forms an attractive gateway. It is, therefore, proposed that Cheney Street, as shown in the map, in Appendix 1, should be included within the Eastcote Village Conservation Area, subject to public consultation.

Area Considered : Cheney Street	
Definable Character	A, C, D
Definable Boundary	Yes
Historical Interest	Yes
TOTAL	5
Recommendation	Designate as part of Eastcote Village Conservation Area, subject to public consultation

-  Extension to Eastcote Village Conservation Area
-  Eastcote Village Conservation Area
-  Eastcote Park Conservation Area
-  Listed Buildings
-  Locally Listed Buildings
-  T P O Boundary
-  LBH Boundary

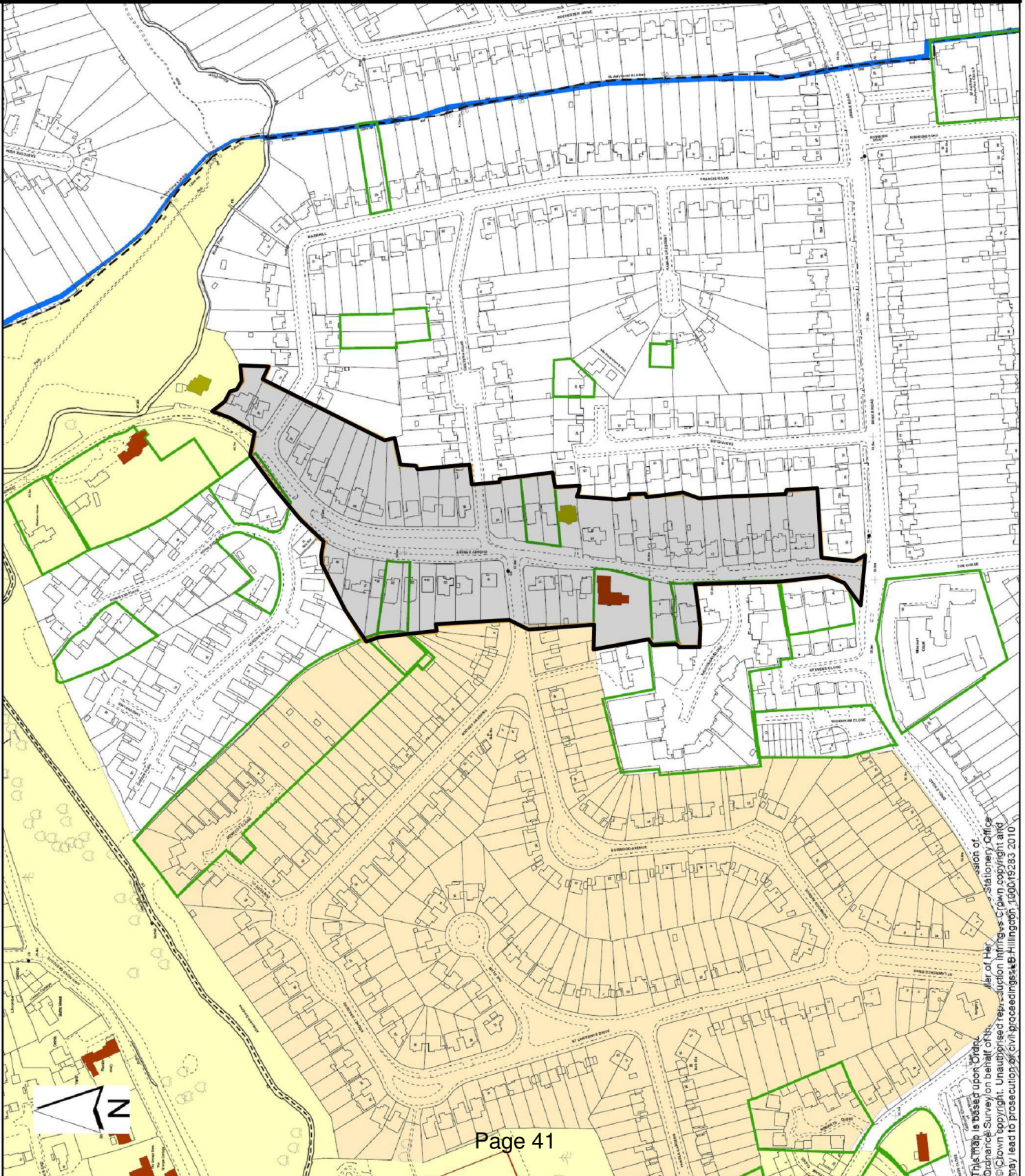
Proposed extension to Eastcote Village Conservation Area

LONDON BOROUGH OF HILLINGDON
Planning & Community Services

Civic Centre, Uxbridge, Middx. UB8 1UW
 Telephone No. : 01895 250111

Scale: 1:2,500

Date: July 2010



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APPENDIX 2:

Criteria for eligibility as a Conservation Area or an Area of Special Local Character: Adopted 14th September 2006

Criteria for assessment	Score
Buildings may be disposed around a natural feature such as a green or other open space, or be located within a green setting such that views will be important	1
The area may have had a formal layout, originally involving planned symmetry and a set pattern of development. This inter-relationship of buildings to spaces will be important.	1
The area may have homogeneity of building types, size, scale or overall design, which is vulnerable to certain forms of development.	1
The area may have particularly strong relationships between buildings and their settings, in particular trees, open frontages, etc.	1
The area should have a definable physical boundary	1
The area may be interesting historically	1
TOTAL SCORE	6

To upgrade an ASLC or designate a Conservation area	5-6 points
To designate/ remain as an ASLC	3-4 points
To de-designate/ not designate an ASLC	0-2 points

APPENDIX 3

Proposed Eligibility Criteria for designation of Conservation Areas and Areas of Special Local Character

	Criteria for assessment	Score
Townscape Significance Total = 3	A character and hierarchy of spaces, and a varied topography providing interesting vistas along streets and views between buildings.	1
	Demonstrable landscape quality, including trees, planting and other green features of quality.	1
	The quality of public realm, with attractive street furniture and hard and soft surfacing.	1
Architectural Significance Total = 3	Buildings will have architectural quality and be of good design.	1
	Buildings will have a unique architectural interest, or include good surviving examples of a particular architectural style or period, or have been designed by notable architect/s	1
	There will be a coherence of architectural designs in the area and significant groupings of buildings.	1
Historical Significance Total = 3	The origins and historical development of the area will have been documented	1
	The layout of property boundaries, roads and pathways will contribute to the character of the area	1
	The area will contain features which illustrate important aspects of local or national socio-economic, cultural or military history.	1
	TOTAL SCORE	9

To designate a Conservation area	6-9 points
To designate/ remain as an ASLC	3-5 points
To de-designate/ not designate an ASLC	0-2 points

PAN-LONDON EMERGENCY ARRANGEMENTS - AMENDMENT TO THE GOLD RESOLUTION AND PROCEDURES FOR MUTUAL AID

Cabinet Members	Councillor Ray Puddifoot Councillor Douglas Mills
Cabinet Portfolios	Leader of the Council Cabinet Member for Improvement, Partnerships and Community Safety (lead for civil protection)
Officer Contact	Mark Braddock, Deputy Chief Executive's Office
Papers with report	Appendix A – Existing Gold Resolution and Addendum Appendix B – Memorandum of Understanding for Mutual Aid

HEADLINE INFORMATION

Purpose of report / Summary	<p>The London Local Authority 'Gold' Resolution vests a local authority Chief Executive, in an emergency or major incident, with the necessary powers to act on behalf of all the London local authorities.</p> <p>The Gold Resolution was last reviewed and revised in 2006. Following endorsement by London Councils Leaders' Committee, this paper sets out proposals to update the Gold Resolution following recent circumstances.</p> <p>Cabinet is also asked to agree a Memorandum of Understanding for Mutual Aid with other London boroughs. Finally, the report updates Cabinet on civil protection arrangements for the 2012 Olympic Games.</p>
Contribution to our plans and strategies	Strengthening the Borough's civil protection arrangements.
Financial Cost	<p>None directly.</p> <p>Any cost incurred under the Gold Resolution would be dependent upon the nature of the emergency or situation affecting the London Borough of Hillingdon, wholly or in part.</p>
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

RECOMMENDATIONS

That the Cabinet, on behalf of the London Borough of Hillingdon:

- 1) Adopt the Addendum to the Gold Resolution in Appendix A
 - 2) Agree the Memorandum of Understanding for Mutual Aid in Appendix B
-

REASONS FOR OFFICER RECOMMENDATIONS

Adoption of the amended Gold Resolution and Memorandum of Understanding for Mutual Aid will establish on a London-wide basis a clear, updated and consistent framework for London boroughs to use when responding to potentially pan-London emergency situations.

OPTIONS AVAILABLE

The critical decision is the Addendum to the Gold Resolution. In the event Hillingdon's Cabinet were to not adopt the Addendum, in a pan-London emergency it could frustrate London local authority efforts to work effectively together (only if all other London boroughs had passed the Addendum bar Hillingdon).

INFORMATION

Background

1. On their own, London boroughs play an important part in civil protection arrangements. They maintain emergency plans for various scenarios, carry out appropriate training, undertake incident simulations and assist the Police and others in dealing with emergencies.
 2. Following the catastrophic events of September 11 2001 in the United States of America, the 7 July 2005 London Bombings, command arrangements and preparedness for incidents across London borough boundaries were actively pursued and improved by London Councils, London Fire and Emergency Planning Authority and the Metropolitan Police.
 3. The National Command Structure for major emergencies and incidents consists of three layers (depending whether the decisions required concern operational, tactical or strategic level matters). These layers are known as 'Bronze', 'Silver' and 'Gold' Commands, respectively. In a response to a major incident in London, the 'Gold' Command, which would include top-level representation from the London local authorities and 'blue light' services, would make pan-London policy decisions.
 4. On 9 December 2003 the Association of London Government (now London Councils), recommended that all London boroughs adopt a resolution on the London Local Authority Gold Command and Control structure in the event of a catastrophic incident in the Greater London area.
 5. A 'Gold' Resolution was therefore designed and agreed which underpinned existing arrangements to ensure that the emergency plans and procedures of London public
-

services and organisations fitted together effectively and stood up to different scales and types of potential threat.

6. Along with all other London Boroughs and the City of London Council, Hillingdon's Cabinet passed this first 'Gold' Resolution in May 2004 and passed a revised resolution on the 20th April 2006.

What is the Gold Resolution and Local Authority Gold?

7. The Gold Resolution delegates certain powers to a Local Authority Gold Chief Executive so that he or she can act on behalf of all boroughs and the City of London to deliver a coordinated local government response in emergency situations across the Capital. The role of Gold Chief Executive (known as London Local Authority Gold) is undertaken by Local Authority Chief Executives on a rotational basis. Hillingdon's Chief Executive, along with his counterparts across London, is part of the rota system, spending time on-call and also in reserve each year to act on behalf of all councils.
8. Under the current resolution, a Local Authority Gold can act formally only where the Gold Co-ordinating Group (Gold Command) has been convened to respond to an incident requiring what was known as a 'level 2' response. This is the trigger mechanism for Local Authority Gold to be able to exercise their 'executive' powers. Gold Command is normally led by the Police. The powers delegated to Local Authority Gold extend to incurring expenditure or making grants or loans but only if certain conditions are met such as confirmation that the expenditure will be reimbursed by HM Government or by the Council(s) in whose area(s) the incident has occurred.
9. Since the resolution was passed, the terminology used by the Government has changed, with a "Level 2" response being no longer relevant. A more straightforward trigger mechanism is therefore now proposed but still linked to the convening of Gold Command. As Gold Command is usually led by the Police and is only convened in the event of a significant incident or emergency; it is therefore now proposed that, in future, Local Authority Gold will be able to discharge his/her executive powers whenever Gold Command is convened.

Why amend the Gold Resolution?

10. The following section of this report sets out proposals approved by London Councils Leaders' Committee on 13th July 2010 to update and clarify the current arrangements in the light of experience over the last 3 - 4 years and changed circumstances. The substance of the proposed changes can be summarised in 3 parts as put to London Leaders:

A: To formalise the role of Local Authority Gold in lower-impact, emerging incidents (such as influenza pandemic) where there is no Gold Command, enabling them to coordinate any local authority response as necessary

11. Over the last year or so, we have seen the impact of another kind of incident which, rather than having an immediate effect requiring a 'blue-light' response, has emerged over a period of time and can be termed as 'rising-tide' or disruptive. Examples include the recent extreme Winter weather conditions and the gradual emergence of the swine flu pandemic. A coordinated response on the part of local authorities to these types of incidents is also necessary and Local Authority Gold played a key part and contributed significantly to the way in which the events referred to above were

dealt with. In these circumstances, however, Local Authority Gold operated outside the terms of the existing Gold Resolution in an 'informal capacity'.

12. For example in the recent severe weather conditions, the London Local Authority Co-ordination Centre (LLACC) which supports the Local Authority Gold performed a number of critical tasks. These tasks included the co-ordination of 83 mutual aid transactions, resulting in the transfer of 5,300 tonnes of salt, and the process and dissemination of 912 priority gritting requests to local authorities. Additionally it maintained regional situational awareness regarding the impact on council services and collated London borough grit stock levels and projections, to inform the regional and national re-supply process.
13. It is therefore proposed that the resolution should be amended to 'formalise' the role of Local Authority Gold enabling them to coordinate any local authority response as necessary, providing support, guidance and advice as required - although they would have no power to direct Councils nor incur any expenditure.

B: Responding to major emergencies where there is no Gold Command, but for the Local Authority Gold to exercise their executive powers, for example in the event of extreme and disruptive weather, only where detailed safeguards are complied with.

14. There may be exceptional circumstances where it could become appropriate for Local Authority Gold to be able to respond to more major and disruptive incidents and thereby exercise their executive powers where Gold Command has still not been convened, for example in the event of extreme and disruptive weather or other events. The point in such 'rising-tide' events at which the full Local Authority Gold arrangements may need to be implemented will not be clear at the outset. Nor would it necessarily be triggered by the convening of a police-led Gold Command.
15. To cover this eventuality and any unforeseen events, a process has been developed which permits the full Gold executive powers to be triggered in the absence of a police-led Gold Command being established, but only where certain procedures are complied with to give London boroughs comfort that any use of the executive powers by Local Authority Gold will only be operated in exceptional circumstances and where absolutely necessary. These procedures include the convening of a London Partnership Meeting and prior agreement of London Councils and its main political party leaders.

C: Use of executive powers to incur expenditure on behalf of Councils in emergencies

16. Whatever the circumstances under which the executive powers are triggered, Local Authority Gold will, as at present, still seek to obtain confirmation from individual Council(s) in whose area(s) the incident has occurred that expenditure reasonably incurred by them in taking immediate action will be met by the Council (or Councils in proportions to be agreed by them).
17. There may, however, be a situation where rapidly obtaining this confirmation is simply not possible, for example if an incident happens in the early hours of a Sunday or a bank holiday and Local Authority Gold is unable to make contact with all relevant Council(s). Local Authority Gold may still need to take the immediate action. It is therefore proposed that, where this is absolutely essential, they should be able to exercise their executive powers, including incurring minimum levels of expenditure up

to sum not exceeding £1m in total, while the process is taking place to secure the necessary confirmation.

How will the amended Gold Resolution be agreed?

18. It will be necessary for all London boroughs and the City of London to formally agree and accept the Addendum, since its terms will not take effect until this has happened. In future, and subject to that agreement, the Addendum will need to be read in conjunction with the current Resolution.
19. The current resolution and new addendum is attached in Appendix A for Cabinet's adoption.

Agreeing a Memorandum of Understanding for Mutual Aid

20. Informal arrangements and understandings currently exist between London boroughs for mutual aid. These arrangements are robust and well tested and they are frequently called upon by boroughs for the provision of staff and other resources. They supported the running of the temporary mortuary in the aftermath of London's July 2005 bombings and in the provision of assistance to local authorities outside London during the 2007 floods. During the severe weather of February 2009, 13 local authorities reported calling upon or offering mutual aid during the first four days of the incident. However, some ambiguity exists in the areas of finance, insurance, and health and safety liability/responsibility.
21. Following such events, it is proposed that such arrangements be placed on a more formal footing and, as a consequence, a Memorandum of Understanding for mutual aid has been drafted for adoption by those London Local Authorities wishing to participate.
22. It is not intended for the Memorandum to be a legally-binding contract, but rather an accepted set of guidelines for providing mutual aid between participating boroughs.
23. The Memorandum of Understanding is attached in Appendix B for Cabinet's approval.

Update on the 2012 Olympic Games

24. Members may be interested in the arrangements local authorities may have to play in the lead up to and during the London 2012 Olympic and Paralympic Games
25. As put to London Councils Leaders' Committee, a national and London level control and coordination function will be required. Resilience and security arrangements during the Games are currently being developed and a number of mechanisms will come into play in the event of an incident. Local Authority Gold will be expected to play a key part in those plans and the arrangements proposed in the Addendum, will help to formalise the position. Current thinking includes maintaining operations during what is described as a 'steady state' and there is likely to be a borough chief executive or other senior local government representatives active in that process. There could also be a demand for further local government participation in other Olympic security arrangements in the Capital such as COBR and nationally in what is known as the National Operations Centre. The final details for London's local government are being considered and will be agreed with London Councils in due course.

Financial Implications

There are no direct or accurately foreseeable financial implications arising from the recommendation for obvious reasons. However, in emergency scenarios, there may be a number of costs falling upon the Council. The exposure is limited in the fact the scheme only gives authority for the Gold Chief Executive to incur expenditure in approved instances. The Government operates a general scheme to reimburse local authorities for certain types of emergency related expenditure, mainly of a non-insurable nature.

CORPORATE CONSULTATIONS CARRIED OUT

Civil Protection Service

The Civil Protection Service supports the recommendations and is able to incorporate any amendments to emergency arrangements and mutual aid procedures into the Council's own corporate emergency plan.

Corporate Finance

The report proposes the approval of emergency powers that would, in certain circumstances, allow the Chief Executive of another London Borough to authorise emergency expenditure on behalf of the Council. This power could only be exercised after either the Council has agreed that to incur the expenditure was reasonable, or if the Government indicated that the expenditure would be eligible for Government funding.

The form of Government reimbursement of expenditure in the event of an incident or emergency is through the Bellwin Scheme of Emergency Financial Assistance to Local Authorities. Any claim under this scheme would not be reimbursed in full, whether the expenditure is authorised by a Gold Chief Executive or directly by the Council. In addition, the Bellwin Scheme is primarily designed for emergencies resulting from bad weather. There is no entitlement to financial assistance and it would be at the discretion of Government Ministers to determine whether any other incidents would qualify for claims under the Scheme.

The Bellwin Scheme has been activated over 40 times since it started in 1983, most recently in response to flooding in Cumbria in November 2009. Bellwin was not activated for the 2005 London bombings although financial support was made available as a special grant.

Therefore, expenditure authorised under powers delegated to a Gold Chief Executive would not be fully recoverable, and would result in costs falling on Council Tax payers - the amount dependent upon the scale of the incident and the nature of the required response.

Legal

The proposed arrangements set out in this report are all authorised under the provisions of the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005. Thus there are no legal impediments to the proposals being adopted by the Council.

BACKGROUND DOCUMENTS

Cabinet reports – 27th May 2004 and 20th April 2006
London Councils Leaders' Committee Report – 13th July 2010
London Councils Chief Executive's Circular – 15th July 2010

*EXISTING LOCAL AUTHORITY 'GOLD' RESOLUTION
(as revised 20th April 2006 by the London Borough of Hillingdon)*

Resolution passed on behalf of each London Borough Council and the Common Council of the City of London ("the Councils")

1. This resolution is made in accordance with section 138 Local Government Act 1972, section 101 Local Government Act 1972, section 19 Local Government Act 2000, Regulations 7 and 10 Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000 and all other enabling powers. The resolution has regard to "Emergency Response and Recovery" the non-statutory Guidance issued pursuant to the Civil Contingencies Act 2004.
2. As from the date of this resolution the Council's functions under section 138(1) Local Government Act 1972 (Powers of principal councils with respect to emergencies or disasters) are delegated to the Council which has appointed the Head of Paid Service as defined in paragraph 3 below in the circumstances set out in paragraphs 4-7 below.
3. The Head of Paid Service is the person appointed by one of the Councils under section 4 Local Government and Housing Act 1989 who, following the convening of the Strategic Co-ordinating Group ("Gold Command") to respond to an incident requiring a "Level 2" response (as defined in paragraph 4 below) has agreed to discharge the functions under section 138(1) Local Government Act 1972 ("the functions") on behalf of the Councils.
4. An emergency requiring a Level 2 response is a single site or wide-area disruptive challenge, which requires a co-ordinated response by relevant agencies.
5. The functions hereby delegated shall not be exercised until all the Councils have made resolutions delegating the functions.
6. The powers hereby delegated to the Council which has appointed the Head of Paid Service shall not include any power to incur expenditure or to make grants or loans to any person unless either:
 - The Head of Paid Service has received confirmation from the Minister that expenditure reasonably incurred by the Head of Paid Service in taking immediate action to safeguard life or property or to prevent suffering or severe inconvenience will be reimbursed by HM Government; or
 - The Head of Paid Service has received confirmation on behalf of the Council(s) in whose area(s) the incident has occurred that expenditure reasonably incurred by the Head of Paid Service in taking immediate action to safeguard life or property, to prevent suffering or severe inconvenience and to promote community cohesion and a return to normality, will be met by the Council (or the Councils in proportions to be agreed by them).
7. In the event the Minister has confirmed that expenditure will be reimbursed by HM Government, the Head of Paid Service shall, insofar as reasonably practicable, consult with and inform the Council(s) in whose area(s) the incident has occurred regarding any action proposed to be taken

ADDENDUM TO THE GOLD RESOLUTION (to be passed)

Addendum to the Local Authority ‘Gold’ Resolution to be agreed on behalf of each London Borough Council and the Common Council of the City of London (“the Councils”)

1. The purpose of this addendum is to clarify and amend the Local Authority “Gold” Resolution that has been entered into by the Councils to a) reflect changed procedural arrangements for responding to incidents b) permit the Head of Paid Service (Local Authority Gold) as defined in paragraph 3 of the Local Authority Gold Resolution to incur minimum essential expenditure where it has not been possible to secure the prior agreement of the Councils affected and c) agree that, in other circumstances known as rising tide or disruptive events, Local Authority Gold should be able to coordinate the local authority effort, including providing advice and guidance, as necessary, to help shape the responses of individual authorities.

2. The Local Authority “Gold” Resolution will, in future, operate in accordance with the following arrangements:

Coordination of the Local Authority Effort

3. Where an incident, emergency or other event emerges or has emerged over a period of time (such as pandemic influenza or extreme weather), and where the convening of the Gold Coordination Group (Gold Command) may not have occurred, Local Authority Gold will be empowered, on behalf of the Council(s) to coordinate any local authority response as necessary, providing advice and guidance as required. In these circumstances, Local Authority Gold will not have any power to incur expenditure unless authorised under paragraph 4 b) below.

Delegation of Powers

4. Local Authority Gold shall, in discharging the functions under section 138(1) Local Government Act 1972 on behalf of the Councils, do so only in the following circumstances:

a) following the convening of the Gold Coordination Group normally led by the Police in response to the declaration of a major incident (Gold Command);

or

b) for other disruptive events such as extreme weather that do not require the immediate establishment of Gold Command, following the convening of a London Partnership Meeting (normally led by the London Resilience Team), provided that the agreement of London Councils under delegated powers is also secured for Local Authority Gold to discharge the functions under section 138(1) Local Government Act 1972 on behalf of the Councils.

Minimum Essential Expenditure

5. In the event that it has not yet been possible for Local Authority Gold to receive confirmation from or on behalf of the Council(s) in whose area(s) the incident has occurred (in accordance with paragraph 6 of the Local Authority Gold Resolution) that expenditure reasonably incurred will be met by the Council(s) and where it is absolutely essential for

Local Authority Gold to incur expenditure, for example to safeguard life or property, to prevent suffering or severe inconvenience and to promote community cohesion and a return to normality, it is agreed that the Council(s) in whose area(s) the emergency has occurred will meet that expenditure on the basis that it will be kept to minimum levels and limited to a sum not exceeding £1m in total, while the process is taking place to secure the necessary confirmation.

Agreement of all the Councils

6. The amendments to the Local Authority 'Gold' Resolution contained in this Addendum shall not take effect until this Addendum has been agreed and accepted by all the Councils.

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DATED [] 2010

LONDON LOCAL AUTHORITIES MUTUAL AID – MEMORANDUM OF UNDERSTANDING

Contents		
Statement of Purpose and Background		2
Clauses	Description	Page
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2	Supervisory, Financial arrangements and recovery of costs	4
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4	Facilities and temporary Accommodation	5
5	Health and Safety and Insurance	6
	Activation	7

STATEMENT OF PURPOSE

This agreement sets out the intentions of the local authorities listed in Appendix 1, all of which are Category 1 Responders for the purposes of the Civil Contingences Act 2004 (“CCA 2004”) (collectively referred to as “the Participating Authorities) to provide mutual aid and assistance to each other during an emergency or other disruptive or “rising tide” incidents.

Each of the Participating Authorities will endeavour to provide assistance to another of the Participating Authorities in the form of provision of personnel and/or equipment in the event of, or in the reasonable anticipation of, an emergency or other disruptive or rising tide incident when asked to do so in accordance with these procedures.

Background and Scope of the Agreement

- (a) Defined as Category 1 Responders in the CCA 2004, the Participating Authorities are subject to the full range of duties conferred upon them in relation to making arrangements for civil protection in an emergency.
- (b) Regulation 4 of the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 provides that general Category 1 Responders which have functions that are exercisable within a Local Resilience Area must co-operate with each other in connection with the performance of their duties under section 2(1) of the CCA 2004. That co-operation may take the form of two or more Category 1 Responders co-operating with each other.
- (c) Central Government guidance issued by the Cabinet Office (December 2008) recognises the shift away from purely local arrangements to the realisation of wide-area mutual aid arrangements,
- (d) The Participating Authorities are enabled to provide mutual aid support to each other under section 1 Local Authorities (Goods and Services) Act 1970, the “well-being powers” contained in section 2 of the Local Government Act 2000 and under sections 111 and 113 of the Local Government Act 1972.
- (e) This Agreement outlines the process for requesting mutual aid from any Participating Authority to another Participating Authority when responding to an emergency or other disruptive or “rising tide” incident.

- (f) This agreement details the process for obtaining support from boroughs whether activated as a result of the implementation of the Gold Resolution or as a result of a rising tide or other disruptive incident.

This document is intended to support, not replace, any local agreements which are already established and is not intended to be a legally binding contract

1 Activation of Mutual Aid Arrangements

1.1 Each of the Participating Authorities will endeavour to provide assistance in the form of personnel and other resources in the event of or in anticipation of an emergency or disruptive or rising tide incident affecting the area of any Participating Authority in accordance with the following procedures:

1.1.1 The initial request may be made by telephone, but written confirmation should be sent by e mail as soon as practicable to ensure clarity of the request and assist any subsequent requests for reimbursement.

1.1.2 The Responding Authority shall, so far as is reasonably practicable, provide staff and other resources as requested by the Requesting Authority.

1.1.3 If the Gold Resolution has not been activated a request for aid shall only be made by a person authorised by the chief executive of the Requesting Authority, to the chief executive or other Authorised Person acting for the Responding Authority.

1.1.4 If the Gold Resolution has been activated all requests and agreements for mutual aid between boroughs will be notified to the LLACC. Mutual aid will be brokered between boroughs unless:

- The scale and complexity of the incident determines that centralised, regional support through the LLACC is required.
- LLAG determines a strategy that requires centralised support for all mutual aid through the LLACC.
- A point is reached where by the LLACC can add value in support of a Borough brokering mutual aid.'

1.1.5 Termination of aid. The Responding Authority may at any time, on giving the Requesting Authority such notice as is reasonable in the circumstances, terminate the mutual aid if the chief executive believes failing to do so would jeopardise the responding authority's ability to deal with an incident within their own area. For the avoidance of doubt the decision to terminate assistance will not be taken lightly and is likely to be invoked only where an emergency or major incident occurs in the Responding Authority's area requiring resources that are on loan to a Requesting Authority.

2 Supervisory and Financial Arrangements and Recovery of Costs

2.1. The responsibility for co-ordinating aid and meeting all legal requirements for the supervisory control and health and safety of loaned staff rests with the Requesting Authority or, where more than one Participating Authority has been affected by the emergency or major incident (e.g. a cross boundary incident) by each of the Requesting Authorities in respect of the staff deployed to their Authority.

2.2. The Requesting Authority undertakes to reimburse the Responding Authority on a cost recovery basis upon the termination of the aid and where practicable within 28 days of receipt of the written submission to the Requesting Authority by the Responding Authority of documented accounts for settlement.

2.3. The cost and financial implications of providing mutual aid assistance are likely to include, but are not limited to:

- Staff salary and overtime costs;
- Out of pocket travelling expenses;
- Provision of resources used;
- Damage to rental/leased items;
- Contractor expenses.

Reimbursement of costs will NOT include any opportunity costs incurred whilst employing an officer to cover the duties of someone deployed on mutual aid unless agreed in advance by the requesting authority.

Authorities to request use of these facilities, although their use would depend on the scale and nature of the emergency.

- 4.2 For example, in the event of an evacuation of an area on a borough boundary it might be more appropriate and/or safer to move evacuees to a Rest Centre established and run by the neighbouring Participating Authority.
- 4.3 Participating Authorities shall, where practicable co-operate in the use of such facilities and locations

5 Health and Safety and Insurance

- 5.1 The health and safety of all staff providing mutual aid is the responsibility of the Requesting Authority, the Responding Authority and individual members of staff.
- 5.2 A Requesting Authority shall not hold liable a Responding Authority, in respect of any claims arising from any loss, injury or damage suffered by the Requesting Authority or any third party as a result of the provision of assistance under this Agreement, unless, and to the extent that, such loss, injury or damage arises from the negligence of the Responding Authority or any of its employees (excluding the responding staff) or agents.
- 5.3 Each Participating Authority is responsible for ensuring that their liability insurance is appropriate and kept up to date for the duration of their participation in this Agreement.
- 5.4 The Requesting Authority is responsible for ensuring that a risk assessment is carried out prior to deployment of Responding Authority staff (with whom the risk assessment should be shared) and that any Personal Protective Equipment is available.
- 5.5 The Responding Authority is responsible for ensuring that its staff has the appropriate ID to identify their personnel and the Requesting Authority is responsible for facilitating the appropriate access to locations.
- 5.6 The Responding Authority is responsible for ensuring that any response staff deployed to engage with the public have the appropriate Criminal Records

Bureau (CRB) clearance (where necessary for the role in which they are deployed).

- 5.7 The Responding Authority should make arrangements to ensure that regular contact is maintained with its employee(s) working for the Requesting Authority and ensure that management issues are dealt with appropriately.

- 5.8 Any disputes between the Responding and Requesting Authorities should be resolved by negotiations between the Authorised Persons with a view to achieving an early amicable resolution. Any failure to resolve a dispute should be referred to an independent chief executive, that is, the chief executive of a Participating Authority which is not involved in the emergency (or if all Participating Authorities are involved, then to a senior authorised person of London Councils) who shall endeavour to resolve the dispute within 7 working days of the referral and whose decision shall be final and binding on the parties to the dispute.

This Agreement is activated by each Participating Authority signing a Memorandum of Participation on behalf of that Authority and such Memorandum of Participation shall be evidence of activation by that Participating Authority when annexed to this Agreement. Provided that this Agreement shall not come into effect until Memoranda of Participation have been activated by at least **half of all London Local Authorities**.

LONDON LOCAL AUTHORITIES MUTUAL AID

MEMORANDUM OF UNDERSTANDING

MEMORANDUM OF PARTICIPATION

THIS MEMORANDUM is signed by an authorised signatory for [insert name of borough] .

Signed

Date.....

Appendix 1 to the Memorandum of Understanding on Mutual Aid

(This Appendix will comprise a list of those local authorities who agree to provide mutual aid and assistance to each other during emergency or other disruptive or 'rising-tide' incidents.)

To be completed

REVISIONS TO THE CHAPTER 4 'EDUCATIONAL FACILITIES' OF THE PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT

Cabinet Members	Councillor Keith Burrows & Councillor David Simmonds
Cabinet Portfolio	Planning and Transportation; Education and Children's Services
Officer Contact	James Gleave – Planning, Environment & Community Services Terry Brennan - Education and Children's Services
Papers with report	Appendix 1: Revised Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document.

HEADLINE INFORMATION

Purpose of report	To seek Cabinet approval for the adoption of Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document (SPD), which has been revised following public consultation on the draft document.
Contribution to our plans and strategies	Council Plan Development and improvement of education in our schools Sustainable Community Strategy
Financial Cost	There are no direct costs associated with the adoption of the SPD. However the proposed revision to Chapter 4 of the current SPD would change the child yield formulae and on weighted average, would result in an increase of 7% on a planning obligation in the area south of the A40 and a decrease of 4% from developments in the area north of the A40. Current trends indicate that new development is more likely to take place in the south of the borough and this change would lead to a probable net increase in the value of the planning obligations available for the provision of educational facilities for the council.
Relevant Policy Overview Committee	Residents' and Environmental Services Education & Children's Services
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. **Notes the comments received during the consultation period;**
2. **Approves the amendments made to the consultation draft Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document as set out in paragraphs 17 and 22 of this Cabinet report;**
3. **Adopts the revised Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document for the purposes of development management;**
4. **Grants delegated authority to the Corporate Directors of Planning, Community and Environmental Services and Education and Children's Services, in consultation with the Cabinet Members for Planning and Transportation and Education and Children's Services, to approve any minor amendments or corrections of a factual nature, to Chapter 4 'Educational Facilities' of the Planning Obligations Supplementary Planning Document before it is formally published, and also to make any further revisions, if required as a result of any relevant revisions to GLA or Hillingdon population projections affecting child yields.**

INFORMATION

Reasons for recommendation

Chapter 4 'Educational Contributions' of the adopted Planning Obligations Supplementary Planning Document (July 2008) contains child-yield statistics based on 2001 Census data. It is now apparent that, with increased fertility rates and a significant upturn in births, there are more children on average in each dwelling than there were in 2001. The proposed revisions to Chapter 4 take account of the increase in child yields, to ensure that the scale of contributions sought from planning obligations for educational facilities from new development is appropriate.

Alternative options considered / risk management

Not to adopt the SPD. This would restrict the Council's ability to ensure that the scale of contributions sought from planning obligations for educational facilities from new development is appropriate.

The proposed amendment to the SPD, as recommended by this report following the response to consultation, does not substantially alter the policy direction and overall aspirations approved by the Cabinet in February 2010. Rather, the change reflects feedback from the public consultation.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

The background

1. The background to the Planning Obligations SPD is set out in the report presented to Cabinet on 18th February 2010. In summary, the formulae used for assessing education contributions in the SPD, which was adopted in July 2008, are based on 2001 Census data to estimate the average number of children contained in various property types, sizes and tenures. At the time of adoption, this data analysis represented the most up to date and comprehensive estimate of its kind.
2. Since 2007, fertility rates and births have increased significantly across London including Hillingdon. The number of children born in Hillingdon has increased by over 27% since 2001, whilst the housing stock has increased by only 4%. This suggests that, on average, the number of children per unit of housing has increased, with the consequence that new dwellings are likely to have a greater impact on educational facilities than previously indicated.
3. A more detailed analysis, using a population estimate derived from official GLA and ONS sources and estimates of local housing stock from the Local Authority's planning records, shows that the overwhelming majority of increased child-yield is to the south of the A40 where the majority of new housing and increased births have occurred. South of the A40, estimated child yields for 0-2 year olds have increased by 26.4% in the period 2001 to 2010. At the same time, the estimated child yields for 0-2 year olds north of the A40 remained more or less the same (+0.8%).
4. Para 4.19 in Hillingdon's adopted Planning Obligations SPD for Educational Facilities (July 2008) acknowledges that the need for additional school facilities will be determined by the council, with reference to the most recent pupil forecasts looking forward over a 10 year period, plus consideration of the likely impact of all local housing developments. The proposed revisions to the SPD merely set out the changes to the formula, given the new 2010 forecasts.
5. There are no changes being proposed with regard to the principles or methodology to be used. Nevertheless, the SPD is a statutory document and must be produced in accordance with the Town and Country Planning (Local Development) (England) Regulations 2004 (as amended). These Regulations require that the draft SPD is published and open to consultation and that the consultation responses and representations are considered prior to its adoption.

The consultation process

6. At the meeting of 18th February 2010, Cabinet agreed to approve the draft revised Chapter 4 'Educational Contributions' of the adopted Planning Obligations SPD for public consultation and requested that the results of the consultation be reported to a future meeting.
7. The consultation process for the SPD was combined with that for the Consultation Draft Core Strategy. It commenced on 16th June 2010 and ran for a 6 week period until 30th July 2010. The consultation period was advertised and notified in accordance with the Council's Statement of Community Involvement (SCI), as detailed below.

8. A statutory press notice appeared in the Hillingdon Leader, the Gazette series and the London Gazette on 16th June 2010. An article was placed in Hillingdon People in the July/August 2010 edition and an audio advertisement was placed in Hillingdon talking Newspaper for the visually impaired on 18th June. The consultation was also advertised on the Council's Twitter page on 18th June.

9. A total of 2970 letters/ emails were sent to a wide range of groups and individuals on the LDF consultation database. This included members of the Local Strategic Partnership (LSP) (total of 35); environmental groups (11); Chambers of Commerce (7); local businesses (514); community groups (92); conservation groups (32); conservation panels (7); consultants (146); developers (13); Planning and Transportation Customer Panel (7); estate agents (14); local agents (5); housing providers (36); health providers (7); other London boroughs (4); post offices (44); GP's (51); schools (60); transport providers (26) and other general groups/ individuals (124).

10. All elected members and local MP's were posted a letter explaining the consultation process and an invitation to a drop-in session, with a hard copy of the SPD delivered to the group offices, with additional hard copies delivered upon request. A letter and CD-Rom was sent to all statutory consultees (119). Residents Associations (115) were also sent a letter and CD-Rom, with an invitation to a meeting.

11. Letters were also sent to 50 randomly selected residents per ward from the electoral register (1100) and to 197 randomly selected businesses from the 2008 Hillingdon Business Directory.

12. In addition, copies of the document were also placed at all borough libraries, Hayes One Stop Shop and the Civic Centre (Planning Information Services). The draft document was also placed on the Council's website with a facility to make on-line comments. Two public exhibitions were set up at Uxbridge Library and Planning Information Services from 16th to 30th July.

13. Drop-in sessions for the general public (invitation to speak to council staff) were held at the:

- Ruislip Manor Library (Thursday 24 June 4pm - 7.30pm)
- Hayes Library (Saturday 26 June 10am - 1pm)
- Planning Information Services, Civic Centre, Uxbridge (Thursday 1 July 4pm – 7.30pm)
- Ruislip Manor Library (Saturday 3 July 10am - 1pm)
- Botwell Library (Thursday 15 July 4pm - 7.30pm)
- Planning Information Services, Civic Centre, Uxbridge (Saturday 17 July 10am – 1pm)

14. A drop in session for Council Members was held at the Civic Centre (4-7pm) on 13 July. A drop in session was also held for Residents Associations/community groups at the Civic Centre (6.30pm-8pm) on 14 July.

15. The following events and meetings were also attended by officers to raise awareness and encourage discussion about the consultation document:

- Mobility Forum, Accessibility Officer (11am, 14 June)
- Hayes Partnership Meeting, Hyde Park, Hayes (2pm, 21 June)
- Youth Council, exhibition stall set up (5pm, 21 June)

- Disabilities Assembly (21 June)
- Local Strategic Partnership Executive Meeting (22 June)
- Equalities and Diversity Forum (10.30am - 11.30am, 24 June)
- Residents Planning Forum (6pm, 24 June)
- Older Peoples Assembly (28 June)
- Member Briefing (7pm, 6 July)
- Hillingdon Chamber of Commerce, Novotel, Heathrow (7am breakfast meeting, 9 July)
- Residents' Environmental Services Policy Overview Committee (RESPOC) (29th July)

Responses received and the suggested amendments to the SPD

16. Whilst almost 500 representations were received on the Core Strategy, only one letter, from Yiewsley Community Involvement Group, related directly to the SPD. In essence, the response stated that contributions should relate directly to on-site provision wherever possible. Where this is not possible, contributions should be 'ring-fenced' for use in the immediate area so that local impact is addressed. One other response on the revised SPD requested that a site in Reservoir Road be deleted from the Greenbelt, a similar response was also received on the Core Strategy. A number of other responses simply noted no comments in relation to the revised SPD.

17. In response to the comment that contributions should relate directly to on-site provision wherever possible, officers consider that this issue is already addressed in paragraph 4.22 of the draft revised chapter 4 of the SPD, and therefore no change is proposed to the document. With regard to the comment that contributions should be ring-fenced so that local impact is addressed, officers are proposing that the following sentence be added to the end of paragraph 4.2:

'Contributions from planning obligations for educational facilities will be spent with due regard to the impact of the housing development to which the contribution relates.'

18. In relation to comments regarding Reservoir Road, this is not a matter to be considered in the Planning Obligations SPD and will be looked at through the site allocations process.

Revised Population Projections.

19. Officers are aware that since the draft SPD was issued for consultation, a number of new population projections have come forward in the form of revised migration and birth rate figures. The GLA has acknowledged that its recent forecasts (4 different sets received this year) under-represent 0-5 year olds and is working to resolve several issues. However, no new output is expected in the near future. The separate ONS and SNPP (Office for National Statistics and Sub-Regional Population Projections) forecast based on the mid-year 2008 population estimate is also already acknowledged as being outdated (and also under-representing 0-5 year olds).

20. Apart from problems reported with both migration and birth estimates, ONS and GLA forecasts significantly diverge after 2014, with the ONS indicating births climbing towards 4,300 and the GLA forecasting a decline to around 4,000. Therefore there are still no accurate short term, or consistent long term, forecasts emerging yet from professional demography units.

21. Given that a variety of population projections have been received this year - all conflicting and none appearing to accurately reflect what is happening with birth rates for 0-5 year olds, it is recommended that current estimates in the SPD should remain for the time being.

22. However, it is considered that provision should be made to review the document on a regular basis to ensure it reflects the most up to date population projections. It is therefore recommended that any further reviews to reflect up to date information should be undertaken through the Cabinet Member approval process. To add clarity to this process, officers are proposing to add the following new sentence after the first sentence in paragraph 4.26:

‘However where more up to date published data is available, this will be used instead. The new child yield rates would therefore be used rather than those in Tables 4.2a and 4.2b, which would also have implications for Tables 4.4a and 4.4b.’

Financial Implications

23. The process of adopting the SPD will be contained within the existing service budgets. By adopting the SPD there will be financial implications for the amounts generated for the council through planning obligations for education facilities resulting from new development, particularly in the south of the borough.

24. Whilst several factors are considered at the time S106 assessments are made, the proposed revisions to the child yield formulae would, on a weighted average basis, generate 7% more from developments south of the A40, and 4% less from developments north of the A40 (although the amounts sought for the primary school phase will actually increase).

25. The amount of funding generated by the proposed changes will ultimately depend upon which new developments are actually proposed and built, but on historical evidence the future expectation is that there will be more development in the south of the borough, bringing a probable net gain to the council to help pay for necessary educational facilities.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The adoption of the SPD will support the council in meeting its statutory duty of providing sufficient school places for children and young people, thus benefiting local residents and communities. Additionally, a potential increase in Section 106 revenues could provide increased value for money in providing additional school infrastructure to cope with the anticipated population increase over the next 10 years.

The adoption of the SPD will enhance the weight that can be attached to it as a material consideration in decision-making on any planning application.

Consultation Carried Out or Required

In accordance with Planning Policy Statement 12 and the Council’s adopted Statement of Community Involvement, the draft SPD was publicised with local groups, residents and other key stakeholders groups. All stakeholders were invited to comment over the 6 week consultation period. As noted above, very few comments were made on the document, however those that were submitted have been noted and assessed.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance is satisfied that the financial implications properly reflect the direct resource implications for the Planning and Community Services Group. However, the adopted SPD will have financial implications for the council in terms of the amounts generated through planning obligations for education facilities resulting from new developments. The revisions to the SPD take into account the increase in child yields. Although other factors are considered at the time that the S106 assessments are made, the present revisions could generate a 7% increase in the maximum S106 amounts sought from developments south of the A40 and 4% less from developments north of the A40. Although the amount of funding generated will depend on new developments actually built, any potential net gain will be available to the Council for the provision of necessary educational facilities.

Legal

Local planning authorities must determine planning applications in accordance with the statutory Development Plan, unless material considerations indicate otherwise.

If the Development Plan contains material policies or proposals and there are no other material considerations, the application should be determined in accordance with the Development Plan. Where there are other material considerations, the Development Plan should be the starting point, and other material considerations should be taken into account in reaching a decision. One such consideration will be whether the plan policies are relevant and up to date.

Members should note that the council's constitution allows Cabinet to collectively take key decisions to amend its policy framework. Members should note that the purpose of this SPD is to provide guidance and further details in relation to the level of educational facilities to applicants who intend to propose future development

SPDs may expand policy or provide further detail to policies in a development plan document. In terms of policy hierarchy an SPD is not a Development Plan Document. However, once adopted, this SPD will form part of the Local Development Framework and will be an important material consideration when determining planning applications, in addition to the existing legislation currently governing planning matters. The SPD must operate in accordance with Planning Policy Statement 12.

Until an amendment to an SPD is adopted by the local planning authority, as a matter of law it does not form part of the SPD and is instead a proposed revision amounting to a material consideration.

Corporate Landlord

The Interim Corporate Landlord advises that there are no direct property implications arising from this report.

Relevant Service Groups

This report has been prepared by officers both in Planning, Environment and Community Services and in Education and Children's Services.

BACKGROUND PAPERS

Hillingdon's Education Planning Obligations Supplementary Planning Document for Educational Facilities (July 2008)

4 Educational Facilities

Reason for revising chapter 4

Chapter 4 on education facilities within the Planning Obligations SPD which was adopted in July 2008, contained child-yield statistics based on 2001 census data. It has now become apparent that, with increased fertility rates and a significant upturn in births, there are more children on average in each dwelling than there were in 2001.

The draft revised Chapter 4 takes account of this increase in child yields, to ensure that the scale of contributions sought from planning obligations for educational facilities from new development is appropriate.

In formulating population projections to 2020, the council has used official population estimates and birth statistics from the GLA and ONS, together with the council's records on approved and anticipated housing development. The analysis shows that by 2020, there will be a small drop in average child-yields for the north of the borough, compared with a large increase for estimated child-yields in the south of the borough.

The changes required to the adopted Planning Obligations SPD for Educational Facilities as a result of the new child yield figures are set out below. It should be noted that the principles and methodology for calculating these contributions remain as before.

- para 4.26 is amended to refer to the 2010 data
- para 4.29 is amended to refer to the new tables 4.2a and 4.2b , which replace previous Table 4.2.
- Tables 4.2a (child occupancy rates by tenure for south of the A40) and 4.2b (child occupancy rates by tenure for north of the A40) are included to replace previous Table 4.2
- Para 4.39 is amended to include build costs for 2009/10
- Table 4.3 is amended to include new build costs for 2009/10
- Tables 4.4a (child yield by school sector and dwelling type for south of the A40) and 4.4b (child yield by school sector and dwelling type for north of the A40) are included to replace previous Table 4.4
- The worked examples in paras 4.45-4.48 are amended to reflect the new child yield figures.

Introduction

4.1 The London Borough of Hillingdon as the Local Authority is responsible for education planning and provision to ensure the adequacy of school places in the Borough from nursery to post-16. In many parts of the borough, the present school capacity in both the primary and secondary sectors is just sufficient to meet current needs but would not be sufficient to accommodate the impact of further new development. Increasing school rolls, regardless of whether schools have spare capacity, can also subsequently place increased pressure upon existing school facilities, such as buildings, playgrounds, security and safety, access and ancillary facilities such as toilets and kitchens.

4.2 By 2016, London's school age population is projected to increase by almost eight percent. Just over half of the total growth of 140,000 is expected to be in outer London (London Plan para 3.113). The London Plan para 3.115 identifies that "where appropriate boroughs should use planning obligations to address shortfalls in school capacity arising from planned new housing development. Developers may be required to contribute to funding one-off capital costs of providing new permanent and temporary classroom space in order to meet rising school rolls." The Audit Commission's management handbook on the supply and allocation of school places, 'Trading Places', supports seeking contributions towards the costs of school infrastructure where an increase in demand for school places is as a result of housing development. Contributions from planning obligations for educational facilities will be spent with due regard to the impact of the housing development to which the contribution relates.

4.3 The Council, where it has an obligation to provide adult education places, in appropriate circumstances, may seek contributions towards adult education. Developers are encouraged to acknowledge the role of adult education and contribute to the community enrichment that it helps to foster.

4.4 The following guidance provides implementation support to the LDF Core Strategy Objectives SO3, Preferred Options CP5B, CP7A, DC33, DC34 and DC35 and UDP (saved 2007) policies Pt 1.39 and R17.

Government and London Policy Context

4.5 Planning Policy Statement 1 states that planning should facilitate and promote sustainable and inclusive patterns of development, ensuring that development supports existing communities and contributes to the creation of safe, sustainable, liveable and mixed communities with good access to jobs and key services for all members of the community. Education has a key role to play in this.

4.6 Circular 05/2005 (Planning Obligations) establishes guidance for seeking planning obligations as part of the development process. Where the combined impact of a number of developments creates the need for infrastructure, Circular 05/2005 states it may be reasonable for the associated developers contributions to be pooled in order to allow infrastructure to be secured in a fair and equitable way.

4.7 In ascertaining school capacity, consideration will be given to the provision of paragraph B22 of Circular 05/05. This states "In some cases, individual developments will have some impact but not sufficient to justify the need for a discrete piece of infrastructure. In these

instances, local planning authorities may wish to consider whether it is appropriate to seek contributions to a specific future provision (in line with requirements for demonstrating need). In these cases spare capacity in existing infrastructure provision should not be credited to earlier developers. “

4.8 In Hillingdon there may be some cases where it may be necessary to bring forward school infrastructure and require contributions from relevant developments later. Paragraph B23 of Circular 05/05 states that - In cases where an item of infrastructure necessitated by the cumulative impact of a series of developments is provided by a local authority or other body before all the developments have come forward, the later developers may still be required to contribute to the relevant proportion of the costs. This practice can still meet the requirements of the Secretary of State’s policy tests if the need for the infrastructure and the proportionate contributions to be sought is set out in advance”. In these cases, the rationale for the infrastructure and the basis for contributions will be made available by the Council.

4.9 London Plan policy 3A.24 states that planning policies should reflect the demands for learning facilities and ensure adequate provision. It sets out that boroughs should provide a criteria based approach to the provision of different types of education facilities and their expansion. Paragraph 3.115 states that planning obligations should be used to address shortfalls in capacity from planned new housing development.

Local Policy Context

4.10 The Community Strategy includes the following two themes to achieve an overall vision of a diverse, attractive and successful borough:

- *A borough of learning and culture: which encourages the development of skills and creates new opportunities for learning and training for all ages*
- *A borough where children and young people are healthy, safe and supported: which recognises the need for education to be at the highest standard and offers each of them the best start in life.*

4.11 Planning obligations can ensure that the impacts from new developments on education facilities are managed to ensure that Community Strategy goals are met by providing a high quality and supported educational environment.

4.12 UDP saved policy Pt 1.39 seeks “to seek, where appropriate, planning obligations to achieve benefits to the community related to the scale and type of development proposed”. In addition, UDP saved policy R17 states that “The Local Planning Authority will, where appropriate, seek to supplement the provision of recreation open space, facilities to support arts, cultural and entertainment activities, and other community, social and education facilities through planning obligations in conjunction with other development proposals”.

4.13 The following objective and policies in the Core Strategy Preferred Options (February 2007) are relevant for seeking contributions for educational facilities:

- Spatial objective S03 – To promote safe healthy and inclusive communities and respect the needs of the Borough’s diverse and multicultural communities
- Cross-cutting theme – Community Cohesion (SO3)
- Preferred Option CP5B – Infrastructure to support development

- Preferred Option CP7A – Education Facilities
- Preferred Option DC33 – Maintaining adequate health and education facility provision
- Preferred Option DC34 – Health and education services and facilities
- Preferred Option DC35 – Loss of buildings for health, education and community purposes

Qualifying Developments

4.14 The Local Planning Authority will, where appropriate, seek to secure contributions from all new residential development (houses and flats), apart from non-family units. In cases such as sheltered housing, where it can be adequately demonstrated to the Council that there would be no child yield, the education contribution may be waived or deferred until the residence reverts back to family housing.

4.15 The threshold at which the local authority may seek contributions for extra school facilities will be any qualifying residential development (houses and flats) resulting in a total net increase of 6 or more rooms (as defined in paragraph 6.3) for units which contain three or more rooms. In addition, the Council may, at its discretion, consider rooms in excess of 20 sqm as potentially 2 separate rooms for the purpose of this assessment. The policy will be applied to all forms of residential development apart from non-family units with no child yield as may be adequately demonstrated to the Council.

4.16 In determining whether a planning obligation is appropriate, an assessment will be undertaken of demand from the development on the borough's education system, in accordance with the requirements in this SPD.

Type and Level of Contribution

4.17 The Local Authority is the principal provider of early years, primary and secondary education in Hillingdon. Whilst education is compulsory only for 5 - 16 years, there has been a significant growth in sixth formers from 1,820 in 1992 to 3,191 in 2006. Post 16 provision is currently offered by all Local Authority maintained secondary schools and the special school in Hillingdon.

4.18 The Local Planning Authority will, where appropriate, seek to secure contributions towards education facilities for the range of Local Authority education services expected by residents, i.e. nursery, primary, secondary, and post-16 school sectors. Contributions will not be applied to privately run facilities. The Council will ensure that contributions are applied towards the following education facilities to the extent that they accommodate extra children generated by the development:

- New school facilities, including ancillary facilities such as toilets, catering and kitchen facilities in order to accommodate extra children
- Improvements, adaptations or enhancements to existing school facilities in order to accommodate extra children.
- Improvements and expansion of playground and external leisure spaces, including equipment and maintenance contributions, in order to accommodate extra children.

4.19 The need for additional school facilities will be determined in Hillingdon by reference to the most recent pupil forecasts published annually by the Local Authority, plus consideration of the likely impact of all local housing developments. Pupil forecasts will look to a period of 10 years from the likely commencement date of any development being assessed.

4.20 'Trading Places' confirms the legitimacy of local authorities maintaining surplus school capacity and seeking contributions even when spare capacity is available in schools. Spare capacity is needed to accommodate casual admissions, provide a buffer against erroneous forecasts, provide a degree of school choice for parents, and in some areas may be needed to accommodate expected population growth. For these reasons, "Trading Places" recommends that local authorities plan to keep 5% - 10% spare capacity in schools. Due to the unpredictable number of unplaced children coming through Heathrow Airport, and the fluctuating number of MOD families in the borough, Hillingdon Borough Council aims to keep 5% spare capacity in each school sector.

4.21 Where there is likely to be low levels of surplus in the secondary and primary school sector (that is less than 5% spare capacity), it will mean that any new residential development will exert pressure on the ability of local schools to cope with the likely influx of additional families into the area.

4.22 Generally, the approach will be that obligations are addressed on a per child basis, by way of monetary contributions. These contributions will be pooled towards the provision of the appropriate facility in accordance with the provisions in this SPD. However, in exceptional cases, such as large strategic sites, it may be appropriate for the relevant education facility to be provided in-kind and on-site. Usually, these will be negotiated on an individual basis and will form part of pre-application discussions.

4.23 When assessing future school capacity, consideration will be given to planning obligations secured from other relevant local housing developments in the catchment areas. Where the likely impact of this local housing development is included in pupil forecasts, any planning obligation previously secured to provide additional school infrastructure (but not yet built) will also be included in the assessment of future capacity.

Calculating the education contribution

4.24 The Local Planning Authority will consider the impact on education by determining child occupancy (yield) from the proposed development and assessing this against the predicted capacity in primary and secondary schools within catchments areas. If the capacity falls below 5%, a contribution towards or provision of school places for nursery, primary, secondary and/or post 16 is likely to be required.

4.25 The formula for calculating the education contribution is set out later in this chapter.

A) Child yield from new development

4.26 The 'child yield' will be calculated with specific reference to Hillingdon borough data collected during the 2001 Census and re-evaluated in January 2010. The child yield rates, presented at Table 4.2a and Table 4.2b, result from analysing commissioned Census tables available from the Office for National Statistics and have been compared with a sample survey of new affordable home allocations in Hillingdon. The GLA's "Child Yield" report (2005) was reviewed but it was considered that the Page 75 studies (LB Wandsworth and Oxfordshire

CC) were not sufficiently comparable to Hillingdon to adopt this approach. In comparison, the Census data has the added benefits of being specifically relevant to Hillingdon borough and showing occupancy rates by tenure. However where more up to date published data is available, this will be used instead. The new child yield rates would therefore be used rather than those in Tables 4.2a and 4.2b, which would also have implications for Tables 4.4a and 4.4b.

Definition of “rooms” and “habitable rooms”

4.27 Child occupancy figures have been developed from the 2001 Census which defines ‘rooms’ as living rooms, bedrooms, kitchens (regardless of size), study rooms, and utility rooms but excludes bathrooms, toilets, halls, landings, or rooms that can only be used for storage. In addition, the Council may consider rooms in excess of 20 sq.m as potentially two rooms.

4.28 It should be clearly noted that the 2001 Census definition of 'rooms' differs from the definition of 'habitable rooms' used in other LDF documents.

4.29 Child-occupancy rates are significantly different between the north and south of the borough (divided by the A40 highway) because of different demographic characteristics. Therefore Table 4.2a shows child-yields for developments south of the A40 whilst Table 4.2b shows child-yield rates for developments north of the A40. Both tables shows child yield relative to dwelling type from dwellings with a minimum of three rooms and above. Dwellings containing three rooms (typically a two bedroom flat with combined kitchen-dining-living room) will be the minimum dwelling size from which planning obligations will be sought. As a general guide, the numbers of rooms per dwelling have been cross-referenced to typical number of bedrooms for each dwelling . However, it should be clearly noted that it will be the number of rooms, not the number of bedrooms, which will be assessed.

Affordable housing (social rented) child-yield adjustment

4.30 Where the Council is granted 100% nomination rights to low cost rented accommodation (social rented), a reduction in the child yield will be applied to low cost rented accommodation that is provided and managed by Registered Social Landlords (RSLs). The reduction in child yield will not apply to 'intermediate' housing. This reduction is allowable because when the Council has nomination rights it is likely that the proportion of children new to Hillingdon’s education system will be reduced because many families and children will already reside in the borough. However, when the Council does not have nomination rights, it is likely that tenants may be new to the borough, and therefore no reduction would apply.

4.31 The Council’s 2005 “Housing Needs Survey Update” determined that 43.57% of the borough’s affordable housing requirements would be from families new to the borough, with the remaining demand coming from within the borough (from new household formations or existing households requiring a move). Therefore, if the Council is granted 100% nomination rights, the child-occupancy rates from affordable housing will be adjusted down to 43.57% of the original figures. Any nomination rights less than 100% will result in pro-rata adjustments, down to zero nomination rights resulting in zero discount. The 2005 ‘Housing Needs Survey’ is summarised in Table 4.1 below:

Table 4.1 Summary of Hillingdon's Housing Needs Survey Update (2005)

Backlog need per annum	Newly arising need per annum			Total annual housing need	Inward Migration % as proportion of total need
	Household formation	Existing households	Inward Migration		
344	533	1,489	1,827	4,193	43.57%
a	b	c	d	a+b+c+d	d / (a+b+c+d)

Table 4.2a Child Occupancy Rates by Tenure (south of the A40 highway)

Child Occupancy Rates by Tenure	Housing Developments in the South of Hillingdon Borough (south of A40 highway)					Total	Total
	Children Per Rooms, By Ages Of Children						
Private Flats:	0-2	3-4	5-11	12-16	17-19	0-16	0-19
'Rooms' as defined for Census 2001							
3 rooms (typically 2 bedrooms)	0.064	0.020	0.034	0.017	0.032	0.134	0.166
4 rooms (typically 2-3 bedrooms)	0.130	0.059	0.117	0.050	0.037	0.356	0.393
5 rooms (typically 3-4 bedrooms)	0.082	0.053	0.205	0.137	0.128	0.477	0.605
6+ rooms (typically 4+ bedrooms)	0.138	0.072	0.135	0.152	0.292	0.497	0.789
Private Houses:	0-2	3-4	5-11	12-16	17-19	0-16	0-19
'Rooms' as defined for Census 2001							
3 rooms (typically 2 bedrooms)	0.167	0.084	0.256	0.155	0.090	0.662	0.752
4 rooms (typically 2-3 bedrooms)	0.166	0.088	0.212	0.093	0.053	0.558	0.611
5 rooms (typically 3-4 bedrooms)	0.178	0.123	0.414	0.241	0.120	0.956	1.077
6+ rooms (typically 4+ bedrooms)	0.170	0.127	0.481	0.314	0.168	1.092	1.259
Social Rent Flats:	0-2	3-4	5-11	12-16	17-19	0-16	0-19
'Rooms' as defined for Census 2001							
3 rooms (typically 2 bedrooms)	0.169	0.039	0.041	0.012	0.085	0.260	0.345
4 rooms (typically 2-3 bedrooms)	0.545	0.191	0.180	0.101	0.148	1.017	1.165
5 rooms (typically 3-4 bedrooms)	0.272	0.282	0.718	0.357	0.177	1.628	1.804
6+ rooms (typically 4+ bedrooms)	1.401	0.282	1.212	0.357	0.579	3.251	3.830
Social Rent Houses:	0-2	3-4	5-11	12-16	17-19	0-16	0-19
'Rooms' as defined for Census 2001							
3 rooms (typically 2 bedrooms)	0.302	0.177	0.294	0.099	0.031	0.872	0.903
4 rooms (typically 2-3 bedrooms)	0.424	0.225	0.417	0.128	0.077	1.195	1.272
5 rooms (typically 3-4 bedrooms)	0.453	0.329	0.833	0.413	0.103	2.027	2.130
6+ rooms (typically 4+ bedrooms)	0.467	0.348	1.076	0.471	0.147	2.361	2.508

Sources: Census Commissioned Tables CO371, CO515, CO511 and Local Authority re-evaluation January 2010

Table 4.2b Child Occupancy Rates by Tenure (north of A40 highway)

Child Occupancy Rates By Tenure	Housing Developments in the North of Hillingdon Borough (north of A40 highway)					Total	Total
	Children Per Rooms, By Ages Of Children						
Private Flats:							
'Rooms' as defined for Census 2001	0-2	3-4	5-11	12-16	17-19	0-16	0-19
3 rooms (typically 2 bedrooms)	0.052	0.017	0.031	0.016	0.026	0.116	0.142
4 rooms (typically 2-3 bedrooms)	0.106	0.050	0.108	0.048	0.030	0.312	0.341
5 rooms (typically 3-4 bedrooms)	0.067	0.045	0.189	0.130	0.103	0.431	0.533
6+ rooms (typically 4+ bedrooms)	0.113	0.061	0.125	0.144	0.234	0.442	0.676
Private Houses:							
'Rooms' as defined for Census 2001	0-2	3-4	5-11	12-16	17-19	0-16	0-19
3 rooms (typically 2 bedrooms)	0.136	0.072	0.236	0.147	0.072	0.591	0.663
4 rooms (typically 2-3 bedrooms)	0.136	0.075	0.196	0.088	0.042	0.494	0.536
5 rooms (typically 3-4 bedrooms)	0.146	0.105	0.382	0.228	0.096	0.861	0.957
6+ rooms (typically 4+ bedrooms)	0.138	0.108	0.444	0.298	0.134	0.988	1.122
Social Rent Flats:							
'Rooms' as defined for Census 2001	0-2	3-4	5-11	12-16	17-19	0-16	0-19
3 rooms (typically 2 bedrooms)	0.138	0.033	0.038	0.011	0.068	0.219	0.287
4 rooms (typically 2-3 bedrooms)	0.445	0.163	0.166	0.096	0.118	0.870	0.988
5 rooms (typically 3-4 bedrooms)	0.222	0.240	0.662	0.338	0.141	1.462	1.604
6+ rooms (typically 4+ bedrooms)	1.144	0.240	1.119	0.338	0.463	2.841	3.304
Social Rent Houses:							
'Rooms' as defined for Census 2001	0-2	3-4	5-11	12-16	17-19	0-16	0-19
3 rooms (typically 2 bedrooms)	0.247	0.151	0.272	0.093	0.025	0.762	0.787
4 rooms (typically 2-3 bedrooms)	0.346	0.192	0.385	0.121	0.062	1.045	1.107
5 rooms (typically 3-4 bedrooms)	0.370	0.280	0.769	0.391	0.083	1.810	1.893
6+ rooms (typically 4+ bedrooms)	0.381	0.297	0.993	0.446	0.117	2.117	2.234

Sources: Census Commissioned Tables CO371, CO515, CO511 and Local Authority re-evaluation January 2010

B) The capacity of education facilities

4.32 The 'relevant areas' for assessing the supply of, and demand for, education facilities will be as follows:

- For the Nursery school sector, the ward that the potential development falls within.
- For the Primary school sector, the 'Primary Education Planning Area' that the potential development falls within.
- For the Secondary and Post-16 school sectors, the areas either north or south of the A40/M40 highway that the potential development falls within, with specific regard to schools within a reasonable travelling distance of 3 miles within those areas.

4.33 The capacity of local education facilities will be assessed as follows:

- For nursery places in each 'relevant area', the available capacity will be based on the combined total of local maintained nursery places plus those provided by the private sector.
- For the Primary, Secondary, and Post-16 sectors in each 'relevant area', the available capacity will be based on the latest Net Capacity/Sufficiency calculations for schools. This is the standard method formulated by the Department for Children, Schools and Families (DCFS) for measuring schools' physical capacity.

4.34 Additionally, further school infrastructure secured through planning obligations from other local developments will be taken into account when assessing future school capacity (and the expected child yield from these developments will be added to pupil forecasts).

4.35 The demand for facilities in each 'relevant area' will be determined with reference to the basic pupil forecasts published annually by the Local Authority, to which the expected child yield from other local housing developments will be added. The Local Authority will annually update the demand for school facilities in each 'relevant area'.

4.36 Pupil forecasts will look to a period of 10 years from the likely commencement date of the development being assessed. Children from any potential new housing development will be included in any assessment under the following conditions:

- For the Nursery school sector, the typical take-up rate of local nursery places in the relevant area is defined by the Local Authority. The take-up rate will be determined with specific regard to the latest population projections provided to the Council by the GLA.
- For the Primary school sector, the Local Authority has a statutory duty to provide education for every child of primary school age. Therefore, in negotiating planning obligations for primary school facilities, it would be assumed that that 100% of primary aged children from a new development would typically use primary school facilities in the 'relevant area'.
- For the Secondary school sector, the Local Authority has a statutory duty to provide education for every child of secondary school age. Therefore, in negotiating planning obligations for secondary school facilities, it would be assumed that 100% of secondary aged children from a new development would typically use secondary school facilities in the 'relevant area'.
- For the Post-16 school sector, the typical retention rate from statutory education to post-16 education in the 'relevant area', is defined by the Local Authority. For example, in an area where there are typically 1,600 children in Year 11 of statutory education every year, and where typically 1,200 children enter post-16 education at the schools in that area, the typical retention rate would be $1,200 / 1,600 = 75\%$.

4.37 The local capacity of, and demand for, education facilities in each 'relevant area' will be updated annually by the School Organisation & Resources Department of the Local Authority.

4.38 In any 'relevant area', where the total expected demand for school facilities per school sector results in less than 5% spare capacity, planning obligations will be sought to provide additional facilities to accommodate children from the new development.

C) The build costs

4.39 The build costs associated with providing new school facilities change every year with inflation and revisions to school building guidelines. In making any assessment for planning obligations, the Local Authority will have specific regard to the latest costs published by the Government (DCFS). The build costs for 2010 are set out in Table 4.3 and will be updated annually.

Table 4.3 2009/10 Build costs per child

National costs 2009 / 2010			
Nursery	Primary	Secondary	Post 16
£12,257	£12,257	£18,469	£20,030
Hillingdon regional factor 2009/2010 = 112%			
National costs x regional factor =			
Nursery	Primary	Secondary	Post 16
Total cost per child	Total cost per child	Total cost per child	Total cost per child
£13,728	£13,728	£20,685	£22,434

Note: The Council will use the most recent estimated build costs for educational facilities available from Central Government, so the figures presented here will be updated every year.

The Formula

4.40 The contribution will be ascertained in accordance with the following formula and with reference to the appropriate definitions and values in the tables above.

1) Contributions Required Per School Sector

$C = (\text{Child Yield} \times \text{Take Up Rate}) \times \text{£ Where :}$

C = Contributions required

Child Yield = gross child yield as defined in paragraphs 4.26 to 4.31 and detailed in Step 1 below

Take Up Rate = percentage of pupil take up rate for each school sector for each relevant area as defined in paragraphs 4.43 and 4.44 and Step 2 below

£ = Build costs as referred to in para. 4.39 and Step 3 below

Step 1

4.41 The number of dwellings (by number of rooms) X Child Yield (by school sector including social rented adjustment) = Gross Child Yield per School Sector (ascertained from Table underneath).

Table 4.4a Child yield (including social rent adjustment) by school sector vs dwellings by type

SOUTH OF A40		NURSERY		PRIMARY		SECONDARY		POST-16	
	A	B		C		D		E	
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE FLATS	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3		0.02		0.034		0.017		0.032	
4		0.059		0.117		0.05		0.037	
5		0.053		0.205		0.137		0.128	
6+		0.072		0.135		0.152		0.292	
ROOMS (inc. kitchens) IN SOCIAL RENTED FLATS	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100%	43.57%	100%	43.57%	100%	43.57%	100%	43.57%
3		0.039	0.017	0.041	0.018	0.012	0.005	0.085	0.037
4		0.191	0.083	0.18	0.078	0.101	0.044	0.148	0.064
5		0.282	0.123	0.718	0.313	0.357	0.155	0.177	0.077
6+		0.282	0.123	1.212	0.528	0.357	0.155	0.579	0.252
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE HOUSES	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3		0.084		0.256		0.155		0.09	
4		0.088		0.212		0.093		0.053	
5		0.123		0.414		0.241		0.12	
6+		0.127		0.481		0.314		0.168	
ROOMS (inc. kitchens) IN SOCIAL RENTED HOUSES	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100%	43.57%	100%	43.57%	100%	43.57%	100%	43.57%
3		0.177	0.077	0.294	0.128	0.099	0.043	0.031	0.014
4		0.225	0.098	0.417	0.182	0.128	0.056	0.077	0.034
5		0.329	0.143	0.833	0.363	0.413	0.18	0.103	0.045
6+		0.348	0.151	1.076	0.469	0.471	0.205	0.147	0.064
GROSS CHILD-YIELD		Total of A values x B values		Total of A values x C values		Total of A values x D values		Total of A values x E values	
		0.000		0.000		0.000		0.000	
<i>(or discounted Child Yield for full council Nomination Rights)</i>		0.000		0.000		0.000		0.000	

Table 4.4b Child yield (including social rent adjustment) by school sector vs dwellings by type

NORTH OF A40		NURSERY		PRIMARY		SECONDARY		POST-16	
A		B		C		D		E	
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE FLATS	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3		0.017		0.031		0.016		0.026	
4		0.05		0.108		0.048		0.03	
5		0.045		0.189		0.13		0.103	
6+		0.061		0.125		0.144		0.234	
ROOMS (inc. kitchens) IN SOCIAL RENTED FLATS	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100.00%	43.57%	100.00%	43.57%	100.00%	43.57%	100.00%	43.57%
3		0.033	0.014	0.038	0.016	0.011	0.005	0.068	0.03
4		0.163	0.071	0.166	0.072	0.096	0.042	0.118	0.051
5		0.24	0.105	0.662	0.289	0.338	0.147	0.141	0.062
6+		0.24	0.105	1.119	0.488	0.338	0.147	0.463	0.202
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE HOUSES	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3		0.072		0.236		0.147		0.072	
4		0.075		0.196		0.088		0.042	
5		0.105		0.382		0.228		0.096	
6+		0.108		0.444		0.298		0.134	
ROOMS (inc. kitchens) IN SOCIAL RENTED HOUSES	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100.00%	43.57%	100.00%	43.57%	100.00%	43.57%	100.00%	43.57%
3		0.151	0.066	0.272	0.118	0.093	0.041	0.025	0.011
4		0.192	0.084	0.385	0.168	0.121	0.053	0.062	0.027
5		0.28	0.122	0.769	0.335	0.391	0.17	0.083	0.036
6+		0.297	0.129	0.993	0.433	0.446	0.194	0.117	0.051
GROSS CHILD-YIELD		Total of A values x B values		Total of A values x C values		Total of A values x D values		Total of A values x E values	
		0.000		0.000		0.000		0.000	
<i>(or discounted Child Yield for full council Nomination Rights)</i>		0.000		0.000		0.000		0.000	

Step 2

4.42 The Local Authority will determine any projected deficit in education facilities in the vicinity of the development, with regard to the typical take up rates at local schools.

Step 3

4.43 The net child yield for each school sector X £ build costs per School Sector = contributions per school sector.

	NURSERY	PRIMARY	SECONDARY	POST-16
BUILDING COSTS	£13,728	£13,728	£20,685	£22,434
<small>(Values at 2009 - the values will change annually and are determined by central government (DCSF))</small>				

4.44 An example has been provided as follows:

2) WORKED EXAMPLE

26 flats (including 10 social rented) in Uxbridge, which is south of the A40 highway.

A development is proposed in Uxbridge, involving the demolition of 2 x three-bedroom private houses that each contains 5 rooms, plus the demolition of 1x four-bedroom house that contains 6 rooms. In their place are proposed 26 new flats, of which 10 will be for social rent. The proposed flats are:

- 6 studios (with 2 rooms each). 3 of these flats will be for social rent.
- 3 one-bed flats (with 3 rooms each). 1 of these flats will be social rent.
- 3 two-bed flats (with 3 rooms each). 2 of these flats will be social rent.
- 6 two-bed flats (with 4 rooms each). 3 of these flats will be social rent.
- 8 three-bed flats (with 5 rooms each). 1 of these flats will be social rent.

No child-yield will be calculated for the 6 studios, but child-yield will be calculated for the remaining 20 flats as outlined in Table 4.5.

Table 4.5 Worked example: 26 flats (including social rented) in Uxbridge

SOUTH OF A40		NURSERY		PRIMARY		SECONDARY		POST-16	
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE FLATS	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3 ROOMS (typically 1/2 bed)	3	0.02		0.034		0.017		0.032	
4 ROOMS (typically 2/3 bed)	3	0.059		0.117		0.05		0.037	
5 ROOMS (typically 3/4 bed)	7	0.053		0.205		0.137		0.128	
6 ROOMS (typically 4/5 bed)		0.072		0.135		0.152		0.292	
ROOMS (inc. kitchens) IN SOCIAL RENTED FLATS	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100.00%	43.57%	100.00%	43.57%	100.00%	43.57%	100.00%	43.57%
3 ROOMS (typically 1/2 bed)	3	0.039	0.017	0.041	0.018	0.012	0.005	0.085	0.037
4 ROOMS (typically 2/3 bed)	3	0.191	0.083	0.18	0.078	0.101	0.044	0.148	0.064
5 ROOMS (typically 3/4 bed)	1	0.282	0.123	0.718	0.313	0.357	0.155	0.177	0.077
6 ROOMS (typically 4/5 bed)		0.282	0.123	1.212	0.528	0.357	0.155	0.579	0.252
ROOMS (inc. kitchens) IN PRIVATE & INTERMEDIATE HOUSES	NET No. of units	Age 3-4 Child Yield per unit		Age 5-11 Child Yield per unit		Age 12-16 Child Yield per unit		Age 17-19 Child Yield per unit	
3 ROOMS (typically 1/2 bed)		0.084		0.256		0.155		0.09	
4 ROOMS (typically 2/3 bed)		0.088		0.212		0.093		0.053	
5 ROOMS (typically 3/4 bed)	-2	0.123		0.414		0.241		0.12	
6 ROOMS (typically 4/5 bed)	-1	0.127		0.481		0.314		0.168	
ROOMS (inc. kitchens) IN SOCIAL RENTED HOUSES	NET No. of units	Age 3-4 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 5-11 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 12-16 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)		Age 17-19 Child Yield per unit (or discounted Child Yield for full council Nomination Rights)	
		100.00%	43.57%	100.00%	43.57%	100.00%	43.57%	100.00%	43.57%
3 ROOMS (typically 1/2 bed)		0.177	0.077	0.294	0.128	0.099	0.043	0.031	0.014
4 ROOMS (typically 2/3 bed)		0.225	0.098	0.417	0.182	0.128	0.056	0.077	0.034
5 ROOMS (typically 3/4 bed)		0.329	0.143	0.833	0.363	0.413	0.18	0.103	0.045
6 ROOMS (typically 4/5 bed)		0.348	0.151	1.076	0.469	0.471	0.205	0.147	0.064
GROSS CHILD-YIELD		Total of A values x B values		Total of A values x C values		Total of A values x D values		Total of A values x E values	
Full		1.204		1.957		1.063		1.572	
Discounted for full council Nomination Rights		0.655		1.179		0.671		1.078	

4.45 Based on the assessment of child yield (in this example), the Local Authority determines that there are sufficient nursery school facilities in vicinity of the development, but that there will be pressure placed on other school sectors. It is therefore expected that the typical take up rates for local school facilities will be as follows:

EXAMPLE TAKE-UP RATES	NURSERY	PRIMARY	SECONDARY	POST-16
Expected take-up rate at local schools	00.00%	100.00%	100.00%	60.00%

(Example values - the actual values will depend upon the area of the borough, will be determined by the Local Planning Authority and will be updated annually).

4.46 This then produces a Net Child Yield for each school sector as follows (the figures in the second row apply if the Council is granted 100% Nomination Rights for the social rent units):

NET CHILD-YIELD	NURSERY	PRIMARY	SECONDARY	POST-16
Full		1.96	1.06	0.94
<i>Discounted for full council Nomination Rights</i>		1.18	0.67	0.65

4.47 The latest build-costs per pupil, published by the DCSF are as follows:

BUILDING COSTS	NURSERY	PRIMARY	SECONDARY	POST-16
	£13,728	£20,685	£22,434	

(Values and 2009 - the values will change annually and area determined by central Government (DCSF)).

4.48 The final assessment is the Net Child Yield multiplied by the build-costs per pupil. In this example, the contribution required for education facilities will be as follows (the figures in the second row apply if the Council is granted 100% nomination rights for the social rent units):

FINAL ASSESSMENT	NURSERY	PRIMARY	SECONDARY	POST-16
Full		£26,872	£21,986	£21,154
<i>Discounted for full council Nomination Rights</i>		£16,179	£13,878	£14,505

Adult Education

4.49 Hillingdon adult education offers a wide range of courses available throughout the day, evening and weekends. There are centres throughout the borough with help available to the community to choose the right course.

4.50 Courses take place within a supportive environment where learning and personal achievement are valued. These courses also enable access to higher education and can foster social cohesion and community enrichment. The Council may therefore in appropriate circumstances seek contributions towards adult education.

4.51 Contributions may be sought from very large development (for example residential schemes over 100 units) or where there may be a need for compensation for the loss of an adult education facility on-site. In considering whether a contribution would be appropriate and the level of contribution to be sought, an assessment on a case by case basis will be made taking into account accessibility to existing courses in the area, any standards for provision that could be calculated per head of population and whether there are any community facilities that are proposed on-site and/or supported by other contributions offered by the applicant that could accommodate adult education courses.

COMMON LONDON PERMIT SCHEME FOR THE MANAGEMENT OF STREET WORKS AND ROAD WORKS

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning and Transportation
Officer Contact	James Birch, Planning, Environment and Community Services
Papers with report	Appendices 1, 2 and 3

HEADLINE INFORMATION

Purpose of report	<p>To inform the Cabinet that the Common London Permit Scheme (LoPS) for the management of road works and street works was formally approved by the Secretary of State for Transport and implemented in the first tranche of London Boroughs in January 2010.</p> <p>To recommend that the Cabinet gives consideration to approving the adoption of the LoPS as part of an overall review of the management of street works and road works in Hillingdon.</p>
Contribution to our plans and strategies	The Common London Permit Scheme is intended to contribute to the Council's delivery of the statutory Network Management Duty and strategy for managing works and activities on the road network. The adoption of the scheme will contribute to making Hillingdon a safer borough.
Financial Cost	The total cost of running the Common London Permit Scheme will be in the region of £550,000 ¹ per annum (based on existing activity); this cost includes employee costs, operational overhead costs and I.T infrastructure maintenance. The permit scheme allows for the recovery of costs including allowable existing overheads via fees charged to statutory undertakers for permit approvals.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

¹ This figure is based on the standard Department for Transport Permit Fee Matrix which makes the assumption that the amount of Permits requested by Utility Companies for works will be consistent with previous year's works notifications; the total Annual Permit Scheme cost is then derived from the 'amount of Permits Issued' assumption. It has been observed in the first quarter of the scheme operation however that less works are being permitted than noticed in the same period for previous years. It is assumed that as there is now a cost incurred by the Utility for every proposed works Utility Companies are attempting to better plan their works to reduce works volume and thus Permitting costs. It is therefore quite feasible that the £550,000 cost may be significantly reduced.

RECOMMENDATION

That the Cabinet approves the adoption of the Common London Permit Scheme (LoPS) by the Council as part of an overall review of the management of street works and road works in Hillingdon.

INFORMATION

Reasons for recommendation

The LoPS was approved by the Secretary of State for Transport on 12th October 2009 and implemented on 11th January 2010. The LoPS was implemented in the London Boroughs of Barnet, Brent, Bromley, Camden, Ealing, Enfield, Hackney, Haringey, Hammersmith and Fulham, Hounslow, Islington, Lewisham, Redbridge, Wandsworth, the Royal Borough of Kensington and Chelsea, City of Westminster, City of London, and Transport for London (“**TfL**”) on this date. The London Boroughs of Bromley and Croydon adopted the scheme in April 2010.

A second implementation phase is planned for between October 2010 and January 2011. This phase, as currently proposed, will include the London Boroughs of Harrow, Southwark, Lambeth, Newham, Richmond, Waltham Forest and Greenwich.

Including Hillingdon, there are currently 6 London Boroughs not yet committed to the LoPS. If the Cabinet approve the recommendation the Council will be in a position to adopt the LoPS between January 2011 and April 2011 as it will take up to nine months to complete the application and formal consultation process.

The Council does not have a statutory obligation to adopt the scheme.

Having assessed the scheme, officers have identified that the adoption of the scheme would give the Council more power and resources to control ‘street works’ carried out by utility companies (and other organisations wishing to carry out street works).

In addition, the LoPS is designed to provide a sum that would cover the cost of the scheme and provide support for associated ‘allowable costs’ which will contribute to covering the operational costs of the Street Works Management Team, currently part of the Traffic Management Section.

The key difference between the current national ‘street works noticing’ scheme and the LoPS is that organisations wishing to dig up or carry out other ‘work’ on the highway have to pay for a permit (as opposed to the current requirement for them to submit a notice to the council, at no cost) of their intentions to carry out the work on the highway.

Under the current national ‘street works noticing scheme’ the borough receives over 10,000 notices a year from utility companies and other ‘works promoters’. A break down of all ‘street works’ notices received by the council in the last two years is attached as appendix 1.

The Department for Transport (“**DfT**”), London Mayor and TfL support the adoption of the LoPS throughout all London Boroughs and recommend further adoption nationally.

Alternative options considered

1. Further deferment to the adoption of the LoPS has been considered.
2. Continue to operate under the New Roads and Street Works Act 1991 (“**NRSWA**”) legislation and not adopt a permitting solution.

Comments of Policy Overview Committee(s)

None at present.

Supporting Information

1. Part 3 of the Traffic Management Act 2004 (“**TMA**”) introduces new powers that allow local traffic authorities to apply to the Secretary of State for Transport to run a permit scheme for the management of street works and road works.
2. The scheme is in its early stages. However initial feedback from other boroughs is demonstrating that the scheme does help achieve less road works on the network with less disruption to road users and it provides a sum that can be used to fund ‘allowable costs’, such as street works and traffic management staffing.
3. At present, the Council does not have sufficient staffing resources to carry out a thorough review and control of all 10,000+ street works proposals submitted to the council each year, prior to works commencing.
4. This is a significant issue which the LoPS seeks to address by charging ‘street work promoters’, for a permit to carry out the work, so that sufficient council staff resources can be funded to co-ordinate and control the level of street works activities that utility companies and other ‘street work promoters’ generate.
5. One of the key principles of the scheme is that it will treat all activities covered by the scheme on an equal basis. The present 2007 Permit Regulations provide for permit schemes to include street works by statutory undertakers and highway works such as highway maintenance, resurfacing and traffic improvement schemes by local highway and traffic authorities.
6. Research carried out by TfL on the completion of a Cost Benefit Analysis (CoBA) on behalf of the London Boroughs entering into the initial tranche of implementation showed that the overall benefit of the scheme on London outweighed its operational costs.
7. The Council will prepare the data for the Hillingdon CoBA for submission to TfL once the decision in principle of whether to adopt the LoPS has been made. The Council may be required to pay a nominal cost to TfL for the time and resource required to prepare the CoBA. The CoBA is required by the DfT to support the Council application.

8. Research into the success of the LoPS has been carried out by Council Officers in other London Boroughs operating the scheme and the evaluation has been consistent throughout. The London Boroughs contacted all confirmed that the operation of the LoPS has given them greater control over when works are carried out thus improving co-ordination. In most instances operation of the LoPS increased the administrative processes involved in managing street works activity and required additional resources to be in place to manage permit applications. Additional proposed staff recruitment ranged in the boroughs contacted from between 2 and 6 full time employees.
9. Based on the experience of boroughs who have adopted the scheme so far it is expected that at least one additional member of staff would be required to fulfil the requirements generated by the scheme; this is in addition to the existing resources, it may be feasible to look to redeployees. The existing street works team consists on the Street Works Manager, three area Utility Inspectors and a technical administration resource. The salaries of the additional employee(s) as well as the current resources which will be reassigned to the permit scheme will be funded from permit fees charged and income generated from non-compliance charges levied to the Utility companies.
10. The additional member of staff would be required to:
 - check each of the permit to work requests submitted to the Council by Utility Companies.
 - ensure that the working proposals, works durations, traffic management provisions and health & safety arrangements provided on the permit application will help limit the disruption to road users and are acceptable to the council.
11. Adoption of the LoPS will enable improvements to be made with regard to the management and co-ordination of works in the street to improve the management of disruption on the road network, in turn improving the street scene environment for the residents and businesses living, travelling and operating in Hillingdon. The additional staffing resource funded by the operation of the scheme will:
 - enable the Council to carry out more inspections of works sites to ensure works are carried out in accordance with the conditions stipulated on the permit approval and that residents and road users are not unduly put at risk due to poorly managed and executed works;
 - enable the Council to better manage and co-ordinate the impact of works on the road network to reduce unnecessary disruption and works associated traffic congestion;
 - provide the opportunity for the team managing the impact of works to carry out more stringent checks on proposed works before they commence to ensure that all works proposals have been evaluated and only approved once the Council has set the permit conditions to be adhered to;
12. It must be noted that in order to operate the LoPS with transparency the Council's own highway works promoters and contractors (Highways Maintenance, Improvement Projects, and Street Lighting) will need to apply for a permit before carrying out any works on the road network. Although no permit fee will be charged for applications from internal works promoters there will still be staffing costs associated with raising and processing successful permit applications.

Financial Implications

The adoption of LoPS will see a fee chargeable for each permit issued to a statutory undertaker (utility) for works on the public highway. The level of fees set will be subject to approval by the Secretary of State as part of the LoPS application process.

Each Permit category has a maximum charge level set by the DfT. Attached as Appendix 3 is the table of fees set to be charged by the boroughs currently running the scheme. The Council is required to set its proposed fees at a level not exceeding the maximum and must justify fully how the fee level was reached. This is completed using the permit matrix as specified by the DfT. Hillingdon's proposed fees are shown in Appendix 2.

The specified matrix estimates that the total cost of running the scheme will be in region of £550,000 per annum, based on current works activity being maintained. It has been noted in boroughs currently operating the scheme that the volume of works requested by utility companies does reduce when works promoters have to submit permits. This appears to be due to the requirement to pay for a permit, as opposed to submitting a notice which does not cost the utility company any money.

Given the outputs of the matrix and the present staffing of the service the Service Manager has estimated that at least 1 additional FTE Inspector post would be required, based on a lower level of works activity being undertaken, to supplement existing staff working on NRSWA co-ordination who are costed within this scheme.

At this stage as a new scheme, it is difficult to accurately estimate the level of works and therefore income that will be generated. However the inclusion of allowable indirect and overhead costs within the specified permit template and therefore fees, gives an opportunity to offset existing allowable overhead costs, once the actual direct costs of the additional staff have been accounted for. Whilst at the current levels of activity this contribution could be significant, at the outset of the scheme it would be more prudent to assume a figure of approximately £50k. This would bring the Street Works Management Team to a self-financing position, whilst allowing for an expected decrease in activity.

There will be start up costs involved including the employment of additional staff, systems training and IT software procurement costs. These costs will be in the region of £20,000 and the guidance specifies that they can be recovered from Permit Fees charged once the scheme becomes operational.

Where a surplus or deficit exists at the end of the year from fee income, the legislation requires that the fee structure is amended to ensure that the scheme remains cost neutral within the framework of allowable costs detailed above. Any surplus or deficit accruing is carried over into future years. The outcome of annual fee reviews will need to be published and will be open to public scrutiny.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The adoption of the scheme will assist the Council in delivering its statutory network management duty to keep traffic moving for the benefit of residents and the travelling public.

Consultation Carried Out or Required

A statutory external consultation will be carried out as required in the Traffic Management Permit Scheme (England) Regulations 2007 if the Council decide to apply to the Secretary of State for Transport to run the LoPS.

CORPORATE IMPLICATIONS

Corporate Finance

The report seeks approval for the London Borough of Hillingdon to implement the Common London Permit Scheme for the management of road works and street works with effect from April 2011, subject to the approval of the Secretary of State for Transport. The scheme is expected to be at least self-financing, however there are additional costs involved including additional staff post that will need to be established from April 2011 – this will be managed through the Council's budget process. The income from major commercial statutory undertakers that will cover these costs will come from fees applicable from April 2011 – these can be approved by Cabinet as part of the standard process for approval of fees and charges as part of the budget report for 2011/12.

In the current year the application process leading up to Secretary of State approval will be managed within existing resources.

Corporate Procurement

Corporate Procurement is fully supportive of the report although it is not considered to generate any specific implications from a procurement perspective.

Legal

Section 3 of the Traffic Management Permit Scheme (England) Regulations 2007 obliges a local traffic authority to consult specified parties prior to submitting a permit scheme to the Secretary of State. The Council, as permit authority, must ensure these consultation requirements are followed

Whether or not the Common London Permit Scheme is approved the Council, as local traffic authority, must ensure it continues to undertake all of its statutory duties and obligations under the legislation relevant to the course of action that is ultimately decided upon.

BACKGROUND PAPERS

Approved Common London Permit Scheme
Traffic Management Act 2004 Code of Practice for Permits March 2008
Traffic Management Act 2004 Statutory Guidance for Permits March 2008
Traffic Management Permit Scheme (England) Regulations 2007
Permit Fee Calculation Matrix Guidance Notes (DfT)

APPENDIX 1
Breakdown of works 2009/10 and 2008/9 by utility company and by works classification.

<u>2009/10</u> Works Promoter (Utility)	No. of Works Completed	<u>2009/10</u> Works Category	No. of Works Completed
Veolia Water	4,840	Major	401
National Grid Gas	964	Standard	850
Scottish and Southern Electric	715	Minor	7,720
BT	856	Immediate	2,082
Virgin Media	3,385	Emergency	572
Others	865		
TOTAL:	11,625	TOTAL:	11,625
Page 33			
<u>2008/9</u> Works Promoter (Utility)	No. of Works Completed	<u>2008/9</u> Works Category	No. of Works Completed
Veolia Water	5,969	Major	297
National Grid Gas	844	Standard	932
Scottish and Southern Electric	533	Minor	7,466
BT	675	Immediate	1,827
Virgin Media	1,617	Emergency	519
Others	1,403		
TOTAL:	11,041	TOTAL:	11,041

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Appendix 2

London Borough of Hillingdon
Draft Permit Fees

	Category 0,1,2 & TS					Category 3 & 4 non TS				
	Major PAA	Major	Standard	Minor	Immediate	Major PAA	Major	Standard	Minor	Immediate
Maximum DFT Charges	£105.00	£240.00	£130.00	£65.00	£60.00	£75.00	£150.00	£75.00	£45.00	£40.00
LB Hillingdon Draft Permit Fee Charges	£105.00	£240.00	£130.00	£65.00	£60.00	£75.00	£150.00	£75.00	£45.00	£40.00

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Appendix 3 - permit fees to be applied by each Permit Authority

		Category 0.1.2 & TS					Category 3 & 4 non TS				
		Major PAA	Major	Standard	Minor	Immediate	Major PAA	Major	Standard	Minor	Immediate
	Maximum DfT Charges	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
1	<i>Barnet</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
2	<i>Brent</i>	£105.00	£223.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£140.00	£ 75.00	£ 45.00	£ 40.00
3	<i>Bromley</i>	£ 89.00	£176.00	£120.00	£ 65.00	£ 60.00	£ 64.00	£105.00	£ 72.00	£ 45.00	£ 40.00
4	<i>Camden</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£75.00	£ 45.00	£ 40.00
5	<i>City of London</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
6	<i>Croydon</i>	£105.00	£217.00	£126.00	£ 65.00	£ 60.00	£ 75.00	£142.00	£ 75.00	£ 44.00	£ 40.00
7	<i>Ealing</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
8	<i>Enfield</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
9	<i>Hackney</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
10	<i>Hammersmith & Fulham</i>	£105.00	£221.00	£130.00	£ 65.00	£ 60.00	£ 73.00	£150.00	£ 75.00	£ 45.00	£ 40.00
11	<i>Haringey</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
12	<i>Hounslow</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
13	<i>Islington</i>	£ 97.00	£232.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
14	<i>Lewisham</i>	£105.00	£229.00	£130.00	£ 65.00	£ 47.00	£ 75.00	£150.00	£ 75.00	£ 42.00	£ 30.00
15	<i>Redbridge</i>	£105.00	£224.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
16	<i>Wandsworth</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
17	<i>Westminster</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
18	<i>RBKC</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£ 75.00	£150.00	£ 75.00	£ 45.00	£ 40.00
19	<i>Transport for London</i>	£105.00	£240.00	£130.00	£ 65.00	£ 60.00	£75.00	£150.00	£ 75.00	£ 45.00	£ 40.00

Note: For the avoidance of doubt it must be noted that where a permit variation moves an activity into a higher fee category, as shown above, then the activity promoter will be required to pay the difference between the original permit fee and the fee for the higher category. This is in addition to the fee for the variation to the permit.

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COUNCIL BUDGET - MONTH 4 2010/11 REVENUE AND CAPITAL MONITORING

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance and Business Services
Report Author	Paul Whaymand/Christopher Neale, Finance and Resources
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>The report sets out the council's overall 2010/11 revenue & capital position, as forecast at the end of Month 4 (July). The in year revenue position is forecast as being £380k more net expenditure than budgeted on normal activities and a £1,425k pressure on exceptional items, an overall adverse movement of £365k on Month 2.</p> <p>Total forecast capital expenditure for the year is estimated to be £95,132k (Month 2, £92,985k), £11,629k 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 2010/11.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

- 1. Note the forecast budget position for revenue and capital as at Month 4.**
- 2. Note the treasury update at Appendix B.**
- 3. Approves the virement of £874k released funds for the Primary Capital Programme from E&CS to the Major Construction Team in PECS.**
- 4. Approves the £252k increase in Section 106 capital budget in PECS to include recently allocated schemes.**
- 5. Approve the virement of £160k from HRA Pipeline Sites Phase 1 to HRA Extra Care Sites Phase 1 (Triscott House)**
- 6. Rescinds its decision dated 26 June 2010 to award a 3-year contract to Network Design & Support Limited at a total cost of £629k for the supply of the Novell licences for ICT Directory Services, File Hosting and Email also for the support and maintenance of this infrastructure for 3 years.**
- 7. Endorses the action being taken to prepare the corporate grants programme for 2011/12 as set out in the report.**

8. Agree to the appointment of interim staff at a cost of £318k as set out in Appendix C which are all funded from ringfenced DoH grant.

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 2010/11.
2. The reason for rescinding the award of a 3-year contract to Network Design & Support Limited for ICT Directory Services, File Hosting and Email services is due to the increased need for savings the council's ICT Department has decided to evaluate other options available in order to pursue possible savings which may be available by choosing a different software platform.
3. Recommendations 3 to 5 are required to formally approve changes to capital budgets as a result of changes in external funding or to approve virements in capital budgets between Groups.

Alternative options considered

4. There are no other options proposed for consideration.

SUMMARY

A) Revenue

5. The in year revenue monitoring position as at Month 4 (July) shows that forecast net expenditure for the year 2010/11 is £1,805k more than the budget (£380k on normal activities and £1,425k on exceptional items), an adverse movement of £365k on month 2. This is primarily due to the in-year government grant cuts of £3.6m announced earlier in the year which have been treated an exceptional item. The forecast outturn on normal activities is an overspend of £380k. There are a number of significant pressures forecast in services but these primarily relate to pressures that were forecast when the budget was set and are provided for in contingency. However, the demographic pressure on Older Peoples Services is significantly higher at this stage of the year than was provided for in contingency.
6. The monitoring position incorporates the financial impact of the Coalition Government's announcement on local government in-year grant reductions for 2010/11. The cuts notified are in Area Based Grant (£1.8m), Housing and Planning Delivery Grant (£0.1m), LAA Reward Grant (£1.8m) and LABGI (£0.4m). The net impact of the reductions in grant on the Council's current year budget is £3.6m and this has been treated as an exceptional pressure.
7. An in-year recovery plan is being developed that is seeking to recover at least £2m of the £3.6m through permanently reducing expenditure in areas previously funded by the grants being reduced or through accelerating BID efficiency proposals. The remaining £1.6m will be targeted through one-off measures.
8. There continues to be pressures from the economic downturn particularly in relation to the property market and the effect this has on Council income. These are being treated as contingency items and at Month 4 show a net pressure of £206k a £48k adverse movement on month 2. There are positive signs in relation to Development Control (-£190k) but pressures remain on Land Charges (+£59k) and on Building Control (+£90k).

9. Capital financing costs are projected to underspend by £1m due to budgets set aside in advance for schools capital financing and other priority projects which will not be needed in this financial year.
10. The balances brought forward at 31st March 2010 were £17,745k. £1,500k of this sum was applied in support of the 2010/11 budget as part of the budget strategy agreed at Council Tax setting. The forecast balances as at 31st March 2011 are £14,631k as a result of the budgeted drawdown from balances (-£1,500k), the forecast in-year overspend (-£1,805k) and the transfer from earmarked reserves (+£191k).
11. In addition to the £14,631k of general balances the Council has £746k of balances earmarked for Building Schools for the 21st Century brought forward from last year. The Government has announced that the funding for Building Schools Programmes across the whole country is being withdrawn. The Council was already in the process of winding down costs associated with this programme. Around £200k has been spent so far this year. The balance of funds not spent will be transferred to general reserves and will be used to support financing costs for the Primary Capital Programme.

B) Capital

12. Total forecast capital expenditure for the year is estimated to be £95,132k (Month 2, £92,985k), £11,629k less than the latest budget. However, at this stage of the year most budget managers assume that their budget will be spent in full. This assumption will be refined as the months go by and a clearer picture of what is likely to be spent in this year becomes apparent.
13. The current projection for General Fund capital receipts based on sites agreed for disposal is £5,935k. This is £2,660k less than that assumed in the 2010/11 budget (£8,595k). There are in addition £1,900k of receipts forecast for the HRA.
14. In Education and Children's Services there have been two capital grants subject to clawback - the Investment in Young People's facilities by 50% (£83.5k) and Extended Schools by 54% (£136.4k).
15. The council's share of the non ring fenced LAA reward grant which can be applied across the council capital programme has reduced a further £12k in month 3.
16. An additional £84.5k of LAA reward grant specifically allocated to Hillingdon Association of Voluntary Services (HAVS) was confirmed in month 4.
17. A number of grants including Surestart (Children's Centres and Early Years) and Playbuilder are being reviewed by central government. The review is looking at cutting expenditure where there are not commitments already in place. They have requested that no further commitments are entered into at this stage.
18. An increase in the Section 106 capital budget of £252k in PECS reflects Section 106 monies received by the council which have been recently allocated to schemes.

C) Voluntary Sector Funding

19. The end of year outturn for the corporate grants programme 2010/11 is forecast to be £1,700,598 against a budget of £1,755,200, resulting in a saving of £54,602. In accordance with usual procedure, applications have been invited from local voluntary and community sector (VCS) organisations for corporate grants for 2011/12 and the recommendations for funding next year will be reported to Cabinet in December.

20. Although cuts in public spending typically result in cuts to funding to the VCS, the potential expansion of the role of that sector in the provision of services, particularly prevention services, could result in the total funding provided by the Council increasing overall. That said, it is necessary to review the existing expenditure in light of the priorities arising from significantly reduced public spending and this will be incorporated in the process for recommending the grants programme for 2011/12.
21. Consultation has commenced with the VCS to reduce the notice period within Hillingdon's Compact for changing funding arrangements from 6 months to 3 months bringing it into line with the new National Compact. A recommendation will be made to Cabinet on this matter in November.
22. The majority of the funding provided to VCS organisations is subject to Service Level Agreement that require, separately from the Compact, 6 months notice to be given of any alteration of funding. These agreements will be amended so that the notice period required reflects that within the Compact at that time of the notification of alteration being given

A) Revenue

23. Table 1 indicates the overall impact of the expenditure forecasts now reported on the approved budget and the resulting balances position.

Table 1

2010/11 Original Budget	Budget Changes		2010/11 (As at Month 4)		% Var of budget	Variances (+ adv/- fav)		
			Current Budget	Forecast		Variance (As at Month 4)	Variance (As at Month 2)	Change from Month 2
£'000	£'000		£'000	£'000		£'000	£'000	£'000
223,425	9,341	Directorates Budgets on normal activities	232,767	234,147	1%	+1,380	+1,015	+365
-27,731	-9,342	Corporate Budgets on normal activities	-37,073	-38,073	3%	-1,000	-1,000	0
195,694	0	Sub-total Normal Activities	195,694	196,074	0%	+380	+15	+365
		Exceptional items:						
		Central govt grant cuts		3,600		+3,600	+3,600	0
		In-year recovery savings		-2,000		-2,000	-2,000	0
		Team bonus underspend		-175		-175	-175	0
0	0	Sub-Total	0	1,425		+1,425	+1,425	0
195,694	0	Total net expenditure	195,694	197,499	1%	1,805	1,440	365
-194,194	0	Budget Requirement	-194,194	-194,194		0	0	0
1,500	0	Net total	1,500	3,305		1,805	1,440	365
-17,745		Balances b/f 1/4/010	-17,745	-17,745		0	0	0
0		Transfer from earmarked reserves		-191		-191	-191	0
-16,245	0	Balances c/f 31/3/11	-16,245	-14,631		+1,614	+1,249	+365

Directorates' Forecast Expenditure Month 4

24. 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

2010/11 Original Budget	Budget changes	2010/11 Current Budget (as at Month 4)	Directorate		2010/11 Forecast (as at Month 4)	% Var of budget	Variances (+ adv/- fav)		
							Variance (As at Month 4)	Variance (As at Month 2)	Change from Month 2
£'000	£'000	£'000			£'000		£'000	£'000	£'000
279,115	-2,259	276,856	Adult Social Care, Health & Housing	Exp	280,227	1%	+3,371	+3,082	+289
-185,595	-70	-185,664		Inc	-186,849	1%	-1,185	-1,101	-84
93,521	-2,329	91,192		Total	93,378	2%	+2,186	+1,981	+205
98,326	1,518	99,844	Planning, Environment & Community Services	Exp	99,957	0%	+113	+133	-20
-49,523	-2,243	-51,765		Inc	-51,366	0%	+399	+355	+44
48,804	-725	48,079		Total	48,591	0%	+512	+488	+24
313,819	18,735	332,554	Education & Children's Services	Exp	332,554	0%	0	0	0
-261,246	-5,817	-267,063		Inc	-267,063	0%	0	0	0
52,573	12,918	65,491		Total	65,491	0%	0	0	0
28,759	-332	28,427	Central Services	Exp	28,258	-1%	-169	-47	-122
-12,792	-190	-12,982		Inc	-12,813	-1%	+169	+47	+122
15,967	-522	15,445		Total	15,445	0%	0	0	0
10,760	0	10,760	Developments Contingency Growth to be allocated		9,742	-6%	-1,018	-1,154	+136
1,800	0	1,800			1,500	-17%	-300	-300	+0
223,425	9,341	232,767	Sub-Total Normal Activities		234,147	1%	+1,380	+1,015	+365

25. **Adult Social Care, Health & Housing** are projecting a **pressure of £2,186k (£205k adverse)** as at Month 4. The department is reporting an adverse position of £2,186k on a £277m gross budget. This is consistent with the activity seen in the last quarter of 2009/10 around Older People (£1,808k pressure) and Mental Health services (£358k pressure). Action is being taken to try and mitigate these pressures. This forecast excludes sums provided for in contingency for Transitional Children (£2,300k), Mental Health Services (£450k), Homelessness (£800k) and for Older Peoples Services (£800k) held in earmarked reserves.

26. **Planning, Environment & Community Services** are projecting a **pressure of £512k (£24k adverse)** as at Month 4. This is mainly due to ongoing pressures of £332k in the corporate landlord service due to pressure on income streams from commercial properties (£151k), a shortfall of £72k on income from the hire of the Middlesex Suite and a shortfall of £81k from schools buy back of Facilities Management services. The property pressures also include a cost pressure (£28k) due to maintaining and keeping secure surplus properties prior to their disposal. There are also pressures forecast in Harlington Road Depot (£90k), offset by forecast overachievement of income within Trade Waste (£65k) and Civic Amenity sites (£35k). There are pressures in the Arts and Libraries services offset by salary cost savings in Community Safety. Leisure services are predicting a £60k adverse variance primarily due to the impact of the late opening of Botwell. Other pressures are on Development Control

(£75k), Golf (£262k), Waste Disposal Levy (£1,758k), Recycling services (£150k), Highways Maintenance (£500k) and Vehicle Fuel costs (£80k) which are all provided for within contingency.

27. **Education & Children's Services** are forecasting a **nil variance (no change)** as at Month 4. This excludes the pressure on asylum and Exhausted All Appeal cases which are being treated as contingency items. As at Month 4 a pressure of £1,233k on asylum is forecast which is £23k greater than contingency provides for (£1,210k). Although the group is forecasting a break even position there are pressures that need containing. There is an estimated pressure of up to £500k due to potential redundancies which are currently in the consultation process at Northwood, Mellow Lane and Hedgewood schools. There are also a reported pressure within SEN transport which is expected to be absorbed through the forthcoming review and re-negotiation of contracts.

28. **Central Services** are forecasting a **nil variance (no change)** as at Month 4. Finance & Business Services are projecting an overspend of £246k, an adverse movement of £105k on the month 2 projection. This is primarily down to a projected shortfall on the income side due to a projected under recovery of £322k on Passenger Services and Fleet Management Income. The Deputy Chief Exec's office is now forecasting a £78k underspend (£105k improvement). There are underspends on staffing (£168k) and printing (£40k) partially offset by shortfalls on income streams, the most significant being legal services (£104k) and the buy back of payroll services by schools (£42k). The pressures will be addressed by delivering recovery plan savings of £168k. There are also pressures on Building Control (£225k), Land Charges (£774k) income and the Self Insurance fund (£420k) which are all provided for within contingency. The Building Control fees for the first 3 months of 2010/11 are down by 5% on the same period in 2009/10, and 14% below the 3 year average.

Development & Risk Contingency: £1,018k underspend (£51k adverse)

29. £10,760k of potential calls on the Development & Risk Contingency were identified as part of the budget setting process for 2010/11 held in the base budget. Table 3 shows the amounts that have been allocated or earmarked as at Month 4.

Table 3

Development and Risk Contingency	2010/11 Budget	Agreed	Forecast as needed	Variance (+adv / - fav)
<i>2010/11 allocations:</i>	£'000	£'000	£'000	£'000
Total net contingency at start of the year	10,760			
Commitments:				
General Contingency	1,000		0	-1,000
Increase in Transitional Children due to Demographic Changes	2,300		2,300	0
Social Care Pressures (Adults & Childrens)	800		800	0
Homelessness Budget - Reduction in DWP Funding	800		800	0
Increase in Mental Health Packages due to Demographic Changes	450		450	0
Waste Disposal Levy	1,528		1,528	0
Highways Maintenance (Recovery from Snow and Ice)	500		500	0
Cost Pressures on Recycling Service	150		150	0
Vehicle Fuel Monitoring Pressure	80		80	0
Asylum non-EAA monitoring pressure	850		267	-583
Asylum Exhausted All Appeals	360		966	+606
Uninsured claims	420		420	0
Local Development Framework (LDF) legal & consultancy fees	100		100	0
Local Land Charges Income (volume pressures)	715		774	+59
Development Control Income	310		120	-190
Building Control Income	135		225	+90
Golf Courses Income	262		262	0
Total net contingency	10,760		+9,742	-1,018

30. A large proportion of the total contingency is expected to be required in full however a net underspend on some items and the assumption that the £1m general contingency will not be drawn down have resulted in an overall underspend of £1,018k on the contingency budget.

31. The forecast asylum spend is £1,233k (£3k adverse) in excess of base budget provision within Children's Services. This is £23k in excess of the net sum provided for within contingency (£1,210k). The underspend on the non EAA element of Asylum contingency (£267k) is due to assuming the favourable agreement reached with the UKBA in 2009/10 for indirect costs will continue going forward. The current forecast in Exhausted all Appeals cases (£966k) is due to the costs of ineligible (£892k) and naturalised clients (£74k).

32. Within ASCH&H the contingency items in relation to Transitional Children, Mental Health and homelessness are forecast to be needed in full at this early stage of the year.

33. Pressures related to the economic downturn continue to be budgeted for within contingency. Development control income is forecast as a gross pressure of £120k, £190k less than provided for within contingency, due to an upward trend in 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 an adverse variance of £59k on a gross pressure of £689k. The forecast for building control income is a gross pressure of £225k, £90k above that provided for within contingency based on a reduction in income of 5% from the same period in 2009/10.
34. A sum of £80k has also been included in the contingency to cover fuel pressures. At this stage given the level of volatility in the market, it is considered prudent to forecast that the totality of this sum will be required.
35. In addition there is a forecast pressure of £420k for uninsured claims, £150k for the Recycling service, £500k for Highways winter maintenance, £100k for the Local Development Framework costs £100k and £262k on Golf income, all of which are expected to be required in full at this stage.

Priority Growth: £300k Underspend

36. £1m was included in the 2010/11 budget for priority growth and £800k for HIP Initiatives (including £300k for waste & recycling projects).
37. In addition to the new budgeted amounts there was £205k of unspent priority growth from 2009/10 carried forward in earmarked balances to potentially fund one-off priority growth in 2010/11. £14k of this sum is likely to be spent on a playground at Hillingdon hospital. The remaining balance (£191k) is being transferred back to general reserves.
38. Table 4 summarises the position with regards to each element of priority growth.

Table 4

Priority Growth	2010/11 Budget	Agreed draw downs	Commitments	Unallocated
<i>2010/11 Unallocated Priority Growth at start of the year</i>	£'000	£'000	£'000	£'000
HIP Initiatives New budget:	800			
Agreed:				
Recycling initiatives			0	-300
Heritage		133		
Environmental projects		144		
HIP Initiatives unallocated balance	800	277	0	223
Unallocated non specific growth	1,000			
Balance of unallocated growth	1,000	0	0	1,000
Total	1,800	277	0	1,223

39. HIP Steering group have approved £277k of allocations so far this year from the HIP revenue contingency. Some approved projects are now being deemed as capital in nature, Ruislip Lido rain shelters (£33.5k), Little Britain Lakes toilet facilities (£55.3k), Little Britain Lakes CCTV & lighting (£44.1k), Eastcote House Dovecote (£150k) and are being funded from the Environmental Assets capital budget.

40. The expected further commitments of £300k on Waste and Energy will now not require HIP funding as they can be contained within base budgets so the monitoring position assumes that this will not be spent.
41. There is an estimated £233k remaining from the HIP initiatives budget and £1m of unallocated non-specific priority growth budget. The Month 4 forecast assumes that remaining £233k HIP initiatives budget and the £1m priority growth budgets will be spent in full.

Corporate Budgets' Forecasts: £1,000k underspend (no change)

42. Table 5 shows budget, forecast and variance now reported on corporate budgets as at Month 4.

Table 5

2010/11 Original Budget	Budget Changes	2010/11 Current Budget (as at Month 4)	Corporate Budgets	2010/11 Forecast Outturn (as at Month 4)	Variances (+ adv/- fav)		
					Variance (As at Month 4)	Variance (As at Month 2)	Change from Month 2
£'000	£'000	£'000		£'000	£'000	£'000	
-2,564	2,164	-400	Unallocated savings	-400	0	0	0
10,109	-42	10,067	Financing Costs	9,067	-1,000	-1,000	0
			FRS 17 Pension				
9,161	0	9,161	Adjustment	9,161	0	0	0
-23,535	-11,181	-34,716	Asset Management A/c	-34,716	0	0	0
-20,901	-283	-21,184	Corporate Govt Grants	-21,184	0	0	0
-27,731	-9,342	-37,073	Corporate Budgets	-38,073	-1,000	-1,000	0

43. Financing costs show a forecast underspend of £1,000k at Month 4. This is due to £1,000k being set aside for capital financing for schools or other priority projects which is not likely to be needed in 2010/11.
44. Debt financing and investment income are at this stage of the year forecast to be in line with the budget. A summary of treasury management activity is attached at Appendix B.

B) Capital

Background

45. A budget of £99,724k was set by council in February 2010 which was revised to £105,387k following the amendments to budgets, as a result of the final outturn in 2009/10. Further reconciliations of grant amounts have been completed and the revised budget for month 3 was £106,676k, this increased it to £106,761k for Month 4 following the increase in LAA Reward Grant to be devolved to partners.

46. The Month 4 budgets have been realigned to reflect the new Planning, Environment and Community Services group. This includes the Environment and Consumer Protection, Planning and Community Services capital projects and specific capital programmes from Finance and Resources and Deputy Chief Executives Group (Chrysalis and Town Centre Initiatives).

Group	Original 2010/11 Budget	Month 2	Budget Amendment	Month 3	Change in grant allocation	Month 4
	£'000	£'000	£'000	£'000	£'000	£'000
Education & Children's Services	27,241	28,895	-741	28,154	0	28,154
Planning, Environment and Community Services			26,678	26,678	0	26,678
Planning & Community Services	13,869	16,867	-16,867	0	0	0
Major Construction Projects	15,215	18,562	1,525	20,087	0	20,087
Adult Social Care, Health & Housing	4,960	4,853	0	4,853	0	4,853
Environment & Consumer Protection	7,908	7,761	-7,761	0	0	0
Finance & Resources	3,468	1,652	-80	1,572	0	1,572
Deputy Chief Executive	1,825	1,825	-1,525	300	0	300
Partners	670	670	0	670	85	755
Contingency	2,000	2,000	0	2,000	0	2,000
Total	77,156	83,085	1,229	84,314	85	84,399
HRA	22,568	22,362	0	22,362	0	22,362
Total	99,724	105,447	1,229	106,676	85	106,761

47. The revised budget for Month 4 is now £106,761k. The increase is due to £193k additional capital in the TfL grant funding being identified and added to the capital programme. There has also been £715k grant reinstated to the budget in MCP and £314k in E&CS following grant reconciliations and additional Section 106 capital budget of £252k in PECS. Two grant amounts have been reduced due to grant clawback, the Investment in Young People's facilities by 50% (£83.5k) and Extended Schools by 54% (£136.4k). In addition an increase in LAA Reward Grant (£84.5k) was confirmed and will be passed onto the Hillingdon Association of Voluntary Services (HAVS).

	£'000
Extended Schools	-136
Young Peoples Facilities	-83
TfL	193
ECS Grant Reconciliation	288
MCP Grant Reconciliation	715
S106	252
LAA Reward Grant	85
Total	1,314

Current Year Expenditure

48. Table 6 shows the actual spend to date and the projected outturn for 2010/11.

Table 6

Groups	Original Budget	Revised Budget	Capital Spend Month 4	Actual Spend % of Revised Budget	Forecast outturn	Variance (Forecast)
	£'000	£'000	£'000	%	£'000	£'000
Adult Social Care, Health & Housing	4,960	4,853	561	12%	4,823	-30
Education & Children's Services	27,241	28,154	3,952	14%	25,222	-2,932
Planning, Environment and Community Services	25,392	26,678	1,886	7%	20,641	-6,037
Finance & Resources	1,378	1,572	299	19%	1,572	0
Deputy Chief Executive	300	300	28	9%	300	0
Major Construction Projects	15,215	20,087	4,499	22%	19,693	-394
Partners - LAA Reward Grant	670	755	0	0%	749	-6
Group Total	75,156	82,399	11,225	14%	73,000	-9,399
Recovery from Contingency					0	0
Programme Contingency	1,500	1,500	0	0%	0	-1,500
Contingency	500	500	0	0%	0	-500
Contingency Total	2,000	2,000	0	0%	0	-2,000
HRA	22,568	22,362	1,655	7%	22,132	-230
Total	99,724	106,761	12,880	12%	95,132	-11,629

49. The Capital Programme budget is projecting an underspend of £11,629k as at month 4 (Month 2, £12,462k), There are a number of projects forecasting an overspend, however it is anticipated that overall, these pressures can be managed within the capital programme budget within each directorate.

50. Actual spend of £12,880k shown above includes the school returns for the first quarter.

51. The components of the areas with pressures of £3,120k in 2010/11, £3,342k over the total projects, are shown in table 7.

Table 7

Scheme	Funding	Revised Budget	Actual Spend (incl accruals)	Forecast Outturn (Month 4)	Variance 2010/11	Total Project Variance
		£'000	£'000	£'000	£'000	£'000
Manor Farm	Council	0	1	257	+257	+257
Hillingdon Sport & Leisure Centre	Council	1,266	301	1,537	+271	+271
Botwell Green Leisure Development	Council	627	1,316	2,897	+2,270	+2,567
New Young People's Centre	Council	1,726	2,552	1,743	+17	+17
Farm Barns	Council	250	0	280	+30	-125
Childrens Centres Phase 2	Grant	626	266	816	+190	+190
Property Enhancements Programme Contingency	Council	0	5	5	+5	+5
HRA - New Build - Extra Care Sites Phase 1 (Triscott House)	Grant/HRA	3,430	288	3,510	+80	+160
Total		7,925	4,729	11,045	+3,120	+3,342

52. Botwell Green Leisure Development. The current forecast for 2010/11 is an overspend of £2,270k in 2010/11 (£1,361k reported in month 2) and £297k retention in 2011/12. The total forecast overspend on the whole contract is between £2,104k and £2,914k. This is subject to further discussions with the contractor. The overspend is due to changes made in the design of the project, leading to additional costs which were not included at the tender stage.
53. There is a £30k pressure reported on the Farm Barns. There is a budget in 2011/12 of £155k. This scheme is being reviewed by officers and it is anticipated to be contained within the total budget.
54. The pressure on the civic centre electrical works of £8k reported in month 2 has been contained in the 2010/11 Civic Centre Enhancements budget.
55. The £80k overspend reported on Triscott House relates to a swap of project funding and spend between HRA Pipeline schemes and the Triscott House project. Overall these 2 schemes will balance out. The virement of these funds has been requested in this report.
56. The £100k overspend reported in month 2 relating to Transport for London corridor schemes has been resolved by the anticipated increase in grant funding being confirmed.

Current Year Financing

57. Table 8 shows the financing of both the budget and the expected outturn.

Table 8

2010/11	Unsupported £'000	Capital Receipts £'000	HRA Capital Receipts £'000	Supported £'000	Grants £'000	HRA (inc MRA) £'000	Section 106 and other contributions £'000	Total Capital Programme £'000
Revised budget								
2010/11	29,802	8,595	452	4,036	47,573	13,954	2,349	106,761
Outturn 2010/11	24,952	5,935	452	3,122	43,559	14,369	2,743	95,132

58. The level of unsupported borrowing forecast as at Month 3 is £24,952k (Month 2 £21,477k), a decrease of £4,850k on the revised budget. This change from month 2 (£3,475k) is due to the anticipated level of capital receipts reducing by £2,660k and the increase in council resourced expenditure being forecast.
59. The £8,595k budgeted level of capital receipts for 2010/11 is currently anticipated to not be fully achieved. The revised estimated level of receipts is £5,935k for General Fund and £1,900k receipts for the HRA.
60. The supported borrowing forecast has decreased by £914k from £4,036k to £3,122k. This is primarily due to delays in schemes progressing.

CORPORATE CONSULTATIONS CARRIED OUT

Financial Implications

61. The financial implications are contained in the body of the report.

CORPORATE IMPLICATIONS

Corporate Finance

62. This is a Corporate Finance report.

Legal

63. There are no legal implications arising from this report.

BACKGROUND PAPERS

64. Monitoring report submissions from Groups.

APPENDIX A – Detailed Group Forecasts

Adult Social Care, Health and Housing (ASCH&H)

Revenue: **£2,186k Pressure (£205k adverse)**

1. The ASCH&H budgets are predominantly demand led and significantly affected by external pressures such as demographic trends which require robust and positive management. The pattern of demand for the current year continues to be closely scrutinised as during the latter part of 2009/10 there was an unusual adverse pattern across a range of service areas.
2. In summary the department is reporting an adverse position of £2,186k on a £277m gross budget, this is an adverse movement of £205k from the month 2 position due to continued pressure in Older People services and Housing Needs. The forecast is consistent with the activity seen in the last quarter of 2009/10 around Older People and Mental Health services and assumes that all corporate contingency held on the departments behalf is received.
3. The department manages a range of expenditure pressures evident in the forecasting which result from the national economic situation. Officers are taking action to offset these pressures such as reviewing the cost of care packages, restricting expenditure including holding some vacancies and accelerating savings proposals where possible. Officers will continue to formulate actions to mitigate and reverse this pressure although it is too early to predict whether this will be successful and result in a balanced departmental position at year end.

Division of Service		Forecast Variance Month 4 £000	Forecast Variance Month 2 £000	Change from Month 2 £000
	Expenditure	+2,962	+2,724	+238
	Income	-1,154	-1,101	-53
Older Peoples Services	Total	+1,808	+1,623	+185
	Expenditure	-69	0	-69
	Income	-11	0	-11
Physical & Sensory Disability Services	Total	-80	0	-80
	Expenditure	+358	+358	0
	Income	0	0	0
Mental Health Services	Total	+358	+358	0
	Expenditure	+100	0	+100
	Income	0	0	0
Housing Needs Services	Total	+100	0	+100
	Expenditure	+3,371	+3,082	+290
	Income	-1,185	-1,101	-85
ASCH&H	Total	+2,186	+1,981	+205

Older People Services: £1,808k adverse (£185k adverse)

4. This service is currently forecasting a £1,808k adverse position due to the ongoing effect of residential and nursing placements made in the last quarter of 2009/10 as reported at the time. This forecast also assumes that the £760k can be drawn down from the Earmarked Reserve held for Older People Services reducing the pressure from £2,383k to £1,808k as reported in this forecast.
5. Officers are actively attempting to manage down this unprecedented increase which is further complicated by a slowing down in the number of clients no longer requiring a service. Discussions with other London Boroughs indicate that this is not a trend unique to LBH. At this stage it is too early to gauge how successful these actions will be and pressure continues to

build in this service; it is therefore considered unlikely that this service will deliver a balanced outturn position at year end.

6. This service is managing a gross budget of £40m, received £249.4k of unavoidable growth and has a savings target of £17.6k as part of the 2010/11 budget setting process.

Physical Disabilities: £80k favourable (£80k improvement)

7. This service is currently forecasting a small underspend which is primarily due a smaller net increase in residential care weeks for quarter 1 than expected.
8. This service is managing a gross budget of £9m, received no growth and has a savings target of £396.5k as part of the 2010/11 budget setting process.

Learning Disability: Nil variance (no change)

9. This service is currently forecasting a balanced outturn which assumes that the £2,295k corporate contingency held for transitional children is received thereby reducing the pressure from £2,295k to nil as reported in this forecast. This forecast also assumes that the rate of transfer from Children to Adult services is in line with current expectations.
10. This service is managing a gross budget of £32m, received £75.3k of unavoidable growth and has a savings target of £201.8k as part of the 2010/11 budget setting process.

Mental Health: £358k adverse (no change)

11. This service is currently forecasting a £358k adverse position due to due to the ongoing effect of residential and nursing placements made during 2009/10 as reported last year. This forecast also assumes that the £1,250k corporate contingency held for Mental Health Services is received reducing the pressure from £1,608k to £358k as reported in this forecast.
12. Although there has been no material change in activity since last month it is considered unlikely that this service will deliver a balanced outturn position. The month 2 report referred to a challenge regarding ordinary residence relating to 12 clients currently charged to other authorities and a probable referral to the Secretary of State for a decision. This is on-going and future reports will report progress, in the meantime the current forecast excludes this risk.
13. This service is managing a gross budget of £6m, received no growth and has a savings target of £15.4k as part of the 2010/11 budget setting process.

Housing Benefits: Nil variance (no change)

14. This service is currently forecasting a balanced outturn on a gross budget of £138m.
15. The Housing Benefit budget, as reported last year experienced increased benefit uptake which is indicating a pressure for 2010/11 although at this stage management are forecasting a break even position due to mitigating actions being undertaken.

Housing Need Services: £100k adverse (£100k adverse)

16. This service is currently forecasting an adverse position due to difficulties in procuring appropriate housing units for homeless families as planned. This has resulted in additional pressures in temporary accommodation and Bed & Breakfast budgets. The forecast assumes that the £0.8m corporate contingency held for this Service is received thereby reducing the pressure from £0.8m to £100k as reported in this forecast.

17. There is also an emerging pressure of £250k as a result of possible slippage in delivery of an MTFE savings item although officers are undertaking mitigating actions to counter this slippage.

18. This service is managing a gross budget of £28m, received £5.15m of unavoidable growth; and has a savings target of £1,240k as part of the 2010/11 budget setting process.

Other ASCH&H Services: Nil variance (no change)

19. This service is currently forecasting outturn to be on budget.

20. This service is managing a gross budget of £24m, received £150k of unavoidable growth; and has a savings target of £100k as part of the 2010/11 budget setting process.

Housing HRA

21. This service is currently forecasting a favourable outturn of £127k, a marginal improvement from the Month 2 position, see table below:

Division of Service	Forecast Variance Month 4 £000	Forecast Variance Month 2 £000	Change from Month 2 £000
HH Ltd: General and Special Services	0	0	0
HH Ltd: Repairs Services	0	0	0
LBH: General and Special Services	-10	0	-10
LBH: Repairs Services	0	0	0
Other Expenditure	-117	0	-117
Income	0	-120	+120
HRA Balance	-127	-120	-7

22. The favourable variance is mainly due to a reduction in the consolidated rate of interest thereby reducing the cost of HRA debt. For month 2 this had been shown in the 'Income' line but has now been reallocated to the more appropriate 'Other Expenditure' line.

Planning Environment and Community Services (PECS) Month 4

Revenue: **£512k Pressure (£24k adverse)**

- At Month 4, the Group is forecasting an adverse variance of £512k. The forecast variances are expressed net of any contingency provisions, which are detailed within the report.

Division of Service		Forecast Variance Month 4 £'000	Forecast Variance Month 2 £'000	Change £'000
	<i>Expenditure</i>	90	100	-10
	<i>Income</i>	0	0	0
Street Cleansing	Total	90	100	-10
	<i>Expenditure</i>	0	0	0
	<i>Income</i>	-65	-65	0
Trade Waste	Total	-65	-65	0
	<i>Expenditure</i>	0	0	0
	<i>Income</i>	-35	-35	0
Civic Amenity Sites	Total	-35	-35	0
	<i>Expenditure</i>	8	58	-50
	<i>Income</i>	157	113	+44
Harlington Rd Depot & Stores	Total	165	171	-6
	<i>Expenditure</i>	-35	-35	0
	<i>Income</i>	0	0	0
Community Safety	Total	-35	-35	0
	<i>Expenditure</i>	-10	-10	0
	<i>Income</i>	10	10	0
Arts Service	Total	0	0	0
	<i>Expenditure</i>	60	20	40
	<i>Income</i>	0	0	0
Leisure	Total	60	20	40
	<i>Expenditure</i>	0	0	0
	<i>Income</i>	332	332	0
Corporate Landlord	Total	332	332	0
	<i>Expenditure</i>	113	133	-20
	<i>Income</i>	399	355	+44
Group	Total	512	488	24

Contingent Items: **Gross Pressure £2,140k (£45k adverse)**

- The Council's 2010/11 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. The Waste Disposal Levy was formally set by West London Waste Authority at the end of January 2010. The contingency contains the last two years increases in the levy, and the gross pressure reflects the actual requirement based on the levy notification received in February 2010.
- The Planning income streams were identified as exceptional items last year. This was due to the downturn in the economy which had severely impacted the housing market 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.

Division of Service	Gross Pressure	Gross Pressure	Change from Month 2	Contingency	Net Pressure
	Month 4	Month 2			
Waste Disposal Levy	1,528	1,528	0	1,528	0
Recycling Services	150	150	0	150	0
Vehicle Fuel	80	80	0	80	0
Development Control	120	75	45	310	-190
Golf	262	262	0	262	0
P&CS - Total	2,140	2,095	45	2,330	-190

- The forecast for Development Control income is a gross pressure of £120k, the net position after the application of the contingency is a favourable variance of £190k.
- The forecast position for Development Control Income has fallen marginally from Month 2, principally due to the announcement cancelling the Building Schools for Future programme, which has impacted on some anticipated fees. Minor and Other applications have both shown positive trends over the last quarter of 2009/10 and this has initially continued in the first 3 months of 2010/11 but has fallen back in month 4. Minor applications are at 93% (month 2 100%) of the 4 years average, and Other applications are at 88% (month 2 92%) of the 4 year average.

Waste Services: £10k favourable (£10k favourable)

- Street Cleansing:** An adverse expenditure variance of £90k is currently forecast. The pressure relates to the activity required to maintain service standards. Management of the service continues to be focused on examining options to reduce the pressure without impacting on service levels. Some minor changes to the fleet have been implemented which account for the slightly improved position
- Recycling Costs:** At month 4 the forecast remains full utilisation of the available £150k contingency. There continues to be a positive trend in recycling rates which generates pressures on the variable elements of the budget, particularly Gate Fees and recycling bags. Income trends for recyclable materials will also be closely monitored, recognising the seasonal variations in the service, for example on green waste levels. The current levels of green garden waste are similar to those collected in 2009/10.
- Waste Disposal:** The gross pressure of £1,528k reflects that the increase in the 2009/10 and 2010/11 waste levy that has now been confirmed by West London Waste Authority (WLWA) and is currently held in contingency. The Section 52(9) budget was reset for the new financial year as part of the Levy process and reflects the reduced tonnages experienced during 2009/10. The indications from the 1st quarter tonnages are that they are in line with 2009/10 levels, and therefore the current waste disposal budget. However, it is difficult to accurately predict tonnages, and therefore trends will continue to be closely monitored as the year progresses.
- Trade Waste:** A favourable income variance of £65k continues to be forecast, with business remaining consistent. The levels of aged debt continue to be closely monitored with write-offs only undertaken as a measure of last resort, and anticipated as being covered within the existing bad debt provision.

10. **Civic Amenity Sites:** A favourable income variance of £35k is still forecast, with prices for recovery of metal-based materials remaining buoyant. This income stream will be closely monitored as the year progresses, given that metal prices are highly volatile.

Harlington Road Depot: £165k adverse (£6k favourable)

11. 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. Some initial options have been identified in terms of revisions to current occupancy arrangements and income generation possibilities are also being examined, in order to mitigate this adverse position. The minor favourable movement recognises the commencement of this review.

Vehicle Fuel Pressure – contingency item: Nil variance (full usage – No change)

12. The bulk diesel purchase price continues to be relatively stable having averaged around 98p per litre for the first three months of the year. The industry commentators still point to an underlying upward trend. The price peaked at just over £1 per litre at the end of 2009/10, having started the financial year at around 78p per litre.

13. At this early stage in the year, full usage of the contingency is anticipated. However this position does not allow for any sustained price rise from the current levels. If the price increased at the same rate as in 2009/10 over the remainder of the year, the potential pressure on the contingency would be around £75k. Therefore this position will be closely monitored and updated throughout the year as price data and trends become clearer.

Corporate Landlord Income: £332k pressure (no change)

14. The service is reporting a series of ongoing pressures that total £332k. These are listed below.

- There is an ongoing pressure on income streams from commercial properties of £151k, due to a number of vacant tenancies in the Warnford Industrial Estate (£121k – including anticipated debt write-offs), 192 High Street, where premises have remained vacant (£16k) and a vacant unit in the Uxbridge Market (£14k). There is a proposal to let one of the vacant units at Warnford currently being considered, but if approved this will not provide any financial benefit until 2011/12.
- There is a projected shortfall of £72k on income from the hire of the Middlesex Suite, due a general slow down in demand set against a challenging income target.
- There is an anticipated shortfall of £81k on income from schools buy back of Facilities Management (FM) services, due to schools opting to procure services directly rather than through the FM Team.
- There is a pressure of £28k on the cost of maintaining and keeping secure surplus properties prior to their disposal.

Community Safety: £35k Underspend (no change)

15. The underspend represents savings on staffing due to maternity and sabbatical leave (£8k), and a saving on the Police ASB team, due to a favourable variance on pay costs (£27k).

Arts Service: Nil Variance (no change)

16. There is a pressure on income of £10k, which will be compensated for from Arts expenditure budgets.

Leisure: £60k Pressure (£40k adverse)

17. The service is reporting a £71k pressure due to the impact of the late opening of Botwell on the GLL management fee together with the associated delay in closing Hayes Pool, and a £9k pressure resulting from the need to pay security costs to undertake enforcement at car parks. This is being mitigated to a limited extent by savings in other budgets to achieve a net £60k pressure.
18. The Golf budgets were set to match the contracted income levels from Mack Trading, the contingency of £262k was set on the basis of the difference between the original budgeted income from Golf prior to the current arrangements. This budget is still required and will need to be allocated to the service, to ensure a balanced position.

Education and Children Services (E&CS)

Revenue: Nil variance (no change)

1. The Group is projecting a nil variance as at Month 4 for the 2010/11 financial year. 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.
2. The projected variances at Month 4 are summarised in the following table:

Division of Service		Forecast Variance Month 4 £'000	Forecast Variance Month 2 £'000	Change from Month 2 £'000
	<i>Expenditure</i>	+9,121	+9,404	-283
	<i>Income</i>	-7,888	-8,174	+286
Asylum Seekers Services	Total	+1,233	+1,230	+3
Group – Total		0	0	0

Schools: Nil variance (no change)

3. 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.
4. Any underspend or overspend of the Schools Budget in 2010-11 would be carried forward into 2011-12 and would have no effect on the General Fund.

Learning & School Effectiveness: Nil variance (no change)

5. An emerging issue is an estimated pressure in excess of £500k due to a whole round of redundancies which are currently in the consultation process at Northwood, Mellow Lane and Hedgewood schools.

Children and Families: Nil variance (no change)

6. The Children & Families is projecting a break even position as at Month 4.
7. There is no change in the reported pressure within SEN transport in respect of new routes and fuel costs of £316k. In the previous financial years, this pressure has been offset by one off savings in other areas within the service.
8. The management team envisages that through a forthcoming review and re-negotiation of SEN transport contract and routes, the service will be able to absorb the above pressure.

Asylum Service **£1,233k (£3k adverse)**

9. The Asylum service is reporting a budget pressure of £1,233k in the 2010/11 financial year. The pressure is due to the ongoing demand for the service and the continued under-funding by the Government and in respect of the following areas.
10. The pressure within Exhausted All Appeals and ineligible clients is £892k an adverse movement of £298k and Naturalised clients is £74k, an improvement of £65k.

11. The service has been working on reducing indirect costs due to the limits on the amount of expenditure that can be recovered by grant. The impact of this exercise has resulted in a reduction in the pressure being forecast (£267k) an improvement of £230k on the position reported at Month 2.

Central Services

Revenue: Nil Variance (no change)

1. The forecast position for the central services revenue budget as at month 4 is breakeven, no change from the month 2 projections. However this includes a number of variances within each service, where action plans are being developed to address them. This now also includes the transfer of Business Services as part of the agreed new structure of the Council, which has resulted in the month 2 forecast figures being restated to ensure that comparisons between months are valid.

Division of Service		Forecast Variance Month 4 £'000	Forecast Variance Month 2 £'000	Change from Month 2 £'000
	<i>Expenditure</i>	-208	-52	-156
	<i>Income</i>	+130	+79	+51
Deputy Chief Executive's Office	Total	-78	+27	-105
	<i>Expenditure</i>	-21	+173	-194
	<i>Income</i>	+267	-32	+299
Finance & Business Services	Total	+246	+141	+105
	<i>Expenditure</i>	-229	+121	-244
	<i>Income</i>	+397	+47	-187
Recovery Plan Savings		-168	-168	0
Central Services	Total	0	0	0

Finance & Business Services: £246k overspend (£105k adverse)

2. The Finance & Business Services Directorate budgets are projecting an overspend of £246k, an adverse movement of £105k on the month 2 projection.
3. The projected pressure is primarily down to a shortfall on the income side due to a projected under recovery of £322k on Passenger Services and Fleet Management Income.

Deputy Chief Executive's Office: (£78k underspend, £105k improvement)

4. The Deputy Chief Executive's Office budgets are projecting an underspend of £78k in month 4, an improvement of £105k on the month 2 projections, of which there is a projected underspend of £208k on expenditure budgets (an improvement of £156k on the month 2 projections, due to the number of posts that are being held vacant, pending the outcomes of the BID Workstreams), netted down by a projected shortfall in income of £130k (an adverse movement of £51k on last month's projections, due to a reduction in the volume of Hillingdon Homes Legal work).
5. The underspend of £208k on expenditure budgets relates to a number of variances as follows:
 - An underspend of £168k on staffing costs across the service, primarily due to a number of vacant posts that exist, as each post is being reviewed and held vacant pending the outcomes of the BID Workstreams.
 - An underspend of £40k on the cost of printing in the Communications team.
6. The shortfall of £130k on income streams relates to a number of budgets as follows:

- A projected shortfall of £104k in Legal services relating to services provided to Hillingdon Homes. An action plan is being put in place to mitigate this, although due to the timing of some of the proposed action, it is unlikely that this will fully cover the shortfall in this year.
- A shortfall of £42k on the buy back of Payroll services by schools, where three schools have decided not to renew their contract this year.
- Under-recovery of income from the Hillingdon Business forum and Uxbridge Town Centre of £12k
- An over recovery of £28k from schools purchasing the Occupational Health Service.

Recovery Plan Savings: £168k target

7. Both Senior Management teams have put in place a process to consider a range of options to address the relevant variances within their department. These options are expected to deliver the £168k target by the year end and will be fed into the monitoring report during the year.

Contingency Items

8. The Corporate Contingency holds a number of budgets relating to exceptional items linked to the downturn in the economy which had severely impacted the housing market and has continued to depress a number of income streams. The net position after the application of the contingency is shown in the table below.

Contingent Item	Gross Pressure Month 4 £'000	Gross Pressure Month 2 £'000	Movement Month 2 to 4	Contingency £'000	Net Pressure £'000
Building Control	225	243	-18	135	+90
Land Charges (volume pressures)	689	689	0	715	-26
Land Charges (personal charges)	85	0	+85	0	+85
Self Insurance Fund	420	420	0	420	0
Total	1,419	1,352	+67	1,270	+149

Building Control Income: £225k Gross Pressure (£18k favourable)

9. The forecast for Building Control income is a gross pressure of £225k. The fees for the first 4 months of 2010/11 are down by 5% on the same period in 2009/10, and 14% below the 3 year average.

Land charges: £774k Gross Pressure (£107k adverse)

10. Land charge income has moved to a cost recovery basis due to statutory changes in regulations enacted in December 2008. The net variance currently forecast after the contingent allocation would be a favourable £26k.
11. The figures now include the forecast relating to the impact of the recent Ministry of Justice (MOJ) decision to revoke the charging of a fee for personal searches, which relates to guidance previously issued from the Information Commission Office (ICO). The guidance proposed 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. The instruction from the MOJ came into force on 17th August, and will be backdated to when the Environment Information Regulations came into force in January 2005. The part year effect of not being able to charge for

personal searches in 2010/11 is a pressure of £85k (the full year effect equating to £145k). A detailed assessment of the financial impact of the requirement to apply the legislation back to January 2005, is currently being undertaken.

Self Insurance Fund: £420k Gross Pressure (no change)

12. The Corporate Risk Contingency holds a budget of £420k to cover the costs of insurance claims, where the Council is liable for the excess, which currently stands at £100k. Based on current projections this contingency sum will be fully required to cover the costs of the excess payments made in 2010/11.

Capital Programme: £11,629k Underspend (£833k adverse)

1. The Capital Programme is reporting an underspend of £11,629k (£12,462k Month 2).
2. Expenditure for the whole capital programme is £12,880k which equates to 12% of the revised programme. Further detail is provided below for each individual department.

Groups	Original Budget	Revised Budget	Capital Spend Month 4	Actual Spend % of Revised Budget	Forecast outturn	Variance (Forecast)
	£'000	£'000	£'000	%	£'000	£'000
Adult Social Care, Health & Housing	4,960	4,853	561	12%	4,823	-30
Education & Children's Services	27,241	28,154	3,952	14%	25,222	-2,932
Planning, Environment and Community Services	25,392	26,678	1,886	7%	20,641	-6,037
Finance & Resources	1,378	1,572	299	19%	1,572	0
Deputy Chief Executive	300	300	28	9%	300	0
Major Construction Projects	15,215	20,087	4,499	22%	19,693	-394
Partners - LAA Reward Grant	670	755	0	0%	749	-6
Group Total	75,156	82,399	11,225	14%	73,000	-9,399
Recovery from Contingency					0	0
Programme Contingency	1,500	1,500	0	0%	0	-1,500
Contingency	500	500	0	0%	0	-500
Contingency Total	2,000	2,000	0	0%	0	-2,000
HRA	22,568	22,362	1,655	7%	22,132	-230
Total	99,724	106,761	12,880	12%	95,132	-11,629

Adult Social Care, Health and Housing (ASCH&H)

HRA: £230k Underspend, Nil variance

3. A summary of the programme for HRA is shown below :

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 4	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
Capital Works	10,000	9,746	Y	740	8%	9,746	0
HRA - New Build - HRA Pipeline Sites Phase 1	7,508	7,508	Y	627	8%	7,348	-160
HRA - New Build - Extra Care Sites Phase 1 (Triscott House)	3,430	3,430	Y	288	8%	3,510	80
Cash Incentive Scheme	150	150	Y	0	0%	0	-150
HRA - Estates Improvements	1,280	1,502	Y	0	0%	1,502	0
Other Projects	200	0	N	0		0	0
Townfield Community Centre	0	26	Y	0	0%	26	0
HRA – Total	22,568	22,362		1,655	7%	22,132	-230

4. The outturn of HRA is £22,132k out of a revised budget of £22,362k.
5. The underspend on the HRA New Build of £160k relates to a swap of project funding and asset spend between HRA Pipeline and Triscott House project of £160k, with a reduction in 2010/11 for Pipeline but an £80k addition for Triscott House in both 2010/11 and 2011/12. This is to reflect that 3 units were dropped at Hoskins Close on the HRA Pipeline project and replaced by 1 dwelling unit at 27 Horton Road and 2 dwelling units at Triscott House.

Scheme	Revised Budget	Actual Spend (incl accruals)	Forecast Outturn (Month 4)	Variance 2010/11	Total Project Variance
	£'000	£'000	£'000	£'000	£'000
	HRA - New Build - HRA Pipeline Sites Phase 1	7,508	627	7,348	-160
HRA - New Build - Extra Care Sites Phase 1 (Triscott House)	3,430	288	3,510	+80	+160

6. The virement of £160k requested in this report will realign the budgets to the expenditure profile.

Adult Social Care, Health and Housing: £30k Underspend (Nil variance)

7. 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 4	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
100% Grant Funded							
PSRSG for WL Empty Property Grant	1,100	1,100	Part	139	13%	1,100	0
Mental Health – Mead House	114	250	Y	73	29%	250	0
ASC,H&H (Non HRA – 100% Grant Funded) – Total	1,214	1,350		212	16%	1,350	0
Non-Grant Funded							
Disabled Facilities Grants	3,000	2,823	Y	283	10%	2,823	0
Private Sector Renewal Grants	450	450	Y	43	10%	420	-30
Colne Park Caravan Sites	296	230	Y	23	10%	230	0
ASC,H&H (Non HRA – Non Grant Funded) – Total	3,746	3,503		349	10%	3,473	-30
ASC,H&H – Total	4,960	4,853		561	12%	4,823	-30

8. The outturn position of ASCH&H is £4,823k out of a revised budget of £4,853k.

9. A small under spend of £30K has been forecast against a revised budget of £4,853K (99.4% of Budget). The under spend relates to the potential non achievement of Private Sector renewal grant client contributions. These will be dependant upon the chargeability of the works on private residents dwellings.

Education and Children's Services: £2,932k Underspend (Nil variance)

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 4	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
100% Grant/Externally Funded							
Early Years Foundation Stage – Surestart	1,169	1,379	0	21	2%	1,379	0
Extended Schools	251	485	Part	307	63%	485	0
Formula Capital Devolved to Schools	3,876	3,207	N/A	659	21%	2,245	-962
Guru Nanak - Expansion 2010	5,710	6,843	Y	1,439	21%	6,843	0
Pathfinder (Playgrounds)	598	598	Part	338	57%	598	0
Pinkwell	0	189	Y	0	0%	189	0
Primary School Expansions Phase I	1,942	1,132	Part	0	0%	1,132	0
Primary School Expansions Phase II	5,150	5,150	N	0	0%	5,150	0
Rosedale College - S106 only	0	26	N	0	0%	26	0
School travel Plans	0	127	Y	16	13%	86	-41
Schools Kitchens	4,928	4,346	Part	1,048	24%	4,346	0
Specialist Schools	0	12	Y	2	17%	12	0
Surestart - AHDC short breaks	365	55	Y	4	7%	55	0
Vehicle Workshops - West Drayton Young Peoples Centre	0	40	N/A	0	0%	40	0
Investment in Young People's Facilities	167	84	Part	0	0%	84	0
Island U - Virtual School Project	0	60	N	0	0%	60	0
Total 100% Grant/Externally Funded	24,156	23,733	0	3,834	224%	22,730	-1,003
Non Grant Funded							
Expansion Haydon	0	14	Y	0	0%	14	0
Urgent Building Condition Projects (Modernisation)	1,985	2,837	Part	46	2%	1,986	-851
School Places Provision (Basic Needs)	0	92	Part	0	0%	92	0
Building Schools for the 21st Century	1,000	1,000	0	0	0%	0	-1,000
Schools Access Programme	100	478	Part	72	15%	400	-78
Total 100% Non Grant Funded	3,085	4,421		118	3%	2,492	-1,929
E&CS – Total	27,241	28,154		3,952	14%	25,222	-2,932

10. The outturn position of E&CS is £25,222k (Month 2 £25,963k) out of a budget of £28,154k (Month 2 £28,895k).

11. The Government has announced that the funding for Building Schools Programmes across the whole country is being withdrawn. Spend for the current year will therefore be nil.

12. In Education & Children's Services there have been 2 grant amounts reduced due to grant clawback, the Investment in Young People's facilities by 50% (£83.5k) and Extended Schools by 54% (£136.4k). A number of grants including Surestart (Children's Centres and Early Years) and Playbuilder are being reviewed by central government. The review is looking at cutting expenditure where there are not commitments already in place. They have requested that no further commitments are entered into at this stage. This may impact on Deansfield and Whitehall Children Centres as construction has not yet commenced on these projects.

Planning, Environment and Community Services: £6,037k Underspend (£7k favourable)

Capital Schemes 2009/10	Original Budget	Revised Budget	Budget Released	Capital Spend Month 4	Actual % of Revised Budget	Forecast Outturn	Variance
	£' 000	£' 000	Y/N	£' 000	%	£' 000	£' 000
100% Grant/Externally Funded							
S106/S278 Schemes	0	361	Part	99	27%	361	0
Safer Stronger Communities Fund	50	50	N	35	70%	50	0
Botwell Multi Use Games Area	100	242	Part	227	94%	242	0
BSP funded by Transport for London	4,000	3,575	Part	0	0%	3,575	0
Total 100% Grant/Externally Funded	4,150	4,228		361	9%	4,228	0
Non Grant Funded							0
South Ruislip Development	4,661	4,661	Part	0	0%	3,733	-928
Highgrove Pool Phase II	4,100	4,100	Part	0	0%	550	-3,550
Hayes End Library Development	2,600	2,600	N	0	0%	800	-1,800
Winston Churchill Hall Refurbishment	430	430	N	0	0%	430	0
Manor Farm Stables Development	371	451	N	0	0%	451	0
Willow Tree Centre	300	300	N	0	0%	300	0
William Byrd Pool	250	250	N	0	0%	250	0
North Hillingdon Adult Education Centre Roof Replacement	155	155	N	0	0%	155	0
Manor Farm	0	0	Y	1		257	257
Property Enhancements Programme	500	500	N	10	2%	495	-5
Property Enhancements Programme Contingency	0	0	N	5		5	5
Youth Offending Team consolidation into Link 1A / cashiers	0	30	Y	3	10%	30	0
Civic Centre Security Improvements	0	107	Y	40	37%	107	0
Civic Centre Enhancements	1,590	1,590	Part	31	2%	1,574	-16
Libraries Refurbishment	622	1,037	Y	299	29%	1,037	0
Harmondsworth Dog Free Mini Football Area	0	5	Y	-2	-40%	5	0
Ruislip Lido Toilets	0	100	Y	10	10%	100	0
CCTV Programme	230	230	N	0	0%	230	0
Chrysalis Programme	1,000	1,000	Y	13	1%	1,000	0
Town Centre Initiative	525	525	N	82	16%	525	0
Highways Improvements	1,100	1,100	Part	1,013	92%	1,100	0
Highways Localities Programme	258	258	N	0	0%	258	0
Road Safety	250	250	Part	0	0%	250	0
Street Lighting	300	300	Part	20	7%	300	0
Environmental Assets	2,000	2,000	N	0	0%	2,000	0
Purchase of Vehicles	0	471	Y	0	0%	471	0
Total Non Grant Funded	21,242	22,450		1,525	7%	16,413	-6,037
PE&CS – Total	25,392	26,678		1,886	7%	20,641	-6,037

13. The Month 4 budgets have been realigned to reflect the new Planning, Environment and Community Services group. This includes the Environment and Consumer Protection, Planning and Community Services capital projects and specific capital programmes from Finance and Resources and Deputy Chief Executives Group (Chrysalis and Town Centre Initiatives).

14. The forecast outturn position of PECS is £20,641k out of a budget of £26,678k

15. The South Ruislip Development is projecting to underspend by £928k in the current year due to rephasing into 2011/12. The total budget for the South Ruislip Development is £7,619k over 3

years; this incorporates the new library, adult education centre and new dwellings. The tender relating to this project is to be agreed at September Cabinet and as a result the above forecast does not take this into account.

16. Highgrove Pool phase 2 is reporting an outturn of £550k from its £4,100k budget. The remainder to be spent in 2011/12.
17. The £100k overspend reported in month 2 relating to Transport for London corridor schemes has been resolved by the anticipated increase in grant funding being confirmed.
18. The majority of the Highways Improvements budget has already been allocated to schemes relating to the potholes around the borough. This work is a combination of revenue and capital dependant on the work required.

Major Construction Projects: £394k underspend (2010/11) (£840k adverse)

Capital Schemes 2009/10	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 4 £' 000	Actual % of Revised Budget %	Forecast Outturn 2010/11 £' 000	Forecast Outturn 2011/12 £' 000	Forecast Variance 2010/11 £' 000	Forecast Variance Total Project £' 000
Planning, Environment and Community Services								
Arundel Road Development HIP	3,018	Part	0	0%	18	0	-3,000	-3,000
Botwell Green (including Gymnastics Centre)	627	Y	1,316	210%	2,897	297	+2,270	+2,567
Boxing Club	0	N/A	0	No Budget	0	0	0	0
Brookfield – Second Floor	15	Y	1	7%	15	0	0	0
Farm Barns	250	N	0	0%	280	0	+30	-125
Hillingdon Cemetery & Chapel - Insurance work	0	Insurance	0	No Budget	0	0	0	0
Hillingdon Sports and Leisure Centre	1,266	Y	301	24%	1,537	0	+271	+271
Minet Cycle Club	349	Part	237	68%	339	10	-10	0
New Years Green Lane Civic Amenity Site	3,973	Part	57	1%	3,816	0	-157	-157
Queensmead Fitness Centre Refurbishment	28	Y	21	75%	28	0	0	0
Education and Children's Services – 100% Grant/Externally Funded								
Children's Centres – Phase 2	626	Y	266	42%	816	0	+190	+190
Children's Centres – Phase 3	3,243	Y	528	16%	3,243	0	0	0
Longmead - Laurel Lane	1,612	Y	892	55%	1,612	0	0	0
Merrifields fit out for short breaks	375	Y	97	No Budget	370	5	-5	0
Pinkwell New Classrooms	20	0	0	0%	20	0	0	0
Pinkwell School Hall	478	Y	357	75%	478	0	0	0
Education and Children's Services – Non Grant Funded								
Glebe Primary School	31	Y	0	0%	31	0	0	0
Heathrow Primary	18	Y	0	No Budget	18	0	0	0
New Young People's Centre	1,726	Y	412	24%	1,743	0	+17	+17
Primary Capital Programme (6 Schools)	810	Y	0	0%	810	0	0	0
Ruislip High School	273	Y	0	0%	273	0	0	0
Targeted Capital - Oak Farm	388	Y	0	0%	388	0	0	0
Targeted Capital - Uxbridge High	32	Y	0	0%	32	0	0	0
Council Wide								
Project QS support	79	N	14	18%	79	0	0	0
Major Construction Project Fees	850	0	0	0%	850	0	0	0
Major Construction Projects – Total	20,087	0	4,499	22%	19,693	312	-394	-237

19. The forecast outturn position of MCP is £19,693k out of a budget of £20,087k.

20. Botwell Green Leisure Development. The current forecast for 2010/11 is an overspend of £2,270k in 2010/11 (£1,361k reported in month 2) and £297k retention in 2011/12. The total forecast overspend on the whole contract is between £2,104k and £2,914k. This is subject to further discussions with the contractor. The overspend is due to changes made in the design of the project, leading to additional costs which were not included at the tender stage.

21. On 12 August 2010 Cabinet agreed the tender for Hillingdon Cemetery and Chapel Insurance work for £223k, the total project cost is £318k of which £54k has been spent since 2008/09. The 2010/11 budget will be updated in month 5 to reflect this.

Central Services: £Nil Variance (Nil Variance)

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 4 £' 000	Actual % of Revised Budget %	Forecast Outturn £' 000	Forecast Variance £' 000
Leader's Initiative	300	300	Part	28	9%	300	0
DCE - Total	300	300		28	9%	300	0
ICT Asset Management Strategy	1,378	1,572	Part	299	19%	1,572	0
F&R - Total	1,378	1,572		299	19%	1,572	0
Central Services - Total	1,678	1,872		327	17%	1,872	0

22. The final outturn position of Central Services is £1,872k out of a revised budget of £1,872k. The Town Centre Initiative and Chrysalis programmes have been moved to PECS.

23. The ICT Asset Management Strategy budget is expected to be fully spent due the BID work being undertaken and the anticipated ICT requirements.

Partners: £Nil Variance (Nil Variance)

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Budget Released Y/N	Capital Spend Month 4 £' 000	Actual % of Revised Budget %	Forecast Outturn £' 000	Forecast Variance £' 000
LAA Reward Grant Share to Primary Care Trust	335	335	0	0	0%	333	-2
LAA Reward Grant Share to Community Safety Partnership	140	140	0	0	0%	140	0
LAA Reward Grant Share to BAA & Uxbridge College	130	130	0	0	0%	128	-2
LAA Reward Grant Share to Ground Work Trust	65	65	0	0	0%	63	-2
LAA Reward Grant Share to HAVS	0	85	0	0	0%	85	0
Partners - Total	670	755		0	0%	749	-6

24. An additional £84.5k of LAA reward grant specifically allocated to Hillingdon Association of Voluntary Services (HAVS) was confirmed in month 4.

Capital Contingency: £2,000k underspend (Nil Variance)

Capital Schemes 2009/10	Original Budget £' 000	Revised Budget £' 000	Capital Spend Month 4 £' 000	Actual Spend % of Revised Budget %	Forecast Outturn £' 000	Variance £' 000
Purchase of Vehicles	1,500	1,500	0	0%	0	-1,500
General Contingency	500	500	0	100%	0	-500
Contingency - Total	2,000	2,000	0	100%	0	-2,000

25. The contingency is not currently forecasting any outturn due to the underspend in the main capital programme enabling overspends to be contained in the directorates or total programme.

APPENDIX B – Treasury Management Report

1. The following information is an update on the activities on the Treasury function for the month of July 2010. As at 31st July 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: 0.88%

	Actual £m	Actual %	Benchmark %
Up to 1 Month	24.2	42.60	65.00
1-2 Months	0.0	0.00	0.00
2-3 Months	9.0	15.85	15.00
3-6 Months	7.7	13.56	15.00
6-9 Months	2.0	3.52	5.00
9-12 Months	0.0	0.00	0.00
Subtotal	42.9	75.54	100
Unpaid Maturities	13.9	24.47	0.00
Total	56.8	100	100

2. With the exception of the unpaid Icelandic investments, our deposits are held with UK institutions, which hold at a minimum, a Fitch AA- long-term credit rating. Deposits are currently held with the following institutions; Henderson MMF, Royal Bank of Scotland, Standard Life MMF, Barclays Bank, Clydesdale, Lloyds TSB Banking Group and Nationwide BS.
3. During July fixed-term deposits have continued to mature in line with cash flow requirements. £6m has been placed in medium term deposits to enhance investment income. Any other surplus funds were spread between instant access accounts and short-term fixed deposits in order to meet near term cash flow requirements and remain within our counterparty limits. A further dividend from Heritable of £900k was received in relation to our unpaid Icelandic investments. Dividends received now represent 40% (£6.1m) of the total Heritable claim.

Outstanding Debt - Average Interest Rate on Debt: 3.57%

	Actual £m	Actual %
PWLB	120.9	71.7
Long-Term Market	48.0	28.3
Temporary	0.0	0.0
Total	168.9	100

4. There were no early debt repayments or rescheduling activities during July.

Prudential Indicators

5. There were no breaches of the prudential indicators during July.

Ongoing Strategy

6. The current strategy is to place all surplus cash in instant access accounts and if required short-term fixed deposits to ensure funds are available to meet August's payment obligations. It has been identified that temporary short-term borrowing may be required during August. During July the PWLB rates remained low and premiums stayed high. Therefore, it is not currently feasible to carry out any rescheduling of debt.

APPENDIX C

Retaining of agency for Adult Social Care, Health, and Housing Services.

3 contract workers have been employed to undertake a range of duties to support the implementation of the Governments Transformation agenda, known as Support Choice and Independence. These posts are Head of Service (Transformation); Business Process Improvement lead; and IT Infrastructure Lead. Although the cost of each of these posts will exceed £50k in 2010/11 they are fully funded by the ringfenced and specific DoH Social Care Reform Grant. These contract workers will go when the grant ends at the end of March 2011.

The table below summarises the maximum gross cost for covering the 5 posts outlined although they are all grant funded.

Roles	Cost £ 000's
Post 1	115
Post 2	91
Post 3	112
Total	318

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PLANNING OBLIGATIONS - QUARTERLY FINANCIAL MONITORING REPORT

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning and Transportation
Report Author	Nicola Wyatt, Planning, Environment 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 30th June 2010 against respective portfolio areas.
Contribution to our plans and strategies	Planning obligations are an established delivery mechanism for mitigating the effect of development, making it acceptable in planning terms and achieving the aims of the Community Strategy and other strategic documents that make up the Local Development Framework.
Financial Cost	The Council currently holds £13,434,006 relating to s106 and s278 agreements. Of this £6,201,562 is allocated/earmarked for projects and £3,553,178 relates to funds that the Council holds but is unable to spend directly, leaving a residual balance of funds that the Council holds of £3,679,266 that is currently spendable and not yet allocated/earmarked towards specific projects. In Quarter 1, the Council has received additional income of £665,196 and spent £207,535.
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 the financial planning obligations held by the Council and what progress has and is being made in allocating and spending those funds.

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)

None at this stage.

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 31 March 2010 (which was subject of the report in June 2010) as well as up to 30 June 2010. Text that is highlighted in bold indicates key changes since the Cabinet report of 18 March 2010. Figures indicated in bold under the column headed 'Total income as at 30/06/10' indicate new income received. (Shaded cells indicate where funds are held in an interest bearing account) The table shows expenditure between 1 April and 30 June 2010 of £207,535 (compared to £872,822 during the previous quarter) and income of £665,196 (compared to £298,542 during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 30 June 2010 is £13,434,006. 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 30 June 2010 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 30 June 2010 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 30 June 2010 (£13,434,006), £3,553,178 relates to funds that the Council is unable to spend and £6,201,562 is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £3,679,266 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. The S106 balance as at 30th June 2010 is £13,434k. The detail is shown in Table A below. This includes sums (£3,553k) of which the delivery of projects/schemes is dependent on the council's partners, eg PCT/TFL. Of the £ 6,201k earmarked/allocated to projects £1,147k is currently estimated to be spent in 2010/11. The balance of £3,679k is yet to be allocated. Over the last quarter (June) there was a net income of £457k.

Services	Balance b/fwd (1/04/10)	Income Received	Total	Spend	Balance c/fwd (30/06/10)	Allocated balances	To be allocated
	£,000	£'000	£'000	£'000	£'000	£'000	£'000
S278/S106							
S278							
Planning & Transportation	1,380	199	1,579	141	1,438	1,438	0
S106							
Planning & Transportation	2,950	0	2,950	8	2,941	2,763	179
Culture, Sports & Leisure	399	13	412	0	412	389	23
Education & Children Services	5,136	342	5,478	0	5,478	2,311	3,166
Improvements, Partnerships, & Community (PPR)	1,251	0	1,251	14	1,237	1,097	141
Environment	1,049	36	1,086	44	1,041	871	170
Housing, Social Sevices & Health	811	74	885	0	885	885	0
Sub total	12,976	665	13,641	207	13,434	9,755	3,679
Less: Money held on behalf of partners	3,479	74	3,553	0	3,553	3553	0
Total LBH	9,497,	591	10,088	207	9,881	6,201	3,679

6. Further work is being carried out to profile the total sum received (£13,641K to 30 June 2010) shown in Table A above. This will be profiled over a three-year period and be included in a future report.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

7. The recommendation ensures transparency and assures probity in the area of planning obligations, thereby promoting public confidence.

Consultation Carried Out or Required

8. There are no external consultations required on the contents of this report.

CORPORATE IMPLICATIONS

Corporate Finance

9. A corporate finance officer has reviewed the report and the financial status of Section 106 and Section 278 agreements up to 30 June 2010 contained within it. The recommendation to note this monitoring information report has no financial implications.

Legal

10. 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 the Planning Directorate and Legal Services.

Corporate Property

11. The Corporate Landlord Department has reviewed this report and confirms that there are no direct property implications for the Council, 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 / March 2010 / June 2010

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/ 6/10	AS AT 31/ 3/10	AS AT 30/ 6/10	AS AT 31/ 3/10	AS AT 30/ 6/10	
SECTION 278								
PORTFOLIO: PLANNING AND TRANSPORTATION								
PT278/27/09 (Includes Former PT29) *16	Bolwell	Stockley Park Phase 3 "Trident Site" 37977/W/96/1447	604,300.70	14,500.00	0.00	589,800.70	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 478553/93/246	10,500.00	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 removed 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 sites 532/SPP/2001/1858 - Highways Works at Junction Hillington Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	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 Hillington 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	102,018.78	81,080.74	0.00	20,938.04	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. Traffic Calming on Cleveland Road (including new signalised crossing) & roundabout on Kingston Lane at new entrance to Brunel University now complete. TIL invoice paid. Residual on TIL payment due to VAT not claimed - funds to be held on as contingency for extra TIL costs. Interest accrued. Remedial work completed and signed off in December 2007.
PT278/46/135 *32	Northwood	10A Sandy Lodge Way Northwood 54671/AP/2002/54	7,458.07	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	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 £232.56 from Former Magnatex Site Bath Road which is residual interest omitted from refunds related to those schemes. Officers looking into appropriate recipients for refunds.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME		TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE		BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10		To 30/6/10	AS AT 30/6/10			
PT278/48	Various	No Legal Agreement Various	83,520.60	83,520.60	43,981.60	0.00	0.00	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 Ramsay school S278 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/2000/2106	77,331.55	77,331.55	11,447.00	0.00	0.00	65,884.55	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glouce 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.
PT278/65/10A *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	0.00	0.00	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.
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	325,719.61	0.00	0.00	93,409.07	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 the other 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 in maintenance period awaiting financial completion.
PT278/60/147A *42	West Drayon	Former DERA site, Kingston Lane West Drayton 45658/APP/2002/3012	1,568.98	1,568.98	0.00	0.00	0.00	1,568.98	0.00	£1,500 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 Drayton - 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. £125,65 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 *51	Bolwell	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.

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10			AS AT 30/6/10	To 30/6/10			
P1/278/63/175A*49	South Ruislip	BFPO, R.A.F Northolt 189/APP/2006/2091	5,000.00	5,000.00	0.00	0.00	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. Currently within 12 month maintenance period. Date of final completion to be confirmed.	
P1/278/64/173	Eastcote & East Ruislip	R.A.F Eastcote 10/189/APP/2004/1781	19,200.00	14,200.00	12,201.13	12,201.13	0.00	6,998.87	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 Avel Lime Grove junction improvement pending. Elm Ave P-Edelstein crossing technical approval pending. (£5,500) design fees received plus further £6,700 for temporary footpath works carried out by LBH. £7,500 engineering fees claimed. Funds spent towards temporary footpath works. Further £5,000 security deposit for proper execution of highway works.	
P1/278/65/182*52	Heathrow Villages	Longford Roundabout - Fifth Arm. 63389/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.	
P1/278/66/183	Pinkwell	Shepiston Lane - Petrol Station Development	32,000.00	32,000.00	16,000.00	16,000.00	0.00	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.	
P1/278/71/214A	Uxbridge North	Hillingdon House Farm Site E Eng. Cons. Fees (North Way) 2543/APP/2005/870	12,430.00	3,150.00	12,430.00	3,150.00	9,280.00	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. £9,280 highways works & inspection fees received & claimed.	
P1/278/72*66	West Ruislip	R.A.F West Ruislip (Kickenham Park) Design check on S278 Designs 38402/APP/2007/1072	53,986.57	53,986.57	27,486.57	12,500.00	14,986.57	26,500.00	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. Further fees received towards inspection fees and traffic orders. Spend towards fees & inspection.	
P1/278/73	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.	
P1/278/74/209C	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/8744	120,300.26	3,000.00	117,300.26	0.00	117,300.26	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. Further fees received & claimed for inspection works.	
P1/278/75/218A	Harefield	The Harefield Academy, Harefield 1109/APP/2006/825	72,011.08	4,000.00	0.00	0.00	0.00	72,011.08	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. £66,011.08 received for provision of zebra crossing on Northwood Road.	
P1/278/76/198A*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.	
P1/278/77/197*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	0.00	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			2,321,747.12	2,122,155.78	883,975.33	742,408.50	141,566.83	1,437,771.79	0.00		
SECTION 106											
PORTFOLIO: PLANNING AND TRANSPORTATION											

FINANCIAL UPDATE ON SECTION 106 AND 278 AGREEMENTS AT 30 JUNE 2010

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10	AS AT 30/6/10	To 30/6/10	AS AT 30/6/10	AS AT 30/6/10	
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	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/05/04b) would be used to pump prime these services with TIL 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 / 50045A/95/1043	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/98/0897	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 Airspeed House, Stanwell Road, Heathrow / 50395/A37/1297	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 alternative scheme. Interest accrued. There are no time constraints upon the expenditure of the funds. Original scheme implemented & paid for from other funds. Balance allocated to another highway scheme.
PT/21/39A	Uxbridge North	The Chimes - Supervision & TTS / 42966/AH/96/1862	112,591.63	110,426.22	110,426.22	0.00	0.00	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. Remaining supervision and administration fee transferred to PT/44/03.
PT/24/55 (see E/08) *28	Pinkwell	Former Arlington Hotel, Shepiston Lane, Harlington - Highway Works 382/BH/97/0714	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 PT/28/51). 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 33667/71/97/0684	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.

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10	To 30/6/10	AS AT 30/6/10	AS AT 30/6/10	AS AT 30/6/10	
PT/37/40B-C *53 (see: PPR29)	Botwell	Land at Thorn EMI Complex - Highways Works & Environmental Improvements 51588/APP/2000/366&1418	559,443.43	559,443.43	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 that 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	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	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). Funds allocated towards scheme of improvements (Cabinet Member decision 19/2/10). Scheme in progress August 2010.
PT/41/94A (See also E29) *19	Yiewsley	Land to the West of Stone Close, Heathrow Road, Yiewsley / 54822/APP/2000/424 (outline)	9,794.97	9,794.97	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.
PT/41/94C *19	Yiewsley	Land to the West of Stone Close, Heathrow Road, Yiewsley / 54822/APP/2000/424 (outline)	5,883.03	5,883.03	0.00	0.00	5,883.03	0.00	Received as a contribution towards planning 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 Bedford Court. 47853/SPP/2003/113	50,000.00	50,000.00	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	159,457.49	157,291.81	85,933.82	0.00	73,523.67	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 inescapable 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/105/1758. Balance transferred from PT/2139A (£2,165.41)
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	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	35,931.70	0.00	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.

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10				AS AT 30/6/10	AS AT 30/6/10		
PT161/09B (see: E135)	West Drayton	LHR Training Centre, Stockley Close / 51458/07/1537	25,000.00	25,000.00	0.00	0.00	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.	
PT165/74A (see EYL40, E20 & E21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	18,893.88	17,871.38	17,871.38	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.	
PT168/06A	Uxbridge North	Land at Sanderson Site and Braybourn - Tramway feasibility, resident parking scheme / 35347/APP/2000/1294 & 1296	43,481.32	43,481.32	24,991.85	24,991.85	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.	
PT171/09	Uxbridge South	UB1 Vine Street Uxbridge 11005/AG/07/360	250,000.00	250,000.00	248,954.22	248,521.47	432.75	1,045.78	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, Georges Yard and Market Square completed and Cabinet Member approval received for scheme to include resurfacing, plaques, signage and parking. Works programmed for summer 10/06 financial year to spend this balance and the balance at P1709/04. No time constraints. Scheme in progress: phase 1 completed November 09. Phase 2 completed March 2010. Minor works outstanding.	
PT176/119	Northwood	Land at 64 Ducks Hill Road Northwood / 26900L/09/1077	35,253.56	35,253.56	8,853.02	4,597.00	4,256.02	26,400.54	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. Spend towards the provision of anti skid and electrical work.	
PT178/10B (See also P1278/55)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	27,986.49	27,986.49	25,651.60	22,458.80	3,192.80	2,334.89	0.00	£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. TfL have appointed a consultant through their bus route flagship programme to investigate the system of nodes at Mahjacks, Cedars and Sanderson Road & Oxford Road. Draft report received. Still await final report. TfL 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 TfL continuing. Interest accrued. Funds not spent by November 2009 to be returned to developer. Works completed October 09. Awaiting financial completion.	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME		TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE		BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10		AS AT 30/6/10	To 30/6/10			
PT/80/112 (formerly PT/278/005)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref. 1197 (various applications)	47,774.85	47,774.85	2,228.56	0.00	45,546.29	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/82/114 (formerly PT/278/23)	Uxbridge South	Waterloo Road, Uxbridge - Highway Works / 332BD/99/2069	13,169.44	13,169.44	11,577.00	0.00	1,592.44	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 charge completed.	
PT/84/87B-D (Formerly part of PT/278/44)	Brunel	Brunel s/106/16 April 04 532/SPP/2002/2237	27,596.36	27,596.36	2,345.30	0.00	25,251.06	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 Hillingdon Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road transferred from PT/278/44 and held as security for Brunel to implement the footpath works as above. Spend towards monitoring Landscape Management Plan.	
PT/88/140 B	Pinkwell	MOD Records Office, Stockley Road, Hayes - Offsite Footpath 18339/APP/2004/2284	3,207.23	3,207.23	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 18339/APP/2004/2284	754,743.82	754,743.82	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 18339/APP/2004/2284	73,774.40	73,774.40	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/91/142A	Northwood	3 Reginald Road, Northwood 58666/APP/2005/1087	1,049.35	1,049.35	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.	

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10				AS AT 30/6/10	AS AT 30/6/10		
PT/92/154	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 TIL. Officers looking into alternative options. Interest bearing account. Funds must be spent within 7 years following date of receipt i.e. 08/12/2013.	
PT/93/147C	West Drayton	DERA Site, Kingston Lane, West Drayton - Traffic Calming 45658/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 P/793/147D. Funds not spent by 19 February 2014 are to be refunded.	
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 P/793/147C. 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	35-38 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 P/171/99. 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	6,284.90	6,038.40	246.50	8,715.10	0.00	Funds received for the relocation of the black cab taxi rank from Bakers Yard. Alternative taxi rank proposal advertised 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. Expenditure towards fees.	
PT/98/169B	Uxbridge South	Colham House Footpath Re-Paving 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/3740E 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 62360/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 AS AT 30/6/10	TOTAL INCOME AS AT 31/3/10	TOTAL EXPENDITURE AS AT 30/6/10	TOTAL EXPENDITURE AS AT 31/3/10	2009 / 2010 EXPENDITURE To 30/6/10	BALANCE OF FUNDS AS AT 30/6/10	BALANCE SPENDABLE NOT ALLOCATED AS AT 30/6/10	COMMENTS (as at mid August 2010)
PT/106/149E	Hayes	Hayes Goods Yard 10057/APP/2005/2996 & 2999	119,402.15	119,402.15	0.00	0.00	0.00	119,402.15	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/108/155E	West Drayton	Former RAF Porters, West Drayton, 5107/APP/2005/2082	1,000.00	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	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	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	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	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	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).
PT/114/209A *67	Yiewsley	Tesco, Trout Road, Yiewsley, 60929/APP/2007/3744	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	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 five years following first occupation.
PT/115/209B	Yiewsley	Tesco, Trout Road, Yiewsley, 60929/APP/2007/3744	4,850.00	4,850.00	0.00	0.00	0.00	4,850.00	0.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2013).
PT/116/210A	Hayes	Hayes Stadium, Judge Heath Lane, Hayes, 49996/APP/2008/3561	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Contribution received towards the cost of upgrading two bus shelters in the vicinity of the development. Funds to be spent within 5 years of receipt (March 2015).
		PLANNING & TRANSPORTATION SUB - TOTAL	4,139,490.46	4,139,490.19	1,197,890.89	1,189,762.82	8,128.07	2,941,599.57	178,713.42	
		PLANNING & TRANSPORTATION TOTAL	6,461,237.58	6,261,645.97	2,081,866.22	1,932,171.32	149,694.90	4,379,371.36	178,713.42	
		PORTFOLIO: CULTURE, SPORT AND LEISURE								
CSL/1/113 (formerly EYL/15/13)	Townfield	Sainsbury-Minet D / 40601H/9/1/1970	1,433,000.00	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 County Park in accordance with the agreement. Work undertaken in parallel with Goals 5 a side development. Work complete. Funds allocated to gaining on perimeter fencing. There are no time constraints for expenditure. Remaining funds spent towards movable barriers. Awaiting financial completion.
CSL/2/147E	West Drayton	DERA Site, Kingsdon Lane, West Drayton - Community Facility 45658/APP/2002/3012	94,015.15	94,015.15	53,830.08	53,830.08	0.00	40,185.07	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), Phase 1 complete. Phases 2 & 3 programmed for summer 2010.
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, 46299/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 allocation of funding.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME		TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS		BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10			AS AT 30/6/10	AS AT 30/6/10		
CSL/17/195A	Ruislip	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2494	9,578.00	9,578.00	0.00	0.00	9,578.00	9,578.00	0.00	Funds received towards the improvement of community facilities in the vicinity of the site. No time constraints on the expenditure of funds.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	0.00	0.00	9,338.43	0.00	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 funding.
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	5,200.00	0.00	0.00	Funds received towards improvements to nearby community facilities. Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal allocation of funding.
CSL/11/205B	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	277,131.54	277,131.54	0.00	0.00	277,131.54	0.00	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.
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	0.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend.
		CULTURE, SPORT AND LEISURE SUB - TOTAL	1,898,877.13	1,885,539.13	1,486,530.23	0.00	412,346.90	22,916.00	0.00	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										
EYL14/75	Heathrow Villages	Land at 78-84 The Crescent, Harlington / 46970/APP/1999/2169	21,972.07	21,972.07	21,639.90	0.00	332.17	0.00	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.
EYL29/54	Pinkwell	Hyde House, Newhaven Close, Hillingdon 2306/SPP/2002/238	37,257.94	37,257.94	36,836.02	0.00	421.92	0.00	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, Benlück Road W/D/ 20610/APP/2002/2407	161,898.00	161,898.00	0.00	0.00	161,898.00	0.00	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-impurement - 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: P1278/22	West Drayton	Defence Research Agency, West Drayton - New Nursery & W Drayton Primary School Improvements / 49542F/98/1509	394,890.45	394,890.45	389,607.96	0.00	5,282.49	0.00	0.00	Nursery construction and school improvements at West Drayton Primary School. Earmarked for West Drayton area primary expansion. No time constraints.
EYL43/67	Townfield	Heine House, Church Walk, Hayes 15405/APP/2003/788	67,843.93	67,843.93	46,354.68	0.00	21,489.25	0.00	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. Earmarked 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	19,253.00	0.00	0.00	For primary school places in the Hayes & Harlington area. No time constraints. Interest accrued. Earmarked to Pinkwell Primary School; feasibility study commissioned.
EYL68/144	Northwood	68 Ducks Hill Road 11900/APP/2005/1087	183,044.65	183,044.65	99,819.57	0.00	83,225.08	0.00	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.

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10			AS AT 30/6/10	AS AT 31/3/10	To 30/6/10	AS AT 30/6/10		
EYL671145	West Drayton	6A Swan Road West Drayton 9037/A/PP/2005/2945	21,928.87	21,928.87	0.00	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.	
EYL71155B	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/A/PP/2005/2082	953,668.35	953,668.35	485,861.35	485,861.35	0.00	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. Second contribution to be spent by Dec 2012.	
EYL74158	Botwell	29 Dawley Road, Hayes 11280/APP/2005/678	14,543.00	14,543.00	0.00	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.	
EYL76163	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	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.	
EYL78161B (see also: EYL88161B)	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	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.	
EYL79140G	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	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.	
EYL80165	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	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.	
EYL84149B	Botwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	550,559.37	550,559.37	0.00	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 (£244,314) received towards the same purpose. Second contribution to be spent by June 2016. Earmarked for Pinkwell expansion.	
EYL85170B	Botwell	11-21, Clayton Rd, Hayes 56840/APP/2004/630	100,370.26	100,370.26	0.00	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.	
EYL86161B (See also: EYL78161B)	Yiewsley	Honeywell Site, Trout Rd., Yiewsley 335/APP/2002/2754	777,504.14	777,504.14	527,504.00	527,504.00	0.00	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.	
EYL87143B	Herefield	Dairy Farm, Breakspear Rd, Herefield 27314/APP/2005/844	103,122.52	103,122.52	74,935.52	74,935.52	0.00	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.	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME		TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE		BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10		To 30/6/10	AS AT 30/6/10			
EYL90/178A	Botwell	89-95, Botwell Crescent, planning ref. 336223/APP/2004/2343	26,294.63	26,294.63	0.00	0.00	26,294.63	0.00	Funds received for works at Rosedale 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 & r/o 51-553, Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	77,928.00	77,928.00	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	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, earmarked 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	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	Herefield	19, Vernon Drive, Herefield. 57498/APP/2008/3031	739.00	739.00	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	34,980.79	0.00	33,708.21	33,708.21	Funds received towards the provision of education facilities within the locality. Funds to be spent within 5 years of receipt (Feb 2014). £34,980.79 spent towards Ruislip High School.	
EYL104/194C	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge. 18732/APP/2006/1217	146,131.00	146,131.00	0.00	0.00	146,131.00	146,131.00	Funds received towards the cost of providing nursery school places (£34,160), Primary school places (£59,781), Secondary school places (£52,190) in the Borough of Hillingdon. No time limits.	
EYL105/199B	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	37,459.20	37,459.20	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	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/2007/1188	77,414.00	77,414.00	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	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	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	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 (£659,998.38). Funds to be spent within 7 years of receipt of the first contribution (September 2016).	
EYL111/207	Bunel	100-104, Harrington Road, Uxbridge. 33663/APP/2007/3721	5,247.60	5,247.60	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	110, Green Lane, Northwood 46543/APP/2005/2697	4,085.75	4,085.75	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.	
EYL113/211	Ickenham	1a, Woodstock Drive, Ickenham. 69754/APP/2009/200	8,953.00	8,953.00	0.00	0.00	8,953.00	8,953.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits.	
EYL114/212	West Drayton	22, The Green, West Drayton. 8144/APP/2009/2143	3,955.00	3,955.00	0.00	0.00	3,955.00	3,955.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits.	
EYL115/215B	Ruislip	5 to 11 Reservoir Road, Ruislip. 61134/APP/2006/260	22,087.13	22,087.13	0.00	0.00	22,087.13	22,087.13	Funds received towards the provision of education facilities within the Borough of Hillingdon. No time limits on spend.	

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10	AS AT 30/6/10	AS AT 31/3/10	To 30/6/10	AS AT 30/6/10	AS AT 30/6/10	AS AT 30/6/10			
EYL116/210B	Hayes	Hayes Stadium, Judge Heath Lane, Hayes. 48986/APP/2008/3581	135,000.00	135,000.00	0.00	0.00	0.00	0.00	135,000.00	135,000.00	0.00	Funds received as first instalment towards the provision of education facilities and places within a 2 mile radius of the development (details of parameters for spend are set out in the legal agreement). Funds to be spent within 5 years of receipt (March 2013).	
EYL117/213	Northwood	1, Oakhurst, Northgate, Northwood. 30779/APP/2009/2036	4,441.00	4,441.00	0.00	0.00	0.00	0.00	4,441.00	4,441.00	0.00	Funds received towards additional or improved education facilities to accommodate primary and nursery places within a 3 mile radius of the development. No time limits.	
EYL118/214B	Uxbridge	Hillingdon House Farm. 2843/APP/2009/670	256,399.34	0.00	0.00	0.00	0.00	0.00	256,399.34	256,399.34	0.00	Funds received as first instalment towards the cost of providing nursery (£99,351), primary (£102,085) and secondary (£75,970) school places within the London Borough of Hillingdon. First contribution to be spent before April 2014.	
EYL119/216	Hillingdon	119 to 137 Charville Lane, Hayes. 38230/APP/2006/2501	56,316.00	0.00	0.00	0.00	0.00	0.00	56,316.00	56,316.00	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary child yield arising from the development. No time limits.	
EYL120/217A	Harefield	34 High Street, Harefield. 259/APP/2009/2381	7,193.00	0.00	0.00	0.00	0.00	0.00	7,193.00	7,193.00	0.00	Funds received towards the provision of additional or improved education facilities within a 3 mile radius of the site. No time limit on spend.	
PORTFOLIO: FINANCE AND CORPORATE SERVICES													
FINANCE & CORPORATE SERVICES SUB - TOTAL			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
PORTFOLIO: IMPROVEMENT, PARTNERSHIPS AND COMMUNITY SAFETY													
PPR05/33	Heathrow Villages	Bluns Field Training Programme, Bath Road / 45486/G/982286	67,268.95	67,268.95	67,042.69	67,042.69	0.00	0.00	226.26	0.00	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 £388.89 paid April 08. Invoice paid £264.60.	
PPR09/42	Townfield	Abbess Warehouse, Hayes / 49614B/96/110	30,000.00	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00	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.	
PPR34/140D	Pinkwell	MOD Records Office Stockley Road, Hayes 18339/APP/2004/2284	80,180.72	80,180.72	62,016.42	62,016.42	0.00	0.00	18,164.30	0.00	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, Hamondsworth 2964/APP/2002/1436 & 1437	26,750.00	26,750.00	3,250.00	3,250.00	0.00	0.00	23,500.00	23,500.00	0.00	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 EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS		BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10				AS AT 30/6/10	AS AT 30/6/10		
PPR42/149C	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-ordination post (further funding for this post from PPR43/169E £10K). Funds not spent by 1 August 2012 are to be repaid.	
PPR47/26A	Botwell	Tidant Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 379/7/PP/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 & Hattington 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.	
PPR49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	200,000.00	200,000.00	72,000.00	72,000.00	13,638.95	114,361.05	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 1/12/09. Further spend towards rolling skills programme provided in conjunction with Uxbridge College.	
PPR50/193	Heathrow Villages	Hemondsworth Detention Centre 8190/APP/2008/1050	39,375.00	39,375.00	0.00	0.00	0.00	39,375.00	0.00	Towards construction training initiatives in the Borough. No time limits.	
PPR51/194F	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.	
PPR52/149G	Hayes	Former Hayes Goodsvard 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 Goodsvard site. 10057/APP/2005/2996&299	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	Funds received towards the maintenance and operation by the Council of the station approach cameras. Funds spent towards operation of station cameras 09/10.	
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	12,205.22	0.00	0.00	0.00	12,205.22	12,205.22	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	3,280,615.64	3,280,615.64	2,029,380.53	2,043,019.48	13,638.95	1,237,596.16	140,793.22		
PORTFOLIO: ENVIRONMENT											
E02/18	West Drayton	Old Mill House, Thomey Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	45,252.45	45,252.45	0.00	14,303.97	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 and footpath works. Further spend towards maintenance works. There are no time constraints upon the expenditure of the funds.	

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10	AS AT 30/6/10	AS AT 31/3/10	To 30/6/10	AS AT 30/6/10	
E10/85 (see: PT/86)	Heathrow Villages	A4 Heathrow Corridor scheme - Match Funding for Heathrow Villages Chrysalis Projects	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 E2/6/93. 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. Formal allocation of funds to be sought.
E17/26D (see: PT/56 & PPR/18)	Bowwell	Trident Site, Phase 3 Stockley Park - Lake Farm & Botwell Green Play Area. 37977/P/84/235	1,323,400.00	1,187,301.83	1,187,301.83	0.00	136,098.17	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.
E21/74C (see: PT/65, EYL/40 & E/20)	Uxbridge North	Land at Johnson's Yard - Uxbridge T/C CCTV. 53936/APP/2002/1357	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.
E22/97B (see: PT/69)	Bowwell	Land at West Drayton Depot Stockley Road West Drayton - Monitoring of Noise & Dust Emissions 2760/APP/2003/2816	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.
E24/62 (See also PT/60 & PPR/23)	Bunel	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works) 51095/APP/2000/1004	14,368.39	12,331.47	12,331.47	0.00	2,036.92	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.
E26/93 (Formerly PT/33)	Heathrow Villages	H.S.A Land, Bath Road 41687/S/98/16	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.
E28/71 (Formerly PT/40)	Bowwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C/92/787	12,692.00	318.55	267.81	50.74	12,373.45	0.00	Landscaping works (12.69K). 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. Spend showing against wrong cost centre. To be transferred for next quarter.
E32/01 (Formerly PT/43/01)	Townfield	Sainsbury Mtnet Site - Grapes Junction / 40601/H/91/1970	1,008,500.00	832,719.55	831,395.99	1,323.56	175,780.45	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. Further play equipment installed. Spend towards design works to install lighting along main footpath. Unspent funds to be repaid by 12 January 2011.
E38/153B	Heathrow Villages	Polar Park, Bath Road, Hammondswoth 2564/APP/2002/1436 & 1437	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.

FINANCIAL UPDATE ON SECTION 106 AND 278 AGREEMENTS AT 30 JUNE 2010

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2010)
			AS AT 30/6/10	AS AT 31/3/10	To 30/6/10	AS AT 30/6/10	AS AT 30/6/10	
E42/140J	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18339/APP/2004/2284	104,308.09	25,156.76	0.00	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 E45 due to miscoding.
E44/174B	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	25,000.00	2,712.00	0.00	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.
E45/155D	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	126,918.75	44,026.81	42,030.81	82,891.94	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 the provision of new play area for older children.
E46/176B	Northwood	Former True Lovers' Knot Public House, Rickmansworth Road, Northwood 27717/APP/2007/1440	21,195.00	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.
E47/177B	Manor	41-55, Windmill Hill, Ruislip planning ref.48283/APP/2006/2353	38,258.39	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.
E48/181A	West Ruislip	Bury Wharf, Bury Street Ruislip. Planning ref. 19033/APP/2007/3289	2,030.70	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.
E49/179B	Botwell	555-559 & r/o 51-553, Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	33,912.00	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.
E50/180B	Northwood Hills	16 Watford Rd and 36, Brookend Drive, Northwood planning ref. 62535/APP/2007/2726	20,253.00	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.
E51/186C	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	60,616.20	24,901.21	0.00	35,714.99	0.00	Funds received towards open space improvements at Yiewsley Recreation Ground. Funds unspent at 20/04/2015 to be returned. Spend towards football works completed Dec 09. Remaining funds to be spent towards play builder scheme, e4e-4e-ee4e4e4e4e4e4e4e-Completed June 2010.
E52/190B	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	104,000.00	22,868.87	0.00	81,131.13	0.00	Funds received towards improvements to open space recreation facilities at Farnridge 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 Farnridge Park (Cabinet Member decision 21/10/09). Spend towards improvements to bowling green. Further works programmed for April-2010-Autumn 2010.
E53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	795.74	0.00	20,117.90	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. Playbuilder scheme completed August 2010. Awaiting invoices.

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 August 2010)
			AS AT 30/6/10	AS AT 31/3/10			AS AT 30/6/10	AS AT 31/3/10			
E64/194D	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge. 18732/APP/2006/1217	44,509.05	44,509.05	41,536.22	41,536.22	0.00	2,972.83	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, awaiting financial completion.	
E65/203	Hayes	Tarmac Site, Pump Lane Hayes. 19377/APP/2007/3089 & 2008/893	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).	
E66/200C	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14639/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.	
E67/205D	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.	
E68/205E	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 Sept 2011.	
E69/155F	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the maintenance of play facilities at Stockley Recreation Ground (Muberry Parade). Funds to be spent by Dec 2012.	
E60/215C	Ruislip	5 - 11 Reservoir Road, Ruislip. 61134/APP/2006/260	28,994.76	28,994.76	0.00	0.00	0.00	28,994.76	28,994.76	Contribution received towards open space/recreation improvements or other green spaces in the locality. No time limits on spend.	
E61/217B	Harefield	34 High Street, Harefield. 289/APP/2009/2381	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	7,000.00	Funds received towards additional or improved recreation/open space facilities within a 3 mile radius of the site.	
		ENVIRONMENT SUB -TOTAL	3,317,565.47	3,281,570.71	2,231,784.01	2,275,984.86	44,200.85	1,041,580.61	170,450.71		
		PORTFOLIO: SOCIAL SERVICES, HEALTH AND HOUSING									
H11/152C	Bunel	Middlesex Lodge, 189 Hattington 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.	
H12/160B	Uxbridge North	9-15 Harefield Rd, Uxbridge 59632/APP/2005/2401	300,000.00	300,000.00	240,000.00	240,000.00	0.00	60,000.00	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). Funds spent towards purchase of 12 affordable homes. 3 further properties to be purchased in 10/11.	
H13/155A	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	149,904.56	149,904.56	76,404.56	76,404.56	0.00	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 9/12/08. 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.	
H14/140H	Pinkwell	MOO Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	53,495.95	53,495.95	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.	
		*43									

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME AS AT 30/6/10	TOTAL INCOME AS AT 31/3/10	TOTAL EXPENDITURE AS AT 30/6/10	TOTAL EXPENDITURE AS AT 31/3/10	2009 / 2010 EXPENDITURE To 30/6/10	BALANCE OF FUNDS AS AT 30/6/10	BALANCE SPENDABLE NOT ALLOCATED AS AT 30/6/10	COMMENTS (as at mid August 2010)
H15/161C *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	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.
H16/170C *48	Botwell	11-21, Clayton Rd, Hayes 56840/APP/2004/630	30,527.21	30,527.21	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.
H17/149D *50	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	180,795.00	180,795.00	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 £1,56,801.92 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.
H18/186D *54	Yiewsley	92-105, High St., Yiewsley 59189/APP/2005/3476	15,549.05	15,549.05	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.
H19/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 39816/APP/2006/2896	21,675.10	21,675.10	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.
H10/190D *56	Uxbridge	Armstrong House & The Pavilions, 43/42/APP/2006/232	43,395.00	43,395.00	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.
H11/195B *57	Ruislip	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2494	3,156.00	3,156.00	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.
H12/197B *58	Ruislip	Windmill Public House, Pembroke Road, Ruislip 11924/APP/2006/2632	11,440.00	11,440.00	0.00	0.00	0.00	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).
H13/194E *59	Uxbridge	Fives Adult Education Centre, Herefield Road, Uxbridge, 18732/APP/2006/1217	12,426.75	12,426.75	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.
H14/206C *64	Yiewsley	111 to 117 High St, Yiewsley. 6948/APP/2007/1326.	10,651.50	10,651.50	0.00	0.00	0.00	10,651.50	0.00	Funds received towards the provision of health care facilities in the borough. Funds to be spent by 2014.
H15/205F *65	Eastcote	RAF Eastcote, Lime Grove, Ruislip, 10189/APP/2004/1781	184,653.23	184,653.23	0.00	0.00	0.00	184,653.23	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.
H16/210C *68	Hayes	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	49,759.00	49,759.00	0.00	0.00	0.00	49,759.00	0.00	Funds received as the first instalment of the healthcare contribution towards the cost of providing additional facilities to meet increased patient numbers in the local area.
H17/214C *69	Uxbridge	Hillingdon House Farm, 2543/APP/2009/870	74,276.46	74,276.46	0.00	0.00	0.00	74,276.46	0.00	Funds received as the first instalment (25% of total contribution) towards the provision of primary healthcare facilities in the Uxbridge area. First instalment to be spent within 7 years of receipt (April 2017).
		HOUSING SUB-TOTAL	1,201,726.14	1,127,449.68	316,404.56	316,404.56	0.00	885,321.58	0.00	
		SECTION 106 SUB - TOTAL	21,271,786.81	20,806,181.85	9,275,552.77	9,209,584.90	65,967.87	11,996,234.04	3,679,266.03	
		GRAND TOTAL ALL SCHEMES	23,593,533.93	22,928,337.63	10,159,528.10	9,951,993.40	207,534.70	13,434,005.83	3,679,266.03	

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 August 2010)
			AS AT 30/ 6/10	AS AT 31/ 3/10	AS AT 30/ 6/10	AS AT 31/ 3/10	To 30/ 6/10	AS AT 30/ 6/10	AS AT 30/ 6/10	
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 (total is £3,553,177.75)										
*2: PT105			£361,797.90							is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.
*14: PT27055			£166,027.95							is to be held as a returnable security deposit for the highway works (to be later refunded)
*16: PT27027			£593,900.70							is to be held as a returnable security deposit for the highway works (to be later refunded)
*18: PT27034			£194,910.65							includes a returnable security deposit for the highway works (to be later refunded) plus interest.
*19: PT141			£15,678.00							currently unspendable relating to an unimplemented planning permission.
*20: PT27044			£20,938.04							includes a returnable security deposit for the highway works (to be later refunded) plus interest.
*22: PT27030			£5,000.00							is to be held as a returnable security deposit for the highway works (to be later refunded)
*23: PT27049			£65,884.55							includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TL costs.
*24: PT25			£37,425.09							reasonable period for expenditure without owner's agreement has lapsed
*28: PT124			£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: PT27046			£5,000.00							is to be held as a returnable security deposit for the highway works (to be later refunded)
*33: PT18			£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: PT188/140C			£752,351.07							funds have been received to provide a specific bus service through TL, 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.
*43: H/4			£55,495.95							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: PT188/140F			£73,774.40							there has not been any petitions for parking schemes in the area.
*47: PT37/40E			£32,805.42							there has not been any petitions for parking schemes in the area.
*48: H6			£30,527.21							funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
*49: PT27063			£5,000.00							is to be held as a returnable security deposit for the highway works (to be later refunded)
*50: H/1/49D			£180,795.00							funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.
*51: PT27062/149A			£5,000.00							is to be held as a returnable security deposit for the highway works (to be later refunded)
*52: PT27065			£5,000.00							is to be held as a returnable security deposit for the highway works (to be later refunded)
*53: PT37/40B-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/8/184C			£21,675.10							funds have been received to provide health care facilities in the borough therefore are for the Hillingdon PCT to spend.
*56: H/10/190D			£43,395.00							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*57: H/11/195B			£3,156.00							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*58: H/12/197B			£11,440.00							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*59: H/13/194E			£12,426.75							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*60: PT27076			£5,000.00							is to be held as a returnable security deposit for highway works (to be later refunded)
*61: PT110/198B			£14,240.00							is to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)
*62: PT270197			£23,000.00							held as security for the due and proper execution of the works.
*63: PT112/205A			£20,000.00							is to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)
*64: H14/206C			£10,651.50							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*65: H15/205F			£164,653.23							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*66: PT27072			£16,000.00							funds received as a security deposit to ensure proper execution of works
*67: PT114/209A			£25,000.00							funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)
*68: H16/210C			£49,759.00							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
*69: H17/214C			£74,276.46							funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.
			£3,553,177.75							

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BUILDING CONTROL - THE BUILDING (LOCAL AUTHORITY CHARGING) REGULATIONS 2010

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning and Transportation
Officer Contact	Ian Inniss, Planning, Environment and Community Services
Papers with report	Appendix A – Replacement Scheme

HEADLINE INFORMATION

Purpose of report	<p>The Building (Local Authority Charges) Regulations 2010 (“the Regulations”) came into force on the 1st April 2010 and provide the legal framework for the setting of a new Charging Scheme. Local Authorities are authorised to fix, by means of a charging scheme, and to recover their costs for carrying out their main Building Control functions. The Regulations apply to the chargeable elements of the Building Control Service and allow for the setting of plan charges, inspection charges, building notice charges, reversion charges, regularisation charges and for a new category of chargeable advice. The Regulations introduce more flexible charging arrangements whereby the charges set should relate to the costs of carrying out the building regulations chargeable service.</p> <p>Agreement is needed for the introduction of a replacement to Hillingdon’s Building Regulations Charging Scheme 2010 (“the Charging Scheme”) from the 1st October 2010, based on the Regulations as outlined in this report (“the Replacement Scheme”).</p> <p>The Replacement Scheme must be made before the 1st October, 2010.</p>
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Contribution to our plans and strategies	<p>Building Control functions contribute towards the following plans & strategies:</p> <ul style="list-style-type: none"> • A Borough of Learning & Culture; • A Safe Borough; • A Clean and Attractive Borough; • A Borough with Improving Health, Housing and Social Care; • A borough where opportunities are open to all; • Achieving value for money; • Strengthening planning and performance; and • Building a culture of success.
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Financial Cost	These proposed changes will not have an impact on the projected income, which for 2010/11 stands at £678,000. These new regulations require the Authority to produce a Financial Statement of the Building Regulations Chargeable and Non Chargeable Account, which needs to be approved by the S151 Officer. This statement will need to provide evidence that the chargeable service has not delivered a surplus or deficit. On an annual basis, the Authority will have to hold funds in an earmarked reserve. Surpluses can be re-invested in the service and must be reflected in the following years expenditure in the Financial Statement. Where there are insufficient reserves to fund an in year deficit, the Authority will have to use unallocated General Fund reserves to cover the deficit, these funds will then have to be replenished by the Building Regulations Chargeable account in the following year.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

RECOMMENDATION

The Cabinet:

1. **Agrees to the Replacement Scheme as outlined at Appendix A;**
2. **Agrees that the Replacement Scheme and any subsequent amendments to the Replacement Scheme be included in the authority's annual schedule of fees and charges.**

INFORMATION

Reasons for recommendation

Adoption of the Replacement Scheme will allow the authority to continue charging for the Building Control Applications.

Alternative options considered / risk management

There are only two options for the authority. To adopt the scheme or not to adopt it.

To not adopt it would remove the Council's right to charge for the function and all costs would need to be supported by the general fund. This is not recommended.

Comments of Policy Overview Committee(s)

None at this stage

Supporting Information

THE REGULATIONS AND PROPOSED REPLACEMENT SCHEME.

In 2009, the Government published a consultation paper '*Proposed Changes to the Local Authority Building Control Charging Regime*' which took into account the responses received to the previous consultation paper '*The Future of Building Control*'.

Following responses to the consultations, the Regulations came into force on the 1st April 2010. The Council is obliged, under these Regulations, to ensure a Replacement Scheme is ready by the 1st October 2010 at the latest.

The Regulations extend the devolution of building regulation charge setting to Local Authorities and introduce more flexibility and discretion to enable Local Authorities to relate their charges to the actual costs of carrying out their main building regulation functions.

A new overriding accounting objective requires Local Authorities to ensure that "taking one financial year with another" their income is, as nearly as possible, equating to the costs incurred by the authority in carrying out their chargeable functions i.e. to breakeven and achieve full cost recovery. A charging scheme is not to be a profit making exercise.

The Regulations also provide that Local Authorities are required to set out the accounting treatment of income, costs and any surplus income or deficit in an annual financial statement to be approved by the Council's Section 151 Officer with the necessary financial authority prior to publication. Local Authorities are required to calculate their charges by relating the average hourly rate of Building Control officers to the time spent carrying out their Building Control services in relation to particular building work or building work of particular descriptions. The Regulations also provide for an increased number of factors, which Local Authorities can take into account in determining the estimated time to be spent on their Building Control services.

The Council will have the power to determine standard building regulation charges or individually assessed building regulation charges. A charge can now be made for the giving of chargeable building regulation advice. Where charges are made and the amount of work undertaken will be less than originally estimated, a refund will have to be made. But, conversely, if more work is undertaken than originally estimated, a supplementary charge may be made.

An individual determination can be made in all cases where there is no standard charge or, where one or more standard charges apply to the work, with the agreement of the applicant.

It is proposed that the Replacement Scheme, in Appendix A, be authorised to come into effect on 1st October 2010. The Replacement Scheme will be based on the London District Surveyors Association (LDSA) Model Charging Scheme 2010, which has been adopted as a model scheme in the London Boroughs.

The new Scheme should result in fairer charges, helping to avoid under or over charging and the consequent deficits or surpluses arising there from. The Regulations introduce more transparency into the building regulations charging regime to safeguard income. The main effect will be to allow Local Authorities to more accurately relate their charges to the actual costs in carrying out their main Building Control functions for individual building projects.

Financial Implications

The Building (Local Authority Charges) Regulations 2010 introduce new flexible building regulation charges which seek to address the inflexibility and restrictions identified in the previous charges regulations made in 1998. They enable Local Authorities to more accurately relate the charges to the costs incurred in carrying out their main building regulation functions to building projects, avoiding over and under charging. The overarching principle being that of full cost recovery and users only pay for the service they receive.

The Authority will have to produce a Financial Statement of the Building Regulations Chargeable and Non Chargeable Account as approved by the S151 Officer. This statement will need to provide evidence that the chargeable service has not delivered a surplus or deficit. The CLG guidance suggests that a three year period is reasonable to deliver a breakeven position. On an annual basis, the Authority will have to hold funds in an earmarked reserve. Surplus' can be re-invested into the service and must be reflected in the following years expenditure in the Financial Statement. Where there are insufficient reserves to fund an in year deficit, the Authority will have to use unallocated General Fund reserves to cover the deficit. These funds will have to be replenished by the Building Regulations Chargeable account in the following year.

The proposed London Borough of Hillingdon Regulations Charging scheme 2010 as shown in Appendix A complies with the CIPFA guidance. The fees as stated in the scheme will be reviewed on an annual basis to meet the net breakeven position as stated above.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendations?

No impact as charging already in place under the Building (Local Authority Charges) Regulations 1998.

Consultation Carried Out or Required

N/A

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed the report and confirms their agreement to the financial implications as stated.

Legal

Members should note that the Building (Local Authority Charges) Regulations 2010 came into force on the 1st April 2010 and provide the legal framework for the setting of a new Replacement Scheme.

Local Authorities are authorised to fix, by means of a charging scheme, and to recover their costs for carrying out their main Building Control functions. The Regulations apply to the chargeable elements of the Building Control service and allow for the setting of plan charges, inspection charges, building notice charges, reversion charges, regularisation charges and for a new category of chargeable advice. The Building (Local Authority Charges) Regulations 2010 introduce more flexible charging arrangements whereby the charges set should relate to the costs of carrying out the building regulations chargeable service. Local Authorities who carry out building regulation functions have powers to set charges. When determining charges a Local Authority is required to have regard to the proper costs it incurs in providing the Building Control service. Proper costs are defined in the Building (Local Authority Charges) Regulations 2010 as the costs directly and indirectly incurred in providing the service.

The Chartered Institute of Public Finance and Accountancy (CIPFA) has produced an amended guidance document (*Local Authority Building Control Accounting Guidance for England and Wales, 2010 edition*) to support the new Regulations and to isolate chargeable costs from other Building Control activities. The calculation of the proper costs of providing the service has to be made in accordance with CIPFA guidance.

It should be noted that the Building (Local Authority Charges) Regulations 2010 (Reg 12) impose publicity requirements, which have to be complied with before any new charges come into effect. The requirement is that notice of any new charges has to be published not less than 7 days before they come into operation. It is open to the Local Authority to decide the manner in which such notice is published. Details of where the new scheme of charges can be inspected has to be provided in any notice.

BACKGROUND PAPERS

- The Building Act 1984
- The Building Regulations 2000
- Consultation paper 'Proposed Changes to the Local Authority Building Control Charging Regime'
- Consultation paper 'The Future of Building Control'
- The Building (Local Authority Charges) Regulations 2010 SI 2010 No. 404
- Explanatory memorandum to the Building (Local Authority Charges) Regulations 2010
- Department for Communities & Local Government Circular 01/2010, 25/2/2010
- Communities & Local Government Circular letter SB/006/010/011, 25/2/2010
- CIPFA Local Authority Building Control Accounting Guidance for England & Wales 2010 edition

THE REPLACEMENT SCHEME

PLANNING ENVIRONMENT & COMMUNITY SERVICES

BUILDING CONTROL SERVICE

SCHEME FOR THE RECOVERY OF
BUILDING REGULATION CHARGES
AND
ASSOCIATED MATTERS

The Building (Local Authority Charges) Regulations 2010

Scheme of Charges No. 1, 2010
Coming into effect on 1st October 2010



SCHEME FOR THE RECOVERY OF BUILDING REGULATION CHARGES

THE SCHEME

1. This scheme may be cited as the London Borough of Hillingdon Building Regulations Charges Scheme No. 1, 2010 ("**the Charges Scheme**"), and comes into effect on the 1st October 2010.
2. This Charging Scheme is made under the Building (Local Authority Charges) Regulations, 2010 ("**the Charges Regulations**"). The Charging Scheme includes the following clauses and definitions and tables of standard charges which are an integral part of it. It is advisable to read this Charging Scheme in conjunction with the Charges Regulations.
3. The London Borough of Hillingdon is authorised, subject to and in accordance with the Charges Regulations, to fix such charges as it may determine from time to time by means of its Charging Scheme for or in connection with the performance of its functions relating to building regulations (subject to the exception for Building Work solely required for disabled persons); and to recover those charges from Relevant Persons as provided by the Charges Regulations.
4. The London Borough of Hillingdon is authorised, subject to and in accordance with the Charges Regulations, to amend, revoke or replace any scheme, which has been made by them in accordance with clause 2 above.

DEFINITIONS

The following definitions apply to this Charging Scheme and should be read in conjunction with the other clauses and tables which constitute the Charging Scheme:

"Building"

means any permanent or temporary building but not any other kind of structure or erection, and a reference to a building includes a reference to part of a building;

"Building Notice"

means a notice given in accordance with Regulations 12(2)(A)(a) and 13 of the Building Regulations 2000 (as amended);

"Building Work"

means:

- (a) the erection or extension of a Building;
- (b) the provision or extension of a controlled service or fitting in or in connection with a Building;
- (c) the material alteration of a Building, or a controlled service or fitting;
- (d) work required by Building Regulation 6 (requirements relating to material change of use);
- (e) the insertion of insulating material into the cavity wall of a Building;
- (f) work involving the underpinning of a Building;
- (g) work required by Building Regulation 4A (requirements relating to thermal elements);
- (h) work required by Building Regulation 4B (requirements relating to a change of energy status);
- (i) work required by Building Regulation 17D (consequential improvements to energy performance);

“Chargeable Function”

means a function relating to the following –

- (a) the passing or rejection of plans of proposed Building Work which has been deposited with the Council in accordance with section 16 of the Building Act 1984 (as amended).
- (b) the inspection of building work for which plans have been deposited with the Council in accordance with the Building Regulation 2000 (as amended) and with section 16 of the Building Act 1984 (as amended)
- (c) the consideration of a building notice which has been given to the Council in accordance with the Building Regulations 2000 (as amended)
- (d) the consideration of building work reverting to the Council under the Building (Approved Inspectors etc.) Regulations 2000 (as amended)
- (e) the consideration of a regularisation application submitted to the Council under Regulation 21 of the Building Regulations 2000 (as amended);

”Cost”

does not include any professional fees paid to an architect, quantity surveyor or any other person;

“Disabled Person”

means a person who is within any of the descriptions of persons to whom section 29(1) of the National Assistance Act 1948, as extended by virtue of section 8(2) of the Mental Health Act 1959, applied but is regarding the amendments made by paragraph 11 of Schedule 13 to the Children Act 1989. The words in section 8(2) of the Mental Health Act 1959 which extend the meaning of disabled person in section 29(1) of the National Assistance Act 1948, are prospectively repealed by the National Health Service and Community Care Act 1990, section 66(2), Schedule 10, as from a day to be appointed;

”Dwelling”

includes a Dwelling-house and a Flat;

”Dwelling-house”

does not include a Flat or a Building containing a Flat;

“Estimate”

means in relation to the Cost of carrying out Building Work, an estimate, accepted by the Council, of such reasonable amount as would be charged for the carrying out of that Building Work by a person in business to carry out such Building Work (excluding the amount of any value added tax chargeable), and references to “Estimated Cost” shall be construed accordingly;

“Flat”

means a separate and self-contained premises, constructed or adapted for use for residential purposes and forming part of a Building from some other part of which it is divided horizontally;

“Floor Area of a Building or Extension”

means the total floor area of all the storeys which comprise that Building. It is calculated by reference to the finished internal faces of the walls enclosing the area, or, if at any point there is no enclosing wall, by reference to the outermost edge of the floor; and

“Relevant Person”

means:

- (a) in relation to a plan charge, inspection charge, reversion charge or Building Notice charge, the person who carries out the Building Work or on whose behalf the Building Work is carried out;
- (b) in relation to a regularisation charge, the owner of the building; and
- (c) in relation to chargeable advice, any person requesting advice for which a charge may be made pursuant to the definition of 'Chargeable Advice'.

PRINCIPLES OF THIS SCHEME

The set charges or method of establishing the charge have been established in this scheme for the functions prescribed in the Charges Regulations, referred to as the Chargeable Functions), namely:

- **A plan charge**, payable when plans of the Building Work are deposited with the Local Authority;
- **An inspection charge**, payable on demand after the Local Authority carry out the first inspection in respect of which the charge is payable;
- **A Building Notice charge**, payable when the Building Notice is given to the Local Authority;
- **A reversion charge**, payable for Building Work in relation to a Building: -
 1. Which has been substantially completed before plans are first deposited with the Local Authority in accordance with Regulation 20(2)(a)(i) of the Building (Approved Inspectors etc) Regulations 2000 ("**the Approved Inspectors Regulations**"), or
 2. In respect of which plans for further building work have been deposited with the Local Authority in accordance with the Regulation 20(3) of the Approved Inspectors Regulations, on the first occasion on which those plans are or have been deposited.
- **A regularisation charge**, payable at the time of the application to the Local Authority in accordance with Regulation 21 of the Building Regulations 2000 ("**the Building Regulations**");
- **Chargeable advice**, Local Authorities can make a charge for giving advice in anticipation of the future exercise of their Chargeable Functions (i.e. before an application or notice is received for a particular case), which is payable after the first hour of advice, on demand after the Local Authority has given notice required by Regulation 7(7) of the Charges Regulations (i.e. the charge has been confirmed in writing following an individual determination). This charge can be discounted from a subsequent application or notice received for the work in question ("**Chargeable Advice**");
- The above charges are payable by the Relevant Person;
- Any charge which is payable to the Local Authority may, in a particular case, and with the agreement of the Local Authority, be paid by instalments of such amounts payable on such dates as may be specified by the Local Authority. If the applicant and an Local

Authority are agreeable, an inspection charge can be fully or partly paid up front with the plans charge; and

- The charge for providing a Chargeable Function or Chargeable Advice is based on the principle of achieving full Cost recovery. The charges will be calculated by using the Council officers' average hourly rate stated in the Charging Scheme, multiplied by the time taken to carry out the functions/advice, taking the following factors into account, as applicable, in estimating the time required by officers to carry out the function/advice:
 1. The existing use of a Building, or the proposed use of the Building after completion of the Building Work;
 2. The different kinds of Building Work described in Regulation 3(1)(a) to (i) of the Building Regulations;
 3. The Floor Area of the Building or Extension;
 4. The nature of the design of the Building Work and whether innovative or high risk construction techniques are to be used;
 5. The estimated duration of the Building Work and the anticipated number of inspections to be carried out;
 6. The Estimated Cost of the Building Work;
 7. Whether a person who intends to carry out part of the Building Work is a person mentioned in Regulation 12(5) or 20B(4) of the Building Regulations (i.e. related to competent person/self certification schemes);
 8. Whether in respect of the Building Work a notification will be made in accordance with Regulation 20A(4) of the Building Regulations (i.e. where design details approved by Robust Details Ltd have been used);
 9. Whether an application or Building Notice is in respect of two or more Buildings or Building Works all of which are substantially the same as each other;
 10. Whether an application or Building Notice is in respect of Building Work, which is substantially the same as Building Work in respect of which plans have previously been deposited or Building Works inspected by the same local authority;
 11. Whether Chargeable Advice has been given which is likely to result in less time being taken by a Local Authority to perform that function;
 12. Whether it is necessary to engage and incur the Costs of a consultant to provide specialist advice in relation to a particular aspect of the Building Work.

PRINCIPLES OF THE SCHEME IN RESPECT OF THE ERECTION OF DOMESTIC BUILDINGS, GARAGES, CARPORTS AND EXTENSIONS

- Where the charge relates to an erection of a Dwelling, the charge includes for the provision of an attached domestic garage or carport providing it is constructed at the same time as the Dwelling.

- Where any Building Work comprises or includes the erection of more than one extension to a Building, the total floor areas of all such extensions shall be aggregated to determine the relevant charge payable, providing that the Building Work for all aggregated extensions is carried out at the same time, with the exception of loft conversions which are charged separately.

EXEMPTION FROM CHARGES

The Local Authority has not fixed by means of its Charging Scheme, nor intends to recover a charge in relation to an existing Dwelling that is, or is to be, occupied by a Disabled Person as a permanent residence; and where the whole of the Building Work in question is solely:-

- (a) for the purpose of providing means of access for the Disabled Person by way of entrance or exit to or from the Dwelling or any part of it; or
- (b) for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of the Disabled Person.

The Council has not fixed by means of its Charging Scheme, nor intends to recover a charge for the purpose of providing accommodation or facilities designed to secure the greater health, safety, welfare or convenience of a Disabled Person in relation to an existing Dwelling, which is, or is to be, occupied by that Disabled Person as a permanent residence where such work consists of:-

- (a) the adaptation or extension of existing accommodation or an existing facility or the provision of alternative accommodation or an alternative facility where the existing accommodation or facility could not be used by the Disabled Person or could be used by the Disabled Person only with assistance; or
- (b) the provision of the extension of a room which is or will be used solely:-
 - i. for the carrying out for the benefit of the Disabled Person of medical treatment which cannot reasonably be carried out in any other room in the Dwelling; or
 - ii. for the storage of medical equipment for the use of the Disabled Person; or
 - iii. to provide sleeping accommodation for a carer where the disabled person requires 24-hour care.

The Council has not fixed by means of its Charging Scheme, nor intends to recover a charge in relation to an existing Building to which members of the public are admitted (whether on payment or otherwise); and where the whole of the Building Work in question is solely:-

- (a) for the purpose of providing means of access for Disabled Persons by way of entrance or exit to or from the Building or any part of it; or
- (b) for the provision of facilities designed to secure the greater health, safety, welfare or Disabled Persons.

INFORMATION REQUIRED TO DETERMINE CHARGES

If the Local Authority requires additional information to enable it to determine the correct charge the Local Authority can request the information under the provisions of Regulation 9 of the Charges Regulations.

The standard information required for all applications is detailed on the Local Authority's building regulation application forms. This includes the existing and proposed use of the Building and a description of the Building Work.

Additional information may be required in relation to:–

- The floor area of the Building or extension;
- The estimated duration of the Building Work and the anticipated number of inspections to be carried out;
- The use of competent persons or Robust Details Ltd;
- Any accreditations held by the builder or other member of the design team;
- The nature of the design of the Building Work and whether innovative or high-risk construction is to be used; or
- The Estimated Cost of the Building Work. If this is used as one of the factors in establishing a charge the 'Estimate' is required to be such reasonable amount as would be charged by a person in business to carry out such Building Work (excluding the amount of any value added tax chargeable).

ESTABLISHING THE CHARGE

This Local Authority has established standard charges using the principles contained within the Charges Regulations. Standard charges are detailed in the following tables. In the tables, any reference to a number of storeys includes each basement level as one-storey and floor areas are cumulative.

If the Building Work to be undertaken is not listed as a standard charge, it will be individually determined in accordance with the principles and relevant factors contained within the Charges Regulations. If the Local Authority considers it necessary to engage and incur the Costs of a consultant to provide specialist advice or services in relation to a particular aspect of Building Work, those Costs shall also be included in setting the charge.

When the charge is individually determined, the Local Authority shall calculate the charge in the same way a standard charge was set by using the average hourly rate of officers' time, multiplied by the estimated time taken to carry out their building regulation functions in relation to that particular piece of Building Work, and taking into account the applicable factors listed in Regulation 7(5) of the Charges Regulations.

Individually determined charges will be confirmed in writing specifying the amount of the charge and the factors that have been taken into account in determining the charge.

The charges for the following types of Building Work will be individually determined and the Local Authority will state which factors in Regulation 7(5) of the Charges Regulations it has taken into account in establishing a standard or individually determined charge:-

- A reversion charge;
- The Building Work is in relation to more than one Building; or
- Building work consisting of alterations to a Building where the Estimated Cost exceeds £75,000 (domestic) and £150,000 (non-domestic); or
- The work consists of a non-domestic extension or new build and the floor area exceeds 100m²; or
- The work consists of a domestic extension with a floor area over 100m²; or
- The work consists of a domestic garage, garage conversion, loft conversion, or basement with a floor area over 100m²; or
- The work consists of the erection or conversion of 10 or more Dwellings; or
- The work consists of the erection or conversion of 10 or more Flats; or
- The work consists of a warehouse with a floor area over 1000m², or
- Any other controlled work not listed in the charges tables; or
- Where more than one standard charge applies to the Building Work and, with the agreement of the Relevant Person, the Local Authority will establish the charge by individually determining the charge.

OTHER MATTERS RELATING TO CALCULATION OF CHARGES

- In calculating these charges, refunds or supplementary charges, an officer hourly rate of £102 has been used.
- Any charge payable to the Local Authority shall be paid with an amount equal to any value added tax payable in respect of that charge.
- Charges are not payable for the first hour when calculating Chargeable Advice.
- The Local Authority may accept payment of the inspection charge by instalment in respect of all Building Work where that charge exceeds £1, 500. The Local Authority on request will specify the amounts payable and dates on which instalments are to be paid.

REDUCTIONS

Reduced charges may be applied for individually assessed charges when work, or the relevant part of the work, has been, or intends to be carried out by a person mentioned in Regulation 12(5) or 20B(4) of the Building Regulations in respect of that part of the work, (*i.e. Competent person/self-certification schemes or other defined non-notifiable work*).

Reduced charges may be made in relation to individually assessed charges when a notification is made in accordance with Regulation 20A(4) of the Building Regulations , (*i.e. where, for the purpose of achieving compliance with Requirement E1 of the Principal Regulations, design details approved by Robust Details Limited have been used*).

The Local Authority shall make a reduction in a standard or individually determined charge when Chargeable Advice has been given before receipt of an application or notice for proposed Building Work, which is likely to result in less time being taken by the Local Authority to perform the Chargeable Function for that work.

A reduction may be applied when it is intended to carry out additional Building Work on a Dwelling at the same time that any of the fixed charges are applied. This will be determined by the Building Control Manager with the permission of the Head of the Building Control Service. Alternatively, the charge may be individually determined, with the agreement of the applicant.

Where, in accordance with Regulation 7(5)(i) of the charges regulations, one application or building notice is in respect of two or more Buildings, or building works all of which are substantially the same as each other, a reduction of the standard plan /Building Notice / Inspection charge may be made.

Where in accordance with Regulation 7(5)(j) of the Charges Regulations an application or Building Notice is in respect of Building Work which is substantially the same as Building Work in respect of which plans have previously been deposited or building works inspected by this authority within the preceding 3 years, a reduction for the plan / Building Notice charge may be made.

Reductions up to 25% are determined by the Building Control Manager and agreed by the Head of the Building Control Service. Reductions greater than 25% are determined by the Building Control Manager and agreed by the Director of Finance and the relevant Cabinet Portfolio Holder.

REFUNDS AND SUPPLEMENTARY CHARGES

If the basis on which the charge has been set or determined changes, the Local Authority will refund or request a supplementary charge and provide a written statement setting out the basis of the refund/supplementary charge, and also state how this has been calculated. In the calculation of refunds/supplementary charges no account shall be taken of the first hour of an officer's time.

Where for any reason the Council does not give notice of passing or rejection of plans within the period required by section 16 of the Building Act 1984 (as amended), any plan charge paid will be refunded.

There is no entitlement to a refund of any regularisation charge paid, particularly if the Council cannot determine what work is required to comply with the relevant requirements.

NON-PAYMENT OF CHARGES

Your attention is drawn to Regulation 8(2) of the Charges Regulations, which explains that plans are not treated as being deposited for the purposes of section 16 of the Building Act 1984 or Building Notices given unless the Council has received the correct charge. In other words,

relevant timescales do not start until the agreed payment has been made. The debt recovery service of this authority will also pursue any non-payment of a charge.

COMPLAINTS ABOUT CHARGES

Complaints about the level of charges should initially be raised with the Building Control Service Manager. The Council has a comprehensive complaint handling process. If your complaint is not satisfactorily responded to by the officer concerned, details of how to resolve your complaint is available on request and can be viewed on the Council's web site - www.hillingdon.gov.uk.

TRANSITIONAL PROVISIONS

The London Borough of Hillingdon Building Regulation Scheme of Charges No. 4 2009, will continue to apply to Building Work within the area of the London Borough of Hillingdon in relation to building work for which plans were first deposited, a building notice given, a reversion charge becoming payable, or a regularisation application made, between 1st September 2006 and 31st March 2009 (inclusive).

The London Borough of Hillingdon Building Regulation Scheme of Charges No.5, 2009, will continue to apply to Building Work within the area of the London Borough of Hillingdon in relation to Building Work for which plans were first deposited, a building notice given, a reversion charge becoming payable, or a regularisation application made, between 1st April 2009 and 30th September 2010 (inclusive).

STANDARD CHARGES

Standard charges includes works of drainage in connection with the erection or extension of a Building or Buildings, even where those works are commenced in advance of the plans for the Building(s) being deposited.

These standard charges have been set by the Local Authority on the basis that the Building Work does not consist of, or include, innovative or high risk construction techniques (details available from the authority) and/or the duration of the Building Work from commencement to completion does not exceed 12 months.

The charges have also been set on the basis that the design and Building Work is undertaken by a person or company that is competent to carry out the design and Building Work referred to in the standard charges tables that they are undertaking. If not, the work may incur supplementary charges.

If Chargeable Advice has been given in respect of any of the work detailed in these tables and this is likely to result in less time being taken by the authority then a reduction to the standard charge will be made.

Plan and Inspection Charges

The plan charge and inspection charge are listed in the following tables.

Building Notice Charge

Where Building Work is of a relatively minor nature, the Building Notice charge is the same as the total plan and inspection charge. In relation to more complex work, the time to carry out the

building regulation function may be higher resulting in a higher charge for using the Building Notice procedure.

Reversion Charge

These charges will be individually determined.

Regularisation Charge

The charge is listed in the following tables.

FURTHER INFORMATION:

Further information and advice concerning building regulation charges and the London Borough of Hillingdon Charges Scheme, can be obtained from:

London Borough of Hillingdon

Building Control

Civic Centre

High Street

Uxbridge

Middlesex

UB8 1UW

Tel: 01895 250804/05/06

E-mail: bcontrol@hillingdon.gov.uk

Signed _____ Dated: ____/____/____

Jean Palmer

Corporate Director – Planning, Environment & Community Services

SCHEDULE OF FEES

Project Category	£
Domestic Charges	
Domestic Extension	
Extensions less than 40m ²	505
Extensions between 40 & 60m ²	505
Extensions more than 60m ² (up to 100m ²)	606
Extensions & loft conversions – with the following other works within the existing house - Installation of new WC / shower / bath or basin within existing room	
Extensions less than 40m ²	505
Extensions between 40 & 60m ²	505
Extensions more than 60m ² (up to 100m ²)	606
Other Domestic Buildings	
Detached Garage/Carport or attached Conservatory	
Floor area less than 40m ²	404
More than 40m ²	606
Insulated detached building e.g. store/ gym / playroom	
Floor area less than 40m ²	404
More than 40m ² (up to 100m ²)	606
Other works to single Dwellings	
Installation of new WC / shower / bath or basin within existing room	202
Formation of new WC / shower room / bathroom	202
Removal of chimney breast(s)	202
Formation of a structural opening in a wall e.g. a simple through lounge	202
Formation of a structural opening in a wall with removal of chimney breast(s) e.g. a simple through lounge	303
Formation of a structural opening in a wall requiring new foundations, piers, columns etc.	303
Formation of a structural opening in a wall requiring new foundations, piers, columns etc. with removal of chimney breast(s)	303
Replacement of roof weathering (flat & pitched)	202
Underpinning up to 6m	404
Replacement or installation of 5 or fewer new windows / rooflights	202
(Re-)plastering or (re-)rendering to external wall (at least half of room in extent) (up to 50m ²)	101
Electrical wiring (up to 4 bed Dwelling - 12 circuits)	303

Conversion work	
Attached / detached garage to habitable use	404
Conservatory to habitable use (e.g. conservatory)	404
Conversion of existing building into 5 or fewer self-contained flats	606
Conversion of one flat / house into two	606
Erection of new houses & flats	
1 new house	505
2 new houses	606
3 new houses	707
4 new houses	808
More than 5 new houses (up to 10)	1,010
Up to 5 Flats	707
More than 5 flats (up to 10)	909
Commercial Charges	
Shops & offices	
Small extensions –only (Internal floor areas)	
Less than 40m ²	505
Between 40m ² & 60m ²	606
More than 60m ² (up to 100m ²)	808
	0
Detached shed or covered yard	0
Less than 40m ²	404
More than 40m ² (up to 100m ²)	606
New shop front (up to 10m)	202
Installation of ATM to existing shop front	101
Installation of new roof light / smoke vents to existing roof (up to 5)	202
Fitting out works including WC's, staff kitchen etc	
Up to 500m ²	303
More than 500m ²	404
Formation of staff kitchen (up to 10m ²)	202
Formation of commercial kitchen	303
Formation of structural opening (1 opening)	202
Formation of structural openings (up to 5 openings)	303
Formation of new WC / shower room / bathroom fit out	202
Installation of new WC / shower / bath or basin within existing room fit out	101
New Partitions to form office / room(s) in existing building (up to 10m in length) fit out	202
New Air-conditioning installation	101
New emergency lighting / smoke detection (up to 500m ²)	101
New suspended ceilings (up to 500m ²)	101
Replacement fire doors to corridor or stairs (up to 5 doors)	101

General to all commercial	
New mezzanine floor	
Up to 500m ²	303
More than 500m ² (up to 1000m)	404
Replacement roof covering (flat or pitched roof) (up to 500m ²)	202
Underpinning (up to 10m run in wall length)	606
New wall / partition (up to 10m in length)	202
Replacement or installation of 5 or fewer new windows / roof lights	202
Other Commercial	
Factory	
Warehouses (up to 1000m ²)	404
Schools	2,020
Assembly Buildings	2,020
Commercial	2,020
Public houses	2,020
Hotels	2,020
Hospitals	2,020

Charges quoted are exclusive of VAT

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