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Cabinet

Date: **THURSDAY, 29 MARCH 2012**

Time: **7.00 PM**

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

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

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Councillors in the Cabinet:

Ray Puddifoot (Chairman)
Leader of the Council

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

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Health & Housing

Henry Higgins
Culture, Sport & Leisure

Douglas Mills
Improvement, Partnerships & Community Safety

Scott Seaman-Digby
Co-ordination & Central Services

Published: Wednesday, 21 March 2012

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18 Any other items the Chairman agrees are relevant or urgent

Minutes

Cabinet
Thursday, 16 February 2012
Meeting held at Committee Room 6 - Civic Centre, High Street, Uxbridge, UB8 1UW

Published on: 17 February 2012
Come into effect on: 24 February 2012

Cabinet Members Present:
Ray Puddifoot (Chairman)
David Simmonds (Vice-Chairman)
Jonathan Bianco
Keith Burrows
Philip Corthorne
Douglas Mills
Scott Seaman-Digby

Members also Present:
George Cooper
Brian Crowe
Peter Kemp
Mo Khursheed
Edward Lavery
Richard Mills
Brian Stead
Michael White

489. APOLOGIES FOR ABSENCE

Cllr Higgins sent his apologies for the meeting.

490. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Cllr Ray Puddifoot declared a personal interest in Item 15 (minute 503) as Chief Executive of The Magdi Yacoub Institute and remained in the room during discussion and voting on the item.

Cllr Douglas Mills declared a personal interest in Item 6 (minute 494) on High Speed 2 and remained in the room during discussion and voting on the item.

Cllr Douglas Mills declared a personal interest in Item 15 (minute 503) due to a connection with a voluntary organisation in receipt of discretionary rate relief and remained in the room during discussion and voting on the item.

Cllr Douglas Mills declared a personal interest in Item 7 (minute 495) as a Governor of Ruislip High School and Sacred Heart Primary School and remained in the room during discussion and voting on the item.

Cllr Douglas Mills declared a personal interest in Item 5 (minute 493) as a Governor of Ruislip High School and remained in the room during discussion and voting on the item.

Cllr Richard Mills declared a personal interest in Item 6 (minute 494) on High Speed 2 and remained in the room during discussion and voting on the item.

Cllr Richard Mills declared a personal interest in Item 15 (minute 503) due to a connection with a voluntary organisation in receipt of discretionary rate relief and remained in the room during discussion and voting on the item.

Cllr Philip Corthorne declared a personal interest in Item 15 (minute 503) due to a connection with the Sacred Heart Scout and Guide Groups in receipt of discretionary rate relief and remained in the room during discussion and voting on the item.

Cllr George Cooper declared a personal interest in Item 7 (minute 495) as a Governor of St Mary's Primary School and remained in the room during discussion and voting on the item.

Cllr Scott Seaman-Digby declared a personal interest in Item 15 (minute 503) due to a connection with a voluntary organisation in receipt of discretionary rate relief and remained in the room during discussion and voting on the item.

491. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the last Cabinet meeting held on 26 January 2012 were agreed as a correct record.

492. 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

493. MONTH 9 2011/12 REVENUE AND CAPITAL MONITORING REPORT

RESOLVED:

That Cabinet:

1. **Note the forecast budget position for revenue and capital as at Month 9;**
2. **Note the treasury Month 9 update at Appendix B;**
3. **Approve the retaining of agency staff as detailed in Appendix C;**
4. **Approve the use of Schools Urgent Building Condition Works capital budget to fund critical boiler works at Ruislip High School;**
5. **Approve the award of shop front grants from Town Centre Initiatives capital budgets**

Reasons for decision

Cabinet received an update on the Council's strong financial position and made a number of necessary decisions in relation to agency staff, urgent school building works and grants to shop fronts.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Central Services

494. THE COUNCIL'S BUDGET: GENERAL FUND REVENUE BUDGET AND CAPITAL PROGRAMME 2012/13

RESOLVED:

That Cabinet approves for recommendation to Council:

1. **The General Fund revenue budget proposals for 2012/13 summarised at Appendix 1, including the detailed budget changes contained at Appendices 2 to 6;**

2. **The proposed fees and charges included at Appendix 7;**

3. **The capital programme set out at Appendix 8;**

4. **The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2012/13 to 2013/15 as detailed in Appendix 10;**

5. **The proposed London Borough of Hillingdon Pay Policy Statement for 2012/13 set out at Appendix 11;**

6. **That it resolves that Cabinet may utilise the general reserves or balances during the MTFF financial years 2012/13 to 2014/15 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules).**

7. **That Cabinet notes the Chief Finance Officer's comments regarding his responsibilities under the Local Government Act 2003.**

Reasons for decision

Cabinet considered its budget proposals and budget strategy for 2012/13 and beyond for approval by full Council which would deliver a zero increase in Council

Tax for the fourth successive year for all residents and for the sixth year for the over 65's. Cabinet welcomed that the proposed budget also provided for additional growth in front-line services.

Cabinet noted that the main challenge in delivering a balanced budget for 2012/13 was the development of significant savings of around £17.7m, on top of the £26.2m that had already been delivered in 2011/12. It was welcomed that such savings had been identified through a rigorous focus on efficiencies across the Council as part of the Business Improvement Delivery Programme, to focus resources on front-line services.

Despite the savings required, Cabinet outlined a number of priority growth areas to support the delivery of their objectives for the Borough. These included further investment in road and pavement maintenance, extended library opening hours and an expansion of support for the voluntary sector.

Each of the service Policy Overview Committees referred their comments on the draft budget to the Corporate Services and Partnerships Policy Overview Committee on 6 February 2012. Cabinet welcomed the Committees' endorsement of the budget proposals.

Cabinet then recommended their budget proposals to full Council on 23 February 2012 in order to formally set the General Fund revenue budget, capital programme and Council Tax for the 2010/11 financial year. In doing so, Cabinet requested that the recent £2.7m announcement by the Mayor of London to revitalise Town Centres in the Borough should also be noted.

Alternative options considered and rejected

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

Officers to action:

Paul Whaymand, Chief Finance Officer, Central Services

495. SCHOOLS BUDGET 2012/13

RESOLVED:

That Cabinet:

1. **Agrees that the total Schools Budget for 2012/13 will be equal to the total of the Dedicated Schools Grant (as set out in paragraph 28) and Pupil Premium Grant (where the rate is set out in paragraph 26, but the final total figure is still to be released) provided to the Council.**

2. **Approve the proposed changes to the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 11 to 24.**
3. **Approves the proposal to introduce a Transitional Funding Arrangement of +/- 1.5% over a period of two years, where the full implications will be realised in the third year.**

Reasons for decision

As the local decision-making body for school funding, Cabinet agreed the arrangements to ensure that indicative and final 2012-13 budgets for schools were in place. Cabinet noted that the Council had consulted schools and the School Forum on a range of financial matters prior to making its decision.

In making its decision, Cabinet was made aware of representations that had been received since the Schools Forum had last met regarding transitional funding arrangements. Cabinet indicated that it would be willing to ask the Schools Forum to consider these at its next meeting, and if requested Cabinet stated that it would be willing to consider a revised Schools Budget at its next meeting in March.

Alternative options considered and rejected

Cabinet could have not agreed some or all of the proposals for increased centrally retained expenditure, contrary to the School Forum's advice.

Officer to action:

Peter Malewicz, Planning, Environment, Education and Community Services

496. HOUSING REVENUE ACCOUNT & RENT SETTING 2012/13

RESOLVED:

That Cabinet approve for recommendation to Council:

1. **To note this report as an update on the Self-financing implementation for the HRA in line with the requirements of the 2011 Localism Act;**
2. **To use formula rents under the DCLG rent restructure policy to calculate HRA dwelling rents for 2012/2013**;
3. **To agree the average HRA rents, charges and allowances for 2012/13 as set out in Tables A to D of this report;**
4. **To agree the HRA Budget for 2012/13 as set out in Appendix 1 of this report;**
5. **To instruct officers to bring forward a long term strategy and 30 year business plan for the HRA.**

That Cabinet approves:

6. **The proposed programme for works to the existing stock in 2012/13 - plus any additional budget from self financing be approved – as set out in Appendix 4 of this report**

Reasons for decision

Cabinet gave approval to the proposed HRA rents, service charges and allowances for 2012/2013 for recommendation to full Council on 23rd February 2012.

Alternative options considered and rejected

Cabinet could have amended the proposals in respect of charges and noted that such amendments or additions would have to ensure any that service charges levied covered the cost of providing services.

Officer to action:

Neil Subbings / Maqsood Sheikh, Social Care, Health and Housing

497. EASTCOTE HOUSE BUILDINGS AND GARDENS: HERITAGE LOTTERY FUND STAGE 2 BID

RESOLVED:

That the Cabinet:

1). Authorises a Part 2 Application to the Heritage Lottery Fund (HLF) for the refurbishment, conversion and extension of the listed buildings, and the upgrading and interpreting of the park at Eastcote House Gardens, for community and educational use and;

2). Delegates authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services to proceed with and accept tenders for the necessary consultants, and commissioning a Construction Design and Management (CDM) co-ordinator to advise on site safety, as set out in the Stage 1 Bid.

3. Authorise the sum of £15,000 from the Priority Growth Budget for preliminary investigations and urgent works to the listed buildings.

Reasons for decision

Cabinet welcomed the Heritage Lottery Fund's acceptance of the Council's Stage 1 bid for the project at Eastcote House Gardens and its grant to progress the scheme to the second stage. Cabinet gave its authorisation to develop the project in detail for

submission at Stage 2, to go out to tender for the necessary consultants and release funds for urgent building works.

Alternative options considered and rejected

Cabinet could have decided not to proceed with the project, which would have put at risk the buildings and structures, leaving them to fall into disrepair and become a health and safety hazard.

Officer to action:

Charmian Baker –
Planning, Environment, Education and Community Services

498. ACCEPTANCE OF DEPARTMENT OF HEALTH FUNDING AND SUPPORTED HOUSING

RESOLVED:

That the Cabinet:

1) **Agrees to accept the grant from the Department of Health.**
2) **Agrees that 5 units of local authority or Housing Association stock will be offered to households with symptomatic HIV.**
3) **Agrees that £210,000 of the grant be used to enable the sale of Tasman House to provide 14 units of supported housing for adults with mental illness.**
4) **Agrees that the grant is used for affordable housing.**
5) **Delegates authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services, to agree how the remainder of the grant can be used to enable affordable housing on a site by site basis.**

Reasons for decision

Cabinet agreed to accept grant funding from the Department for Health to further its affordable housing provision in the Borough, whilst at the same time it was noted that the existing build programme would allow for improved support for those with symptomatic HIV. Cabinet made the necessary decisions to progress the use of the grant.

Alternative options considered and rejected

Cabinet could have decided to refuse the grant or use it as specified by the Department of Health, but it was noted that the previous ring-fencing of the grant had been removed.

Officer to action:

Julie Markwell – Planning, Environment, Education and Community Services

499. GIFT FUNDING FOR PLANNING FUNCTIONS: FORMER EMI SITE, HAYES

RESOLVED:

That Cabinet accepts the offer of a gift from Purplexed in accordance with the provisions of Section 93 of the Local Government Act 2003.

Reasons for decision

Cabinet agreed to receive a small amount of monies to assist with the development of the former EMI site in Hayes. Cabinet felt it justifiable for the developer to contribute to the public cost of carrying out its planning functions.

Alternative options considered and rejected

Cabinet could have refused the gift, which would have not been in the best interests of the local communities, tax-payers or the Council.

Officer to action:

James Rodger –
Planning, Environment, Education and Community Services

500. HIGHROVE POOL REFURBISHMENT: OUTCOME OF THE SECOND STAGE TENDER PROCESS

RESOLVED:

That Cabinet notes the outcome of the second stage tender clarification period and agrees to:

1. **Award the contract in the sum of £4,529,233.20 to refurbish Highgrove Pool to Volker Fitzpatrick Limited**

2. **Delegate authority to the Deputy Chief Executive and Corporate Director Planning Environment Education & Community Services to agree a reduced scope of works in consultation with the Leader of the Council and relevant Cabinet Members by selecting one or more of the value engineering options presented in the body of the report so that the project is within an acceptable budget**

3. **Increase the allocated budget from £4,100,000 to £5,050,000 to be funded by annual Leisure contract savings.**

4. **Instruct Officers to enter into negotiations with GLL to mitigate the level of compensation being sought for loss of income by the leisure management operator for the extended closure period required to refurbish Highgrove Pool.**

5. **Release £4,500,000, subject to approval of the increase in budget, in order to progress with the refurbishment of Highgrove Pool**

Reasons for decision

Cabinet made a number of decisions to progress the modernisation of Highgrove Pool to meet the needs of Borough residents in the 21st century and to align the facility with the newly developed Hillingdon Sports & Leisure Complex and the Botwell Sports & Leisure Centre. Cabinet awarded the necessary building contract following a robust procurement exercise.

Alternative options considered and rejected

Cabinet could have decided to modify the refurbishment of the Pool, to appoint another contractor, re-tender or abort the project.

Officers to action:

Mohamed Bhimani and Philip Ross
Planning, Environment, Education & 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.

501. APPLICATION TO STOP UP ADOPTED HIGHWAYS LAND AT WARLEY ROAD, HAYES

RESOLVED:

That Cabinet, having taken in account the legal tests and relevant considerations set out in the report, does not support the application to stop up the adopted public highway.

Reasons for decision

Cabinet carefully considered the legal framework and relevant considerations in deciding what steps to take in relation to the application submitted pursuant to section 117 of the Highways Act 1980.

Cabinet agreed, having taken into account the legal tests, that it did not support the application to stop up the adopted public highway and that the area of land should therefore be returned to its original amenity use by residents and the general public.

Alternative options considered and rejected

Cabinet could have decided to support the application, having taken into account the legal tests and relevant considerations set out in the report.

Officer to action:

John Fern – Planning, Environment, Education and Community Services

Exempt Information

This report was included in Part II as it contained information relating to an individual and 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 paragraphs 1&3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

502. AWARD OF BROADBAND AND INTERNET SERVICE PROVISION CONTRACT

RESOLVED:

That Cabinet agrees:

1. **To the award of a 4 year contract with Virgin Media subject to satisfactory negotiations being concluded based on the Westminster call off contract and the start of the contract to be effective from 1st July 2012 and;**

2. **To delegate authority to the Cabinet Members for Finance, Property and Business Services & Co-ordination and Central Service, in conjunction with the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services, to authorise a Single Tender Acton until 30th June 2013 for these services in the event that a satisfactory contract cannot be negotiated by 15th May 2012.**

Reasons for decision

Cabinet noted that the current corporate broadband contract would end in 2012 and following a robust procurement and market testing exercise, it agreed to award a new contract to ensure flexibility in broadband services and support the model of delivery identified through the Google desktop project.

Alternative options considered and rejected

Cabinet could have sought an alternative supplier independent of the framework agreement, but this would not have provided value for money.

Officer to action:

Steve Palmer – Planning, Environment, Education and Communtiy 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.

503. NATIONAL NON-DOMESTIC RATES - GUIDELINES FOR GRANTING DISCRETIONARY RATE RELIEF

RESOLVED:

That the Cabinet:

1. **Agree new guidelines contained in the report for granting Discretionary Rate Relief from 1st April 2013 as set out in Appendix 2.**

2. **Withdraw the exempt nature of the Discretionary Rate Relief Guidelines in Appendix 2 for public information.**

Reasons for decision

Cabinet approved the amendment of current guidelines for granting Discretionary Rate Relief for National Non-Domestic Rates (NNDR), which had been in operation since 1996 so they would be fit for purpose in future decisions to grant rate relief. Cabinet noted that the new guidelines reflected the growth in the charity and "not for profit" sector and the requirement for value for money for any "investment" in the form of relief that the Council makes on their behalf.

Alternative options considered and rejected

Cabinet could have decided to keep the current scheme, which had become outdated.

Officer to action:

Rob Smith, Central Services

Exempt Information

This report was included in Part II as it contained information likely to reveal the identity of an individual and 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 paragraphs 2&3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

504. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7:40pm

IMPORTANT INFORMATION

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny fully endorsed all of Cabinet's decisions.

Decisions on Item 6 (minute 494) and Item 8 (minute 496) in relation to the Council's Budget and Housing Revenue Account are recommended to full Council for approval on 23rd February 2012. These decisions therefore come into immediate effect.

The remaining decisions made by the Cabinet will come into effect from 5pm, Friday 24 February 2012.

TOWARDS A COMMUNITY INFRASTRUCTURE LEVY FOR HILLINGDON

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	James Gleave: Planning, Environment, Education and Community Services.
Papers with report	Appendix 1: Hillingdon's Community Infrastructure Levy Preliminary Draft Charging Schedule Appendix 2: Hillingdon's Draft Supplementary Planning Document: Planning Obligations

HEADLINE INFORMATION

Purpose of report	This report provides information to Cabinet on the introduction of Hillingdon's borough- wide Community Infrastructure Levy (CIL) and the revised Draft Planning Obligations Supplementary Planning Document (SPD). Approval is sought to issue the revised draft Planning Obligations SPD and the CIL Preliminary Draft Charging Schedule for consultation purposes.
Contribution to our plans and strategies	None
Financial Cost	The Planning Obligations SPD would be used as a basis to collect contributions for affordable housing, employment and training and other site specific infrastructure provision. Income from the Community Infrastructure Levy would be used to fund general infrastructure provision associated with incremental growth in the borough. Different uses will be subject to different CIL charges. Hillingdon would charge a 5% administration fee on all CIL contributions.
Relevant Policy Overview Committee	Residents' and Environmental Services Policy Overview Committee
Ward(s) affected	All

RECOMMENDATION

That the Cabinet:

1. **Notes the content of the Draft Planning Obligations SPD and the Preliminary Draft Charging Schedule.**

2. **Authorises officers to undertake public consultation on the Draft Planning Obligations Supplementary Planning Document and Preliminary Draft Charging schedule.**

3. **Instructs officers to report back to a future meeting of Cabinet on the outcome of the public consultation.**

4. **Grants delegated authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, to make any minor editing and textual changes to both documents, before they are formally published for public consultation.**

SUPPORTING INFORMATION

Reasons for Recommendation

In April 2011, Cabinet instructed officers to prepare draft proposals for a Community Infrastructure Levy for Hillingdon and agreed to grant delegated authority to appoint a consultant(s) to the value of £80,000 to undertake the relevant technical work. This included the preparation of a Preliminary Draft Charging Schedule (PDCS) and the accompanying economic viability assessment to inform and progress matters. Furthermore, officers were instructed to report back to Cabinet on the findings of the work, to agree a Preliminary Draft Charging Schedule for consultation and an appropriate means of collecting, spending and monitoring the proposed CIL.

In September 2011, Cabinet Member approval was given to appoint URS Scott Wilson and CBRE to prepare the Preliminary Draft Charging Schedule and the associated viability assessment. This work is now completed and subject to Cabinet approval, the Preliminary Draft Charging Schedule can be issued for public consultation.

The introduction of CIL will result in significant changes to the operation of S106 procedures. The two processes are intrinsically linked and it is considered prudent to twin track the production of a revised S106 SPD with the introduction of CIL across the borough. Further information on how the two processes will operate together is contained in this report.

Alternative Options Considered

The Cabinet may decide not to approve the Preliminary Draft Charging Schedule and Draft Planning Obligations SPD for public consultation. Given the Government's proposals to introduce the CIL and to reduce the scope of Planning Obligations, this option would not be in the best interests of the Borough.

Alternatively Cabinet may request officers to make significant changes to the documents for subsequent approval prior to public consultation.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting information

Background

1. The background to this work relates to:
    - the Government's wider proposals for the introduction of CIL;
    - the introduction of the Mayoral CIL to fund Crossrail; and
    - changes to the Planning Obligations procedures.

What is the Community Infrastructure Levy?

2. The Community Infrastructure Levy (CIL) came into force in April 2010. It allows local authorities in England and Wales to raise funds from developers undertaking new building projects in their area. CIL will apply to all new developments that are 100 sq m or over (net additional internal floorspace) or developments comprising one dwelling or more. This would include developments within airport boundaries. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.

3. CIL is set by "charging authorities". A local planning authority is the charging authority for its area. In the case of London, the Mayor of London is a charging authority for Greater London in addition to the individual boroughs, which results in London being subject to a two tier system. Authorities wishing to charge the levy must produce a Charging Schedule setting out proposed rates. The schedule constitutes a legal document and rates should strike an appropriate balance between the desirability of funding infrastructure and the potential effects on the economic viability of development. As part of the production of the schedule, authorities will be required to provide evidence to an independent examiner that this balance has been struck.

4. The responsibility to pay the levy runs with the ownership of land on which the liable development will be situated. The levy's charges will become due from the date that a chargeable development is commenced. When planning permission is granted, the collecting authority will issue a liability notice setting out the amount of the levy that will be due for payment when development is commenced.

5. The levy is intended to provide infrastructure to support the development of an area rather than to make individual planning applications acceptable in planning terms. It does not apply to affordable housing provision and there may still be some site specific impact mitigation requirements without which a development should not be granted planning permission. These would continue to be dealt with through Planning Obligations.

Planning Obligations and CIL

6. From 6 April 2014, or after the adoption of the borough wide CIL there will be restrictions on the use of planning obligations to fund infrastructure provision. Specifically, pooled contributions may be sought from up to five separate planning obligations for an item of infrastructure that is not locally intended to be funded by the levy.

7. For items that are not defined as infrastructure within the CIL Regulations and therefore not capable of being funded by the levy, such as affordable housing and employment training, there are no restrictions in terms of the numbers of obligations that may be pooled, but they must have regard to the wider policies set out in Circular 5/05 Planning Obligations. As such, the process of collecting Planning Obligations for employment and training contributions will remain largely unchanged.

Update on the Mayor's CIL

8. The Mayor is introducing his own CIL to contribute £300 million towards the cost of Crossrail. Boroughs have been divided into three broad charging bands (£20psm, £35psm and £50psm) and will be responsible for collecting the charge and then passing it back to the Mayor. From 1st April 2012 development in Hillingdon will be subject to the £35 charging band. This has been taken into account when setting Hillingdon's own CIL and is explained in later sections of this report. All rates referred to in this report are exclusive of the Mayoral CIL.

9. There is a likelihood that the Mayor will seek to introduce additional CILs to fund future items of strategic infrastructure. In these circumstances, the Mayor would be required to take account of existing borough wide CIL's when setting charging rates. The implementation of a borough-wide CIL will therefore help to justify a lower charging rate should future Mayoral CILs come forward.

Hillingdon's own CIL

10. URS Scott Wilson and CBRE have progressed two strands of work as a basis for the introduction of Hillingdon's own CIL; updating Hillingdon's Strategic Infrastructure Plan (SIP) and preparing a draft schedule of CIL rates for consultation.

Updating Hillingdon's Strategic Infrastructure Plan

11. The starting point for the Preliminary Draft Charging Schedule is Hillingdon's Core Strategy, which outlines planned growth in the borough and includes provision for approximately 6,500 new homes by 2026. The Strategic Infrastructure Plan (SIP) has been prepared by officers as a key piece of supporting evidence for the Core Strategy and demonstrates that there is sufficient infrastructure coming forward to support growth.

12. In order to justify the introduction of a CIL it is necessary to demonstrate a 'funding gap' between the cost of infrastructure provision and committed funding. URS has updated the SIP and the expected cost of infrastructure provision in the borough over the period of the Core Strategy is summarised in Table A.

Table A: Estimated Infrastructure Requirements and Cost to 2026

Infrastructure Element	Required Infrastructure Schemes	Cost (£millions)	Delivery Bodies
Transport	LIP Schemes including public transport and road and street improvement schemes	18.3	LB Hillingdon, TfL,
Utilities	2 Primary sub stations, 300 sub stations, Water pipe leakage repair scheme, Water infrastructure to meet need demand, Additional Waste facilities	23.0	Utilities Providers, LB Hillingdon
Health	2 new centralised health centres at Hayes and Yiewsley, 7 to 10 new GPs surgeries	3.3	Hillingdon PCT, NHS
Education	2 to 4 Primary Schools, 1 Secondary School	127.9	LB Hillingdon
Leisure	Additional child play space, swimming pool, sports halls and library space	13.3	LB Hillingdon
Other Community Infrastructure	No other community infrastructure requirement identified	0.0	LB Hillingdon

13. Identified infrastructure funding is shown in the Council's Capital Programme. Currently there is approximately £66.7m of funding identified to meet Hillingdon's future infrastructure needs. This includes £6.3m for transport improvements, £55.9m for primary school provision and £4.5m for other community infrastructure. If this identified funding is taken away from total infrastructure costs in Table A it leaves a funding gap of approximately £120m. This means that the CIL is justified and the Council can progress the production of a Preliminary Draft Charging Schedule.

Preliminary Draft Charging Schedule

14. This Preliminary Draft Charging Schedule is the first stage in the implementation of CIL in Hillingdon and sets out proposed rates at which new development will be charged in pounds per square metre. It is proposed that the document would be issued for a consultation period of 6 weeks to provide an opportunity for residents and businesses to comment on the proposals.

15. In accordance with Government guidance, proposed CIL rates have been established through a comparison of Residual Land Values (RLV) from a series of development scenarios and benchmarking these against indicative Existing Use Values (EUV). The analysis is also supported by a broad property market review and research for the borough. The aim of this process is to establish the level at which CIL could be charged without making development economically unviable, across a range of uses and locations in the borough. It should be emphasised that this is a borough-wide study and the conclusions cannot be used to assess the viability of specific sites.

How will CIL be charged in Hillingdon?

16. CIL can be charged in a number of ways. The London Borough of Redbridge has implemented a flat rate of £70 per square metre for all new development. A further option is to charge different rates in different sub regions. In order to support such an approach it is necessary to demonstrate a clear distinction between land values in different parts of the borough.

17. CBRE did not find sufficient evidence to justify charging CIL by sub-area and it is therefore proposed to implement the charge at different rates for different uses as follows:

Table B: Schedule of Proposed CIL Rates

Use Type	Proposed CIL Rate (per sq. m)
Large format retail 1,000sq. m+(A1-A5)	£215
Offices (B1)	£35
Hotels (C1)	£40
Residential Dwelling Houses (C3)	£95
Industrial (B8)	£5
Sui Generis	£35
All other uses	£0

18. The income the Council will receive from CIL is difficult to predict as it is linked to development commencements, which do not correlate particularly well with planning consents. Table C uses the rates in Table B and completions data from 2008/09, 2009/10 and 2010/11 to provide a broad estimate of the income the Council might have received during these years through CIL. A comparison is shown with Section 106 receipts for these years:

Table C: Comparison of CIL and S106 income

Year	2008/09	2009/10	2010/11
S106 Income (£)	2,207,691	4,171,502	3,304,000
CIL income (£)	11,532,630	7,436,955	3,474,415

Striking an appropriate balance

19. Government guidance states that charging authorities should use an area-based approach, which involves a broad test of viability across their area, as the evidence base to underpin their charge. Charging authorities should take a strategic view across their area and should not focus on the potential implications of setting a CIL for individual development sites. CIL Regulation 14 contained in the Community Infrastructure Regulations 2010 recognises that the introduction of CIL may put some potential development sites at risk. It is for charging authorities to decide what CIL rate sets an appropriate balance between the need to fund infrastructure and the potential implications for the economic viability of development across their area.

20. CBRE's viability evidence has been prepared to follow this aspect of the guidance and concludes that the proposed rates should not affect viability at a borough-wide level. The evidence reflects the conclusions of Regulation 14 in that:

'*The Council will need to form a view on – the scale of the charge to meet infrastructure needs versus its potential impact on achieving economic development in the borough. Possibly some developments may find it financially challenging to meet the charge, but collectively the charging level at a borough wide basis brings greater benefits to outweigh any potential losses.'*

21. It is clear therefore that whilst CIL has the potential to generate revenue for the Council, there may be some specific sites where the addition of the CIL tips the balance of viability. In order for development to proceed on these sites the cost of the CIL may need to be recovered or offset. There are a number of ways that this can be done. At the recent London Plan EiP the Chief Planning Inspector Keith Holland indicated that developers may be required to accept less profit in these circumstances. Alternatively, the cost of CIL may be met by a reduction in Section 106 contributions for affordable housing.

22. Specific queries have been raised regarding the impact of CIL on regeneration initiatives in certain parts of the borough and whether its implementation will encourage developer to landbank sites or favour areas with a lower CIL rates. There are a number of aspects to this issue:

a) CIL represents a significant opportunity for the Council to provide more infrastructure across the borough. The presence or improvement of infrastructure is an important prerequisite to regeneration.

b) It should be emphasised that CIL will only relate to the aspects of regeneration that involve a net increase in development. Developers are primarily driven by the availability of suitable sites and the need to meet a market demand. Alternative locations are only considered where these criteria can be met, regardless of CIL.

c) There will be winners and losers from the introduction CIL. Some will benefit in terms of a reduction in contributions in comparison with S106, others will be subject to higher level of contributions.

d) A primary consideration for developers is the sale or rental value of a particular scheme. Whilst CIL may be lower in adjoining boroughs, it may not be possible for a developer to obtain the same percentage return due to lower land values.

e) As a development cost, CIL represents a small proportion of the overall return on a particular development scheme. For example, CIL payments for an 80 sqm residential unit charged at the proposed rate of £95 psm would be subject to a CIL contribution £7,600. Assuming an average house price of £260,000, this represents 2.9% of the overall unit cost.

f) CIL is only likely to affect regeneration initiatives where it tips the balance of viability and where a developer has an alternative and equally suitable site that delivers an equal level of return. Sites that deliver a better level of return are likely to be preferable, regardless of CIL.

23. In conclusion, the evidence indicates that the proposed CIL rates in Table C will not have an adverse effect on the viability of development at a borough wide level. There may be some site specific instances where the viability of development is affected or Section 106 contributions for items such as affordable housing will be

introduced. However, it should be emphasised that this report seeks approval to proceed with the first stage of consultation on the proposals. This process will provide an opportunity to discuss the results of the viability work and the proposed charging rates with a range of internal and external stakeholders, which will help to reduce any uncertainties regarding the introduction of CIL in the borough.

The Section 106 SPD

24. Nothwithstanding the restrictions on the use of Planning Obligations government guidance states that they still have a legitimate role to mitigate site specific consequences of development. Whilst CIL and S106 can operate together, developers should not be 'double changed, for the same item of infrastructure. As a general rule, CIL will be used to fund infrastructure provision generated as a result of incremental growth. In accordance with Government guidance it is proposed that Planning Obligations will continue to be used to provide site specific mitigation for particular development proposals and items that do not meet the definition of infrastructure, such as employment and training provision.

25. Hillingdon's current Planning Obligations SPD was produced in July 2008 and has formed a good basis for securing developer contributions since this time. The document is being updated to reflect the introduction of CIL and subsequent legislative changes that affect the use of Planning Obligations.

26. A revised draft of the Planning Obligations SPD is attached as Appendix 2 of this of this report. This section highlights the proposed changes to the SPD including the chapters to be retained with minor changes, those that are proposed to be removed from the SPD and those that will be amended to explain how planning obligations and CIL will operate alongside each other.

Chapters of the SPD to be retained with minor amendments

27. **Affordable Housing:** CIL payments cannot be used to fund affordable housing provision. The Affordable Housing chapter of the SPD has been updated through discussion with the Council's Development Team to ensure it is consistent with current legislation and guidance. In particular reference is now made to Affordable Rented tenure as a form of social rented provision. Overall the chapter remains largely unchanged.

28. **Employment and Training:** Planning Obligations will continue to be used to fund items that are not defined as 'infrastructure', such as employment and training provision. Subject to minor updates agreed with the Council's Corporate Policy team, the Employment and Training Chapter of the SPD remains largely unchanged.

29. **Transportation, Noise, Air Quality:** The 2008 SPD contains sections on contributions to mitigate transportation, noise and air quality impacts. Planning Obligations are currently used to mitigate site specific transportation impacts and to provide more general improvements to the transport network across the borough. It is proposed that the Council will continue to seek on-site transport mitigation and the provision of Green Travel Plans through Planning Obligations. Given the potential future limitations in the use of Planning Obligations it is suggested that 'off site' improvements to the transport network should be funded through the CIL.

30. Contributions for noise and air quality mitigation do not relate to items of infrastructure and are unsuitable for CIL funding. It is recommended that they remain in the Planning Obligations SPD. This section has been reviewed by the Council's Environmental Protection Unit (EPU) and subject to minor textual, will remain largely unchanged.

Chapters to be deleted from the SPD

31. **Healthcare and Education:** The chapters on healthcare and education provision in the 2008 SPD provide a formula based approach to calculate contributions towards the provision of such facilities. This approach has worked well in recent years as the majority of development schemes have provided these planning obligations in the form a commuted sum, rather than as direct provision of on-site facilities. Given future restrictions on the use of Planning Obligations, it is considered that health and education facilities should be funded through CIL. Accordingly, these chapters are not carried forward in to the revised SPD.

Amendments to explain the joint operation of Planning Obligations and CIL

32. There are some items where CIL and S106 will operate alongside each other. In these instances, CIL will be used to support the development of an area and infrastructure arising from incremental off-site growth. However, planning obligations will continue to be used to provide site specific mitigation requirements which are necessary to overcome planning objections. This approach has been applied to the following chapters of the emerging SPD in Appendix 2:

- **Chapter 7: Open Space Provision:** Planning obligations will be used to address the need for site specific open space or play space provision and/or to mitigate against losses directly resulting from new development. Generally however off site provision will be funded through CIL.
- **Chapter 12: Environmental Impacts**: Specific improvements will be sought to address site specific bio-diversity impacts, matters that relate to land contamination, recycling or waste management issues and flooding concerns.
- **Chapter 10: Community Safety in the public realm:** Planning obligations will continue to secure site specific community safety enhancements, such as CCTV schemes that are necessary to ensure a safe and sustainable environment.

33. Unlike the CIL, Planning Obligations will continue to be subject to viability testing and negotiated on a site by site basis. Whilst the scope of planning obligations as a means of overcoming planning objections will reduce with the introduction of CIL, it will continue to be an important mechanism to deliver infrastructure across the borough. A revised Planning Obligations SPD is therefore essential to ensure the delivery of on-site mitigation measures across the borough.

<u>Conclusion</u>

34. In conclusion it is considered that:

- Given that after April 2014 there will be limitations on the use of Planning Obligations to fund infrastructure provision, it is necessary to introduce CIL as an

alternative source of income to ensure that infrastructure continues to be provided for the benefit of local residents.

- The proposed CIL rates have been subject to detailed testing and are not considered to have an adverse affect on viability or regeneration across the borough. There will continue to be opportunities and consultation to test that this is indeed the case.
- The proposed CIL has the potential to raise more income than S106 contributions.
- The introduction of a borough-wide CIL will help to justify a lower charging rate for future Mayoral CILs.
- Planning Obligations will not disappear completely and will continue to be used for on-site provision of infrastructure. It is therefore necessary to prepare a revised Planning Obligations SPD, which will be consulted on at the same time as the CIL Charging Schedule.
- Affordable housing provision and employment and training provision will continue to be provide through Planning Obligations.
- Cabinet approval is therefore requested to issue the Preliminary Draft Charging Schedule for consultation. Officers will report back on the outcome of this process with further information on next steps.

Next Steps

35. Subject to the receiving Cabinet approval, the Preliminary Draft Charging Schedule will be issued for a 6 week consultation period. This process is likely to involve one or more forums with developers and other key stakeholders to disucss the impact of the CIL on economic viability within the borough. The document will come back to Cabinet to seek approval for a further statutory consultation period. Following this second period of consultation and prior to the adoption of the Charging Schedule it will be subject to a process of public examination by an independent planning inspector. Assuming the first and second phase consultations run to plan this is expected to take place at the end of 2012/ beginning of 2013. If this timetable is met the draft charging schedule will be published and operational in the spring of 2013.

Financial Implications

36. The report outlines the process by which a proposed set of CIL rates have been calculated which are shown in table B above, and these will be subject to a public consultation process.

37. An estimate on past performance has been calculated in table C to give an idea of potential CIL receipts based on completions data. Although past data is not necessarily a reliable guide to future performance, it does clearly demonstrate an increase in potential resource above what has been chargeable by S106 alone. The actual total value of the levy derivable from this proposed CIL rate is not knowable in advance as it is dependent on actual development that occurs. The report also outlines the work done by the consultants to assess the economic viability, with the objective of producing a proposal that minimises potential loss of development with maximum levy receipts.

38. The CIL is also a cash payment, payable on commencement of the development; this differs from S106 which can be a payment in kind through the provision of infrastructure as well as a cash payment. The CIL scheme also allows for 5% retention of the levy for the resource of administration costs of collection.

39. The additional CIL receipts over and above the level of receipts from the S106 contributions will provide a beneficial financing resource for the Councils capital programme, combined with the greater flexibility of its application to a wider range of infrastructure schemes across the whole of the Borough.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

Consultation Carried Out or Required

As part of the preparation of this paper, internal discussions have been held with the Council's Housing Supply Team, Corporate Finance and Corporate Policy.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and confirms that there are no immediate financial implications arising from its recommendations. However, the introduction of a Community Infrastructure Levy (CIL) will represent a significant new income stream for the authority with associated wide ranging financial implications.

In establishing the validity of implementing the CIL in Hillingdon, this report notes the existence of a £66.7m funding gap arising from new development in the borough on the basis of planned investment over the period 2012/13 – 2014/15. Under current budgetary arrangements this gap is supported through use of Capital Receipts and Prudential Borrowing, ultimately impacting upon residents through Council Tax.

As a capital funding stream CIL will offer greater flexibility than existing Section 106 contributions and provide a more sustainable mechanism for supporting on-going Programmes of Works, reducing but not eliminating the reliance on achieving Capital Receipts to deliver these works.

Although CIL represents a funding stream for such investment, the impact of the levy on development activity within Hillingdon will need to be considered given both the Council's wider responsibility to encourage economic growth and the impact such growth would have on the Council's finances. Local Economic growth would lead to increased tax receipts through both a larger Council Tax base and the retention of growth in business rates. Additionally it would have the advantages of reducing expenditure by creating local employment opportunities taking local people of benefits and so reducing demand for services provided by the Council.

Current indications are that costs associated with the administration of CIL will be supported through the 5% administration fee noted in this report and will not require the identification of resources to fund such costs.

Legal Comments

The Planning Act 2008 established powers for charging authorities (in this case the Council) to create a Community Infrastructure Levy. The Community Infrastructure Levy Regulations 2010 set out the mechanisms allowing the Council to introduce a community infrastructure levy and came into effect in April 2010.

The 2010 Regulations allow a charging authority to levy a charge on the owners or developers of land that is developed so that they contribute to the costs of providing the infrastructure needed to support the development of the area. The regulations set a mechanism for setting and collecting the levy and place limitations on the use of planning obligations. The 2010 Regulations do not require a local planning authority to adopt a CIL for its area and a local planning authority may chose to continue to rely on planning obligations to provide necessary infrastructure. However post 6 April 2014 the Council's ability to rely on planning obligations will be limited as the 2010 Regulations scale back the use of planning obligations as explained in this report.

Corporate Landlord

As with privately owned land and buildings, it is likely that the CIL will have some impact on land values, at least in the short term until the market evens out. This will have an affect on the value of sites the Council wishes to dispose of. However, at a borough-wide level and based on evidence in the consultant's report, CIL is considered to be affordable and should not affect the viability of development.

BACKGROUND PAPERS
Hillingdon's Community Infrastructure Levy – viability study, March 2012

URS

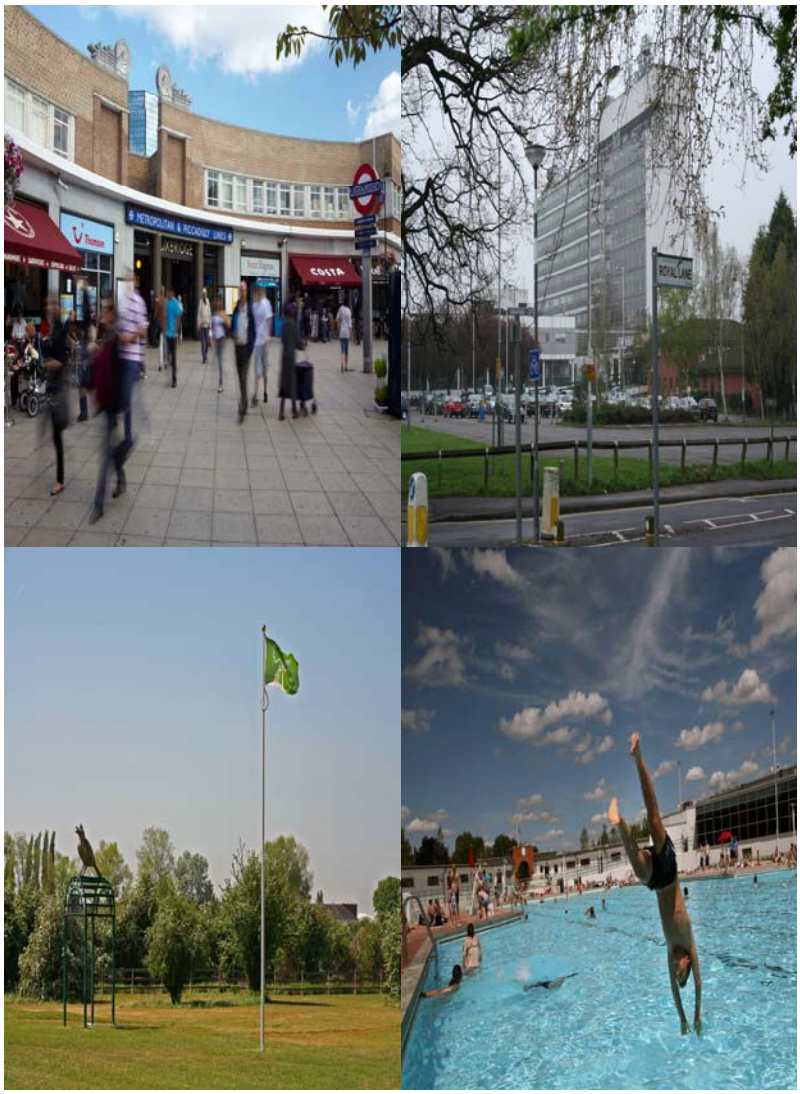
CBRE
CB RICHARD ELLIS

London Borough of Hillingdon

Community Infrastructure Levy

Preliminary Draft Charging Schedule

March 2012



REVISION SCHEDULE					
Rev	**Date**	**Details**	**Prepared by**	**Reviewed by**	**Approved by**
1	January 2012	Draft Report	George Whalley Project Manager	Rory Brooke Project Director	Rory Brooke
			Justin Carty (CBRE)	Malcolm Hewines (CBRE)	Malcolm Hewines
2	March 2012	Draft Report	George Whalley Project Manager	Rory Brooke Project Director	Rory Brooke
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The methodology adopted and the sources of information used by URS in providing its services are outlined in this Report. The work described in this Report was undertaken between **20 January 22012** and **05 March 2012** and is based on the conditions encountered and the information available during the said period of time. The scope of this Report and the services are accordingly factually limited by these circumstances.

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[Unless otherwise stated in this Report, the assessments made assume that the sites and facilities will continue to be used for their current purpose without significant changes.]

[Where field investigations are carried out, these have been restricted to a level of detail required to meet the stated objectives of the services. The results of any measurements taken may vary spatially or with time and further confirmatory measurements should be made after any significant delay in issuing this Report.]

[Costs may vary outside the ranges quoted. Whilst cost estimates are provided for individual issues in this Report these are based upon information at the time which can be incomplete. Cost estimates for such issues may therefore vary from those provided. Where costs are supplied, these estimates should be considered in aggregate only. No reliance should be made in relation to any division of aggregate costs, including in relation to any issue, site or other subdivision.]

[No allowance has been made for changes in prices or exchange rates or changes in any other conditions which may result in price fluctuations in the future. Where assessments of works or costs necessary to achieve compliance have been made, these are based upon measures which, in URS' experience, could normally be negotiated with the relevant authorities under present legislation and enforcement practice, assuming a pro-active and reasonable approach by site management.]

[Forecast cost estimates do not include such costs associated with any negotiations, appeals or other non-technical actions associated with the agreement on measures to meet the requirements of the authorities, nor are potential business loss and interruption costs considered that may be incurred as part of any technical measures.]

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1 INTRODUCTION

1.1 Introduction

The Community Infrastructure Levy (CIL) came into force in April 2010. It allows local authorities in England and Wales to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.

This Preliminary Draft Charging Schedule is the first stage in the implementation of CIL in Hillingdon and sets out proposed rates at which new development will be charged in pounds per square metre. The document is to be issued for a consultation period of 6 weeks to provide an opportunity for residents and businesses to comment on the proposals. This is not only opportunity for comment and further stages of consultation are outlined in section 4, Next Steps.

Two pieces of evidence are required to justify the introduction of CIL; evidence of an infrastructure funding gap and evidence that the proposed CIL rates will not affect the overall viability of development in Hillingdon.

To meet this requirement; an estimated infrastructure funding gap of approximately £120m has been identified through a robust process of infrastructure planning. This funding gap could at least partly be met through CIL. Secondly, the proposed schedule of CIL rates shown at Table 3.1 have been subject to a rigorous process of testing to assess the impact of proposed levy on the viability of development across the borough. Both these pieces of evidence are further explained throughout this paper. The viability assessment is summarised in more detail at **Appendix A**.

1.2 CIL and the Core Strategy

CIL will help to fund infrastructure provision and achieve the objectives of Hillingdon's Core Strategy, which identifies expected housing and employment growth in the borough up to 2026. Growth in the borough will be supported by the CIL because:

- New development will provide a financial contribution towards the provision of infrastructure required to support new development and growth up to 2026.
- It is a simple, affordable fixed charge and the collection process is transparent and guided by Government regulations. This means that developers have certainty regarding what their contributions will be from the start of the development process and local residents understand how the development will contribute to their local community.
- The Council has greater flexibility to address local needs. CIL is a predictable funding stream that allows infrastructure providers to plan ahead more effectively to deliver the infrastructure that is really required in the local community
- Some of the CIL will also be passed directly to local neighborhoods so that they can decide exactly what the money should be spent on.

1.3 CIL and Section 106

Planning Obligations, or 'Section 106 Agreements' are often used to fund or provide the infrastructure necessary to support development proposals; for example where housing development generates a need for a new school. From 6th April 2014 there will be limitations

on the use of Planning Obligations to fund infrastructure provision and the CIL is being introduced in Hillingdon as an alternative funding mechanism to address this issue. It should be noted that Planning Obligations will continue to be used to provide affordable housing and some site specific infrastructure provision. The Council is updating its Planning Obligations Supplementary Planning Document (SPD) to provide more detail on how this system will continue to operate alongside the CIL.

1.4 Deciding the CIL Rate

The CIL will be set at a rate that strikes an appropriate balance between the delivery of local infrastructure and the potential effects of the charge on the viability of development.

The CIL rate will be expressed as a £ per sq. m charge. It will be fixed when planning permission is granted by the Council but will not be paid until the construction of the development starts. In special circumstances there are provisions for the CIL to be paid in instalments or 'in kind'. CIL will apply to all new developments in Hillingdon that are 100 sq. m or over (net additional internal floor space) or developments comprising one dwelling or more. This will include development within airport boundaries (Northolt and Heathrow).

1.5 The Mayoral CIL

The Mayor is introducing his own CIL to contribute £300 million towards the cost of Crossrail. Boroughs have been divided into three broad charging bands (£20psm, £35psm and £50psm) and will be responsible for collecting the charge and then passing it back to the Mayor. From 1st April 2012 development in Hillingdon will be subject to the £35 charging band. This has been taken into account when setting Hillingdon's own CIL and is explained in later sections of this document. All rates shown in this document are exclusive of the Mayoral CIL.

2 EVIDENCE TO JUSTIFY THE CIL

2.1 Introduction

The starting point for the Preliminary Draft Charging Schedule is Hillingdon's Core Strategy, which outlines planned growth in the borough and includes provision for approximately 6,500 new homes by 2026. The Strategic Infrastructure Plan (SIP) has been prepared as a key piece of supporting evidence for the Core Strategy and demonstrates there is sufficient infrastructure coming forward to support growth. The evidence required to support the Preliminary Draft Charging Schedule builds on the SIP and it includes the following:

- **Evidence of an infrastructure funding gap:** Evidence of the total infrastructure funding gap that the CIL is intended to support, having taken account of the other sources of available funding. The process of establishing the funding gap is further explained in section 2.3.

- **Viability Assessment:** This demonstrates that the proposed CIL rates strike an appropriate balance between helping to meet the infrastructure funding gap and the potential effects of the charge on development viability across the borough. Further information on the assessment of economic viability is contained in Section 2.3 of this document.

2.2 Establishing a Funding Gap

In order to correspond to the principles of Government guidance on developer contributions, it is important that developments only pay the CIL to mitigate infrastructure need arising as a result of new development. They should not be liable for any existing un-met need or where there is spare capacity within existing infrastructure. For example, if there are spare school places or vacant hospital wards.

Building on the SIP, the cost of infrastructure required to support core strategy growth was established through discussions with infrastructure providers and cost estimates. Further information on the costing process can be found in the SIP. **Table 2.1** summarises the infrastructure requirements and associated costs of provision to meet Hillingdon's needs to 2026 as established by the SIP:

TABLE 2.1: HILLINGDON ESTIMATED INFRASTRUCTURE REQUIREMENTS TO 2026			
Infrastructure Element	**Required Infrastructure Schemes**	**Cost (£millions)**	**Delivery Bodies**
Transport	LIP Schemes including public transport and road and street improvement schemes	18.3	LB Hillingdon, TfL,
Utilities	2 Primary sub stations, 300 sub stations, Water pipe leakage repair scheme, Water infrastructure to meet need demand, Additional Waste facilities	23.0	Utilities Providers, LB Hillingdon
Health	2 new centralised health centres at Hayes and Yiewsley, 7 to 10 new GPs surgeries	3.3	Hillingdon PCT, NHS
Education	2 to 4 Primary Schools, 1 Secondary School	127.9	LB Hillingdon
Leisure	Additional child play space, swimming pool, sports halls and library space	13.3	LB Hillingdon
Other Community Infrastructure	No other community infrastructure requirement identified	0.0	LB Hillingdon
Total		**192.5**	

Source: LB Hillingdon SIP (2011)

The total identified infrastructure need based on consultation with infrastructure providers is approximately £190m. However, another key principle of CIL is that existing funding should be taken account of before establishing the total infrastructure funding gap that CIL could at least partly help to meet. Identified infrastructure funding is shown in the Council's Capital Programme. Currently there is approximately £66.7m of funding identified to meet Hillingdon's future infrastructure needs. This includes £6.3m for transport improvements, £55.9m for primary school places and £4.5m for other community infrastructure. If this identified funding is taken away from the total infrastructure costs it leaves a funding gap of approximately £120m. This means that the CIL is justified and will be an important funding source to help ensure that there is sufficient infrastructure to meet the needs generated by future growth in the borough.

2.3 Economic Viability

As per Government guidance the proposed CIL rates have been established through an assessment of economic viability. The purpose of this work was to assess the level of CIL that can be supported without making schemes economically unviable, across a range of uses and locations in the borough.

The principal approach to the viability study relied on comparing Residual Land Values (RLV) from a series of development scenarios, and benchmarking these against indicative Existing Use Values (EUV). The analysis was supported by a broad property market review and research for the borough. Comparable sites from within the borough were also used to test the output of this work. Further detail on the viability assessment is given at **Appendix A**.

It must be fully recognised that the approach to these appraisals was undertaken at a relatively high level, and not on a case by case site specific basis. A summary of key

conclusions from the viability assessment is given below for the different use classes. It should be noted that the rates outlined exclude the Mayor's CIL of £35 per sq. m for Hillingdon unless explicitly stated.

Retail, restaurants and service outlets open to the public (A1-5): The viability analysis showed that CIL impacts on retail schemes differently dependent upon size and location. In light of this the Council proposes to charge different rates dependent upon size and location. A CIL rate of £215 per sq. m is proposed in addition to the Mayor's proposed CIL, for all retail units with a gross floor area of 1,000 sq. m or more outside designated metropolitan, town, district or local centres. Viability analysis shows that the proposed CIL rate would not have a negative impact on the viability of retail schemes under most circumstances where the units are located outside the aforementioned areas and are larger than 1,000 sq. m. For schemes with less than 1,000sq. m of floor space and schemes located within designated metropolitan, town, district or local centres the council proposes a £0 per sq. m rate and therefore no further CIL charge beyond the Mayor's proposed charge.

Offices, (B1): The viability assessment shows that the proposed CIL rate will not unduly impact on the viability of developing offices within the borough. The Council proposes a £35 per sq. m CIL charge for this use type, in addition to the Mayor's proposed CIL.

Industry and warehousing (B8): The viability assessment shows that this use type is able to support a CIL charge of £5 per sq. m. in addition to the Mayor's proposed CIL.

Hotels (C1): The Council recognises that viability varies in individual cases depending on hotel location and type. The viability work shows that hotels are likely to be able to support a £40 per sq. m CIL contribution under most circumstances in addition to the Mayor's proposed CIL.

Residential Institutions (C2): Evidence suggests these uses are not able to support CIL given their built form, including a requirement for communal areas and with the value generated not being sufficient to support additional costs. The Council therefore proposes a £0 per sq. m rate and therefore no further CIL beyond the Mayor's proposed charge.

Dwelling Houses and HMOs (C3 & C4): The viability assessment shows that residential developments are likely to be able to support a CIL contribution in most cases across the borough. The Council proposes to set CIL of £95 per sq. m for qualifying development falling within this use class, in addition to the Mayor's proposed CIL.

Non-residential Institutions (D1): The use class D1 non-residential institutions encompasses uses such as clinics, health centres, crèches, day nurseries, schools, art galleries, libraries, museums, church halls and law courts. The Council does not propose to charge CIL on these uses beyond the Mayor's proposed CIL.

Assembly and Leisure (D2): The Council recognises that leisure and assembly uses are wide ranging. The viability work shows that these uses are generally unable to bear the cost of CIL although the Council recognises that viability will vary from scheme to scheme. The Council proposes a £0 per sq. m rate charge above the Mayor's proposed CIL.

Sui Generis: All other uses that do not fit within other categorise are legally referred to as sui generis. The Council considers it appropriate to charge CIL on sui generis development at a rate of £35 per sq. m throughout the borough, in addition to the Mayor's proposed CIL.

3 PROPOSED CIL RATE

In light of the evidence presented in Section 2 above, the Council proposes the following CIL rate(s):

TABLE 3.1: SCHEDULE OF PROPOSED CIL RATES*

Use Type	Proposed CIL Rate (per sq. m)
Large format retail 1,000 sq. m+(A1-A5)	£215
Offices (B1)	£35
Hotels (C1)	£40
Residential Dwelling Houses (C3)	£95
Industrial (B8)	£5
Sui Generis	£35

*Note that the rates in Table 3.1 exclude the Mayoral CIL Contribution

Formula for Calculating the Chargeable Amount

The formula for calculating the chargeable amount is set out in full in Part 5 of the Community Infrastructure Regulations 2010 (The Regulations). The following is from the regulations:

1 The collecting authority must calculate the amount of CIL payable ("chargeable amount") in respect of a chargeable development in accordance with this regulation

2 The chargeable amount is an amount equal to the aggregate of the amounts of CIL chargeable at each of the relevant rates.

3 But where that amount is less than £50 the chargeable amount is deemed to be zero.

4 The relevant rates are the rates at which CIL is chargeable in respect of the chargeable development taken from the charging schedules which are in effect:

(a) at the time planning permission first permits the chargeable development; and

(b) in the area in which the chargeable development will be situated.

5 The amount of CIL chargeable at a given relevant rate (R) must be calculated by applying the following formula—

$$\frac{R \times A \times IP}{Ic}$$

Where -

A = the deemed net area chargeable at rate R;

IP = the index figure for the year in which planning permission was granted; and

Ic = the index figure for the year in which the charging schedule containing rate R took effect.

6 The value of A in paragraph (5) must be calculated by applying the following formula—

$$\frac{CR \times (C - E)}{C}$$

where—

Cr = the gross internal area of the part of the chargeable development chargeable at rate R, less an amount equal to the aggregate of the gross internal area of all buildings (excluding any new build) on completion of the chargeable development which _

(a) on the day planning permission first permits the chargeable development, are situated on the relevant land and in lawful use;

(b) will be part of the chargeable development on completion ;and

(c) will be chargeable at rate R

7 The index referred to in paragraph (5) is the national All-in Tender Price

Index published from time to time by the Building Cost Information Service of the Royal Institution of Chartered Surveyors; and the figure for a given year is the figure for 1st November of the preceding year.
8 But in the event that the All-in Tender Price Index ceases to be published, the index referred to above is the retail prices index; and the figure for a given year is the figure for November of the preceding year.
9 Where the collecting authority does not have sufficient information, or information of sufficient quality, to enable it to establish –
(a) the gross internal area of a building situated on the relevant land; or
(b) whether a building is situated on the relevant land is in lawful use, the collecting authority may deem the gross internal area of the building to be zero
10 For the purposes of this regulation a building is in use if a part of that building has been in use for a continuous period of at least six months within the period of 12 months ending on the day planning permission first permits the chargeable development.
11 In this regulation "building" does not include—
(a) a building into which people do not normally go;
(b) a building into which people go only intermittently for the purpose of maintaining or inspecting machinery; or
(c) a building for which planning permission was granted for a limited period.

3.1 Chargeable Development, Exemptions & Relief

The Regulations exempt all development under 100 sq. m (unless it is a new dwelling house, in other words a house or flat) as well as development for charitable purposes.
The Regulations allow relief for parts of a development to be used for social housing (in proportion to the amount of social housing provided). The formula for calculating relief is set out in full in Part 6 of the Regulations.
The Council is not proposing to offer exemptions or relief beyond that which is set out as a statutory requirement in the Regulations 2010.

3.2 The Mayor's CIL

The Mayor of London will implement a CIL levy to help pay for Crossrail from spring 2012. He has proposed a single charge for Hillingdon at £35 per sq. m for all eligible development (note that the Mayor is not currently proposing to charge CIL on buildings that are to be used for educational or health purposes). The Council will be required to collect CIL on behalf of the Mayor, although the Mayor will be responsible for allocating the income from his CIL. This charging schedule sets out Hillingdon's CIL rates, which are inclusive of the Mayor's proposed CIL unless explicitly stated.

4 NEXT STEPS

4.1 Consultation Timetable

In accordance with the Government's CIL Regulations the Council will undertake two rounds of consultation on the proposed charging schedule. The first stage relates to this document, the Preliminary Draft Charging Schedule. Once the public comments have been considered the Council will undertake a further round of consultation on a 'Draft Charging Schedule'. The final stage in the production of the Charging Schedule prior to publication is the Public Examination chaired by an independent Planning Inspector.

The full proposed programme, including target consultation dates is shown in Table 4.1 below:

TABLE 4.1: PROPOSED CONSULTATION TIMETABLE

Step	Date	Action
Step 1	April 2012:	Cabinet approval for first round of consultation
Step 2	September 2012:	Second round of consultation
Step 3	November 2012:	Examination
Step 4	March 2013	Adoption of CIL
Step 5	March 2013	Removal of S106 provisions

4.2 Responding to the Consultation

Responses to this Preliminary Draft Charging Schedule can be made:

- **Online** – www.hillingdon.gov.uk under Have your say
- **By Post** – Writing to Planning Information Services: Civic Centre, High Street, Uxbridge, UB8 1UW

Relevant documents can be viewed at the following locations:

- Hayes One Stop Shop: 49-51 Station Road, Hayes, UB3 4BE
- All Hillingdon Libraries. Full details of library opening times are available at http://www.hillingdon.gov.uk/index.jsp?articleid=11625

5 APPENDIX A – VIABILITY ASSESSMENT

5.1 Viability

CBRE has been commissioned as part of a team led by URS Scott Wilson to assist in the preparation of the Community Infrastructure Levy (CIL) draft charging schedule for London Borough of Hillingdon (LBH) in accordance with Regulation 14 of the CIL Regulations April 2010 (as amended). A key focus of the study was to assess the level of CIL that can be supported without making schemes economically unviable, across a range of uses and locations in the borough.

The principal approach to the study relies on comparing Residual Land Values (RLV) from a series of development scenarios, and benchmarking these against indicative Existing Use Values (EUV). Our analysis is also supported by a broad property market review and research for the borough. Comparable sites from within the borough are also used to test the output of this work.

It must be fully recognised that the approach to these appraisals is at relatively high level, and not undertaken on a case by case site specific basis. Individual sites are of course unique, with differing opportunities and constraints. In turn these have differing revenue and cost profiles which in adopting broad assumptions do not reflect individual nuances. Therefore, the outputs of this exercise must be considered as a high level guide to likely scheme viability and recognised as having its limitations.

5.2 Residual Land Values and Benchmarking

The Residual Land Value (RLV) is a key output in assessing if a scheme is viable. Generally, only commercially driven schemes which produce a positive RLV will proceed to delivery. A scheme exhibiting a negative RLV infers it less likely to be delivered unless there is available funding to bridge any finance gap, or perhaps there are special circumstances.
In simple terms the calculation assessing a Residual Land Value is as follows:

Gross Development Value less Development Costs (inc. developer's profit)

= Residual Land Value

In terms of benchmarking the Residual Land Value against the EUV, this is as follows:

Residual Land Value less EUV land value (plus premium – see below)

= potential margin for CIL

Existing Use Values are the current investment profile of a site (i.e. the current rent capitalised by an appropriate yield). Existing Use Values can vary significantly. According to the Council's Affordable Housing Economic Viability Assessment Study agricultural land is around £7,200 per hectare. Other uses can however, be much more valuable. Capital values of existing office sites, for example, can easily command values far in excess of £10m per hectare. The property market review found that existing use values in Hillingdon generally range from £2m to £4m per hectare and this has been the main focus of for the viability testing. The study also looked at higher existing use values and assessed the impact that CIL could have, which is consistent with other CIL viability studies that have been undertaken.

5.3 Setting the Charge

Through analysis of the outputs of the viability analysis, recommendations are made to possible potential CIL rates that could be sought.

5.4 Viability Appraisal Findings

Residential (C3)

At a 35% affordable housing allocation, and set against the mid EUV, almost all categories in the middle and higher value residential bands show reasonable or good degrees of potential viability (sales price of £3,770 per sq. m: £350+ per sq ft). At the lower EUV then almost all lower density development shows prospects of being viable. Scenarios showing a reduction in the amount of affordable housing illustrate that almost all housing developments have good prospects, albeit accepting that there may need to be some flex in affordable housing provision. The one position which remains stubbornly unviable is very high density development (200 dwellings per hectare) in low value areas.

5.5 Commercial Uses

Retail (A1)

The retail analysis has been subdivided into three categories. This reflects the evidence gathered at a local level, knowledge of the wider market as well as the Valuation Office Agency assessment of values. The scenario testing considers the following three formats:

A - Large format retail (A1 - say 1,000+ sq. m gross)

B - Foodstores (A1 - say 1,000+ sq. m gross)

C - Unit retail (A1-A5 less than 1,000 sq. m gross)

Unit retail can be a particularly challenging area to assess for scheme viability. Retail valuations often look toward zoning of centres as a way of assessing value. As centres become smaller however, then it can often revert back to a per sq ft basis. In other places too, turnover rents are becoming more common. In Hillingdon Borough, there is a diverse range of centres commanding a very wide range of rental tones. The three scenarios tested are intended to capture the broad tenet of values that could be achieved in a range of possible local district and metropolitan centres (Uxbridge).

The results show that unit retail development under all scenarios is only likely to be viable when it achieves a high rental tone. This output accords with our general knowledge of the viability of retail development, especially in lower value areas (say £50-£60 Zone A). Even at the upper end of higher value centres, the costs of land assembly and the complexity involved with bringing forward schemes can make them challenging in viability terms too. Indeed, benchmarking its likely viability may be better suited to examination against higher EUV. Town centre regeneration schemes were a major casualty in the last recession.

Whilst unit retail was found to generally be unviable the results of the testing for large format retail and Foodstores showed these uses to be more viable and capable of supporting a CIL charge. Based on the analysis, a range of £200 - £300 per sq. m could be sustained, providing a midpoint charge of £250 per sq. m. This rate includes the Mayoral CIL charge of £35 per sq. m of new development.

Offices (B1(a))

Office development scenarios show variable degrees of viability. They show some potential for contributing toward CIL at mid and higher rental assumptions, when considered against the

mid EUV values. When compared to the low EUV values then all rental scenarios appear to have good viability prospects.

The evidence gathered points toward two areas commanding the best rents. These are around Heathrow and Uxbridge town centre. Possibly, a charging schedule could be segmented to capture these two areas. Good rental levels can however be achieved outside these areas, Therefore, a single lower flat charge might be more suitable and to ensure a good balance is struck between delivery and viability, with this less complex to justify and administer.

There must also be some caution regarding the scope to maximise value through achieving high plot ratios – and then having the ability to let this space. The recommendation is therefore that a range of £60 - £80 per sq. m be considered, with the midpoint being £70 per sq. m. This rate includes the Mayoral CIL charge of £35 per sq. m of new development.

Industrial/Warehousing (B8)

Generally, the results show that when benchmarked against the low EUV this type of development could support a CIL charge. Heathrow and the surrounding area is acknowledged to be one of the UK's premier, if not the prime, distribution area for this type of development. It is assumed that this type of development will be more prevalent on lower value land will and the viability analysis demonstrates that this use type could support a CIL charge of £40 per sq. m when benchmarked against the low EUV. This rate includes the Mayoral CIL charge of £35 per sq. m of new development.

Hotel (C1)

As with the other commercial uses, hotels are tested against three differing rental scenarios. The findings show that when benchmarked against the mid EUV mid and high rental value hotels would have the capacity to contribute to CIL. Set against the lower EUV benchmark, the evidence suggests that all scenarios would still have at least a reasonable prospect of being economically viable and contribute to the charge.

There is no compelling evidence to segment the hotel market into differing geographical areas in Hillingdon. While anecdotally, there is a view that higher room rates might be achieved around Heathrow no firm evidence has been sourced to confirm this.

On that basis a single rate charge is proposed in the range of £35 - £110 per sq. m with the charge set at £75 per sq. m. This rate includes the Mayoral CIL charge of £35 per sq. m of new development.

Leisure (D2)

The leisure scenario looks at three rental tones, based on a typical fitness centre or bowling alley user. The results clearly show that under all three scenarios leisure is not a particularly viable proposition. Even when benchmarked against the low EUV then none of the rental scenarios suggests a strong prospect of being economically viable. The recommendation is therefore that a nil (£0) charge can be levied on this type of use over and above the Mayor's proposed yield.

5.6 Other Uses

The Community Infrastructure Levy covers all development uses; a very wide ranging spectrum. To provide a wider assessment of viability, an analysis of other potential uses has been considered. These have been selected for their potential likelihood to come forward in

the borough, in terms of the developments types seen here and generally elsewhere in the UK. The approach to this analysis takes a more straightforward approach to analysing the economic prospects for each of these uses. In simple terms, build costs are considered against each uses potential capital values. The uses tested on this basis are:-

D1 Non-residential institutions - Clinics, health centres, crèches, day nurseries and day centres.

D2 Assembly and leisure - Cinemas, music and concert halls, bingo and dance halls.

On the basis outlined above all of the uses considered here do not appear to show good signs of being sufficiently viable to support a charge. On this basis we recommend that the Council should consider a zero rate for these uses over and above the Mayor's CIL.

There are of course other uses which could be considered. Educational developments, for example, could be considered. It is felt however, that there is limited evidence on which to base any formal economic appraisal, and that in all likelihood, may not be income generating educational uses, and therefore unlikely to command a CIL charge. Equally, there are a range of uses under Use Class D1, which are mostly public sector buildings and would not be expected to be profitable developments.

Care homes (Use Class C2) are a further development use which potentially could be considered for charging CIL against. Like other less common uses, the difficulty is however limited evidence on which to base robust analysis. Our view is that they would economically perform at a low density of development – in an area with more questionable viability for housing. They also tend to have lower gross to net internal ratios, making development more costly.

Sui Generis

This covers a very broad range of uses and as such the viability could vary accordingly. To capture Sui Generis uses the council proposes a modest CIL charge of £70 per sq. m. This rate includes the Mayoral CIL charge of £35 per sq. m of new development.

5.7 Conclusions

In arriving at our conclusions the strategic nature of this study must be recognised. The viability assessments are based on a series of hypothetical scenarios. The outputs therefore must be considered as guides. The appraisals are highly sensitive to change in their inputs, and cannot be expected to deal with all site specific matters. Even so the research seeks to find a reasonable balance between the need to raise contributions against stifling economic development.

Based on the economic viability analysis there are a number of development uses identified which could potentially contribute to the Community Infrastructure Levy. These are:

- Large Format Retail (A1) – foodstores and retail park developments, for example
- Offices B1(a)
- Industrial (B8)
- Hotels (C1)
- Residential (C3)
- Sui Generis

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London Borough of Hillingdon

DRAFT SUPPLEMENTARY PLANNING DOCUMENT
PLANNING OBLIGATIONS

March 2012

LDF Team
Planning, Environment, Education and Community Services
London Borough of Hillingdon

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1. INTRODUCTION

1.1 This Supplementary Planning Document (SPD) provides guidance on the use of planning obligations in Hillingdon, for all those involved in the submission and determination of planning applications. The document provides greater clarity on the likely type and scale of planning obligations and seeks to establish a transparent, fair and consistent process for negotiating, securing and monitoring.

1.2 The introduction of the Planning Act 2008 will result in significant changes to the way developments contribute towards the provision of infrastructure required to support sustainable growth across the borough. From April 2014 there will be limitations on the extent to which planning obligations can be used to fund infrastructure provision. Instead, the Council will seek to secure contributions towards infrastructure provision through the imposition of a Community Infrastructure Levy (CIL), which will provide a more appropriate and flexible way of securing contributions towards infrastructure from new developments.

1.3 Despite changes to infrastructure funding regime, Planning Obligations will continue to provide a valuable means of securing site specific mitigation required to make developments acceptable in planning terms. For example, this could include ensuring that developments meet site specific open space requirements or provide sufficient levels of affordable housing. Planning Obligations can continue to meet infrastructure requirements as long as they are:

(a) necessary to make the development acceptable in planning terms;

(b) directly related to the development; and

(c) fairly and reasonably related in scale and kind to the development.

1.4 This new version of the SPD will replace the previous s106 Planning Obligations SPD published in July 2008 and explains how Planning Obligations and CIL will operate alongside each other. Table 1 summarises how CIL and S106 will be used to deliver the objectives of key policies in Hillingdon's Local Development Framework (LDF).

TABLE 1: PLANNING OBLIGATIONS GRID

Core Strategy Policy	Type of Obligation	Residential (Units)			Non Residential (sqm)		
		0-9	10-14	15+	<100	100-1000	>1000
H2	Affordable housing	x	✓	✓	x	x	x
T1	Travel plans	x	x	x	x	✓	✓
T1	Site specific transport works	✓ calculated on-site by site basis and may include travel plans for larger residential schemes					
EM8	Air quality improvements	✓ but only where there is a net increase in traffic based trips					
EM8	Noise and vibration improvements	x	x	x	Dependant on nature of scheme		
E7	Employment and training provision	x	x	x	✓	✓	✓
BE1	Community safety in the public realm	Dependant on nature of scheme					
EM7	Environmental impacts	Dependant on nature of scheme					
EM4	Open space and recreation	x	x	✓	✓	✓	✓

1.5 Further detail of how the proposed CIL will operate alongside the retained system of planning obligations is explained in this document.

1.6 It should be noted from the outset that the SPD does not attempt to specify all of the planning obligations that may be necessary to mitigate the impacts of every development. Other planning obligations may be required that are not set out in this SPD due to site specific or local circumstances. The exact type and range of planning obligations, which may be sought for an individual site, will depend upon the particular circumstances, development proposed and its impacts upon the local environment, local services and facilities.

1.7 This SPD will form part of the LDF once it is adopted, and is a material planning consideration for use in guiding and determining planning applications. In particular, this guidance is intended to supplement the policies and supporting text contained in the LDF Core Strategy.

2. LEGISLATIVE AND POLICY FRAMEWORK

2.1 There are three main mechanisms available to the Council to address the adverse impacts of development proposals and achieve environmental improvements. It is expected that the majority of proposals will be subject to one or all of the following:

Planning Conditions

2.2 In most cases a planning permission will be subject to conditions, to ensure that the proposal is implemented in accordance with development plan policies and the scheme approved by the Council. Conditions are also used as a mechanism for provision of essential on-site design requirements. They will relate solely to the development and site proposed and will be implemented in accordance with the guidance in Circular 11/95 – The Use of Conditions in Planning Permissions.

S106 agreements and S278 Agreements

2.3 Planning obligations are normally entered into under Section 106 of the Town and Country Planning Act 1990 (as amended by the Planning and Compensation Act 1991). There are exceptions to this, namely s.278 agreements under the Highways Act 1980, which relate solely to highway works and s.299 agreements that apply to Crown and Duchy land.

2.4 The legislation enables a planning obligation to be entered into either by means of a unilateral undertaking by a developer or by an agreement between a developer and a local authority. A planning obligation is a legally binding agreement or undertaking by a developer to undertake works or to meet costs in connection with their development to enable it to become acceptable in planning terms. It should be used for measures that cannot be secured by imposing a planning condition or by other statutory means. They can be positive, i.e. requiring provision of a specific benefit(s), or negative, i.e. restricting the use of land in a specific way. However it should be emphasised that the offer of contributions in themselves will not make an inherently unacceptable proposal permissible. Now will obligations be reasonable nor should they be required on what is, in planning terms, an acceptable proposal.

2.5 The 2010 CIL Regulations introduced limits on the use of planning obligations. ‘A planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:

(a) necessary to make the development acceptable in planning terms;

(b) directly related to the development; and

(c) fairly and reasonably related in scale and kind to the development.

<u>Section 278 Agreements</u>

2.6 Agreements to authorise work on the public adopted highway network are made under section 278 of the Highways Act 1980, as amended by section 23 of the New Roads and Street Works Act 1991. These agreements facilitate works that have been identified and determined as necessary for planning permission to be granted. This SPD does not specify the circumstances in which a S278 agreement will be required. Requirements for S278 agreements will be identified separately, although often alongside the negotiation of the S106 agreement.

Community Infrastructure Levy (CIL)

2.7 The Community Infrastructure Levy (CIL) was introduced by the 2008 Planning Act and came into force in April 2010 through the Community Infrastructure Levy Regulations 2010 (now amended by the Community Infrastructure Levy (Amendment) Regulations 2011 (the Regulations).

2.8 Under the provisions of these Regulations local authorities are empowered to levy a charge for new development as a contribution towards local and sub-regional infrastructure required to support new development. CIL will be levied in pounds per square metre (£/sqm) of the net additional increase in floorspace for development creating 100 sqm of gross floor space or more.

2.9 On the local adoption of the CIL Charging Schedule, the CIL Regulations will restrict the local use of planning obligations to ensure that individual developments are not charged for the same items through both planning obligations and the levy. Where a charging authority sets out that it intends to fund an item of infrastructure through CIL, then that authority cannot seek a planning obligation contribution towards the same item of infrastructure.

2.10 For the avoidance of doubt it should be noted that the CIL Regulations do not affect either Section 38 or Section 278 of the Highways Act. Highway works undertaken under these provisions will continue to operate as they do at present.

2.11 A charging authority may publish, on its website, a list of infrastructure projects or types of infrastructure that it intends will be, or may be, wholly or partly funded by the levy. If a charging authority does not publish a list, then this would be taken to mean that the authority was intending to use monies raised from the levy for any type of infrastructure capable of being funded by the levy, and consequently that authority could not seek a planning obligation contribution towards any such infrastructure.

2.12. On the local adoption of the levy or nationally after a transitional period of four years (i.e. 6 April 2014), the Regulations will restrict the local use of planning obligations for pooled contributions towards items that may be funded by the levy. Pooled contributions may be sought from up to five separate planning obligations for an item of infrastructure that is not locally intended to be funded by the levy. The limit of five applies as well to types of general infrastructure contributions, such as education and transport.

2.13 For provision that is not capable of being funded by the levy, such as affordable housing, local planning authorities are not restricted in terms of the numbers of obligations that may be pooled, but they must have regard to the wider policies set out in Circular 5/05 Planning Obligations.

2.14 On 18th November 2010, the coalition Government announced its intentions to amend the CIL Regulations to enable a proportion of CIL revenue to go to neighbourhoods and provisions for this have been made in the Localism Bill, which is currently going through parliament.

Planning Policy Statement 12: Local Spatial Planning

2.15 The Government's PPS No. 12 – Local Development Framework states:

"When it comes to an individual planning application, the adequacy of infrastructure can be a material consideration in deciding whether permission should be granted." (Para B4)

2.16 Further appropriate circumstances in which planning obligations may be sought are included in various Government Planning Policy Statements and Guidance Notes (PPGs) which are referred to in individual topic area chapters as appropriate.

The London Plan

2.17 Policy 8.2 of the London Plan (Planning Obligations) sets criteria to be taken into account in the formulation of LDF policies and the determination of planning applications. Policy 8.3 relates to the implementation of the Mayoral Community Infrastructure Levy. This mechanism has been set for each of the boroughs and will need to be taken into account as part of the policies to set borough-wide Section 106 policies.

The Mayoral CIL

2.18 The Mayor is introducing his own CIL to contribute £300 million towards the cost of Crossrail. Boroughs have been divided into three broad charging bands (£20psm, £35psm and £50psm) and will be responsible for collecting the charge and then passing it back to the Mayor. From 1st April 2012 development in Hillingdon will be subject to the £35 charging band, in addition to Hillingdon's own CIL.

Hillingdon's Sustainable Community Strategy

2.19 Hillingdon's Sustainable Community Strategy (SCS) sets out the challenges and priorities facing the borough and forms the basis of the overall Core Strategy 'Vision'. The relevant priorities for this SPD are to:

- Help people to lead healthier, independent lives

- Prevent more young people from undertaking risky behaviour
- Increase housing supply – with appropriate infrastructure
- Reduce re-offending
- Increase participation in sport and physical activity
- Maintain resident satisfaction levels
- Promote and invest in town centres
- Increase access to employment, apprenticeships and skills
- Maintain parks and green spaces
- Make it easy for residents to recycle

Hillingdon's Core Strategy

2.20 The Core Strategy is the key strategic planning document for Hillingdon and sets out a long term vision and objectives for growth in the borough between 2011 and 2026. While the Core Strategy includes broad policies for steering and shaping development, it does not set detailed guidelines for decisions about planning applications or Section 106 agreements.

2.21 The Core Strategy does however contain a range of policies related to items that will be delivered through the CIL and S106 agreements. Policies T1 (Accessible Local Destinations), T2 (Public Transport Interchanges) and T3 (North-South Sustainable Transport Links) propose measures to improve accessibility across the borough. Matters related to leisure and recreation and culture are also addressed. Policy CI1 looks specifically at community infrastructure provision and states that:

> *The Council will ensure that community and social infrastructure is provided in Hillingdon to cater for the needs of the existing community and future populations by:*
>
> - *Resisting the loss of community facilities and where the loss of these facilities is justified it will seek to ensure that the resulting development compensates these users to ensure no net loss.*
> - *Supporting the retention and enhancement of existing community facilities.*
> - *Supporting extensions to existing schools and the development of new schools and youth facilities.*
> - *Encouraging the development of multi purpose facilities that can provide a range of services and facilities to the community in one accessible location.*

- *Promoting innovation in service provision and recognising that there are a range of modes appropriate for providing for all sections of the community.*
- *Locating libraries, health facilities, police facilities, leisure facilities and community centres in town centres or other accessible locations to maximise community access, sustainable transport and build a sense of local community identity.*
- *Ensuring new facilities demonstrate how they will tackle climate change, in line with policy EM1*

Hillingdon's Unitary Development Plan

2.22 Hillingdon's Unitary Development Plan Saved Policies were adopted in 2007 and provide the current basis for planning decisions in Hillingdon. Until Hillingdon's Core Strategy is formally adopted, the following sections of the Hillingdon Unitary Development Plan 1998 Saved Policies (September 2007) will also be considered as over-arching policy:

- para. 2.76 and policy Pt 1.39 (general intentions);
- para. 4.12 and policy EC5 (to retain ecological features);
- para. 9.5 and policy R1 (recreational open space and play areas;
- para. 9.15 and policy R7 (arts, culture and entertainment facilities);
- para. 9.32 and policy R17 (recreation and community facilities);
- paras. 10.24, 10.25 and policy LE7 (industrial, warehousing and business uses);

3. GENERAL PRINCIPLES AND APPROACH

3.1 In the context of relevant legislation, Government guidance and local policies, the Council's approach to ensuring that development addresses any adverse impacts as well as contributes to the environment is as follows:

- By working with developers, the Council will seek to ensure that most design / mitigation requirements are delivered as part of the initial development proposal.
- In cases where the initial proposal does not meet the Council's objectives, planning conditions will be used to ensure that the final proposal meets such requirements.
- Where a proposal is required to deliver affordable housing, in accordance with Core Strategy Policy H2, this will be secured through S106.
- The Council will use Hillingdon's CIL to contribute towards the provision of infrastructure needed to support growth. Schemes to be funded from CIL will be published under the 'Regulation 123' list available on the Council's website.
- In such circumstances where a proposal directly necessitates the provision of infrastructure to mitigate / enable development that is not planned for delivery through Hillingdon's CIL or any other funding programme, the Council may seek a contribution through S106.

3.2 In the context of relevant legislation, Government guidance and local policies, the Council's approach to the negotiation of planning obligations is based on the following key principles:

- The S106 procedures will be operated in accordance with the fundamental principle that planning permission may not be bought or sold.
- A planning obligation will only be sought when it is material to the planning decision and where a particular planning obligation is required to make a development proposal acceptable.
- The overall extent of the planning obligation sought will have regard to what is reasonable in terms of the scale of the development, its impact, and the requirements of the Core Strategy and any other relevant development plan document.
- A planning obligation will not be sought when a planning condition may be more appropriately used.
- Development which is otherwise acceptable in planning terms will not be refused because an applicant is unwilling or unable to agree to planning obligations.

- Unacceptable development will not be permitted because of unnecessary or unrelated benefits offered by the applicant and benefits, which exceed what is necessary to make a proposal acceptable.
- The nature of a planning obligation likely to be required will be made known as early as possible in the planning process, preferably at pre-application stage.
- Planning applications will be determined with regard to their planning merits, taking into account whether the planning obligations are sufficient to satisfactorily address any impacts or compensate for harm or loss arising from that proposal and/or whether it sufficiently prescribes the nature of development to bring it into line with planning policy.
- The legislation enables a planning obligation to be entered into either by means of a unilateral undertaking by a developer or by an agreement between a developer and a local planning authority.
- The Local Planning Authority will monitor and publish results of the levels of contributions received and sources of expenditure.

Emphasis on pre-application advice

3.3 Developers are encouraged to provide the local planning authority with details of proposals prior to completion of land acquisition and lodgement of planning applications so that the nature and scale of necessary planning obligations can be understood as early as possible in the planning process.

Outline Applications and Revised Applications

3.4 Where the Council considers it appropriate, planning obligations will be sought at the outline planning application stage. Requirements for planning obligations will be assessed under this SPD with regard to revised planning applications and proposals to renew or extend the time limit of an existing permission

Development thresholds for qualifying development

3.5 The exact type and range of planning obligations, which may be sought for an individual site, will depend upon the particular circumstances, development proposed and its impacts upon the local environment, local services and facilities. The threshold for qualifying developments are set out in Table 1 and are based on the total gross floorspace and/or number of units of the development.

Maintenance Payments

3.6 Circular 05/05 advises that where contributions are secured through planning obligations towards the provision of facilities that are predominantly for the benefit of the users of the associated development, it may be appropriate for

the developer to make provision for their subsequent maintenance (i.e physical upkeep) in perpetuity.

3.7 As a general rule, where an asset is intended for wider public use, the costs of subsequent maintenance and other recurrent expenditure associated with the developer's contributions should normally be borne by the body or authority in which the asset is to be vested. Initial support (pump priming) of new facilities can be sought where necessary. However payments should be time-limited to reflect the period before which the measure will be self funding or mainstream funding can be made available. The Council will seek maintenance payments where necessary and appropriate for 'pump priming', and for facilities which are primarily intended for the use of residents of a development.

Costs

3.8 Under the CIL regulations, Charging Authorities are permitted to use 5% of CIL revenues for the purpose of monitoring and administrating CIL. The Council also proposes to include a similar 5% charge in S106 agreements for the purpose of monitoring the implementation of planning obligations.

Model Agreements and Unilateral Undertakings

3.9 Where, following pre-application advice from the Council, it is possible for a developer to determine the likely requirements in advance (through standard charges set out in this SPD), developers will be encouraged to submit a unilateral undertaking with their application. The Council has model unilateral undertakings which can be obtained from the Legal Services department.

Timing of Payments

3.10 All payments, including maintenance costs, will normally be made prior to commencement of development, to ensure that facilities are available when they are needed. However, for a very major development that is to be implemented in phases, the Council will consider the phasing of payments linked to particular anniversaries from first commencement, the commencement of specific phases of the development, or to building completion.

Index Linking

3.11 In order to maintain the value of contributions from the date of the Council's resolution to grant permission until the date that the payment is due, they will be index linked. The Council will use the Retail Prices Index or other indices as appropriate to provide a guide as to the inflation of costs of new infrastructure, services and facilities. The Department of Trade and Industry's (DTI's) Cost Indices, as set out in the DTI's Monthly Bulletin of Indices and Quarterly Building Cost and Price Indices or the Royal Institution of Chartered Surveyors (RICS) are alternative indices.

Penalty Charge for Late Payment

3.12 Legal agreements will specify that a penalty charge will be payable, in addition to the outstanding balance, for financial contributions and fees that have not been paid by their due date. The penalty charge will be levied at four percent above the HSBC or equivalent high street bank base rate as applicable at the time, and calculated on the outstanding balance from the due date.

Repayment Clauses

3.13 The minimum period for repayment of unspent contributions will normally be seven years from receipt of monies, unless otherwise stated. Any interest accrued against unspent funds will also be returned. A longer period for the expenditure of contributions may be necessary in some cases, for example where pooling from smaller sites is required, additional external funding is to be secured, or some investigative work is required prior to the works being carried out.

Financial Viability Appraisal

3.14 In the event that a developer considers that the total amount of contributions sought would render a particular scheme unviable, then the onus is on the developer to produce evidence to that effect. The Council will utilise valuation methodologies to validate the viability information submitted by the developer such as the GLA '3 Dragons' model and may commission independent third party viability advice, the costs of which are to be met by the developer and/or applicant.

3.15 Where there is a statutory obligation to retain the confidentiality of the viability of the proposed development, analysis will be carried out on the basis of land values as set by the proper application of planning policy in determining the permissible scope of development, rather than on the price paid. Using this method the price of the land is an output of the process, and thereby commercial confidentiality will, where possible, be maintained.

Grampian Conditions

3.16 There are some occasions where a condition can deal adequately with the provision of works or facilities outside the application site, by preventing the commencement or occupation of a development until the works or facilities have been provided. Such conditions are often known as 'Grampian conditions'. The developer may agree to discharge such a condition through a planning obligation secured by a unilateral undertaking submitted to the Council or through making a financial contribution direct by contacting the Council's Planning and Community Services Directorate.

3.17 The Council will require written confirmation from the applicant, prior to the Council's consideration of the planning application at Planning Committee, of the arrangements for the discharge of the Grampian condition to be provided. Where

specific measures are required to mitigate impacts on the Strategic Road Network, developers will not be permitted to discharge Grampian conditions.

Monitoring of Planning Obligations

3.18 The Council will ensure that there is transparency in how contributions are spent maintaining a clear audit trail demonstrating that financial contributions are spent on the measures for which they were secured. This will include a quarterly report to Cabinet of progress towards the full expenditure of financial contributions that have been received.

4. AFFORDABLE HOUSING

4.1 The provision of affordable housing, in London and across Hillingdon is an important issue. The Mayor's policy is to maximise affordable housing provision and ensure an average provision of at least 13,200 more affordable homes over the period of the London Plan (2011-2021). Hillingdon's Sustainable Community Strategy notes that affordable housing of different types is needed, to help people get a foot on the housing ladder and to meet the needs of residents including older people and people with disabilities, mental health needs or learning difficulties.

4.2 The planning policy framework for seeking affordable housing is set out in Hillingdon's Core Strategy Policy H2 which states that:

> *Housing provision is expected to include a range of housing to meet the needs of all types of households and the Council will seek to maximise the delivery of affordable housing from all sites over the period of the Core Strategy. For sites with 10 or more units the Council will seek to ensure that the affordable housing mix reflects hosing needs in the borough, particularly the need for larger family units:*

4.3 The CIL Regulations confirm that CIL receipts cannot be used to fund the provision of affordable housing and that it will continue to be subject to Section 106 procedures. This section outlines how the provision of affordable housing will operate following the introduction of CIL in Hillingdon.

Affordable Housing Need

4.4 Housing Market Assessments (HMAs) have been produced to assess affordable housing needs across the borough and the wider west London sub region. Hillingdon's own HMA was completed in 2009 and undertaken in accordance with the government's best practice guidelines. Its findings include an estimated annual need for 2,623 affordable units in Hillingdon.

4.5 The borough-wide HMA also looks at the size of units required and suggests that more than 70% of net need is for two and three bedroom accommodation, more than a fifth is for four bedroom accommodation and almost 7% is for one bedroom accommodation.

4.6 The West London HMA was published in November 2010 on behalf of the West London Housing Partnership, to assess housing needs in Brent, Ealing, Harrow, Hammersmith and Fulham, Hillingdon, Hounslow and Kensington & Chelsea. This study used a different methodology to calculate housing need and concluded that 35,924 additional dwellings are required in the sub region over a 5 year period. The study also looks at needs in each of these boroughs and identifies an annual need to provide 375 units per annum in Hillingdon over the same five year period.

Qualifying Developments

4.7 All residential and mixed-use developments with an element of housing (usually Class C3) of at least 0.5 hectares in size or capable of providing at least 10 dwellings will be expected to make a contribution towards affordable housing. In addition, affordable housing contributions are likely to be required where:

- the Council reasonably considers that a development scheme has been specifically designed to fall under the threshold or a site's potential is not being fully realised. The potential capacity of a site will therefore be the appropriate basis for negotiation.
- the Council reasonably considers that development of a site has been phased, or a site subdivided or parcelled in order to avoid the application of the affordable housing policy, whether in terms of number of units or site size. In these circumstances the whole site will be assessed or the number of units for which approval is sought, which ever is the greater.
- if having had a scheme approved, a subsequent proposal for additional housing units brings the cumulative total over the threshold.
- the residential component of live/work units meet the above thresholds in terms of number of units or site area, and in accordance with the requirements of HDAS on Live/Work Accommodation SPD.

Definition of Affordable Housing

4.8 The following definition of affordable housing is included in Planning Policy statement 3: Housing, which was published in June 2011 (PPS 3) and will be used for the purposes of this SPD.

> *Affordable housing includes social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Affordable housing should:*
>
> - *Meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices.*
> - *Include provision for the home to remain at an affordable price for future eligible households or, if these restrictions are lifted, for the subsidy to be recycled for alternative affordable housing provision.*
>
> ***Social rented housing is**:*
> *Rented housing owned and managed by local authorities and registered social landlords, for which guideline target rents are determined through the national rent regime. The proposals set out in the Three Year Review of Rent Restructuring (July 2004) were implemented as policy in April 2006. It may also include rented housing owned or managed by other persons and*

provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency as a condition of grant.

Affordable rented housing is:
Rented housing let by registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is not subject to the national rent regime but is subject to other rent controls that require a rent of no more than 80 per cent of the local market rent.

Intermediate affordable housing is:
Housing at prices and rents above those of social rent, but below market price or rents, and which meet the criteria set out above. These can include shared equity products (e.g. HomeBuy), other low cost homes for sale and intermediate rent but does not include affordable rented housing.

These definitions replace those given in previous editions of PPS3 (2006 and 2010) and related guidance such as Delivering Affordable Housing 2006. The definition does not exclude homes provided by private sector bodies or provided without grant funding. Where such homes meet the definition above, they may be considered, for planning purposes, as affordable housing. Whereas, those homes that do not meet the definition, for example, 'low cost market' housing, may not be considered, for planning purposes, as affordable housing.

Affordable Housing Requirement

4.9 The Council will seek to maximise the delivery of affordable housing in accordance with the Mayor's policy in the London Plan. Policy H2 in Hillingdon's Draft Core Strategy indicates that as a minimum the Council will seek to deliver 35% of all housing to meet the definition of affordable housing, with a tenure split of 70% social rented and 30% intermediate housing. The Council will seek to achieve this target on all sites that are above the required threshold. The Council will always seek the provision of affordable housing on-site except in exceptional circumstances. In cases where these three requirements cannot be achieved, an economic viability assessment (financial appraisal) is required to be provided to the Council to accompany any planning application.

4.10 The minimum 35% level of provision will normally be assessed on the number of habitable rooms rather than the number of units, where this more appropriately delivers the highest acceptable proportion of affordable housing.

Affordable Rent

4.11 Affordable Rent tenure was introduced into the PPS 3 definition of Affordable Housing in June 2011. The Council is currently developing its policy on

this issue and will want to discuss the introduction of Affordable Rent properties as schemes containing this type of tenure come forward. The Council will seek to ensure the relative affordability of different sized units, and particularly larger family homes. To derive an Affordable Rent landlords are required to assess the gross market rent that the individual property would achieve and set the initial rent (inclusive of services charges) at up to 80% of that level. The TSA has issued an explanatory note on the RICS approved valuation methods available at:

http://www.tenantsservicesauthority.org/upload/doc/RICS_rental_valuation_note_20110118140714.doc

Developers are advised to discuss the implementation of Affordable Rented tenure with the Council.

Affordable Housing in Perpetuity

4.12 Secure arrangements should be made to ensure that affordable housing will be enjoyed by successive as well as by initial occupiers of the property. Normally, affordable housing provided from privately developed sites should be offered for ownership and management to Registered Providers working in partnership with the Council. Nomination rights to the Council will be sought in any negotiations between the developers and Registered Providers to ensure that provision meets local priority needs.

4.13 In relation to intermediate affordable housing, arrangements should be made to ensure that provision continues to meet the defined income criteria for a fixed period. Demonstration of the retention or recycling of equity on intermediate schemes by Registered Providers will be required.

4.14 The Council will seek to secure such provision, in perpetuity, through a planning obligation. The precise form of condition or obligation will depend on the circumstances of each case including the ownership of the site and the terms of any obligation or agreement between the owner and the Registered Provider. Where no Registered Provider is involved, a nomination agreement appended to the legal obligation may be required.

Occupation of Affordable housing

4.15 In order to ensure the delivery of affordable housing, there will normally be a requirement in the s106 legal agreement that a specified proportion of market housing on a site cannot be occupied until the affordable element has been built, transferred to a Registered Provider on the specified terms and is suitable for occupation.

Financial Viability and Affordable Housing

4.16 The Council will seek the maximum reasonable amount of affordable housing when negotiating on individual private residential and mixed-use

schemes. However, Hillingdon's Core Strategy acknowledges that there is a need for a balance between the need for affordable housing and the economic viability of private housing developments. Where less than 35% affordable housing is proposed or an alteration to the 70%/30% tenure split, a justification for the departure from Policy H2 will be required, together with a financial viability appraisal to demonstrate that the maximum affordable housing provision is being delivered on-site.

4.17 The GLA toolkit should be used for the financial appraisal and any financial viability appraisal submitted by the developer will be required to show:

- the economics of provision
- any particular costs associated with the development of the site
- the availability and amount of funding from Registered Providers and HCA grant
- compliance with any other relevant planning objectives or obligations.

4.18 The GLA Toolkit has built-in data such as housing prices and development costs. Applicants will be required to input scheme variables such as the site size, number of units, unit and tenure mix as well as other costs including any decontamination costs and planning obligations. In many cases it may not be possible to fully anticipate the scope of planning obligations prior to submission of the appraisal to the Council. Nonetheless, the applicant should input an initial figure following consideration of the Planning Obligations SPD and initial discussions with the Council's S106 Officer.

Consultation and Liaison

4.19 Developers are advised to engage with Registered Providers at the earliest stage of the process and liaise with the Council's Housing Development Team in the first instance to ensure schemes can be delivered.

4.20 A pre-application meeting with Council Officers to discuss any proposal requiring financial viability appraisals is encouraged. This is to ensure all appropriate elements (such as other planning obligations) are factored into the appraisal.

Off-Site Provision and Payment in Lieu

4.21 Affordable housing should be provided on-site as an integral part of residential development. Off-site provision and payment in lieu should only be considered in exceptional circumstances and where it meets the overall goal of sustainable and mixed communities in accordance with PPS1. On this matter, the supporting text to policy 3.12 in the London Plan states that:

Affordable housing provision is normally required on-site. In exceptional circumstances it may be provided off-site or through a cash in lieu contribution ring fenced, and if appropriate 'pooled' to secure efficient delivery of new affordable housing on identified sites elsewhere. These exceptional circumstances include those where, having secured an alternative site, it would be possible to:

- *Secure a higher level of provision*
- *Better address priority needs, especially for affordable family housing*
- *Secure a more balanced community*
- *Better sustain strategically important clusters of economic activities, especially in parts of CAZ and the north of the Isle of Dogs where it might be part of a land 'swap' or 'housing credit'*

4.22 Any proposal for off-site affordable housing should enable provision that is more appropriate to identified needs. The final level of provision should be established in terms of habitable rooms.

4.23 Where off-site provision or payment in lieu is considered consistent with the guidance provided in this policy, pre-application discussions are encouraged. The 'receiving' site for off-site provision should be identified during the pre-application discussions.

Off–Site Provision

4.24 If the Council considers that the proposal for off-site provision of affordable housing meets the test of exceptional circumstances, the following issues must be addressed:

- The 'receiving' site or sites must be identified.
- In accordance with Circular 05/05, there should be a functional or geographic link between the application site and that site which is to receive the affordable housing. 'Receiving' sites should generally be within the vicinity of the development site and equally well located in terms of amenities and facilities.
- Planning applications for both the market housing site and the affordable housing site should be made at the same time, to enable the issues of affordable housing delivery to be addressed. A legal obligation will be required to ensure delivery.
- The off-site provision of affordable housing should be deliverable prior to the on-site market development being completed.

4.25 In determining the actual amount of off-site affordable housing to be provided, the proportion of affordable housing should be determined as if the total amount of housing was provided on one site. The affordable housing yield from a

site where 100% market housing is proposed can be ascertained as follows – based on a formula:

OFF-SITE AFFORDABLE HOUSING CONTRIBUTION FORMULA

100 x (a /(100-b)) – (a) = c

where:
a = total capacity of the application site in terms of market housing
b = indicative affordable housing target as %. (This will usually be 50% but may alter as a result of any financial appraisal)
c = number of affordable units to be provided off-site

For example, on a site capacity of 40 market housing units, where 50% affordable housing provision is required, 40 affordable units would be required using the formula demonstrated below:

100 x (40 /(100-50)) – (40) = c
(100 x 0.8) – (40) = 40
40 = c

4.26 The mix of housing sizes on the 'receiving' site will depend on housing need (in accordance with the "exceptional circumstances" rationale), in accordance with Core Strategy Policy H2 and London Plan Policy 3.8 (Housing Choice). The amount of affordable housing provision on the 'receiving' site should be calculated on the number of habitable rooms, if this is considered to better meet housing needs.

4.27 In addition to calculating the off-site affordable housing yield from the primary site, an assessment should be provided of the requirement for the 'receiving' site for affordable housing, if it falls within the thresholds (0.5 ha or 10 units) to seek affordable housing. The affordable housing provision generated by the second site will be additional to that generated by the primary site.

4.28 Financial viability will only be assessed on the output of this process. If it is verified by the Council or third party agreed by the Council that it would not be viable for the development to support the quantum of off-site affordable housing generated when applying the affordable housing target, then the indicative affordable housing target percentage should be reduced so that the maximum amount of viable contribution is generated.

Payment in Lieu

4.29 In order to meet the objective of sustainable mixed communities as promoted by PPS1, the Council's first preference is that affordable housing is provided in kind and on-site and, secondly in exceptional circumstances, in kind, in an associated development off-site. However there may be rare situations

where provision off-site does not fully meet planning objectives and as such payment in lieu may be sought at the discretion of the Local Planning Authority (in consultation with the council's Housing Development Team). The aim of payment in lieu is to provide affordable housing that is able to address housing needs more appropriately than could be provided on or off-site.

4.30 Payment in lieu is intended to enable the delivery of the nominated number of affordable housing units appropriate to the original development and relevant locality. Payment in lieu monies will be allocated to obtaining affordable housing that satisfies local housing needs. Possible recipients for monies from payment in lieu include:

- a local authority development including estate renewals
- a Registered Provider development
- housing purchased on the private market to be transferred to a Registered Provider
- vacant properties brought back to use

4.31 Applicants may be required to bear the costs of any financial evaluation and development appraisal work that is required to ascertain the veracity of submitted material in support of a proposal for payment in lieu.

4.32 The monetary contribution for payment in lieu will be ascertained as follows:

- Step 1: Establish the number of affordable housing units to be provided. This will be ascertained by the formula (for off-site provision) outlined in this SPD.
- Step 2. Establish the mix and size of affordable housing units to be provided. Once the number of units is known, the mix of units to be provided should be established. This will be determined in consultation with the Council's Development Team, who will consider the priority housing needs, the availability of any recipient affordable housing scheme and LDF Core Strategy Policy CP5A (Widening Housing Choice) as well as the provisions of the other planning policies and guidance, including Hillingdon's Design and Accessibility Statement (New Residential Layouts).
- Step 3. Establish the monetary figure for the units to be provided from the open market. This will be determined on a case-by-case basis depending on the intended location of the affordable housing and purchase cost of units on the open market. Usually in this calculation, the assumption would be that there is no recourse to HCA grant or other subsidy. In determining payment, consideration will be given to factors such as likely new build costs and the location of and acquisition of land. The contribution may be subject to variation in accordance with

a verified financial viability appraisal, although the Council will not accept contributions that would not be sufficient to allow for schemes to be fully funded.

4.33 As stated in para 5.18 above the Council will seek to maximise affordable housing delivery. Wherever possible, a minimum provision of 35% affordable housing will be sought for residential developments and mixed use schemes with an element of residential, with a tenure split of 70% social rented and 30% intermediate housing.

4.34 The monetary contribution for payment in lieu of the intermediate units on-site will be assessed following a financial assessment to be submitted by the applicant, which includes the costs associated with the development of the site; the number of intermediate units that are required on-site; the size of the intermediate units; the costs of providing the intermediate units on-site; the availability of funding; and the mechanism for securing the delivery of the discounted market housing.

Summary of Key Requirements

4.36 With the introduction of Hillingdon's CIL, affordable housing will continue to be subject to S106 procedures, with the key requirements being as follows:

a. Affordable housing is required on residential developments and mixed-use schemes (with an element of residential) on sites of 0.5 hectares or more or capable of providing 10 dwellings or more

b. To maximise affordable housing provision in accordance with the London Plan. The Core Strategy indicates that as a minimum,35% of all housing across the borough could be provided as affordable. 70% should be delivered as social rented tenure and 30% as intermediate tenure. Subject to the thresholds in this SPD, the Council will seek to secure a minimum of 35% of all housing as affordable on a site by site basis.

c. Affordable housing should be provided on-site as an integral part of any residential development.

d. Affordable housing should be provided in perpetuity, usually secured by transferring it to a Registered Provider working in partnership with the Council.

e. Affordable housing should be provided in perpetuity, usually secured by transferring it to a Registered Provider working in partnership with the Council.

f. Occupation of part of the market housing will normally be restricted until the affordable element is completed and ownership transferred.

g. A financial viability appraisal and justification is required to be submitted with the planning application in order to support any proposal

that includes less than 35% of affordable housing or an alteration to the 70:30 tenure split.

h. Pre-application meetings are encouraged for any development proposal which include discussions on financial viability

i. Off-site provision and payment in lieu will only be considered in defined exceptional circumstances, with off-site provision being preferred.

j. For off-site provision arising from a 100% market housing site, the proportion of affordable housing should be determined as if the total amount of housing was provided on one site. In addition, consideration will be required of any affordable housing contribution generated by the second ('receiving') site.

k. The monetary contribution for payment in lieu will be determined by the number, mix and size of housing needed and the cost of purchase of these units on the open market.

5. TRANSPORTATION, ACCESSIBILITY, AIR QUALITY AND NOISE

5.1 The high dependency on the use of cars in Hillingdon has resulted in several congestion hot spots and creates serious on-street parking pressures in the borough. High car use has also led to high levels of noise and air pollution at various locations along the major road network. While Hillingdon aims to improve and expand the public transport network and to promote alternative modes of travel, it is accepted that in areas such as Hillingdon with highly dispersed demand patterns, car use will continue to be an important travel method for the foreseeable future.

5.2 Due to predicted exceedences of national air quality objectives across parts of the borough, and in accordance with National Government guidelines, Hillingdon declared an Air Quality Management Area (AQMA) in the borough encompassing all identified areas of poor air quality. The AQMA extends from the southern borough boundary, northwards to the Chiltern-Marylebone railway line that cuts across the north of the borough. An Air Quality Management Plan has been adopted by Council to address this.

5.3 Transportation is also a significant generator of noise in the borough from roads (M4, A4 and A40), aircraft (Heathrow and Northolt Airports) and railways (Chiltern-Marylebone and Great Western lines, Underground). In addition, other sources of noise issues in Hillingdon include commercial and industrial sources.

Transportation

5.4 Funding for transport infrastructure required as a result of incremental growth, in particular public transport improvements, will be provided through the Council as part of the standard CIL Charge and other mainstream funding programmes, which will be regularly updated as part of the Annual Monitoring Report.

5.5 Where a proposal involves alteration to the local highway network, this may be required through S278 of the Highways Act 1980. However, there may also be occasions where the development specifically results in a traffic impact further along the network (e.g. freight operations impacting on a adjacent junction). This should be identified in the Transport Assessment.

5.6 Where transport infrastructure is required to directly enable access to a site or mitigate any adverse impact on the adjacent network, the Council will seek to ensure that the infrastructure is provided in a timescale consistent with the proposed development. As such, where the infrastructure is not planned for delivery from CIL, or any other funding programme, the Council will request that this is provided by the developer.

5.7 The Council will seek s106/278 obligations/contributions as follows:

- Highways works arising from the development (section 278 of the Highways Act)
- Provision of new access roads to enable access to and from the site to existing highways networks
- The dedication of land required for highway/transport works
- Financial contributions to promote highway safety and sustainable transport measures/schemes or to implement schemes identified in the Local Implementation Plan
- The provision of on-site car club bays or off-site provision
- Travel plans, including delivery and servicing plans and monitoring
- Improvements to Rights of Way
- Restrictions on eligibility for parking permits in Parking Management Zones
- Improvements to public transport networks, including bus and rail infrastructure

Travel Plans - Qualifying Developments

5.8 Where a Transport Assessment (TA) is required, the Travel Plan should be developed in parallel with it to reflect the information listed below. This is to ensure that the provision of information on any mitigation measures planned and for any alterations to the modal share of a development facilitated by the travel plan are accommodated in the TA.

Travel Plans - further information

All new developments should make provisions to encourage cycling and walking and for places of employment to encourage staff and visitors to use more sustainable modes of transport rather than rely on car use. For developments in an AQMA, the Travel Plan should include measures that produce quantifiable emission benefits and in certain cases air quality monitoring may be required.

Examples of individual measures within a Travel Plan may include:

- Secure cycle parking and changing facilities;
- Safe pedestrian routes;
- Facilities for public transport, such as bus stops and lay-bys;
- Management and use of parking spaces, so that priority is given to certain categories of people, e.g. disabled people, people with children, visitors, or cars with more than one occupant, electric or low emission vehicles
- The removal of parking spaces after a specified period, or when access to the site is improved (e.g. new public transport routes, cycle lanes)
- Car free housing developments

- The provision of information on public transport, walking and cycling access to the site
- Details on deliveries to the site, covering specification of vehicles and hours of operation, and specifications for lorry parking and turning spaces; and junction and road layouts.
- Employment of a travel plan co-ordinator for the site with responsibility for monitoring
- Setting targets on the proportion of employee trips to be made by public transport and other alternative modes of transport;
- Setting up or participating in City Car Clubs for residents or employers

Development Thresholds - Travel Plans

5.9 Transport for London's (TfL) Guidance for Workplace, Travel Planning and Development includes guidelines for standard travel plans and enterprise travel plans, which relate to smaller scale travel plans that fall below the full travel plan threshold. Guidance is also provided on the circumstances where no travel plan is required. Applicants are advised to refer directly to TfL's document for further guidance on the travel planning process, which includes the following table for Travel Plan Thresholds.

Assuming the thresholds contained in Table 2: Travel Plan Thresholds,

TABLE 2 TRAVEL PLAN THRESHOLDS

	Threshold at or above which Travel Plan is required (< = less than, > = more than)		
Land Use	No requirement	Enterprise scale travel plan	Standard travel plan
Shopping Centre	< 20 Staff < 2500m^2	> 20 staff < 2500m^2	> 2500m^2
A1 Food/Non Food Retail	< 20 staff < 1000m^2	> 20 staff < 1000m^2	> 1000m^2
Garden Centres	< 20 Staff < 2500m^2	> 20 Staff < 2500m^2	> 2500m^2
A3/A4/A5 Food and drink	< 20 staff < 750m^2	> 20 staff < 750m^2	> 750m^2
B1 including offices	< 20 staff < 2500m^2	> 20 staff < 2500m^2	> 2500m^2
B2 industrial	< 20 staff < 2500m^2	> 20 staff < 2500m^2	> 2500m^2
B8 warehousing and distribution	< 20 staff < 2500m^2	> 20 staff < 2500m^2	> 2500m^2
C1 Hotels	< 20 staff < 50 beds	> 20 staff < 50 beds	> 50 beds
D1 Hospitals/ medical	< 20 staff	> 20 staff	> 50 staff

centres	< 50 staff	< 50 staff	
D1 schools	All schools to have a travel plan	All developments to have a school travel plan	All developments to have a school travel plan
D1 higher and further education	< 20 staff < 2500m^2	> 20 staff < 2500m^2	> 2500m^2
D1 Museum	< 20 staff < 100,000 visitors annually	> 20 staff < 100,000 visitors annually	> 100,000 visitors annually
D1 Places of public worship	< 20 staff < 200 members/ regular attendees	> 20 staff < 200 members/ regular attendees	> 200 members/ regular attendees
D2 Assembly and Leisure (other than stadia)	< 20 staff < 1000m^2	< 20 staff < 1000m^2	> 1000m^2
D2 Stadia	<20 staff <1500 seats	>20 staff <1500 seats	> 1500 seats

Source: Transport for London: Guidance for workplace travel planning for development .

AIR QUALITY

5.10 The following guidance on planning obligations for air quality relates to matters that have not been accommodated as part of an integrated package of planning obligations to address transportation issues. The Mayor's Air Quality Strategy and Hillingdon's Air Quality SPG provide guidance on the submission of air quality assessments as part of planning applications and their assessments.

Qualifying Developments

5.11 Planning obligations may be sought for developments that are either in the AQMA or adjacent to the AQMA and considered likely to impact on the objectives to improve air quality. The Air Quality SPG (para 2.6) outlines the following matters to be considered in the acceptability of a development from an air quality perspective:

- The scale of the emissions
- Whether the emissions caused by the development would impede the London Borough of Hillingdon's overriding objective to improve air quality in the area
- Whether significant public exposure occurs
- Ground level concentrations

5.12 Obligations may be sought to ensure no detrimental impacts on air quality and/or to ensure compliance with the objective of the AQMA. The following circumstances may establish a requirement for planning obligations:

- As a recommendation of an air quality assessment

- To mitigate the impacts from emissions from new development where these cannot be resolved through other means such as planning conditions, travel plans or statutory licences
- To mitigate impacts on new development where floor space is to be occupied for significant parts of the day, such as residential, where located in an area of poor air quality
- To mitigate air quality impacts during the construction phase where these cannot be controlled through conditions or other statutory licences.

Types of Obligations Sought

5.13 The following obligations may be sought to improve air quality:

- Use of low emission fuel technology and other measures to minimise emissions
- Tree and other planting where directly relevant to mitigating the impact of emissions
- Restrictions on certain types of vehicles
- Use of cleaner fuels for energy and heating
- Use of combined heat and power and community heating systems where appropriate
- Encourage company use of environmental management systems and air quality strategy
- Any other appropriate measures to meet the objective of the Air Quality Action Plan

5.14 In some cases, air quality monitoring may be required to ensure these standards can be met and maintained. As such contributions towards the establishment and ongoing maintenance of this may be required if necessary.

NOISE

5.15 As stated in Hillingdon's SPD on Noise, the Council exercises its land use planning controls to seek the physical separation of noise and noise sensitive development. Planning obligations may be applied if separation or planning conditions cannot be used to control or reduce noise levels or to mitigate the impact of noise. The Mayor's Ambient Noise Strategy and Hillingdon's Noise SPD provide guidance on noise issues and assessments as part of planning applications.

5.16 This section provides guidance on planning obligations for noise that have not been accommodated as part of an integrated approach to address transportation and accessibility issues.

Qualifying Developments

5.17 The Noise SPD sets out requirements to be considered in the assessment of noise. Planning obligations may be sought in the following circumstances:

- Where a development would cause nearby residential development to be affected by noise exposure categories B – D and/or Table 2 (Residential Noise Criteria) as outlined in the Noise SPD to be exceeded
- Where a development would cause exceedences of 60 LAeqTdB upper limit as outlined in Noise SPD for schools and hospitals
- Where there would be exceedences of internal noise criteria for school and offices as outlined in Table 3 of the Noise SPD
- To mitigate impacts on the character of an area, of sites of importance for nature conservation or to ensure the welfare of livestock or other animals.
- Where there would be exceedence of noise limits prescribed in Annex 2 of Mineral Policy Statement 2 (MPS 2)
- To control noise at source where planning conditions or other statutory licences are not applicable
- As a result of a noise measurement survey or noise management plan

Type of Obligations Sought

5.18 Planning obligations to address noise and vibration issues may include the following:

- Measures to reduce noise at source such as vehicle fleet selection, quiet bleepers and other administrative or work place practices.
- Mitigation measures such as noise barriers and sound insulation of residential properties and other noise sensitive receptors
- Provision of off-site landscaped buffers
- Road and other surfaces incorporating provision of quieter surfaces such as porous asphalt
- The preparation and implementation of noise management plans.

These noise control measures should complement noise control measures available through normal planning and other statutory procedures. In certain cases monitoring may be required to ensure standards can be met and maintained. As such contributions towards the establishment and ongoing maintenance of this may be required if necessary.

6. TRAINING AND EMPLOYMENT

6.1 Hillingdon attracts a variety of new companies to the benefit of the local economy and many existing businesses may wish to expand. Hillingdon has a number of sites and premises for a variety of employment generating uses and the local authority welcomes well-designed schemes in appropriate locations that create job opportunities. There is however a need to ensure that appropriate skills are developed and that local people, particularly the unemployed and socially excluded, have the ability to access the new jobs being created by new development.

6.2 The following guidance summarises the circumstances in which the Council will use planning obligations in respect of training and employment, which will not be subject to CIL. It is intended that it will be applied to most planning applications for significant employment generating development. Any funding secured will be used either to build upon existing initiatives to tackle unemployment and improve skills or those tailored to suit the particular needs of companies moving to the Borough or the needs of specific areas or sectors.

Policy Context

6.3 The latest version of Hillingdon's strategy for a sustainable economy, Sustain, Renew and Prosper, was published in 2011 and articulates Hillingdon's pragmatic approach to regeneration over the next 4-5 years. Key priorities in this document are to:

- Link local people to training and job opportunities to create a prosperous future for all our residents, including young people starting on their career paths during these difficult economic times.
- Ensuring that residents have the skills and aspirations to compete for local jobs, increasing the opportunities for local businesses to provide apprenticeships and skills development by:
    - Using opportunities from the development of major sites and infrastructure projects to provide skill training and jobs during construction phases and end use.
    - Maximising the value of our own procurement and commissioning of goods and services to provide for local skills training, apprenticeships and employment opportunities.
    - Disseminating intelligence from Hillingdon's Economic Assessment to shape employer-led local skills provision and careers advice delivered through our schools, further and higher education and training providers.

6.4 Policy E7 of Hillingdon's Core Strategy states that:

'The Council will ensure training opportunities are linked with the development of major sites for both construction phases and end use occupiers, and through liasing with local colleges and businesses to ensure workforce development and training programmes reflect skill requirements in the workplace The Council will engage with local businesses and universities to link high end jobs in the borough with higher education courses. The Council will promote Hillingdon as a destination for visitors and tourists and ensure that local residents have access to jobs within related industries.'

TRAINING AND RECRUITMENT IN HILLINGDON

6.5 Hillingdon's 2011 Joint Strategic Needs Assessment (JSNA) makes the following observations in relation to employment, unemployment, worklessness, workforce and skills in Hillingdon:

- The Annual Population Survey shows 63.4% of the workforce is qualified to NVQ2 and 50.4% qualified to NVQ3. However only 31.7% (53,200) of the resident workforce has attained NVQ4+ qualifications which is behind the London average at 39.7% and our nearest neighbours in the functional economic area; Ealing 36.5%, Harrow 33.1%, Hounslow 34.9% and Richmond 53.4%.
- What this means is that Hillingdon residents may be less able to secure high-level jobs, particularly in the knowledge economy, technical and creative industries which are the sectors forecast for economic growth.
- Currently 21,100 (12.6%) of Hillingdon residents have 'no qualifications'; above the London average (11.8%) and national average (12.3%).
- The majority 46%, some 9,706 residents are aged 50-64. Whilst this age group may have been able to secure elementary occupation within their working lives, they could now face increased competition for these kinds of jobs from jobseekers with mid-level qualifications.
- The number of NEETS has reduced and learning participation increased between 2006 and 2009. NEET young people live mainly in the south of the borough with the vast majority of the NEET group made up of young people who are White British (74.8%) followed by Asian (6%) and Black Caribbean (6.0%) ethnic backgrounds. Young people with learning difficulties (9.6%), pregnant (4.9%) or caring for their own child/ children (10.7%) continually feature disproportionately in the NEET cohort.
- Job Seekers Allowance claims have increased significantly in recent years, albeit from a low base. In August 2010, 5,443 people in Hillingdon were claiming JSA. This compares with a 'pre-downturn' low of 2,843 in Jan 2008.

- Of the claimant count in August 2010, 25% were from within elementary occupations, 23% within Sales and Customer Service and 13% within Admin/Secretarial roles. Using the standard definition of an unemployment hotspot (1.5% above GB average JSA claimants) current ward unemployment hotspots (Aug 2010 NOMIS, GB average 3.6%) are Botwell (5.4%) and Townfield (5.3%) with Yeading, Barnhill, Yiewsley, West Drayton & Pinkwell hovering at 4+%.
- Long-term unemployment has more than doubled over the last year. The proportion of Hillingdon residents that have been out of work and claiming JSA for 12 months or more is currently 13.5% (730 claims); the highest level since Nov 2006. The majority of long-term unemployed claimants are aged 50+ (40%) and from within elementary occupations. 7.9% of working age people in Hillingdon are self employed – the second lowest across west London and below London average of 9%.
- In 2008, there were approximately 188,600 jobs in Hillingdon, a number which exceeded the working age population of approximately 174,900. The local labour market is relatively buoyant, as a result. However, about two thirds of jobs are filled by people commuting into Hillingdon, rather than by residents themselves.
- The number of people claiming out of work benefits in the borough is 22,440, or approximately 12.8% of the working age population. Although this is below the London and national average, reducing the number of benefits claimants continues to pose a significant challenge in tackling deprivation.
- 36.6% of residents have qualifications below NVQ Level 2. Improving the skills of Hillingdon's residents will be central to ensuring they can prosper from new jobs being created.

Skills and Training Initiatives

6.6 Training has an essential role in reducing unemployment and in ensuring that local people are prepared for and able to secure new jobs being created in the local economy. Training for local people brings benefits to the local economy in terms of economic sustainability by helping businesses to have access to an appropriately skilled workforce. It has the added benefit of minimising the number and length of journeys to work thereby reducing congestion and pollution on the Borough's roads and helps minimise contributions to climate change.

Training and Recruitment in Other Specialist Areas

6.7 There are some areas of employment which require specific skills and/or qualifications e.g. IT or involve establishing modern apprenticeships e.g.

engineering. There may also be opportunities to work with schools and colleges to provide work placements and work experience and encourage interest in certain sectors, which have seen a decline in entrants to the workplace.

Triggering Developments

6.8 It is intended that planning obligations and contributions will be sought for most employment generating development (normally those generating at least 50 full-time equivalent jobs) in the Borough and/or where a proposal results in a loss of employment floorspace. In the case of construction training this may extend to larger residential schemes. The requirement and scope of provision or contributions for training and recruitment measures will be determined by a number of factors such as:

- the nature and scale of the development (including likely employment generation).
- the location of the development in terms of accessibility and an identifiable need for training schemes/measures.
- the number of jobs and gross floorspace to be lost or replaced.
- the nature and number of existing jobs affected by proposals.
- in the case of vacant sites or premises, the previous uses and job creating potential/employment levels based on worker to floorspace ratios for those uses.
- identified recruitment and training issues or problems related to specific uses and local areas in general e.g. higher than Borough average levels of unemployment, regeneration areas.
- whether occupiers have established or propose to establish training and recruitment programmes and initiatives in the area.

Types of Planning Obligations

Employment Strategy

6.9 Where a planning obligation may be required following consideration of the above criteria, the developer will be required to submit an employment strategy as part of the application. The employment strategy should address the specific local employment issues that have been identified by ensuring the recruitment, training and employment at the development or by a business operating out of the application site, focussing on local people who are unemployed or who do not have the necessary skills to ensure longer term employment.

6.10 For particular developments in areas of higher levels of lone parents, an employment strategy would provide the mechanisms to support them into employment including basic skills training, affordable childcare and promote flexible working opportunities. In some areas the high levels of unemployment of

claimants of an ethnic minority would require specialist support such as access to an ESOL (English for Speakers of an Other Language) course.

6.11 The employment strategy is to be agreed by the Council in writing prior to the Council's Planning Committee's consideration of the planning application. Where the Planning Authority considers that an employment strategy can be secured through a planning condition, a planning obligation will not be required. Employment strategies may also include monitoring and review mechanisms which may be linked to the s106 legal agreement to secure its ongoing compliance.

6.12 The Council will seek a commitment within employment strategies to maximise employment for local residents. New employers will be required to work in partnership with Job Centre Plus facilities to identify suitable candidates in the local area for interview and potential employment.

Financial Contributions to Training Schemes

6.13 If it is not possible to secure an employment strategy that meets the requirements referred to above or the employment strategy is not acceptable, then as a compensatory measure the developer should provide a financial contribution to a training course to serve underskilled or unemployed people in the area.

Other Types of Planning Obligations

6.14 Where a scheme is of strategic importance, the Local Planning Authority may consider further obligations in order to maximise employment opportunities for local residents such as:

- local employment brokerage /job fairs
- initiatives providing or contributing to training, employment and recruitment related services and projects.

Construction Training and Recruitment

6.15 The requirement and scope of provision of or contributions to construction training and recruitment measures will be determined by a number of factors such as the size of the scheme, size of construction contract and length of development programme. Indicative benchmarks, which would create the potential for a planning obligation for construction training, include:

- developments with estimated construction costs of over £2m and a construction period of three months or more
- housing developments on sites capable of accommodating 15 or more units
- commercial developments over 3000 sq. metres

- schemes of strategic importance as defined by the Mayor of London's planning powers.

6.16 As stated above, in the first instance the Council will seek to secure employment strategies with developers to maximise employment opportunities for local residents. In addition to appropriate general considerations for employment strategies referred to earlier, where an obligation for construction training or recruitment may be triggered, employment strategies will require developers to offer specified numbers of construction waged training placements/apprenticeships. The developer may provide a construction work placement co-ordinator to arrange the required training placements. The number of waged training placements will be calculated in a similar way to the contribution for construction training detailed below i.e. at least forty weeks of waged construction training places should be provided for every £1 million of construction costs. The waged placement should be with either the developer, contractor or sub-contractor.

6.17 Alternatively, it may be viable for the developer to make a payment to the Council of the equivalent costs to provide a construction work placement co-ordinator. One full time post, estimated at £71,675 p.a (based on typical salary with on-costs, training budget and promotion budget at the time of writing) would be required for commercial schemes of 7,500 square metres or residential developments of 160 units or more. At the time of writing one construction workplace co-ordinator would facilitate 35 people into a waged training placement or apprenticeship each year. A contribution for placements to courses will also be requested calculated on the basis of the "Training Costs" indicated below.

6.18 If it is not possible to secure an employment strategy or a contribution to the Council to cover the costs of providing a construction work placement co-ordinator and associated training placements as mentioned above, then as a compensatory measure the developer will be asked to make a financial contribution to a training course and/or work-placement co-ordinator valued in proportion to the size of the development. Contributions will be applied by the Council towards the costs of construction training delivered by recognised providers and where appropriate providing a construction work placement co-ordinator. It is proposed to adopt a formula for calculating the value of the contribution as follows:

CONSTRUCTION TRAINING FORMULA

Training Costs + Co-ordinator Costs = Total Contribution

Whereby:

"Training Costs" is assumed as £2,500 for every £1m worth of construction costs. Based on the average cost of training for one person on an NVQ construction course at college.

"Co-ordinator Costs" is assumed as size of development as a % of work placement co-ordinator threshold size x total cost of work place co-ordinator. One full time post, estimated at £71,675 p.a. (based on typical salary with on-costs, training budget and promotion budget) would be required for commercial schemes of 7,500 square metres or residential developments of 160 units or more. The length of the post would depend on the length of period that placements would be required to the development.

Worked Example:

"Training Costs" for a residential scheme costing £5m will generate £2500 x 5 = £12,500
"Co-ordinator Costs" for the scheme assuming 30 unit scheme and placements over a one year period generates 30/160 or 18.75% x £71,675 x 1 = £ 13,439.06

£12,500 + 13,439.06 = £25,939.06 contribution

Hotel/Leisure Industry Contributions

6.19 The requirement and scope of provision or contributions to hotel/leisure industry training and recruitment measures will be determined by a number of factors such as whether hotel/leisure industry expansion or new developments are likely to generate 50 or more extra or new jobs. If an employment strategy cannot be secured then as a compensatory measure the developer will required to make a financial contribution to a training course to serve underskilled or unemployed people in the area. The level of contribution is likely to be £400 for every one in three jobs e.g. a scheme that can create 75 jobs may be required to contribute £10,000.

6.20 Contributions received will be applied to assist relevant hotel and leisure industry related training offered by recognised and accredited organisations such as Uxbridge College or other training providers.

7. COMMUNITY SAFETY IN THE PUBLIC REALM

7.1 The public realm comprises all parts of the environment that define the public spaces between buildings. It overlaps a great deal with the term public space. The quality and the condition of the public realm has a direct bearing on how Hillingdon is perceived. The Council is therefore committed to promoting the highest quality of the public realm and to seeking ways to make it more attractive, accessible, safe, diverse and sustainable.

7.2 Funding for public realm improvements required as a result of incremental growth will be provided through the Council as part of the standard CIL Charge. When a development scheme is likely to raise issues regarding community safety in the public realm, a planning obligation will be required where impacts cannot be addressed by on-site by design, through condition or any other statutory means.

7.3 Where a planning obligation is considered appropriate, the Local Planning Authority will specify the use of contributions to ensure they are applied towards site specific local public realm projects. Depending on the scheme, the type of measures may include:

- Crime prevention and safety e.g. CCTV
- signage
- Site specific car parking improvements and management
- Site specific highways works

Community Safety

7.4 Consultations have shown that feeling safe is one of the public's top priorities. High quality and well thought out design will improve and create public spaces and streets that are overlooked, well-used and maintained and that are therefore more likely to be safe and perceived as safe environments. It will therefore be reasonable to look to developers to contribute to community safety schemes if they are considered essential to offset those impacts and make a scheme acceptable in planning and safety terms.

Planning obligation requirements

7.5 Most forms of new development used by the public will need to take account of measures to improve community safety. There are a number of design objectives which can ensure new development contributes to attractive and well used, and therefore more secure and safer, public spaces and street environments some of which are:

- to ensure that adjoining uses and design of new buildings do not detract from the safety and security of public spaces and ensure public spaces and streets are well lit, maintained and regularly cleaned.

- security measures should be integrated and carefully designed (the right balance needs to be struck between conspicuous measures and appropriate design).
- opportunities for the observation of criminal and anti-social behaviour should be maximised through the use of 'active' frontages and fenestration to assist informal surveillance and avoidance of excessive blank elevations and high, solid walls that attract graffiti and billposting.
- to maintain and create direct, well-used and legible routes with clear signposting and footpaths, cycle ways and towpaths that are designed to encourage use and prevent opportunities for concealment.

7.6 Many of these objectives will be achieved through high quality design approaches and can be covered by relevant conditions attached to planning permissions. However, where these objectives are to be achieved outside the immediate boundaries of a site and are necessary to make a scheme acceptable in planning and safety terms, developers will be required to enter into a planning agreement to deliver certain prescribed safety measures.

7.7 Where a planning obligation is considered appropriate, the Local Planning Authority will specify the use of site specific contributions to ensure that they are applied towards specific local community safety needs, for example:

- CCTV, whether providing linkages to existing systems or new schemes, including as appropriate commuted sums for management and maintenance
- provision of lighting particularly to established or proposed pedestrian and/or cycle routes serving the development and those linking it to nearby residential areas and facilities
- rerouting or closure/gating of underused and potentially dangerous paths and links such as subways and alleyways which serve a limited purpose safety improvements to existing or proposed public transport interchanges, facilities and car parks where new developments may be located
- environmental projects that contribute towards safer town centres and other areas
- affected by a development, e.g. landscaping works to improve visibility and remove areas of concealment (balanced with protection of valuable trees and shrubs),works on adjacent waterways and towpaths
- enhanced night bus networks or specially created services to provide alternative safe forms of travel to and from major new

facilities and leisure uses (particularly those highly dependent on shift workers and/or open beyond the hours of regular day time services)

7.8 The type and level of contribution will ultimately be based on the location, nature and scale of the proposal. It will also depend on a schemes potential impact and the estimated cost of providing the requisite package of community safety measures. In general whether contributions are sought and their scale will depend on the:

- proposed use and its likely impact on community safety
- hours of use
- total floorspace and likely level of activity and trip movements
- location in terms of public transport and accessibility
- physical and design impact on the immediate area
- existing safety measures in place
- other infrastructure requirements e.g. car parks, open spaces

7.9 When appropriate, contributions may be sought from:

- all new major proposals for leisure and entertainment facilities and venues including uses such as gyms, leisure centres and cinemas that are likely to operate beyond 8.00 p.m.
- all late night cafes/restaurants, public houses and night clubs which can accommodate 40 or more people and that seek to attract clientele beyond 8.00 p.m.
- retail, hotel, office and other developments that incorporate the above uses or in themselves are substantial enough to generate significant increases in visitor numbers and trip movements.
- all major town centre developments that will generate significant increases in visitor numbers, trip movements and use of public transport facilities.
- developments such as supermarkets and petrol-filling stations that operate late at night and in some cases 24 hours per day.
- all major development proposals resulting in intensification of uses and activity in isolated areas, e.g. industrial estates, canal towpaths and Green Belt, that are more likely to be relatively poorly located in terms of safe, well-lit and used routes and transport facilities.
- all major residential developments e.g. 10 or more units
- residential developments that suffer from a more inaccessible location, deficient
- public transport facilities and/or poor linkages to local shops and community facilities

- (e.g. over 800m away), and that are particularly not conducive to encouraging access by means other than by car.

7.10 These type of proposals and thresholds are not an exhaustive list but they will generally be expected to contribute to introducing or improving existing safety measures as identified in conjunction with the local crime prevention officer and community safety team and the level of contribution will be weighted accordingly. The thresholds outlined above are indicative and provide a guideline as to the scale of development that is likely to have sufficient impact to consider whether planning obligations may be required but each case will have different impacts and will be considered on their own merits.

CCTV

7.11 There are several elements to a CCTV scheme and the Council will seek contributions towards the full or partial costs for the provision of CCTV from relevant developments depending on the scale, location and nature of those schemes. One-off commuted sum payments will also be sought for revenue costs for up to 7 years to support the rental and maintenance costs of the equipment.

7.12 Based on the technology and approximate costs as at March 2012 the elements and costs of one camera plus link back to the Civic Centre would be as follows:

Capital costs, associated project design and initial maintenance costs

- cost of camera and associated above ground equipment £9,000
- fibre / transmission links between £6,000 and £10,000 (this is variable as it is dependent upon distance to control room)
- additional central equipment (includes monitors, matrix configurations) £2,000
- design and management £3,000
- others (such as fees and software) up to £1,550

Revenue support

- annual fibre rental £1,500 (generally between 10% and 17% of capital cost, dependant upon supplier),
- annual maintenance £900

Note that costs may vary from site to site.

7.12 In some circumstance other measures may be more appropriate, such as rapid deployment cameras, audio-deterrents such as ‘mosquito units and stand alone cameras. The level of contribution sought will be dependant on the type of development scheme and the cost of the specific measures required.

7.13 In some circumstance other measures may be more appropriate, such as rapid deployment cameras, audio-deterrents such as ‘mosquito nets’ and stand alone cameras. The level of contribution sought will be dependant on the type of development scheme and the cost of the specific measures required.

8. ENVIRONMENTAL IMPACTS

8.1 The Council as local planning authority has a duty under European, national, regional and local directives, policies and guidance to protect the local environment from development and seek sustainable development.

8.2 New development can have both a minor or major impact on the local environment. The way a scheme minimises or off-sets its impact and contributes positively to its surroundings, whether in an urban setting or more rural, green environment, will determine how acceptable a proposal is likely to be. As a first priority adverse environmental impacts should always be avoided. Only where there are no suitable alternatives and reasons for the development that outweigh any avoidance of damage should planning obligations be considered.

8.3 Funding for environmental improvements required as a result of incremental growth will be provided through CIL. The following guidance outlines the circumstances in which planning obligations will be sought on a site specific basis to offset the potential adverse impacts in relation to the areas listed below.

- Biodiversity and Nature Conservation
- Landscape and Trees
- Land Contamination
- Recycling and Waste Management
- Flooding

Biodiversity and Nature Conservation

8.4 A planning obligation may be sought where a development has a potentially damaging impact on the nature conservation or biodiversity value of a SSSI, species, habitat, site or area of regional or local importance and this impact cannot be satisfactorily mitigated by design or on-site measures covered by planning conditions or other controls. Planning obligations will be used where appropriate to:

- restrict uses so as not to damage or harm existing features or assets or visual amenity
- secure works necessary to protect and enhance existing features and ensure necessary works to create new compensatory features or other mitigation measures are implemented
- secure contributions for works and mitigation measures necessary to protect and enhance existing features of nature conservation or biological importance and existing landscape feature and ensure necessary works to create replacement compensatory features.
- support requisite land management and maintenance plans

- address public accessibility

8.5 New habitats can be created to help achieve the protection and encouragement of habitat and species under threat. In such cases The North London River Restoration Plan, the emerging Hillingdon Biodiversity Action Plan and Strategic Flood Risk Assessment (SFRA), and other emerging LDF Documents should be referred to for opportunities for the creation of new habitats.

8.6 Examples of areas where obligations may be required are:

- resolution of land management issues
- arrangements for the monitoring of the effectiveness of mitigation measures and remedial measures when necessary
- provision of hydrological or other offsite surveys / monitoring
- provision of land to be used as a nature reserve
- new habitat creation schemes
- the preservation or creation of buffer zones free from built development between watercourses and development
- provision of information or interpretive facilities and access
- financial provisions for ongoing management and revenue costs
- only in exceptional circumstances will habitat or species translocation schemes be considered.

8.7 Some developments may result in increased activity and affect the value of both designated and non-designated nature conservation areas. In these circumstances where appropriate, in addition to the provision of information or interpretive facilities and access management routes, the developer will be expected to contribute towards the management and maintenance of these areas in order to minimise adverse impacts. Developers will be required to make proper provision for the long-term future and maintenance of the site and this will be secured through a planning obligation.

8.8 The Council will, therefore, seek a contractual arrangement possibly supported by a commuted payment prior to the grant of an associated planning permission. A management plan or any other obligation involving landscape or nature conservation, may also require the involvement of, and consultation with, the appropriate agency, such as the Environment Agency, Natural England and London or Herts and Middlesex Wildlife Trust or Local Nature Reserve management groups.

Landscape and Trees

8.9 The nature of impacts and the required mitigation or compensation measures will depend on the nature and scale of proposals and the character of areas that are affected but they will need to meet the following objectives:

- maintain and enhance landscapes and waterscapes in terms of their ecological, conservation, amenity and historic value
- improve the integration, relationship and visual impact of new development to areas of acknowledged importance and environmental sensitivity
- safeguard existing areas of landscape, nature conservation or historic interest from inappropriate and poorly designed development
- preserve nature conservation assets through the protection and management of habitats and geological features
- provide accessible facilities and opportunities for recreation and passive enjoyment which do not compromise the protection of habitats of acknowledged importance and environmental sensitivity.

8.10 In certain circumstances, where landscape requirements cannot be achieved or trees retained onsite through design or conditions, planning obligations could be required to ensure the provision of compensatory landscape or replacement trees off-site, but in close proximity to the scheme e.g. a local park or nature reserve that could benefit from improvement. Replacement planting must be of suitable species (ideally of locally native species), size and density to the local context and character.

8.11 In order to safeguard the sustainability of development, obligations may be sought to cover the provision of on-site landscape including natural landscape features such as trees, hedgerows and ponds and where appropriate, the Council will seek to secure their administration through management agreements.

8.12 Developers may be required to enter into a planning obligation to safeguard provision of landscape or replacement planting and its subsequent maintenance, security and insurance. In some cases, where the measures secured are predominantly for the benefit of the users of the associated development it may be appropriate for developers to make a commuted sum payment for maintenance in perpetuity.

Land Contamination

8.13 Land affected by contamination due to the presence of metals, liquid chemicals and vapours and/or air may give rise to hazards that put at risk occupiers or other users of the land, and may cause damage to buildings and infrastructure. The contaminants may also migrate to and affect nearby land by polluting surface and ground waters and/or having a detrimental impact on ecological systems. Land affected by contamination that remains untreated can therefore restrict development potential in the developed area of the Borough or prevent the introduction of uses involving public access e.g. open-air recreation in the green belt.

8.14 Where a planning obligation is considered appropriate, the Local Planning Authority will seek to secure measures or contributions towards site investigation and/or remediation works on land affected by contamination. In particular these could include the following:

- review / verification of such works carried out at the development site under condition, where necessary
- site investigation and remediation works for other affected land related to the development
- monitoring works following the completion of the development. Examples include measuring gas and/or water contamination in boreholes and/or installing permanent monitoring equipment.
- the management of contaminated land, including a requirement for certain operations and activities to be carried out, such as the maintenance of remedial works. Examples include landscaping improvements and maintenance, gas protection and/or leachate treatment facilities (e.g. water treatment barriers).
- restrictions on the development or use of the land
- any other measures deemed appropriate, for example independent monitoring / investigation during remediation works to ensure there are no off-site affects as a result of contamination
- performance bonds (surety) to ensure the implementation of obligations

8.15 Land contamination issues must be sufficiently addressed in any environmental assessment to accompany a planning application, including consideration of the fact that contamination may have spread beyond the development site boundary and that a wider area may require monitoring and/or treatment.

Recycling and Waste Management

8.16 European and government policy and directives require both substantial reductions in the use of landfill and increases in recycling and composting. The relevant landfill directive targets are statutory and must be met. The Council aims to encourage the recycling of waste materials by providing a range of both local and major recycling facilities and services. Additional provision may have to be made where the existing recycling facilities cannot meet the demands for waste disposal and recycling requirements of new development. As more development takes place and the need to improve recycling performance arises, additional facilities will be needed. These include facilities for materials recycling, inert waste recycling, composting, waste treatment and energy recovery, and reprocessing of recyclables.

8.17 In the majority of development proposals, it will be possible to deal with the issue of waste disposal management on-site through design or planning conditions. Where special or additional facilities are required to meet new demands generated by a proposed development, e.g. a new shopping centre or large housing scheme, a planning obligation may be required for land and infrastructure for waste collection and management (including recycling facilities such as collection points for glass, cans, paper and textiles).

8.18 Where a need is identified and where design and planning conditions will not suffice, planning obligations will be sought to:

- secure contributions towards the provision of additional local recycling facilities and services;
- secure contributions towards major recycling facilities; and, encourage large employers to make provision for recycling facilities within their development.

8.19 Where a need is identified for new facilities there will also generally be a requirement for payment of a commuted sum towards the maintenance of the facility or service for a specified period, usually five years.

Flooding

8.20 Hillingdon's Strategic Flood Risk Assessment (SFRA) identifies areas of the Borough at risk of flooding which are ranked according to their probability of flooding. It refers to considerations for different types of development seeking planning permission within these areas. If having taken advice from the Environment Agency and any other relevant operating authority, flooding engineering works are required and these cannot be appropriately secured through planning conditions or other controls, a planning obligation will be sought for:

- works or contributions towards improving flood defences and mitigation works such as works to river banks, bridge / culvert widening, improving watercourse bed gradients or general widening of watercourses as appropriate
- sustainable drainage systems (SUDS) or other measures to reduce surface water run-off
- implementation of future flood alleviation schemes and making space for water. For more information please refer the emerging SFRA

8.21 Flooding must be fully assessed within a Flood Risk Assessment in any environmental assessment or statement to accompany a planning application for development with flooding implications. Even smaller schemes, which may fall outside the thresholds of the Environmental Impact Assessment Regulations, can

generate impacts beyond its immediate site and may require the implementation of measures to off set those impacts.

9. OPEN SPACE AND RECREATION

9.1 Additional dwellings and businesses add to the demands placed on existing open spaces and recreational facilities. In addition, inadequate provision or inadequate access to recreational facilities and open space for new development can disadvantage occupiers of new development and as such fail to meet the government's sustainable communities objective.

9.2 Funding for open space provision required as a result of incremental growth will be provided as part of Hillingdon's CIL. Planning obligations may be required to address:

- new development that directly creates a need for new, additional or enhanced facilities or recreational open space; or
- the loss of recreational public open space or a recreational facility without adequate alternative and compensatory replacement.

Planning Obligation Requirements

9.3 Planning obligations to meet site specific open space requirements may comprise one or more of the following:

(i) Provision of open space to meet the needs of the development which may include recreational facilities;

(ii) Provision of facilities to meet recreational needs including for children and young people;

(iii) Provision of improvements to increase accessibility of the open space and or recreational facilities;

(iv) Provision of works to address the quality of open space to meet the needs of new development; and

(v) Compensation for the loss of open space or recreational facilities caused by a development or for the failure to meet on-site amenity space requirements.

Qualifying Developments

9.4 The circumstances when planning obligations will be required are as follows:

- Developments which fail to meet the on-site amenity space requirements as set out in HDAS;
- Developments which cause the loss of recreational open space or recreational facilities and none or inadequate provision is proposed;
- If the development has inadequate access to open space or recreational facilities; and

- If there are any deficiencies in open space or recreational facilities, in terms of quantity or quality of provision, or accessibility to the subject development and these will be exacerbated by the development.

9.5 Generally all residential development on sites capable of accommodating 15 or more residential units will be required to provide on-site open space and recreational facilities as appropriate.

Provision of Open Space

9.6 The Council's Open Space Strategy (OSS) was published in July 2011 and recorded a total of 676 open spaces covering 3,409 hectares and making up nearly 30% of the land area of the Borough. Only open spaces greater than 0.4 hectares were recorded in line with national and regional guidance. Of this total, 1,757.9 hectares was identified as being publicly accessible and formed the basis of the following recommended standards of provision:

- A Borough wide quantity standard of 6.0 ha of unrestricted open space per 1,000 population; and
- A Borough wide quantity standard of 2.0 ha of unrestricted "Recreational" open space per 1,000 population.

9.7 In addition, development is expected to meet accessibility standards. All residents within the Borough should have access to:

- A 'Small' or 'Local' (or higher level) open space within 400m of where they live;
- A 'District' (or higher level) open space within 1,200m of where they live and where feasible (non-mandatory);
- A 'Metropolitan' open space within 3.2 Km of where they live.

9.8 Where development would cause a localised requirement for additional open space, it is expected that such land is provided as part of the site design or in an adjacent location, (particularly in areas already deficient of open space). Development that causes a direct reduction in protected open space will be required to provide a replacement area either on-site or in an adjacent location, to the same or better standard as the area that has been lost.

Provision of Recreational Facilities

9.9 As noted in paragraph 9.2, the Council's CIL will be used to provide sports and leisure facilities related to incremental growth. This will include the development of small sites which do not, in themselves generate a need for on-site provision. The Council will seek Planning Obligations for off-site provision of recreational facilities related to larger development schemes where it has been agreed that this is a more appropriate means of mitigating deficiencies. The cost of providing on-site provision may also be taken as a commuted sum. Such provision would involve the build costs and on-costs as explained below.

Children and Young People's Play and Informal Recreation

9.10 The provision of facilities for children and young people's play and informal recreation is required to be in line with the Mayor of London's Providing for Children and Young People's Play and Informal Recreation SPD, (March 2008). Types of facilities include:

- Doorstep playable space: a place where young children under the age of 5 can play;
- Local playable space: a place where children aged up to 11 can play;
- Neighbourhood playable space: a more extensive place where children up to 11 can play, and where there are some facilities for young people over 11; and
- Youth space: a place where young people aged 12 and above can meet and take part in informal sport-based activities (including 'extreme sports' such as skateboarding or skating) and other informal recreation.

9.11 The Council will seek the on-site provision of play and informal recreation facilities from developments generating 10 or more additional children or young people as calculated using table 3 below. Where there is agreement between the Council and the developer that off-site, rather than on-site provision is more appropriate, a planning obligation will be required to secure off-site provision.

TABLE 3: STANDARDS FOR PROVISION FOR CHILDREN AND YOUNG PEOPLE'S PLAY AND INFORMAL RECREATION

	Standards for space provision	Accessibility Standard (maximum walking distance from residential unit
0-4 year olds	10 sq. metres per child	100 metres
5-11 year olds		400 metres
12+ year olds		800 metres

Source: Mayor of London Providing for Children and Young People's Play and Informal Recreation SPG March 2008

9.12 The costs of the different types of facilities that are to be provided to meet the needs of the development will be assessed with reference to Council contracts where appropriate on a case by case basis. Calculations will be based on the "Open Space and Recreational Facilities Formula" below.

Calculating Contributions

9.13 Contributions will generally be based upon the following formula:

OPEN SPACE AND RECREATIONAL FACILITIES FORMULA

Contribution = (Build Costs + On-costs) x ([Standard Provision per person x Occupancy of Development] - Existing Capacity)

Build Costs and On-costs

9.14 "Build costs" will be the capital costs for providing a facility or open space per person. In some cases, where land has not been identified for the measures and it is viable for the developer to support it, there may also be a land cost included within "Build Costs". "On-costs" will be the capital/revenue costs of establishment, maintenance and management for an initial period or in perpetuity as appropriate of that unit.

9.15 Costs will be calculated with reference to the going BICS rate or on the basis of existing contract rates determined by the relevant Council department as appropriate.

Occupancy

9.16. Table 4 sets out occupancy rates by dwelling type. It should be used to determine if development schemes meet the standards of provision for Children and Young People's Play and Informal Recreation, identified in Table 3.

TABLE 4: CHILD YIELD (INCL SOCIAL RENT ADJUST) BY SCHOOL SECTOR VS DWELLINGS BY TYPE

		NURSERY		PRIMARY		SECONDARY		POST-16	
	A	B		C		D		E	
Rooms (inc. kitchens) in Private & Intermediate Flats	NET No. of units	Age 0-4 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		0.031		0.017		0.030	
4		0.162		0.105		0.050		0.035	
5		0.116		0.184		0.136		0.121	
6+		0.179		0.122		0.151		0.275	
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		0.176	*0.077*	0.037	*0.016*	0.011	*0.005*	0.080	*0.035*
4		0.629	*0.274*	0.162	*0.071*	0.100	*0.044*	0.139	*0.061*

5		0.479	*0.209*	0.646	*0.281*	0.354	*0.154*	0.167	*0.073*
6+		1.182	*0.515*	1.091	*0.475*	0.000	*0.000*	0.545	*0.238*
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		0.216		0.230		0.154		0.085	
4		0.218		0.191		0.092		0.050	
5		0.259		0.373		0.239		0.113	
6+		0.255		0.433		0.312		0.158	
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		0.412	*0.180*	0.265	*0.115*	0.098	*0.043*	0.029	*0.013*
4		0.558	*0.243*	0.376	*0.164*	0.127	*0.055*	0.073	*0.032*
5		0.674	*0.294*	0.750	*0.327*	0.410	*0.179*	0.097	*0.042*
6+		0.703	*0.306*	0.968	*0.422*	0.468	*0.204*	0.138	*0.060*
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**	
(or *discounted Child Yield for full council Nomination Rights*)		*0.000*		*0.000*		*0.000*		*0.000*	

Source: Census Commissioned Table C0511

Existing Capacity

9.17 The Council will determine any projected deficit in recreation facilities within standard accessibility thresholds from/to the development, with reference to any relevant published corporate documents as appropriate. The existing spare capacity discount factor will be calculated on the basis of existing spare capacity and demand of additional residents generated by the proposed development (i.e. Occupancy).

Worked Example

9.18 The following worked example shows how contributions for children's recreational play space would be calculated.

A worked example:
100 flat scheme with 20 x 2-room, 40 x 3-room (14 social rented), 30 x 4 room (10 social rented), 5 x 5-room (3 social rented) and 5 x 6-room (3 social rented), on a vacant commercial site. The Council does not have nomination rights.

Space for Play and Informal Recreation for Children and Young People

Assuming NEAP (as defined in "Six Acre Standard") can be provided within 100 metres of the development units contributions calculated as follows:

0-4 Play:

Cost = £160,000 for 1,000 sq. metre (NEAP) play-space
Occupancy = 19.618 children
Standard = 10 sq. m per child

£160 x 10 x 19.618 - 0 = £31,388.8

5-11 Play:

Cost = £160,000 for 1,000 sq. metre (NEAP) play-space
Occupancy = 10.989 children
Standard = 10 sq. m per child

£160 x 10 x 10.989 - 0 = £17,582.4

12+ Play:

Cost = £160,000 for 1,000 sq. metre (NEAP) play-space
Occupancy = 11.576 children
Standard = 10 sq. m per child

£160 x 10 x 11.576 - 0 = £18,521.6

Total Contribution = £67,492.8

Transfer and Maintenance

9.19 The Council may adopt and maintain properly laid out open spaces subject to payment of a commuted sum to cover on-costs as calculated above. Transfer of open space and recreational facilities will normally take place once it has been laid out or built, fully equipped and maintained for a minimum period of 12 months to the satisfaction of the Council and the payment will be payable on the transfer of the land.

9.20 The figure will be calculated using the current contract prices for maintaining open space of comparable characteristics and features over at least an initial year period (depending on local circumstances) to ensure that the open space and/facilities can become established. If developers do not intend to seek adoption, the Council will still need to be satisfied through the submission of a management plan that adequate alternative arrangements are put in place for long term management and maintenance by, for example, the establishment of a sufficiently resourced management company or trust.

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OLDER PEOPLE'S PLAN – PROGRESS UPDATE 2011-12

Cabinet Members	Cllr Ray Puddifoot Cllr Philip Corthorne
Cabinet Portfolios	Leader of the Council Social Services, Health & Housing
Officer Contact	Dan Kennedy
Papers with report	Older People's Action Plan 2011-12

HEADLINE INFORMATION

Purpose of report	To provide an update on improvements delivered for older people, contained within the Older People's Plan.
Contribution to our plans and strategies	The Older People's Plan assists the Council to deliver its plans to put residents first and to work with partners in delivering the Sustainable Community Strategy for Hillingdon.
Financial Cost	The majority of proposals will be financed from within existing resources. However, some proposals may be financed via funding set aside under the "Leader's Initiative".
Relevant Policy Overview Committee	Social Services, Health & Housing
Ward(s) affected	All

RECOMMENDATION

That Cabinet notes the significant achievements to deliver the Older People's Action Plan during 2011/12 to date to improve the quality of life of older people.

INFORMATION

Reasons for recommendation

1. The Older People's Plan endorses the commitment from the Council and its partners to the continued development and improvement of services designed to create a better quality of life for older people in Hillingdon. The plan supports the Council to put residents first and supports Hillingdon in delivering the Sustainable Community Strategy.

Alternative options considered / risk management

2. None considered

Comments of Policy Overview Committee(s)

3. None at this stage

Supporting Information

4. The implementation of the Older People's Plan is achieved through annual action plan targets.

5. The Plan has been developed in consultation with older people and a wide range of partners including the Hillingdon Primary Care Trust, Hillingdon Hospital, Voluntary Sector Partners, Police, Ambulance Service and Fire Brigade. This collaborative approach has proved successful and will continue to further improve services for older people in the borough and promote health and well-being in Hillingdon.

6. The Older People's Action Plan is made up of key themes which older people have said are important to them. They include: safety and security; preventative care; keeping independent and healthy; supporting older people in the community; and housing.

7. The action plan is regularly monitored and updated. Projects identified by the Leader's Initiative are considered against these stated themes.

8. The most recent residents' survey in 2011 confirmed that older residents show high and increased levels of satisfaction with the Council and specific initiatives under the Older People's Plan and Leader's Initiative. Free burglar alarms and Council Tax freeze initiatives are rated as 'very important' by residents (93% and 91% respectively).

How important are the following initiatives?	**2010**	**2011**
Council Tax freeze for over 65s	88%	91%
Support for victims of burglary	93%	93%
Older people's budget	84%	86%
Brown badge scheme	76%	78%
Free swimming	74%	76%

9. There have been a number of achievements during 2011/12 so far. The highlights from the plan below and also attached at appendix one set out the latest update where this is available:

Safety and Security

- Free burglar alarms - At the end of January 2012, the Leader's Initiative burglar alarm scheme has fitted 3,500 alarms to the homes of older residents. In February 2012, a further 500 alarms started to be installed which will raise the number of alarms provided to older people to a total of 4,000 by the end of April 2012.

- Rogue traders – Up to the end of December 2011, Trading Standards received 17 reported incidents of rogue builders. All complainants were visited by the Trading Standards Team. Some enquiries are ongoing, but so far the Council has helped save complainants around £14,000.

- Raising Awareness of Home Safety - Since April 2011, more than 100 staff members have completed the e-learning 'be-safe-at-home' course which increases awareness and understanding of home safety risks and what to look for when visiting the home of a resident. This is helping to ensure appropriate referrals for home fire safety assessments or assessments where there is a higher risk of a fall and injury for the older person.

Preventative Care

- Telecareline – In April 2011 the London Borough of Hillingdon launched the new Telecareline offer. The service supports residents to live safely and independently in their own homes and as such is central to transforming the social care offer. It makes greater use of a range of equipment, such as sensors and detectors all connected back to a staffed local control centre.

  Building on the track record of support for vulnerable older people the Council is offering the service free to any resident in the borough over the age of 85. The service is offered free to residents who qualify for adult social care services and who meet financial eligibility criteria, and for 6 weeks to anyone receiving reablement.

  By offering the service free the Council is taking a stronger preventative approach so that more older and disabled residents can remain independent for longer.

  Telecareline is proving to be very successful. Between April 2011 and the end of February 2012, 994 people have received assistive technology against a full year target of 750 people.

  The development of services like Telecareline is part of a broader strategy working across social care, health and housing to help reduce the need and frequency for admission to hospital for people with needs arising from a stroke, incontinence, dementia and injuries arising from a fall.

Keeping Independent and Healthy

- Extending the Brown Badge Parking Scheme – The Brown Badge Parking Scheme offers older people a designated place to park their car / vehicle which means older people are closer to amenities. This helps to maintain their independence.

  Since April 2011 to 25 February 2012 a total of 867 new brown badges have been issued to eligible residents. To extend the scheme further, the Council is currently

considering 3 potential 'on-street' locations covering Ruislip, Uxbridge and Hayes. Approval is being sought from the Department for Transport for 'on-street' parking bays.

Discussions have now started with a view to installing brown badge bays in Council-managed golf course car parks, including Haste Hill and Uxbridge.

- Free Swimming – Free swimming sessions for older people at all indoor pools in Hillingdon continue to be successful. Since April 2011 to date 15,500 free swimming sessions have been taken up by older people which is helping older people to live a healthy and active life.

- Allotments - A number of short gardening courses have been held at Hayes End Allotments since April 2011 with Adult Education. More are planned and will concentrate in the south of the borough as this is where there are vacant plots.

  A number of improvements continue to be made to allotment sites to support older people take up and maintain an allotment. This includes completing resurfacing works at the Stafford Road site to improve access for all users, the installation of two additional water tanks at the Bourne Farm allotment site in response to feedback from older people, and the provision of mains water at the Belmore allotment site. New signage is also planned for the allotments. DASH continue with their project to establish a disabled friendly garden (with paths and raised beds etc) at Belmore Allotment Site. The Council continues to support this project.

- Active ageing - Extend Exercise classes in Hillingdon continue to take place. The classes provide gentle exercise to music for the over sixties to promote health, increase mobility and independence, improve strength, co-ordination and balance and to counteract loneliness and isolation.

- The Council is continuing to work with Age UK and is now providing access to Botwell Green Leisure Centre as a venue for an indoor bowls group.

Supporting Older People in the Community

- Support for Older People During the Economic Down-turn - Financial health check sessions continue to be delivered in local libraries, sheltered housing, lunch clubs and community centres across the borough. The latest information (to the end of December) confirms that 113 local financial heath check surgeries were delivered along with 158 home visits. From the outreach work, a total of 146 benefits checks were undertaken.

- Heater Loan Scheme – An article appeared in the November/December 2011 edition of Hillingdon People with feedback comments from people who have taken up the scheme. Since April 2011 a total number of 26 older people have received heaters on loan to support them when dealing with heating systems breakdown/repairs – an increase from the 17 people assisted by the scheme the previous year.

Housing

- Improving Housing Conditions for Older People – Hillingdon have continued to improve the homes of older people. In the period April 2011 to February 2012, 296 properties

have been improved for older vulnerable persons. The Council is on track to achieve the target of 310 properties improved by March 2012.

- Extra Care Housing – new extra care housing provided to help older people live independently in the community. The first tenants moved into Cottesmore House (47 units) on 21 November 2011. As of the 16th February 2012 a total of 34 tenants have moved into Cottesmore House.

10. A full progress update of the action plan during 2011/12 is attached under appendix one.

11. Leader's Initiative – Supporting Older People – The Leader's Initiative has continued to support a broad range of projects and events, developed both within the community, with partners and across council services to enable older people to remain independent, active and healthy.

12. Key projects include:

    - Burglar alarms for older people to help them keep safe
    - Barnhill Community Association - range of social events and day trips for older people attending the weekly senior citizens club.
    - Age UK Hillingdon – 60 Plus Fair - The Age UK Hillingdon 60 plus Fair took place on Tuesday 11th October 2011 in the Pavilions Shopping Centre, Uxbridge. The event is unique in providing both information and entertainment specifically targeted at the over 60s. The information provided aims to keep older people healthy, safe and active in their life but especially in their retirement. The event has been running for the past 8 years.
    - Heater loan scheme – to assist older people during colder weather when their heating and hot water systems fail.

Financial Implications

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

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

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

Consultation Carried Out or Required

15. Regular feedback from the Hillingdon Older People's Steering Group and Older People's Assembly is used to help shape future priorities. The Older People's Assembly in Hillingdon receives progress updates on delivering the promises set out within the Older People's Plan.

CORPORATE IMPLICATIONS

Corporate Finance

16. Corporate finance has reviewed this report and is satisfied that the majority of the proposals will be contained within existing budgets but that some proposals may be financed by funding set aside under the “Leader’s Initiative”.

Legal

17. Under the Council’s Constitution the Cabinet has the appropriate powers to agree the recommendation proposed at the outset of this report. There are no other significant legal implications arising out of this report to bring to Cabinet’s attention.

BACKGROUND PAPERS

- Older People’s Plan
- Previous updates of the Older People’s Plan to Cabinet

Appendix 1 - Older Peoples Action Plan 2011/12 – (Progress Update – February 2012)

Ref No	Task	Actions	Lead	Target Dates	February - progress update
Safety and Security					
1.1	Promote initiatives for older people to manage their own safety	1.1.1 Maintain programme of keeping safe initiatives targeting relevant community groups throughout 2011/12	Sarah Morris / Nick Ellender	31.03.12	**On track (green)** - Following a review of the successful 2010/11 programme, which covered seven community forums and nearly three hundred people, a further programme of presentations have been targeted this year where needed. This includes key groups such as the Older People's Assembly.
1.2	Increase home security among older people.	1.2.1 Ensure burglar alarms commissioned by the Leader are installed	Liz Jones	31.03.12	**On track (green)** – At the end of January 2012, the Leader's Initiative burglar alarm scheme has fitted 3,500 alarms to the homes of older residents. In February 2012, a further 500 alarms started to be installed which will raise the number of alarms provided to older people to a total of 4,000 by the end of April 2012.
		1.2.2 Promote increased home security - distribute information packs about security to all future recipients of alarms	Liz Jones	31.03.12	**On track (green)** - Information packs about security are distributed to all recipients of alarms. This includes information about how to keep yourself safe at home.
1.3	Take action to tackle rogue traders.	1.3.1 Address reports of Rogue Traders in cooperation with Police and other partners.	Peggy Law	31.03.12	**On track (green)** - Up to the end of December 2011 a total of 17 instances of rogue builders were reported. All complainants were visited by Trading Standards. Some enquiries are ongoing, but so far the Council has helped save complainants around £14,000.

Ref No	Task	Actions	Lead	Target Dates	February - progress update
		1.3.2 Ensure Be-Safe at Home e-learning is accessed by Council staff 12 times per year	Liz Jones	31.03.12	**On track (green)** – Since April 2011, the 'Be Safe at Home' e-learning training module has been accessed by more than 100 staff. For 2012/13, the training will form part of the learning and development plan for staff where this is needed. The feedback from staff has been very positive and is helping staff to be alert to home safety issues when they visit the homes of our vulnerable residents in their day to day work. This includes making appropriate referrals for home fire safety assessments or assessments where there is a higher risk of a fall and injury for the older person.
Preventative Care					
2.1	Further develop dedicated re-ablement and support services to help older people and people with disabilities maintain independent living	2.1.1 Further develop the reablement service to promote independent living.	Sarah Morris/ Brian Barry	31.03.12	**On track (green)** – The re-ablement service is making a positive difference to the lives of older people in Hillingdon. On average one in two people (47%) needing the service (for example when they leave hospital) is able to live independently without social care support after 6 weeks of receiving an intensive re-ablement service.
		2.1.2 Deliver the Telecareline offer to older people	Ann Otesanya	31.03.12	**Completed (green)** – Since 1 April 2011 to the end of February 2012, 994 residents have benefitted from Telecareline equipment to help them live independently in the community. The Council has exceeded the target to help 750 people by 31st March 2012.

Ref No	Task	Actions	Lead	Target Dates	February - progress update
Keeping independent and healthy					
3.1	Ensure all new and existing service users / carers are offered a personal budget	3.1.1 Promote take up of personalised budgets – implement a communications and training plan to support changes in care management practice to deliver on self-directed support	Sarah Morris/Sharon Townsend	31.03.12	**On track (green)** – Self-Directed Support has been extended across adult social care from 23rd January 2012. A training programme has been delivered to hundreds of staff and improvements are being made to IT systems to support personalisation. A new pilot of the prepaid card has commenced with an external provider to enable payments to be made to personal assistants.
		3.1.2 Promote take-up of self-directed support (SDS) to achieve a target of 30% by 31st March 2012.	Sarah Morris /Sharon Townsend	31.03.12	**On track (green)** – The take up of Self Directed Support continues to increase. As at 16th February, 28% of people were in receipt of a self-directed support service.
		3.1.3 Ensure personal budgets are accompanied by changes in service provision towards diverse community services – moving away from buildings-based support to integrated day opportunities and PA's	Sarah Morris /Sharon Townsend	31.03.12	**On track (green)** – Community and voluntary based services are being agreed as the services within personal support plans. Buildings–based day care provision is considered for dementia care and in terms of critical risk. A West London Alliance web-based information tool with details of support services is in a prototype stage and will aid support planning.
3.2	Extend opportunities for older people to participate in sport and physical activity	3.2.1 In partnership with Age UK, deliver activities for older people	Howard Griffin	31.03.12	**Completed (green)** - Extend Exercise classes are continuing to operate as either a going concern or with alternative funding and volunteer leaders that Age UK have secured. The Council is continuing to work with Age UK and is now providing access to Botwell Green Leisure Centre as a venue for an indoor bowls group. The centre offers them an opportunity to expand the current capacity of the group and to link with additional activities programmed on site for older residents.

Ref No	Task	Actions	Lead	Target Dates	February - progress update
					The intention is to continue to link with Age UK and Public Health to deliver activities for older people as part of a new Physical Activity Strategy.
		3.2.2 Continue to deliver free swimming for residents over 65.	Howard Griffin	31.03.12	**On Track (green)** - A revised local scheme for free swimming was launched in April 2011 for residents only. The free swimming offer applies to people aged 65 and over and is available at all indoor public pools in Hillingdon. The scheme continues to be successful. To date more than 15,500 free swims have been taken up by older people since April 2011.
3.3	Investigate extension of brown badge scheme to private car parks	3.3.1 Continue to identify additional car parks as possible locations for new Brown Badge scheme locations during 2011/12	Roy Clark	31.03.12	**On track (green)** - A total of 149 designated brown badge bays have now been installed in 22 council car parks as well as 11 privately operated car parks across the borough. The Council is continuing to progress three possible on street locations for Brown Badge parking in Ruislip, Uxbridge and Hayes. The exact locations are to be decided but it is planned to introduce 2 bays at each site. The Council has sought permission from the Department for Transport (DfT) for the use of non-standard signs and road markings on the public highway to install the bays required. Further discussions with the DfT are continuing and the Council is in contact with them on a monthly basis to progress the application (the most recent of which was on 27 February). Discussions have now started with a view to installing brown badge bays in Council-managed golf course car parks, including Haste Hill and Uxbridge.

Ref No	Task	Actions	Lead	Target Dates	February - progress update
		3.3.2 Process and issue **100%** of all new Brown Badge applications within 4 working days of receipt**.**	Roy Clark	31.03.12	**On track (green)** - The number of residents taking advantage of the brown badge scheme continues to increase. As at 25 February 2012 a total of 867 new brown badges have been issued since April 2011 to eligible residents.
3.4	Promote take-up of allotments in Hillingdon amongst older people	3.4.1 Adult education on allotments run at 2 locations to promote take-up of allotments during 2011/12.	Paul Richards	31.03.12	**On track (green)** - A number of short gardening courses have been held at Hayes End Allotments since April 2011 with Adult Education. More are planned and will concentrate in the south of the borough as this is where there are vacant plots. Improvements continue to be made to improve the facilities at allotment sites to support older people to take up and maintain an allotment. In addition to the resurfacing works completed at the Stafford Road site to improve access for all users, two additional water tanks have been installed at Bourne Farm Allotment in response to requests from older plot holders who find it difficult to walk the distance to the existing tanks. Mains water supply will be installed at the Belmore Allotments. New name signage will be put in place for all allotments to promote full occupancy across all sites. DASH continue to work on their project at Belmore Allotment. They have filled the raised beds with the compost we provided and have installed a wheel chair ramp at the entrance to the allotments to enable wheel chair users to access the site.

Ref No	Task	Actions	Lead	Target Dates	February - progress update
Supporting Older People in the Community					
4.1	Improve financial inclusion for older people in the borough	4.1.1 Deliver benefits and financial advice and support sessions for older people across the borough through the Age UK Hillingdon financial health checks	Chris Commerford (Age UK) / Rob Mackenzie-Wilson	31.03.12	**On track (green)** - Financial health check sessions continue to be delivered in local libraries, sheltered housing, lunch clubs and community centres across the borough. The latest information (to the end of December) confirms that 113 local financial heath check surgeries were delivered along with 158 home visits. From the outreach work, a total of 146 benefits checks were undertaken. During quarter 1, 22 Attendance Allowance claims were awarded totalling annual payments of £74,089.60. A further 2 Carers Allowance claims were awarded totalling annual payments of £3,926 plus backdated lump sums; and 1 award of Pension Credit totalling an annual payment of £1,249. During quarter 2, 17 attendance allowance claims were awarded totalling £59,602 along with a claim for each of the following: Pension Credit, Housing Credit and Disability Living Allowance. A total of £69,762 was awarded in unclaimed benefits. During quarter 3, 17 Attendance Allowance claims were awarded totalling annual payments of £38,355.20. Further awards included: 1 Carers Allowance claim was awarded totalling £2,886; 3 Pension Credit awards totalling £2,860; 3 Disability Living Allowance awards totalling £17,843.80

Ref No	Task	Actions	Lead	Target Dates	February - progress update
	Support older people in their own homes to stay warm and healthy during winter months	4.1.2 Deliver the Heater Loan Scheme to provide free temporary heaters and small grants to cover electricity costs to older people that have no heating because of recent breakdown.	Belinda Norris	31.03.12	**On track (green)** – Since April 2011 a total of 26 people have been loaned heaters to support them when dealing with heating systems, breakdown and repairs. In 2010/11, 17 older people received heaters on loan to support them when dealing with heating systems breakdown/ repairs.
Housing					
5.1	Help older people to live independently in safe, warm homes	5.1.1 Improve 310 private sector homes for older vulnerable people. (Includes energy efficiency measures and essential repairs).	Beatrice Cingtho/ Nick Millard	31.03.12	**On track (green)** – Since April 2011 to date, 296 properties have been improved for older vulnerable people. The improvements included: 27 heating improvements, 245 properties insulated, and 24 essential repair grants. The Council is on track to achieve the target of 310 properties improved by March 2012.
5.2	Deliver the Disabled Facilities Grants programme within budget and maximise economies of scale	5.1.2 Complete 200 major adaptations increasing independence and safety for people with disabilities	Beatrice Cingtho/ Nick Millard	31.03.12	**Completed (green)** – 205 adaptations have been completed to date against a target of 200 adaptations.
5.3	Deliver Extra Care Housing to help people live independently in their own home.	5.1.3 Deliver 95 units of Extra Care Sheltered Housing	Beatrice Cingtho/ Paul Feven	31.03.12	**On track (green)** –Extra Care Housing Schemes are being provided with individual care packages being put in place to support independent living. The first tenants moved into Cottesmore House (47 units) on 21 November 2011. As of the 16th February 2012 a total of 34 tenants have moved into Cottesmore House.

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DISABLED PEOPLE'S PLAN UPDATE

Cabinet Member	Cllr Philip Corthorne
Cabinet Portfolio	Social Services, Health & Housing
Officer Contact	Dan Kennedy, Social Care, Health & Housing
Papers with report	Detailed progress report against actions within the plan attached as Appendix 1.

HEADLINE INFORMATION

Purpose of report	To provide Cabinet with a performance update on the Disabled People's Plan action plan for 2011-12.
Contribution to our plans and strategies	The Plan contributes to the delivery of the aims of: • The Council's Single Equality Scheme • Disabled Children Strategy • Joint Carers' Strategy (2008 – 2018) • Health and Social Care Commissioning Strategies
Financial Cost	Costs attributed to this plan are accounted for in individual service budgets.
Relevant Policy Overview Committee	Social Services, Health & Housing
Ward(s) affected	All

RECOMMENDATION

That Cabinet note the progress made on the delivery of the 2011/12 Disabled People's Plan to date.

INFORMATION

Reasons for recommendation

1. The Disabled People's Plan has been developed to identify and address some of the challenges facing disabled people of all ages in Hillingdon by identifying what the Council can do directly, or through its influence with others, to improve the lives of disabled people and to maximise their health and wellbeing.

Alternative options considered / risk management

2. None considered.

Comments of Policy Overview Committee(s)

3. None at this stage.

Supporting Information

4. The latest update of progress with delivering the 2011/12 actions in the Disabled People's Plan is set out in Appendix 1. Some highlights of the plan so far this year include:

Improving Health, Housing and Social Care

- **Promote the take up of personalised budgets -** Self-Directed Support has been extended across adult social care groups from 23rd January 2012. A training programme has been delivered to hundreds of staff and improvements are being made to IT systems to support personalisation. A new pilot of the prepaid card has commenced with an external provider to enable payments to be made to personal assistants.

- **Increase the independence and safety for people with disabilities** – 205 properties have been provided with adaptations to date to enable users with disabilities to have greater independence within their home.

- **Provide less restrictive models of housing and support -** Extra Care Housing Schemes are being provided with individual care packages being put in place to support independent living. The first tenants moved into Cottesmore House (47 units) on 21 November 2011. As of the 16th February 2012 a total of 34 tenants have moved into Cottesmore House.

Keeping Children and Young People, Healthy, Safe and Supported

- **Improving services on offer to younger people in sports facilities –** A number of programmes have been developed and delivered to provide people with disabilities an opportunity to be involved in sporting activities, including Boccia (a form of bowls for people with a physical disability), table tennis, badminton, new age kurling and basketball. The Council is now also providing allocated supervision time in a section of the pool, for people with physical disability, and Yoga for Mental Health disability.

- **Extend community based sports development programmes offering new activities –** Gymnastics, swimming lessons and football for disabled children are being delivered at Botwell Green Sports and Leisure Centre to engage children.

  At Queensmead sports centre a multi-sport club has been developed for disabled children, ensuring children with a disability have the chance to participate in activities like trampolining, table tennis, badminton and basket ball amongst other sports.

  We are working with Queens Park Rangers to start tiger cubs football at Hillingdon Sport and Leisure complex which is aimed at children and young adults with downs syndrome.

Making Hillingdon Safer

- **Enforcement of legislation to ensure Equalities Act compliance to prevent traders from creating obstructions in public areas -** All reports of advertising boards causing an obstruction on the pavement have been followed up by Anti-Social Behaviour Investigation Officers. In all cases the shop keepers are required to move the advertising boards to a position where they do not cause an obstruction.

A Thriving Economy

- **Provide briefings and information to support disabled people with the transition to the new benefits system -** To raise awareness and understanding about the changes in the benefits system and how this may affect people, information has been shared with members of the Assembly for People with Disabilities.

Opportunities Open to All & A Prosperous Borough

- **Improve the educational standards of children with disabilities.** An effective process for commissioning is now in place and has been formed with input from relevant services. Processes for planning the education and training for young people with a Learning Difficulty and Disability is now well established. Effective links have been formed with Connexions and Adult Social Care.

- There have been a number of key achievements from the 2-year Inclusion Strategy. These include:
    - the implementation of the Inclusion Development Plan in schools 'year of Autism' including the production of a training DVD
    - a parent participation forum and website which is now in place.

  A disabled children's participation project was completed with 4 disabled young people trained as champions for their peers and are now on the Youth Council.

Financial Implications

5. The tasks contained in this action plan are being carried out within existing resources.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

6. The Plan seeks to ensure responsive services and better outcomes for disabled people.

Consultation Carried Out or Required

7. Updates of the plan are discussed with the Steering Group for the Assembly for People with Disabilities and members of the Assembly. Consultation will be carried out with service users and user groups to identify the difference that services are making.

CORPORATE IMPLICATIONS

Corporate Finance

8. Corporate Finance has reviewed this report and its recommendations and is satisfied, that the cost of implementing the plan will be contained within existing budgets.

Legal

9. The Disabled People's Plan is underpinned by the Equality Act 2010, which harmonises and extends the law on disability discrimination and which replaces the Disability Discrimination Acts of 1995 and 2005. Therefore, the Plan will need to be kept under review and may need to be adjusted in future to take account of these changes so that the Council is at all times fully compliant with its legal obligations.

BACKGROUND PAPERS

Hillingdon Partners Sustainable Community Strategy
Hillingdon Disability Equality Scheme
Hillingdon Single Equality Scheme
Disabled Children's Strategy

Appendix 1 - Disabled People's Plan Action Plan 2011/12 – (Progress Update – Feb 2012)

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
A borough with improving Health, Housing and Social Care					
1.1	Ensure all new and existing service users / carers are offered a personal budget	1.1.1 Promote take up of personalised budgets – implement a communications and training plan to support changes in care management practice to deliver on self-directed support.	Sarah Morris/Sharon Townsend/Belinda Norris	31.03.12	**On track (green)** – Self-Directed Support has been extended across adult social care groups from 23rd January 2012. A training programme has been delivered to hundreds of staff and improvements are being made to IT systems to support personalisation. A new pilot of the prepaid card has commenced with an external provider to enable payments to be made to personal assistants.
		1.1.2 Increase take-up of Self Directed Support to achieve a target of 30% by 31st March 2012.	Sarah Morris/Belinda Norris/Sharon Townsend	31.03.12	**On track (green)** – The take up of Self Directed Support continues to increase. As at 16th February, 28% of people were in receipt of a self-directed support service.
		1.1.3 Ensure personal budgets are accompanied by changes in service provision towards diverse community services – moving away from buildings-based support to integrated day opportunities and Personal Assistants.	Sarah Morris/Belinda Norris/Sharon Townsend	31.03.12	**On track (green) -** Community and voluntary resources are being sourced as a priority for day opportunities in conjunction with Personal Budgets/Direct Payments and Outreach. Building – based day care provision is considered only for dementia care and in terms of critical risk. A West London Alliance web-based information tool with details of support services is in a prototype stage and will aid support planning.
1.2	Deliver the Disabled Facilities Grants programme within budget and maximise economies of scale	1.2.1 Complete 200 major adaptations increasing independence and safety for people with disabilities.	Beatrice Cingtho/Nick Millard	31.03.12	**Completed (green)** – 205 adaptations have been completed to date against a target of 200 adaptations.

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
		1.2.2 Work in partnership with other boroughs and preferred contractors to deliver a 10% reduction in the average cost of Disabled Facilities Grants.	Beatrice Cingtho/Nick Millard	31.03.12	**On track (green)** – A single contract for adaptation to properties is being delivered to achieve a reduction in cost.
1.3	Re-shape housing support for people with learning disabilities and physical disabilities to increase alternatives to residential care which delivers greater independence and choice	1.3.1 Identify individuals from in-house services to benefit from less restrictive models of housing and support.	Sharon Townsend/ Sandra Taylor	31.03.12	**On track (green) –** Extra Care Housing Schemes are being provided with individual care packages being put in place to support independent living. The first tenants moved into Cottesmore House (47 units) on 21st November 2011. As of the 16th February 2012 a total of 34 tenants have moved into Cottesmore House.
		1.3.2 Identify and review service users with learning disabilities and physical disabilities who would benefit moving to supported housing from residential care.	Sharon Townsend/ Colin Sowerby	31.03.12	**On track (green) –** Tranches of suitable accommodation are being identified and regular weekly meetings are taking place between Head of Service, Service Manager, Team Manager, the Housing Co-ordinator and representatives of housing to match people to new homes, identify obstacles and monitor progress in individual cases.
		1.3.3 Develop individual transition plans for planned moves from in-house services.	Sharon Townsend/ Sandra Taylor	31.03.12	**On track (green) –** All service users with planned moves have transition programmes in place.
		1.3.4 Produce service specific decommissioning action plans.	Sharon Townsend/ Sandra Taylor	31.07.11	**Completed (green) –** The Disabilities Commissioning Plan 2011-2015 was approved by Cabinet in January 2012 which set out the way forward for people with disabilities to be supported to live independent and fulfilling lives.

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
1.4	Maximise affordable housing to enable residents to move from residential into supported and/or general need accommodation (with support).	1.4.1 Prioritise allocation of affordable housing for those with most need including people with learning difficulties, physical disabilities, mental health and the elderly.	Beatrice Cingtho/Emma Humphrey	31.03.12	**On track (green) –** 32% (226/719) of properties have been allocated to those most in need: • Elderly/Sheltered – 55 • Elderly/Extra care - 35 • Physical disabilities – 43 • Mental health – 34 • Learning difficulties - 9 • Medical needs - 50 (Position above as at 14/02/2012)
1.5	Ensure accessibility is at the heart of planning policy	1.5.1 Deliver accessibility projects as part of the local implementation plan (LIP).	Jales Tippell	31.03.12	**On track (green) –** Work has progressed well on the 91 LIP schemes identified by local residents. 100% of the £190,000 TfL (Transport for London) funds allocation is now committed.
		1.5.2 To ensure all new and existing developments are inline with the accessibility guidance in the Equality Act.	Jales Tippell	31.03.12	**On track (green) –** To ensure all new and existing developments are in line with the accessibility guidance, accessibility observations have been made on 316 minor, 59 major and 51 discharge of condition applications. Written observations have also been provided on 11 pre-applications.
A borough where children and young people are healthy, safe and supported, A borough where opportunities are open to all					
2.1	Promote a range of activities to increase participation in sports for disabled residents.	2.1.1 Working with DASH and MIND to offer people with disabilities opportunities to participate in sporting activities	Howard Griifin	31.12.11	**Completed (green) –** Get Active Stay Active project with MIND and DASH has now been completed. A number of activities will continue with DASH involvement including Multi-sport and football coaching at Botwell Green Sports and Leisure complex. Additional chair based aerobics classes are being planned at Hillingdon Leisure Complex with DASH

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
		2.1.2 Work to extend community based sports development programmes offering new activities and opportunities to residents.	Howard Griifin	31.03.12	**On track (green) –** Panathlon trials have been held at Hillingdon Leisure Complex with involvement from Pield Heath, Meadow and Coteford schools. Capacity for disability swimming lessons for young people has increased at Hillingdon Leisure Complex. Funding provided for Hillingdon Judo Club to organise taster courses at Meadow High School. New Parkinsons exercise referral sessions have now programmed at the Hillingdon Complex with approx 12 people attending each week.
		2.1.3 Promote parks activities to encourage take up and healthy activities for disabled people.	Paul Richards	31.03.12	**On track (green) –** DASH continue to work on their project at Belmore Allotment. They have filled the raised beds with the compost we provided and have installed a wheel chair ramp at the entrance to the site to enable wheel chair users access the site. Mains water supply will be installed at the Belmore Allotments. New name signage will be put in place for all allotments to promote full occupancy across all sites. Green Spaces are working very closely with the Rural Activity Centre to provide plants and hanging baskets for the new season.

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
Making Hillingdon safer - A safe borough					
3.1	Prevent obstruction of public spaces and shopping areas that disadvantage vulnerable people.	Enforcement of legislation to ensure Equalities Act compliance to prevent traders from creating obstructions in public areas disadvantaging vulnerable people e.g. enforcement of advertising 'A' boards legislation.	Ed Shaylor	31-03-2012	**On track (green) –** There have been very few problems reported to the Council by residents, relating to advertising boards placed on the footway in such as way as to cause an obstruction. However, officers in the anti-social behaviour investigations team frequently take proactive action if they see any such boards, and require them to be placed so that they do not obstruct free passage of pedestrians, wheelchair users or mobility vehicles.
A borough where children and young people are healthy, safe and supported, A borough where opportunities are open to all, A prosperous borough					
4.1	Improve the educational standards of children with disabilities and additional needs	4.1.1 Learner Entitlement Vision includes all Learners with Learning Difficulties and/or Disabilities (LLDD) up to 25.	Alison Moore	31-03-2012	**On track (green) –** Young People's Education and Skills (YPES) team is working closely with Special Educational Needs (SEN), Transition, Adult Social Care and Housing teams. This has enabled the Council to consider progression routes for young people when planning education. YPES is ensuring it's work with Intensive PAs (personal assistants) is continuing effectively following changes to the Connexions Service.
		4.1.2 Implement Inclusion Strategy Year 1.	Pauline Nixon	31-03-2012	**On track (green) –** The strategy is now in its 3rd year of implementation. Monitoring continues to be in place via the Vulnerable Children's Strategic Action Group (head teachers and officers). Progress was also presented to the October Education Policy Overview Committee. The strategy was front loaded to provide maximum impact. As a result, the projects implemented (e.g the speech and language screening tool, parent support website) remain ongoing and providing significant evidence of success.

Ref No:	Task	Actions	Lead	Target Dates	February - progress updates
					A project to support pupils emotional well being (Targeted Mental Health at Schools “TAMHS” project) has been introduced to an additional 10 schools this year with good evidence of success. The Council’s approach to inclusion will inevitably change as a result of the Academy programme in schools, in addition to changes in legislation in special educational need. The relevance of the last quarter of the current strategy will need to be reconsidered along with these changes.

HILLINGDON'S EQUALITY AND DIVERSITY POLICY

Cabinet Member	Councillor Douglas Mills
Cabinet Portfolio	Improvement, Partnerships and Community Safety
Officer Contact(s)	Vicky Trott, Central Services
Papers with report	Equality and Diversity Policy 2012 (Appendix A)

1. HEADLINE INFORMATION

Summary	The Council's equality and diversity policy has been updated to reflect changes in equality legislation and requirements under the Equality Act 2010 Public Sector Equality Duty. Cabinet are asked to approve the policy and the proposed equality objectives.
Contribution to our plans and strategies	The policy supports the Council's vision of "putting our residents first". It supports the objectives in the Sustainable Community Strategy and the purpose of the Equality in Employment Policy.
Financial Cost	Not applicable.
Relevant Policy Overview Committee	Corporate Services & Partnerships Policy Overview Committee.
Ward(s) affected	All

2. RECOMMENDATION

That the Cabinet approve the Equality and Diversity Policy (Appendix A) including the objectives presented within the policy.

Reasons for recommendation

The current equality policy "Equal Opportunities for All" was written and published in 2007. It references the old equality legislative and performance frameworks and doesn't accurately reflect the Council's current vision of 'putting our residents first'. The updated version addresses these points in a shorter and more succinct way, relating equality directly to the Council's roles as an employer, service provider, commissioner of services and community partner.

The equality and diversity policy demonstrates the Council's commitment to equality for residents and staff and how the organisation is complying with equality legislation and the public sector Equality Duty.

The Council has a duty under the Equality Act 2010 to publish objectives of how it will meet the general Equality Duty over the next four years. The objectives for Hillingdon have been integrated into the equality policy to avoid the need for a separate document and plan.

Alternative options considered / risk management

Alternative options are to stay with the existing policy or to develop a new policy in a different way, with or without the specific equality objectives which could be published separately.

The current policy is out of date and needs updating so the "do nothing" option was dismissed.

The proposed new policy at Appendix A aims to capture the priorities of the Council in putting residents first, as well as reflecting its role as employer, service provider and community partner. It is a proportionate and streamlined document which reflects the ways in which the duties required under equalities legislation are woven into the council's day to day activities.

Policy Overview Committee comments

A Working Group chaired by Cllr Peter Kemp, reporting to the External Services Scrutiny Committee, has recently undertaken a multi-agency review on dementia, which will be important in helping finalising the Dementia Plan as set out as one of the objectives in the Equality and Diversity Strategy. The Working Group's review will be presented to Cabinet shortly.

3. INFORMATION

Supporting Information

The Equality Act 2010

The Equality Act 2010 (the Act) replaced previous anti-discrimination laws with a single Act. It simplified the law, removing inconsistencies and making it easier for people to understand and comply with. It also strengthened the law in important ways, to help tackle discrimination and inequality.

The public sector Equality Duty (section 149 of the Act) came into force on 5 April 2011. The Equality Duty applies to public bodies and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective, accessible to all, and which meet different people's needs.

The Equality Duty is supported by specific duties, set out in regulations which came into force on 10 September 2011. The specific duties require public bodies to publish relevant, proportionate information demonstrating their compliance with the Equality Duty and to set themselves specific, measurable equality objectives.

The deadline for publication of the compliance information was 31 January 2012 and the council has met this requirement. More information can be found at:

http://www.hillingdon.gov.uk/index.jsp?articleid=24029

All public bodies subject to the specific duties must, in addition, publish their first equality objectives by 6 April 2012. Subsequent objectives must be published at least every four years. It is for each public body to decide what equality objectives it should set and how many there should be. These can be changed at any time to meet changing business needs or priorities.

The objectives presented in the policy cover the protected characteristics as defined by the law and are taken from existing Council or partnership plans. The work, therefore, to meet the objectives, is integral to the Council's role as employer and service provider. This approach is in line with the view that equality should be embedded in the council's routine business, rather than as separate activities or a stand-alone plan.

Financial Implications

None.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The recommendation will have a positive effect on residents and staff. The updated policy reflects the new equality legislation and demonstrates the Council's commitment to providing fair and accessible services for residents and an inclusive working environment for staff.

Consultation Carried Out or Required

Consultation has been carried out with internal stakeholders. The objectives have been taken from existing council and partnership plans.

5. CORPORATE IMPLICATIONS

Corporate Finance
Corporate Finance has reviewed this report and is satisfied that there are no additional financial costs associated with the recommendations of this report.

Legal
As stated in the report, Section 149 of the Equality Act 2010 requires the Council to adhere to the Public Sector Equality Duty. This includes a requirement to advance equality of opportunity between persons who have different "relevant protected characteristics" (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief; sex and sexual orientation).

Further, The Equality Act 2010 (Specific Duties) Regulations 2011 require the Council to publish, by 6 April 2012, its equality objectives so that it will achieve compliance with the Public Sector Equality Duty. These objectives must also be reviewed at least every 4 years.

In addition, there have been a number of successful legal challenges to decisions of local authorities to re-provision services because an Equalities Impact Assessment (EIA) has either not been carried out or because the EIA was defective.

The Borough Solicitor advises that by taking the steps set out in this report and by adhering to the Equality & Diversity Policy whenever the council proposes to alter service provision, the council will comply with its obligation under Section 149 of the Equality Act 2010.

Relevant Service Groups

All corporate groups have been consulted on the proposed policy.

6. BACKGROUND PAPERS

Equality Act 2010
Public Sector Equality Duty

HILLINGDON
LONDON

Equality & Diversity Policy

"Putting our residents first"

Introduction

Promoting equality, respecting diversity and encouraging civic pride

The London Borough of Hillingdon recognises that different people will have different needs and our aim is to provide services in a way that responds to those needs. Our residents should have fair and equal access to our services.

We recognise, respect and value diversity within our workforce as an asset in meeting the diverse needs of our service users.

As a local authority we have a variety of roles; as a provider of services, a regulator, a commissioner and contractor, an employer and a community partner. We need to make sure that when we provide services or take action, we do so in a way which does not discriminate unfairly or which is unlawful.

In promoting a sense of fairness and equal opportunities, we also want to build a strong sense of belonging and pride for everyone who lives, works or visits the borough. We want people of all backgrounds to feel valued and be able to fully participate in, and contribute to, building a strong community in Hillingdon.

Hugh Dunnachie
Chief Executive

Cllr Douglas Mills
Cabinet Member for Improvement, Partnerships and Community Safety

What is our aim?

The London Borough of Hillingdon is committed to promote fair and equal access to services and equality in employment. We aim to recognise and value the differences in the people we serve and employ.

These differences include:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race including nationality and colour
- Religion or belief
- Sex
- Sexual orientation

Why are we doing it?

This policy supports our priorities of putting residents first, keeping them safe and healthy, and promoting civic pride.

Understanding our residents, who they are and what they need, helps us to do all we can in the current economic climate to maintain services that they tell us are important.

Under the Equality Act 2010, we have a public sector duty to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations

How will we do it?

As a service provider we will:

- Consult with interested parties to ensure our services meet the needs of those who live, work or visit the borough.
- Integrate and embed equalities into service design and delivery.
- Assess the impacts of changes we make to policies or services and mitigate against anything which is potentially negative.
- Arrange, where appropriate, alternative communication support including BSL, large print, Braille, interpreting and translation.
- Ensure our buildings are accessible.
- Continue to offer and deliver services in an accessible way including using the latest technology.

Equality Act 2010 Objectives:

- By March 2016, we will increase the number of White British residents in receipt of personalised budgets from 56% to 70% as they are under-represented compared to the Adult Social Care user group.
- We will increase the number of people who use TeleCareLine by 750 people each year for 3 years from March 2012.
- By March 2016, we will establish a young people's "Lesbian, Gay, Bisexual and Transgender Unsure" group and increase engagement with the adult LGBT community through existing channels.

As an employer we will:

- Be committed to treating all employees (and applicants for employment), fairly and on merit, and to the development and implementation of employment policies, procedures and practices that do not discriminate unlawfully on the grounds of the protected characteristics as outlined in the Equality Act 2010.

- Ensure that all policies, procedures and guidelines comply with the Equality Act 2010 and create a working environment that encourages diversity, respects difference and treats employees with dignity at all times.

- Be committed to providing equal access to training and development within available resources.

- Regularly monitor employee and applicant data and review the composition of the workforce. This will identify the impact of policies and practices and provide the basis to eliminate unlawful discrimination and promote equality of opportunity.

Equality Act 2010 Objectives:

- Over the next 12 months, we will extend equality monitoring of existing staff to include sexual orientation and religion or belief.

- Over the next 24 months, we will ensure that staff records more accurately reflect levels of disability in the workforce.

The Local Strategic Partnership "Hillingdon Partners" which brings together all the major public service organisations in the borough, as well as representatives from local businesses, community and voluntary groups, is committed to equality of opportunity and reflecting the diversity of the residents it serves.

As a community leader and partner the council will:

- Aim to improve and enrich the quality of life of those living and working within this diverse borough by creating a sustainable community; a place of choice for people to want to live, work, study and visit, now and in the future.

- Commit to ensuring we challenge and eliminate discrimination and promote equality of opportunity.

- Ensure that all residents are provided with equal access to our services.

- Develop a community where everyone feels valued and there is equal access to services and employment across the statutory, private and community/voluntary sectors.

- Promote a sense of pride and belonging in the borough where everyone is valued and able to live or work side by side, contributing together in building a strong community.

Equality Act 2010 Objectives:

- By March 2016, we will increase the number of schools who are actively involved in the School's Cohesion Partnership, led through the Strong and Active Communities Partnership, from 8 to 16.

- By March 2014, we will reduce the proportion of women who continue to smoke throughout pregnancy to below 10%.

- By March 2015, we will increase the percentage of adults with learning disabilities known to the council in paid employment from 28% to 38%.

In the commissioning and procurement of services we will:

- Where relevant, include equality related questions in our tender documents for example when a provider requires specific know-how or skills relating to equality, such as cultural awareness.

Equality Act 2010 Objectives:

- By March 2014, we will explore the reasons why some Black, Asian and minority ethnic (BAME) communities are under represented when accessing adult social care services. BAME communities represent 30% of Hillingdon's population compared to 22% of adult social care users. According to evidence there is a prevalence of some conditions within some BAME communities which suggests that this proportion should be higher. An action plan will be developed and implemented in response to the research findings.

- By 2013, we will have a Dementia Plan in place, agreed with commissioning partners and other stakeholders.

How will we measure our progress?

- We will monitor, where relevant and proportionate, who uses our services with respect to the differences outlined above.

- In line with our statutory requirements, we have:

    - Published information about our residents and staff.

    - Published information on how we are meeting our general equality duty.

And we will:

    - Set objectives, publish these by April 2012 and review at least every 4 years.

Who will do this?

- All staff because everyone has a responsibility not to discriminate against services users or colleagues.

- Managers because they have a responsibility to ensure that services meet the needs of our residents.

- The Policy, Performance and Partnerships Service because they have a responsibility to coordinate and deliver on the equality and cohesion objectives and demonstrate compliance.

- Organisations that we commission or procure to provide direct services to our residents, as they are acting on behalf of the council.

- The Corporate Management Team because they have a responsibility to lead the equality and diversity agenda for the organisation.

- The Cabinet in ensuring that equality is reflected in their relevant portfolio areas and specifically the Cabinet Member for Improvement, Partnerships and Community Safety who has lead responsibility for equality, diversity and community cohesion.

GIFT FUNDING FOR PLANNING FUNCTIONS

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Matthew Duigan / James Rodger
Papers with report	None

HEADLINE INFORMATION

Purpose of report	This report considers the offer of a gift from Western Homes in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972. The gift is required to assist in meeting the Council's reasonable and justifiable costs associated with the discharge of its planning function, in providing a high quality planning application service assessing and the reserved matters and pre-commencement conditions discharge applications for a large part of the second phase of the redevelopment of the former National Air Traffic Services (NATS) site, Porters Way, West Drayton. This will ensure additional resources are dedicated consistent with the importance of this project to the local community and the wider area. It is recommended that the gift be accepted.
Contribution to our plans and strategies	The recommendations will assist the planning process to realise the objectives of the Sustainable Community Strategy.
Financial Cost	The offer of £12,500 gift funding from Weston Homes will cover the costs assessing and determining the final portion of the second phase reserved matters and pre-commencement conditions applications. This will provide additional resources to the Council to enable it to carry out its statutory planning functions.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	West Drayton and the surrounding wards.

RECOMMENDATION

That Cabinet accepts the offer of a gift from Weston Homes in accordance with the provisions of Section 93 of the Local Government Act 2003.

INFORMATION

Reasons for recommendation

The former National Air Traffic Services (NATS) site is a large site in the area of 12.72ha that is available for re-development. Outline planning permission for a residential led redevelopment of the site has been obtained.

The applicant has now sold the right to develop another portion of phase 2 of the development to Weston Homes. This portion of the development involves 88 residential dwellings in a block of flats. The developer (Weston Homes) now need reserved matters and pre-commencement condition applications determined to implement the construction of this portion of the second phase. The processing of these applications will incur costs to the Council. The gift funding offer from Weston Homes will greatly assist the Council in meeting those costs.

As part of fulfilling the requirements of assessment and determination, there will be the need for on-going meetings, and the provision of consistent and timely advice throughout the process. In the case of the reserved matters application, there is an additional requirement for public consultation and finally, to report the matter to Central and South Planning Committee for a decision. It is considered essential to have a dedicated officer for the project, and additional resources are needed to support that function. It is therefore considered appropriate that the Council should accept an offer of a gift to contribute towards the reasonable and justifiable costs of carrying out these planning functions.

Alternative options considered / risk management

I. Refuse the gift from Weston Homes. This would not be in the best interests of the local communities or the Council.

II. Request changes to the proposed gift from Weston Homes. Weston Homes are unlikely to increase their offer.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

Former NATS site

1. The former NATS site is a large site of 12.72ha at Porters Way, West Drayton. The site has the potential to provide 773 dwellings, and to significantly improve the aesthetic appeal of the site and the immediate area, and contribute to improving services and facilities in the local area, particularly if the planning process is managed effectively. The Council therefore considered it necessary to prepare supplementary planning guidance for the site. A Supplementary Planning Document (SPD) was adopted by Cabinet at its meeting in September 2009.

2. Outline planning permission for the development was issued on 1st October 2010 (LBH application Ref: 5107/APP/2009/2348). Subsequently reserved matters permission has been granted in relation to the first phase of the scheme.

3. The current situation is that the reserved matters approval is now being sought for the second phase of the development. The second phase involves a number of different development elements, including the provision of 88 dwellings in a four storey block of flats. Weston Homes have acquired the right to develop the 88 flats and approached the Council for pre-application advice in relation to the design of their proposals for the 88 dwellings. The pre-application scheme demonstrates a design which is largely in accordance with the outline proposals and would (subject to minor amendments) be compliant with relevant planning policies.

4. The applicant has requested that the Council enter into a Planning Delivery Agreement for the determination of the reserved matters application for the 88 units and the discharge of pre-commencement conditions associated with the same. Gift funding to cover costs associated with this work is offered by the developer to the amount of £12,500. This would meet the costs of a dedicated project officer.

5. In order to meet the reasonable and justifiable costs to Council, and to ensure that dedicated resources are provided to ensure the best outcomes for the project, it is considered appropriate that the Council should accept an offer of a gift in the order of £12,500 from Weston Homes. The gift funding that is received would be strictly ring-fenced to ensure that it is spent in accordance with the terms of the gift, and the planning functions associated with the former NATS site.

6. Whilst the acceptance of a gift cannot in any way influence the outcome of the reserved matters and pre-commencement conditions applications, it can provide an adequate staffing resource to enable the development proposals to be afforded a higher level of priority than may otherwise be possible, particularly given the complexity and importance of this project. In this regard, a temporary dedicated project officer would enable the resolution of issues and help realise the expectations of the Council through the planning process, to inform any application at the earliest possible stage, and also to provide a central contact for the community and key stakeholders.

7. The Council has recently accepted gift funding in relation to various planning delivery agreements, and planning initiatives, including the reserved matters and discharge of conditions relating to the first phase of the NATS redevelopment.

8. The alternative, to refuse the gift funding, would involve meeting the costs of the assessment through the existing planning budget, which is not likely to achieve the same objectives, given the current constraints on that budget and the competing priorities of other workstreams.

9. The acceptance of the gift would facilitate the dedication of additional resources to provide planning assessment and to offer an important customer service to the community, as the dedicated officer would take a proactive approach to engaging with the community and various key stakeholders, ensuring the best possible planning outcomes through the reserved matters application process.

10. The Cabinet is recommended to accept the gift funding of £12,500. If funding is not provided externally by Weston Homes then these on-going costs will need to be met from existing Council resources.

Financial Implications

The offer of £12,500 gift funding from Weston Homes will cover the costs of assessing and determining reserved matters and pre-commencement conditions discharge applications for part of the second phase of the redevelopment of the former National Air Traffic Services (NATS) site, Porters Way, West Drayton. This will provide additional resources to the Council to enable it to carry out its statutory planning functions.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

In terms of service user outputs the gift offers the opportunity to provide a higher standard of service than may otherwise be possible. A dedicated project officer would be proactive in engaging with various stakeholders, a central point of contact for enquiries and add value to the overall process. The project officer would facilitate the sharing of information, coordinating responses from Council to Weston Homes and other stakeholders and ensure a consistent approach to deliver the best outcomes for redevelopment of the site. Such an approach is consistent with the latest guidance from government, and is in the best interests of achieving Council's objectives, as set out in the Sustainable Community Strategy.

Consultation Carried Out or Required

None.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and is satisfied with the financial implications as stated. The offer of £12,500 from Weston Homes will provide additional resources for the Council to carry out its statutory planning functions.

Legal

Section 139 of the Local Government Act 1972 empowers the Council to accept gifts for the purpose of discharging any of their functions. This would include accepting a gift to enable the Council to discharge its planning functions. However, the nature of the transaction in this case is more akin to a payment for the provision of services and therefore Section 139 of the 1972 Act should not be relied upon.

The Council also has powers under Section 93 of the Local Government Act 2003 to charge a person for providing a service provided that the Council is not obliged to provide that service in any event. This report indicates that the service to be provided to Weston Homes would be to expedite the planning application: that goes over and above what the Council would be statutorily required to provide in handling planning applications and giving application advice. The amount charged should not exceed the cost of providing the service. Officers have indicated in this report that the entirety of the monies from Weston Homes will be used for assessing the reserved matters applications and pre-commencement conditions discharge applications for a large part of the second phase of the redevelopment of the former National Air Traffic Services (NATS) site.

The Council's constitution states that Cabinet shall be responsible for fixing of fees and charges for Council services which would include the one-off bespoke services that are described in this report.

Corporate Property and Construction

The Corporate Property and Construction supports this recommendation.

BACKGROUND PAPERS

Planning Policy Statement 1 – Delivery Sustainable Development

Department of Communities and Local Government Guidance Circular 03/09 – Costs awards in Appeals and other Planning Procedures.

Department of Communities and Local Government Guidance - *Constructive talk - Investing in pre-application discussions.*

Department of Communities and Local Government - Guidance Note on Implementing Planning Performance Agreements 2007.

Department of Communities and Local Government "Member Involvement in Planning Decisions", published in January 2007.

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TOWARDS A FRAMEWORK CONTRACT FOR THE PROVISION OF INDEPENDENT FOSTERING AGENCY PLACEMENTS ACROSS WEST LONDON BOROUGHS

Cabinet Member(s)	Cllr David Simmonds Cllr Scott Seaman-Digby
Cabinet Portfolio(s)	Deputy Leader of the Council / Education & Children Services Co-ordination and Central Services
Officer Contact(s)	Merlin Joseph – Social Care, Health and Housing
Papers with report	None

1. HEADLINE INFORMATION

Summary	The purpose of this report is to obtain Cabinet approval to lead a project designed to shape the Independent Fostering Agency provider market in West London. This report recommends that Hillingdon Council leads the development of a West London framework to ensure that the need of local authorities for fostering placements is met with a future supply of providers offering good quality and value for money.
Contribution to our plans and strategies	This proposal contributes to MTFF targets for a reduction in children's placement budgets over the next 3 years.It also assists the Council in adhering to the statutory requirement to ensure there are sufficient local placements for looked after children.
Financial Cost	The Project Initiation Document agreed by the West London Directors of Children's Services Programme Board sets out project savings ranging from 3% to 7% by implementing a sub regional framework. The budget for 2012/13 is £3,259k which for 2013/14 reduces to £1,700k as the MTFF Children's Placements Review saving takes effect (ref 1.4 appendix 6a of annual budget report). The annual savings for Hillingdon therefore are estimated to be in the range of £50k to £120k. The 2012/13 MTFF assumes a £80k potential saving and once tenders have been evaluated within the wider context of the Placements Review the MTFF saving for 2013/14 will be adjusted to reflect the outcome.
Relevant Policy Overview Committee	Education and Children's Services
Ward(s) affected	All

2. RECOMMENDATION

That Cabinet:

1. **Agree that Hillingdon Council will lead the project to develop and tender a West London framework contract for the provision of Independent Fostering Agency placements on behalf of 9 West London boroughs, including committing procurement, legal, finance and commissioning resources to the project.**

2. **Note the Cabinet Member for Co-ordination and Central Services' approval that the evaluation split for the tender process will be 60/40 in favour of price vs. quality in view of this being the preferred approach within the other local authorities participating in this project**

Reasons for recommendation

Recommendation 1

The Council has a statutory obligation to provide fostering placements for looked after children. It is imperative that the right services are available when needed at the right cost and quality. This recommendation has been developed as the best method of achieving a number of objectives:

- To deliver efficiency savings to placement budgets across West London
- To improve the quality of placements for looked after children
- To improve the sub-regional supply of fostering placements

The framework agreement should enable greater cost control by using the collective purchasing power of the nine West London local authorities.

Recommendation 2

Hillingdon evaluates all tenders on the basis of 80% price / 20% quality, unless approved otherwise by the Cabinet Member for Co-ordination and Central Services. This notes that approval to vary this process to one which evaluates price and quality on a 60/40 basis. There are three reasons for this:

- The other eight participating boroughs have local policies in favour of a 60/40 split
- Previous West London collaborative procurement exercises have similarly been conducted on the basis of a 60/40 split including the West London homecare framework.
- Agreement has not been possible to move to Hillingdon's 80/20 in this regard.

Alternative options considered / risk management

Hillingdon Council could decide not to lead the development of this project. However, the framework agreement is a critical element of the strategy to reduce the costs of children's placement. Due to the preferences of all the other participating boroughs, it is inevitable that the project would be based on a 60/40 price/quality split. This option is therefore not recommended as it provides no strategic or tactical advantage to the Council.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

Background

1. The West London Children's Services Efficiencies Programme was launched in spring 2011 with participation from the 6 West London Authorities, (Hillingdon, Harrow, Hammersmith & Fulham, Hounslow, Brent and Ealing) plus Westminster, Kensington & Chelsea and Barnet. The programme includes a series of projects designed to deliver efficiencies within externally commissioned social care provision for looked after children and care leavers.

2. During 2010/11, the 9 boroughs collectively spent in excess of £65 million on external provision for looked after children, making them one the largest purchasers of children's social care placements in the country. £34 million of this was spent on independent fostering placements with a total of 1,290 placements being made with over 90 providers.

3. West London boroughs currently have an over dependency on purchasing Independent Fostering Agency (IFA) placements on a spot basis. This method of procurement delivers few economies of scale, ensures it is extremely difficult to manage the market and control costs and does not produce security of obtaining services at the right time, the right price and the right quality. All West London boroughs need to deliver efficiency savings to placement budgets. Continuing to purchase independent fostering placements on a spot basis as individual local authorities will not deliver the savings required.

4. The way forward is to collectively operate as a large and influential group of local authorities. Jointly developing a framework agreement for the provision of independent fostering agency placements will exploit this combined purchasing power and develop a diverse market with clear pricing frameworks and specifications. This method of procurement is far more likely to deliver preferable rates with additional fee reductions built in for volume of placements, long term placements and discounts for the placement of sibling groups.

Framework Tender

5. It is proposed that the tender will be a two part process with an initial Pre Qualification Questionnaire (PQQ) ensuring a minimum level of quality, financial viability and compliance to statutory requirements. Successful providers will then receive an Invitation to Tender (ITT) which will further test quality of provision via written submissions, site visits, presentations and interviews. The ITT will also measure competitiveness in respect of core pricing, fee reductions and discounts made available to the West London Boroughs.

6. This report seeks agreement for Hillingdon Council to lead the project to develop the West London Framework on behalf of the 9 West London boroughs. An officer within Social Care, Health and Housing Directorate will be responsible for project management while the tender will be led by Corporate Procurement. Hillingdon Finance officers will be required to complete the financial assessment of submissions at the ITT stage. Officers from Hillingdon Legal Services will be required to oversee the production of all framework documentation including the provision of ongoing advice and support on issues arising. All boroughs will be asked to sign an access agreement agreeing to Hillingdon's terms and conditions and those of the contract award. Any costs (outside of staffing resources) associated with the project (such as legal, advertising etc) will be split by equally between the boroughs.

7. Other participating boroughs will contribute resource to the tender process by nominating officers to the evaluation panel to assess the quality of the submissions.

8. Following the development of the framework, the WLA in partnership with the West London boroughs will work with a number of successful providers to progress the development of more locally available services, reflecting the needs of the boroughs and addressing gaps in the market. Ongoing contract management on a West London basis will aim to ensure that performance is delivered to the requirements of the purchasing authorities.

Evaluation of Cost and Quality

9. Hillingdon evaluates all tenders on the basis of 80% price / 20% quality. This report notes a variation from this approach to one which evaluates price and quality on a 60/40 basis. The key reason for this is that the project is a partnership with eight other authorities all of which have a local policy which reflects the 60/40 approach so in this regard Hillingdon is in a minority position. There is precedence for this as Hillingdon has participated in other West London collaborative procurement exercises on the basis of a 60/40 split including the West London homecare framework.

Financial Implications

10. The Project Initiation Document for this project agreed by the West London Directors of Children's Services Programme Board sets out project savings ranging from 3% to 7% (based on 2010/11 placement spend) by implementing a sub regional framework. At the end of Q3 there were 107 children in these placements funded by Hillingdon at a total weekly cost of £86k.

11. The budget for 2012/13 is £3,259k which for 2013/14 reduces to £1,700k as the MTFF Children Placements Review saving takes effect (ref 1.4 appendix 6a of annual budget report). The annual savings for Hillingdon are therefore estimated to be in the range of £50k to £120k. The 2012/13 MTFF includes a potential saving of £80k and once tenders have been evaluated within the wider context of the Placements Review the MTFF saving for 2013/14 will be adjusted to reflect the outcome.

12. Other potential benefits include non-cashable savings:

- **More local placements** – By ensuring the development of more local placements there will be savings to travel time for social workers/Independent Reviewing Officers/monitoring officers.

- **Invoicing** – The framework will allow for payment in advance to some providers reducing the number of invoices to process. This may also attract additional discounts from providers as it improves a provider's cash flow. Where significant payments in advance are proposed suppliers will be subject to review in accordance with the Council's standing orders to ensure any payments made are not subject to financial risk.
- **Contract Management** – Commercial contract management of the framework will be facilitated by the WLA in partnership with boroughs. This will operate on a sub-regional basis delivering savings in officer time across all boroughs.

- **Placement searches/negotiation** - Having a framework of approved providers with tendered prices, discounts, specifications and referral processes will reduce officer time required for arranging placements.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

By implementing a West London framework the Council will develop more local provision tailored to the needs of Hillingdon's residents. Placement options and choices for young people will be increased. Evidence shows all of these actions can improve the stability of a placement and reduce the cost (to children as well as the financial cost to the Council) of multiple placement breakdowns and moves .

Consultation Carried Out or Required

Consultation across the 9 West London boroughs has taken place at Commissioning Manager, Assistant Director and Director of Children's Services levels.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications as stated. It is also satisfied that the Children Placements Review saving is included within the current MTFF. The London Borough of Hillingdon's lead and participation in a project to develop and tender a West London framework contract for the provision of independent fostering agency placements, is anticipated to generate further annual savings ranging from 3% to 7%, or £50k to £120k per annum for Hillingdon. The current MTFF includes an assumed saving of £80k from this WLA initiative which will be adjusted once the tenders have been evaluated.

Legal

Section 22G of the Children Act 1989 places a duty on a local authority to take steps to secure that children are provided with accommodation in its area. A local authority must have regard to the benefit of having a number of accommodation providers in its area which are sufficient to secure that outcome together with a range of accommodation in its area capable of meeting different needs.

This section is to be read in conjunction with the Care Planning, Placements and Case Review Regulations 2011 which bring together in a single set of regulations all the duties imposed on local authorities for making care plans and ensuring that children or young persons are provided with accommodation which meet their needs.

The first recommendation in the report is asking for Cabinet to approve that the Council should lead the project to develop and tender a West London framework contract for the provision of Independent Fostering Agency Placements on behalf of 9 West London boroughs. A framework agreement is an 'umbrella agreement' which sets out the terms [relating to for example price, quality and quantity] under which individual contracts can be let throughout the period of the agreement which is normally for a maximum of 4 years.

The second recommendation in the report is asking Cabinet to note the change in the evaluation criteria for the tender process to 60% price and 40% quality. A framework agreement

does give the participating authorities the freedom to determine what weighting should be given to price and quality but it is obviously important that there should be complete agreement in this respect. The agreement of this constitutes a departure from the usual criteria of 80% price and 20% quality which the Council adopts, however the reasons for seeking a variation in this instance are set out in the report.

6. BACKGROUND PAPERS

None

PLANNING OBLIGATIONS – QUARTERLY FINANCIAL MONITORING REPORT

Cabinet Portfolio	Planning, Transportation and Recycling
Report Author	Nicola Wyatt Planning, Environment, Education and Community Services
Papers with report	Appendix 1 - attached

HEADLINE INFORMATION

Summary	This report provides financial information on s106 and s278 agreements up to 31st December 2011 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 £16,682,797 relating to s106 and s278 agreements. Of this £4,332,712 is allocated/earmarked for projects and £3,766,879 relates to funds that the Council holds but is unable to spend directly. This leaves a residual balance of funds that the Council holds of £8,583,206 that is currently spendable and not yet allocated/earmarked towards specific projects. In Quarter 3, the Council has received additional income of £2,079,463 and spent £2,231,630.
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.

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.

INFORMATION

Supporting Information

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 30 September 2011 (which was subject of the report in December 2011) as well as up to 31 December 2011. Text that is highlighted in bold indicates key changes since the Cabinet report of 15 December 2011. Figures indicated in bold under the column headed 'Total income as at 31/12/11' indicate new income received. (Shaded cells indicate where funds are held in an interest bearing account) The table shows expenditure between 1 October and 31 December 2011 of £2,231,630 (compared to £730,210 during the previous quarter) and income of £2,079,463 (compared to £3,238,494 during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 31 December 2011 is £16,682,797. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 31 December 2011 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 31 December 2011 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 December 2011 (£16,682,797) £3,766,879 relates to funds that the Council is unable to spend and £4,332,712 is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £8,583,206 that is currently spendable and not yet allocated towards specific projects.

Financial Implications

4. The S106 balance as at 31 December 2011 is £16,683k. The detail is shown in the table below. This includes sums £3,767k of which the delivery of projects/schemes is dependent on the Council's partners, e.g. PCT/TFL. The balance of £8,584k is yet to be allocated. Over the last quarter (December) the income received was £2,080k. The current forecast outturn against total LBH allocated balances of £4,332k is £3,692k for 2011/12.

5. It is expected that the majority of remaining unallocated Education & Children's Services balances will be available to support Phases 2 and 3 of the primary school expansions

programme. Officers will continue to review the applicability of unallocated balances within existing and proposed capital and revenue budgets.

Services	Balance b/fwd (01/10/11)	Income Rec'd	Total	Spend	Balance c/fwd (31/12/11)	Earmarked/ allocated balances	To be allocated
S278/S106	**£,000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**
S278							
Planning & Transportation	1,371	14	1,385	46	1,339	1,339	0
S106							
Planning & Transportation	2,613	60	2,673	25	2,648	2,376	272
Culture, Sports & Leisure	750	1	751	0	751	499	252
Education & Children Services	8,260	1,838	10,098	2,008	8,090	572	7,518
Improvements, Partnerships, & Community (PPR)	1,465	121	1,586	73	1,513	1,268	245
Environment	1,104	37	1,141	6	1,135	838	297
Housing, Social Services &Health	1,272	9	1,281	74	1,207	1,207	0
Sub total	**16,835**	**2,080**	**18,915**	**2,232**	**16,683**	**8,099**	**8,584**
Less: Money held on behalf of partners	3,820	20	3,840	73	3,767	3,767	0
Total LBH	**13,015**	**2,060**	**15,075**	**2,159**	**12,916**	**4,332**	**8,584**

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

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

Consultation Carried Out or Required

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

CORPORATE IMPLICATIONS

Corporate Finance

8. Corporate Finance has reviewed this report and the financial status of Section 106/278 balances held by the Council at 31 December 2011.

9. As a result of a number of major contributions being received during the current financial year, there has been a significant increase in Section 106 Contributions held by the Council.

The majority of these contributions relate to Education & Children's Services and are available to support investment in primary school expansions.

Legal

10. The monies referred to in this report are held by the Council for the purposes specified in each of the relevant legal agreements. Such monies should only be spent in accordance with the terms of those agreements. Where monies are not spent within the time limits prescribed in those agreements, such monies should be returned to the payee. Where officers are unsure whether monies held pursuant to particular agreements can be used for particular purposes, Legal Services should be consulted for advice on a case by case basis.

Corporate Property and Construction

11. Corporate Property and Construction is in support of the recommendation in this report.

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/ September 2010/ December 2010/ March 2011/June 2011/September 2011/December 2011.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
		SECTION 278								
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING										
PT278/27/09 (Includes Former PT/29) *16	Botwell	Stockley Park Phase 3 "Trident Site" 37977/W/96/1447	610,612.72	610,612.72	14,500.00	14,500.00	0.00	596,112.72	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.
PT278/30/115 *22	Heathrow Villages	Terminal 5, Land at Longford Roundabout, Heathrow s278 10 Jan 02 47853/93/246	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00	Fees & security (£5,000) associated with Highway Works to be undertaken by developer. Works consisted of temporary access works from Longford Roundabout to Western Perimeter Road. Access installed & will be 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 site3 532/SPP/2001/1858 - Highways Works at Junction Hillingdon Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	392,358.87	197,448.22	197,448.22	0.00	194,910.65	0.00	Highway Works - £150k refundable security, £124,637.12 received for highway works at junction of Hillingdon Hill and Kingston Lane, £65,271.32 · received for Kingston Lane Pedestrian Crossing, £20,500 supervision fees. If the supervision fee following final completion exceeds 10% of the costs of the works plus statutory undertakers costs and TTS payment then the excess is to be refunded. Works complete and signals switched on. Officers continue to chase Brunel to perform remedial works to grass verges and are investigating options for the use of some of the security for the Council to perform the remedial works if necessary. Final certificate sent 30/4/09.
PT278/44/87A *20	Brunel	Brunel s278 16 April 04 532/SPP/2002/2237 - Traffic Calming on Cleveland Road & New Entrance on Kingston Lane	102,018.78	102,018.78	81,080.74	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. TfL invoice paid. Residual on TfL payment due to VAT not claimed - funds to be held on as contingency for extra TfL costs. Interest Accrued. Remedial work completed and signed off in December 2007.
PT278/46/135 *32	Northwood	10A Sandy Lodge Way, Northwood 54671/APP/2002/54	7,458.07	7,458.07	2,458.00	2,458.00	0.00	5,000.07	0.00	Improvement of visibility for junction of Sandy Lodge Way & Woodridge Way. ECU fees have been claimed and £5,000 security remains. Works substantially complete 12 month maintenance period, ended 16 September 2006. Final certificate has been prepared. Security held to part offset outstanding education contribution which is being sought via legal proceedings.
PT278/47	Various	Refunds Various	37,804.67	37,804.67	15,938.10	15,938.10	0.00	21,866.57	0.00	Funds transferred to here as refunds related to the Heinz, Hayes Park and former BT site, Glencoe Road, Yeading developments, not yet taken up by developer or owners. Also £10.79 from Wimpey Site Beaconsfield Road and £232.58 from Former Magnatex Site Bath Road which is residual interest omitted from refunds related to those schemes. Officers looking into appropriate recipients for refunds.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PT278/48	Various	No Legal Agreement Various	87,420.60	87,420.60	**50,331.60**	48,331.60	0.00	**37,089.00**	0.00	No Legal Agreement - consultancy fees. £14,000 to be transferred to a PPR/reference for 1st quarter 08/09 report as these funds are for construction training secured from the s106 agreement for Budgens Site, South Ruislip. Expenditure due to ECU fees claimed in relation to Bishop Ramsey school S278 works. £5,200 security deposit received for car park at Mount Vernon Hospital.-Security deposit returned following satisfactory completion of highway works at Mount vernon Hospital. £7,100 received as security deposit for footpath works at Honey hill. **£2,000 inspection fees claimed for works at Honey Hill.**
PT278/49/117 *23	Yeading	Grand Union Village Southall 327/APP/2000/2106	77,331.55	77,331.55	55,222.89	55,222.89	43,775.89	22,108.66	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £52,363.10 for TfL 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 TfL for implementation. Following consultation Cabinet Member agreed to works to be carried out. Works completed Aug 09. Further £11,447 received for LBH fees. £43,775.89 paid towards TfL signal costs.
PT278/55/10A *14 (Formerly PT/31)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	166,491.05	166,491.05	463.10	463.10	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	325,719.61	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. £125.85 interest accrued. These works to be performed by developer of RAF Porters Way (see PT278/62/148A). Funds to be retained as a contingency for these works.

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			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PT278/62/149A *51	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT278/63/175A *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 to the development. Signals complete and in operation. Currently within 12 month maintenance period. Date of final completion to be confirmed.
PT/278/64/173	Eastcote & East Ruislip	R.A.F. Eastcote 10189/APP/2004/1781	19,200.00	19,200.00	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 Ave/Lime Grove junction improvement pending. Elm Ave Pedestrian 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.
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm, 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs.Works complete, security to be refunded following maintenance period.
PT/278/66/183	Pinkwell	Shepiston Lane - Petrol Station Development	32,000.00	32,000.00	**32,000.00**	16,000.00	0.00	**0.00**	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 returned following completion of works.**
PT/278/72/231A *66	West Ruislip	R.A.F West Ruislip (Ickenham Park) Design check on S278 Designs 38402/APP/2007/1072	53,986.57	53,986.57	27,486.57	27,486.57	0.00	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.
PT/278/73	South Ruislip	R.A.F Northolt., South RuislipMain Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74/209C	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/3744	120,300.26	120,300.26	117,300.26	117,300.26	0.00	3,000.00	0.00	Fees received for design checks for proposed junctionworks and carriageway widening at Trout Road. S278 agreement and technical approval pending. Further fees received & claimed for inspection works.
PT/278/75/218A	Harefield	The Harefield Academy, Harefield 1109/APP/2006/825	72,011.08	72,011.08	**59,555.07**	48,309.99	**14,583.48**	12,456.01	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. £68,011.08 received for provision of zebra crossing on Northwood Road.**Scheme complete, awaiting invoices.**
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements.S278 agreement.
PT/278/77/197 *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.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	**14,782.00**	0.00	0.00	**5,000.00**	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. **Fees claimed for design checks & monitoring (£14,752).**
PT/278/79/265A *79	**Heathrow Villages**	**Former Longford House, 420 Bath Road (Premier Inn), Longford 2985/APP/2010/2988**	**13,400.00**	**0.00**	**2,000.00**	**0.00**	**0.00**	**11,400.00**	**0.00**	**Funds received as a security deposit for due and proper execution of highways improvements.S278 agreement (£11,400). Further £2,000 fees received & claimed for design checks & inspections.**
		SECTION 278 SUB - TOTAL	**2,352,711.14**	**2,339,311.14**	**1,014,008.29**	**967,981.21**	**58,359.37**	**1,338,702.85**	**0.00**	

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			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
		SECTION 106								
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING										
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	339,111.08	140,168.00	140,168.00	70,084.00	198,943.08	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 lead proposal for upgrade of bus services serving the south side of Heathrow being discussed. S106 funding (from this case and PT/05/4b) would be used to 'pump prime' these services. £210,000 allocated to enhancements to 350 and 423 bus services (Cabinet Member decision 21/10/09). Enhanced services commenced December 09. £70,084 payment to London Buses (bus service agreement 09/10). Year 2 payment to London buses (£70.084).
PT/05/04b *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	406,331.57	406,331.57	173,645.35	173,645.35	0.00	232,686.22	0.00	The balance is for improvements to public transport serving London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/24/55 (see E/08) *28	Pinkwell	Former Arlington Hotel, Shepiston Lane, Harlington - Highway Works 382/BH/97/0714	23,639.34	23,639.34	6,052.54	6,052.54	6,052.54	17,586.80	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13.141K). Excess funds are to be refunded to the developer following the date of the Final Account. Conflict between works specified in agreement and works required in association with application for Harlington Community School Sports Centre (see PT278/51). Works (to right hand turn lane) have been carried out as part of the Harlington Community School development. Reasonable time for spend has elapsed. Owners permission obtained to complete any outstanding works as required under the agreement. Funds allocated (Cabinet Member decision 5/01/2011). External highway works completed 31/3/11. Awaiting invoices.
PT/25/56 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/T/97/0684	37,425.09	37,425.09	0.00	0.00	0.00	37,425.09	0.00	Highway improvements adjacent to the site. Legal advice stated that because of time that has elapsed, it would not be reasonable to proceed without Sainsbury's agreement. Officers investigating the potential to utilise these funds for traffic congestion mitigation at that junction to complement current works that have been commissioned for that location. A portion of land owned by Sainsbury's would need to be dedicated as public highway for the scheme to be feasible. Traffic congestion mitigation scheme is fully funded. Officers investigating whether improvements could be tied into 114 bus route project. Excess funds are to be refunded to the developer following the date of the Final Account.
PT/37/40B-C *53 (see: PPR/29)	Botwell	Land at Thorn EMI Complex - Highways Works & Environmental Improvements 51588/APP/2000/366&1418	559,443.43	559,443.43	372,015.36	372,015.36	0.00	187,428.07	0.00	Project 40B- Environmental improvements in Blyth Road. Funds committed to highways works on Blyth Road and subway CCTV. Unspent funds at 6 months of occupation to be refunded. Ongoing discussions with developers. Project 40C- Council's costs in the implementation, and supervision & administration fees related to the highway works. Unspent funds following final account to be refunded. Awaiting developer regarding implementation of phase 3 highways works.
PT37/40E *47	Botwell	Land at Thorn EMI Complex - Parking 51588/APP/2000/366&1418	32,805.42	32,805.42	0.00	0.00	0.00	32,805.42	0.00	Project 40E - £30,000 received for controlled parking in Blyth Road area. There are no immediate plans to consult with the residents of the area around Blyth Road on the introduction of a residents parking scheme. These funds may be required to address additional parking pressure on the surrounding residential roads once the development has been completed and is fully occupied. Officers continue to monitor the parking situation. Unspent to be refunded 5 years following implementation (date yet to be confirmed).

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PT/37/40F	Botwell	Land at Thorn EMI Complex. 51588/APP/2000/366&1418	100,000.00	100,000.00	99,161.52	99,161.52	907.68	838.48	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 completed Sept 2010. Final invoice received.
PT/42/41	Heathrow Villages	Temp Stockpiling at Bedfont Court. 47853/SPP/2003/113	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	£50,000 for landscape enhancement on specified land around the development. Unexpended funds at 19 June 2006 were to be repaid to the developer. Following consultations with BAA it has been agreed to spend the funds as part of the Colne Valley project. Deed of variation has been secured to remove time limits.
PT/44/03	Various	S278 Surplus	164,436.89	164,436.89	95,045.86	95,045.86	7,540.14	69,391.03	0.00	Income is from underspends on s278 projects where surplus funds do not have to be refunded. First priority for use of funds is to address otherwise irresolvable deficits from overspent projects. A further £1,391.64 transferred to reconcile overspend on PT278/26/127. £1,945.35 used towards zebra crossing scheme at PT/105/175B. Balance transferred from PT/21/39A (£2,165.41). Spend towards consultants for cycle scheme at PT/103/174A and footpath scheme at PT/88/140B.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/54/21D	Botwell	Former EMI Site, Dawley Road - HGV Signage 6198/BS/98/1343	39,738.91	39,738.91	35,931.70	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.
PT/61/89B (see: E/35)	West Drayton	LHR Training Centre, Stockley Close / 51458/97/1537	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.
PT/65/74A (see EYL/40, E/20 & E/21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	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.
PT/71/99	Uxbridge South	UB1 Vine Street Uxbridge 11005/AG/97/360	250,000.00	250,000.00	248,521.47	248,521.47	0.00	1,478.53	0.00	To facilitate enhancements of the Old Uxbridge Conservation Area and the Town Centre - committed to Windsor Street scheme. Consultations undertaken. High St works programmed to be implemented late 2006 - complete. Further consultations for Windsor Street, Granges Yard and Market Square completed and Cabinet Member approval received for scheme to include resurfacing, plaques, signage and parking. Works programmed for summer 09/10 financial year to spend this balance and the balance at PT/96/164. No time constraints. Scheme in progress: phase 1 completed November 09. Phase 2 completed March 2010. Minor works outstanding.

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PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood/ 26900L/99/1077	35,253.56	35,253.56	28,119.15	28,119.15	2,892.92	7,134.41	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 includeded 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. Scheme programmed for implementation April/May 2010. Spend towards the provision of anti skid and electrical work. VAS signs installed, scheme complete, awaiting invoices.
PT/80/112 (formerly PT278/05)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref: 1197 (various applications)	47,774.85	47,774.85	2,228.56	2,228.56	0.00	45,546.29	0.00	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 PT278/23)	Uxbridge South	Waterloo Road, Uxbridge - Highway Works / 332BD/99/2069	13,169.44	13,169.44	11,577.00	11,577.00	0.00	1,592.44	0.00	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. Recharcharge completed.
PT84/87B-D (Formerly part of PT278/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	27,596.36	27,596.36	2,345.30	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 PT278/44 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 18399/APP/2004/2284	3,207.23	3,207.23	3,207.23	3,207.23	2,797.73	0.00	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). Funds allocated to appropriate scheme (Cabinet Member decision 5/01/2011). Scheme complete 31/3/2011.
PT/88/140C *38	Pinkwell	MOD Records Office, Stockley Road, Hayes - Public Transport 18399/APP/2004/2284	754,743.82	754,743.82	3,049.77	3,049.77	0.00	751,694.05	0.00	Funds received as first, second and third 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. 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 towards implementation of yellow lines to allow bus to run.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	73,774.40	73,774.40	0.00	0.00	0.00	73,774.40	0.00	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads utilised within the residential part of the development. There are currently no plans to consult with residents of the area on a Parking Management Scheme. However, any resident objections to increases in commuter parking on residential roads generated by the MOD development may give reason to spend these funds. Officers continue to monitor the parking situation. Funds must be spent within 7 years following date of receipt i.e. 11/12/2013.
PT/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	41,527.00	Funds received for cycle network improvements. Cycleway and local safety scheme identified for the junction of Station Road and North Hyde Road. Entire scheme now to be funded TfL. Officers looking into alternative options. Interest bearing account, funds must be spent within 7 years following date of receipt i.e. 06/12/2013.
PT/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 PT/93/147D. 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 PT/93/147C. Funds not spent by 19 February 2014 are to be refunded.
PT/95/161A	West Drayton	Former Honeywell Site, Trout Road, West Drayton - Footpath 335/APP/2002/2754	18,155.95	18,155.95	0.00	0.00	0.00	18,155.95	0.00	To be applied towards the provision of a footpath from the site crossing over the Grand Union Canal along Trout Road to the High Street. Unexpended funds after 7 years of receipt (31 January 2014) are to be refunded including interest. Funds to be held until outcome of Tesco site determined.
PT/96/164	Uxbridge South	36-38 Windsor Street (Westcombe House), Uxbridge 13544/APP/2005/31	10,516.65	10,516.65	4,422.38	4,422.38	0.00	6,094.27	0.00	For environmental enhancement on Windsor Street and the surrounding area. Funds not spent by 1 April 2014 are to be refunded. See updates on PT/71/99. Spend towards purchase of benches and information boards. Further spend towards installation of historic plaques.
PT/100/169D	Uxbridge South	Colham House Side Alley Re-surfacing 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	Botwell	11 - 21 Clayton Road, Hayes 56840/APP/2004/630	30,527.21	30,527.21	0.00	0.00	0.00	30,527.21	0.00	Funds received for parking management in the area. Funds held to be used in combination with those at case ref. PT/37/40E should any scheme be required. Funds not spent by 31 August 2014 are to be refunded.
PT/102/161D	Yiewsley	Honeywell Site, Trout Road Yiewsley 335/APP/2002/2754	77,151.50	77,151.50	0.00	0.00	0.00	77,151.50	77,151.50	Funds received towards 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	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PT/106/149E	Pinkwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	119,402.15	119,402.15	**25,000.00**	0.00	**25,000.00**	94,402.15	94,402.15	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. £25k allocated-for cycle access improvements at Hayes Town Centre as part of canalside improvement scheme (Cabinet Member decision 22/7/2011). **Scheme on site and substantially complete. See PPR/52/149G.**
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). Funds allocated towards the development of a walking bus scheme in association with West Drayton Primary school (Cabinet Member decision 5/01/2011)
PT/109/194A	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	10,000.00	10,000.00	2,627.18	2,627.18	2,627.18	7,372.82	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. £5,300 allocated towards footpath scheme (Cabinet Member decision 5/01/2011). Scheme implemented 31/3/2011. Awaiting invoices
PT/110/198B *61	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge - Bond 3114/APP/2008/2497	14,240.00	14,240.00	0.00	0.00	-1,734.20	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 tennant of its monitoring and reporting obligations in accordance with the travel plan. Returnable.
PT/112/205A	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	7,502.15	7,502.15	550.00	550.00	0.00	6,952.15	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. Funds allocated (26/10/2010) towards the provision of a cycle shelter as part of Eastcote Station improvements.
PT/113/198C	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge Public Transport 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	4,850.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2015).
PT/116/210A	Botwell	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 witihn 5 years of receipt (March 2015).
PT/117/231B	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	Funds received towards improvements to cycle route 89/network 93 as part of the London Cycle Network. Funds to be spent within 5 years of receipt (Nov 2015).
PT/119/209D	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Funds received for the purpose of the provision of 3 upgraded or replacement bus shelters within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016).
PT/120/241A	Ruislip	28 & 28a Kingsend, Ruislip. 5740/APP/2008/1214	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	Funds received towards the undertaking of a TA to assess the cumulative traffic impact of flatted developments in Kingsend. Funds to be spent within 5 years of receipt (April 2016).
PT/121/242A	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	34,000.00	34,000.00	0.00	0.00	0.00	34,000.00	0.00	Funds received towards the cost of providing new and improved bus stops/shelters in the vicinity of the development. No time limit on spend.
PT/122/248A	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 38074/APP/2008/1418	54,486.29	54,486.29	0.00	0.00	0.00	54,486.29	0.00	Contribution received towards street scene improvements within the vicinity of the land. Funds to be spent within 5 years of receipt (July 2016).
PT/123/219B	Yeading	Land rear of 1-6 Sydney Court, Perth Avenue,Hayes. 6593/APP/2010/883	41,020.00	41,020.00	0.00	0.00	0.00	41,020.00	0.00	Funds transferred from EYL/131. Contribution received towards the cost of providing traffic calming measures for the direct benefit of Brookside primary School. No time limits.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PT/124/261	**West Drayton**	**Land at Stockley Close Estate, West Drayton. 56244/APP/2003/1437**	**60,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**60,000.00**	**0.00**	**Funds received towards providing accessibility improvements including public transport in the vicinity of the land. Funds to be spent within 3 years of receipt (Dec 2014).**
		PLANNING TRANSPORTATION & RECYCLING SUB - TOTAL	**3,919,351.78**	**3,859,351.78**	**1,271,539.75**	**1,246,539.75**	**116,167.99**	**2,647,812.03**	**272,341.08**	
		PLANNING TRANSPORTATION & RECYCLING TOTAL	**6,272,062.92**	**6,198,662.92**	**2,285,548.04**	**2,214,520.96**	**174,527.36**	**3,986,514.88**	**272,341.08**	
PORTFOLIO: CULTURE, SPORT AND LEISURE										
CSL/1/13 (formerly EYL/15/13)	Townfield	Sainsbury-Minet D. / 40601H/91/1970	1,432,700.15	1,432,700.15	1,432,700.15	1,432,700.15	0.00	0.00	0.00	The balance is committed to providing secure parking and perimeter fencing at Minet Country Park in accordance with the agreement. Work undertaken in parallel with Goals 5 a side development. Work complete. Funds allocated to gating on perimeter fencing. There are no time constraints for expenditure. Remaining funds spent towards movable barriers. Project complete, remaining balance (£299.85) tranferred to PT/44.
CSL/2/147E	West Drayton	DERA Site, Kingston 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 deferred to 2011/12.
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.
CSL/7/195A	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2494	9,578.00	9,578.00	0.00	0.00	0.00	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. Contribution allocated towards a programme of improvements at Highgrove Pool. Cabinet Member approval received 1/09/2011.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	0.00	0.00	0.00	9,338.43	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Earmarked towards Manor Farm Library. Subject to formal allocation of 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	0.00	5,200.00	0.00	Funds received towards improvements to neary by 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	161,988.37	161,988.37	113,484.57	115,143.17	0.00	Contribution towards the provision or improvement of leisure, youth and/or cultural services within Eascote and East Ruislip ward boundary. Funds to be spent by September 2014. £265k from this contribution has been allocated towards Highgrove pool improvement programme. Cabinet Member approval received 1/09/2011.
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend. Earmarked towards the provision of a new community facility at the former RAF Ruislip, Lime Grove. Subject to formal allocation.
CSL/13/219A	Yeading	Rear of Syney Court,Perth Avenue, Hayes. 65936/APP/2010/883	414.00	414.00	0.00	0.00	0.00	414.00	414.00	Funds received towards the provision or improvement to library facilities and or library books within the Borough. No time limits.
CSL/14/220	Townfield	Trescott House, Hayes . 36261/APP/2010/215	1,599.00	1,599.00	0.00	0.00	0.00	1,599.00	1,599.00	Funds received towards additional or improved library facilities in the vicinity of the site. No time limits.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
CSL/15/231D	Ruislip	Former RAF Ruislip (Ickenham Park), High Road, Ickenham 38402/APP/2007/1072	269,750.00	269,750.00	0.00	0.00	0.00	269,750.00	0.00	Funds received towards the construction of a new facility or the extension of an existing facility to provide for improvement of leisure, elderly, youth and/or cultural services witihn the locality of the land. Funds to be spent by November 2015. Funds earmarked towards improvements to the Compass Theatre, subject to an eligible scheme and formal allocation.
CSL/16/161F	Yiewsley	Honeywell Site, Trout Road, Yiewsley. 335/APP/2002/2754	77,151.49	77,151.49	0.00	0.00	0.00	77,151.49	77,151.49	Funds received towards the provision of community facilities. Funds not spent by 20 september 2014 are to be repaid.
CSL/17/238A	West Ruislip	Former Mill Works, Bury Street, Ruislip, 6157/APP/2009/2069	31,645.25	31,645.25	0.00	0.00	0.00	31,645.25	31,645.25	Funds received as 50% of the community facilities contribution towards community facilities,schemes or measures within the Borough. Funds to be spent by February 2018. Further £16,135.84 received as remaining 50% of community facilities contribution. Funds earmarked towards the provision of a new community facility at the former RAF Ruislip, Lime Grove. Subject to formal allocation.
CSL/18/238B	West Ruislip	Former Mill Works, Bury Street, Ruislip, 6157/APP/2009/2069	3,268.46	3,268.46	0.00	0.00	0.00	3,268.46	3,268.46	Funds received towards the provision of library facilities and/or library books within the Borough. Funds to be spent by February 2018.
CSL/19/237A	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	24,130.14	24,130.14	0.00	0.00	0.00	24,130.14	24,130.14	Funds received towards environmental improvements and community facilities within a 3 mile radius of the site. Funds to be spent by February 2016. Funds earmarked towards the provsion of a new community facility at the former RAF Ruislip, Lime Grove. Subject to formal allocation.
CSL/20/239A	Eastcote	Highgrove House, Eastcote Road, Ruislip, 10622/APP/2006/2294 &10622/APP/2009/2504	22,350.00	22,350.00	0.00	0.00	0.00	22,350.00	0.00	Funds received towards the provision or improvement of leisure, elderly, youth and/or cultural services or facilities within the Borough. No time limits. Funds allocated towards Highgrove Pool improvement programme, Cabinet Member approval received 1/09/2011 .
CSL/21/209F	Yiewsley	Tesco, Trout Road, Yiewsley, 60929/APP/2007/3744	63,050.00	63,050.00	0.00	0.00	0.00	63,050.00	63,050.00	Funds received for the purpose of improving existing community facilities within the Yiewsley area. Funds to be spent by March 2016.
CSL/22/241B	Ruislip	28 & 29a Kingsend, Ruislip. 5740/APP/2008/1214	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	3,250.00	Funds received towards the expansion of local community facilities in the area of the development. Funds to be spent within 5 years of receipt (April 2016).
CSL/23/243A	South Ruislip	Former Tally Ho P.H, West End Road, Ruislip. 8418/APP/2006/913&914	14,300.00	14,300.00	0.00	0.00	0.00	14,300.00	14,300.00	Funds received towards the cost of providing community facilities in the vicinity of the development. Funds to be spent within 7 years of receipt (June 2018).
CSL/24/244A	Townfield	505 to 509 Uxbridge Road, Hayes. 9912/APP/2009/1907	2,150.96	2,150.96	0.00	0.00	0.00	2,150.96	2,150.96	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. Funds to be spent by June 2018.
CSL/25/249A	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	4,167.60	4,167.60	0.00	0.00	0.00	4,167.60	4,167.60	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. No time limits.
CSL/26/249B	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the provision of necessary capacity enhancements at the Townfield Community Centre. No time limit for spend.
CSL/27/210D	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	12,485.00	12,485.00	0.00	0.00	0.00	12,485.00	12,485.00	Contribution received towards the provision of library facilities in the borough of Hillingdon. Funds to be spent within 5 years of receipt (Sept 2016).
CSL/28/262A	**Charville**	**Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231**	**555.53**	**0.00**	**0.00**	**0.00**	**0.00**	**555.53**	**555.53**	**Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits**
CSL/29/263A	**South Ruislip**	**Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419**	**356.03**	**0.00**	**0.00**	**0.00**	**0.00**	**356.03**	**356.03**	**Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits**
		CULTURE, SPORT AND LEISURE SUB - TOTAL	**2,399,599.21**	**2,398,687.65**	**1,648,518.60**	**1,648,518.60**	**113,484.57**	**751,080.61**	**251,861.46**	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										
EYL/30/30	Yiewsley	Former Bridge Works, Bentinck Road W/D/ 20610/APP/2002/2407	161,898.00	161,898.00	**161,898.00**	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-imbursement - 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. **Funds allocated and spent towards Colham Manor primary school expansion as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/38/104 see: PT278/22	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	389,607.96	0.00	5,282.49	0.00	Nursery construction and school improvements at West Drayton Primary School. Earmarked for West Drayton area primary expansion. No time constraints.
EYL/66/144	Northwood	68 Ducks Hill Road 11900/APP/2005/1087	183,044.65	183,044.65	99,819.57	99,819.57	0.00	83,225.08	0.00	Towards the costs of providing primary and secondary school places in the Borough. No time constraints. £16,400 spent on Ruislip High School. £75,852.85 spent towards Ruislip High School costs. Earmarked for Primary School expansions in north Ruislip/Northwood areas. Further £1,423 spent towards Ruislip High School. £5,000 spent towards Sacred Heart Primary School modernisation.
EYL/67/145	West Drayton	6A Swan Road West Drayton 9037/APP/2005/2945	21,928.87	21,928.87	0.00	0.00	0.00	21,928.87	0.00	Towards the costs of providing primary and secondary school places in the Borough. Earmarked for West Drayton area primary expansion. No time constraints.
EYL/71/155B	**West Drayton**	**Former RAF West Drayton, Porters Way, West Drayton. 5107/APP/2005/2082**	**467,808.00**	**0.00**	**0.00**	**0.00**	**0.00**	**467,808.00**	**467,808.00**	**Third and final instalment of the education contribution . Funds to be used for the purpose of funding additional places at Primary and Secondary schools within a 3 mile radius of the site. Unexpended funds after 3 years of receipt are to be refunded (December 2014).**
EYL/76/163	West Drayton	18a Colham Ave, West Drayton 29679/APP/2006/1048	18,939.00	18,939.00	8,826.00	8,826.00	0.00	10,113.00	0.00	To be applied towards primary and secondary school places within 3 miles of the development. £10,113.43 is earmarked for West Drayton area primary expansion. No time limits. Remainder to be used at Uxbridge High School modernisation. £8,826 spent towards Uxbridge High School construction project. Balance earmarked towards Colham Manor school expansion, subject to formal approval (part of phase 1 of the school expansion programme.
EYL/78/161B (see also: EYL/86/161B)	Yiewsley	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	243,320.37	243,320.37	**243,320.37**	186,447.40	**56,872.97**	**0.00**	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. Unexpended funds after 7 years of receipt to be refunded (31 January 2014) including interest. £186,447.40 spent towards Longmead Primary School expansion. **Remaining balance allocated and spent towards expansion at Colham Manor Primary School as part of phase 1 of the school exxpansion programme (Cabinet Member decision 6/12/2011).**
EYL/79/140G	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes (Kings Oak)18399/APP/2004/2284	791,811.37	791,811.37	**591,811.37**	0.00	**591,811.37**	**200,000.00**	200,000.00	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. **Funds allocated and spent towards primary school expansion at William Byrd (£592k) as part of phase 1 of the school expansion programme. (Cabinet Member decision 6/12/2011). Funds not spent by 1 February 2014 are to be repaid.**
EYL/80/165	Yiewsley	Land Rear of 4-20 Acacia Avenue, Yiewsley 39054/APP/2004/2894	78,701.05	78,701.05	**78,701.05**	39,350.50	**39,350.55**	**0.00**	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. **Remaining balance allocated and spent towards Colham Manor Primary school expansion as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/84/149B	Botwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	550,559.37	550,559.37	**550,559.37**	192,000.00	**358,559.37**	**0.00**	0.00	First contribution (£252,605.55) received for the provision of educational places in the Borough as necessitated by the development. Funds not spent by 1 August 2012 are to be repaid. Second contribution (£240,000) and additional contribution (£44,314) received towards the same purpose. Second contribution to be spent by June 2016. £192,000 from the first contribution allocated and spent towards Pinkwell school expansion (Cabinet Member decision 18/4/2011). **Remaining balance allocated and spent towards Cranford Park primary school expansion, as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/85/170B	Botwell	11-21, Clayton Rd, Hayes 56840/APP/2004/630	100,370.26	100,370.26	**100,370.26**	0.00	**100,370.26**	**0.00**	0.00	For the provision of educational places within the area. Funds not spent by 31 August 2014 are to be repaid. **Funds allocated and spent towards Cranford Park Primary School expansion, part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/87/143B	Harefield	Dairy Farm, Breakspear Rd, Harefield 27314/APP/2005/844	103,122.52	103,122.52	74,935.52	74,935.52	0.00	28,187.00	28,187.00	For the provision of educational places in the Borough. Funds not spent by 25 August 2014 are to be repaid. Earmarked for primary School expansions in north Ruislip/Northwood areas. Funds spent towards Sacred Heart Primary School modernisation. Further £28,187 received as an additional contribution for provision of educational places in the borough. No time limits on spend.
EYL/90/178A	Botwell	89-95, Botwell Crescent, planning ref. 33623/APP/2004/2343	26,294.63	26,294.63	**26,294.63**	0.00	**26,294.63**	**0.00**	0.00	Monies 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. **Funds allocated and spent towards expansion of Rosedale College as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/91/179A	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	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. **Allocated for Hayes area primary school expansions at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/94/186A	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	79,722.27	79,722.27	**79,722.27**	0.00	**79,722.27**	**0.00**	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. **Funds allocated and spent towards Colham Manor Primary School expansion as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011**).
EYL/100/191	Uxbridge	15, Fairfield Road, Uxbridge 59469/APP/2007/1756	7,721.62	7,721.62	3,559.06	3,559.06	0.00	4,162.56	0.00	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. **Balance allocated towards phase 1 of the primary school expansion programme at Whitehall School. (Cabinet Member decision 6/12/2011)**
EYL/102/196	Harefield	19, Vernon Drive, Harefield. 57498/APP/2008/3031	739.00	739.00	0.00	0.00	0.00	739.00	739.00	Funds received towards the provision of nursery school places in the Borough. No time limits.
EYL/103/197A	Ruislip Manor	Windmill Public House, Pembroke Road, Ruislip. 11924/APP/2632	68,689.00	68,689.00	34,980.79	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.
EYL/104/194C	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	146,131.00	146,131.00	52,190.00	52,190.00	0.00	93,941.00	34,160.00	Funds received towards the cost of providing nursery school place (£34,160), Primary school places (£59,781), Secondary school places (£52,190) in the Borough of Hillingdon. No time limits. Secondary school contribution (£52,190) spent towards Abbotsfield School. (Cabinet Member decision 14/10/2010). **Primary component allocated towards phase 1 of the primary expansion at Whitehall school (Cabinet Member decision 6/12/2011).**
EYL/105/199B	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	37,459.20	37,459.20	**37,459.20**	37,419.20	**40.00**	**0.00**	0.00	Funds received towards the cost of providing education places within the Borough. No time limits on spend. Funds allocated towards the provision of an additional form of entry and sixth form centre at Ruislip High school. (Cabinet Member decision 21/10/2010). £37,419.20 spent towards Ruislip High School.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/107/201A	Barnhill	360, Uxbridge Road, Hayes. 7517/APP/2007/188	77,414.00	77,414.00	0.00	0.00	0.00	77,414.00	35,015.00	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. **Primary and nursery contributions allocated towards Grange Park primary expansion as part of phase 1 of the primary expansion programme (Cabinet Member decision 6/12/2011).**
EYL/108/202	Ickenham	179, Swakeleys Road, Ickenham. 52293/APP/2006/2360	8,037.00	8,037.00	0.00	0.00	0.00	8,037.00	8,037.00	Funds received towards the provision of additional or improved education facilities within a 3 mile radius of the site. No time limit on spend.
EYL/109/206A	Yiewsley	111-117, High St, Yiewsley. 6948/APP/2007/1326	25,000.00	25,000.00	**25,000.00**	12,810.00	**12,190.00**	**0.00**	0.00	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). £12,810 allocated towards Abbotsfield School (Cabinet Member decision 14/10/2010). £12,810 spent towards Abbotsfield School. **Balance allocated and spent towards primary expansion at Colham Manor school as part of the phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/110/205C	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	3,734,767.17	3,734,767.17	**1,000,848.79**	973,339.50	**654,003.75**	**2,733,918.38**	2,729,553.09	First and second instalments towards the cost of providing educational places in or improvements to nursery, primary or secondary schools in the North Secondary Planning Area. Nursery (£421,026.76), primary (£750,525.95) and secondary (£658,998.39). Funds to be spent within 7 years of receipt of the first contribution (September 2016). Secondary contribution (£658,998) allocated towards the provision of an additional form of entry and sixth form centre at Ruislip High school. (Cabinet Member decision 21/10/2010). £342,000 from the Nursery contribution allocated towards Deansfield Early Years Centre. (Cabinet Member decision 28/10/2010). Third and final instalment received this quarter towards the same purpose. Nursery (£437,000), Primary (£779,000) and secondary (£684,000). **Spend this quarter towards Ruislip High project.**
EYL/111/207	Brunel	100-104, Harlington Road, Uxbridge. 33663/APP/2007/3721	5,247.60	5,247.60	**5,247.60**	0.00	**5,247.60**	**0.00**	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits. **Funds allocated and spent towards primary expansion at Colham Manor School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/112/208	Northwood	110, Green Lane, Northwood 46543/APP/2005/2697	4,085.75	4,085.75	0.00	0.00	0.00	4,085.75	4,085.75	Funds received towards additional or improved education facilities in the Northwood area. No time limits.
EYL/113/211	Ickenham	1a, Woodstock Drive, Ickenham. 65754/APP/2009/200	8,953.00	8,953.00	0.00	0.00	0.00	8,953.00	8,953.00	Funds received towards additional or improved education facilities within a 3 mile radius if the site. No time limits.
EYL/115/215B	Ruislip	5 to 11 Reservoir Road, Ruislip. 61134/APP/2006/260	22,087.13	22,087.13	0.00	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.
EYL/116/210B	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	586,484.00	586,484.00	**270,000.00**	0.00	**270,000.00**	**316,484.00**	316,484.00	£135,000 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 2015).Second contribution of £135,000 received towards the same purpose. Funds to be spent by March 2015. Third and final contribution received towards the same purpose. Funds to be spent by Sept 2016. **£270K allocated and spent towars primary expansion programme at Rosedale College as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/117/213	Northwood	1, Oakhurst, Northgate, Northwood. 30779/APP/2009/2036	4,441.00	4,441.00	0.00	0.00	0.00	4,441.00	4,441.00	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/118/214B	Uxbridge	Hillingdon House Farm. 2543/APP/2005/870	**525,081.28**	**256,399.34**	0.00	0.00	0.00	**525,081.28**	414,829.56	£256,399.34 received as first instalment towards the cost of providing nursery (£64,099), primary (£110,251.72) and secondary (£82,047) school places within the London Borough of Hillingdon. First contribution to be spent before April 2017. **Primary contribution (£110,251.72) allocated towards expansion at Whitehall School, (part of phase 1 of the school expansion programme). Cabinet Member decision 6/12/2011. Second instalment (£268,681.94) received. Second contribution to be spent before October 2018.**
EYL/119/216	Charville	119 to 137 Charville Lane, Hayes. 38290/APP/2006/2501	56,316.00	56,316.00	0.00	0.00	0.00	56,316.00	29,177.00	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. **Primary and nursery components allocated towards primary school expansion at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/120/217A	Harefield	34 High Street, Harefield. 259/APP/2009/2391	7,193.00	7,193.00	0.00	0.00	0.00	7,193.00	7,193.00	Funds received towards the provision of additional or improved education facilities within a 3 mile radius of the site. No time limit on spend.
EYL/121/221	Ruislip Manor	2, Windmill Hill, Ruislip. 35595/APP/2008/2951	6,438.00	6,438.00	0.00	0.00	0.00	6,438.00	6,438.00	Funds received towards the provsion of additional nursery and primary school places in the vicinity of the site. No time limits.
EYL/122/222	West Drayton	Land adjacent to 125, Mulberry Crescent, West Drayton. 66012/APP/2010/676	11,653.00	11,653.00	**11,653.00**	0.00	**11,653.00**	**0.00**	0.00	Funds received towards additional or improved educational facilities within a 3 mile radius of the site. No time limits. **Funds allocated and spent towards primary expansion programme at Colham Manor School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/123/223	Botwell	Land rear of 1&2 Voltaire Way, Hayes. 66046/APP/2009/1095	11,760.00	11,760.00	**11,760.00**	0.00	**11,760.00**	**0.00**	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits. **Funds allocated and spent towards primary expansion programme at Rosedale School as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/124/224	West Drayton	Land behind 65 Mulberry Crescent, West Drayton. 65172/APP/2009/696	17,400.00	17,400.00	**17,400.00**	0.00	**17,400.00**	**0.00**	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits. **Funds allocated and spent towards towards primary expansion programme at Colham Manor School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/125/225	Yeading	Land adjacent to 20, Norwood Gardens, Hayes. 65925/APP/2009/687	37,522.00	37,522.00	**37,522.00**	0.00	**37,522.00**	**0.00**	0.00	Funds received towards improvements to educational faclities in the vicinity of the site. No time limit on spend. **Funds allocated and spent towards primary school expansion at Brookside School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/126/226	Botwell	Site rear of 29-43 Sycamore Avenue, Hayes. 66048/APP/2009/1097	17,462.00	17,462.00	**17,462.00**	0.00	**17,462.00**	**0.00**	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site. No time limits. **Funds allocated and spent towards primary expansion at Rosedale College as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/127/227	Barnhill	Land adjacent to 1-6 Devonshire Way, Hayes. 66009/APP/2010/32	20,955.00	20,955.00	0.00	0.00	0.00	20,955.00	0.00	Funds received towards improvements to education facilities in the vicinity of the site. No time limits. **Funds allocated towards primary expansion programme at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/128/228	Barnhill	Adjacent to 19 & 20 Burns Close, Hayes. 66006/APP/2009/970	19,469.00	19,469.00	0.00	0.00	0.00	19,469.00	0.00	Funds received towards improvements to education facilities in the vicinity of the site. No time limits. **Funds allocated towards primary expansion programme at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/129/229	Yiewsley	91 Pinewood & 52, Beechwood Avenue, Hilllingdon. 66014/APP/2009/983	11,653.00	11,653.00	**11,653.00**	0.00	**11,653.00**	**0.00**	0.00	Funds received towards capacity enhancements and local education facilites in the Authority Area. No time limits. **Funds allocated and spent towards primary expansion programme at Colham Manor School as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011).**

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/130/230	Pinkwell	Moston Close, Harlington. 66007/APP/2009/972	24,447.00	24,447.00	**24,447.00**	0.00	**24,447.00**	**0.00**	0.00	Funds received towards the cost of additional or improved education facilities within the Borough of Hillingdon. **Funds allocated and spent towards primary expansion programme at William Byrd School as part of phase 1 of the school expansion programme. (Cabinet Member decision 6/12/2011).**
EYL/132/232	Hillingdon	23, Sweetcroft Lane, Hillingdon. 8816/APP/2004/3045	42,280.88	42,280.88	0.00	0.00	0.00	42,280.88	42,280.88	Funds to be used towards the costs of providing additional primary school facilities (£22,573) & secondary school facilities (£19,707) relating to the development. Funds to be spent within 7 years of receipt (October 2017).
EYL/133/233	Ickenham	6, Warren Road, Ickenham 65990/APP/2009/934	15,492.00	15,492.00	0.00	0.00	0.00	15,492.00	15,492.00	Funds received towards the provision of additional or improved education facilities within a 3 mile radius of the site to accommodate the nursery, primary & secondary school child yield arising from the development. No time limit on spend.
EYL/134/234	Ruislip	125a, High Street, Ruislip. 2061/APP/2009/2175	5,054.00	5,054.00	0.00	0.00	0.00	5,054.00	5,054.00	Funds received towards the provision of additional or improved educational facilities witihn a 3 mile radius of the site to accommodate the primary and/or secondary school child yield arising from the development. No time limits.
EYL/135/235	South Ruislip	325, Victoria Road, Ruislip 63602/APP/2009/2288	12,896.00	12,896.00	0.00	0.00	0.00	12,896.00	12,896.00	Funds received towards the provision of additional or improved educational facilities within a 3 mile radius of the site to accommodate the child yield arising from the development. No time limits.
EYL/136/236	Harefield	Casa De Boa Vista, Belfry Avenue, Harefield, 64613/APP/2009/2180	16,216.00	16,216.00	0.00	0.00	0.00	16,216.00	16,216.00	Funds received towards additional/improved educational facilities witihn a 3 mile radius of the site to accommodate nursery, primary and secondary child yield arising from the development. No time limits.
EYL/137/237B	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	426,346.97	426,346.97	0.00	0.00	0.00	426,346.97	426,346.97	Funds received towards the costs of providing primary education places to primary schools in Primary Area 3 . Funds to be spent by February 2016.
EYL/138/238C	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	512,742.69	512,742.69	0.00	0.00	0.00	512,742.69	512,742.69	Funds received as 50% of the education contribution towards the cost of providing nursery, primary and secondary facilities in the Borough (See legal agreement for details of funding split). Funds to be spent by February 2018. Further £261,446.35 received as remaining 50% education contribution.
EYL/139/239B	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	64,920.00	64,920.00	0.00	0.00	0.00	64,920.00	64,920.00	Funds received towards the costs of providing educational improvements or facilities in the Borough. No time limits.
EYL/140/209G	Yiewsley	Tesco. Trout Road, Yiewsley 60929/APP/2007/3744	107,367.71	107,367.71	**20,251.99**	0.00	**20,251.99**	**87,115.72**	87,115.72	Funds received as 50% of the education contribution towards the cost of providing secondary school places and improvement of exisitng facilities witihn a 3 mile radius of the site and primary school places and improvement of exisiting facilities within 2 miles of the site (see legal agreement for details of funding split). Funds to be spent within 5 years of the final instalment (yet to be received). **Primary school component of contribution allocated and spent towards Colham Manor primary expansion as part of phase 1 of the school expansion programme. (Cabinet Member decision 6/12/2011).**
EYL/141/240	Uxbridge North	92-96, Keith Park Road, Hillingdon. 43000/APP/2010/1779	73,067.00	73,067.00	0.00	0.00	0.00	73,067.00	0.00	Funds received towards the provision of additional/improved educational facilities within a 3 mile radius of the site to accommodate the child yield from the development. Funds to be spent within 5 years of receipt (March 2016). **Funds allocated towards the expansion of Whitehall school expansion as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011**).
EYL/142/245	Brunel	Redmead House, Uxbridge Road, Hillingdon. 46403/APP/2009/2353	11,566.00	11,566.00	0.00	0.00	0.00	11,566.00	0.00	Funds received towards improvements to education facilities in the vicinity of the site arising from the needs of the development. Funds to be spent within 5 years of receipt (April 2016). **Funds allocated towards the expansion of Whitehall school as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011).**
EYL/143/241C	Ruislip	28 & 28a Kingsend, Ruislip. 5740/APP/2008/1214	6,063.75	6,063.75	0.00	0.00	0.00	6,063.75	6,063.75	Funds received towards the provision of additional or improved educational facilities to accommodate child yield arising from the development . Funds to be spent by April 2016.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/144/246A	Botwell	561 & 563 Uxbridge Road, Hayes. 63060/APP/2007/1385	49,993.74	49,993.74	**49,993.74**	0.00	**49,993.74**	**0.00**	0.00	Funds received towards the cost of providing educational places within LBH. No time limit for spend. **Funds allocated and spent towards new addiditional primary places at Rosedale College as part of phase 1A of the primary expansion programme. (Cabinet Member decision 6/12/2011).**
EYL/145/243B	South Ruislip	Former Tally Ho P.H, West End Road, Ruislip. 8418/APP/2006/913&914	75,989.00	75,989.00	0.00	0.00	0.00	75,989.00	75,989.00	Funds received towards the provision of additional educational facilities in the borough. Funds to be spent within 7 years of receipt (June 2018).
EYL/146/244B	Townfield	505 to 509 Uxbridge Road, Hayes. 9912/APP/2009/1907	76,596.32	76,596.32	**76,596.32**	0.00	**76,596.32**	**0.00**	0.00	Funds received towards the costs of providing educational improvements in the Authority's area (see legal agreement for details). **Funds to be spent within 7 years of receipt (June 2018). Funds allocated and spent towards new additional primary places at Rosedale College as part of phase 1A of the school expansion programme. (Cabinet Member decision 6/12/2011).**
EYL/147/ 251	South Ruislip	Land between 10 & 16 Manor Gardens, Ruislip. 63737/APP/2008/1963	10,769.00	10,769.00	0.00	0.00	0.00	10,769.00	10,769.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate child yied arising from the development. No time limits.
EYL/148/249C	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/148/249C	469,246.00	469,246.00	0.00	0.00	0.00	469,246.00	469,246.00	Funds received towards the costs of providing education or educational improvements or facilities in the authorities area (see legal agreement for details). No time limits for spend.
EYL/149/252	South Uxbridge	Old Mill House Estate, Old Mill Lane, Cowley. 2819/APP/2004/2873	37,217.03	37,217.03	0.00	0.00	0.00	37,217.03	37,217.03	Contribution received towards the cost of providing addional nursery, primary and secondary school places in the Borough. Funds to be spent within 7 years of receipt (July 2018).
EYL/150/253	Pinkwell	97 Dawley Road & 1a, Waltham Avenue, Hayes. 12572/APP/2009/2233	62,460.00	62,460.00	0.00	0.00	0.00	62,460.00	62,460.00	Contribution received towards the cost of providing educational improvements within a 3 mile radius of the land. (see legal agreement for details). No time limit for spend.
EYL/151/254	West Drayton	8, Walnut Avenue, West Drayton 13205/APP/2006/2480	41,842.00	41,842.00	0.00	0.00	0.00	41,842.00	41,842.00	Contribution received towards the cost of providing educational improvements within a 3 mile radius of the land. (see legal agreement for details). No time limit for spend.
EYL/152/255	South Ruislip	Land between 11 Brackenbridge Drive & 48 Whitebutts Road, Ruislip. 56805/APP/2011/436	66,038.00	66,038.00	0.00	0.00	0.00	66,038.00	66,038.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/153/256	Harefield	Former garages site, rear of 34-44 Sullivan Crescent, Harefield. 60653/APP/2011/907	46,347.00	46,347.00	0.00	0.00	0.00	46,347.00	46,347.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/154/257	North Uxbridge	Rear of 85 & 87 Manor Waye, Uxbridge. 67593/APP/2011/329	10,607.00	10,607.00	0.00	0.00	0.00	10,607.00	10,607.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/155/258	Botwell	Site adjacent to 45 & 46 Corwell Gardens, St. Jeromes Grove, Hayes. 66930/APP/2010/758	21,744.00	21,744.00	0.00	0.00	0.00	21,744.00	21,744.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/156/259	Townfield	Land forming part of 26 Wheatley Crescent, Hayes. 43028/APP/2011/32	11,874.00	11,874.00	0.00	0.00	0.00	11,874.00	11,874.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/157/260	Brunel	Garage site adjacent to 1 St.Helen Close, Cowley. 56865/AP/2011/31	22,138.00	22,138.00	0.00	0.00	0.00	22,138.00	22,138.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/158/242B	**West Drayton**	**West Drayton Village (north site) off Porters Way, West Drayton. 5107/APP/2009/2348**	**1,000,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,000,000.00**	**1,000,000.00**	**Funds received as first instalment towards the costs of providing educational improvements in the Authority's area (see legal agreement for details). No time limit for spend.**
EYL/159/262B	**Charville**	**Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231**	**27,853.30**	**0.00**	**0.00**	**0.00**	**0.00**	**27,853.30**	**27,853.30**	**Funds received towards the costs of additional and or improved educational facilities within the London Borough of Hillingdon. No time limits.**

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
EYL/160/263B	**South Ruislip**	**Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419**	**12,704.43**	**0.00**	**0.00**	**0.00**	**0.00**	**12,704.43**	**12,704.43**	**Funds received towards the costs of additional and or improved educational facilities within the London Borough of Hillingdon. No time limits.**
EYL/161/264	**Hillingdon East**	**28 & Rear of 22, 24, 26 & 34 Oakdene Rd, Hillingdon. 66706/APP/2010/2673**	**61,275.00**	**0.00**	**0.00**	**0.00**	**0.00**	**61,275.00**	**61,275.00**	**Funds received towards the costs of providing educational improvements in the Authority's area (see legal agreement for details). No time limit for spend.**
		EDUCATION, YOUTH AND LEISURE SUB - TOTAL	**12,203,651.38**	**10,365,328.71**	**4,113,890.86**	**2,105,285.50**	**2,635,099.82**	**8,089,760.52**	**7,518,127.51**	
PORTFOLIO: FINANCE AND CORPORATE SERVICES										
		FINANCE & CORPORATE SERVICES SUB - TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
PORTFOLIO: IMPROVEMENT, PARTNERSHIPS AND COMMUNITY SAFETY										
PPR/09/42	Townfield	Abbess Warehouse, Hayes / 49614B/96/110	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Employment training support associated with the Hayes Opportunity Centre. No time limit. Balance allocated for Hayes Partnership but not committed to a specific project. Officers looking into potential schemes. The Hayes Opportunity Centre did not materialise. A deed of variation required following agreement from owner before funds can be committed. A deed of variation is being sought with the view to allocating the funds to construction training. Awaiting confirmation from developer. No time constraints.
PPR/36/153A	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 &1437	26,750.00	26,750.00	3,250.00	3,250.00	0.00	23,500.00	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'. Second and final instalment (£13,500) received 21/10/08.Balance of £23,500 allocated towards the Council's Construction and Apprenticeship Training Programme. (Cabinet Member decision 27/10/2010)
PPR/42/149C	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	80,162.75	80,162.75	**64,396.15**	55,810.71	**11,632.32**	**15,766.60**	0.00	Funds received for Construction Training in relation to the development. Funds allocated to a Junior Construction programme running from April 2008 to Sept 09. The Learning Skills Council-have confirmed their match funding. Balance of £28,939.20 earmarked to pump-prime Construction Workplace Co-ordinator post (further funding for this post from PPR/43/169E £10K). Funds not spent by 1 August 2012 are to be repaid. **Spend towards Tfl Apprenticeship Programme.**
PPR/47/26A (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Harlington Station Improvements and associated interchange initiatives. Project on-hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits.
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	300,000.00	300,000.00	123,100.00	123,100.00	14,000.00	176,900.00	0.00	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. Second instalment £100,000 received 1/12/09. Balance allocated to the delivery of the Heathrow Local Labour Strategy as outlined in Allocation report. (Cabinet Member decision 27/10/2010).Third instalment of £100,000 recieved towards same purpose 31/3/2011. £14,000 spent towards accelerate 50% match funding to support long term unemployed into work.
PPR/50/193	Heathrow Villages	Harmondsworth 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. Funds allocated towards the Council's Construction Training and Apprenticeship Programme.(Cabinet Member decision 27/10/2010)
PPR/51/194F	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18752/APP/2006/1217	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received towards the cost of providing construction training in the Borough. No time limits. Funds allocated towards the Council's Construction Training and Apprenticeship Programme.(Cabinet Member decision 27/10/2010).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PPR/52/149G	Botwell	Former Hayes Goodsyard site. 10057/APP/2005/2996&299	75,360.00	75,360.00	**64,901.24**	742.93	**64,901.24**	**10,458.76**	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 witihn 7 years (May 2016) to be returned. Funds allocated towards Western View canal side improvement scheme (Cabinet Member decision 22/7/2011). **Scheme began on site Oct 2011 and now substantially complete.**
PPR/53/149H	Botwell	Former Hayes Goodsyard site. 10057/APP/2005/2996&299	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	£2,000 received towards the maintenance and operation by the Council of the station approach cameras. Funds spent towards operation of station cameras 09/10. Further £4,000 received as 2nd & 3rd annual instalments.
PPR/54/204B	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.
PPR/55/206B	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	0.00	Funds received for the provision of economic development training and employment facilities within London Borough of Hillingdon. Funds to be spent by August 2014. Funds allocated to the Council's Construction Training and Apprenticeship Programme. (Cabinet Member decision 27/10/2010)
PPR/56/198D	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).
PPR/57/238D	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	20,679.21	20,679.21	0.00	0.00	0.00	20,679.21	20,679.21	Contribution towards construction training initiatives within the Borough. Funds to be spent within 7 years of receipt (February 2018).
PPR/58/239C	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	9,667.50	9,667.50	0.00	0.00	0.00	9,667.50	9,667.50	Contribution received towards construction training and the provision of a work place co-ordinator witihn the Borough. No time limits.
PPR/59/209J	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	Contribution received towards improvements of the public realm in Yiewsley and West Drayton Town Centres. Funds to be spent within 5 years of receipt (2016).
PPR/60/209E	Yiewsley	Tesco, Trout Road Yiewsley. 60929/APP/2007/3744	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.00	Contribution received for the purposes of providing additional CCTV facilities and/or additional safety measures witihn the vicinity of the site.. Funds to be spent witihn 5 years of receipt (March 2016).
PPR/61/247	Townfield	Former Hayes Sports and Social Club, 143 Church Road, Hayes. 65797/APP/2010/1176	7,663.99	7,663.99	0.00	0.00	0.00	7,663.99	7,663.99	Contribution received towards the cost of providing construction training courses delivered by the provision of a construction work place co-ordinator witihn the Authority's Area. Funds to be spent within 10 years of receipt (June 2021).
PPR/62/231C	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road , Ickenham. 38402/APP/2007/1072	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00	Funds received towards the installation of 3 CCTV cameras and associated infrasturucture within the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2015). Funds transferred from PT/118/231C.
PPR/63/248B	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge 3807/APP/2008/1418	21,794.51	21,794.51	0.00	0.00	0.00	21,794.51	21,794.51	Contribution received towards the purpose of providing construction training schemes for Hillingdon. Funds to be spent within 5 years of receipt (July 2016).
PPR/64/262C	**Charville**	**Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231**	**9,360.44**	**0.00**	**0.00**	**0.00**	**0.00**	**9,360.44**	**9,360.44**	**Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits.**
PPR/65/263C	**South Ruislip**	**Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419**	**9,782.64**	**0.00**	**0.00**	**0.00**	**0.00**	**9,782.64**	**9,782.64**	**Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits.**

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
PPR/66/265B	**Heathrow Villages**	**Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988**	**39,826.13**	**0.00**	**0.00**	**0.00**	**0.00**	**39,826.13**	**39,826.13**	**Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. Funds to be spent within 5 years of receipt (Nov 2016).**
PPR/67/265C	**Heathrow Villages**	**Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988**	**9,236.85**	**0.00**	**0.00**	**0.00**	**0.00**	**9,236.85**	**9,236.85**	**Contribution received to be used for the provision of approved training schemes in the hospitality & leisure industry (see legal agreement for details). Funds to be spent within 5 years of receipt (Nov 2016).**
PPR/68/265D	**Heathrow Villages**	**Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988**	**53,289.47**	**0.00**	**0.00**	**0.00**	**0.00**	**53,289.47**	**53,289.47**	**Contribution to be used for public realm improvements within the vicinity of the site, in accordance with the Council's SPD. Funds to be spent within 5 years of receipt (Nov 2016).**
		PERFORMANCE, PARTNERSHIPS & REGENERATION SUB - TOTAL	**3,578,466.71**	**3,456,971.18**	**2,065,718.81**	**1,992,975.06**	**90,533.56**	**1,512,747.90**	**243,505.96**	
PORTFOLIO: FINANCE PROPERTY & BUSINESS SERVICES										
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	52,577.45	52,577.45	0.00	6,978.97	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.
E/10/85 (see: PT/36)	Heathrow Villages	A4 Heathrow Corridor scheme - Match Funding for Heathrow Villages Chrysalis Projects	25,000.00	25,000.00	3,017.00	3,017.00	0.00	21,983.00	0.00	For Environmental Improvements on A4/M4 corridor. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/26/93. 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.
E/17/26D (see: PT/56 & PPR/18)	Botwell	Trident Site, Phase 3 Stockley Park - Lake Farm & Botwell Green Play Area 37977/P/94/335	1,323,400.00	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.
E/21/74C (see: PT/65, EYL/40 & E/20)	Uxbridge North	Land at Johnson's Yard - Uxbridge TC CCTV 53936/APP/2002/1357	5,389.15	5,389.15	5,180.57	5,180.57	0.00	208.58	0.00	Funds received for the Uxbridge Town Centre CCTV Initiative. No time constraints. Improvement works completed April 2005. No additional works have been identified to date that would be in accordance with the terms of the legal agreement. Interest accrued.
E/22/97B (see: PT/69)	Botwell	Land at West Drayton Depot Stockley Road West Drayton - Monitoring of Noise & Dust Emissions 2760/APP/2003/2816	5,622.02	5,622.02	5,622.02	5,622.02	780.61	0.00	0.00	Monitoring of Noise and Dust emissions. Interest accrued. Funds spent towards noise and dust emissions monitoring. Unspent funds at 4 May 2011 to be refunded.
E/24/62 (See also PT/60 & PPR/23)	Brunel	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works) 51095/APP/2000/1004	14,368.39	14,368.39	12,937.46	12,937.46	605.99	1,430.93	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
E/26/93 (Formerly PT/33)	Heathrow Villages	H.S.A Land, Bath Road 41687S/98/16	12,396.46	12,396.46	8,441.07	8,441.07	0.00	3,955.39	0.00	Available for Environmental Improvements in Bath Rd area. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/10/85. See update at E/10/85. Interest accrued. No time constraints. Spend towards tree planting.
E/28/71 (Formerly PT/40)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C/92/787	12,692.00	12,692.00	267.81	267.81	0.00	12,424.19	0.00	Landscaping works (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.
E/32/01 (Formerly PT/43/01)	Townfield	Sainsbury Minet Site - Grapes Junction / 40601/H/91/1970	1,008,500.00	1,008,500.00	1,005,951.10	1,005,951.10	0.00	2,548.90	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. Spend towards design works to install lighting along main footpath . Unspent funds to be repaid by 12 January 2011. Scheme complete.
E/38/153B	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 &1437	10,000.00	10,000.00	7,764.09	7,764.09	0.00	2,235.91	0.00	Funds received towards Air Quality initiatives within the vicinity of the site. No time constraints. Funds allocated towards two monitoring stations in vicinity of the site. (Cabinet Member Decision 22/6/2010). £7,764.09 spent towards air quality monitoring.
E/42/140J	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	104,308.09	104,308.09	25,156.76	25,156.76	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 E/45 due to miscoding.
E/44/174B	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	25,000.00	25,000.00	24,158.13	24,158.13	229.58	841.87	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. Funds allocated towards two monitoring stations in the vicinity of the site. (Cabinet Member Decision 22/6/2010). Spend towards operation of air quality monitoring stations in the Borough.
E/46/176B	Northwood	Former True Lovers' Knot Public House, Rickmansworth Road, Northwood 27717/APP/2007/1440	21,195.00	21,195.00	0.00	0.00	0.00	21,195.00	0.00	Funds received towards the costs of providing environmental improvements at "The Gravel Pits" within the vicinity of the Development or other green space within the Borough. No time constraints. Area officer is drawing up a programme of works to be implemented at this site. Funds allocated towards scheme of improvements at The Gravel Pits.(Cabinet Member Decision 3/9/2010).
E/47/177B	Manor	41-55, Windmill Hill, Ruislip planning ref.48283/APP/2006/2353	38,258.39	38,258.39	0.00	0.00	0.00	38,258.39	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park. Funds allocated towards a scheme of improvements at Warrender Park (Cabinrt Member Decision 3/9/2010).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
E/48/181A	West Ruislip	Bury Wharf, Bury Street Ruislip. Planning ref. 19033/APP/2007/3269	2,030.70	2,030.70	1,315.31	1,315.31	0.00	715.39	0.00	Funds received for an interpretation sign to be located in the nearby plot of land know 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 journaled to show for March quarter. Journal completed.
E/49/179B	Botwell	555-559 & r/o 51-553 Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	33,912.00	33,912.00	17,755.00	17,755.00	0.00	16,157.00	0.00	Funds received towards improvement to the open space facilities at Rosedale Park adjoining the land. No time limits. Spend towards improvements to Park Pavilion .
E/50/180B	Northwood Hills	16,Watford Rd and 36, Brookend Drive, Northwood planning ref. 62535/APP/2007/2726	20,253.00	20,253.00	20,000.00	20,000.00	20,000.00	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 Frithwood Park. Funds allocated towards the provision of a new play area at Frithwood Park. (Cabinrt Member Decision 3/9/2010). **Scheme completed April 2011.**
E/51/186C	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	60,616.20	60,616.20	38,061.21	38,061.21	0.00	22,554.99	0.00	Funds received towards open space improvements at Yiewsley Recreation Ground. Funds unspent at 20/04/2015 to be returned. Spend towards footpath works completed Dec 09. Remaining funds to be spent towards play builder scheme. Completed June 2010.
E/52/190B	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	104,000.00	104,000.00	41,561.81	41,561.81	7,406.20	62,438.19	0.00	Funds received towards improvements to open space /recreation facilities at Fassnidge 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 Fassnidge Park (Cabinet Member decision 21/10/09). Spend towards improvements to bowling green. Spend towards provision of the Adizone (£14,989 total), opened March 2011.
E/53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	20,913.64	11,271.70	11,271.70	0.00	9,641.94	0.00	Funds received towards provision of public open space in the locality of the site. Officers lookng 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.
E/54/194D	Uxbridge	Frays Adult Education Centre, Harefield 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 witihn 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.
E/55/203	Townfield	Tarmac Site, Pump Lane Hayes. 19377/APP/2007/3089 & 2008/893	30,000.00	30,000.00	10,000.00	10,000.00	10,000.00	20,000.00	0.00	Funds received towards an air quality management study in the surrounding land (to be conducted only after the planning premission has been implemented). Funds allocated towards air quality study. (Cabinet Member Decision 22/6/2010). Study commissioned & monitoring began on site August 2011.
E/56/200C	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,652.00	5,652.00	**5,652.00**	0.00	**5,652.00**	**0.00**	0.00	Funds received towards improvements to nearby open space facilities. No time limits for spend. Funds allocated towards improvements at Bessingby Park Complex. (Cabinet Member Decision 3/6/2010). **Scheme complete.**
E/57/205D	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	118,803.95	118,803.95	0.00	0.00	0.00	118,803.95	118,803.95	Contribution received towards the provision or improvement of outdoor sports and /or pitch facilities within a 3000m radius of the land. Funds to be spent by September 2014.
E/58/205E	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	28,275.50	28,275.50	0.00	0.00	0.00	28,275.50	0.00	Contribution received to improve the High Grove Nature Reserve and upgrade the path network. Works are specified in the agreement. Following a Deed of variation funds are now to be spent by Sept 2012.
E/59/155F	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 Recration Ground (Mulberry Parade). Funds to be spent by Dec 2012.
E/60/215C	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
E/61/217B	Harefield	34 High Street, Harefield. 259/APP/2009/2391	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. No time limit
E/62/231E	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham. 38402/APP/2007/1072	146,879.75	146,879.75	0.00	0.00	0.00	146,879.75	0.00	Funds received as a commuted sum towards the maintenance of the playing fields as part of the scheme for a period of 10 years. Spend subject to conditions as stipulated in the legal agreement .
E/63/231F	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham. 38402/APP/2007/1072	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	Funds to be used for works to improve that part of the Hillingdon Trail which lies outside the boundaries of the development. Funds are to be spent within 5 years of receipt (November 2015).
E/64/238E	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	60,125.97	60,125.97	0.00	0.00	0.00	60,125.97	60,125.97	£29,467 received as 50% of the open space contribution towards the provsion of open space or open space facilities in the vicinity of the land. First contribution to be spent by February 2018. Further £30,658.10 received as remaining 50% of open space contribution.
E/65/237C	Eastcote	Bishop Ramsey School (lower site), Eascote Road, Ruislip. 19731/APP/2006/1442	80,431.31	80,431.31	0.00	0.00	0.00	80,431.31	0.00	Funds received towards the off site provision of formal recreational open space in the vicinity of the site. Funds to be spent by February 2016.
E/66/239D	Eascote	Highgrove House, Eascote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Contribution received towards the cost of enhancement and/or nature conservation works at Highgrove Woods. No time limits.
E/67/209H	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	33,640.70	33,640.70	0.00	0.00	0.00	33,640.70	0.00	Contribution received for the purposes of expanding the exisiting facilities at Yiewsley Recreation Ground. Funds to be spent by March 2016.
E/68/241D	Ruislip	28 & 28a Kingsend, Ruislip. 5740/APP/2008/1214	8,478.00	8,478.00	0.00	0.00	0.00	8,478.00	8,478.00	Contribution received towards open space provision within the vicinity of the development. Funds to be spent witihn 5 years of receipt (April 2016)
E/69/246B	Botwell	561& 563 Uxbridge Road, Hayes. 63060/APP/2007/1385	20,175.83	20,175.83	0.00	0.00	0.00	20,175.83	0.00	Contribution received towards the cost of improving Rosedale Park which adjoins the land. No time limit on spend.
E/70/243C	South Ruislip	Fmr Tally Ho PH, West End Road, Ruislip. 8418/APP/2006/913&914	28,967.00	28,967.00	0.00	0.00	0.00	28,967.00	28,967.00	Funds received towards open space and recreational open space in the vicinity of the development. Funds to be spent within 7 years of receipt (June 2018).
E/71/250	South Ruislip	Land adjacent to Downe Barns Farm, West End Road, West End Road, Northolt. 2292/APP/2006/2475	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Funds received as maintenance instalments to assist with the management of Ten Acres Wood Nature Reserve including, staffing, tree & river Maintenance and volunteers' tools & equipment. Funds to be spent within 11 years of receipt (August 2021).
E/72/266	**Heathrow Villages**	**BA East & West Maintenance Bases, Heathrow. 50462/APP/2011/342 & 62906/APP/2011/344**	**10,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**10,000.00**	**0.00**	**Contribution received towards initiatives to improve air quality in the Authority's area (see legal agreement for details). No time limits**
E/73/265E	**Heathrow Villages**	**Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988**	**26,644.74**	**0.00**	**0.00**	**0.00**	**0.00**	**26,644.74**	**0.00**	**Funds received for the monitoring and implementation of air quality management measures on the land on or in the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2016).**
		FINANCE PROPERTY & BUSINESS SERVICES SUB -	**3,660,990.02**	**3,624,345.28**	**2,525,528.54**	**2,519,876.54**	**44,674.38**	**1,135,461.48**	**297,369.68**	
PORTFOLIO: SOCIAL SERVICES, HEALTH AND HOUSING										
H/1/152C *40	Brunel	Middlesex Lodge, 189 Harlington Road, Hillingdon 12484/APP/2005/1791	8,903.60	8,903.60	0.00	0.00	0.00	8,903.60	0.00	Funds received to provide for healthcare facilities and places. The PCT has started work on moving a GP to a new site that will allow them to increase the provision of services. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. No time limit on expenditure.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
H/3/155A *41	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	**150,006.14**	**149,904.56**	**150,006.14**	76,404.56	**73,601.58**	**0.00**	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. **£73,601.58 (2nd half of contribution) transferred to PCT to cover costs towards expansion of GP sevices in the local area. Interest added.**
H/4/140H *43	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	53,495.95	53,495.95	0.00	0.00	0.00	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. Funds allocated towards the expansion of HESA health Centre (Cabinet Member Decision 6/4/2011).
H/5/161C *44	Yiewsley	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~~. **Funds to be used towards the provision of new healthcare facilities within a radius of 2.5km of the development (DOV signed 30/11/2011).** 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. Unexpended funds after 7 years of receipt (7 March 2014) are to be refunded including interest.
H/6/170C *48	Botwell	11-21, Clayton Rd., Hayes 56840/APP2004/630	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 2014 are to be repaid. Funds allocated towards the expansion of the HESA Health Centre (Cabinet Member Decision 6/4/2011).
H/7/149D *50	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	180,795.00	180,795.00	0.00	0.00	0.00	180,795.00	0.00	£2,953.08 received for primary health care facilities in the Borough as necessitated by the development. Unspent funds at 29 November 2014 are to be repaid. Further £156,801.92 received (Oct 08) towards same purpose. Unspent funds as at Oct 2015 are to be repaid. Further additional funds received (Jun 09) towards the same purpose (£21,040). Unspent funds as at Jun 2016 are to be repaid. Funds allocated towards the expansion of the HESA Health Centre (Cabinet Member Decision 4/6/2011).
H/8/186D *54	Yiewsley	92-105, High St., Yiewsley 59189/APP/2005/3476	15,549.05	15,549.05	0.00	0.00	0.00	15,549.05	0.00	Funds received towards the cost of providing additional primary heath facilities in the Borough. Funds not spent by 20/04/2015 must be returned.
H/9/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 59816/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.
H/10/190D *56	Uxbridge	Armstrong House & The Pavilions. 43742/APP/2006/252	43,395.00	43,395.00	0.00	0.00	0.00	43,395.00	0.00	Funds received towards primary health care facilities in the borough. Funds not spent by 29/7/2015 are to be returned to the developer.
H/11/195B *57	Ruislip	Highgrove House, Eascote 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.
H/12/197B *58	Ruislip	Windmill Public House, Pembroke Road, Ruislip. 11924/APP/2006/2632	11,440.00	11,440.00	0.00	0.00	0.00	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	Frays Adult Education Centre, Harefield 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.
H/14/206C *64	Yiewsley	111 to 117 High St, Yiewsley. 6948/APP/2007/1326.	10,651.50	10,651.50	0.00	0.00	0.00	10,651.50	0.00	Funds received towards the provision of health care facilities in the borough. Funds to be spent by 2014.
H/15/205F *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 facilites within the Eastcote and East Ruislip ward boundary. Funds to be spent by September 2014.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
H/16/210C *68	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	99,518.00	99,518.00	0.00	0.00	0.00	99,518.00	0.00	£49,759 received as the first instalment of the healthcare contribution towards the cost of providing additional facilites to meet increased patient numbers in the local area. Funds to be spent by March 2015. Second & final instalment (£49,728) received towards the same purpose.
H/17/214C *69	Uxbridge	Hillingdon House Farm. 2543/APP/2005/870	74,276.46	74,276.46	0.00	0.00	0.00	74,276.46	0.00	contribution received towards the provision of primary healthcare facilities in the Uxbridge area. Funds to be spent within 7 years of receipt (April 2017). Contribution (£74,276.46) allocated towards proposed new Park Way Medical Centre (Cabinet Member Decision 6/4/2011).
H/18/219C *70	Yeading	Land rear of Sydney Court, Perth Avenue, Hayes. 6593/APP/2010/883	3,902.00	3,902.00	0.00	0.00	0.00	3,902.00	0.00	Funds received towards the cost of providing health facilites in the Authorities Area. No time limits.
H/19/231G *71	Ruislip	Former RAF Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	193,305.00	193,305.00	0.00	0.00	0.00	193,305.00	0.00	Funds received towards the costs of providing primary health care facilities within a 3 mile radius of the development. Funds to be spent within 7 years of receipt. (November 2017).
H/20/238F *72	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	31,441.99	31,441.99	0.00	0.00	0.00	31,441.99	0.00	£15,409 received as 50% of the health contribution towards providing health facilities in the Borough (see legal agreement for further details). First instalment to be spent by February 2018. £16,032 received as remaining 50% health contribution. Funds to be spent by June 2018.
H/21/237D *73	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	22,455.88	22,455.88	0.00	0.00	0.00	22,455.88	0.00	Funds received towards the provision of primary health care facilities in the Uxbridge area. Funds to be spent by February 2016.
H/22/239E *74	Eastcote	Highgrove House, Eascote Road, Ruislip. 10622/APP/2006/2494 & 10622/APP/2009/2504	7,363.00	7,363.00	0.00	0.00	0.00	7,363.00	0.00	Funds received towards the cost of providing health faciities in the Borough (see legal agreement for further details). No time limits.
H/23/209K *75	Yiewsley	Tesco, Trout Road,Yiewsley. 60929/APP/2007/3744	35,505.00	35,505.00	0.00	0.00	0.00	35,505.00	0.00	Contribution receivd towards the provision of local health service infrastructure in the Yiewsley, West Drayton, Cowley area. Funds to be spent by March 2016.
H/24/184A	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 earmarked towards the dining centre for Northwood and Ruislip elderly persons association. Funds not spent by 1/07/2015 to be returned. Funds transferred to Social Services, Health & Housing Portfolio from CSL/5/184A.
H/25/244C *77	Townfield	505-509 Uxbridge Road, Hayes. 9912/APP/2009/1907	20,269.97	20,269.97	0.00	0.00	0.00	20,269.97	0.00	Funds received towards the cost of providing health facilities in the Authority's area (see legal agreement for details). Funds to be spent within 7 years of receipt (June 2018).
H/26/249D *78	Townfield	Former Glenister Hall, 119 Minet Drive, Hayes. 40169/APP/2011/243	33,219.40	33,219.40	0.00	0.00	0.00	33,219.40	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.
H/27/262D *80	**Charville**	**Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231**	**5,233.36**	**0.00**	**0.00**	**0.00**	**0.00**	**5,233.36**	**0.00**	**Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.**
H/28/263D *81	**South Ruislip**	**Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419**	**3,353.86**	**0.00**	**0.00**	**0.00**	**0.00**	**3,353.86**	**0.00**	**Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.**
		SOCIAL SERVICES HEALTH & HOUSING SUB-TOTAL	**1,357,237.71**	**1,348,548.91**	**150,006.14**	**76,404.56**	**73,601.58**	**1,207,231.57**	**0.00**	
		SECTION 106 SUB - TOTAL	**27,119,296.81**	**25,053,233.51**	**11,775,202.70**	**9,589,600.01**	**3,073,561.90**	**15,344,094.11**	**8,583,205.69**	
		GRAND TOTAL ALL SCHEMES	**29,472,007.95**	**27,392,544.65**	**12,789,210.99**	**10,557,581.22**	**3,131,921.27**	**16,682,796.96**	**8,583,205.69**	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2011 / 2012 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2012)
			AS AT 31/12/11	AS At 30/9/11	AS AT 31/12/11	AS AT 30/9/11	To 31/12/11	AS AT 31/12/11	AS AT 31/12/11	
NOTES										
The balance of funds remaining must be spent on works as set out in each individual agreement.										
Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.										
Bold figures indicate changes in income and expenditure										
Income figures for schemes within shaded cells indicate where funds are held in interest bearing accounts.										
* Denotes funds the Council is unable to spend currently (totals £3,766,879.19)										
*2: PT/05	£361,797.30	is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.								
*14: PT278/55	£166,027.95	is to be held as a returnable security deposit for the highway works (to be later refunded)								
*16: PT278/27	£596,112.72	is to be held as a returnable security deposit for the highways works (to be later refunded).								
*18: PT278/34	£194,910.65	includes a returnable security deposit for the highway works (to be later refunded) plus interest.								
*20: PT278/44	£20,938.04	includes a returnable security deposit for the highway works (to be later refunded) plus interest.								
*22: PT278/30	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded)								
*23: PT278/49	£22,108.66	includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TfL costs.								
*24: PT/25	£37,425.09	reasonable period' for expenditure without owner's agreement has lapsed								
*28: PT/24	£17,586.80	reasonable period' for spend has elapse‹Agreement with developer being sought								
*32: PT278/46	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded).								
*38:PT/88/140C	£751,694.05	funds have been received to provide a specific bus service through TfL, therefore implementation is not within control of the Council.								
*40:H/1	£8,903.60	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*43:H/4	£53,495.95	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*44:H/5	£51,117.73	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*46:PT/88/140F	£73,774.40	there has not been any petitions for parking schemes in the area.								
*47: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:PT278/63	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded).								
*50:H/7/149D	£180,795.00	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*51:PT278/62/149A	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded).								
*52:PT/278/65	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded).								
*53:PT/37/40B-C	£187,428.07	for highways improvements awaiting implementation of third phase of planning permission.								
*54:H/8/186D	15,549.05	funds have been received to provide heath care facilities in the borough therefore are for the Hillingdon PCT to spend.								
*55: H/9/184C	£21,675.10	funds have been received to provide heath 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:H11/195B	£3,156.00	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*58:H12/197B	£11,440.00	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*59:H13/194E	£12,426.75	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*60:PT/278/76	£5,000.00	is to be held as a returnable security deposit for highway works (to be later refunded)								
*61:PT/110/198B	£14,240.00	is to be held has a returnable deposit for the implementation of the travel plan (to be later refunded)								
*62:PT/278/77/197	£23,000.00	held as security for the due and proper execution of the works.								
*63:PT/111/205A	£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	£184,653.23	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*66: PT278/72	£18,000.00	funds received as a security deposit to ensure proper execution of works								
*67 PT/114/209A	£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	£99,518.00	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*69 H/17/214C	£74,276.46	funds have been received to provide health care services in the borough therefore are for the Hillingdon PCT to spend.								
*70:H/18/219C	£3,902.00	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*71:H/19/231G	£193,305.00	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*72:H/20/238F	£31,441.99	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*73 H/21/237D	£22,455.88	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*74 H22/239E	£7,363.00	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*75 H/23/209K	£35,505.00	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*76:PT/78/238G	£5,000.00	is to be held as a returnable security deposit for the highway works (to be later refunded).								
*77:H/25/244C	£20,269.97	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*78:H/26/249D	£33,219.40	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*79:PT/278/265A	£11,400.00	Funds held as a returnable deposit for highways works (to be later refunded)								
*80:H/27/262D	£5,233.36	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
*81:H/28/263D	£3,353.86	funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.								
	£3,766,879.19									

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COUNCIL BUDGET – MONTH 10 2011/12 REVENUE AND CAPITAL MONITORING

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
Report Author	Paul Whaymand, Central Services
Papers with report	None

HEADLINE INFORMATION

Purpose of report	The report sets out the Council's overall 2011/12 revenue & capital position, as forecast at the end of Month 10 (January). The in-year revenue position is forecast as an underspend of £6,467k. Total capital expenditure for 2011-15 is forecast to be £4,037k lower than the revised budget, including £4,000k of unallocated contingency, with a forecast underspend in 2011/12 of £6,773k, arising from unallocated contingency and further rephasing into 2012/13.
Contribution to our plans and strategies	Achieving value for money is an important element of the Council's medium term financial plan.
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 10;**
2. **Note the treasury Month 10 update at Appendix B;**
3. **Approve the retaining of agency staff as detailed in Appendix C**
4. **Approve capital release of £100k from Property Works Programme to complete reinstatement works at Colne Valley Caravan Site**
5. **Approve allocation of £40k from Capital General Contingency to fund remedial fire safety works at Merrifields Children's Respite Home**
6. **Approve allocation of £288k from Capital General Contingency to fund rectification works at Hayes Civic Hall Car Park**
7. **Notes the variation of £155,984.21 on the main contract with Breyer Group Plc for the construction of Triscott House**
8. **Agree to the appointment of a consultant to undertake a review of Property and Major Construction Projects.**

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue and capital position for the current year 2011/12.

2. Recommendation 4 seeks authority to proceed with reinstatement works at Colne Valley Caravan Site. The policy excess on the incident that led to the requirement for these works is £100k. The estimated cost of these works is likely to be between £95k and £100k and as a result will need to be funded from the Council's capital resources. Resources exist within the Property Works Programme budget to support this project.

3. Recommendation 5 seeks Cabinet approval to allocate £40k from capital contingency to fund remedial fire safety works at Merrifields Children's Respite Home. This will enable this site to be brought back into use by service users and avoiding additional costs within Social Care revenue budgets. Further detail is contained in paragraphs 51 and 52 of this report.

4. Recommendation 6 seeks Cabinet approval to allocate £288k from capital contingency to fund rectification works at Hayes Civic Hall Car Park, which are required for the Council to fulfil its responsibilities under its long-term lease of this car park.

5. Recommendation 7 follows the submission of a valid payment notice to the Council, which was paid on the 16th March 2012. Non payment by the Council would have caused a delay to the delivery of the Triscott House project and it being brought into operational use. The current forecast pressure on this project of £595k is inclusive of this variation and further variations, the details of which will be reported to Cabinet for approval once negotiations with the contractor are finalised.

6. Recommendation 8 seeks Cabinet approval for the appointment of a consultant in Property & Major Construction Projects. Even though the value of the proposed contract (£10k) constitutes a Cabinet Member approval, due to the need to get this consultant in place swiftly, Cabinet are being asked to approve. Further details of the proposal are contained in paragraphs 17 to 19.

Alternative options considered

7. There are no other options proposed for consideration.

SUMMARY

A) Revenue

8. The in year revenue monitoring position as at Month 10 (January) shows that forecast net expenditure for the year 2011/12 is £6,467k less than the budget, an improvement of £436k on month 9. There is a £4,201k forecast underspend on directorate budgets comprising an underspend of £1,358k (£614k favourable movement) in SCH&H, a £1,921k underspend (£158k favourable movement) in PEECS, and a £463k underspend (£12k favourable movement) in Central Services. In contingency there was an adverse movement of £14k due to an increase in the contingency required for the shortfall in development control income.

9. At the start of the current financial year Cabinet agreed to approve a new fund to enhance learning and achievement in Hillingdon and delegated authority to the Deputy Director of Education, in consultation wit the Leader of the Council and Cabinet Member for Education and Children's Services, to authorise any projects that may benefit from this fund and any

necessary expenditure. The estimated outturn of the Education Initiatives Fund of £334k has now been incorporated into the projected balances position and has been treated as an exceptional item. The funding for this initiative was possible because during 2010/11 £528k was transferred into balances from the Building Schools for the 21st century project after the government aborted the scheme.

10. The remaining favourable variance is due to the projected underspend in capital financing costs of £2,250k (no change) due to budgets set aside in advance for schools capital financing and other priority projects, which are not forecast to be needed in this financial year.

11. The balances brought forward at 31st March 2011 were £17,022k. £1,793k of this sum was applied in support of the 2011/12 budget as part of the budget strategy, as agreed at Council Tax setting. The forecast balances as at 31st March 2012 are £21,696k (a favourable movement of £436k on Month 9), as a result of the budgeted drawdown from balances (-£1,793k) and the forecast in-year underspend (£6,467k).

12. Monitoring to date has assumed that the £800k HIP contingency, the £1m priority growth and the £1m unallocated contingency will be fully spent by the year end. As at Month 10 only £249k has been spent from the HIP contingency and £365k of priority growth. However, if there are no further calls on the HIP or unallocated contingencies or any further spend against priority growth, then projected balances could be as high as £23,882k.

B) Capital

13. Forecast outturn on the 2011/12 General Fund Capital Programme is £44,830k, a variance of £6,773k on a revised budget of £51,603k. The majority of this variance relates to the further rephasing of expenditure into 2012/13 and beyond following the realignment of budgets approved at Cabinet on 15 December 2011. In-month movement reported in month 10 are attributable to a number of underspends totalling in excess of £1,000k now declared on programmes of works and further rephasing into 2012/13.

14. Over the period 2011-15, an underspend of £37k is now reported on the General Fund Capital Programme (£1,476k pressure at Month 9) as a result of in-year outturn changes detailed in table 7 below.

15. General Fund Capital receipts for 2011/12 of £11,308k were forecast at Month 9 however this has been reduced to £6,669k to reflect the possibility that the sale of a number of the high value sites approved for disposal may not be completed by the end of March.

16. A net pressure of £250k is reported on the HRA capital programme (£452k underspend at Month 9), which includes a reported pressures of £595k on Triscott House and £107k on Learning Disability projects.

C) Appointment of consultant in Property and Major Construction Projects

17. The outcome of this proposed consultancy which will build on work already started on end to end processes in this service will be to:
    - Obtain a clear understanding of changes that need to be made to existing processes and procedures as well as information requirements for capital projects, development and disposals
    - An implementation plan for the delivery of changes, including timeframes and required resources
    - Identification of quick wins
    - A proposal for an agile and flexible structure for the successful delivery of development, disposals and major construction projects

18. As a consequence of the significant pressures on delivery and staffing and the importance of addressing the staffing issues and ensuring there are clear and robust processes and procedures in place as soon as possible, it is not considered reasonably practicable or prudent in meeting the Council's objective to obtain competitive tenders, for this initial scoping work. While written quotes have not been obtained, the agreed rate of £675 is the same rate as Red Quadrant's standard rate, for transformation programme support in a variety of areas.

19. The total cost for 15 days consultancy is £10,125 (£675 a day) and the cost will be met from the BID pump priming contingency.

A) REVENUE

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

Table 1

2011/12 Original Budget	Budget Changes		2011/12 (As at month 10)		% Var of budget	Variances (+ adv/- fav)		
			Current Budget	Forecast		Variance (As at month 10)	Variance (As at month 9)	Change from month 9
£'000	£'000		£'000	£'000		£'000	£'000	£'000
239,453	-1,808	Directorates Budgets on normal activities	237,645	233,444	-2%	-4,201	-3,431	-770
-42,915	1,808	Corporate Budgets on normal activities	-41,107	-43,357	5%	-2,250	-2,250	0
196,539	**0**	**Sub-total Normal Activities**	**196,538**	**190,087**	**-3%**	**-6,451**	**-5,681**	**-770**
		Exceptional items:						
		Transfer from earmarked balance	0	-350		-350	-350	0
		Education initiatives	0	334		+334	0	+334
0	**0**	**Sub-Total**	**0**	**-16**		**-16**	**-350**	**+334**
196,539	**0**	**Total net expenditure**	**196,538**	**190,071**	**-3%**	**-6,467**	**-6,031**	**-436**
-194,746	**0**	**Budget Requirement**	**-194,746**	**-194,746**		**0**	**0**	**0**
1,793	**0**	**Net total**	**1,793**	**-4,674**		**-6,467**	**-6,031**	**-436**
-17,022		**Balances b/f 1/4/011**	**-17,022**	**-17,022**		**0**	**0**	**0**
		Transfer from earmarked reserves				**0**	**0**	**0**
-15,229	**0**	**Balances c/f 31/3/12**	**-15,229**	**-21,696**		**-6,467**	**-6,031**	**-436**

Directorates' Forecast Expenditure Month 10

21. Table 2 shows further details on the budget, forecast and variance at directorate level. Further detail on each directorate is shown in Appendix A. The group forecasts exclude sums provided for in contingency which are set out in table 3.

Table 2

2011/12 Original Budget £'000	Budget changes £'000	2011/12 Current Budget (as at month 10) £'000	Directorate		2011/12 Forecast (as at month 10) £'000	% Var of budget	Variances (+ adv/- fav) Variance (As at month 10) £'000	Variance (As at month 9) £'000	Change from month 9 £'000
326,915	-10,221	316,694	SCHH	*Exp*	322,514	2%	+5,820	+5,971	-151
-199,190	2,229	-196,961		*Inc*	-204,139	4%	-7,178	-6,715	-463
127,724	**-7,991**	**119,733**		**Total**	**118,375**	**-1%**	**-1,358**	**-744**	**-614**
396,479	-10,877	385,603	PEECS	*Exp*	383,614	-1%	-1,989	-1,948	-41
-301,269	7,850	-293,419		*Inc*	-293,351	0%	+68	+185	-117
95,210	**-3,027**	**92,183**		**Total**	**90,262**	**-2%**	**-1,921**	**-1,763**	**-158**
9,511	10,996	20,507	CS	*Exp*	20,134	-2%	-373	-385	+12
-6,578	-1,786	-8,364		*Inc*	-8,454	1%	-90	-66	-24
2,933	**9,210**	**12,143**		**Total**	**11,680**	**-4%**	**-463**	**-451**	**-12**
11,786	0	11,786	Contingency		11,327	-4%	-459	-473	+14
1,800	0	1,800	Priority Growth		1,800	0%	0	0	0
239,453	**-1,808**	**237,645**	**Sub-Total Normal Activities**		**233,444**	**-2%**	**-4,201**	**-3,431**	**-770**

22. **Social Care, Health & Housing (SCH&H)** are projecting **a favourable variance of £1,358k (£614k improvement).** The improvement in the SCH&H position is primarily as a result of to an improvement in Older People's Services due to a reduction in numbers of people in long term placements, an improvement of £425k. Additionally there are improvements in Children's Services of £11k arising from an improved forecast on the P&V residential and fostering budget; partially offset by the estimate of the revenue impact of the closure of beds at Merrifield's of £60k. There is an improvement of £63k in Learning Disabilities due to a net decrease in the number of placements being funded for residential or nursing care; and in Housing Benefit where a downward trend in the rate of increase in private sector claimants has resulted in an improved forecast.

23. **Planning, Environment, Education & Community Services (PEECS)** are forecasting a **favourable variance of £1,921k (£158k improvement)** as at Month 10. The £158k favourable movement is predominately the result of a £181k improvement in Education, with Youth & Connections showing an improvement of £111k through staff vacancies from the early implementation of the BID review and a £70k improvement in Access & Inclusion where the costs of hospital tuition are now being met from the retained schools budget. This is partially offset by a pressure in Corporate Property and construction arising from one-off pressures relating to utility cost liabilities. In contingency, the pressure in development control income is continuing to increase as a result of a worsening forecast in major planning applications.

24. **Central Services (CS)** is forecasting a **£463k favourable variance (£12k improvement)** as at Month 10, largely arising from a staffing underspend as the restructure of services are implemented as part of the BID programme.

Progress on the delivery of 2011/12 Savings

25. Analysis of progress on the implementation of savings proposals included in the 2011/12 budget continues to indicate that the Council is largely on track to deliver the majority of the

savings. Although there are £1,572k of original savings proposals that currently have serious delivery problems, this sum has been fully covered by alternative savings proposals as reflected in the overall underspend position being reported. The following table summarises the status for the MTFF projects.

RAG Status	Central Services	PEECS	SCH&H	Cross Cutting	Total Feb	Total Jan
Blue (banked)	2,613	10,143	10,540	954	24,250	23,845
Green (on-track)	0	542	0	300	842	1,110
Amber (some Slippage or risky Project at an Early stage)	26	348	252	0	626	762
Red (serious Delivery problems)	0	933	639	0	1,572	1,572
Redundancy costs		-712	-338		-1,050	-1,050
Total	**2,639**	**11,252**	**11,093**	**1,254**	**26,238**	**26,238**

26. The projected shortfall on those savings classed as red has remained the same at £1,572k (6% of total savings). A breakdown of the red projects is shown in the following table:

Group	Proposal	£000s
PEECS	Corporate Landlord	98
	Youth & Connexions review	687
	Decommission Extended Services Function	148
SCH&H	Learning Disability Housing & Support	300
	In House Services – Learning Disability	239
	In house Services – Older people's Services	100
Total		**1,572**

27. An additional £405k of savings has now been classified as banked during February, giving a banked total of 92.4% of the total savings. Within SCH&H there is an increase in banked savings of £200k and in PEECS the increase in banked savings is £205k.

Development & Risk Contingency: **£459k underspend (£14k adverse movement)**

28. £11,786k of potential calls on the Development & Risk Contingency was incorporated into the 2011/12 budget. Table 3 shows the amounts that have been allocated or earmarked as at Month 10. The £14k adverse movement in contingency is due to the increase in the contingency required for the shortfall in development control income due to a reduction in the forecast number of minor applications and an adverse movement in the major application forecast compared to last month.

Table 3

Development and Risk Contingency *2011/12 allocations:*	2011/12 Budget £'000	Forecast as needed £'000	Variance (+adv / -fav) £'000	Group
Commitments:				
General Contingency	1,000	1,000	0	All
Golf Courses In-sourcing		50	+50	PEECS
Riots & Traveller Incursions		10	+10	PEECS
Employers' Pension Contributions	850	850	0	All
Pump priming for BID savings	400	400	0	ALL
Uninsured claims	420	420	0	CS
Carbon Reduction Commitment Energy Efficiency Scheme	460	210	-250	PEECS
Development Control Income	350	440	+90	PEECS
Cost Pressures on Recycling Service	150	0	-150	PEECS
Local Development Framework legal & consultancy fees	100	75	-25	PEECS
HS2 Challenge contingency	100	100	0	PEECS
Assisted searches	75	25	-50	PEECS
Potential new responsibilities in relation to Flood defence	50	5	-45	PEECS
Building Control Income	50	0	-50	PEECS
Social Care Pressures (Adults)	4,089	4,089	0	SCHH
Increase in Transitional Children due to Demographic Changes	1,254	1,254	0	SCHH
Asylum Funding Shortfall	880	1,799	+919	SCHH
Social Care Pressures (Children's)	500	500	0	SCHH
Contingency against delivery of grants savings	1,058	0	-1,058	ALL
Fuel	0	100	+100	PEECS
Total net contingency	**11,786**	**11,327**	**-459**	

29. A large proportion of the total contingency is expected to be required in full, however, a net underspend on a few items and the assumption that the £1,058k contingency against delivery of grants savings is now not likely to be drawn down, have resulted in an overall underspend of £459k. Details of these variances are discussed below.

30. There has been no movement in the Asylum funding pressure since Month 9. There has been a significant downward movement in the number of UASC for whom LBH can claim funding from UKBA due to an individuals change in status. This relates to children who have Exhausted All Appeals (EAA) or have been Naturalised. Grant funding is no longer claimable for this group but the Authority still has a duty support them.

31. The forecast position for Development Control Income is a pressure of £440k, which is £90k greater than the sum held in contingency, a £14k adverse movement on Month 9. This is as a result of the shortfall in development control income through a reduction in the forecast number of minor applications and an adverse movement in the major application forecast compared to last month.

32. The £150k pressure on recycling has now been fully absorbed within the improved Waste budget monitoring position thus eliminating the potential call on contingency.

33. The Flood and Water Management Act has conferred new responsibilities upon local authorities and the funding that the Council has received as part of the grant settlement for 2011/12 is £127k. The Council has completed the Preliminary Flood Risk Appraisal and this has been signed off by the Environment Agency. Recruitment will shortly begin for a flood management officer to fulfil the Council's ongoing responsibilities. However, the recruitment timetable means that the £55k full year cost can be reduced to £5k for the current year.

34. The fuel budget was increased by £108k for 2011/12 as part of the MTFF process. However prices have continued to rise in 2011/12 and current analysis shows that fuel budget is under pressure at the current bulk purchase price of £1.14 per litre. A range of projections have been modelled, the worse case scenario showing a pressure of £167k and best case scenario of £89k over the increased budget. A pressure of £100k is therefore considered to be the most likely pressure at this point. However this position will be kept under review as commentators are predicting that the recent sanctions on Iranian oil imports could adversely impact on fuel prices, which is now reflected in increased prices of crude oil on open markets.

35. Cabinet has also previously approved the draw down of £50k from contingency to support the interim in-house operation of three of the Council's golf courses and £10k to fund the cost of actions connected with the threat of riots in August and on preventing traveller incursions.

Priority Growth: Nil variance (no change)

36. £1,000k was included in the 2011/12 budget for priority growth and £800k for HIP Initiatives. Table 4 summarises the position with regards to each element of priority growth.

Table 4

Priority Growth *2011/12 Unallocated Priority Growth at start of the year*	2011/12 Budget £'000	Agreed draw downs £'000	Commitments £'000	Unallocated £'000
HIP Initiatives New budget:	800			
Agreed:				
Environmental projects		41		
Heritage projects		163		
Customer experience		10		
Website cost		35		
HIP Initiatives unallocated balance	**800**	**249**	**0**	**551**
Unallocated non specific growth	1,000			
Ward budget scheme		330		
Gold bursaries		20		
Eastcote House		15		
Balance of unallocated growth	**1,000**	**365**	**0**	**635**
Total	**1,800**	**614**	**0**	**1,186**

37. HIP Steering Group has approved £249k of allocations so far this year leaving £551k as yet unallocated within the HIP initiatives budget. Cabinet have also agreed to allocate £330k of priority growth to fund a new Ward budget scheme, £20k of priority growth to fund Gold Bursaries and £15k for Eastcote House. This leaves £635k of priority growth budget unallocated. The month 10 forecast assumes that the remaining unallocated budgets for both

HIP contingency and priority growth will be spent in full, however at this stage in the financial year it is unlikely that full spend will be achieved.

Corporate Budgets' Forecasts: £2,250k underspend (no change)

38. Table 5 shows budget, forecast and variance reported on corporate budgets as at Month 10.

Table 5

2011/12 Original Budget	Budget Changes	2011/12 Current Budget (as at month 10)	Corporate Budgets	2011/12 Forecast Outturn (as at month 10)	Variances (+ adv/- fav)		
					Variance (As at month 10)	Variance (As at month 9)	Change from month 9
£'000	£'000	£'000		£'000	£'000	£'000	£'000
-400	400	0	Unallocated savings	0	0	0	0
10,697	-584	10,113	Financing Costs	7,863	-2,250	-2,250	0
-3,322	0	-3,322	FRS 17 Pension Adjustment	-3,322	0	0	0
-35,169	2,462	-32,708	Asset Management A/c	-32,708	0	0	0
10,836	-384	10,453	Levy's & other corp budgets	10,453	0	0	0
-25,556	-87	-25,643	Corporate Govt Grants	-25,643	0	0	0
-42,915	**1,808**	**-41,107**	**Corporate Budgets**	**-43,357**	**-2,250**	**-2,250**	**0**

39. Financing costs show a forecast underspend of £2,250k at Month 10. This is primarily due to £2,000k being set aside for capital financing for schools or other priority projects which is not likely to be needed in 2011/12. Debt financing costs are forecast to be £2,250k underspent due to the rephasing of planned capital spend. Investment income remains forecast to be in line with the budget.

B) CAPITAL

General Fund Capital Programme

Programme Monitoring

40. Table 6 sets out the latest forecast outturn on current General Fund capital projects. Forecasts for future years include live capital projects and programmes of works as included in the draft programmes for 2012/13 to 2014/15 reported to Cabinet and Council in February 2011. Financial implications included within this report are measured against 2011/12 budgets and do not take into account further programme development for 2012/13 onwards approved by Council on 23 February 2012. These will be incorporated in the new financial year.

Table 6:

General Fund Capital Programme	2011/12	2012/13	2013/14	2014/15	Total (Month 10)	Total (Month 9)
Original Budget	78,907	34,364	29,420	28,305	170,996	170,996
Revised Budget	51,603	73,416	29,649	24,744	179,412	178,336
Forecast Outturn	44,830	77,759	29,042	23,744	175,375	175,828
Council Resourced Variance – see table 7	**(5,683)**	**3,253**	**(607)**	**(1,000)**	**(4,037)**	**(2,524)**
External Grants Variance	**(552)**	**552**	**-**	**-**	**-**	**-**
Other Resources Variance	**(538)**	**538**	**-**	**-**	**-**	**16**
Programme Variance	**(6,773)**	**4,343**	**(607)**	**(1,000)**	**(4,037)**	**(2,508)**

41. In-year General Fund capital expenditure as at the end of January had reached £27,649k (Month 9 £24,642k), representing just 61.7% of current forecast outturn.

42. Forecast expenditure for the remainder of 2011/12 include major works continuing on-site at five Phase 1 Primary Schools, New Years Green Lane Civic Amenity Site, South Ruislip Development and Hayes End Library. In addition, final contract settlements on Ruislip High School and the two completed Leisure Centres are currently expected to result is substantial additional expenditure in the current financial year.

43. Primarily as a result of a number of underspends reported on current year programmes of works, the forecast variance against Council Resourced budgets is £37k lower than revised budget, an improvement on the previously reported pressure of £1,476k. Specific movements are detailed in Table 7 below.

Table 7:

Council Resourced Variance	2011/12	2012/13	2013/14	2014/15	Total (Mth 10)	Total (Mth 9)
Pressures:						
Primary School Expansions - Phase 1	-	1,035	243	-	1,278	1,278
Primary School Expansions - Rosedale Temporary	-	7	-	-	7	7
Botwell Green Leisure Centre	800	-	-	-	800	800
Farm Barns	18	-	-	-	18	18
Hayes End Library	-	110	-	-	110	110
Highgrove Pool Phase II	-		-	-	-	500
Hillingdon Sports & Leisure Centre	43	-	-	-	43	43
Libraries Refurbishment	48	-	-	-	48	48
South Ruislip Development	-	40	-	-	40	40
Total Council Resourced Pressures:	**909**	**1,192**	**243**	**-**	**2,344**	**2,844**
Underspends:						
Primary School Expansions - Minor Works	(60)	-	-	-	(60)	-
Primary School Expansions - Phase 1A Temporary	(273)	-	-	-	(273)	(273)
Primary School Expansions - Phase 2	(267)	-	-	-	(267)	(300)
Civic Centre Works Programme	(600)	-	-	-	(600)	-
ICT Single Development Plan	(378)	-	-	-	(378)	(378)
Laurel Lane (Longmead) Primary School Expansion	(247)	-	-	-	(247)	(247)
Manor Farm Stables Development	(30)	-	-	-	(30)	(30)
Property Works Programme	(250)	-	-	-	(250)	-
Road Safety Programme	(176)	-	-	-	(176)	(140)
Yiewsley Pool Self-financing Scheme	(100)	-	-	-	(100)	-
Total Council Resourced Underspends:	**(2,381)**	**-**	**-**	**-**	**(2,381)**	**(1,368)**
Projected Rephasing:	**(3,211)**	**3,061**	**150**	**-**	**-**	**-**
Council Resourced Projects:	**(4,683)**	**4,253**	**393**	**-**	**(37)**	**1,476**
General Contingency:	**(1,000)**	**(1,000)**	**(1,000)**	**(1,000)**	**(4,000)**	**(4,000)**
Council Resourced Variance:	**(5,683)**	**3,253**	**(607)**	**(1,000)**	**(4,037)**	**(2,524)**

44. There have been two minor movements in Primary School Capital Programme forecasts, an underspend of £60k on the relocation of Hermitage Nursery is reported following appointment

of a contactor to undertake the works and a £33k increase in forecast outturn on Phase 2 feasibility following a review of commitments. This now results in a net pressure of £685k on live PSCP projects (£712k at Month 9).

45. There has been no movement in forecast pressures on Botwell and Hillingdon Sports & Leisure Centres since Month 9 and current forecasts are based on the assumption that final contract sums will be agreed by 31 March.

46. Following approval at February Cabinet to increase the budget available for works at Highgrove Pool, this project is now forecasting to spend to budget at a cost of £5,050k.

47. A combined variance of £850k underspend has been reported at Month 10 on Civic Centre and Property Works Programmes, representing 47% of the £1,800k budget approved by Council in February 2011. Further reductions in these outturn positions are likely with £45k energy efficiency projects released in September 2011 unlikely to proceed and the majority of £369k Compliance Works also released in September 2011 likely to be delayed into 2012/13.

48. Forecast outturn on the Yiewsley Pool Self-financing project has been reduced to £100k to only include costs associated with the demolition of the existing building.

49. Project rephasing of Council Resourced expenditure from 2011/12 has increased to £3,211k, £1,108k of which relates to prioritisation of DfE grant funding ahead of Council Resources which will defer the revenue impact of this expenditure into 2013/14 at the earliest.

50. To date there have been no allocations from contingency, with £1,000k remaining. However, two recommendations to allocate funds from contingency are included in this report.

51. An allocation of £40k from Capital General Contingency is requested in this report to fund remedial fire safety measures at Merrifields Respite Care Home required to comply with Building Regulations. These measures are likely to consist of structural adaptations, lift works and all associated professional fees as recommended by an independent fire engineer. It is expected that remedial works will take 4 weeks once on site and the facility will be available for service users from 1 June 2012.

52. The closure of the 4 beds at Merrifield's (effective from 5th March) will have a negative impact on the revenue spend in SCH&H. In order to carry on providing respite provision for Children with Disabilities beds in the Private & Voluntary Sector will need to be purchased. The weekly cost of replacing the 4 beds is likely to be in the region of £12.5k to £15k per week. The department is actively trying to keep costs to a minimum during the period that the 4 beds at Merrifield will not be available.

53. A second allocation of £288k is also requested to fund rectification works at Hayes Civic Hall Car Park. Adverse winter weather in recent years has accelerated the decline in the quality of surface at the Civic Hall Car Park, which the Council is required to maintain under the legal obligations in the lease of this site. If the Council does not undertake the works then the affected parties may commission the works themselves, which is likely to cost more than a Council commissioned scheme. The Council's in-house Engineering Structures team have advised that the estimated cost of carrying out the deferred concrete repairs and resurfacing the car park would be £288k. An allocation from contingency is requested so that the works may be tendered, commissioned and completed in Summer 2012/13.

Capital Financing

Table 8:

Capital Receipts	2011/12	2012/13	2013/14	2014/15 – 15/16	Total (Month 10)	Total (Month 9)
Budget approved February 2011	21,319	21,646	10,851	388	54,204	54,204
Revised Budget	10,304	16,931	15,689	5,729	48,653	54,204
Forecast Disposals	6,669	18,158	12,675	6,504	44,006	44,006
Variance	**3,635**	**(1,227)**	**3,014**	**(775)**	**4,647**	**4,647**

54. Capital receipts of £11,308k were forecast for 2011/12 at Month 9. This has been reduced to £6,669k with the balance to be achieved in 2012/13 reflecting the possibility of sites being delayed until after 31 March 2012. This will reduce the level of capital receipts available for financing 2011/12 capital expenditure and lead to an equivalent increase in borrowing, resulting in a higher Minimum Revenue Provision (MRP) being chargeable to General Fund revenue in 2012/13. A £1,000k movement in capital receipts would result in a £40k movement in MRP in 2012/13.

55. As previously reported, the shortfall of £4,647k against budgeted disposals for the period 2011-16 is due to sites previously earmarked for disposal being earmarked for the delivery of the supported housing programme which is designed to deliver significant revenue savings to the Council.

56. Table 9 below sets out a summary of variances against approved expenditure budgets and this shortfall in receipts, providing an indication of future revenue implications arising from the current capital programme. Overall levels of Prudential Borrowing are broadly consistent with approved budgets, although significant rephasing of expenditure from 2011/12 will defer revenue borrowing costs accordingly.

Table 9:

Prudential Borrowing Forecast	2011/12	2012/13	2013/14	2014/15	Total (Month 10)	Total (Month 9)
Revised Budget	13,567	20,841	(7,131)	1,484	28,761	27,811
Council Resourced Variance	(5,683)	3,253	(607)	(1,000)	(4,037)	(2,524)
Capital Receipts Variance	3,635	(1,227)	3,014	(775)	4,647	4,647
Forecast Borrowing	11,519	22,867	(4,724)	(291)	29,371	33,146
Variance	**(2,048)**	**2,026**	**2,407**	**(1,775)**	**610**	**2,409**
Future Revenue Impact	**(143)**	**142**	**168**	**(124)**	**43**	**169**

Housing Revenue Account Capital Programme

57. Table 10 sets out the latest forecast outturn for the HRA capital programme, including new pressures reported on new-build Triscott House and Learning Disability projects which contribute towards a reported net pressure of £250k on current projects (£452k underspend at Month 9). Pressures on individual projects amount to £1,030k, although this is partially off-set by the suspended Pipeline Phase 2 project at Denbigh Drive.

Table 10:

Housing Revenue Account Capital Programme	2011/12	2012/13	2013/14	2014/15	Total (Month 10)	Total (Month 9)
Original Budget	14,850	2,326	2,150	2,235	21,561	21,561
Revised Budget	13,609	3,733	2,150	2,235	21,727	21,607
Forecast Outturn	10,366	7,226	2,150	2,235	21,977	21,155
HRA Resourced Variance	**(2,501)**	**2,751**	**-**	**-**	**250**	**(452)**
External Grants Variance	**(622)**	**622**	**-**	**-**	**-**	**-**
Other Resources Variance	**(120)**	**120**	**-**	**-**	**-**	**-**
Programme Variance	**(3,243)**	**3,493**	**-**	**-**	**250**	**(452)**

58. Expenditure to January 2012 on the HRA capital programme was £7,724k (Month 9 £7,132k), representing 74.5% of forecast outturn. Remaining expenditure will relate to the completion of Triscott House and the on-going works to stock programme.

59. Table 11 sets out latest variances reported within the HRA Capital Programme, with information on movements set out below.

Table 11:

HRA Resources	2011/12	2012/13	2013/14	2014/15	Total (Month 10)	Total (Month 9)
Pressures:						
HRA Pipeline Sites Phase 1	-	100	-	-	100	100
Extra Care Sites Phase 1 - Triscott House	-	595	-	-	595	-
HRA Pipeline Sites Learning Disability Sites	-	107	-	-	107	-
Pipeline Sites Phase 2 - Other Sites	-	228	-	-	228	228
Total HRA Resourced Pressures:	**-**	**1,030**	**-**	**-**	**1,030**	**328**
Suspended Projects:						
Pipeline Sites Phase 2 - Denbigh Drive	(780)	-	-	-	(780)	(780)
Total HRA Resourced Underspends:	**(780)**	**-**	**-**	**-**	**(780)**	**(780)**
Projected Rephasing:	**(1,721)**	**1,721**	**-**	**-**	**-**	**-**
HRA Resourced Variance:	**(2,501)**	**2,751**	**-**	**-**	**250**	**(452)**

60. A pressure of £595k has been declared on the Triscott House project to reflect additional costs claimed by the main contractor in respect of variations to the works specification at this site. Officers are continuing to review this claim and dispute items where appropriate. The variation on budget to date is £155k.

61. A pressure of £107k has been reported on Pipeline Learning Disability Sites where additional costs have been identified on the Horton Road and Ascott Court sites for which no budgetary provision was made. Although works at Horton Road are underway, Ascott Court is not yet on site and there may be scope for members to reappraise this project.

62. Works are underway on Pipeline Phase 2 at the Gilbert Road site, however it will be necessary to re-tender the main construction contract for the remaining seven sites within Pipeline Phase 2 and officers report that the new contract could add as much as £1,000k to the forecast cost of these works. The outcome of this tender will be reported to Cabinet in early 2012/13, allowing members to reappraise the business case for these works.

CORPORATE CONSULTATIONS CARRIED OUT

Financial Implications

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

CORPORATE IMPLICATIONS

Corporate Finance

64. This is a Corporate Finance report.

Legal

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

66. In recommendation 8 Cabinet have before them a recommendation to appoint a consultant to undertake a review of the Property and Major Constructions Team. The estimated contract value is £10,125. In accordance with Standing Order 6, paragraph 6.4, of the Council's Procurement and Contract Standing Orders, formal approval for the appointment of consultants at a cost of between £5,000 and £50,000 is by the Cabinet Member. However, due to the urgency of the appointment Cabinet are being asked to make the decision.

67. Pursuant to Standing Order 4, paragraph 4.1 of the Council's Procurement and Contract Standing Orders, and the requirement for obtaining best value and adequate competition, competitive tenders or quotations shall not be required if the Approved Officer is satisfied, and has obtained written agreement from the Head of Procurement and the Cabinet Member for Co-ordination and Central Services, or the Leader of the Council that it is not reasonably practicable or prudent in meeting the Council's objectives to obtain competitive tenders or quotations.

BACKGROUND PAPERS

68. Monitoring report submissions from Groups.

APPENDIX A – Detailed Group Forecasts

Social Care, Health and Housing Services

Revenue: £1,358k favourable (£614k favourable)

1. The month 10 revenue monitoring report for 2011/12 has been compiled following analysis of relevant activity trends and implementation of the MTFF £11.4m savings programme. In summary there is a favourable movement of £614k from the month 9 position resulting in a £1,358k favourable forecast as shown in the table below. The improved position from last month is primarily due to an improvement in Older People Services due to a reduction in number of people in long term placements.

Services		2011/12 (As at Month 10)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget £'000	Forecast £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
Children & Families Services	*Exp*	+31,676	+31,150	-2%	-526	-534	+8
	Inc	-3,709	-3,538	-5%	+171	+190	-19
	Total	**+27,967**	**+27,612**	**-1%**	**-355**	**-344**	**-11**
Asylum Services	*Exp*	+7,774	+7,707	-1%	-66	-66	0
	Inc	-6,715	-6,649	-1%	+66	+66	0
	Total	**+1,058**	**+1,058**	**0%**	**0**	**0**	**0**
Older People's Services	*Exp*	+37,377	+39,495	6%	+2,118	+2,389	-271
	Inc	-8,463	-9,925	17%	-1,462	-1,308	-154
	Total	**+28,914**	**+29,569**	**2%**	**+656**	**+1,081**	**-425**
Physical & Sensory Disability Services	*Exp*	+8,983	+9,108	1%	+125	+133	-8
	Inc	-673	-863	28%	-190	-198	+8
	Total	**+8,311**	**+8,245**	**-1%**	**-65**	**-65**	**0**
Learning Disability Services	*Exp*	+31,695	+32,121	1%	+426	+473	-47
	Inc	-5,494	-5,606	2%	-112	-96	-15
	Total	**+26,201**	**+26,515**	**1%**	**+314**	**+377**	**-63**
Mental Health Services	*Exp*	+7,362	+7,245	-2%	-117	-113	-4
	Inc	-336	-392	17%	-56	-60	+4
	Total	**+7,025**	**+6,852**	**-2%**	**-173**	**-173**	**0**
Housing Benefits	*Exp*	+161,640	+162,768	1%	+1,128	+508	+620
	Inc	-158,115	-160,974	2%	-2,859	-2,140	-720
	Total	**+3,525**	**+1,794**	**-49%**	**-1,731**	**-1,631**	**-100**
Housing Needs Services	*Exp*	+12,741	+15,729	23%	+2,988	+2,570	+418
	Inc	-10,021	-13,008	30%	-2,988	-2,570	-417
	Total	**+2,720**	**+2,720**	**0%**	**0**	**0**	**0**
SCH&H Other Services	*Exp*	+17,447	+17,192	-1%	-255	-239	-16
	Inc	-3,435	-3,184	-7%	+251	+250	+1
	Total	**+14,012**	**+14,008**	**0%**	**-4**	**+11**	**-15**
Total Expenditure		+316,694	+322,514	2%	+5,820	+5,121	+699
Total Income		-196,961	-204,139	4%	-7,178	-5,865	-1,313
SCH&H Total		**+119,733**	**+118,375**	**-1%**	**-1,358**	**-744**	**-614**

2. The forecast assumes the full use of contingency available to the department and that the pressure on Asylum services continues to be funded from the Council's general contingency.

MTFF Savings

3. The group is delivering a savings programme totalling £11.4m and to date has banked £10,540k (92%). At the present time slippage of £891k has been identified in Adult Social Care (excluding Mental Health) and is included in the forecasts set out below. The remainder of the programme is on target to deliver the balance representing major changes in service delivery for the group.

Children Services: £355k favourable (£11k favourable)

4. This reduction is primarily due to a reduced forecast of £52k on the £5.1m P&V residential and fostering budget and the receipt of an inter agency fee (£18k) relating to the Adoption service. However, this has been offset by the financial impact from the closure (w.e.f 5th March) of 4 beds at Merrifield's due to the need to undertake structural adaptations and lift works. The cost of replacement beds and additional transport costs to school is estimated to be in the region of £12.5k to £15k per week. The unit is expected to reopen on 1st June 2012.

Asylum: £919k adverse (no change)

5. There has been no change to this forecast since last month.

6. At a meeting with officers on 21st February UKBA have undertaken to send confirmation of the funding status of all UASC as at 29th February during the first week of March. Of more significance is that UKBA have also undertaken to ensure that the same data set for 31st March 2012 is sent during the week commencing 9th April. This will enable a more certain grant income estimate to be included in the final accounts.

Older People Services: £656k adverse (£425k favourable)

7. The £425k favourable movement primarily relates to a net decrease of 24 placements being funded for residential/nursing care since Month 8 which now enables a more favourable forecast going forward. In addition difficulties in the recruitment of permanent staff has also contributed to a reduced forecast spend.

8. Support to people at home has been strengthened through the investment in the new TeleCareLine service which to date has exceeded its target of 750 new installations; and Reablement which to date has supported 47% of people back to independent living without the need for ongoing social care support. This has enabled the number of long term residential/nursing placements supported by the department to have reduced by 97 since April and is expected to fall by a further 21 by the end of March. These new services have also had a positive impact on the Homecare service which has recorded a 8% reduction in spend from last year.

9. The success of TeleCareLine and Reablement in reducing the number of long term placements and reducing reliance on social care for people to live at home gives confidence that the MTFF for 2012/13 is deliverable.

Physical Disabilities: £65k favourable (no change)

10. There have been no change to this forecast since last month.

Learning Disability: £314k adverse (£63k favourable)

11. The £63k favourable movement primarily relates to a net decrease in the number of placements being funded for residential/nursing care since Month 9.

Mental Health: £173k favourable (no change)

There has been no change to this forecast since last month.

Housing Benefit: £1,731k favourable (£100k favourable)

12. The £100k favourable movement primarily relates to a recent reduction in the forecast rate of increase in claimants from the private sector. It is likely that if this trend continues then the favourable position currently reported will improve again.

13. The percentage year on year increase in claims from private tenants exceeded 10% in 4 of the first 6 months of the year, averaging 10.24% per month. There is now evidence that this rate of increase is slowing with the October to January average reducing to 9.3%; the January increase of 8.96% was its lowest for in excess of 2 years in respect of the overall number of claimants this is showing a similar trend, being 2.73% and 2.27% average for first 6 months and 4 months respectively. However, the increase for January rose back up to 2.56%, which is equal to the average monthly increase.

Housing Needs: potential pressure

14. There is a potential pressure relating to the economic downturn which has affected the rental market. Private rentals have risen higher as a result of more people renting rather than buying and with 85% of our Temporary Accommodation provision using private sector leased properties (PSL) this is causing a pressure. The pressure results from the Landlords of the majority of those leases that have/are due to expire who will only renew at the higher LHA (local Housing Allowance) levels.

15. This pressure was first identified in the summer and management action was undertaken in the expectation of being able to mitigate the impact. The management action, which has minimised voids, achieved a lower prevention unit cost and with various one-off savings, has achieved £473k to date but it is not certain that the full pressure can be absorbed. Further work is currently being undertaken to assess the likely year end position.

Housing HRA

16. The HRA has a gross budget of £59.8m and is forecasting a £2,565k favourable position at month 10, an improvement of £425k from the month 9 position.

Services		2011/12 Budget (as at Month 10) £000	2011/12 Forecast (as at Month 10) £000	% Var of budget	Variance (As at Month 10) £'000	Variance (As at Month 9) £000	Change from Month 9 £000
General and Special Services	Exp	+16,317	+15,497	-5%	-820	-431	-389
Repairs Services	Exp	+22,415	+21,790	-3%	-625	-674	+49
Subsidy Payment to Government	Exp	+15,492	+15,472	0%	-20	-20	0
Capital Funded from Revenue (RCCO)	Exp	+2,384	+2,022	-15%	-362	-120	-242
Capital re-phased to 2012/13	Exp	0	+250		+250	0	+250
Other Expenditure	Exp	+3,178	+3,177	0%	-1	+25	-26
Income	Inc	-57,303	-58,290	2%	-987	-920	-67
In Year (Surplus) / Deficit	**Total**	**+2,483**	**-82**	-103%	**-2,565**	**-2,140**	**-425**

17. The main reasons for this favourable variance of £425k relate to the General and Special Services within an overall budget of £16.3m. The major element within this is a £200k favourable movement relating to contingency money set aside for ICT systems improvements which can now be released, and £85k relating to the Right To Buy scheme due to sales no longer proceeding. The 2012/13 HRA rent setting report approved the re-phasing of £250k in respect of Glebe estate project.

Planning Environment Education and Community Services

Revenue: £1,921k underspend (£158k improvement)

18. The Group has a projected outturn position of £1,921k underspend, excluding pressure areas that have identified contingency provisions.

Services		2011/12 (As at Month 10)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget £'000	Forecast £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
Corporate Property & Construction	*Exp*	3,239	3,462	7%	+223	+183	+40
	Inc	-2,956	-2,956	0%	0	0	0
	Total	**283**	**506**	**79%**	+223	+183	+40
Education	*Exp*	290,138	288,662	-1%	-1,476	-1,295	-181
	Inc	-251,987	-252,779	0%	-792	-792	0
	Total	**38,151**	**35,883**	**-6%**	**-2,268**	**-2,087**	**-181**
ICT Highways & Business Services	*Exp*	33,316	33,479	0%	+163	+163	0
	Inc	-16,436	-16,063	-2%	+373	+373	0
	Total	**16,881**	**17,417**	**3%**	**+536**	**+536**	**0**
Planning, Consumer Protection, Sport & Green Spaces	*Exp*	10,440	10,389	0%	-51	-151	+100
	Inc	-4,113	-3,968	-4%	+145	+262	-117
	Total	**6,327**	**6,421**	**1%**	**+94**	**+111**	**-17**
Public Safety & Environment	*Exp*	44,313	43,565	-2%	-748	-748	0
	Inc	-14,967	-14,625	-2%	+342	+342	0
	Total	**29,346**	**28,940**	**-1%**	**-406**	**-406**	**0**
Transportation Planning Policy & Community Engagement	*Exp*	4,156	4,056	-2%	-100	-100	0
	Inc	-2,961	-2,961	0%	0	0	0
	Total	**1,196**	**1,096**	**-8%**	**-100**	**-100**	**0**
Total Expenditure		**385,602**	**383,613**	**-1%**	**-1,989**	**-1,948**	**-41**
Total Income		**-293,419**	**-293,351**	**0%**	**+68**	**+185**	**-117**
PEECS Total		**92,183**	**90,262**	**-2%**	**-1,921**	**-1,763**	**-158**

Corporate Property & Construction: £223k overspend (£40k adverse)

1. Property Disposal and empty buildings are forecasting a pressure of £35k which relates to the cost of maintaining vacant assets within the Estate. In addition, there is a pressure of £50k arising from unbudgeted consultancy costs being incurred to investigate a compensation claim for contaminated land at New Year's Green Lane, and a pressure of £40k on utilities costs, that are not recoverable from certain tenants within the commercial property portfolio.

2. There is a £98k pressure which relates to the underachievement on the 2011/12 MTFF savings target relating to the corporate landlord staffing review.

3. The service is also managing the financial risk over recovery of costs associated with the disposal of assets that are projected to generate capital receipts this financial year, where the disposal timetable is tight for the end of the financial year. This could still have a material effect on the outturn position for the service.

Education: £2,268k underspend (£181k improvement)

Schools: variance not applicable

4. The Schools Budget is ring-fenced and funded from the DSG. Schools' 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 work with the Schools Finance Team and supply recovery plans identifying how they intend to eliminate their deficit. It should be noted that the DSG budgets are completely separate to the General Fund and no interaction between these two funds is allowable.

5. Any underspend or overspend of the Schools Budget in 2011/12 would be carried forward as the schools own balances into 2012/13 and would have no effect on the General Fund.

6. The retained DSG element follows the similar procedure but is carried forward as a whole for the Schools Forum then to decide how to allocate it in 2012/13.

Youth & Connexions: £99k overspend (£111k improvement)

7. The Connexions service has a pressure of £687k against the MTFF savings target. A reduced contract price has been agreed that has produced a saving for the current year and continues to deliver the Connexions service. The youth service is reporting an underspend of £588k, an improvement of £111k compared to Month 9, due to the service having a significant number of staff vacancies, as the service is undergoing a major BID review. These are being held vacant where it does not affect service delivery, and will assist with delivering the 2012/13 full year saving target, as well as providing a one-off in year saving. The improvement in Month 10 reflects the extended period over which vacancies have been held open following completion of the restructure.

Childcare, Early Years and Children's Centres: £1,028k underspend (no change)

8. Part of this service area was previously funded by the ringfenced Sure Start Grant - these budgets have now been incorporated into the base budget. Children's Centres budgets have been reviewed and a saving of £213k is included in the position and is part of the 2012/13 MTFF savings proposals.

9. Following a further review of the forecast expenditure within this service area, underspends have been identified consisting of £225k in the Children's Centre budget, which was earmarked for the completion of the Phase III Centres, which is no longer required as it can be met from one-off surplus funds that have been recouped; a one-off underspend of £267k in the Phase III Children's Centres that are still not fully operational, but were allocated a full year budget; and underspends of £140k on training providers, £120k on SEN / Inclusion and Disabled Access, and on central administration of £63k. All of these budgets will be subject to a zero based budget review and have targeted reductions included in the 2012/13 MTFF proposals.

10. The other part of this service area continues to be DSG funded and includes Hillingdon's three Early Years Centres and 3 & 4 Year Old Nursery grants. The Hillingdon's Early Years Centres are either confirmed Children's Centres or building up to Children's Centre status.

School Improvement Service: £500k underspend (no change)

11. A review of the service's budget and expenditure including a review of grant income has identified an underspend of £500k, which relates to the application of grant income to eligible

expenditure up to August 2011 - this has released base budget to achieve a one-off saving for the current year.

Education Central Budget: £112k underspend (no change)

12. This area consists of the Education Central Support Cost budget, certain centrally managed items and corporate charges such as debt interest which will be charged at the year-end in line with the budget.

13. There is an underspend on the Barnhill PFI project revenue budget - the original General Fund allocation was to cover a range of associated costs amongst which included the FM contract and legal costs. The revised calculation of PFI credits produces a saving of £310k.

14. The remainder of the forecast for these items includes £148k representing the MTFF saving on extended schools support that can not be achieved, plus a £50k shortfall on the MTFF saving for the education business support review that is offset by brought forward savings on the group-wide review of support functions reported within Public Safety and Environment below.

Access & Inclusion: £558k underspend (£70k improvement)

15. The service is forecasting an underspend of £558k, comprising of a £308k underspend in the Educational Psychology service, an underspend of £102k in the Pupil Support Service and an underspend of £78k in the Parent Support Service, where there are a number of vacant posts. In addition, there is now a further improvement of £70k where costs for hospital tuition will now legitimately be met from the retained schools budget. Both the Educational Psychology position and the hospital tuition position reflect the bringing forward of savings targeted for 2012/13.

Organisation & Resources: £169k underspend (no change)

16. This service is reporting an underspend of £18k on staffing budgets due to the impact of staff on maternity leave. In addition, there is an underspend on ICT support costs of £115k, and a surplus on rental income from Hillingdon Manor independent school of £36k.

ICT Highways & Business Services: £536k overspend (no change)

Imported Food: £50k overspend (no change)

17. This is a service area where significant income targets were set as part of the MTFF savings programme, reflecting the new levies for catch certificates and perishable food certificates and inspections. Current indications of the projected outturn for these new income streams are that they will exceed their targets by over £200k. However, the targets for the existing business of the service continue to be under pressure as a result of the depressed economic conditions, which is estimated to be at least £250k based on current projections.

SEN Transport: £151k pressure (no change)

18. This is an area that has seen significant pressure in the last financial year and as a result growth monies were allocated to support the service for 2011/12. The service is currently reporting a pressure of £151k - there has been an increase of 13 routes compared to 2010/11, with the prospect of further routes being required due to the high level of in-year admissions

and placements being made at this time. The service is endeavouring to minimise the cost impact by consolidating routes wherever possible.

Facilities Management: £335k overspend (no change)

19. There is a forecast pressure of £270k across facilities management, maintenance and Borough wide maintenance budgets. The larger proportion of this is due to a pressure against the income target to sell services to the schools and other externally funded services, where schools have opted out and have purchased FM services directly. There are also pressures on maintenance budgets for day to day repairs.

20. The Middlesex Suite is forecasting a pressure of £65k. The pressure has been due to a general slow down in demand set against a challenging income target. The marketing of this service has been reviewed and updated, however, the impact of this is yet to be reflected in additional hires.

Planning, Consumer Protection, Sport & Green Spaces: £94k overspend (£17k improvement)

Sport & Green Spaces : £174k overspend (no change)

21. In December 2011 the Council took over the operation of three golf courses, where these have been re-possessed from the previous golf operator that had incurred significant rent arrears. £50k has been released from contingency to establish effective management of the courses, however, there are pressures resulting from rent foregone due to the re-possession, consisting of two quarters rent income (£140k), plus the Council's share of turnover income for 2010/11 that is unlikely to be recovered (£110k). In addition, the turnover income target for 2011/12 of £100k has effectively transferred to the in-house operation. The staffing costs and income from this for the remainder of the year are currently assessed at £100k each, with other supply costs contained within the applied contingency funding, therefore it is unlikely that any surplus will be delivered. Hence the total current pressure this financial year is estimated at £350k.

22. There are compensating savings elsewhere in the division arising from bringing litter collection in parks in-house (£30k), from one-off reduced maintenance commitments this financial year (£120k), and a retrospective business rate refund on Hayes Pool (£26k).

Planning: £80k underspend (£17k improvement)

23. There is an in-year surplus of £154k against the income target for Section 106 administration fees mainly due to the conclusion of two large agreements. This has improved by £24k compared to Month 9.

24. Pre-application advice income from developers shows a pressure of £49k, an adverse movement of £7k compared to Month 9, reflecting continuing uncertainty in the housing market.

25. Planning appeals costs are showing a pressure of £25k due to an increase in the number of costs appeals following changes to the appeals process made by the Planning Inspectorate. Appeals costs have been met from the general contingency in previous years.

Public Safety & Environment: £406k underspend (no change)

Waste Services: £525k underspend (no change)

26. Waste Disposal is forecasting a £380k underspend based on confirmation of the third quarter charges attributable to the variable tonnage element of the levy.

27. Overall the rest of the waste services are reporting a £145k underspend, after pressures in kerbside recycling of £50k have been adsorbed that were previously assumed to be met from the corporate contingency of £150k. The Trade Waste service has increased its fees and has an associated MTFF savings target. The service has maintained it's customer base and the target will be over-achieved, and this has been reflected in the 2012/13 budget proposals. It is also likely that there will be an underspends on graffiti removal and street cleansing based on current trends in expenditure for these services.

Harlington Road Depot: £163k overspend (no change)

28. The forecast outturn for Harlington Road Depot is a pressure of £163k. The pressure 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.

Parking: £150k overspend (no change)

29. There is a projected shortfall of around £150k on off-street parking, which is attributable to Cedars and Grainges multi-storey car parks in Uxbridge town centre, partly reflecting pressures reported last financial year, and a further reduction in consumer confidence among shoppers in view of the worsening economic outlook.

30. There is also a pressure of £50k for on-street parking income reflecting a similar trend in PCN income to last year. There are compensating savings of £50k on the expenditure side, and as a result it is anticipated that the PRA will break even.

Community Safety: £168k underspend (no change)

31. There is an underspend of £112k due to a realignment of the funding for police officers from the Housing Revenue Account to reflect activity levels, which has been reflected in the draft budget proposals for 2012/13. There is also an underspend of £56k across the staffing budget for the service, due to staff on maternity leave and other posts being held vacant.

Libraries: £64k overspend (no change)

32. There is an underlying pressure across the income streams, currently forecast at £64k which can not be contained within the overall Library budget. This relates to reduced fine income due to the implementation of on-line renewals, as well as the ongoing trend reduction in demand for audio-visual material.

Consumer Protection: £40k underspend (no change)

33. There is an underspend of £40k on salaries budgets across the service due to posts being held vacant in anticipation of BID savings for 2012/13 onwards.

Directorate Support: £50k underspend (no change)

34. The BID reviews of business support and technical administration have been undertaken on a group-wide basis and been now been implemented producing an additional saving of £50k this financial year, representing the bringing forward of part of the saving already identified for the 2012/13 financial year.

Transportation Planning Policy and Community Engagement: £100k underspend (no change)

35. The service is reporting a £60k favourable position due to the savings resulting from a restructure in the Road Safety service, which is included in the MTFF savings for 2012/13 reported to December Cabinet. In addition, there is a one-off underspend of £40k as a result of vacant posts across the rest of the service.

Central Services

Revenue: £463k favourable (£12k Improvement)

Services		2011/12 (As at Month 10) Current Budget £'000	Forecast £'000	% Var of budget	Variances (+ adv/- fav) Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
Chief Executive/Deputy Chief Executive	*Exp*	646	645	**0%**	-1	-1	0
	Inc	0	0	**0%**	0	0	0
	Rechgs	-8	-8	**0%**	0	0	0
	Total	**638**	**637**		**-1**	**-1**	**0**
Audit & Enforcement	*Exp*	1,441	1,374	**-5%**	-67	-52	-15
	Inc	0	-9	**0%**	-9	-9	0
	Rechgs	-898	-898	**0%**	0	0	0
	Total	**543**	**482**		**-76**	**-61**	**-15**
Corporate Communications	*Exp*	919	805	**-12%**	-114	-102	-12
	Inc	-27	-26	**-4%**	1	1	0
	Rechgs	-862	-829	**-4%**	33	33	0
	Total	**30**	**-38**		**-80**	**-68**	**-12**
Democratic Services	*Exp*	3,258	3,315	**2%**	57	65	-8
	Inc	-453	-489	**8%**	-36	-36	0
	Rechgs	412	412	**0%**	0	0	0
	Total	**3,217**	**3,246**		**21**	**29**	**-8**
Finance & Procurement Services	*Exp*	10,753	10,893	**1%**	140	65	75
	Inc	-522	-558	**7%**	-36	-36	0
	Rechgs	-6,107	-6,107	**0%**	0	0	0
	Total	**4,124**	**4,153**		**104**	**29**	**75**
Human Resources	*Exp*	4,802	4,771	**-1%**	-31	-28	-3
	Inc	-1,126	-1,139	**1%**	-13	-13	0
	Rechgs	-3,702	-3,702	**0%**	0	0	0
	Total	**-26**	**-67**		**-44**	**-41**	**-3**
Legal Services	*Exp*	1,934	1,968	**2%**	34	34	0
	Inc	-152	-153	**1%**	-1	23	-24
	Rechgs	-1,819	-1,819	**0%**	0	0	0
	Total	**-37**	**20**		**33**	**57**	**-24**
Policy & Performance	*Exp*	4,921	4,530	**-8%**	-391	-366	-25
	Inc	-533	-562	**5%**	-29	-29	0
	Rechgs	-734	-734	**0%**	0	0	0
	Total	**3,926**	**3,531**	**0**	**-420**	**-395**	**-25**
Total Expenditure		**28,674**	**28,301**	**-1%**	**-373**	**-385**	12
Total Income		**-2,813**	**-2,936**	**4%**	**-123**	**-99**	-24
Total Recharges		**-13,718**	**-13,685**	**0%**	**33**	**33**	0
CS Total		**12,143**	**11,680**	**0**	**-463**	**-451**	**-12**

Audit and Enforcement: £76k favourable (Improvement £15k)

1. This underspend relates primarily to vacant posts within the teams, the recruitment to which is intended for later in the year and will bring the team to full establishment to ensure that controls are maintained during this period of restructuring. Also, a review of non salary spend in line with service requirements has been undertaken and forecasts have been revised accordingly.

Finance and Procurement: £104k pressure (Adverse movement £75k)

2. The pressure in finance relates to one-off redundancy costs arising from the BID restructure of the service. The additional restructure within the Corporate Finance team has lead to further projected redundancy costs being incurred within this financial year.

Corporate Communications: **£80k favourable (Improvement £12k)**

3. This underspend has arisen from staff vacancies continuing to be held open following the restructure and a review of the funding strategy of Hillingdon People.

Democratic Services: £21k pressure (Improvement £8k)

4. Overspends within salaries due to the inability to achieve the MVF as a result of a full establishment, have been reduced by an increase in the expected over-recovery of income and various non salary underspends. An additional transfer has been made this year to the Elections earmarked reserve in order to ensure that sufficient funding is in place to cover the costs of the next election.

Policy, Performance and Partnerships: £420k favourable (Improvement £25k)

5. The restructure of the Policy and Performance Team is now complete and set to deliver significant savings. There are also substantial staffing savings within the Partnerships team. These savings will be taken as part of the MTFF 2012/13, but provide an in-year underspend in 2011/12, which has increased this month through further implementation of the 2012/13 savings proposals. Additionally, work has been undertaken to review all non salaries expenditure within the service has resulted in a further improvement in the monitoring position.

Human Resources: £44k favourable (Improvement £3k)

6. There are some pressures remaining within salaries due to the MVF, which are mitigated wherever possible by holding open vacant posts. The slight improvement this month relates to revising estimates of expected redundancy costs in the service.

Legal Services: £33k pressure (Improvement £24k)

7. Salary overspends due to MVF and cover required for maternity leave make up this overspend on Legal Services budgets. A review of income has been undertaken this month, which has resulted in estimates being revised accordingly and has improved the position reported in month 10. Reviews of business processes are continuing within Legal, focusing on court cost recovery and business processes within the support team with the aim of delivering efficiencies going forward.

APPENDIX B – Treasury Management Report as at 31 January 2012

1. As at 31st January 2012 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 %	Bench-mark %
Up to 1 Month	79.8	71.25	80.00
1-2 Months	15.2	13.57	20.00
2-3 Months	5.0	4.46	0.00
3-6 Months	2.0	1.79	0.00
6-9 Months	0.0	0.0	0.00
9-12 Months	0.0	0.0	0.00
12-18 Months	0.0	0.0	0.00
Subtotal	**102.0**	**91.30**	**100.00**
Unpaid Maturities	10.0	8.93	0.00
Total	**112.0**	**100.00**	**100.00**

2. During the month, maturities with Barclays Bank, Lloyds TSB and Nationwide brought investments falling below the Council's minimum credit criteria down from £28.7 to £13.3m. Unpaid Icelandic investments now make up £10m of investments (£10.5m in Month 9). The remaining £88.7m is held with UK institutions, which hold a minimum A+ (Fitch or equivalent) long-term credit rating.

3. Deposits are currently held with the following institutions; BlackRock MMF, Deutsche MMF, Fidelity MMF, Goldman Sachs MMF, HSBC MMF, Ignis MMF, PSDF MMF, Barclays Bank, HSBC Bank plc, Lloyds TSB Banking Group, Lancashire County Council, Birmingham City Council, West Yorkshire Police Authority, Blaenau Gwent Count Borough Council, Mayors Office for Policing & Crime and the DMADF.

4. During January fixed-term deposits continued to mature in line with cash flow requirements. Surplus funds were either placed in instant access accounts or short fixed term deposits of up to three months in order to meet near term cash flow requirements.

5. The tenth interim dividend of £502k was received from the administrators of Heritable. Dividends received from Heritable now total £10,250k and are just over 68% of the original £15m deposit value. The first distribution from the £5m Landsbanki deposit, expected to be in the region of £1.5m, will be incorporated into the Month 11 Treasury report.

Outstanding Debt - Average Interest Rate on Debt: 3.61%

	Actual £m	Actual %
PWLB	117.96	71.08
Long-Term Market	48.00	28.92
Temporary	0.00	0.00
Total	**165.96**	**100.00**

6. There were no early debt repayments or rescheduling activities during January.

Prudential Indicators

7. There were no breaches of the prudential indicators during January.

Ongoing Strategy

8. In order to maintain liquidity for day-to day business operations, short-term balances will be placed in money market funds when capacity allows, as these are yielding a higher rate of interest than those offered on fixed term deposits of up to three months. Thereafter short-term fixed deposits will be placed to ensure counterparty limits are not breached.

9. During January outstanding Public Works Loans Board loans carried premiums and therefore made rescheduling of debit unfeasible. Early redemption opportunities will continue to be monitored; however it is unlikely the market will move to an extent which will make it viable.

APPENDIX C

Retaining of agency staff for Social Care, Health, and Housing Services

The following agency staff are required to be retained within Social Care, Health and Housing to maintain essential services whilst recruitment is in process or to deliver key improvement projects. Posts 1 to 4 relate are new requests and relate to vacancies in key Children & Families positions. Posts 5 to 16 have previously been submitted to Cabinet but require further extensions due to recruitment difficulties, project implementation, or vacancy held pending restructuring.

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Est spend £000	2012/13 Est spend £000	Est Total Spend £000
1	Fostering and Adoption Team Manager	01-Sep-11	30-Jun-12	0	41	19	60
2	Referral & Assessment Team Deputy Team Manager	01-Jul-11	30-Jun-12	0	49	16	65
3	C&F Safeguarding Project Manager	01-Aug-11	29-Jun-12	0	40	45	85
4	ICS Technical Support Officer	01-Apr-10	30-Jun-12	23	23	5	51
5	Referral & Assessment Team Senior Social Worker	01-Apr-10	30-Jun-12	52	50	13	115
6	Disability and Mental Health Services Service Manager	16-Apr-11	30-Sep-12	0	113	69	182
7	Children In Need Team Senior Social Worker	01-Apr-10	30-Jun-12	45	48	12	105
8	Disability and Mental Health Services Consultant	07-Mar-11	30-Sep-12	7	63	31	101
9	Access and Assessment AMP – Woodlands	02-Aug-10	30-Jun-12	21	60	16	97
10	Referral & Assessment Team Senior Social Worker	01-Apr-11	30-Jun-12	0	58	13	71
11	Access and Assessment Care Manager	19-Apr-10	30-Jun-12	43	48	14	105
12	IAS Protocol	05-Jul-10	30-Sep-12	48	65	46	159
13	IAS Protocol	17-Jun-10	30-Sep-12	78	75	40	193
14	Mental Health AMHP	09-Aug-10	02-Jul-12	34	56	14	104
15	Children In Need Team Social Worker	01-Apr-10	30-Jun-12	38	52	12	102
16	C&F Safeguarding Disabled Children's Strategy	01-Apr-10	30-Jun-12	36	34	11	81

Retaining of agency staff for Central Services

Post 1 is required to be retained to provide continued support to a number of key projects within Central Services. Many of these projects are key to the delivery of MTFF savings in the Group. The projects include the ongoing review of Legal Services, a number of key projects in HR in relation to system replacement/improvement and other projects in Finance. Where any of the projects are BID related, the post works within the governance framework agreed by the Council and works closely with the BID transformation Manager. The requirement for the post will be reviewed again in September 2012.

Ref	Post Title	Start Date	Proposed end date	2010/11 Spend (£'000)	2011/12 Spend (£'000)	Current Request (£'000)	Total Spend (£'000)
1	Programme Support Officer	Feb 11	30/9/12	15	89	45	149

Retaining of agency staff for Planning, Environment, Education and Community Services

The Delivery Officer is required to be retained within the Corporate Construction Team to provide co-ordinated project management across the corporate construction programme of works including leading on the supported housing programme. The contract started on the 17 March 2011, and then extended to 4 February 2012. It is now being extended by twelve weeks to 27 April 2012.

The Quantity Surveyor is providing co-ordinated cost management reports across all the projects including Primary Schools Programme. The contract started on 4 April 2011, and then extended to 4 February 2012. It is now being extended by twelve weeks to 27 April 2012.

The first Architect is working solely on the Primary Schools Programme. The assignment commenced at the end of May 2011 and has already been extend for two further 13 week periods. It is now being extended for a further 26 weeks meaning the assignment will continue until at least the middle of August 2012.

The second Architect is assisting the Asset Sales team to ensure sites identified for disposal are brought to the market in a timely manner. The assignment commenced on 15 June 2011 and has already been extended for two further 13 week periods. It is now being extended for a further 26 weeks meaning the assignment will continue until at least the middle of August 2012.

The Development Surveyor is enabling the Asset Sales team to ensure sites identified for disposal are brought to the market in a timely manner. The assignment commenced on 19 July 2011 and has already been extended for a further 13 week period. It is now being extended for a further 26 weeks meaning the assignment will continue until at least the middle of August.

The BID Transformation manager post is required for a further year to lead the BID transformation programme on behalf of the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services. This programme is key to the delivery of significant savings in the Council's 2012/13 budget.

Ref	Post Title	Start Date	Proposed end date	2010/11 Spend (£'000)	2011/12 Spend (£'000)	Current Request (£'000)	Total Spend (£'000)
1	Delivery Officer	17/03/11	27/04/12	2	62	18	82
2	Quantity Surveyor	04/04/11	27/04/12	0	45	14	59
3	Architect	23/05/11	15/08/12	0	36	27	63
4	Architect	15/06/11	17/08/12	0	36	30	66
5	Development Surveyor	19/07/11	24/08/12	0	29	31	60
6	BID Transformation Programme Manager	August 2010	March 2013	74	166	163	403

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