



HILLINGDON  
LONDON



# Cabinet

**Date:** THURSDAY, 24  
SEPTEMBER 2009

**Time:** 7.00 PM

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

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

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## Councillors in the Cabinet

Ray Puddifoot (Chairman)  
*Leader of the Council*

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

Jonathan Bianco  
*Finance & Business Services*

Keith Burrows  
*Planning & Transportation*

Philip Corthorne  
*Social Services, Health & Housing*

Henry Higgins  
*Culture, Sport & Leisure*

Sandra Jenkins  
*Environment*

Douglas Mills  
*Improvement, Partnerships & Community Safety*

Scott Seaman-Digby  
*Co-ordination & Central Services*

**Published:**  
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# Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters coming before this meeting
- 3 To confirm the minutes of the previous meeting held on 16 July 2009 1 - 16
- 4 To confirm that the items of business marked Part I will be considered in public and that the items of business marked Part 2 in private

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

- 5 Statutory Proposals to amalgamate Harefield Infant and Junior Schools 17 - 78
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- 16 Council Budget - Month 4 2009/10 Revenue and Capital Monitoring

**Report on Item 16 to follow**

## **Cabinet Reports - Part 2 - private and strictly not for publication**

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| <b>19</b> | Application to Stop Up adopted highway land   | 255 - 282 |
| <b>20</b> | Land adjoining New Years Green Lane Civic Amenity Site, Harefield   |           |

### **Report on Item 20 to follow**

- 21** Provision of a temporary ice rink and Christmas market 2009

### **Report on Item 21 to follow**

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

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

## Minutes

### Cabinet

Thursday, 16 July 2009

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



HILLINGDON  
LONDON

Published on: 17<sup>th</sup> July 2009

Come into effect on: 5pm, 24<sup>th</sup> July 2009

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

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

#### **Members also Present**

George Cooper  
Judith Cooper  
Brian Crowe  
Catherine Dann  
John Hensley  
Peter Kemp  
Mo Khursheed  
Mary O'Connor  
John Riley  
David Yarrow

#### **40. APOLOGIES FOR ABSENCE**

None.

#### **41. DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING**

Councillor George Copper declared a personal interest on agenda item 6 (minute 45) as Chairman of the Heritage Builds Bridges project.

#### **42. TO CONFIRM THE MINUTES OF PREVIOUS MEETING HELD ON 25 JUNE 2009**

Cabinet confirmed the minutes of the last meeting.

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

Confirmed by the Cabinet.

**44. EDUCATION & CHILDREN'S SERVICES POLICY OVERVIEW COMMITTEE  
REVIEW ON 14-19 EDUCATION**

Cllr Catherine Dann presented the report of the 2008/09 Education and Children's Services Policy Overview Committee to the Cabinet.

**RESOLVED:**

**That Cabinet welcomes the:**

- 1. Report from the Education & Children's Policy Overview Committee and;**
- 2. The recommendations of the Policy Overview Committee report as set out in Appendix A. Furthermore, Cabinet note the steps which are already being taken by the Council to meet their recommendations aimed at improving 14 to 19 provision.**

**Reasons for decision**

The recommendations from the Education & Children's Services Policy Overview Committee were aimed at building upon Hillingdon's implementation of the revised 14 to 19 curriculum. Improved 14 to 19 provision would increase the levels of participation for 14 to 19 learners so that more young people stay in learning to 18 and beyond, thereby improving their life chances.

**Alternative options considered and rejected.**

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

**Officer to Action:**

Chris Spencer, Education & Children's Services

**45. RESIDENTS' & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE  
REVIEW ON HERITAGE**

Cllr John Hensley presented the report of the 2008/09 Residents' and Environmental Services Policy Overview Committee to the Cabinet.

**RESOLVED:**

**That Cabinet:**

- 1. welcomes the report from the Residents' and Environmental Services Policy Overview Committee and note the general consensus it found in favour of improving the preservation of heritage in Hillingdon; and**

2. will take forward the POC's recommendations, except recommendation 5, as part of the wider heritage agenda, where appropriate and in light of emerging developments and / or budgets available, and ensure that Members are kept informed as the recommendations progress.

#### **Reasons for decision**

The recommendations were aimed at allowing Cabinet to take forward the Committee's recommendations made in the Heritage Final Report. Recommendation 5 to celebrate the Borough's 50<sup>th</sup> Birthday was not agreed by the Cabinet.

#### **Alternative options considered and rejected**

The Cabinet could have decided to reject the Committee's recommendations.

#### **Officer to action:**

Patricia Blackshire, Planning & Community Services

#### **46. SOCIAL SERVICES, HEALTH AND HOUSING POLICY OVERVIEW COMMITTEE REVIEW ON PRIVATE SECTOR HOUSING**

Cllr Judith Cooper presented the report of the 2008/09 Social Services, Health & Housing Policy Overview Committee to the Cabinet.

#### **RESOLVED:**

#### **That Cabinet:**

1. Welcome the report from the Social Services, Health and Housing Policy Overview Committee (as in Appendix 2) and note the general consensus it found in favour of improving the Private Rented Sector in the Borough; and
2. Endorses the recommendations of the Policy Overview Committee report as in Appendix 1, noting the officer comments on their implementation.

#### **Reasons for decision**

The recommendations were aimed at building upon Hillingdon's understanding of the changes to the Private Rented Sector. An improved approach to the Private Rented Sector would help reduce cases of homelessness by focusing on information advice and guidance and in cases where this is not possible, ensure that any intervention is as effective as possible.

### **Alternative options considered and rejected**

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

#### **Officer to action:**

Brian Doughty, Adult Social Care, Health & Housing

## **47. DISABLED PEOPLE'S PLAN**

### **RESOLVED:**

**That Cabinet approves the:**

- a) Disabled People's Plan and Action Plan and;**
- b) The process for monitoring the implementation of the plan.**

### **Reason for decision**

Cabinet's approval was sought for Hillingdon's first Disabled People's Plan and action plan. The Plan sought to address some of the challenges facing disabled people of all ages in Hillingdon by identifying what the Council could do directly, or through its influence with others, to improve their lives and to maximise their health and wellbeing.

### **Alternatives considered and rejected**

None.

#### **Officer to action:**

Garry Collier, Adult Social Care, Health & Housing

## **48. WARD BUDGET INITIATIVE UPDATE - JULY 2009**

### **RESOLVED:**

**That Cabinet:**

- 1. Notes progress to date and requests Members to submit their proposals by the end of December 2009 to ensure that the projects are implemented before the end of the financial year.**
- 2. Requires officers to fully describe the benefit to the wider community of ward budget funding to a club or society where membership of that club or society is less than 20 or where it draws less than half its members from the local ward.**

**Reason for decision:**

Cabinet were asked to note the position at the beginning of July of the Ward Budget initiative which commenced in January 2009.

To date, 52 proposals had been received targeting a wide range of initiatives from football provision to equipment that enhances leisure activities and learning. Of the 52 proposals; 28 had been approved by the Cabinet Member responsible and 20 were in the process of being implemented; 4 had not been progressed as they did not meet the Ward Budget protocol.

**Alternative options considered and rejected.**

None.

**Officer to action:**

Maggie Allen, Deputy Chief Executive's Office

**49. PROPOSED ARRANGEMENTS FOR ELECTED MEMBER, COUNCIL OFFICER AND PARTNER AGENCY ENGAGEMENT WITH THE YOUTH COUNCIL****RESOLVED:****That the Cabinet endorses:**

- 1. The proposed arrangements for Council Officer, Elected Member and partner agency liaison with the recently elected Youth Council;**
- 2. The Terms of Reference and the proposed Link Officers / respective Cabinet Member portfolios to the corresponding Youth Council portfolios as detailed in the Appendix.**

**Reasons for decision**

Cabinet considered a report to improve and better structure the Council's relationship with the Youth Council. The newly elected Youth Council afforded the Council and its partners with an opportunity to engage with a representative body of young people with the capacity and insight to positively influence service development and improvement.

**Alternative options considered and rejected**

Cabinet did not consider the option to continue with the current, less structured arrangements as young people and adult stakeholders involved in the development of the Youth Council had identified that this would not secure the level of focus required to enable young people to effectively work with adult decision-makers in improving services.

**Officer to action:**

Tom Murphy, Education & Children's Services

**50. COUNCIL BUDGET - 2008/9 REVENUE AND CAPITAL OUTTURN**

**RESOLVED:**

**That Cabinet:**

- 1. Notes the revenue and capital outturn position for 2008/9.**
- 2. Notes the annual treasury report at Appendix B**
- 3. Notes the external funding report at Appendix C**

**Reasons for the decision**

For Cabinet to note that the Council had achieved its budgetary objectives.

**Alternative options considered**

None.

**Officer to action:**

Paul Whaymand, Finance and Resources

**51. COUNCIL BUDGET - MONTH 2 2009/10 REVENUE AND CAPITAL MONITORING**

**RESOLVED:**

**That Cabinet:**

- 1. Note the forecast budget position for revenue and capital as at Month 2.**
- 2. Note the treasury update at Appendix B.**
- 3. That the proposed increase in non-statutory ceremony fees for Marriages & Civil Partnerships & the service provided for Nationality Checking, as detailed in Appendix C, be approved.**
- 4. Double the Christmas Lighting Fund for Town Centres from £30k to £60k, to be funded from contingency.**
- 5. Provide £10k funding from contingency for NoTRAG to continue their work on the campaign against a Third Runway at Heathrow.**

**Reasons for decision**

Cabinet considered the latest forecast revenue and capital position for the current year 2009/10 and a review of all statutory fees (fees set nationally by The Registrar General) for Marriages & Civil Partnerships & the service provided for Nationality Checking, which had not been increased for about 8 years.

### **Alternative options considered and rejected**

Cabinet did not consider the alternative to retain the fees for Marriages & Civil Partnerships & the service provided for Nationality Checking at their current levels.

#### **Officers to action:**

Paul Whaymand, Finance and Resources & Lloyd White, Deputy Chief Executive's Office

## **52. LEISURE FACILITIES MANAGEMENT TENDER**

### **RESOLVED:**

**That Cabinet agrees the recommendations as set out in the report and as subsequently amended on the addendum sheet.**

#### **Reasons for decision**

Cabinet were informed of progress made in the tendering of the management of Botwell Leisure Centre, Highgrove Pool, Queensmead Sports Centre and William Byrd Pool. Cabinet also made a decision to secure a 10-year contractual relationship in terms of a management agreement and a lease with an experienced leisure operator and in order to maximise the management fee paid to the Council whilst continuing to improve and enhance the sports & leisure activities and facilities provided by the Council.

### **Alternative options considered and rejected**

Alternative options available to the Council were considered by the Cabinet, such as to continue to operate and manage the facilities in house. However, Cabinet agreed that this was not a viable option as there were many disadvantages and also considering that the Leisure Industry is an area of high interest where there are clear opportunities for risk sharing and improved income generation.

#### **Officers to action:**

Andrew Malin & Mohammed Bhimani, Planning & 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).

**53. HOME TO SCHOOL TRANSPORT CONTRACT - 2009 TO 2012**

**RESOLVED:**

**That Cabinet approve to award a framework contract covering all routes for 4 years, to be awarded to framework suppliers based on reverse-auction bidding, as set out in the appendices to this report.**

**Reasons for decision**

This report was brought before Cabinet to seek approval to establish a framework agreement for 4 years covering Home-to-School Transport for children with Special Educational Needs (SEN). The agreement covered approximately 160 car and minibus routes for home to school transport for children with SEN. Cabinet considered that the use of the reverse auction methodology provided best value for money, whilst meeting statutory obligations under the Education Act 1996, and Education and Inspections Act 2006, and to deliver Council's priorities.

**Alternative options considered and rejected**

Cabinet considered but rejected the option of providing all transport using the Council's own vehicle resources as there was not a strong business case to increase the Council fleet to provide solutions to transport delivery.

**Officers to action:**

Paul Philpot, Education and Children's Services

**Exempt Information**

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**54. COMMUNITY EQUIPMENT SERVICE**

**RESOLVED:**

**That Cabinet delegates to the Cabinet Member for Social Services, Health and Housing the authority to appoint a contractor(s) to provide the equipment loan and chemical toilet emptying, telecare and short-term wheelchair services in Hillingdon on advice from officers.**

### **Reasons for decision**

An effective community equipment service is essential to enable disabled people, (adults and children), to live independently in their own homes for as long as possible. This objective reflects what disabled people have told us in consultations that have been undertaken as part of the process of developing the Older People's and Disabled People's Plans. It is also critical to delivering the Sustainable Community Strategy objective of improving health and well being of the Borough's residents.

It was not possible to make a recommendation to Cabinet to award the contract (s) at the time of the Cabinet meeting because the lead authority was still undertaking detailed financial analysis. Cabinet authority was therefore required to delegate this significant contract award to the Cabinet Member.

### **Alternative options considered and rejected**

Cabinet could have delayed a decision on this contract to its meeting in September.

### **Officers to action:**

Beverley Grayley, Adult Social Care, Health & Housing

### **Exempt Information**

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## **55. EXTENSION OF CONTRACT AND RE-TENDER FOR THE MEALS SERVICE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approve to extend the present contract with Fresh Community Meals by a further one year with effect from 26th September 2009.**
- 2. Approve to re-tender the community meals service to commence from 26th September 2010.**

### **Reasons for decision**

Cabinet approved the one year extension from 26th September 2009 because Fresh Community Meals had provided a quality meals provision on behalf of the London

Borough of Hillingdon since 26th September 2005. Cabinet also approved that the re-tendering of the service should commence from 26th September 2010.

### **Alternative options considered and rejected**

Within the current timescale there was no option for Cabinet to re-tender the service for this September.

### **Officers to action:**

Sarah Morris, Adult Social Care, Health & Housing

### **Exempt Information**

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## **56. YOUNG PEOPLE'S CENTRES - AWARD OF THE CONSTRUCTION PROJECTS FOR CHARVILLE AND NORTHWOOD CENTRES**

### **RESOLVED:**

**That Cabinet agrees that following a competitive tendering process, to appoint Diamond Build Plc, in the sum of £455,143, for the Brook House Young Persons Centre and to appoint P Brady Contractors Ltd, in the sum of £689,586, for the Northwood Young Persons Centre.**

### **Reasons for decision**

Cabinet made the decision to award the contracts in line with their manifesto commitment and as part of Council Plan and Council's Children and Families trust Plan. The decision, following procurement rules and tender evaluations, would enable the construction of two new centres to enable young people to participate in a range of positive activities and to access key universal and targeted services.

### **Alternative options considered and rejected**

Cabinet could have awarded both contracts to a single company but considered that this could have provided an increased risk to the successful completion of both projects to programme.

### **Officers to action:**

Bill King and Jim Cameron, Deputy Chief Executive's Office

## **Exempt Information**

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### **57. HRA HOSTELS TENDER**

#### **RESOLVED:**

**That Cabinet agrees that offers for the four sites be accepted, as set out in the report, subject to contract on the following basis:**

- 1. The offer for all 4 sites from tenderer A be accepted on the basis of their seeking additional HCA funding subject to agreement of detailed terms to be approved by the Head of Corporate Property.**
- 2. In the event that the disposal to tenderer A does not proceed the offer for all 4 sites from tenderer B be accepted on the basis of their seeking additional HCA funding subject to agreement of detailed terms to be approved by the Head of Corporate Property.**
- 3. Should either tenderer A or B be unsuccessful in bidding for the full amount of additional HCA funding on which their offers are based, the Head of Corporate Property be authorised to negotiate and agree terms with tenderers A or B in liaison with the Cabinet Member for Finance and Business Services and Cabinet Member for Social Services, Health and Housing.**

#### **Reasons for decision**

Cabinet considered the report to enable the redevelopment of the HRA Hostel sites that were no longer fit for purpose and to provide new affordable homes for local households including supported housing for vulnerable people.

#### **Alternative options considered and rejected**

No other options were considered as Cabinet had in January 2009 authorised officers to retender the sites to Registered Social Landlords.

#### **Officers to action:**

Martin White and Gordon Lillie, Finance and Resources

## **Exempt Information**

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### **58. APPOINTMENT OF CONSULTANTS FOR PROFESSIONAL SERVICES FOR ALTERATIONS TO THE CIVIC AMENITY SITE AT NEW YEAR'S GREEN LANE**

#### **RESOLVED:**

**That Cabinet approves the appointment of an Engineering led multi-discipline consultant design team, Glanville Consultants, in the sum of £96,845 including provision for further third party surveys and reports to the sum of £54,000 which will be necessary to develop the scheme up to tender stage.**

#### **Reasons for decision**

Cabinet considered this report in order to appoint an Engineering led external consultant design team following a competitive tendering exercise to progress the redevelopment of the New Year Green Civic Amenity site into a modern facility.

#### **Alternative options considered and rejected**

Cabinet were aware that the current facilities at New Years Green Lane were out of date and therefore to not appoint consultants to progress the redevelopment of the site would have increased the perceived risks to public health and safety due to public and trade depositing waste within the same area.

#### **Officers to action:**

Bill King, Susie Kemp, Barrie Edwards, Deputy Chief Executive Office

## **Exempt Information**

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**59. PLANNING SERVICES CONTRACT EXTENSION**

**RESOLVED:**

**That Cabinet extend the contract with SSSI Associates Ltd and Jon Durbin Associates Ltd (now part of Capita Symonds) until August 1st 2010.**

**Reasons for decision**

Cabinet considered this report because SSSI Associates Ltd and Jon Durbin Associates Ltd currently work to a high standard of service and fulfill their contractual agreement to the council. Both consultancies deal with small scale applications including householder applications, certificates of lawfulness, small scale residential development, residential extensions and adverts.

**Alternative options considered and rejected**

Cabinet considered a re-tender of the service and to bring the service back in-house. These options were not accepted.

**Officers to action:**

Patsy Christian and Aileen Carlisle, Planning & Community Services

**Exempt Information**

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**60. DISPOSAL OF HIGHGROVE HOUSE, EASTCOTE ROAD, RUISLIP**

**RESOLVED:**

**That Cabinet authorises officers to re-market Highgrove House and agrees that it should be sold in the open market by a method to be decided by the Head of Corporate Property Services in consultation with the Cabinet Member for Finance and Business Services.**

**Reasons for decision**

Cabinet considered that as there was no service requirement for Highgrove House the best option would be to sell it which would generate a capital receipt that would contribute to the Council's Social Services Modernisation programme and Housing Revenue Account development programme.

### **Alternative options considered and rejected**

A number of options were considered and rejected including the use of Highgrove House as a hostel after re-commissioning, conversion to multiple occupation to meet other housing and accommodation needs or to leave the property vacant and unused. These options were deemed too costly.

#### **Officer to action:**

Mayur Patel, Finance and Resources

#### **Exempt Information**

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## **61. VOLUNTARY SECTOR LEASING**

### **RESOLVED:**

**That Cabinet agrees the rents provisionally agreed by officers with the seven voluntary sector organisations detailed at Appendix A, the five detailed at Appendix B and the one further organisation detailed in the main report, and instructs officers to complete the appropriate rent review memoranda and lease documentation.**

#### **Reasons for decision**

Cabinet agreed the proposed rents because the letting of property at less than the full market rent constitutes a disposal at less than best consideration and the decision to do so requires final Cabinet approval. In doing so, the approval of the terms provisionally agreed by officers and granting the organisations concerned discounts in rent complied with the Voluntary Sector Leasing Policy agreed in July 2004.

### **Alternative options considered and rejected**

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy or chosen to approve one or more cases but not others.

#### **Officers to action:**

Greg Morrison, Finance and Resources

## **Exempt Information**

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

## **62. NEW CHILDREN'S CENTRE FACILITIES - PHASE 3**

### **RESOLVED:**

**That Cabinet:**

- 1. Accepts the tenders submitted by Redwing Construction Ltd, totaling £693,829 for the works at Coteford Infant School (£324,736) and Pinkwell Junior School (£369,093), but delegate the timing and award of the contracts to the Cabinet Member for Education & Children's Services in consultation with the Corporate Director of Education & Children's Services.**
- 2. Accepts the tenders submitted by T&B Contractors, totaling £1,847,528 for the works at Charvile (£468,500), Deansfield (£464,882), Whitehall (£474,868) and Yeading (£439,278), but delegate the timing and award of the contracts to the Cabinet Member for Education & Children's Services in consultation with the Corporate Director of Education & Children's Services.**

### **Reasons for the decision**

Cabinet made the decision in order to provide sufficient accommodation to meet demand for places and meet the legal requirement to admit pupils up to each school's published admission number.

The proposed projects were part of a programme of works designed to provide improved life chances for Hillingdon's young children and their families and the Council has a target to develop these 6 Children's Centres by March 2010.

### **Alternative options considered**

Cabinet could have not accepted any tender, in which case the project would not have been able to proceed.

### **Officers to action:**

Michael Kinsella, Deputy Chief Executive's Office

### **Exempt Information**

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

### **Urgency Provisions**

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

**63. ANY ITEMS TRANSFERRED FROM PART 1**

None.

**64. ANY ITEMS TRANSFERRED FROM PART 2**

None.

## STATUTORY PROPOSALS TO AMALGAMATE HAREFIELD INFANT AND JUNIOR SCHOOLS

<b>Cabinet Member</b>	Councillor David Simmonds
<b>Cabinet Portfolio</b>	Education & Children's Services
<b>Officer Contact</b>	Terry Brennan, Education & Children's Services
<b>Papers with report</b>	Appendix 1 - Complete statutory proposals Appendix 2 – Additional information on responses to statutory consultation Appendix 3 - Notes of Public Meeting

### HEADLINE INFORMATION

<b>Purpose of report</b>	To consider proposals to close Harefield Infant School, and to enlarge and lower the age-range of Harefield Junior School, in order to create a single Harefield Primary School.
<b>Contribution to our plans and strategies</b>	Development and improvement of education in our schools (Council Plan 2007/10)
<b>Financial Cost</b>	None
<b>Relevant Policy Overview Committee</b>	Education & Children's Services
<b>Ward(s) affected</b>	Harefield

### RECOMMENDATIONS

That Cabinet agree:

1. To reject Statutory Proposals to amalgamate Harefield Infant and Junior Schools at this time. (The proposals would involve closing Harefield Infant School, and lowering the age-range and enlarging the premises of Harefield Junior School, with effect from April 1st 2010).
2. That amalgamation be reconsidered at a later date should more suitable circumstances arise.

### INFORMATION

#### Reasons for recommendation

In 2007, School Organisation Committees were abolished and the council took on the role of decision maker for Statutory Proposals involving school organisation. Proposals to amalgamate

Harefield Infant and Junior Schools are presented here to the full Cabinet (rather than to the Cabinet Member) because objections were received during the statutory consultation process.

The proposals under consideration follow on from a decision taken by Cabinet in March 2009 that the council adopt a policy of amalgamating infant and junior schools where appropriate opportunities arise, but on a case by case basis.

Statutory consultation with key stakeholders was conducted from July 1st 2009 to August 11th 2009. The consultation attracted several points of objection. Details of the consultation are contained in the main body of this report and in Appendix 2. Whilst it is felt that all points of objection can be addressed, it is also appropriate to be sensitive to the views of local stakeholders. At the initial consultation stage, one view expressed by stakeholders was that this was not the best time to proceed with amalgamation. Should circumstances change, the proposals could be brought forward again at a later date.

### **Alternative options considered / risk management**

When considering these Statutory Proposals, the decision options for the Cabinet are to:

- a) Reject the proposals
- b) Approve the proposals
- c) Approve the proposals with a modification (e.g. modify the proposed implementation date)
- d) Approve the proposals subject to meeting a specific condition (e.g. planning permission)

For the reasons set out above, officers recommend option (a) at this time. However, in view of the potential longer-term benefits of amalgamations, it is also recommended that the matter be reconsidered should more suitable circumstances arise.

If the council cannot make a decision within 2 months of the consultation period ending, i.e. by October 11th 2009, then the proposals will need to be referred to the Office of the Schools Adjudicator for a decision. However, it is recommended that the council determine the proposal in order to bring the matter to a conclusion as quickly as possible.

### **Comments of Policy Overview Committee(s)**

None at this stage.

### **Supporting Information**

#### **1. Potential Benefits of amalgamation**

1.1 The principal objectives and potential benefits of amalgamating infant and junior schools were identified in the report to Cabinet on March 19th 2009. In summary these were the potential for

- financial savings
- improvements to the continuity and progression of learning between the ages of 5 and 11
- improvements to the consistency of approaches to inclusion and well being
- efficient use of human and educational resources
- Overcoming some problems with Headteacher / staff recruitment
- improvements parental / family involvement
- benefits in curriculum delivery

- enhancement of staff expertise and experience, through accessing the whole primary curriculum
- creating a single school ethos, benefiting pupils, staff, parents and carers
- improvements to School Governor recruitment

1.2 The March 19th Cabinet report also noted that with regard to education standards, it was hard to find definitive evidence of the impact of amalgamation on pupil attainment. In general, evidence suggested that children leaving all-through primary schools have performed equally as well as children attending separate infant and junior schools. The conclusion was that a change in school management structure should not be detrimental to educational standards, and that it is widely accepted that the key to success following any major organisational change is how such a change is effectively managed, and the quality and commitment of the staff.

## 2. Consultation

2.1 The Local Authority conducted initial consultation between March 13th and April 17th 2009. That consultation attracted several hundred responses (including petitions) with a majority against the proposals, although a significant minority also responded that amalgamation would be acceptable under certain conditions. The results of that initial consultation are summarised within the Complete Proposals document **Appendix 1**.

2.2 After considering all responses to the initial consultation, the council decided to proceed to a wider statutory consultation exercise. This took place between July 1st and August 11th 2009 and included a public meeting held at Harefield Infant School on Wednesday July 15th. The results of the statutory consultation exercise are summarised below, with further detail in **Appendix 2**. Some respondents sent more than one response and these generally covered more than one point. Hence the frequency of comments shown in Table 1 is greater than the number of respondents. The notes of the Public Meeting are attached as **Appendix 3**.

### 2.3 Summary of statutory consultation:

- 9 responses from parents, or residents of Harefield
- 3 responses from Harefield Infant & Junior Schools' Governing Body
- 3 responses from Harefield Infant & Junior Schools' parent-governors
- 2 responses from the local parish church
- 2 responses from Harefield Infant or Junior School staff
- There were 353 signatories to a Governing Body petition organised by a school governor. (This petition has also been sent to the Cabinet Member for Education & Children's Services for consideration). The petitioners opposed "the forced amalgamation of Harefield Infant School and Harefield Junior School"

#### Results

- Total responses (individual and petitions): 372
- Fully supportive of proposals: 0 (0%)
- Against proposals: 372 (100%)

2.4 Table 1 below summarises the key points made during the statutory consultation by grouping them into related topics, and provides the Local Authority's response to each general topic of objection. Further details of responses received are contained within Appendix 2.

**Table 1**

<b>Point of objection</b>	<b>Frequency</b>	<b>Response</b>
Petition objecting to proposals (see paragraph 2.3 above)	353 signatories	Potential benefits of amalgamation as set out below and at Appendix 2.
Proposed amalgamation is driven only by a desire to achieve efficiency savings.	19 comments	<p>The potential for efficiency savings is not the sole driver for amalgamation, as indicated in the pre-consultation letter. Potential amalgamation advantages include:</p> <ul style="list-style-type: none"> <li>• Continuity of learning and ethos between the ages of 5 and 11, thus avoiding a potential performance dip on transfer between separate schools</li> <li>• Consistent approaches to inclusion and well-being</li> <li>• Easier headteacher /staff recruitment in the future</li> <li>• Greater opportunities for staff development across the full primary phase</li> </ul> <p>Efficiency, however, has to be a factor in considering school configuration in the future. Where schools have seen growth of around 6% in funding in the last few years, budgets will rise by little more than 2% for the next few years. This means that the schools community will need to deliver more for less. If all current infant and junior schools were to be amalgamated, over £2m could be re-distributed to school budgets across the borough through the release of the fixed element of schools' budgets alone. There are, of course, no plans to do this in every case but rather as opportunities arise at individual schools.</p> <p>It is important to note that any efficiency savings achieved do not benefit the council in any way as they must be re-distributed to school budgets across the borough.</p>
Perceived benefits / efficiency savings overstated e.g. because the buildings are separate	35 comments	The efficiency savings are based on the reduction in the fixed factor sum reflecting the reduced staffing costs in the future e.g. loss of a headteacher post, Unified management could lead to other potential efficiencies e.g. procurement.
An amalgamation would jeopardise standards	27 comments	It is hard to find definitive evidence of the impact of amalgamation on attainment. The research evidence which does exist suggests that there is a dip in performance at key school transition points and that there is little evidence that school size

Point of objection	Frequency	Response
		<p>impacts on attainment.</p> <p>In terms of the Hillingdon context, there has only been one school amalgamation in recent years, Cowley St Lawrence CE Primary. Performance did improve post-amalgamation, though this is clearly only a sample of one. An analysis of CVA from KS1 to KS2 at Hillingdon junior and primary schools in 2007 and 2008 shows higher scores for children attending primary schools.</p> <p>Both the local and national research evidence suggests that, at worst, an amalgamation is not likely to adversely affect standards.</p>
<p>Consultation/local views: Given the opposition expressed to the proposals by different sections of the community e.g. governors, parents, some other schools, why is the council proceeding with the proposals? Are stakeholder views being ignored?</p>	<p>16 comments</p>	<p>The local authority is committed to comprehensive and meaningful consultation with stakeholders. The points made in the initial consultation were considered in coming to the decision to proceed to the next stage. The statutory consultation (representation stage) provided an opportunity for comment by the wider community. The role of the council is to determine the proposals, weighing both consultation feedback and the advantages and disadvantages of the proposals.</p>
<p>The schools will lose out financially because of the amalgamation</p>	<p>10 comments</p>	<p>This concern relates to the fact that if the schools were to amalgamate, the single school would only attract one fixed factor sum of £121,000 rather than the two that the schools currently receive. The removal of this second fixed factor, however, merely reflects the fact that the cost base of a single school is lower than that of two separate schools e.g. only one headteacher and the potential for combined support staff and procurement efficiencies. Unified management could lead to other potential efficiencies e.g. procurement. Because the fixed site factor is phased out over 5 years, there is time for the necessary budgetary adjustments to be made.</p>
<p>A concern that many of the benefits of a potential amalgamation would be negated by the lack of a single building. Would the amalgamation not be better when a single building can be provided?</p>	<p>7 comments</p>	<p>Clearly a single building would be the ideal for an amalgamated school. The infant school building is a "system build" construction and does have condition issues and will be considered as part of the council's capital programme. The council's view is, however, that a single building is not essential to a successful amalgamation given the proximity of the buildings. Many schools do not operate within a single building.</p>

Point of objection	Frequency	Response
The advantages of a potential amalgamation have not been sufficiently explained in the case of Harefield Infant and Junior schools.	5 comments	<p>The reasons for amalgamation cited above apply in most contexts, the main differentiating factor in some schools being a need to boost standards. There is no standards issue at the Harefield schools.</p> <p>Looking at the local context, Harefield Infant and Junior schools already have a joint governing body and therefore one of the major potential obstacles to amalgamation is already overcome. Their buildings, although separate, are contiguous. Although Harefield Infant is not currently suffering the headteacher recruitment problems common in infant schools across the country, there is no guarantee that this will be the case in the next few years when the headteacher at the junior school retires. Amalgamation also benefits the wider school community as the same amount of money can be divided among a smaller number of schools.</p>

### 3. Conclusion

3.1 The decision to pursue school amalgamations taken by the council in March 2009 stated that where it is possible to amalgamate infant and junior schools, the local authority will generally consider the overall benefits of amalgamation outweigh the reasons for maintaining the status quo. That decision also stated that where circumstances permit, any opportunity for amalgamating infant and junior schools should be investigated and pursued.

3.2 As with the initial consultation, the formal statutory consultation has attracted strong opposition. Whilst the Local Authority is of the opinion the potential advantages to be gained from unified management and greater efficiency will generally outweigh any disadvantages, it is also taking into account the views of stakeholders in not proceeding with amalgamation at this time.

#### Financial Implications

Schools that amalgamate can achieve savings through efficiencies (e.g. staff costs), which would offset budget reductions in formulaic allocations and could result in an improved financial position for the amalgamated school.

However, it should be noted that no savings achieved from amalgamation are retained by the Local Authority. Any additional funding made available through the amalgamation forms part of the ring-fenced Dedicated Schools Grant and therefore must be used to support the Schools budget generally.

#### EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

**What will be the effect of the recommendation?**

It is not expected that any detrimental effects will arise as a direct result of not proceeding with this particular amalgamation at this time. However, nor would potential benefits (both in relation to Harefield schools and wider benefits) be realised.

### **Consultation Required**

A statutory consultation process has been followed. This included initial consultation with stakeholders during spring 2009, followed by publication of Statutory Proposals on July 1st 2009. In preparing the statutory consultation, officers worked closely with the DCSF to ensure that all legal requirements were met. In addition, the Local Authority held a Public Meeting on July 15th 2009 at Harefield Infant School to provide a further opportunity for stakeholders to make their views known. All local schools, residents, neighbouring Local Authorities, school staff, and parents of children at the school have been given the opportunity to comment.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

As stated in the financial implications, infant and junior schools that amalgamate can achieve efficiency savings through staff costs and improved management processes. Any savings may either be for the benefit of the amalgamated school or for schools in general, depending on any consequential impact on the local schools funding formula. Any savings made available through the amalgamation forms part of the ring-fenced Dedicated Schools Grant and therefore must be used to support the schools budget generally.

### **Legal**

This report confirms that the legal process and timescales relating to the consultation process have been complied with and sets out the reasons for recommending approval of the proposals. The School Organisation (Prescribed Alterations etc) (England) Regulations 2007 as amended designates the Local Authority as a 'Decision Maker' who must consider and determine the proposals within 2 months of the end of the representation period. Article 7.08 paragraph 24 of the Council Constitution provides for decisions to determine school organisation proposals where objections have been received shall be taken collectively by the Cabinet.

### **Corporate Property**

Amalgamation of infant and junior schools into one organisation under the banner of 'primary school' could lead to asset reorganisation and possibly drive out unwanted or underused parts of school sites. For example, where there is currently duplication of services or uses, following amalgamation there may be vacant rooms or parts of buildings which could be used by other Council services or let to outside bodies such as children's nurseries to derive revenue income. Separate playing field use could be compressed onto one field and surplus space could be sold (subject to the Secretary of State's consent) for a capital receipt to fund school building developments.

## **BACKGROUND PAPERS**

Appendix 1 - Complete Proposals

Appendix 2 – Additional Information on responses to statutory Consultation

Appendix 3 - Notes of Public Meeting held on July 15th 2009

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**COMPLETE STATUTORY PROPOSALS (LINKED) TO CLOSE HAREFIELD INFANT SCHOOL AND TO MAKE ALTERATIONS TO HAREFIELD JUNIOR SCHOOL IN ORDER TO CREATE HAREFIELD PRIMARY SCHOOL**

**CONTENTS:**

**PART 1:** Complete proposals for prescribed alterations to Harefield Junior School with effect from 1st April 2010. The proposals are an enlargement of the school premises and a lowering of the age range from ages 7-11 to ages 3-11.

**PART 2:** Complete proposals to discontinue Harefield Infant School with effect from 31st March 2010.

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## APPENDIX 1

### **PART 1: COMPLETE PROPOSALS FOR PRESCRIBED ALTERATIONS TO HAREFIELD JUNIOR SCHOOL WITH EFFECT FROM 1ST APRIL 2010.**

**THE PROPOSALS ARE AN ENLARGEMENT OF THE SCHOOL PREMISES AND A LOWERING OF THE AGE RANGE FROM AGES 7-11 TO AGES 3-11.**

1. The name, address and category of the school and a contact address for the local education authority who are publishing the proposals.

These proposals are published by Hillingdon Local Authority.

Name and address of the school subject to proposals:

Harefield Junior School, Park Lane, Harefield, Uxbridge, UB9 6BJ

Category of school:

Harefield Junior School is a Community School

Local Authority contact details:

Mr. Chris Spencer

Corporate Director Of Education & Children's Services,

Hillingdon Local Authority,

4E/01 Civic Centre,

Uxbridge,

UB8 1UW.

### **Implementation and any proposed stages for implementation**

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

There are 2 linked proposals for Harefield Junior School which will be implemented on 1st April 2010 in one single stage. The linked proposals are to:

- (i) enlarge the premises of Harefield Junior School.
- (ii) lower the age range from ages 7-11 to ages 3-11.

(These 2 proposals are also linked to another proposal to discontinue Harefield Infant School, with the aim of creating a single primary school at the same location on April 1st 2010.)

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### Objections and comments

3. A statement explaining the procedure for making representations, including—

- (a) the date by which objections or comments should be sent to the local education authority; and
- (b) the address of the authority to which objections or comments should be sent.

**(a)** The proposals for Harefield Junior School are in 2 parts with 2 separate dates for receiving objections or comments:

(i) Enlarge the premises of Harefield Junior School (by taking over the premises of Harefield Infant School).

Within FOUR weeks from the date of publication of this particular proposal, any person may object or make comments. Representations about this particular proposal should therefore be sent by Tuesday July 28th 2009.

(ii) Lower the age range of Harefield Junior School from ages 7-11 to ages 3-11 in order to encompass nursery and infant school provision. Within SIX weeks from the date of publication of this particular proposal, any person may object or make comments. Representations about this particular proposal should therefore be sent by Tuesday August 11th 2009.

**(b)** Any person may object or make comments on the 2 proposals above by sending representations to:

Chris Spencer,  
Director of Education & Children's Services,  
Hillingdon Local Authority,  
4E/01 Civic Centre,  
Uxbridge,  
UB8 1UW.

or to email address [ORTeam@hillington.gov.uk](mailto:ORTeam@hillington.gov.uk).

### Alteration description

4. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

The proposed alterations to Harefield Junior School, which is a community

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mainstream school, are in 2 linked parts:

(i) Enlarge the premises of Harefield Junior School by taking over the premises of Harefield Infant School. This will facilitate the transition of Harefield Infant and Junior Schools into Harefield Primary School. Both school buildings will remain, and there will be no change to the current admission arrangements into Reception.

(ii) Lower the age range of Harefield Junior School from ages 7-11 to ages 3-11 in order to encompass nursery and infant school provision.

Both proposals will be implemented in one stage with effect from 1st April 2010.

(These proposals are also linked to a proposal to close Harefield Infant School on March 31st 2010. The aim is to create Harefield Primary School at the same location).

### School capacity

5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 or paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, the proposals must also include—

- (a) details of the current capacity of the school and where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current capacity of Harefield Junior School is 270 (based on the current Net Capacity assessment).

After Harefield Junior School amalgamates with Harefield Infant School and takes over the Infant School buildings, the capacity of the newly created Harefield Primary School will be 540 places (based on current Net Capacity assessments).

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

The current published admission number (PAN) for Harefield Junior School is 90 places in each relevant age group for Year 3 to Year 6.

After the proposals are implemented, the admission number to Harefield

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Primary School will also be 90 places in each relevant age group, but from Reception to Year 6. There will also be an admission number of 70 pupils for nursery provision. The 1st school year in which the proposals will be implemented will be school year 2009/10 on the date of 1st April 2010.

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

The proposed alterations will be implemented in one single stage. The number of pupils to be admitted to the newly created Harefield Primary School on 1st April 2010 will be up to 90 children in each age group from Reception to Year 6, plus up to 40 children in the nursery.

In effect, any pupils currently attending Harefield Junior and Infant School (including the nursery) in school year 2009/10 will automatically transfer to Harefield Primary School at the same location on 1st April 2010.

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

The current numbers of pupils in each year group at Harefield Junior School are as follows:

Year 3 = 56; Year 4 = 56; Year 5 = 70; Year 6 = 68

The "Indicated Admission Number" of the school is currently 67 places, based on the school's current Net Capacity assessment. This reflects that, because of historical demand for Junior school places in this locality, the Junior school has not needed, nor been provided with, a full complement of classrooms. The school currently has 9 class bases which are sufficient for its current number of children.

The current numbers of pupils in each year group at Harefield Infant School (which will be taken over as a result of these proposals) are as follows:

Year 2 = 41; Year 1 = 64; Year Reception = 61

The "Indicated Admission Number" of the Infant School is currently 90 places, based on that school's current Net Capacity assessment.

— (2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 to 4, and 7 and 8 of Schedule 2 or paragraphs 1, 2, 8, 18 and 19 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 a statement of the number of pupils at the school at the time of the publication of the proposals.

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The current number of pupils registered at Harefield Junior School in the January 2009 pupil census was 250.

### Implementation

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

n/a

### Additional Site

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

If the linked proposals are implemented, the proposals will result in the takeover of the adjacent Harefield Infant School site: Harefield Infant School, High Street, Harefield, Uxbridge, UB9 6BT.

— (2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

n/a

### Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —

(a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

n/a

(b) the arrangements for safeguarding the welfare of children at the school;

n/a

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- (c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision;

n/a

- (d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

n/a

— (2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —

- (e) the number of pupils for whom boarding provision will be removed if the proposals are approved;

n/a

- (f) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

n/a

### Transfer to new site

9. Where the proposals are to transfer a school to a new site the following information—

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

n/a

- (b) the distance between the proposed and current site;

n/a

- (c) the reason for the choice of proposed site;

n/a

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(d) the accessibility of the proposed site or sites;

n/a

(e) the proposed arrangements for transport of pupils to the school on its new site;

n/a

(f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in area will be discouraged.

n/a

### Objectives

10. The objectives of the proposals.

Hillingdon Local Authority is proposing the creation of Harefield Primary School by amalgamating Harefield Infant and Harefield Junior Schools.

This will be achieved by linked proposals to enlarge the premises and increase the age range of Harefield Junior School; and close Harefield Infant School. The enlarged Junior School will take over the premises of the Infant School and will become Harefield Primary School.

The proposals presented here in Part 1 are for Harefield Junior School. The linked proposal to discontinue Harefield Infant School is the subject of the Part 2 paper.

Both school buildings will remain in the same location, and there will be no change to the current admission arrangements into any relevant age group.

Hillingdon Local Authority is making these proposals in the interests of efficiency and educational improvements, and there are expected to be no detrimental effects. Existing SEN provision at Harefield Infant School will transfer to Harefield Primary School, and the Local Authority believes this will lead to improvements in the standard, quality and range of provision for children with SEN.

### Consultation

11. Evidence of the consultation before the proposals were published including—

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- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

Formal consultation with all key stakeholders was undertaken over the period of 13th March to 17th April 2009. The consultation letters, and the results of the consultation, are attached as **Appendices**.

a) Persons/bodies consulted were:

- The Governing Body of Harefield Infant & Junior Schools
- Staff at Harefield Infant & Junior Schools, and parents of children attending Harefield Infant & Junior School (by consultation documents distributed by the schools)
- Trade Unions
- Neighbouring Local Authorities
- Ward Councillors
- Local Members of Parliament
- Other Hillingdon primary schools

Additionally, The Harefield Academy (an independent non-maintained secondary school serving the Harefield community) became aware of the consultation and expressed an interest, and was also given an opportunity to respond.

b) No public consultation meetings were undertaken during this period.

c) The views of persons consulted are contained in **Appendix 1b**. In summary there were a total of 542 respondents including signatories to petitions. The majority of respondents expressed some concerns about the proposals. However, the Local Authority believes that all of those concerns can be adequately addressed and that no realistic alternative emerged during the initial round of consultation.

d) All applicable statutory requirements to consult in relation to the proposals were complied with.

e) The consultation document was a letter outlining the proposals, and this is reproduced in **Appendix 1a**. This consultation document was posted to all key stakeholders on March 13th 2009.

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### Project costs

12. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

There are no urgent capital needs identified as a direct result of these proposals.

13. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

None necessary.

### Age range

14. Where the proposals relate to a change in age range, the current age range for the school.

The current age range of Harefield Junior School is for pupils aged 7-11.  
(The proposed age range is for pupils aged 3-11).

### Early years provision

15. Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

The proposal is that the school (as the newly created Harefield Primary School at the same location) will offer the following provision identical to the current Harefield Infant School.

Nursery Places = 70 (35 places per morning and afternoon sessions)

Reception Places = 90

Year 1 Places = 90

Year 2 Places = 90

Any existing provision for disabled children, or for pupils with SEN, will remain unaffected and will simply transfer from Harefield Junior or Infant Schools to Harefield Primary School, at the same location, on 1st April 2010.

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In addition, Harefield Junior school is offering the Full Core Offer of Extended Services and Harefield Infants will be FCO by September 2009 when the Children Centre opens. The Local Authority does not anticipate that the range of extended schools activities offered will be affected by the amalgamation of the schools as all schools are required to be offering FCO by Sept 2010.

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

Any existing arrangements for integrating early years provision with childcare services at Harefield Junior School and Harefield Infant School will remain unaffected and will simply transfer to Harefield Primary School at the same location from 1st April 2010.

- (c) evidence of parental demand for additional provision of early years provision;

The level of demand for early years provision in the Harefield area is primarily driven by local births, with a modest amount of new housing developments providing additional children.

A forecast for future demand in this area was provided to the Local Authority by the GLA in October 2008, and this indicates a small rise in demand over the next few years. Additionally, evidence of local births supports the view of a small increase in demand. The current numbers of places should be sufficient to cope with the anticipated increase. Evidence of local demand is provided in **Appendix 1c**.

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school;

As these proposals will not remove any early years provision in Harefield, a full assessment of alternative provision within a 3 mile radius has not been necessary. Nevertheless, the Local Authority expects that any school or other establishment delivering the Early Years Foundation Stage within 3 miles of Harefield Junior and Infant Schools will be sustainable and of good quality. With regards to capacity, schools in the Uxbridge and Ickenham areas, and some schools in Ruislip, will cater particularly for strong local demand and therefore can be expected to be full.

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

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Since there will be no early years places removed in Harefield, and since indications at the moment are for only a modest increase in demand, there will continue to be sufficient places provided in the Harefield area.

Furthermore, any spare capacity for early years provision that does exist in parts of the borough are expected to close to, or further than, 3 miles from Harefield (such as parts of East and South Ruislip).

### Changes to sixth form provision

**16.** — (1) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (a) improve the educational or training achievements;
- (b) increase participation in education or training; and
- (c) expand the range of educational or training opportunities for 16-19 year olds in the area.

n/a

— (2) Where the proposals are to alter the upper age limit of the school so that the school will provide sixth form education, the proposed number of sixth form places to be provided.

n/a

**17.** Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

n/a

### Special educational needs

**18.** Where the proposals are to establish or change provision for special educational needs—

- (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

n/a

These proposals will not change, or establish new, provision for special educational needs. Any existing SEN provision at Harefield Junior School (and Harefield Infant School) will remain unaffected and simply transfer to the management of Harefield Primary School on 1st April 2010.

## APPENDIX 1

(b) any additional specialist features will be provided;

n/a

(c) the proposed numbers of pupils for which the provision is to be made;

n/a

(d) details of how the provision will be funded;

n/a

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

n/a

(f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

n/a

(g) the location of the provision if it is not to be established on the existing site of the school;

n/a

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children;

n/a

(i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

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n/a

**19.** Where the proposals are to discontinue provision for special educational needs—

- (a) details of alternative provision for pupils for whom the provision is currently made;

n/a

- (b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

n/a

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision;

n/a

- (d) a statement as to how the authority believe that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

n/a

**20.** Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (c) improved access to suitable accommodation; and
- (d) improved supply of suitable places.

These proposals will not change, or establish new, provision for special

## APPENDIX 1

educational needs. Any existing SEN provision at Harefield Junior School (and Harefield Infant School) will remain unaffected and simply transfer to the management of Harefield Primary School on 1st April 2010.

However, the amalgamation of Harefield Junior and Infant Schools, to be brought about by the linked proposals presented in Part 1 here (and Part 2 separately) is expected to provide:

- (a) opportunities for improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy
- (b) opportunities for improved access to specialist staff, both educational and other professionals, including any external support and outreach services
- (c) opportunities for improved access to suitable accommodation, by having more school rooms available across the full primary age range.
- (d) opportunities for improved supply of suitable places, again by having more school rooms available across the full primary age range.

### Sex of pupils

21. Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single sex education in the area;

n/a

- (b) evidence of local demand for single-sex education;

n/a

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

n/a

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22. Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area;

n/a

- (b) evidence of local demand for single-sex education.

n/a

### Extended services

23. If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

The proposals will have no impact on the school's extended services.

Harefield Junior school is offering the Full Core Offer of Extended Services (whilst Harefield Infants will be FCO by September when the Children Centre opens). The Local Authority does not anticipate that the range of extended schools activities offered will be affected by the amalgamation of the schools as all schools are required to be offering FCO by Sept 2010.

### Need or demand for additional places

24. If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

n/a

No additional places are proposed.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

n/a

## APPENDIX 1

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

n/a

### 25. If the proposals involve removing places—

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice;

n/a

The proposals do not involve removing any provision or places.

- (b) a statement on the local capacity to accommodate displaced pupils.

n/a

Any displaced children from the closure of Harefield Infant School will simply transfer to Harefield Primary School at the same location, in the same school buildings, on 1st April 2010.

### Expansion of successful and popular schools

**25A.** (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraphs 1 and 2 of Part 1 to Schedule 2 and paragraphs 12 and 13 of Part 2 to Schedule 2; ;

(b) (for proposals published by the LA) paragraphs 1 and 2 of Part 1 to Schedule 4.

of the Prescribed Alteration regulations.

(3) Whilst not required by regulations to provide this information for any LA proposals to expand a voluntary or foundation school, it is desirable to provide this below.

n/a

**PART 2: COMPLETE PROPOSALS TO DISCONTINUE HAREFIELD INFANT SCHOOL WITH EFFECT FROM 31ST MARCH 2010.**

**MATTERS TO BE SPECIFIED IN SECTION 15 PROPOSALS TO DISCONTINUE A SCHOOL**

**Contact details**

1. The name of the local education authority or governing body publishing the proposals, and a contact address, and the name of the school it is proposed that should be discontinued.

[These proposals are published by Hillingdon Local Authority.](#)

[Name and address of the school subject to proposals:](#)

[Harefield Junior School, Park Lane, Harefield, Uxbridge, UB9 6BJ](#)

[Category of school:](#)

[Harefield Junior School is a Community School](#)

[Local Authority contact details:](#)

[Mr. Chris Spencer](#)

[Corporate Director Of Education & Children's Services,](#)

[Hillingdon Local Authority,](#)

[4E/01 Civic Centre,](#)

[Uxbridge,](#)

[UB8 1UW.](#)

**Implementation**

2. The date when it is planned that the proposals will be implemented, or where the proposals are to be implemented in stages, information about each stage and the date on which each stage is planned to be implemented.

[This proposal will be implemented on 31st March 2010 in one stage.](#)

**Consultation**

3. A statement to the effect that all applicable statutory requirements to consult in relation to the proposals were complied with.

[All applicable statutory requirements to consult in relation to the proposals](#)

## APPENDIX 1

have been complied with.

4. Evidence of the consultation before the proposals were published including—

- (a) a list of persons and/or parties who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted; and
- (d) copies of all consultation documents and a statement of how these were made available.

Formal consultation with all key stakeholders was undertaken over the period of 13th March to 17th April 2009. The consultation letters, and the results of the consultation, are attached as **Appendices**.

a) Persons/bodies consulted were:

- The Governing Body of Harefield Infant & Junior Schools
- Staff at Harefield Infant & Junior Schools and Parents of children attending Harefield Infant & Junior School (through consultation documents distributed by the schools)
- Trade Unions
- Neighbouring Local Authorities
- Ward Councillors
- Local Members of Parliament
- Other Hillingdon primary schools

Additionally, The Harefield Academy (an independent non-maintained secondary school serving the Harefield community) became aware of the consultation and expressed an interest, and was also given an opportunity to respond.

b) No public consultation meetings were undertaken during this period.

c) The views of persons consulted are contained in **Appendix 1b**. In summary there were a total of 542 respondents including signatories to petitions. The majority of respondents expressed some concerns about the proposals. However, the Local Authority believes that all of those concerns can be adequately addressed and that no realistic alternative emerged during the initial round of consultation.

d) The consultation document was a letter outlining the proposals, and this is reproduced in **Appendix 1a**. This consultation document was posted to all key stakeholders on March 13th 2009.

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### Objectives

#### 5. The objectives of the proposal.

Hillingdon Local Authority is proposing the creation of Harefield Primary School by amalgamating Harefield Infant and Harefield Junior Schools. This will be achieved by linked proposals to enlarge the premises and increase the age range of Harefield Junior School; and close Harefield Infant School. The enlarged Junior School will take over the premises of the Infant School and will become Harefield Primary School.

The proposals presented here in Part 2 are to discontinue Harefield Infant School. (The linked proposals to alter Harefield Junior School are the subject of the Part 1 paper).

All school buildings will remain in the same location, and there will be no change to the current admission arrangements into any relevant age group.

Hillingdon Local Authority is making these proposals in the interests of efficiency and educational improvements, and there are expected to be no detrimental effects. Existing SEN provision at Harefield Infant School will transfer to Harefield Primary School, and the Local Authority believes this will lead to improvements in the standard, quality and range of provision for children with SEN.

### Standards and Diversity

#### 6. A statement and supporting evidence indicating how the proposals will impact on the standards, diversity and quality of education in the area.

The linked proposals to discontinue Harefield Infant School (and to alter Harefield Junior School to create Harefield Primary School) will not alter the diversity of school provision in the area.

With regard to quality in general, there are expectations that the amalgamation of the 2 schools will bring some quality improvements to the way the schools are managed, by achieving some efficiencies in the way the school is run.

With regard to standards and quality of education overall, the Local Authority is quite open in stating in the initial consultation that it is hard to find definitive evidence of the impact of amalgamation on attainment. Much of the research that does exist relates to the negative impact of transition on attainment within and between schools and the link between school size and performance.

A report which is often referred to is "The Impact of School Transitions and Transfers on Pupil Progress and Attainment" Research Report RR131

## APPENDIX 1

(Cambridge University, 1999) by Galton, M., Gray, J. and Ruddock, J. This highlighted a dip in performance at key school transition points. Additionally, "The Structure of Primary Education: England and other Countries" by Anne Niggall and Caroline Sharp (National Foundation for Education Research, University of Cambridge 2008) found that there is little evidence, either here or abroad, that school size impacts on attainment.

(1) There has only been one school amalgamation in Hillingdon in recent years, Cowley St Lawrence CE Primary. Performance did improve post-amalgamation at this school, though this is clearly only a sample of one. An analysis of CVA from KS1 to KS2 at Hillingdon junior and primary schools in 2007 and 2008 shows higher scores for children attending the primaries. Whilst the Local Authority would not argue that this constitutes definitive evidence on attainment, it does suggest that educational attainment should not suffer as a result of an amalgamation.

In summary, the evidence that exists in this area suggests that pupils perform at least as well in primary as in junior schools in Hillingdon. And external research suggests that transition points (such as the transfer from an Infant to a Junior School) can have an adverse affect on attainment, and that school size has little or no impact on performance.

### Provision for 16 -19 year olds

7. Where the school proposed to be discontinued provides sixth form education, how the proposals will impact on—

- (a) the educational or training achievements;
- (b) participation in education or training; and
- (c) the range of educational or training opportunities for 16-19 year olds in the area.

n/a

### Need for places

8. A statement and supporting evidence about the need for places in the area including whether there is sufficient capacity to accommodate displaced pupils.

There is a continued, long-term need for infant school places in the Harefield area. Evidence of continued local demand for infant and nursery school places is attached as **Appendix 1c**.

This proposal is not to remove infant provision entirely, but to provide the same number of infant places within a primary school setting instead of separate Infant and Junior schools. Pupils currently in attendance at Harefield Infant School will automatically transfer to the newly created Harefield Primary

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School at the same location from April 1st 2010.

9. Where the school has a religious character, a statement about the impact of the proposed closure on the balance of denominational provision in the area and the impact on parental choice.

n/a

### Current School Information

10. Information as to the numbers, age range, sex and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is made at the school.

Harefield Infant School (including the nursery) currently offers the following places for mixed sex and ages 3-7:

90 places per year group in Reception, Year 1, and Year 2.

70 places in the nursery (35 per morning and afternoon sessions).

The actual pupil numbers recorded in the January 2009 pupil census were:

Full-time, 61 children in Reception, 64 in Year 1, and 41 in Year 2.

Part-time, 61 children in the nursery (across morning and afternoon sessions).

In January 2009, 1.2% of pupils had a statement of Special Educational Needs, and a further 31.9% of pupils had SEN but no statement.

Similar numbers are expected in the short-medium term, and these numbers will be able to access the same provision and same numbers of available places within the setting of Harefield Primary School at the same location, in the same buildings, from 1st April 2010.

### Displaced Pupils

11. Details of the schools or further education colleges which pupils at the school for whom provision is to be discontinued will be offered places, including—

- (a) any interim arrangements;
- (b) where the school included provision that is recognised by the local education authority as reserved for children with special educational needs, the alternative provision to be made for pupils in the school's reserved provision; and
- (c) in the case of special schools, alternative provision made by local education authorities other than the authority which maintains the school.

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Displaced children from Harefield Infant School will transfer automatically to the new Harefield Primary School at the same location from 1st April 2010. However, if parents do wish to seek a school place elsewhere, the Local Authority will apply the normal admissions process for transferring to other schools.

a) interim arrangements will not be necessary

b) there will be no changes to SEN provision, other than the transfer of provision from Harefield Infant School to the newly created Harefield Primary School at the same location.

c) not applicable, as this is a mainstream school.

**12.** Details of any other measures proposed to be taken to increase the number of school or further education college places available in consequence of the proposed discontinuance.

Since the proposals are to continue providing the same number of infant school places at the same location, albeit within a primary school setting, no additional infant school places elsewhere are deemed necessary as a result of these proposals.

### **Impact on the Community**

**13.** A statement and supporting evidence about the impact on the community and any measures proposed to mitigate any adverse impact.

The Local Authority is of the opinion that, since the proposals are to continue providing the same number of infant school places at the same location, there will be no adverse impact upon the local community.

Any concerns within the local community that these proposals may have adverse impacts will be presented to the Decision Maker (Hillingdon Council) for their consideration, following this further round of statutory consultation. At the same time, the Local Authority will provide responses to particular concerns, and if necessary, set out any measures that may be appropriate to mitigate any specific adverse impacts.

**14.** Details of extended services the school offered and what it is proposed for these services once the school has discontinued.

From September 2009 there will be a Children's Centre but these linked proposals will not affect this service, which will continue attached to Harefield Primary School instead.

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Harefield Junior school is currently offering the Full Core Offer of Extended Services and Harefield Infant School will be FCO by September 2009 when the Children's Centre opens. The Local Authority does not anticipate that the range of extended schools activities offered will be affected by the amalgamation of the schools, as all schools are required to be offering FCO by Sept 2010.

### Travel

#### 15. Details of length and journeys to alternative provision.

Since the proposals are to continue providing the same number of infant school places at the same location, albeit within a primary school setting, there should not be any additional journeys to alternative provision.

16. The proposed arrangements for travel of displaced pupils to other schools including how they will help to work against increased car use.

As displaced children will automatically transfer to the new Harefield Primary School at the same location, transport arrangements to other schools will not be necessary, thus helping to work against increased car use.

### Related Proposals.

17. A statement as to whether in the opinion of the local education authority or governing body, the proposals are related to any other proposals which may have been, are, or are about to be published.

This proposal is specifically linked to other proposals to make alterations to Harefield Junior School (by enlarging and lowering the age range of that school). All proposals will be published at the same time and must be determined at the same time. (The linked proposals for Harefield Junior School are presented separately as Part 1, whilst this part of the linked proposals is Part 2).

It will be made clear in the final report to the Decision Maker (Hillingdon Council) that the proposals are linked and should not be considered on their own, but need to be determined together and given the same decision. Therefore, it would not be appropriate to approve one of the proposals, and not the other - all proposals will need to be rejected together or approved together (with or without conditions or modifications).

### Rural Primary Schools

18. Where proposals relate to a rural primary school designated as such by an order made for the purposes of section 15 of the EIA 2006, a statement

## APPENDIX 1

that the local education authority or the governing body (as the case may be) considered—

- (a) the likely effect of discontinuance of the school on the local community;
- (b) the availability, and likely cost to the local education authority, of transport to other schools;
- (c) any increase in the use of motor vehicles which is likely to result from the discontinuance of the school, and the likely effects of any such increase; and
- (d) any alternatives to the discontinuance of the school,
  - (aa) as required by section 15(4) of the EIA 2006.

Harefield Infant School is officially designated as a Rural Primary School.

- (a) the likely effect of discontinuance of the school on the local community will be negligible, as existing pupils will transfer automatically to the newly created Harefield Primary School at the same location. Furthermore, the same number of places for local infant school children will remain at the same location, albeit within the primary school setting.
- (b) the availability of transport to other schools will remain as it is currently, whilst the likely cost to the Local Authority will not be expected to increase. As displaced children will automatically transfer to the new Harefield Primary School at the same location, transport arrangements to other schools will not be necessary, thus helping to work against increased car use.
- (c) There is not expected to be any increase in the use of motor vehicles resulting from the discontinuance of the school because displaced children will automatically transfer to the new Harefield Primary School at the same location.
- (d) In the lead up to these proposals the Local Authority has considered alternatives to the discontinuance of the school (such as maintaining the status quo). However, the Local Authority envisages several advantages that pursuing these proposals have over maintaining the status quo.

### Maintained nursery schools

19. Where proposals relate to the discontinuance of a maintained nursery school, a statement setting out—

- (a) the consideration that has been given to developing the school into a children's centre and the grounds for not doing so;
- (b) the local education authority's assessment of the quality and quantity of the alternative provision compared to the school proposed to be discontinued and the proposed arrangements to ensure the expertise and specialism continues to be available; and
- (c) the accessibility and convenience of replacement provision for local parents.

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The nursery provision attached to Harefield Infant School will continue in the same location and same building from 1st April 2010 under the management of the newly created Harefield Primary School.

a) A Children's Centre will open at the site in September 2009, and this will be unaffected by the proposals.

b) As these proposals will not remove any early years provision in Harefield, a full assessment of alternative provision within a 3 mile radius has not been necessary. Nevertheless, the Local Authority expects that any school or other establishment delivering the Early Years Foundation Stage within 3 miles of Harefield Junior and Infant Schools will be sustainable and of good quality. The proposed arrangements at Harefield Primary School will ensure that any expertise and specialisms currently found in Harefield Infant School will continue to be available locally, at the same site, from 1st April 2010.

c) the accessibility and convenience of replacement provision for local parents need not be considered as the same provision for local parents will exist at the same location (under Harefield Primary School) from 1st April 2010.

### **Special educational provision**

**20.** Where existing provision for pupils with special educational needs is being discontinued, a statement as to how the local education authority or the governing body believes the proposal is likely to lead to improvements in the standard, quality and/or range of the educational provision for these children.

Existing provision for pupils with SEN will transfer to the new Harefield Primary School at the same location from 1st April 2010. The Local Authority believes that the proposals will lead to improvements in the standard, quality and range of education provision for SEN children.



[Consultee list]

REF: 56-CS.dh

13th March 2009

Dear Consultee,

**REF: PROPOSALS TO AMALGAMATE HAREFIELD INFANT AND JUNIOR SCHOOLS**

The London Borough of Hillingdon is launching an initial consultation about proposals to amalgamate Harefield Infant School, High Street, Harefield, UB9 6BT and Harefield Junior School, Park Lane, Harefield, UB9 6BJ into a single primary school. The proposals are to lower the age range of Harefield Junior School to create a primary school with a nursery for ages 3 to 11, and to close Harefield Infant School. Both school buildings would remain but would become a single primary school.

The reasons for the proposals are set out below.

If you have any comments to make about the proposals, please send your response by **Friday April 17th** to the address given towards the end of this letter.

After this initial consultation period, the London Borough of Hillingdon will consider all responses and decide whether or not to proceed with the proposals and undertake statutory consultation.

Team: Education Directorate  
Department: Education & Children's Services  
T.01895 250529 F.01895 250831  
cspencer@hillington.gov.uk www.hillingdon.gov.uk  
London Borough of Hillingdon,  
4E/01, Civic Centre, High Street, Uxbridge, UB8 1UW



INVESTOR IN PEOPLE

## **SUMMARY**

The London Borough of Hillingdon considers that, on balance, the overall benefits of amalgamation outweigh the reasons for maintaining a status quo at Harefield Infant and Junior Schools.

An amalgamation of the two schools will provide opportunities both to achieve better value for money and greater integration across the key stages to enhance the continuity of education. The well-being of the children would be a major consideration throughout the process of amalgamation.

In relation to school size, the London Borough of Hillingdon considers that schools amalgamated up to 3 forms of entry in size are all manageable and are not too large. There are already 7 primary schools of 3 forms of entry in Hillingdon (plus 2 primary schools of 4 forms of entry size). An amalgamated Harefield Infant and Junior School would be 3 forms of entry in size throughout and cater for a maximum of 630 pupils, plus a nursery.

If an amalgamation were to take place, the aim would be to minimise any disruption. Generally it is envisaged that Harefield Infant pupils would continue to be taught in the Infant School buildings and would continue to use the Infant School playground; Harefield Junior school pupils would continue to be taught in the Junior School buildings and continue to use the Junior School playground. The merging of the schools could be managed over time by the senior staff and governing body of the school. The two schools are adjacent to each other. As Harefield Infant and Junior schools already have a combined governing body for both schools, one of the major obstacles to amalgamation is already overcome.

## **REASONS FOR AMALGAMATING HAREFIELD INFANT AND JUNIOR SCHOOLS**

Due to imminent headteacher retirement, there is an opportunity for the amalgamation of the two schools in the near future into one single primary school catering for nursery, Key Stage 1 and Key Stage 2 children.

The principal objective of amalgamating Harefield Infant and Junior schools would be to provide a continuous primary education across the Key Stages, and provide a unified management structure within a single school ethos, making more effective and efficient use of resources.

The London Borough of Hillingdon is of the opinion that the potential benefits of amalgamation outweigh any potential problems, and that on balance it would be in the best interests of pupils, staff, and local residents. Some potential benefits of amalgamation are as follows:

### **Efficiencies**

The proposals are not driven purely by the potential for efficiencies, but efficiency is nonetheless an important consideration. The potential for efficiencies may come from, for example, the loss of a headteacher post. Potential efficiencies can also be achieved through alternative staffing structures, economies of scale, a unified purchase point for goods and services and reduced building running costs. For an amalgamated school, improved efficiency can offset any budget reductions in formulaic allocations, potentially resulting in an improved financial position for the school.

### **School organisation, management & resources**

#### *(a) Continuity and progression of learning between the ages of 5 and 11:*

Research shows that for some children, transitions in education (such as moving from nursery to primary school or from primary to secondary school) can be unsettling. Reducing the number of changes for children in a school system can strengthen continuity and progression for children and families in the primary phase, both in terms of the curriculum and pastoral experience. Amalgamation of Harefield Infant and Junior schools would remove the school transfer process at the end of Key Stage 1.

#### *(b) Consistency of approaches to inclusion and well being:*

The continuity of schooling between Key Stages 1 and 2 can lead to a more cohesive approach to Special Educational Needs support and a faster diagnosis of problems that children may have in the school environment. As there would be no transition from one school to another, pupils' need to adapt to new approaches and policies would be removed. It would provide the opportunity for strengthened 'tracking' of pupils' learning and achievement, with continuity of approaches to teaching and learning.

#### *(c) Efficient use of human and educational resources:*

Amalgamating Harefield Infant and Junior schools would ensure consistent leadership and management across, and encourage continuity between, the Key Stages by adopting common schemes of work and approaches from Reception to Year 6. There would be one

management system, one financial system and one single point of communication for families. Efficiencies could be achieved through economies of scale and loss of duplicated services. There could also be more efficient and effective use of other resources, especially accommodation, for example when numbers fluctuate across the infant and junior phases.

### **Educational standards**

It is hard to find definitive evidence of the impact of amalgamation on attainment, either positive or detrimental. However, evidence does suggest that children leaving all-through primary schools have generally performed equally as well as children attending separate infant and junior schools, and therefore a change should not be detrimental to educational standards. Indeed, it is possible that standards could be further enhanced through management of the curriculum across the two schools and continuity of progression throughout a single school.

### **Headteacher/staff recruitment**

The general difficulty of recruiting headteachers is often heightened when separate infant and junior schools advertise for a new headteacher, as salaries tend to be lower than for combined primary schools and career progression opportunities arguably more limited. This also applies to teaching staff in general.

The London Borough of Hillingdon has found it increasingly difficult to recruit to headteacher posts, leading to unnecessarily long interim arrangements due to lack of interest and quality of applicants. Similar problems are experienced in recruiting to governing bodies where a significant number of vacancies exist. Amalgamation would provide an opportunity to attract high quality headteachers and teaching staff to Hillingdon and provide more effective governance. Although headteacher recruitment may not be an issue for Harefield Infant School at present, it could prove problematic in the future.

### **Workforce issues**

Teachers and other staff would have access to the whole primary curriculum, enhancing the range of staff expertise. This could support and inform whole school planning, assessment and pastoral systems and provide opportunities for wider staff development and experience across the full primary phase.

## **Curriculum delivery**

A unified organisational structure should enable planning for the whole primary phase Curriculum Key Stages, as well as providing greater flexibility across, and between, the Key Stages.

## **Parental / family involvement**

Research shows that parental support is a major contributor to children's achievement. Amalgamation provides opportunities for effective and longer term relationships with children, parents/carers and teachers by building on relationships that may have already been established in nursery/reception. For younger children the presence of older children can also provide aspirational role models and mentoring support.

## **School Ethos**

Whilst separate schools may have their own identity and ethos, amalgamation can provide an opportunity to create a whole new school ethos taking the best parts and practices from the separate schools.

## **CONSULTATION RESPONSES**

If you have any comments to make about the proposals, please send your response by **Friday April 17th 2009** to :-

Chris Spencer,  
Director of Education & Children's Services,  
London Borough of Hillingdon,  
4E/01 Civic Centre,  
High Street,  
Uxbridge.  
UB8 1UW

Alternatively, you may email responses to the following email address:-  
[ORTeam@hillingdon.gov.uk](mailto:ORTeam@hillingdon.gov.uk)

## **TIMELINE**

After this initial consultation period, the London Borough of Hillingdon will consider all responses and decide whether or not to proceed with the proposals. If it is decided to proceed with the proposals, a Statutory Notice would be published in late April 2009, with a 6 week period of consultation giving all stakeholders a further opportunity to express their views. It is likely that the earliest a final decision could be made would be autumn 2009.

Yours sincerely,

A handwritten signature in blue ink, consisting of a stylized 'C' followed by a horizontal line that tapers to the right.

**CHRIS SPENCER**  
**Corporate Director**  
**Education & Children's Services**

## APPENDIX 1b VIEWS OF PERSONS CONSULTED



### PROPOSALS TO AMALGAMATE HAREFIELD INFANT AND JUNIOR SCHOOLS

This document summarises the results of the initial statutory consultation with key stakeholders. The initial consultation from March 13th to April 17th 2009 attracted a strong response with several points of objection.

#### *Individual responses*

- 16 responses from parents
- 1 response from Harefield Infant & Junior Schools' Governing Body
- 1 response from a Harefield Infant & Junior Schools' parent-governor
- 5 responses from other primary schools
- 1 response from Harefield Academy
- 1 response from Councillor Tony Eginton (Townfield ward)
- 1 response from the NASUWT union

#### *Petitions*

- 39 signatories to a Harefield Infant staff petition
- 36 signatories to a Harefield Junior staff petition
- 119 signatories to a Governing Body petition
- 342 signatories to parent/community petition

#### *Results*

- Total responses (individual and petitions) = 542
- Fully supportive of proposals with no points of objection = 11 (2%)
- Completely against proposals = 360 (66.5%)
- Against proposals but supportive of amalgamation under some circumstances (such as a single building; a new infant building; or sometime in the future) = 171 (31.5%)

All of the points of objection have been categorised and are summarised below:-

## APPENDIX 1b

<b>Point of objection</b>	<b>Frequency of point made</b> (Note: many respondents raised several points)
General objection / concern (e.g. that proposals are only to save money; could have detrimental impact).	353 of all respondents
Reputation & standards are already good / or would be put at risk.	90 of all respondents
Efficiency savings overstated, because of 2 separate buildings (e.g. 2 staff rooms still needed; different school sites; different size children's furniture preventing mixed classbases).	85 of all respondents
Reduced school funding/budget, which could affect standards & school management.	81 of all respondents
Headteacher recruitment problem overstated (i.e. school had invited strong candidates for interview).	12 of all respondents
Benefits OR Disadvantages not sufficiently explained / not supported by evidence to enable a considered view.	10 of all respondents
Transition improvements (including for SEN pupils) are overstated - e.g. are already good; barriers would remain, such as separate buildings, the nursery-to-infant transition.	10 of all respondents
There is a need for distinct nursery & junior schools' ethos / identity / educational approaches	5 of all respondents
Concerns about consultation process: e.g. insufficient time / presumptive or pre-judged outcome	5 of all respondents
Parental / family involvement is already good and not an issue	4 of all respondents
LA have not explored, or have dismissed, other alternatives (e.g. amalgamation at later date; joint employment of specialist staff)	3 of all respondents
Would result in a larger & more impersonal school	3 of all respondents
Concerns that fewer small schools could impact on willingness / availability of future Heads to manage large primary schools, & subsequent impact on standards.	3 of all respondents

## APPENDIX 1b

Workforce issues - e.g. impact on staff numbers not sufficiently explained / explored; staff expertise would be generalised, with reduced scope for specialism	2 of all respondents
Older children being role models overstated, as separate buildings would be an obstacle.	2 of all respondents
Queries about comparative evidence of standards at separate schools vs. all-through schools.	2 of all respondents
Would reduce parental choice (e.g. for smaller schools or separate stages)	2 of all respondents
Some evidence / research provided, suggesting primaries perform worse than separate schools.	1 of all respondents
Would take up significant amount of management time	1 of all respondents
Could create further disruption to pupils' learning environment (following the building of new nursery building)	1 of all respondents

Further detail is provided below.

Respondent Name	Group	Fully in favour of proposals	Acknowledge potential benefits or amalgamation under some circumstances (eg in future; with a single school building; long term planning)	General objection / concern (e.g. proposal is only to save money; could have detrimental impact)	Reputation & standards are already good / or would be put at risk	Efficiency savings overstated, because of 2 separate buildings (eg 2 staff rooms needed; different size sites; different size children's furniture)	Reduced school funding/budget, which could affect standards & school management	Headteacher recruitment problem overstated (i.e. school had invited strong candidates for interview)	Benefits OR Disadvantages not sufficiently explained / not supported by evidence to enable a considered view.
<b>Individual responses</b>									
Judith Lynch, Minnet Infant	Minnet Infant School			1				1	1
Alison Culpnan	Parent			1	1			1	
Mrs Tracy Dundon	Parent	1				1			
Mrs Joanne Trotman	Parent			1					
Andrew & Alison Brett	Parent			1	1				
Christine Braglia	Parent								
Ian Harper	NASUWT								1
Danielle Williams	Parent		1		1			1	
Jayne Davis	Parent		1		1		1		
Marie Thorp	Parent				1		1		
Mark & Paula Dalton	Parent		1						
Jonathon Griffin	Parent				1				
Jo Stanbrook	Parent			1	1			1	1
Anita Edwards	Parent			1	1				
Ian Williams	Parent				1		1		1
John Swan	Parent				1				
Barrie Evans (Chair)	Governing Body of Harefield Infant & Junior Schools		1		1		1	1	1
Kay McHugh	Parent		1		1		1	1	
Mrs Sandy Soanes	teacher		1					1	1
Dhiraj Tank (Chair)	Governing Body of Ryefield Primary School				1				1
Mrs. Rose Marks	Parent Governor				1		1	1	1
Barbara Glen (Chair)	Governing Body of Breakspear Junior School			1					1
Peter James (Chair)	Governing Body of Whitehall Infant School			1					1
Tony Eginton	Labour Councillor - Townfield							1	
Philippa Constable	Partnership Development Manager		1				1		
Mrs Karen McBrearty	Parent			1	1			1	
<b>Petitions / multiple responses</b>									
Harefield Infant School	(staff petition with 39 signatories)		39		39		39		
Harefield Junior School	(staff petition with 36 signatories)		36		36		36		
Governing Body	(petition with 119 signatories)	11	88	119					
Local community	(petition with 322 signatories)	11	171	223	90	85	81	12	10
<b>TOTALS</b>	<b>542</b>	<b>11</b>	<b>171</b>	<b>353</b>	<b>90</b>	<b>85</b>	<b>81</b>	<b>12</b>	<b>10</b>

Respondent Name	Group	Transition improvements (including for SEN pupils) are overstated - eg are already good; barriers would remain, such as separate buildings, the nursery-to-infant transition.	There is a need for junior schools' ethos / identity / educational approaches	Concerns about consultation process: eg insufficient time / presumptive or pre-judged outcome	Parental/family involvement is already good and not an issue	LA have not explored, or have dismissed, other alternatives (eg amalgamation at later date; joint employment of specialist staff)	Would result in a larger & more impersonal school	Concerns that fewer small schools could impact on willingness/availability of future Heads to manage large primary schools, & subsequent impact on standards.	Workforce issues - eg impact on staff numbers not sufficiently explained/explored; staff expertise would be generalised, with reduced scope for specialisms.
<b>Individual responses</b>									
Judith Lynch, Minnet Infant	Minnet Infant School	1	1	1	1	1		1	
Alison Culpnan	Parent				1				
Mrs Tracy Dundon	Parent	1					1		
Mrs Joanne Trotman	Parent								
Andrew & Alison Brett	Parent				1				
Christine Braglia	Parent						1		
Ian Harper	NASUWT								1
Danielle Williams	Parent	1	1						
Jayne Davis	Parent	1							
Marie Thorp	Parent								
Mark & Paula Dalton	Parent								
Jonathon Griffin	Parent		1			1			
Jo Stanbrook	Parent								
Anita Edwards	Parent	1		1					
Ian Williams	Parent	1							
John Swan	Parent	1	1						
Barrie Evans (Chair)	Governing Body of Harefield Infant & Junior Schools	1				1			
Kay McHugh	Parent	1							
Mrs Sandy Soanes	teacher	1							
Dhiraj Tank (Chair)	Governing Body of Ryefield Primary School			1					
Mrs. Rose Marks	Parent Governor		1		1				
Barbara Glen (Chair)	Governing Body of Breakspear Junior School			1					1
Peter James (Chair)	Governing Body of Whitehall Infant School			1			1		
Tony Eginton	Labour Councillor - Townfield							1	
Philippa Constable	Partnership Development Manager								
Mrs Karen McBrearty	Parent				1				
<b>Petitions / multiple responses</b>									
Harefield Infant School	(staff petition with 39 signatories)								
Harefield Junior School	(staff petition with 36 signatories)								
Governing Body	(petition with 119 signatories)								
Local community	(petition with 322 signatories)								
<b>TOTALS</b>		<b>10</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>
<b>542</b>									

Respondent Name	Group	Older children being role models overstated, as separate buildings would be an obstacle.	Queries about comparative evidence of standards at separate schools vs. all-through schools	Would reduce parental choice (eg for smaller schools or separate stages)	Some evidence / research provided, suggesting primaries perform worse than separate schools	Would take up significant amount of management time	Could create further disruption to pupils' learning environment (following building of new nursery)	
<b>Individual responses</b>								
Judith Lynch, Minet Infant	Minet Infant School		1	1				
Alison Culpin	Parent							
Mrs Tracy Dundon	Parent						1	
Mrs Joanne Trotman	Parent							
Andrew & Alison Brett	Parent							
Christine Braglia	Parent							
Ian Harper	NASUWT							
Danielle Williams	Parent							
Jayne Davis	Parent							
Marie Thorp	Parent							
Mark & Paula Dalton	Parent							
Jonathon Griffin	Parent							
Jo Stanbrook	Parent							
Anita Edwards	Parent							
Ian Williams	Parent							
John Swan	Parent	1						
Barrie Evans (Chair)	Governing Body of Harefield Infant & Junior Schools					1		
Kay McHugh	Parent							
Mrs Sandy Soanes	teacher		1					
Dhiraj Tank (Chair)	Governing Body of Ryefield Primary School							
Mrs. Rose Marks	Parent Governor	1						
Barbara Glen (Chair)	Governing Body of Breakspear Junior School							
Peter James (Chair)	Governing Body of Whitehall Infant School			1				
Tony Eginton	Labour Councillor - Townfield							
Philippa Constable	Partnership Development Manager							
Mrs Karen McBrearty	Parent					1		
<b>Petitions / multiple responses</b>								
Harefield Infant School	(staff petition with 39 signatories)							
Harefield Junior School	(staff petition with 36 signatories)							
Governing Body	(petition with 119 signatories)							
Local community	(petition with 322 signatories)							
<b>TOTALS</b>		2	2	2	1	1	1	
								542



**APPENDIX 2:  
ADDITIONAL INFORMATION ON RESPONSES TO STATUTORY CONSULTATION FROM  
1st JULY TO 11th AUGUST 2009**

<b>SUBJECT</b>	<b>POINTS MADE</b>	<b>LOCAL AUTHORITY RESPONSE</b>
<p><b>CONSULTATION TIMING</b></p> <p>(9 responses)</p>	<p>Why have both consultations taken place over school holiday periods? The first was over the Easter holiday and this is over the summer holiday when many who may wish to comment will be away.</p>	<p>The initial consultation began in school term time and provided an adequate period of time for all stakeholders to make representations (as evidenced by the strong response). The start date of the statutory consultation round was chosen to meet legal requirements in relation to the decision making process and officers have worked closely with the DCSF to ensure that legal requirements have been met. The public meeting held on July 15th at Harefield Infant School was an additional consultation event to provide further opportunity for comments and questions in advance of the school holiday period.</p>
<p><b>TRANSITION IMPROVEMENT OVERSTATED</b></p> <p>(9 responses)</p>	<p>Transition improvements (including for SEN pupils) are overstated - e.g. are already good; barriers would remain, such as separate buildings, the nursery-to-infant transition.</p>	<p>The local authority believes that amalgamation would promote continuity of learning and ethos between the ages of 5 and 11, thus avoiding a potential performance dip on transfer between separate schools and that there would be greater opportunities for staff development across the full primary phase. Where such arrangements are already working well, amalgamation can provide a further opportunity to develop unified good practice across the school.</p>

SUBJECT	POINTS MADE	LOCAL AUTHORITY RESPONSE
<p><b>SCHOOL BUILDINGS/PREMISES ISSUES</b></p> <p>(7 responses)</p>	<p>The amount of accommodation would remain the same.</p> <p>Are any ways to undertake work to, for example, create a single entrance.</p>	<p>If the amalgamation went ahead, the Junior School would take over the current Infant School building. This would therefore provide opportunities for both school phases to utilise rooms in both buildings. At this stage, there are no plans for premises changes, but funding for minor adaptations to support the smooth-running of the amalgamated school may be possible.</p>
<p><b>PERSONNEL</b></p> <p>(13 responses)</p>	<p>The Harefield Infant School's head teacher post was advertised, but interviews were cancelled at short notice. Is this the proper way to manage change?</p>	<p>Governors were alerted to the fact that, should they choose to advertise for the post, any potential candidates could be disappointed in the event of a statutory consultation on amalgamation.</p>
	<p>Regarding the shortage of available head teachers, what effect has the Fast Track Teacher scheme had?</p>	<p>The local authority has researched this further. The Fast Track scheme stopped taking new entrants from March 2008 and is coming to an end on 31st August 2009. A report in June 2008 concluded that "<i>overall, Fast Track has been a success</i>".</p>
	<p>Is there any research with regard to the preferences of potential Headteachers? Perhaps the National College of School Leadership have some?</p>	<p>Neither the Local Authority nor the NCSL currently have any research on teacher preferences in relation to where they would prefer to work as a head.</p>
	<p>Would a new Head Teacher be recruited to cover both schools?</p>	<p>Should the amalgamation be approved, it would be for the governing body to determine the process that it wishes to put in place. More than one approach would be possible i.e. ring-fencing or open competition. The governing body should seek to avoid redundancy, whilst satisfying itself that the individual has suitable qualifications, experience and ability for the all-through school.</p>
	<p>Workforce issues - e.g. impact on staff numbers not sufficiently explained/explored; staff expertise would be generalised, with reduced</p>	<p>A re-structuring of the school staffing resources could take many forms with staff being deployed in similar roles (assimilated) or to revised job descriptions but more than likely a mixture of both. Whether staff were deployed in more general roles (with reduced</p>

SUBJECT	POINTS MADE	LOCAL AUTHORITY RESPONSE
	scope for specialisms.	scope for specialisms) would be a matter for the headteacher and governing body as part of their proposal but this would not be a natural consequence of amalgamation. There may be areas of duplication but a restructure may offer up different opportunities to meet the school's needs.
<b>EXTERNAL SERVICES</b>  (1 response)	There is currently provision of external services e.g. educational psychologists / sports coaching from Harefield Academy. Would the block (separate for Infant and Junior) of time remain the same or reduce upon amalgamation?	The extent of services tends to be driven by the number of pupils and their individual needs.
<b>CHOICES / PREFERENCES</b>  (2 responses)	Would reduce parental choice (e.g. for smaller schools or separate stages)	The proposals would not remove school places, nor make the Infant and Junior phases of education within the Primary school larger or smaller than they already are.
<b>INCONSISTENT APPROACH TO SCHOOLS</b>  (1 response)	Inconsistent treatment. A similar amalgamation proposed for the Newnham Junior and Infant Schools was abandoned. It is inconsistent that proposals to amalgamate Harefield schools should be considered.	The decision to pursue school amalgamations was taken by the Council in March 2009. Each situation is considered on a case-by-case basis.
<b>OTHER POINTS</b>  (23 responses)	Concerns that fewer small schools could impact on willingness/availability of future Heads to manage large primary schools, & subsequent impact on standards.	The Local Authority is not aware of any evidence of this.
	There is a need for distinct nursery & junior schools' ethos / identity / educational approaches	The Local Authority is of the opinion that a single school ethos and identity will benefit the school and local community. However, it will be a matter for the Governing Body to consider whether each school phase should retain its own identity.
	Would result in a larger & more impersonal school	The Local Authority believes that such an environment can be avoided through the continuance of good relationships, excellent teaching, and involvement with parents and the local community.

SUBJECT	POINTS MADE	LOCAL AUTHORITY RESPONSE
	Would take up significant amount of management time	This will be a matter for the Governing Body to administer through an appropriate organisational structure.
	Parental/family involvement is already good and not an issue	The Local Authority acknowledges that in this set of circumstances, there is indeed a good participation from parents and that this is not an issue. The Local Authority hopes that this level of involvement will continue and be of benefit to the new organisational structure at the school.
	Improvements to governor recruitment overstated.	Nationally and locally governor recruitment is becoming more difficult.
	LA have not explored, or have dismissed, other alternatives (e.g. amalgamation at later date; joint employment of specialist staff)	The Local Authority has considered maintaining the status quo. However, in accordance with the council's decision in March 2009 on school amalgamations, the Local Authority has considered that the circumstances at Harefield Infant School do present an opportunity for formal amalgamation. The Local Authority is of the opinion that the benefits outweigh the disadvantages in this case.

## APPENDIX 2 - RESPONSES TO STATUTORY CONSULTATION ABOUT HAREFIELD AMALGAMATION PROPOSALS

Group	General objection / concern (e.g. proposal is only to save money; could have detrimental impact)	Efficiency savings overstated, because of 2 separate buildings (eg 2 staff rooms needed; different size sites; different size children's furniture)	Reduced school funding/budget, which could affect standards & school management	Transition improvements (including for SEN pupils) are overstated - eg are already good; barriers would remain, such as separate buildings, the nursery-to-infant transition.	Concerns about consultation process: eg insufficient time / presumptive or pre-judged outcome	Workforce issues - eg impact on staff numbers not sufficiently explained/explored; staff expertise would be generalised, with reduced scope for specialisms.	Could create further disruption to pupils' learning environment (following building of new nursery)	LA have not explored, or have dismissed, other alternatives (eg amalgamation at later date; joint employment of specialist staff)
<b>Organisation</b>								
Parent	1	1	1	1	1	1	1	
Parish	1							
Parent	1	1	1		1		1	
Parent Governor	1				1			
Parent	1			1	1			
Parent	1	1	1			1	1	
Staff	1	1			1			
Parent Governor	1				1	1	1	
Parent Governor	1	1	1	1	1	1		1
Staff	1	1		1	1	1		1
Parent or Resident	1							
Parent or Resident	1	1	1			1	1	1
Parent	1	1				1		
Parent	1	1	1	1				
Chair of Governors Harefield Infant & Junior School	1	1	1	1		1	1	1
Parish	1	1	1		1	1		1
Chair of Governors Harefield Infant & Junior School	1	1	1	1			1	1
Chair of Governors Harefield Infant & Junior School	1	1	1	1			1	1
Parent or Resident	1	1		1				
<b>School Governor - Lead Petitioner</b>								
353 Signatures	353							
	372	14	10	9	9	9	8	7

### KEY

GENERAL / EFFICIENCY	372
STANDARDS	27
BENEFITS OVERSTATED	35
FINANCIAL	10
BENEFITS NOT EXPLAINED	5
CONSULTATION PROCESS	9
OTHER	34

## APPENDIX 2 - RESPONSES TO STATUTORY CONSULTATION ABOUT HAREFIELD AMALGAMATION PROPOSALS

Group	Would take up significant amount of management time	Separate buildings (entrance / access between etc.)	Going against Governing Body	Reputation & standards are already good / or would be put at risk	Headteacher recruitment problem overstated (i.e. school had invited strong candidates for interview)	Benefits OR Disadvantages not sufficiently explained / not supported by evidence to enable a considered view.	Concerns that fewer small schools could impact on willingness/availability of future Heads to manage large primary schools, & subsequent impact on standards.	Queries about comparative evidence of standards at separate schools vs. all-through schools
<b>Organisation</b>								
Parent	1				1			
Parish		1	1	1	1			
Parent		1				1		
Parent Governor			1					
Parent		1	1					1
Parent	1	1						1
Staff								
Parent Governor						1		
Parent Governor			1		1	1	1	
Staff					1	1		1
Parent or Resident								
Parent or Resident		1		1		1		
Parent	1	1			1		1	
Parent	1						1	
Chair of Governors Harefield Infant & Junior School	1		1	1				
Parish								
Chair of Governors Harefield Infant & Junior School	1		1	1				
Chair of Governors Harefield Infant & Junior School	1		1	1				
Parent or Resident		1		1	1			
<b>School Governor - Lead Petitioner</b>								
353 Signatures								
	7	7	7	6	6	5	3	3

## APPENDIX 2 - RESPONSES TO STATUTORY CONSULTATION ABOUT HAREFIELD AMALGAMATION PROPOSALS

Group	There is a need for distinct nursery & junior schools' ethos / identity / educational approaches	Would result in a larger & more impersonal school	Older children being role models overstated, as separate buildings would be an obstacle.	Parental/family involvement is already good and not an issue	Improvements to governor recruitment overstated	Inconsistent strategy (eg with reference to Newnham Infant & Junior Schools)
<b>Organisation</b>						
Parent						
Parish		1				1
Parent		1	1			
Parent Governor						
Parent	1		1			
Parent						
Staff						
Parent Governor						
Parent Governor						
Staff						
Parent or Resident						
Parent or Resident						
Parent						
Parent						
Chair of Governors Harefield Infant & Junior School						
Parish						
Chair of Governors Harefield Infant & Junior School						
Chair of Governors Harefield Infant & Junior School						
Parent or Resident	1			1	1	
<b>School Governor - Lead Petitioner</b>						
353 Signatures	2	2	2	1	1	1

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## Appendix 3

### Notes of Public meeting at Harefield Infant School, 15 July 2009 (7.30pm – 9.45pm)

*Proposed amalgamation of Harefield Infant and Junior schools.*

Chris Spencer, Director of Education and Children's Services, started with a presentation setting out the potential benefits of amalgamation and the concerns raised during the initial consultation. He said that as Director he had to consider the interest of schools and pupils across the borough and that his perspective would necessarily be different from that of parents and teachers who would legitimately be concerned mainly with their own school. The presentation was interspersed with questions throughout the evening.

#### Questions and comments

Why had the council not advertised the public meeting beyond the schools?

*CS responded that the public meeting, although considered important by the council, did not form a mandatory part of the statutory consultation process.*

When is the closing date for the consultation?

*SH explained that the amalgamation proposal had three linked elements, as it was part of a prescribed process. The elements were:*

*Part 1 (A): To enlarge the premises of Harefield Junior School (closing date 28 July)*

*Part 1 (B): To lower the age range of Harefield Junior School from ages 7-11 to 3 to 11 (closing date 11 August).*

*Part 2: To close Harefield Infant School (closing date 11 August).*

Several people raised concerns that the case put forward for amalgamation was generic and not specific to the Harefield schools. Indeed, many of the potential benefits were not seen to apply to this particular situation.

*CS responded that the benefits of amalgamation applied to the Harefield schools in the sense that they were part of the broader schools community to which the benefits accrued. In addition, although benefits such as continuity of learning, headteacher recruitment and greater efficiency might not be immediately apparent given the excellent leadership and management currently in place, it was important to look to the future. A single headteacher post would improve future recruitment opportunities and by extension the continuity of learning and management for the future. CS also pointed out that whilst school budgets had enjoyed an increase of circa 6% for the last few years, the figure would only be 2% for the next few years. The pressures on public expenditure would mean that all public services, including schools,*

*would have to get used to doing more for less. Were all separate infant and junior schools to be amalgamated around £2m could be re-distributed to schools through the funding formula on the basis of fixed site savings alone. Any amalgamation would not benefit council budgets.*

Concerns were raised that an amalgamation would lead to a budget cut for the schools and could not therefore be to their benefit. A concern was also expressed that Devolved Formula Capital would be lost if the schools amalgamated.

*CS confirmed that it was the case in that an amalgamated school would no longer received both fixed site factors of £120,000. But he explained that this money would be redistributed to all schools through the schools funding formula (DSG) and that an amalgamated Harefield school would receive its share in the uplifted sum available for each Hillingdon pupil. He did accept that overall the school would lose some budget. He made the point that all through primary schools have the potential to be more efficient than separate infant and junior schools as they have only one headteacher, a unified staffing structure and can streamline management and procurement of services. Moreover, the second fixed site factor would remain in place for the first year after amalgamation and would then be phased out by 25% each year, resulting in the full loss of this factor only after five years. This would give any new school ample time to make the necessary budget adjustments. SH confirmed that Devolved Formula Capital is allocated on the basis of pupil numbers, not school blocks.*

Concerns were expressed about the handling of the abortive appointments process for a new Infant headteacher. Why were the governors only informed at the last minute that they should not proceed to interview after the advert had been published?

*CS responded that he had alerted the governors to the fact that, should they choose to advertise for the post, any potential candidates could be disappointed in the event of a statutory consultation on amalgamation.*

Concerns were expressed about the timing of the amalgamation proposal. Why had it come at a time when the governing body would have been able to appoint an infant headteacher who could be mentored by the experienced junior headteacher? An amalgamation could then have been proposed when the junior head retired, with a headteacher in place ready to take on the whole school.

*CS said this scenario is no different to the present situation. He felt that the same objections would be raised then as now.*

Concerns were expressed that an amalgamated school could not operate as a single school whilst in two separate buildings and that any benefits of amalgamation would therefore be lost. Surely it would be better not to amalgamate in advance of a new building.

*CS accepted that a newly built school would be the ideal. He said that whilst the infant school was quite high priority in terms of condition, there were enough schools with even higher priority needs to mean that a rebuild would not be possible in the next few years. But he said that the success of an amalgamated school was about leadership and management and not dependent on premises alone. He also said that it could be reasonable to argue the schools would be even higher priority if amalgamated.*

Both schools have received excellent Ofsted reports. The sentiment that “if it ain’t broke, don’t fix it” was strongly expressed, together with a suggestion that other schools could use the Harefield schools as a model of how to manage good schools.

*CS said that he was proud of standards and leadership and management at both schools and that neither was therefore an issue in proposing the amalgamation. The other potential benefits, however, remain.*

A strong concern was expressed that the council was not being consistent in not proposing an amalgamation at the Newnham schools. What was different about the Newnham situation?

*CS said that each situation was different, hence the Cabinet decision that amalgamation should be considered on a case-by-case basis. He said that his officers had dealt with the issue of whether there should be an amalgamation proposal for Newnham and he could not comment on the specifics of the situation. His officers advised him that it would not be appropriate in this case.*

Concern was expressed that CS was being naïve in expecting any efficiencies gained from a future amalgamation to be re-invested in the schools budget.

*CS responded that it was a legal requirement for any efficiencies to be ploughed back into the ring-fenced schools budget and that Members would therefore be unable to re-direct this money into other areas even if they wanted to. It is therefore not possible for the council to benefit financially from an amalgamation.*

One participant said that it was outrageous for the council to be making points about value for money whilst at the same time advertising for two deputy director posts in Education and Children’s Services for £95-125,000.

*CS responded that the council had been successful in making substantial efficiency savings over the last few years. The salary offered for the jobs was the going rate for jobs at this level and that where there were four jobs at this level when he arrived in Hillingdon, now there were only two.*

If school amalgamations are now a council policy, what other amalgamations does the council have in mind?

*There is no policy of wholesale amalgamation, with each case considered on its own merits when the opportunity arises. He said it would be wrong to name*

*schools without prior discussion with them and that anyway it was based on opportunities as they arose.*

A question was asked as to why CS, as a governor of Harefield Academy, had never attended a governing body meeting.

*CS responded that it was standard practice for the council to have a seat on academy governing bodies, but that it was rare for any authority to take up this seat. Since academies are managed directly from the academies division at the DCSF and not the Local Authority.*

A question was asked as to whether in reality the council had much choice in relation to amalgamations. This person had heard that there were government targets on amalgamation and that there was therefore very little leeway in this matter.

*CS responded that this was not the case.*

Concerns were expressed that the views of people opposed to the proposal were not being listened to and that the director simply re-iterated the generic benefits of amalgamation rather than explaining how the Harefield schools in particular would benefit from such a proposal. Another comment was made that where the council had been able to put its proposal to all stakeholders, opponents of the proposal were not able present their views to stakeholders as a whole.

*CS said that he had come to the school to talk to interested parties on several occasions and that his views simply differed to some of those expressed at these meetings. He also pointed out that this was simply a proposal and that the reason for having public consultation was precisely to hear the views being expressed by those present. He said that the views of the local community were being well represented, e.g. two councillors were present, one of whom is a Cabinet member. Indeed, the Cabinet member had facilitated a meeting between the governing body and the Leader, something that did not usually happen. In response to the last point, CS that the process had to be kicked off by someone putting a proposal on the table.*

A parent commented that her daughter with physical special educational needs had not had a good experience at another borough school, but that she had had a very good experience at Harefield and was now at the same level as her peers.

*CS said that this was about whether or not a school catered for the needs of pupils rather than whether a school was an all-through primary or a separate infant/junior school.*

A concern was expressed that the amalgamation proposal was being rushed through in advance of a proper strategy. The comment was also made that reducing 66 separate infant and junior schools to 48 all through schools would

take a very long time, thus weakening the argument that amalgamations could eventually save £2m.

*CS responded that he had been discussing this proposal with governors since November 2008. Amalgamations would have to be considered on a case-by-case basis as opportunities arose.*

Concern was expressed that part of the consultation was being held during the school holidays.

*CS said that it had been a difficult judgement about school holidays versus leaving the school in limbo for a longer period.*

Concern was expressed that the infant headteacher was having to retire amid concerns over the future of the Harefield schools.

*Chris said that he usually wrote to headteachers on their departure to express his thanks for their efforts. He said that it was important not to personalise the issue, instead focussing on the best interests of schools across the borough.*

The view was expressed that no killer argument had been presented as to why the Harefield schools should be amalgamated.

*CS noted the point and referred to previous answers.*

Questions were asked about the process going forward and the nature of the final report on the amalgamation proposal. Would it represent the views expressed during consultation? Would the report be public? What happens at the actual Cabinet meeting – is there a presentation? Is there an appeals process?

*CS said that after consultation had closed on all aspects of the proposals, a report would be presented to Cabinet on 24 September making a recommendation to members on the amalgamation proposal. SH said that an important part of the report would be a summary of consultation feedback and that the report would therefore not just represent one side of the argument. She added that the final report would be a public document. At the meeting itself, the relevant Cabinet Member introduces the report but there is no presentation. Members then make a decision, which may or may not endorse the recommendation in the report. There is an appeals process for specified people and in this case the schools adjudicator would make the final decision.*

How many recommendations you have made on amalgamations have been rejected by Cabinet?

*CS responded that this was the first amalgamation proposal he had put to Cabinet at Hillingdon Council.*

The meeting was brought to a close at 9.45, with participants thanked for their attendance and interest.

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## THE FUTURE OF HILLINGDON HOMES

<b>Cabinet Member</b>	Cllr Philip Corthorne
<b>Cabinet Portfolio</b>	Social Services, Health and Housing
<b>Officer Contact</b>	Neil Stubbings, Adult Social Care, Health & Housing
<b>Papers with report</b>	None

### HEADLINE INFORMATION

<b>Purpose of report</b>	To consider the future of Hillingdon's arms length management organisation (ALMO), Hillingdon Homes and to agree a recommendation that, subject to tenants' test of opinion, the council housing service will be bought back in-house.
<b>Contribution to our plans and strategies</b>	This proposal contributes to the council's principles to ensure the services provided to residents continue to improve. In addition, VFM and efficiency principles will be met.
<b>Financial Cost</b>	<p>The total cost of completing the test of opinion and bringing the council housing service back into the council may cost in the region of £300k, to be met from the Housing Revenue Account (HRA) balances.</p> <p>It is expected that there will be year on year savings made within the HRA that will significantly exceed the cost of this proposal in the event that the council housing service is bought back in-house.</p>
<b>Relevant Policy Overview Committee</b>	Social Services, Health and Housing
<b>Ward(s) affected</b>	All.

### RECOMMENDATION

That Cabinet agrees:

1. To instruct officers to carry out a tenant and leaseholder test of opinion on dissolving Hillingdon Homes and bringing the council housing services back in-house.
2. To instruct officers to report back to Cabinet for a final decision on the future of Hillingdon Homes as soon as possible once the test of opinion has been completed.

## **INFORMATION**

### **Reasons for recommendation**

The Council's Arms Length Management Company (ALMO), Hillingdon Homes, was set up in April 2003 following a positive outcome to a tenant and leaseholder test of opinion. This enabled the council and residents to receive around £60m towards the cost of achieving the decent homes standard. Hillingdon Homes has been successful in the delivery of that goal, two years ahead of the Government target. In addition services have continuously improved and tenant and leaseholder satisfaction have increased. However, now these targets have been achieved, the future of the ALMO needs to be reviewed along with how best to continue to improve the services provided to tenants and leaseholders. In doing so the following needs to be recognised:-

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

In the light of the above it is considered to be in the council's and customers' best interests (subject to the consultation process with tenants and leaseholders) to take the service back into the council. This will enable savings to be made by eliminating the cost of governance of the ALMO and further improvements to services by closer alignment to the delivery of services and improvement programmes within the council.

To bring the council housing services back in-house there first needs to be a Cabinet decision to carry out a test of tenant and leaseholder opinion. The outcome of that will inform a final decision that then needs to be agreed formally by Cabinet.

### **Alternative options considered**

1. To continue with the provision of council housing services through Hillingdon Homes.

### **Comments of Policy Overview Committee(s)**

2. Policy Overview Committee has noted the report on the Forward Plan and may wish to comment on any future Cabinet reports on this matter.

### **Supporting Information**

3. By returning the landlord service to direct control the council will be pursuing its objective of increasing the speed of improvement to the landlord service.
4. While the ALMO vehicle has enabled the council to achieve the decent homes standard and improved satisfaction ratings from tenants and leaseholders, there is no over-riding strategic value in continuing to maintain this method of operation. It is also increasingly evident that the vehicle in itself has not been significant in the achievement of excellent standards of service.

There would also be significant financial benefits to tenants by returning to the council. See section in this report headed "Savings and Costs" below.

5. It is therefore proposed that, subject to a tenant and leaseholder test of opinion, the landlord services and staff are returned to the direct management of the council. Upon return, senior managers of the landlord service and the council's Adult Social Care, Health and Housing Department (ASCHH) will agree an improvement programme that will enable the council to achieve a service rated as excellent by residents.

#### Strategic value of the ALMO vehicle

6. When Hillingdon Homes was established by the council, the three major advantages perceived by local authorities in relation to ALMO development were (a) the decent homes funding, (b) more tenant and leaseholder involvement on the Board and (c) a set of additional freedoms and flexibilities the government wished to explore for councils with ALMOs. Now that the decent homes funding has been fully utilised, Hillingdon's council housing has met the national decent homes standard. The involvement of tenants and leaseholders on the Board of Hillingdon Homes has occurred, along with the involvement of council elected members and independent board members. Any future plans for the council housing services will look to build on the advantages of this involvement. The "freedoms and flexibilities" for ALMOs that were promised by Government have, however, failed to appear.

7. The review of council housing finance has now been published by the Government. One option allows local authorities to buy out of the national HRA subsidy system and finance the maintenance and management of housing stock via rent (and other income), re-investing according to local need. It is not expected that the review will lead to any new specific benefits regarding ALMOs.

8. Although originally there was potential to exploit the ALMO as a delivery vehicle of the council, the case for retaining the ALMO has now been weakened. Local authorities have been offered many of the freedoms that were previously offered only to ALMOs, for example, bidding for Homes and Communities Agency (HCA) social housing grant to develop housing. In addition, the government has now announced that local authorities are able to retain the rental income from homes they buy, build or bring back into use, to invest in new housing. This had previously been a major advantage of the ALMO.

9. In general terms it is also clear that the ALMO vehicle has not been a sufficiently useful model in furthering the wider objectives of councils. Where initiatives of this nature have been developed (e.g. the development of Hillingdon Homes Direct to procure private sector housing for the council) the government's financial regulations meant it was unable to compete on equal terms with Housing Associations and was therefore not financially sustainable.

10. In short, there is no longer a strategic imperative to continue with the ALMO as a vehicle for the delivery of landlord services. It would be simpler, more efficient and potentially far more effective for the landlord service to benefit from the council's Improvement Programme.

#### Performance

11. As a vehicle, evidence suggests that ALMOs can deliver high levels of performance. ALMOs are at the top of the national housing management performance league. Locally, Hillingdon Homes performs well when measured against the national Best Value indicators for housing management, particularly when benchmarked against London comparators. For the

year ending 2007/08, 86% (12 out of 14) of Hillingdon Homes' performance indicators were in the top quartile for London authorities with no indicators in the bottom quartile.

12. While Hillingdon Homes has delivered good performance and cannot be deemed to have failed under any definition, it is clear that the ALMO vehicle has not locally been an advantage in terms of overall performance. The inspection of the service prior to the ALMO being established resulted in the award of 2 stars with promising prospects for improvement. In 2006, the service achieved a repeat two star rating from the Audit Commission but with the additional rating of "excellent prospects for improvement". A three-star inspection result in 2006 would have provided clear evidence that the ALMO vehicle had contributed to the achievement of excellence.

13. Maintaining the ALMO as a stand alone vehicle involves a strong duplication of effort in a number of areas, most significantly, governance, strategic direction, performance management and communication functions.

14. In the absence of an ALMO, the council will have complete control over the in-house housing management service and will be able to introduce an improvement programme to meet the council's corporate standards and ultimately further develop services to residents.

15. Returning the landlord service to the council's direct management would allow Hillingdon to maximise the potential of the contact centre as well as greater integration with adult social care. It is likely this will deliver substantial benefits to the tenants and leaseholders of the council.

#### The process

16. The formal method for dissolving the ALMO requires the council to operate the break clause in the management agreement with Hillingdon Homes by serving notice of intention to do so by 31<sup>st</sup> October 2010 at the latest.

17. On 1<sup>st</sup> May 2008, Cabinet agreed to extend the management agreement with Hillingdon Homes for a second period of 5 years subject to agreeing a variation to the contract to insert a break clause. The clause allows the council to terminate the agreement after 3 years with notice being served no less than six months prior. The purpose of this clause was to enable the council to judge the performance of Hillingdon Homes on a more frequent basis and enable it if it so wished to bring the contract to an end. Alternatively it also enabled the council to respond to a changing housing landscape during the lifetime of the 5 year contract.

18. The agreement is due to expire on 30<sup>th</sup> April 2013 unless the break clause is activated. In order to use the break clause to end the agreement on 30<sup>th</sup> April 2011, it is required to provide Hillingdon Homes with no less than six calendar months notice in writing. The notice must therefore be served on or prior to 31<sup>st</sup> October 2010. It should be noted that if the council fails to give notice by 31<sup>st</sup> October 2010 the contract will continue until the agreed end date of 30<sup>th</sup> April 2013.

19. The most recent guidance to local authorities on ALMOs was contained in the government's *Review of Arms Length Management Organisations* published in June 2006. This stated the following:

- Returning the landlord service to direct "in-house" control is one of the options open to a local authority in considering the future of its ALMO

- The DCLG believes that, in order to avoid uncertainty to tenants, the existing ALMO arrangements should remain in place unless an alternative can be shown to have demonstrable benefits for tenants.
- Any option for the future structure of an ALMO (presumably including dissolution) would need to consider financial sustainability, the long term viability of the HRA and the strategic direction of the local authority.

20. Although not prescribed it is likely that local authorities wishing to dissolve their ALMO would need to prepare a business case to the government in terms of cost, service delivery and tenant support, demonstrating in the process that the change would not adversely affect tenants.

21. At present the Secretary of State is not required to consent to the transfer of landlord functions from the ALMO to the council.

### Tenant consultation

22. Under section 105 of the Housing Act 1985 local authorities are required to consult with their tenants on any significant change in management arrangements. The government guidance from June 2006 also confirmed government expectations of tenant consultation in the circumstance where a local authority is considering any major change regarding its ALMO.

23. The government expects any consultation on a significant change to the local authority's management arrangements with the ALMO to be as comprehensive as that undertaken before the setting up the ALMO. For Hillingdon, this would involve public meetings and an official "test of opinion". Tenants were also offered the opportunity to appoint a "tenants' friend", an independent advisor whose fees were paid by the council but whose remit was to assist the tenants to understand the options being presented to them.

24. The government also confirmed that a tenant ballot is not a legal requirement. Local authorities have a variety of consultation mechanisms open to them including questionnaire surveys, telephone surveys and votes at meetings. The guidance is that a combination of options, rather than one single option, may be the most comprehensive way of ascertaining residents' views.

### Savings and Costs

25. Financial considerations are also a driver in testing resident opinion for the return of the landlord service to the council. Significant savings are likely to arise which can be used to fund service improvements. Potential savings from the costs of governance of the ALMO are likely to be in excess of £300k per year

26. In the event of the tenant test of opinion confirming that the services should be bought back in-house officers will complete a full service review of the ALMO. Further savings would be expected to result that take advantage of rationalisation opportunities that would be available to a single entity, including reduction in duplicated control mechanisms and general economies of scale.

27. These potential savings will be offset by the one off costs of returning the service to the council, and any redundancies that may occur in the first year. Other costs will include legal advice, tenant consultation, staff consultation and costs associated with the TUPE transfer of staff.

28. The cost of legal advice is difficult to assess exactly at this stage. External costs are likely to be limited with most of the work being completed internally. The winding up of an ALMO has not occurred before and it is therefore difficult to estimate the cost.

29. Tenant and staff consultation costs are likely to be minimal. Tenant consultation may cost around £20k and it is expected that an external organisation would be appointed to complete this task as when the ALMO was set up. Staff consultation costs will be partially absorbed but will be lead by the project manager (see below).

30. TUPE costs are also likely to be minimal if, as envisaged, the terms and conditions for Hillingdon Homes' staff have not deviated significantly from those of the council. However, this would need to be investigated in more detail.

31. The cost of carrying out the work to bring Hillingdon Homes back into the council is likely to be similar to the costs incurred when Hillingdon Homes was established several years ago. The costs will be for a full time project manager employed for up to six months and the cost of the legal officer involved in the winding up of the company will be approximately £100k.

32. Finally, there could be accommodation costs. However, as Hillingdon Homes' staff are occupying accommodation at Ruislip there may not be any significant net costs and potential for savings is minimal (particularly as it is unlikely that space within the civic centre is available to accommodate returning staff). At this stage a neutral financial impact has been assumed.

33. The overall costs and savings will impact on the HRA and accordingly, the net costs, likely to be less than £300k in the first year will be met from HRA Balances. It is expected there will be efficiencies made within the HRA that will significantly exceed the cost of this proposal in the event that the Council housing services is brought back in-house.

## **Financial Implications**

34. The financial impact of bringing the ALMO back into direct Council control are set out in the 'Savings and Costs' section above. In summary, the council will incur one-off costs of disbanding the ALMO including legal and project management costs as well redundancy costs. These are expected to be offset by on-going savings and over a relatively short period of time should result in overall net savings. Immediate savings should arise from governance and obvious duplications in support service functions. Further savings are also expected to arise from a more in depth service review which will aim to take advantage of opportunities presented by taking the current ALMO operation into account in a holistic review of common services including the contact centre.

35. The initial on-off costs, offset by any immediate savings are expected to be under £300k. These can be met from HRA balances.

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

35. The recommendation will result in a consultation exercise with tenants and leaseholders asking them if they would prefer to have council housing services delivered by Hillingdon Homes or for the service to be bought back in house.

36. If the result supports bringing the service back in house there will be associated reductions in costs and anticipated improvements in the service delivered to residents.

### **Consultation Carried Out or Required**

37. A formal test of opinion must be carried out for all council tenants. In addition, and to mirror the process completed when the ALMO was set up, we would also include leaseholders in this process.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

38. The proposal to wind-up Hillingdon Homes Ltd as the provider body for housing management services and bring these services in-house, represents a significant financial decision for the Council. At this stage the decisions recommended are to consult on this proposal which will incur costs as set out in the report which will be met from the accumulated Housing Revenue Account reserves. The expected financial benefits, costs *and risks* are summarised in the report and cover a broad range of issues including governance, tenant involvement, access to external finance and issues of operational efficiency and effectiveness. Hillingdon will be leading the way in undertaking this process and consequently there is an opportunity to establish best practice that other authorities may wish to follow in the future.

### **Legal**

39. There will be a number of very significant legal issues involved in the disbanding of Hillingdon Homes and the transfer of the management of the housing stock back to the Council. Some of these issues have already been alluded to in the body of this report and they will be fully summarised in the further report which will be brought back to Cabinet if tenants are in favour of bringing the services which Hillingdon Homes manages back in-house.

40. With regard to this report, the Borough Solicitor is setting out as follows a more limited set of legal comments which primarily relate to the tenants' test of opinion. The starting point is section 105 of the Housing Act 1985. This provides that a landlord authority shall maintain such arrangements as it considers appropriate to enable those of its secure tenants who are likely to be substantially affected by a matter of housing management to be informed of the authority's proposals in respect of the matter and to make their views known to the authority within a specified period of time. The authority shall, before making any decision on the matter, consider any representations made to it in accordance with those arrangements. Clearly, any proposal to disband Hillingdon Homes will fall within the scope of this statutory provision.

41. Although there is no comparable legal requirement imposed on the Council to consult with its leaseholders, it would be good practice for it to do so as they will be similarly affected by the proposals to disband HH. Indeed, leaseholders were consulted by the Council prior to Hillingdon Homes being formed back in 2003.

42. A full ballot was not conducted before Hillingdon Homes was set up but the Council had satisfied the Government that there was tenant support for the ALMO option which was demonstrated through a bona fide consultation process. Holding a ballot is not a legal requirement and there are a variety of other consultation mechanisms available including questionnaire surveys, telephone surveys and votes at meetings.

43. Finally, when the Council embarks on its consultation exercise, it must have regard to the case of R v Brent London Borough Council, ex parte Gunning from which the following principles emerged:

The essence of consultation is:

[a] that it must be undertaken at a time when the proposals are at a formative stage.

[b] it must include sufficient reasons for the particular proposals to allow those consulted to give intelligent consideration and an intelligent response.

[c] it must give adequate time to allow those consulted to give intelligent consideration and an intelligent response.

[d] the product of consultation must be conscientiously taken into account when the ultimate decision is taken.

## **BACKGROUND PAPERS**

NIL

## LOCAL IMPLEMENTATION PLAN 2010/11 - FUNDING SUBMISSION TO TRANSPORT FOR LONDON

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning and Transportation
<b>Officer Contact</b>	Bob Castelijm / Jales Tippell, Planning & Community Services
<b>Papers with report</b>	Appendix 1 LIP Submission (A3 larger print versions circulated separately)

### HEADLINE INFORMATION

<b>Purpose of report</b>	This report sets out the basis of the Local Implementation Plan (LIP) funding submission for 2010/11 to Transport for London (TfL). The LIP funding submission document will request funding from TfL for capital expenditure on transport in 2010/11 and indicates the bid for two subsequent years. Cabinet approval is being sought on the LIP funding submission document, attached as Appendix 1 to this report.
<b>Contribution to our plans and strategies</b>	<ul style="list-style-type: none"> <li>• Hillingdon Partners Sustainable Community Strategy;</li> <li>• Council Plan;</li> <li>• Local Implementation Plan</li> <li>• Borough Transport Strategy</li> <li>• Air Quality Action Plan</li> <li>• Emerging Local Development Framework</li> <li>• Sports/leisure and health strategies</li> </ul>
<b>Financial Cost</b>	Failure to submit the LIP reporting and funding submission by the due date could put at risk a vital source of funding to the value of £3,307,000 for the Borough's transport projects and initiatives. This report is a submission to TfL for transport funding for 2010/11. When the Mayor announces the settlement later this financial year, it will form part of the Council's Capital Programme for 2010/11. The funding submission process is being converted from one year ahead to three years, in this case to 2012/13.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	All

## **RECOMMENDATION**

### **That Cabinet:**

- 1. Approves the Local Implementation Plan funding submission for 2010-2011 to Transport for London as attached in the Appendix to the report.**
- 2. Authorises the Director of Planning and Community Services in conjunction with the Cabinet Member for Planning and Transportation to approve the final details of Local Implementation Plan schemes.**

## **INFORMATION**

### **Reasons for recommendation**

The LIP funding submission is an essential process for procuring external funding for transportation projects and initiatives. The recommendation seeks Cabinet approval to submit the LIP funding bid in compliance with TfL requirements. TfL requires this year's submission to be made by the 21 September 2009. However TfL has agreed a discretionary extension of time for Hillingdon until 25<sup>th</sup> September 2009 due to its Cabinet meeting dates. When the Mayor announces the settlement later this financial year, it will form part of the Council's Capital Programme for 2010/11.

### **Alternative options considered / risk management**

Not to submit a funding submission to TfL, which has a high risk associated with it as many of the approved LIP proposals would not be delivered. Key areas for improvements to road safety, the highway network, accessibility and public transport would not be achieved, with a significant impact on the residents and businesses in the Borough.

Members may revise the bids within TfL's total allocations for the Corridors, Neighbourhood and Smarter Travel allocations respectively. Such revisions will incur delays which TfL may not accept.

Members will have an opportunity to submit bid variation requests during the course of the financial year 2010-11. Such variations will enable the Council to revise its requests for bid allocations, thereby maximising responsiveness to local circumstances.

### **Comments of Policy Overview Committee(s)**

None at this stage.

### **Supporting Information**

- Hillingdon's LIP (see Appendix 1) sets out how the Council proposes to secure transport improvements within the borough in line with the Mayor's Transport Strategy (MTS) and provides details on projects, proposals and programmes through to 2011. The LIP submission takes full account of the revised TfL funding programme requirements issued on 8 May 2009. At this stage, the LIP bid requires summary narratives for the schemes and indicative costings, which are to be

finalised by officers during the course of the year. This new approach maximises local decision making with further flexibility for variation of fund allocation between schemes. Officers are recommending that the Cabinet Member for Planning and Transportation be authorised to approve such variations within the spirit of the LIP submission as and when the need arises.

2. The LIP funding submission reflects the borough's transportation priorities as identified in the approved Local Implementation Plan, which was approved in February 2007. It has been developed in light of the resources to be made available by the Mayor of London, much of which is supported by national transportation guidance and programmes. The funding submission and resource allocation process is increasingly competitive and boroughs with the most successful implementation and achievement record are likely to attract a higher proportion of funds in future years. It is therefore important that proposals and bids are well founded and realistic, and that approved schemes are implemented on time and within budget.

3. In accordance with TfL guidelines, the LIP bid submission document has been broken down into bids for Corridors, Neighbourhoods and Smarter Travel. The number of bids has been reduced to an absolute minimum in line with TfL requirements and subsequent guidance by TfL's Director of Borough Partnerships.

4. The LIP submission for 2010-2011 is an interim bid which forms part of a transition arrangement as the Mayor is currently preparing a new Transport Strategy for LIP2 to be submitted in 2010. LIP2 schemes will require a more holistic multi-modal approach providing a balanced solution for all modes of travel with a focus on efficient design and management.

5. The Mayor is committed to specific local transport interventions, which address the following:

- i) Implementation of more shared space and simplified streetscape projects including de-cluttering, removing unnecessary guard railing and lines and improved streetscape design (Area Based Scheme)
- ii) Corridors, Neighbourhoods or Smarter Travel programmes
- iii) Increased provision for cyclists (cycle parking and supporting cycle hire, cycle highways and cycle hubs)
- iv) Support for Electric Vehicles, including new changing points
- v) Provision of more Car Club bays
- vi) Reducing unnecessary traffic signals
- vii) Avoiding the use of road humps

6. In order to implement transport improvements, TfL announced the annual settlement for each borough in May 2009. Hillingdon's allocation for 2010/2011 is shown in the table below. TfL has also set aside a reserve limit enabling boroughs to include extra schemes (up to 20% of their indicative allocation). The reserve package is effective a security mechanism enabling the borough to remain committed to its allocation.

<b>Programme</b> [*£1,000]	<b>Formula funding allocation</b>	<b>Reserve Limit</b>
<b>Maintenance</b>	Continued allocation on the basis of condition survey information and guidance	
<b>Corridors</b>	1,687	337
<b>Neighbourhoods</b>	1,096	219
<b>Smarter Travel</b>	524	105
<b>Area Based Schemes</b>	Continued bidding process in line with guidance	
<b>Local transport funding</b>	0.1	n/a
<b>TOTAL</b>	<b>3,407</b>	<b>661</b>

7. TfL is expecting Area Based Schemes (ABS) bids for single schemes using TfL's so called 'Step Approach' focusing on new shared space projects wherever possible. ABS bids provide an important opportunity to increase Hillingdon's funding allocation over and above the allocations granted through the Corridor, Neighbourhood and Smarter Travel allocations.

8. In addition, TfL has allocated £100,000 per borough for use on local transport projects of their choice, although they have stated that a significant proportion of this should be allocated towards the preparation of a borough transport strategy, including evidence gathering and modelling.

### **2010/11 Funding Submission**

9. Hillingdon's LIP submission fully complies with the aspirations set out in the Mayor's Transport Strategy Statement of Intent that was issued in May 2009. It actively addresses technologies such as electric vehicles to actively help tackle climate change, air quality and noise. It emphasises the need for orbital connectivity, supports economic development in Outer London, including Hillingdon's metropolitan and district town centres, population growth and changes in age composition.

10. Officers are currently discussing a draft Step 1 funding application with TfL to fund an Area Based Scheme to enhance Yiewsley/West Drayton town centre aimed at improving accessibility for residents, businesses and transport users of all modes. This project is at an early stage and officers will liaise with relevant members when working up the details of the proposals following initial feedback from TfL.

11. Officers propose to develop further ABS bids for the following four town centres to be phased over the next three years.:

- Ruislip Manor
- Hayes
- Northwood Hills and
- Uxbridge Road.

12. Members should note that proposals for Area Based Schemes are dealt with outside the annual funding submissions and application for funding can be submitted at any time. Further work on transport improvements within Uxbridge town centre

would constitute such a scheme and officers are continuing to develop such proposals.

13. The LIP submission has been carefully reviewed against the Mayor's high level outcomes and policy measures as set out in the Mayor's Transport Strategy Statement of Intent. Under the Neighbourhood programme, (ref. 03.3) there is a specific bid element which is tailored to the Mayor's only explicit target i.e. 80% CO2 reduction by 2025. This bid element allows for the development and use of a new borough-wide transport model, to enable environmental monitoring. As soon as the environmental model is in place, the Council will be able to update its carbon footprint annually and explicitly demonstrate to what extent specific CO2 reduction surface transport initiatives contribute to the Mayor's carbon reduction aspirations and EU air quality targets.

14 Officers have identified a number of opportunities for match funding, which will enable added value to the schemes funded by TfL. This is an approach that is encouraged by TfL.

15. Officers have welcomed the support and guidance offered by TfL and have worked closely with TfL in developing the LIP proposals, including the Network Co-ordination and Borough Partnerships Teams. A letter accompanying the bid has to be sent to the Director of Borough Partnerships from the Cabinet Member for Planning and Transportation stating any interventions that contravene the Mayor's priorities / involve removal or change to TfL funded infrastructure (see attached).

16. The LIP submission no longer includes baseline forms but does however include an updated Sustainable Modes of Travel Strategy, which brings together all transport in respect of schools in the borough and includes the School Travel Plan programme.

### **Sub Regional Partnerships**

17. The Sub Regional Partnerships provide a strategic alliance for geographically grouped London Boroughs particularly for significant transport projects and cross boundary issues. TfL will no longer fund the sub regional partnerships separately from the Borough LIP process for individual projects. Therefore the WestTrans partnership have asked the London Borough of Hillingdon to commit £100,000 for the following projects:

- Neighbourhoods Category (package 01.2) WestTrans HGV Initiatives (South Ruislip station bridge signage improvements, HGV Routing project, West London Freight Quality Partnership. West Drayton/Yiewsley town centre Freight Study)
- Smarter Travel Category (package 01.3) WestTrans Travel Plan (support for voluntary business travel plans and back up for development control travel plans).

18. This process is occurring between all boroughs and sub regional partnerships but does not include salaries for their staff which TfL has agreed to fund for next year. It should be noted that there are no funds requested for the SWELTRAC Sub Regional Partnership in the 2010/11 LIP bid.

## **Sustainable Modes of Travel Strategy (SMoTS)**

19. The Sustainable Modes of Travel Strategy has been produced and was published in August 2009 in accordance with the legal requirement under Section 508A of the Education and Inspections Act 2006. The Strategy contains a statement of the authority's overall vision, objectives and work programme for improving accessibility to schools. It considers how improvements can help deliver environmental improvements, health, enhanced child safety and how Hillingdon will promote sustainable school / college travel to pupils, parents and staff. including initiatives such as Walking Buses, Walk on Wednesdays and Cycle Training.

### **Financial Implications**

20. This report is a submission to TfL for transport funding for 2010/11 and forms the basis for the Council's funding submission of capital and revenue resources for a range of transportation related projects. The funding submission is based upon the borough's priorities and it has been developed in the light of the resources likely to be made available by the Mayor of London.

21. The funding submission and resource allocation process is increasingly competitive and the boroughs with the most successful implementation and achievement record are likely to attract a higher proportion of funds in future years. It is therefore important that proposal and bids are well founded and realistic, and that approved schemes are implemented on time and within budget. When the Mayor announces the settlement later this financial year, it will form part of the Council's Capital Programme for 2010/11.

22. The Council's submission for 2010/11 totals £3,407,000, compared with an allocation of £3,510,000 in 2009/10. However additional TfL funding of up to £661,000 has been set aside as a 'reserve limit', and further funding is available for maintenance works and Area Based Schemes.

23. In addition the change in the LIP process and in the TFL administration and its approach, has allowed the bid to put forward 2 parking management schemes (PMS) that total £147,000 these are normally funded by the Parking Revenue Account (PRA). Previous PMS bids have not been successful. If successful these bids will therefore increase the available PRA surplus. This potential benefit will be tracked through the MTFP process for 2010/11

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

The effect of the proposed recommendation will enable TfL to release funds for transport schemes within the London Borough of Hillingdon enabling local residents and businesses to benefit from noticeable improvements in road safety, the highway network, accessibility and public transport, walking and school travel plan initiatives.

Stronger emphasis is put on increasing safety and security with an emphasis on encouragement of active travel which will improve health & well-being. A start is proposed to be made with initiatives such as the PlusBus, which will benefit older and disabled people in particular. Children and young people will be the main

beneficiaries from the school travel plan proposals set out in more detail in the separate SMOtS report.

### **Consultation Carried Out or Required**

TfL officers have been consulted on the preparation of the LIP submission. Public consultation will take place with regard to the implementation of specific schemes once the allocations have been finalised.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

Transport for London have changed the Local Implementation Plan funding process for 2010/11 and beyond, by announcing in advance the level of funding available to each borough, and then requesting bids up to these values to provide comfort that the allocation will be fully utilised in accordance with the Mayor of London's local transport priorities. The majority of funding provided through the Local Implementation Plan allocations for 2010/11 is for capital expenditure, and the draft capital programme for 2010/11 and beyond will be adjusted to reflect the level of funding announced.

### **Property Services**

The Head of Property Services has reviewed this report and there are no property implications.

### **Legal**

The Greater London Authority Act 1999 requires that the Mayor shall prepare and publish a 'transport strategy' containing policies for the promotion and encouragement of safe, integrated, efficient and economic transport facilities and services to, from and within Greater London. In exercising any function a London borough council, is to have regard to the strategy. Each London borough council must prepare a plan known as a local implementation plan containing its proposals for the implementation of the strategy in its area. The monitoring and implementation of the strategy, is carried out by Transport for London for the Mayor under the provisions of the 1999 Act.

## **BACKGROUND PAPERS**

London borough of Hillingdon, Local Implementation plan, February 2007  
LIP Funding Guidance for 2010/11 (Transition year), issued by TfL in May 2009

**Local Implementation Plan 2010/11 Funding Submission (please see attached)**

Please note Mayoral Outcomes under 'Expected outcome' column of LIP submission are as follows:

Mayoral Outcomes:

<b>Economy</b>
a. Balancing capacity and demand for travel through increasing public transport capacity and / or reducing the need to travel
b. Improving access to commercial markets for freight movements and business travel
c. Improving employers' access to labour markets
d. Smoothing traffic flow (managing road congestion and reducing traffic journey time variability)
e. Improving public transport reliability
f. Reducing operating costs
g. Bringing and maintaining all assets to a state of good repair
<b>Quality of life</b>
h. Improving public transport customer satisfaction
i. Improving road user satisfaction
j. Reducing public transport crowding
k. Enhancing streetscapes, improving the perception of urban realm and developing shared space initiatives.
l. Reducing air pollutant emissions from ground-based transport, contributing to EU air quality targets
m. Improving perceptions and reducing impacts of noise
n. Facilitating an increase in active travel
<b>Safety and Security</b>
o. Reducing crime rates (and improved perceptions of personal safety and security)
p. Reducing the numbers of road traffic casualties
q. Reducing casualties on public transport networks
<b>Transport Opportunities</b>
r. Improving the physical accessibility of the transport system
s. Improving access to jobs and services
t. Ensuring the affordability of public transport fares
u. Supporting wider regeneration outcomes
<b>Climate Change</b>
v. Reducing CO2 emissions from ground based transport, contributing to a London-wide 60% reduction by 2025
w. Maintaining the reliability of transport networks

Column Heading	Notes
Package Narrative	Please describe the key components of the scheme
Expected Outcome	Please please refer to the MTS Sol outcomes in Appendix A of guidance for advice on this column
Impact on Olympics	Please see Section 5.27 of guidance for advice on this column
Impact upon Crossrail	Please see Section 5.22 of guidance for advice on this column
No. Of Signal Slots	Please see Section 4.7 - 4.19 of guidance for advice on this column
Indicative Cost (£k)	Please see Section 4.6 of guidance for advice on this column
Comments	Please refer to the Mayoral priorities in para 2.8 of guidance for advice on this column

## Borough LB Hillingdon

Programme	Formula funding allocation	Package Total	Reserve Limit	Reserve Package Total
Maintenance	Continue to allocate on the basis of condition survey information. Refer to guidance			
Corridors	1,687	1,687	337	337
Neighbourhoods	1,096	1,096	219	200
Smarter Travel	524	524	105	60
Area Based Schemes	Continue to use bidding process. Refer to guidance			

3,307

Authority		Financial year		Formula funding allocation (£k)		Reserve					
LB Hillingdon		2010-11		1,687		Limit (£k) 337					
Programme		Package Name & Location		Expected Outcome		Impact on Crossrail					
Corridors		Package Narrative (please describe the key components of the scheme)		Impact on Olympics		Indicative Cost 2010/11 (£k)					
						Indicative Cost 2011/12 (£k)					
						Indicative Cost 2012/13 (£k)					
						Comments (Please refer to the Mayoral priorities in para 2.8)					
						No. of Signal Slots					
						Impact upon Crossrail					
						Reserve Total (£k)					
						337					
01.1	<b>BID 1: BUS PRIORITY CORRIDORS:</b> Mahjacks/Cedars Roundabout Signal Optimisation	Civil works associated with SCOOT introduction to link all signals. Rationalise footpath alignment and minimise street clutter to the absolute minimum. Advanced cycle stop lines will be implemented as a matter of course	Up to date efficiently signalled roundabout on edge of Uxbridge Town Centre with one-part pedestrian crossings, bus priority and most efficient operation for the general traffic built into the new method of control. (Mayoral outcomes: a, b, d, e, f, g, h, i, j, w)	Neutral	Positive 2	1	100	25	5	9,999	Progress will be subject to TfL signal funding
01.2	Bakers Yard, Uxbridge Taxi rank relocation, bus movement rationalisation, footway widening and crossing improvements	A design has been prepared to address pedestrian desire lines and improve bus access to / within Uxbridge Station. The station consists of an underground / bus / taxi interchange and bus garage which is currently operating beyond its useful capacity. Bus and taxi movements conflict with pedestrian desire lines. The location and operation of the taxi ranks exacerbate circulation problems within the station approach / forecourt area.	The taxi rank will be relocated to the northern end of Windsor Street and the station forecourt area will be rationalised to smooth / improve bus circulation, enhance public transport interchange, make it easier for pedestrians to cross on desire lines and provide new bus garage facility. (Mayoral outcomes: a, b, d, e, f, g, h, i, j, o, r, w)	Positive	Positive 2	0	60	9,999	0	9,999	£40k Section 106 funds will be used to fund the £100k scheme. The access improvements are needed and will be fully compatible with future relocation proposals for the bus garage which are currently being investigated. Improved gateway station access to Wembley Stadium.
01.3	Victoria Road, Ruislip Junction bus priority measures	Implementation of widening scheme at northern end of Victoria Road to include bus priority measures in accordance to design proposals to be prepared in 2009/10	Revised junction layout which will no longer cause delay and inconvenience to buses (Mayoral outcomes: a, b, d, e, f, g, h, i, j, w)	Neutral	Positive 2	1	280	0	0	0	
01.4	Routes 282, 331, U1, U2, U4, U7, U9 Activated Signs	Upgrade programme of bus stop accessibility to improve public transport access to all. Measures typically include guardrail removal, kerb adjustments and lighting improvements.	Improved physical environment at each bus stop giving DDA access and improved user satisfaction.	Neutral	Positive 2	0	375	300	250	250	
02.1	<b>BID 2: TRAFFIC CALMING CORRIDORS</b> Borough wide Vehicle Activated Signs	Purchase of 5 new Vehicle Activated Signs to supplement existing rotating programme	Additional signs to strengthen borough-wide road safety programme (Mayoral outcomes: d, g, i, p)	Neutral	Neutral 2	0	15	15	15	15	
02.2	West end Road junction with The Point, South Ruislip Junction Signalisation Scheme	Junction Signalisation Scheme to improve pedestrian crossing facilities and divert HGVs exiting The Point towards the A40 and away from residential roads.	Reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	1	100	5	0	0	
02.3	Coldharbour Lane Accident Remedial Scheme	Accident reduction measures along the whole length of road	Reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Positive 2	1	100	5	0	0	
02.4	Northwood Hills, Eastcote, South Ruislip corridor Accident Remedial and pedestrian provision schemes	Traffic calming measures between Long Drive and Whitby Road, South Ruislip. Accident reduction measures along the whole length of Joel Street. Zebra crossing on desire line at Field End Road/ Bridle Road in response to petition	Reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	207	28	0	0	
02.5	Queens Walk, South Ruislip Pedestrian Crossing	Zebra crossing on desire line in response to petition	Reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	30	10	0	0	

Authority		Financial year		Formula funding allocation (£k)		Reserve Limit (£k)				
LB Hillingdon		2010-11		1,687		337				
Programme		Package Name & Location		Expected Outcome		Impact on Crossrail				
Corridors		Package Narrative (please describe the key components of the scheme)		Impact on Olympics		Impact upon Crossrail				
		Package Narrative		Expected Outcome		Impact upon Crossrail				
Package Number	Package Name & Location	Package Narrative	Expected Outcome	Impact on Olympics	Impact upon Crossrail	No. of Signal Slots	Indicative Cost 2010/11 (£k)	Indicative Cost 2011/12 (£k)	Indicative Cost 2012/13 (£k)	Comments (Please refer to the Mayoral priorities in para 2.8)
3.1	<b>BID 3: A4020 UXBRIDGE ROAD</b> Corridor Enhancement	Improvements along key corridor including streetscape overhaul, public realm enhancement in shopping parade and phase 1 of generic de-cluttering programme, bus stop accessibility improvements route 427, completion of LCN+ Route 94.	Range of measures to balance road space allocation, improve facilities for pedestrians and bus users and upgrade access to commercial centres for freight movements and business travel. (Mayoral outcomes: a, b, c, d, e, f, g, h, i, j, p, w)	Neutral	Neutral 1	0	260	250	250	Supplementary funding will be sought through Area Based scheme programmes. Potential for increased provision for cyclists including more cycle parking and delivery of the Mayor's cycle hire scheme, cycle highways will be used wherever possible
04.1	<b>Bid 4: Walk/Cycle Corridors</b> Grand Union Canal Tow Path between Hayes and West Drayton, and linked path through Crane Park to A30	Green CRISP stakeholder-led scheme: identification study and outline design studies for a selection of locations to implement and add value to schemes secured through a range of S106 agreements	Report and preliminary outline design sketches enabling S106 funds to be spent and develop implementation of further schemes to improve the greenway's attractiveness (Mayoral outcomes: k, l, m, n.)	Neutral	Neutral 2	0	35	100	100	
04.2	Hayes and West Drayton Creation of nodal points along the Grand Union Canal	Development of outline design into general arrangement drawings in collaboration with Greenways, Green Chain, Capital Ring and Blue Ribbon	General arrangement drawings to enable implementation schemes to improve the greenway's attractiveness within its urban context especially in town centre areas (Mayoral outcomes: k, l, m, n.)	Neutral	Neutral 2	0	25	100	100	
04.3	National Cycle Route 6 Schemes	Part Implementation of NCR6 which has been subject to a Green CRISP Study	Range of cycle facilities as specified in the Green CRISP Report (Mayoral outcomes: k, l, m, n.)	Neutral	Neutral 2	0	50	100	200	Schemes will be prioritised and implemented within the context of local pressures and opportunities taking into account numerous local interests to be addressed
04.4	Uxbridge - Brunel LCN+ Link 93 Whitehall Road Scheme Implementation	LCN Route implementation of a selection of schemes along Links 93, 94 and 88 which have been subject to CRISP Studies	Range of cycle facilities as specified in the CRISP Reports (Mayoral outcomes: k, l, m, n.)	Neutral	Neutral 2	0	50	100	200	Schemes will be prioritised and implemented within the local context of travel plans especially in the Brunel University / Uxbridge area
<b>Reserve Package Number</b>	<i>Maximum of 20% above allocation</i>						TOTAL £1687k	TOTAL £11037k	TOTAL £11119k	
RO1.1	<b>RESERVE CORRIDOR BID: ACCIDENT REMEDIAL SCHEME IMPLEMENTATION</b>	Implementation of accident remedial schemes for which design has been prepared. 1) Charville Lane, Langdale Drive & Grosvenor Avenue, Hayes End 2) Park Avenue/Kings College Rd, Ruislip 3) Victoria Avenue, Merton Avenue, Hillingdon 4) Sedley Grove/Church Hill, Harefield; 5) Green Lane Station Approach, Northwood 6) Failing Lane/Royal Lane, Yiewsley; 7) Long Lane Sweetcroft Lane, Hillingdon.	Schemes on site which reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	337	0	0	
RO1.2	<b>ACCIDENT REMEDIAL SCHEME IMPLEMENTATION</b>	Harington Road/Judge Heath Lane, Cowley Road/Cowley Mill Road, Kingshill Avenue/Lansbury Drive, High Street Uxbridge/Park Road (St Andrews roundabout), Bury Street/Ladygate Lane, Royal Lane and Northwood Road. Implementation of accident remedial schemes	Schemes on site which reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	0	400	50	Total value of accident remedial schemes is £400k. Shortlist will be tailored to available budget. Accident remedial schemes will be incorporated within wider schemes wherever such initiatives are being developed. Use of road humps will be avoided as a matter of principle
RO1.3	<b>ACCIDENT REMEDIAL DESIGN</b>	New design for future accident remedial schemes to be implemented in 2012/13	Scheme designs to reduce the numbers of road traffic casualties (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	0	50	350	
							TOTAL	TOTAL	TOTAL	

Authority	LB Hillingdon	Financial year	Formula funding allocation (£k)		Reserve Limit (£k)	Reserve Total (£k)				
			1,096	219						
Programme	Neighbourhoods	2010-11	Package Total (£k)		1,096	200				
Package Number	Package Name & Location	Package Narrative (please describe the key components of the scheme)	Expected Outcome	Impact on Olympics	Impact upon Crossrail	No. of Signal Slots	Indicative Cost 2010/11 (£k)	Indicative Cost 2011/12 (£k)	Indicative Cost 2012/13 (£k)	Comments (Please refer to the Mayoral priorities in para 2.8)
01.1	<b>BID 1: SPECIAL BOROUGH WIDE MANAGEMENT</b> Uxbridge, other town centres and stations - Secure Cycle Parking	Assessment of need and preparation of strategy for secure cycle parking provision. Clear demands for cycle parking to be addressed with urgency.	Range of cycle parking facilities tailored to demand in terms of quantity and quality (Mayoral outcomes: k, l, m, n.)	Positive	Neutral 2	0	10	50	100	Anecdotal site observations have revealed that demand for cycle parking exceeds existing capacity at key desalinations within the borough. A pragmatic approach will be adopted to address the obvious demand as a matter of urgency whilst a secure cycle parking strategy study will be commissioned to address demand for cycle parking in a systematic vision-led manner which will be particularly responsive to school and business travel plan initiatives.
01.2	WestTrans HGV initiatives	South Ruislip Station Bridge: Repair infra-red low bridge detector as part of West London Freight Quality Partnership; South Ruislip: Implement signage improvements - West London Freight Quality Partnership initiative; HGV Routing to reduce illegal movements: contribution towards West London Freight Quality Partnership / West Drayton / Yiewsley Town Centre Freight Study: contribution to West London Freight Quality Partnership	Direction and Traffic signs encouraging HGV movements to divert to main transport corridors (classified road network) rather than local roads (Mayoral outcomes: c, d, u)	Neutral	Neutral 2	0	93	78	33	Measures have been submitted as part of WestTrans partnership work, joint-funded by West London boroughs
01.3	Hillingdon, Pinkwell, Abbotsfield/Swakeleys, Frithwood & Oak Farm Primary Schools in 2010-11 - all other schools to follow thereafter School Travel Plan Schemes Implementation.	Implementation of priority measures on school routes as designed as part of school travel plans to date, including pedestrian crossings. Schemes for 2010-11 have been designed. Others will be designed for implementation in good time.	Measures on school routes as designed as part of school travel plans (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	190	200	200	
01.4	Lees Road/Uxbridge Road, King College Road/Eastcote Road and Station Road/Swan Road Implementation of accident remedial schemes	Implementation of accident remedial schemes (3x in first year) for which designs have+C21 been prepared on annual basis	Accident remedial schemes (Mayoral outcomes: d, g, p) Lees Road/Uxbridge Road 1 KSI Accidents Kings College Road 11KSI Accidents Station Road/Swan Road 6 KSI Accidents	Neutral	Neutral 2	0	130	150	150	Accident remedial schemes will be incorporated within wider schemes wherever such initiatives are being developed
01.5	South Ruislip, Cowley, Uxbridge South, Hillingdon Hill, Hillingdon Hospital, Heathrow & West Drayton	Parking Management Scheme Reviews / Extensions	Up to date and extended parking management scheme (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	50	50	50	
01.6	Northwood Hills; Ruislip Manor, Ickenham, Hayes, West Ruislip, Coldharbour Lane, Newdigate Road	New Parking Management Schemes and New "Stop and Shop" Schemes	Up to date and extended parking management scheme and new shopping centre parking facilities (Mayoral outcomes: c, d, g, p, s)	Neutral	Neutral 2	0	97	110	120	
02.1	<b>BID 2: TRAFFIC CALMING MEASURES</b> Cheney Street, Eastcote Traffic Calming Measures	Whole length scheme design and implementation in response to petition	Range of traffic calming measures which are responsive to observations made by local residents (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	125	0	0	

Authority	LB Hillingdon	Financial year	Formula funding allocation (£k)		Impact upon Crossrail	No. of Signal Slots	Reserve			
			1,096	1,096			Limit (£k)	Total (£k)		
Programme	Neighbourhoods	2010-11	Package Total (£k)		1,096	200	219	200		
Package Number	Package Name & Location	Package Narrative (please describe the key components of the scheme)	Expected Outcome	Impact on Olympics	Impact upon Crossrail	No. of Signal Slots	Indicative Cost 2010/11 (£k)	Indicative Cost 2011/12 (£k)	Indicative Cost 2012/13 (£k)	Comments (Please refer to the Mayoral priorities in para 2.8)
02.2	The Avenue, Northwood Traffic Calming Measures	Whole length scheme design and implementation in response to petition	Range of traffic calming measures which are responsive to observations made by local residents. 85th percentile vehicle speed is 32mph 1KSI Accident (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	80	0	0	
02.3	Townfield/Botwell Traffic Calming Measures	Programme of underpinning Automatic Traffic Counts and Traffic Order making. Formalisation of area-wide 20mph zone in all streets between Central Avenue and Church Road (inclusive) if justified	Evidence base of traffic speeds. Traffic order making and supporting low cost traffic calming measures to supplement existing area-wide traffic scheme so that a 20mph zone can be introduced in response to demands from local residents. 16 KSI Accidents (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	25	25	25	
02.4	Bridgewater Road Traffic Calming Measures	Programme of underpinning Automatic Traffic Counts and Traffic Order making. Formalisation of area-wide 20mph zone along whole road length in response to demand from local residents	Evidence base showing traffic speeds at 20mph. Traffic orders 1 KSI Accident (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	15	0	0	
02.5	Traffic Calming Measures Rickmansworth Road, Northwood	Traffic calming measures to address the speed problem and severance the road is causing. Traffic Order making will be involved to reduce the speed regime from 40mph to 30mph.	Traffic calming measures to support new speed regime in response to local observations (petition) 85th percentile vehicle speed is 35mph 29 KSI Accidents (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	0	80	0	0	
02.6	Ducks Hill / Bridle Way interchange, Ruislip Pegasus crossing	Pegasus Crossing to assist horse riders in crossing a busy road at a critical location on bridle way	Signalled crossing at location where bridle way crosses a busy road 85th percentile vehicle speed is 47mph 4KSI Accidents (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	1	100	5	0	
03.1	<b>BID 3: BOROUGH WIDE ENVIRONMENTAL MONITORING</b> Environmental Area Noise Studies.	Continued modelling and implementation of local road traffic noise action plan.	Monitoring data and mitigation measures addressing high road traffic noise levels affecting residential properties to achieve reductions in outdoor road traffic noise levels. Improving perceptions and reducing impacts of noise (Mayoral outcomes: l, m, v, w)	Neutral	Neutral 2	0	55	55	55	Hillingdon is one of the worst affected London boroughs for road traffic noise. Our local road traffic noise action plan is to mitigate high road traffic noise levels affecting residential properties by achieving reductions in outdoor road traffic noise levels. This work will integrate with the borough's obligations arising under the EU's environmental noise directive aimed at controlling and reducing environmental noise. Previous LIP funding has been used to carry out initial work in preparing the action plan, and to pay for some road re-surfacing with low noise material. It is important that we are able to use LIP funding to continue with these road traffic noise initiatives.

Authority		Financial year		Formula funding allocation (£k)		Reserve																	
LB Hillingdon		2010-11		1,096		219																	
Programme		Package Name & Location		Expected Outcome		Impact on Olympics		Impact upon Crossrail		Indicative Cost 2010/11 (£k)		Indicative Cost 2011/12 (£k)		Indicative Cost 2012/13 (£k)		Comments							
Neighbourhoods		03.2 Heathrow Airport Area Aircraft Noise Monitoring.		Aircraft noise monitoring to address issues for residents living in the south of the borough who are seriously affected by aircraft noise. Aircraft noise monitoring data is also required for work relating to the proposed third runway at Heathrow and the changes in runway operating practices.		Aircraft noise monitoring data base to prepare informed advice (Mayoral outcomes: i, m, v, w)		Neutral		Neutral 2		15		15		The requirement for independent monitoring of aircraft noise is clear from the Mayor's Transport Strategy (July 2001). Thus, Policy 4L.1 suggests that international links must be "subject to environmental constraints", and Policy 4L.3 suggests that new runway capacity should be subject to "a balanced assessment of economic and environmental factors".							
03.3 Air Pollution Monitoring		Establish a transport baseline for NOx, PM10 and CO2 emissions using developing existing NAOMI, SATURN and other multi-modal network simulation software. Before and after environmental assessments will be carried out for each significant relevant proposal within the LIP bid. A methodology will be established to ensure that emissions savings resulting from implementation of initiatives include the following: 1. Systematic introduction of (area-wide) travel plans (Starting in Heathrow and the Brunel / Uxbridge area) 2. Fast bus (N-S Routes) and Plus Bus schemes (CAT Consultancy report dated June 2009) 3. Free parking for Electric Vehicles at 25 locations (to be developed) 4. Feasibility assessment for provision of hydrogen infrastructure (champion to be identified, scheme to be developed) 5. Champion, development and application of sustainable checklist to quantify emission reduction benefits of transport schemes 6. Further identification and development of target user groups and monitoring techniques including user-friendly website for all modes of transport.		Borough-wide modeling output, based on highest possible specification of transport output for TEEM Model for base case to be updated annually and explicitly demonstrating to what extent specific CO2 reduction surface transport initiatives contribute to the Mayor's carbon reduction aspirations and EU air quality targets. (Mayoral outcomes: i, m, v, w)		Neutral		Neutral 2		31		30		30		Projects and monitoring will be carried out as part of Hillingdon Council's commitment to 40% CO2 reduction target by 2015. Hillingdon is keen to become a pilot borough to monitor its carbon footprint and actively develop the necessary software and monitor the effect of dedicated projects to maximise effective reduction. TfL support will be sought for software development and good practice promotion possibly involving CO2 footprint monitoring software development to develop active linkages with area-wide travel plan initiatives. TfL and West London Partnership funding opportunities will be explored as NAOMI and other multi-modal network simulation software may otherwise have to be purchased which could defer start of actual simulation work to year 2.							
Reserve Package Number		Maximum of 20% above allocation		TOTAL		TOTAL		TOTAL		TOTAL		TOTAL		TOTAL		TOTAL							
RN1.1		RESERVE NEIGHBOURHOOD BID: Borough wide Programme of Local Accessibility Schemes		Tactile paving, dropped kerbs, seating provision and surface upgrades. Development of programme to supplement before / after scheme design audit especially in Newport Road/Uxbridge Road; Maxwell Road/West Drayton; Station Road, West Drayton; Long Lane, Ickenham; Field End Road, Eastcote; Victoria Road, Ruislip Manor; and High Street, Uxbridge.		More accessible places for people with a mobility impairment over and above what would have been provided through programmed schemes		Neutral		Neutral 2		200		200		200		£1096k		£768k		£778k	

Authority	LB Hillingdon	Financial year		Formula funding allocation (£k)		Reserve Limit (£k)	Reserve Total (£k)			
		2010-11	2010-11	524	524					
Programme	Smarter Travel	2010-11		524		105	60			
Package Number	Package Name & Location	Package Narrative (please describe the key components of the scheme)	Expected Outcome	Impact on Olympics	Impact upon Crossrail	No. of Signal Slots	Indicative Cost 2010/11 (£k)	Indicative Cost 2011/12 (£k)	Indicative Cost 2012/13 (£k)	Comments (Please refer to the Mayoral priorities in para 2.8)
01.1	<b>BID 1: BOROUGHD WIDE TRAVEL PLANS</b> School Travel Plans	Support schools in travel plan development, implementation and reviews including promotional modal change activities; STP Scheme Feasibility Studies; Signing, Lining, fencing; Annual awards event; Small implementation grants (100 schools); STP Renewals, Reviews and upgrades; WOW; Promotional Prizes; Transition Packs and Active Travel Initiatives	Firm commitments from individual schools, pupils and staff to their respective up to date school plans; Enthusiastic participation in range of activities in each school; demonstrable modal change in line with school travel plan aspirations; increasing awareness of active travel and pride in achieving associated benefits (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	265	265	265	Hillingdon Council is working to improve school environments so that children will be increasingly encouraged to travel to school actively and independently by creating good fun routes on key desire lines by actively involving children, teachers and guardians in the design and implementation process
01.2	Council Staff Travel Plan	Development and introduction of travel plan for Council staff at Civic Centre to follow the example already set by schools and businesses in the borough	Completed assessment of journeys to work, and business trips with a phased implementation strategy for the way forward and part-introduction of phase one. (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	15	25	50	
01.3	WestTrans Travel Plan	Funding support for West Trans Travel Planning Staff	Ongoing WestTrans support for voluntary business travel plans and back up for development control travel plans. (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	17	17	17	
01.4	Road Safety Education	Walking Programme/Pedestrian Training; Cycling Programme Bikeability; Adult Cycle Training; The Road Safety Partnership Forum; Campaigns; Theatre in Education; Student Road Safety Officers; Junior Citizen; Junior Road Safety Officers; Special Needs Education; Powered Two Wheelers; Senior Citizens; Secondary Moving On programme	1) Demonstrable modal change in school trips; 2) increased awareness of benefits associated with active travel amongst students and staff; and 3) clear pointers on how to create safer / more attractive school environments (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	120	120	120	Increased provision for cyclists including providing more cycle parking and supporting the delivery of the Mayor's cycle hire scheme, provision of cycle highways and development of cycle hubs.
01.5	Area-wide Travel Plan Partnerships Hillingdon Hospital, Uxbridge College, The Chimes, Brunel University Area-wide Travel Plan Pilot Partnership Scheme Hillingdon Hospital area Parking and Access/integration improvements	The bid aims to deliver tentative outline design proposals, identify specific needs for pedestrian and cycle facilities and support soft sustainable travel initiatives to foster, encourage and develop area-wide business travel plan partnerships. An area bounded by A408 Cowley Road, Felling Lane, B465 West Drayton Road, A437 Harlington Road and A4020 Uxbridge Road is under significant pressure from rat running traffic causing numerous problems. Initiatives will be developed with key institutions in the area to reduce residents' concerns, parking and congestion problems especial those caused by the hospital and university. Implementation is anticipated to start significantly in 2011-12.	Constructive partnership and modal change in accordance with the partners' individual travel plan targets (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	25	50	410	Hillingdon Council is fostering enthusiasm to develop and introduce area-wide travel plan partnerships. Such partnership already exists through the Heathrow Area Transport Forum whilst a new partnership is being formed in the Uxbridge area led by Brunel University. Hillingdon Council's underlying objective is to drastically improve the quality of life in the Hillingdon Hospital area. A next step could be implementation of a people rather than vehicle focused area-wide access review with supporting urban design projects based on a positive framework of objectives to be developed and agreed with residents and businesses in 2011/12
01.6	Borough-wide Highly conspicuous Zebra Crossings	New conspicuous zebra as part of overall programme to substantially improve capacity of pedestrian facilities similar to pilot as introduced at Rockingham Road	Much improved crossing environment making drivers increasingly aware of pedestrians' presence at key locations (Mayoral outcomes: d, g, p)	Neutral	Neutral 2	1	25	25	25	The Council intends to roll out its conspicuous Zebra crossing provision programme across the borough to articulate facilities that support active travel
01.7	Borough-wide Modal Change Promotion	Sustainable travel events such as Try Cycling; Bike to work Breakfast	As Area-wide travel plans above (Mayoral outcomes: n, p, q, r)	Neutral	Neutral 2	0	17	15	15	

Authority	LB Hillingdon	Financial year		Formula funding allocation (£k)		Reserve		Impact upon Crossrail	No. of Signal Slots	Indicative Cost 2010/11 (£k)	Indicative Cost 2011/12 (£k)	Indicative Cost 2012/13 (£k)	Comments (Please refer to the Mayoral priorities in para 2.8)						
		2010-11	2010-11	524	524	Limit (£k)	Total (£k)												
Programme	Smarter Travel	2010-11		Package Total (£k)		Package Total (£k)		TOTAL		TOTAL		TOTAL							
Package Number	Package Name & Location	Package Narrative (please describe the key components of the scheme)		Expected Outcome		Impact on Olympics		Impact upon Crossrail		Indicative Cost 2010/11 (£k)		Indicative Cost 2011/12 (£k)		Indicative Cost 2012/13 (£k)		Comments			
02.1	<b>BID 2: SPECIAL NEEDS TRANSPORT PROVISION</b> Borough wide promotional initiatives to encourage use of low-floor buses	Shows and presentations at key destinations such as Bingo and other meeting places promoting low floor buses as accessible public transport. Provision of personal travel advisors to encourage people individually to use mainstream public transport with a view to relieving specialised services from unnecessary demand.		Mobile exhibition material, annual report collating results of individual travel advice, record of change in mode of travel for target individuals and groups (Mayoral outcomes: h, r, s)		Neutral		Neutral 2		0		15		15		Hillingdon Council aims to offer a first class door-to-door transport service to all, especially people with a mobility impairment, by encouraging people to use much improved main stream public transport services whilst making dedicated special service more available to people who really need it.			
02.2	Townfield, Yiewsley/West Drayton and Heathrow Villages area. Plus Bus Needs Assessment Studies	Needs assessment study with a view to introducing a dedicated semi-scheduled Plus Bus service in the area. The service will be funded and maintained by council funds to enable people with a mobility impairment to access main stream public transport.		A full understanding of transport needs (not currently being addressed) to inform operation of second Plus Bus project within the borough (Mayoral outcomes: h, r, s)		Neutral		Neutral 2		0		25		25		The Council aims to provide transport responsive to need. Able-bodied people want to travel fast and are prepared to walk a little extra for frequent, fast bus services on main corridors. People also require traditional local bus services and those with a mobility impairment need demand responsive solutions to travel to interchanges and main stream public transport. Plus Bus provides a first step to address the ageing population's changing needs.			
RS1	Maximum of 20% above allocation									TOTAL		TOTAL		TOTAL					
RS1	West Drayton/Townfield and the Heathrow Villages Plus Bus Service Assessment Study	A recent Hillingdon Community Trust study identified potential for the introduction of a Plus Bus service. A travel needs assessment study is required to introduce a responsive service and justify the operational cost. Subsequent needs assessment studies are proposed to roll out the Plus Bus to areas within the new North - South Express Bus corridor and interchanges being proposed for an upgrade, especially Cross Rail Stations and Uxbridge.		Needs Assessment Studies informing operation of first, second and third Plus Bus projects within the borough (Mayoral outcomes: h, r, s)		Neutral		Neutral 2		0		25		25		25			
RS2	Olympics Active Travel Initiatives	Hillingdon Council is supporting West London Partnership's West London Olympic Stakeholder Executive in his initiative to sponsor Brunel University to enthuse students by involving secondary school children through the school travel plan initiative. One of our travel planning officers will dedicate the majority of his time on the borough's 18 secondary schools with a view to building increasingly significant involvement so that secondary school children will be as actively involved in the Olympics. Sustrans is involved and will be engaged to vitalise Greenways as appropriate.		Range of activities to be conceived and developed at secondary schools to increase walking and cycling in general and along Greenways in particular. Output will include: • Seminars with key stakeholders • Active travel events and promotions • Campus travel guide and map • Online mapping of walking and cycling facilities • Personalised Travel Planning network • Campus active travel champions • Travel behaviour surveys • Attitude surveys • Pedestrian and cycle counts / surveys		Positive		Neutral 1		0		10		25		50			



## FORMER NATIONAL AIR TRAFFIC SERVICES (NATS) SITE, PORTERS WAY, WEST DRAYTON - SUPPLEMENTARY PLANNING DOCUMENT

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning and Transportation
<b>Officer Contact</b>	Stephen Timms / Jales Tippell, Planning & Community Services
<b>Papers with report  (all circulated separately)</b>	<p>Appendix 1: Summary of responses to the consultation on the SPD for the former NATS site, Porters Way, West Drayton (circulated separately)</p> <p>Appendix 2: Supplementary Planning Document for the former NATS site, Porters Way, West Drayton (circulated separately)</p> <p>Appendix 3: Sustainability Appraisal (circulated separately)</p>

### HEADLINE INFORMATION

<b>Purpose of report</b>	To seek Cabinet approval for the adoption of the Supplementary Planning Document (SPD) for the former NATS site, that has been revised following public consultation on the draft document.
<b>Contribution to our plans and strategies</b>	The SPD, by setting the development framework for the former NATS site and surrounding area, will help contribute to the Council's priorities of improving health and wellbeing; creating strong and active communities; protecting and enhancing the environment; making Hillingdon safer; ensuring a thriving economy; and, improving aspiration through education and learning.
<b>Financial Cost</b>	Inland Homes have agreed to contribute to the preparation of the SPD, including the costs associated with consultation, publication and officer time.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	The area covered by the SPD is located within the West Drayton ward, though any redevelopment of this large scale site is likely to have implications for the wider area.

## **RECOMMENDATION**

### **That the Cabinet:**

- 1. Notes the comments received during the consultation period.**
- 2. Approves the amendments made to the draft Supplementary Planning Document for the former National Air Traffic Services site, Porters Way, West Drayton.**
- 3. Adopts the Supplementary Planning Document (SPD) for the purposes of development management, along with the accompanying documents, the Sustainability Appraisal and the Summary of responses to the consultation on the draft SPD.**
- 4. Grants delegated authority to the Director of Planning and Community Services to approve any minor amendments or corrections of a factual nature, to the Supplementary Planning Document before it is formally published.**

## **INFORMATION**

### **Reasons for recommendation**

The purpose of the Supplementary Planning Document (SPD) is to provide planning guidance for the future use and development of the former National Air Traffic Services (NATS) site, at Porters Way, West Drayton, along with the adjoining site owned by Council. The former NATS site has been acquired by Inland Homes, who intend to redevelop it. The Porters Way Supplementary Planning Document (SPD) 2005, which covers the site, is considered to be out of date, given the number of legislative and policy changes since 2005, and needs to be updated. This SPD has been prepared to ensure that the redevelopment of the site occurs in a timely and coordinated manner, address the issues raised in the various public consultation exercises, and results in the most desirable and sustainable form of redevelopment for the site.

### **Alternative options considered / risk management**

Not to adopt the SPD. It is considered that this would restrict the Council's ability to influence redevelopment of the site and may affect the ability to achieve wider planning, community and sustainability goals.

A number of various options have been considered in deciding the policy direction and proposals for the site as expressed in the SPD. The aspirations and expectations for the site were agreed by the Council in May 2009, in adopting the draft SPD for consultation purposes. The amendments to the SPD, as recommended by this report following the response to consultation, do not substantially alter the policy direction and overall aspirations approved by the Council. Rather, the changes reflect recent changes to Government legislation and guidance, and also strengthen the SPD in a number of areas following advice from Government departments and feedback from the community. The Cabinet may make revisions to the contents of the SPD prior to adoption.

## Supporting Information

### Background

1. The Council adopted planning guidance for the former RAF West Drayton/National Air Traffic Service (NATS) site at Porters way, West Drayton in December 2005. In January 2006, a public inquiry commenced to determine an appeal against the refusal of a scheme for 574 flats on the RAF West Drayton site. The Inspector considered the Council's Supplementary Planning Guidance but nevertheless allowed the appeal. There have been various changes to legislation, planning policy and guidance since 2005, and taken together with the planning history and the pressures for redevelopment of the NATS site, it is considered that the SPD needs to be updated. The most recent legislation and policy guidance will need to be incorporated into the updated Supplementary Planning Document. Of particular relevance to this site is a change in the general approach to planning and decision-making in London, in particular when dealing with the issue of 'density'. The current Mayor of London expressed some concern about the previous decision-making process for schemes, in *The Proposals for the Mayors London Plan*, released 29 April 2009, which states that:

*On too many occasions in the past the clamour to achieve the maximum permissible densities has been the overriding concern for many new developments, sometimes to the detriment of their surroundings, existing environments and local social infrastructure.*

2. The Mayor expects that quality concerns will influence all development in London no matter the size. The Council is very keen to ensure that any future development on the NATS site and surroundings respect the local context and communities, and that opportunities to enhance the aesthetic appeal of the area, and infrastructure needs of the community are realised through appropriate redevelopment.

3. The statutory basis for the preparation of the SPD is London Plan Policy 3A.7 (Large Residential Developments) which states that "Boroughs should prepare planning frameworks for all large residential sites of 5 hectares or more, or that are capable of accommodating more than 500 dwellings."

4. The SPD has been prepared within the context of the Hillingdon Unitary Development Plan Saved Policies September 2007 and other agreed Council standards, regional and national guidance. It will be consistent with draft overarching Local Development Framework (LDF) documents and when adopted as a SPD, will be a material consideration in the assessment of any planning application. The SPD will also help to realise a number of Hillingdon's Sustainable Community Strategy objectives. Accompanying the draft SPD is the Sustainability Appraisal (SA) which evaluates the SPD and ensures it meets the government's wider objectives for sustainable development.

5. Due to the development pressures on this site, the SPD has been brought ahead of other relevant overarching draft Local Development Framework (LDF) documents.

### Public Consultation

6. At the meeting of 28<sup>th</sup> May 2009, Cabinet agreed to approve the former NATS site draft Supplementary Planning Document (SPD) for public consultation. The draft SPD and its accompanying Sustainability Appraisal (SA) were then placed on public consultation for a period of 6 weeks from 1<sup>st</sup> of July to 12<sup>th</sup> August 2009. The consultation period was advertised and notified in accordance with the Council's Statement of Community Involvement (SCI), as detailed below.

7. A statutory advertisement and a ¼ page colour advertisement appeared in the Uxbridge Leader on Wednesday 1<sup>st</sup> July, along with a ¼ page colour advert and an article in the Uxbridge & West Drayton Gazette. A total of 1,798 leaflets/questionnaires were delivered to residents and businesses surrounding the site. All elected members (64) were posted a letter explaining the consultation process and an accompanying CD-ROM, with a hard copy of the SPD, SA and consultation documents delivered to the group offices, with additional hard copies delivered upon request. A letter and CD-ROM was sent to local MP's (total of 3), along with members of the Local Strategic Partnership (LSP) (total of 27), and local nature conservation groups (13). An email was also sent to our database of interested people (total 323) with instructions and links to the planning documents. Additional questionnaire/leaflets were delivered to other groups upon request, and were also made available at all public meetings held during the consultation period. All statutory consultees (a total of 95 as listed in Appendix B of the council's adopted Statement of Community Involvement) were sent a letter explaining the consultation process and a CD-ROM containing the planning documents (SPD, SA and consultation summary), and this was followed up with phone-calls and e-mails. A meeting was held with the Greater London Authority (GLA), Transport for London (TfL) and the Environment Agency (EA), and further correspondence with a number of other key government agencies including English Heritage, Natural England and others. In addition, copies of the documents were also placed at the borough libraries, Hayes One Stop Shop and the Civic Centre (Planning Reception). The draft documents were also placed on the Council's website. An 'Open House' (invitation to speak to Council staff) was held at the Bell Farm Christian Centre on Thursday 16 July 3.30 – 7.00pm and Saturday 18 September 10.00am – 1.30pm and attended by about 30 people.

8. Officers also met with the Youth Council, Mobility Forum, Assembly for People with Physical Disabilities and Sensory Impairments, FORCE group, and the Local Strategic Partners Executive (LSP). A public meeting was also hosted by MP John McDonnell and attended by the project officer to discuss the draft SPD and the proposals for the site. The various public meetings were relatively well attended and have been very valuable in gaining feedback on the draft planning document and proposals for the site and the wider area. All submissions and comments made at public meetings have been considered in refining the SPD, and various amendments have been made to the draft SPD as a result of the consultation. The issues raised and the response to those issues have been summarised in Appendix 1.

9. A total of 23 written responses have been received, in addition to a total of 194 questionnaire responses from residents. The majority of responses are supportive of the SPD and the expected development of the site. Some concerns have been raised and these include impacts on the existing traffic network, and implications for Rutters Close, concerns about crime, safety and security in the area, impacts on infrastructure and services, requirements for community facilities, impacts during the construction phase, and that the proportion of social housing for the site should be lower than suggested in the draft SPD. These issues are detailed within Appendix 1. In light of the submissions received, officers propose amendments to the draft document. The revised SPD recommended for adoption is included at Appendix 2, with amendments marked in bold, and deleted wording with a strikethrough. This document has been circulated to Cabinet Members separately. The Sustainability Appraisal on the revised SPD is included at Appendix 3, which has been circulated separately.

## **Development framework**

10. The SPD sets out specific requirements for the design approach to redevelopment of the site, and any applications will require a masterplan and design codes to ensure a holistic, design led approach to redeveloping the site. The main objective is to ensure a high quality development for the site that will further enhance the appearance and character of the area,

whilst being sympathetic to the largely suburban low-density context. Following comments from the GLA and other bodies, this section of the SPD has been updated and strengthened to provide guidance to future developers and a clearer vision for the new development.

11. The SPD sets out requirements to minimise impacts on the existing traffic network, improve public transport facilities, and particularly to improve the pedestrian environment and facilities for cyclists. Given the outer London location, the lack of available public transport options and low PTAL, and the feedback from local residents, it is considered important to provide adequate car parking for the development and this is reflected in the SPD.

12. The SPD also contains details to ensure a high quality landscape scheme, retaining existing trees and vegetation of high quality. Landscaping along the frontage to Porters Way is also a high priority in the SPD. A wildlife corridor is required along the boundary to the Great Western railway line, and this will also act as a visual and acoustic buffer between the expected residential properties and the railway line. The provision of useable and aesthetically appealing areas of public open space, and significant improvements to existing recreation opportunities, particularly Stockley recreation ground at Mulberry Parade, is required by the SPD.

### **Requirements for specific uses**

13. The SPD sets out a range of specific uses for the site, with an expectation for a mixed-use residential led scheme of high quality. The SPD has not been revised following the consultation on the draft with regard to the range of uses on the site. It is likely that the site would yield a total of around 600-800 dwellings, with a mix of flats and houses, to satisfy the local housing needs. The SPD generally reflects the requirements of the London Plan, however, the requirement for 50% affordable housing on the site with a 70:30 ratio of social rented to intermediate is not considered to be suitable to this site. Feedback from the local community and council's Housing Team indicates that a high proportion of affordable housing is not warranted. In the interests of creating balanced and mixed communities, it is possible that the percentage of affordable housing may not meet the London Plan requirements, although it will be subject to a financial viability appraisal and further considerations. The SPD sets out detailed requirements and standards for housing, to comply with the council's Hillingdon Design and Accessibility Statement (HDAS) guidance, including dwelling standards and amenity space. The SPD has also been updated to include reference to the Mayor's Draft London Housing Design Guide.

14. There are requirements for detailed studies to determine the appropriate scale of any commercial development, to further improve the existing retail and employment opportunities in the immediate area, whilst ensuring there will be no adverse impact on the viability and vitality of the existing town centre, and especially the existing shops on Mulberry Parade. The requirements for community facilities generally remain the same as that proposed in the draft SPD. However the SPD has been revised to reflect the fact that the Metropolitan Police do not have a requirement for a police facility on site, although there is a requirement for provision of a doctor's surgery, nursery / pre-school facility, and some accommodation for various community uses to be provided on the site.

### **Sustainable Development**

15. The SPD considers the important environmental and sustainable development considerations on the site looking at the need for any planning application to be accompanied by a range of environmental studies, including an Environmental Impact Assessment (EIA). The SPD contains guidance to ensure that no adverse environmental impacts will result from the redevelopment, and that a number of very positive and innovative aspirations are achieved.

The principles of the SPD were widely supported during the consultation and a number of amendments have been to the SPD to take account of the various detailed issues that were raised.

## **Planning Obligations**

**16.** A number of issues were raised during the public consultation about the impact of the proposed development on the surrounding area, including the local infrastructure and services. In general the need for the planning obligations as set out in the SPD was supported, although the SPD has been revised to delete references to the requirement for a police facility on site. The SPD has also been revised to include a requirement for canal improvements due to the likely impact on the canal infrastructure.

## **Financial Implications**

This report seeks adoption of a supplementary planning document to support the Council in its statutory role of assessing planning applications and negotiating for certain aspirations for the former NATS site.

There are no direct financial implications for the authority associated with the recommendations of this report. The costs associated with the production of the SPD and the consultation have been met by the Gift funding contribution from Inland Homes, that was a subject of a previous Cabinet report in May. Any wider impacts resulting from development of the site will be subject to the planning obligations laid out in the SPD and will be met through S106 contributions.

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

The recommendation ensures continued community involvement in the planning process to redevelop the site, through the preparation of a Masterplan and assessment of future planning application (s) for the site. The adoption of the SPD will enhance the weight that can be attached to it as a material consideration in decision-making on any planning application.

The SPD has been prepared with consideration of existing planning policies which deal with issues associated with improving health and wellbeing; strong and active communities; protecting and enhancing the environment; making Hillingdon safer; a thriving economy and improving aspiration through education and learning.

### **Corporate and External Consultation Carried out**

In accordance with Planning Policy Statement 12 and the Council's adopted Statement of Community Involvement, this SPD has been publicised and residents and other key stakeholders have engaged in the process and had an opportunity to comment. Feedback from the consultation has informed the final SPD.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

A corporate finance officer has reviewed the report and its financial implications, and is satisfied that there are no direct financial implications for the Authority associated with the

recommendations of this report, and that there are no wider implications at this stage for the Council's resources as a whole.

## **Legal**

There are two forms of local development documents: - supplementary planning documents and development plan documents. A supplementary planning document (SPD) is a statutory document, and the legal requirements in relation to its preparation and adoption as local development documents are prescribed by the Town and Country Planning (Local Development) (England) Regulations 2004 (the 2004 Regulations). An SPD must be produced in accordance with the 2004 Regulations

This report deals with the approval by Cabinet of the third step of the three main steps in the SPD procedure. The 2004 Regulations require that:

- a SPD is published and open to consultation for a period of not less than 4 weeks and not more than 6 weeks (regulation 17);
- the consultation responses and representations are considered by the local planning authority (regulation 18);
- the SPD is adopted by the local planning authority (regulation 19).

The council's constitution requires the Cabinet to collectively take key decisions to amend its policy framework.

### Consideration of representations

A local planning authority shall not adopt an SPD until they have considered any representations made in accordance with regulation 18; and have prepared a statement setting out a summary of the main issues raised in these representations, and how these main issues have been addressed in the SPD which they intend to adopt

### Procedure after resolution to adopt (if appropriate)

As soon as reasonably practicable after the local planning authority adopt an SPD they must make it available for inspection during normal office hours at the places at which the SPD was made available for consultation (and on their website)

- (i) the statement of the main issues raised in representations and how they were addressed and
- (ii) an adoption statement, and
- (iii) the SPD;

The local planning authority must also send the adoption statement to any person who has asked to be notified of the adoption of the SPD.

### Decision making

Section 38 of the Planning and Compulsory Purchase Act 2004 places a duty on the local planning authority, and the Secretary of State to determine planning applications in accordance with the development plan unless material considerations indicate otherwise.

An SPD does not form part of the development plan. However, the SPD will form part of the Local Development Framework, and it will be a material consideration for the determination of

planning applications on the former NATS site, Porters Way, West Drayton. The weight to be given to an SPD is a matter for the decision maker.

## **Relevant Service Groups**

### **Corporate Property**

The Head of Corporate Property does not raise any concerns with regard to the recommendations contained in this report.

## **BACKGROUND PAPERS**

- Draft SPD for the Former National Air Traffic Services (NATS) site July 2009
- Draft Sustainability Appraisal July 2009
- Porters Way Planning Brief Supplementary Planning Document Dec 2005
- Porters Way Sustainability Appraisal, Dec 2005
- Local Development Framework Statement of Community Involvement Nov 2006

## 'ACCESSIBLE HILLINGDON' SUPPLEMENTARY PLANNING DOCUMENT

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning and Transportation
<b>Officer Contact</b>	Charmian Baker/Ali Kashmiri, Planning & Community Services
<b>Papers with report</b>  (all appendices circulated separately)	Accessible Hillingdon Supplementary Planning Document (SPD)  (a) Amended document of September 2009 (Appendix 1) (b) Sustainability Appraisal 2009 (Appendix 2)

### HEADLINE INFORMATION

<b>Purpose of report</b>	Cabinet approval is sought for a six week period of public consultation on the revised Accessible Hillingdon Supplementary Planning Document (SPD) and the associated Sustainability Appraisal.
<b>Contribution to our plans and strategies</b>	Council Plan Hillingdon's emerging Local Development Framework Hillingdon Partners Sustainable Community Strategy Hillingdon's Local Implementation Plan
<b>Financial Cost</b>	The costs of consultation will be approximately £2,500, which will be contained within the 2009/10 budget for Planning and Community Services.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	Borough-wide

### RECOMMENDATION

That Cabinet:

1. Approves for consultation purposes the proposed revisions to the Accessible Hillingdon Supplementary Planning Document, and the associated Sustainability Appraisal, as contained in Appendices 1 and 2 of this report.
2. Instructs officers to undertake a six week consultation period with stakeholders in accordance with the Council's Statement of Community Involvement and to bring a report on the consultation response to a future Cabinet meeting.

## **INFORMATION**

### **Reasons for recommendation**

In the past few years there have been significant changes to planning policy including the implementation of the requirement for Design and Access Statements (Planning and Compulsory Purchase Order Act 2004) to accompany most planning applications, the revised London Plan Consolidated with Alterations (2008) and various amendments to Planning Policy Statement 3 (Housing) and PPS12 (Local Spatial Planning).

The original HDAS document 'Accessible Hillingdon', was compiled between July 2004 and 2005. Since its adoption in July 2006, there have been considerable developments in good practice regarding accessibility issues, including the new draft British Standard BS8300:2009 'Design of buildings and their approaches to meet the needs of disabled people'.

Accordingly a revised document was written and reported to Cabinet in September 2008. This updated guidance was prepared in accordance with the new British Standard. At that time a Sustainability Appraisal had not as yet been prepared. With the appointment of a new Access Officer, the document has been revised, to include more illustrations and a simplified text to make it easier to use.

The document now before Cabinet is accompanied by a Sustainability Appraisal, which provides an indication of the current accessibility of the Borough's buildings, and a rigorous examination of the legislative, policy and data collection context for the document. Although, since April 2009, this document is no longer a legal requirement, it was, nevertheless, considered to be good practice to assess the Accessibility guidance and its aims and objectives in this way.

### **Alternative options considered / risk management**

It remains open to the Council to go out to public consultation on the 'Accessible Hillingdon' Supplementary Planning Document, as authorised in September 2008. However, it is considered that this revised document will be easier to use and more effective in its message. It is now accompanied by a Sustainability Appraisal.

### **Comments of Policy Overview Committee(s)**

None at this stage.

### **Supporting Information**

1. The 'Hillingdon Design and Accessibility Statement (HDAS) Supplementary Planning Document (SPD) was prepared as part of the emerging Local Development Framework (LDF) process in accordance with the requirements set out in the Town and Country Planning (Local Development (England) Regulations 2004. This comprised six sections on a range of topics, one of which is 'Accessible Hillingdon'.
2. 'Accessible Hillingdon' provides detailed advice and guidance on the provision of equal, easy and dignified access to buildings, places and spaces. Although not a statutory document, it had the status of a Supplementary Planning Document, as it had been through a formal consultation and adoption process, as set out for the Local Development Framework and associated documents. It was published in July 2006, and, since then, has been an important

material consideration in the determination of planning applications for new developments or alterations to existing buildings.

3. In 2008, 'Accessible Hillingdon' was updated to take account of recent legislation, in particular The Planning and Compulsory Purchase Order Act 2004, Circular 01/2006 (which made provision for Design and Access Statements to accompany planning applications), the GLA's guidance relating to Wheelchair Accessible Housing best practice, published in 2007 and the revised London Plan of March 2008, which placed more emphasis on the need for accessibility.

4. This document was reported to Cabinet on 18<sup>th</sup> September 2008. It included updated design guidelines for residential development, with more detailed guidance on minimum floor space standards and recommended standards for cooking, eating and living areas. Updated and additional information was also included for public and commercial buildings, for example design guidance for lifts, consideration of lighting schemes to assist the visually impaired and the relative merits of hearing enhancement schemes. Authorisation was given to go out to public consultation, in line with the Council's Statement of Community Involvement, and following the preparation of a Sustainability Appraisal.

5. The new Access Officer has completed the Sustainability Appraisal and improved the document's layout and presentation, so that the design guidance is clearer, more succinct and easier to follow, uses less jargon and is illustrated with attractive drawings, diagrams and photos. There has also been a need to update legislation and guidance, and additional information has been added to help clarify the position regarding residential accommodation. The changes in the latest version include:

1. Detailed guidance on accessible housing, so as to advise developers how to meet London Plan Policy 3A.5. Also clarification regarding the numbers of lifts needed in blocks of flats.
2. Guidance on 'changing places' toilet facilities.
3. Emphasis on the need to provide reliable means of escape a new developments to allow people who are not able to use stairs to evacuate independently.

## **Sustainability Appraisal**

The preparation of a Sustainability Appraisal for each Local Development Framework document was a requirement set out in the Planning and Compulsory Purchase Act 2004 until 6 April 2009, although guidance is awaited from DCLG as to what replaces it. However, a Sustainability Appraisal for this revised document has been completed as it is considered to be good practice in terms of providing a sound basis and context for the Supplementary Planning Document (see Appendix 2).

## **Financial Implications**

The costs of consultation will be approximately £2,500 which will be contained within the 2008/09 budget for P&CS.

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

Residents, Service Users and the Borough's various Communities will have an opportunity to influence the revised 'Accessible Hillingdon' through the public consultation. The updated and improved access standards contained in 'Accessible Hillingdon' will benefit disabled and older people in particular.

### **Consultation Carried Out or Required**

It is proposed to carry out a 6 week consultation on the draft revisions to 'Accessible Hillingdon' with all stakeholders, in accordance with the Council's adopted Statement of Community Involvement. The consultation document will also be published on the Council's website and copies will be distributed to all borough libraries, to Hayes One-Stop Shop and Planning Reception. In addition, a drop-in session at Uxbridge Library will be offered to anyone wanting to talk to the Access Officer in person about the document, and the Access Officer will also offer to talk to forthcoming meetings of Council Forums.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report and is satisfied that any associated costs can be accommodated within existing P&CS revenue budget for 2009/10.

### **Legal**

There are two forms of local development documents: - supplementary planning documents and development plan documents. A supplementary planning document (SPD) is a statutory document, and the legal requirements in relation to its preparation and adoption as a local development document are prescribed by the Town and Country Planning (Local Development) (England) Regulations 2004 (the 2004 Regulations). An SPD must be produced in accordance with the 2004 Regulations.

This report deals the approval by Cabinet of the third step of the three main steps in the SPD procedure. The 2004 Regulations require that:

- a SPD is published and open to consultation for a period of not less than 4 weeks and not more than 6 weeks (regulation 17);
- the consultation responses and representations are considered by the local planning authority (regulation 18);
- the SPD is adopted by the local planning authority (regulation 19).

The council's constitution requires the Cabinet to collectively take key decisions to amend its policy framework.

### **Consideration of representations**

A local planning authority shall not adopt an SPD until they have considered any representations made in accordance with paragraph; and have prepared a statement setting out a summary of the main issues raised in these representations, and how these main issues have been addressed in the SPD which they intend to adopt.

### Procedure after resolution to adopt (if appropriate)

As soon as reasonably practicable after the local planning authority adopt an SPD they must make it available for inspection during normal office hours at the places at which the SPD was made available for consultation (and on their website)

- (i) the statement of the main issues raised in representations and how they were addressed and
- (ii) an adoption statement, and
- (iii) the SPD;

The local planning authority must also send the adoption statement to any person who has asked to be notified of the adoption of the SPD.

### Decision making

Section 38 of the Planning and Compulsory Purchase Act 2004 places a duty on the local planning authority, and the Secretary of State to determine planning applications in accordance with the development plan unless material considerations indicate otherwise.

An SPD does not form part of the development plan. However, the SPD will form part of the Local Development Framework, and it will be a material consideration for the determination of planning applications on the Former NATS site. The weight to be given to an SPD is a matter for the decision maker.

An amendment made to section 19(5) of the Planning and Compulsory Purchase Act 2004 by the Planning Act 2008, means that since April 6, 2009 the Supplementary Planning Document has not required a Sustainability Appraisal. Nonetheless, it was considered good practice to undertake it.

### **BACKGROUND PAPERS**

NIL

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## FUNDING CONTRIBUTION FOR PLANNING FUNCTIONS ASSOCIATED WITH HEATHROW AIRPORT

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning and Transportation
<b>Officer Contact</b>	Aileen Carlisle, Planning and Community Services
<b>Papers with report</b>	None

### HEADLINE INFORMATION

<b>Purpose of report</b>	<p>This report considers the offer of a funding contribution from British Airports Authority (BAA), the operator of Heathrow Airport, to the Council to assist in meeting the Council's reasonable and justifiable costs for planning related work associated with Heathrow Airport. The funding is offered in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972.</p> <p>It is recommended that the offer of funding be accepted.</p> <p>It must be emphasised that accepting this gift funding is without prejudice to the Council's continued opposition to the third runway and contention that the Government support for it is unlawful.</p>
<b>Contribution to our plans and strategies</b>	The recommendations will assist the planning process to realise the objectives of the Sustainable Community Strategy.
<b>Financial Cost</b>	<p>The funding contribution comprises £260,000 for the 2009/10 financial year. There is provision for additional funding to be secured if needed for any other major projects. It represents an extension of the previous financial contribution of £700,000 for the previous 3 years.</p> <p>The funding will assist with planning related costs generated by Heathrow including provision of pre-application advice, planning applications, enforcement and policy development.</p>
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	Heathrow Villages directly, but also Borough-wide and beyond.

## **RECOMMENDATION**

### **That Cabinet:**

- 1. Accepts the offer of a funding contribution from BAA in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972.**
- 2. Agrees that the offer be accepted on the basis that it is without prejudice to the Council's continued opposition to the third runway and contention that the Government support for it is unlawful.**

## **INFORMATION**

### **Reasons for recommendation**

Historically, airport planning proposals often impose large costs on the Council as they commonly involve developments that are major, complex, and require specialist knowledge. Often, work associated with proposals takes place over a number of years and requires multi agency working. The Government's decision on the third runway in January this year, stands until it is quashed by the Courts. This means that Officers will have to undertake certain statutory obligations that are an inevitable consequence track changes of this decision. This includes the having a third runway option within our core strategy. It could also include fulfilling our statutory responsibilities and representing the interests of residents in relation to any development consent order procedure initiated by BAA for the third runway under the Planning Act 2008.

For many of its development proposals BAA does not make planning applications or pay planning application fees. Many development proposals at the airport are instead subject to a statutory consultation procedure under Part 18 of the Town and Country Planning (General Permitted Development) Order 1995. These consultations impose costs on the Council comparable to those of processing standard planning applications, but for which no fee is applicable. BAA also benefits from regular pre-application discussions for which they would otherwise be charged for by the Council.

There have been two previous funding contributions received from BAA. A contribution of £1.8m over 4 years in 2002 was received to deal with planning matters relating to the Terminal 5 decision following the decision of the Secretary of State. This was extended for another three years in 2006, with a further £700,000 in contributions. The scope of the funding was also broadened to enable its use for dealing with Heathrow related planning matters.

It is proposed that this funding contribution be extended for a further year. An offer of £260,000 has been received. Any work associated with the legal challenge would be excluded from any funding contribution. In addition, any funding contribution accepted, would be without prejudice to the Council's opposition to the third runway and contention that the Government support for it is unlawful.

### **Alternative options considered / risk management**

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

- II. Request changes to the proposed gift from BAA. BAA is unlikely to increase their offer. However, there is an opportunity to seek additional funding should it be required.

### **Comments of Policy Overview Committee(s)**

None at this stage.

### **Supporting Information**

1. On 8 January 2002 Policy Committee accepted the offer of a financial gift from BAA of £600,000 per annum to be paid to the Council by equal quarterly instalments, such sum to be reviewed and amended as necessary after each 6-month period, for each of the next 3 years.
2. This funding was used to finance the work of the Aviation/Terminal 5 Planning Team which at one stage employed 4 full time planning officers, plus associated Environmental Protection Unit officers, and made use of specialist external planning consultants in the fields of: surface access; urban design, landscaping and minerals. As planning work on T5 declined over time, the original gift funding continued to finance the work of the Aviation/T5 Team. BAA confirmed by letter dated 24 February 2004 that any residual funds could be used for all airport planning work with the exception of any work involved with the third runway.
3. The original funding was received by way of a gift under Section 139 of the Local Government Act 1972 so that the Council was not burdened with the costs of dealing with the extensive planning workload stemming from the approval of Terminal 5 on 20 November 2001. An external legal opinion from counsel confirmed the lawfulness of accepting the gift.
4. On 9 March 2006, Cabinet agreed to extend this financial contribution towards planning related costs at from BAA for the following three financial years. BAA committed £200,000 for the 2006/07 financial year and £250,000 for the following two years. This contribution was towards planning costs that the airport imposes on LBH, with the exception of any costs associated with opposition to the proposed third runway or other potential aviation capacity increases. This funding has now run out.
5. Since the original contribution was accepted, section 93 of the Local Government Act 2003 clarified that local planning authorities can now charge for discretionary services such as pre-application planning advice. This contribution also covers consultations on airport related development, under Part 18 of the Town and Country Planning (General Permitted Development) Order 1995 (As Amended) for which no fee income is received.
6. In addition, the Government's decision on the third runway in January this year, stands until it is quashed by the Courts. This means that Officers will have to undertake certain statutory obligations that are an inevitable consequence of this decision. This includes the having a third runway option within our core strategy. Although within this document the Council can make clear its total opposition to this option. It could also include fulfilling our statutory responsibilities and representing the interests of residents in relation to any development consent order procedure initiated by BAA for the third runway under the Planning Act 2008.
7. The funding contribution that is received is strictly ring-fenced to ensure that it is spent in accordance with the terms of the gift. Three signatures, including that of the Corporate

Director of Planning & Community Services and the Chief Executive, are required to authorise all but minor expenditure. A budget report, including all expenditure, is prepared and provided to BAA annually. Two separate officer signatures are required prior to determination of any planning proposal dealt with by the Aviation/T5 Team under delegated powers. The Central & South Planning Committee in accordance with the Council's Scheme of Delegations considers all major proposals.

#### *Offer to Extend Funding Contribution*

8. BAA has offered to extend this contribution for the 2009/10 financial year. A total of £260,000 has been offered. In addition to dealing with planning applications and associated work, this contribution will also be used for policy development in relation to Heathrow to meet its statutory obligations in relation to the Planning and Compulsory Purchase Act 2004 in preparing a core strategy, including alternative options at Heathrow. It may also be used in fulfilling our statutory responsibilities in relation to any development consent order procedure initiated by BAA for the third runway under the Planning Act 2008.
9. This includes agreeing a consultation strategy and input into the consultation process as well as preparing a local impacts report on proposals.
10. This funding contribution would specifically exclude work on the legal challenge. Furthermore it would only be accepted the basis that it is without prejudice to the Council's continued opposition to the third runway and contention that the Government support for it is unlawful, and cannot fetter or restrict the Council's freedom of action and discharge of its statutory functions

#### **Financial Implications**

The offer of £260,000 gift funding from BAA will contribute to the costs generated by Heathrow including planning applications, enforcement and policy development. It is prudent to accept the gift, which will enable the Council to fulfil its statutory planning functions as they relate to Heathrow Airport. It will ensure that the costs associated with Heathrow are funded by the airport operator and not from limited Council resources.

This gift funding would be accepted on the basis that it would not prejudice the Council's continued opposition to the third runway. To this end, the cost of the legal challenge is specifically excluded from this gift funding contribution.

#### **EFFECT ON RESIDENTS, SERVICE USERS AND COMMUNITIES**

##### **What will be the effect of the recommendation?**

The Council has previously accepted gift funding in relation to various planning delivery agreements, and planning initiatives, including the discharge of its functions in producing the RAF Uxbridge Supplementary Planning Document (SPD), providing detailed planning advice and processing applications for RAF Uxbridge and RAF West Ruislip.

The alternative, to refuse the gift funding, would involve meeting the costs of Heathrow related work through the existing planning budget. Given the current constraints on the planning budget and the competing priorities of other workstreams, it would be likely to impact the Council's delivery of its planning services across the board

The extension of the funding contribution from BAA for the 2009/10 financial year would enable Council Officers to continue to deal with matters arising from Heathrow Airport without placing unnecessary burden on Hillingdon residents. The third runway decision made by the Secretary of State places certain statutory obligations on the local planning authority, in relation to policy development and also in relation to the promotion of any scheme.

Such an approach is consistent with the latest guidance from government, and is in the best interests of achieving Councils objectives, as set out in the Sustainable Community Strategy.

### **Consultation Carried Out or Required**

None

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

The financial implications above properly reflect the direct resource implications for the planning service, including dealing with consultations under Part 18 of the General Permitted Development Order, in providing pre-application advice, planning applications, enforcement and policy development. The funding proposed will contribute to the costs of Heathrow related planning work. It will, where and if appropriate, be used to ensure there is no financial burden on the Council in fulfilling its statutory responsibilities as a result of the Secretary of State's decision on the third runway.

### **Legal**

Section 93 of the Local Government Act 2003 provides a general power to local authorities to charge for discretionary services. Discretionary Services are those services that an authority has the power, but is not obliged, to provide. Through the power to recover via a charge the costs to an authority of providing a service, the government aims to encourage authorities to provide more wide ranging and new and innovative services for their communities. The Council may utilise this power if:

- the Council already has the power to provide the service, but is not mandated or has a duty to provide;
- the recipient of the discretionary service has agreed to its provision and to pay for it;

Charges may be set differentially, so that different people are charged different amounts. The Council is not required to charge for discretionary services. They may provide them for free if they have the resources to do so. However, by virtue of Section 93 (4) there are limitations to the cost of recovery in that for "each kind of service" the income from charges for that service does not exceed the costs of provision. Each Council can decide the methodology they wish to adopt for assessing the costs.

In planning terms, the effect of the above legislation is that the Council can provide extensions to statutory services including a range of advisory services linked to planning and development control. These are not a statutory requirement, but can make an important contribution to the operation of the statutory services. The Council are entitled to receive income for provision of the discretionary services so long as it does not exceed the cost of providing the service. To conform to government guidance a framework ought to be negotiated by officers and properly formalised. In terms of member involvement, Members and officer should have regard to the helpful guidance on Members pre-application involvement set out in the Department of

Communities and Local Government “Member Involvement in Planning Decisions”, published in January 2007.

In relation to the provision of gift funding for the discharge of statutory functions and policy development, the relevant statutory power is Section 139 of the Local Government Act 1972. This provides that “a local authority may accept, hold and administer for the purpose of discharging any of their functions, gifts of property, whether real or personal, made for that purpose.”

- The ordinary meaning of a gift is a voluntary transfer of property without consideration. The offer from BAA does not suggest that the Council is to be obliged to do anything in consideration of any payment. Furthermore, any gift made and accepted under Section 139 must be one which is intended to enable the Council to discharge its functions.
- A gift may be made notwithstanding the fact that the donor expects its use by the donee to bring him benefits. Therefore the fact that BAA would for example, have an interest in ensuring that its submissions are dealt with in a timely manner, would not mean that the payments could not be accepted as gift.

The reality, however, is that the Council would not be providing any advice and assistance solely for the benefit of BAA. The funds will be expended for development in the public interest and in the interests of the proper planning of the area. From the Council’s point of view, BAA is not the beneficiary of the activities associated with the gift funding, nor is the object to provide BAA with any advice or services extraordinary to this particular project. Instead the beneficiaries of the planning process should be the existing residents of the borough, particularly those within close proximity of the site.

The perception of the public is a matter for the Council to consider if it accepts the payments. The Council must maintain its independence from BAA and its impartiality as a local planning authority with respect to any application or other matter involving BAA. The Council should ensure that legitimate doubts do not arise about such matters. The Council may also be concerned about any widespread impression which might arise, however unfounded.

One way of addressing this difficulty is to ensure that BAA’s proposals are fully reported, and that the community is engaged through the planning process, both at pre-application stage, and after the submission of planning applications. Transparency and accountability will be essential if any payment is to be accepted.

## **BACKGROUND PAPERS**

NIL

## CONSERVATION MANAGEMENT PLAN FOR EASTCOTE HOUSE GARDENS

<b>Cabinet Members</b>	Councillor Keith Burrows / Councillor Sandra Jenkins
<b>Cabinet Portfolio</b>	Planning and Transportation / Environment
<b>Officer Contact</b>	Charmian Baker/Sarah Harper, Planning and Community Services
<b>Papers with report</b>	Appendix 1 – Map

### HEADLINE INFORMATION

<b>Purpose of report</b>	Cabinet approval is sought for officers to tender for a Conservation Management Plan, in support of a Heritage Lottery Funding (HLF) bid for the refurbishment, conversion and interpretation of the listed buildings and park at Eastcote House Gardens, for community use.
<b>Contribution to our plans and strategies</b>	<i>Contributes to the Sustainable Communities Strategy and Council Plan Corporate objectives including:</i> Maintain local heritage; Ensure heritage and natural environment are protected and enhanced Expand cultural and sports activities Extend opportunities for older people to participate in leisure, recreational and cultural activities Work in partnership to maximise the effective use of resources Reduce anti-social behaviour
<b>Financial Cost</b>	The estimated matched funding impact for the Authority is £12,500. If the Council are successful in a HLF bid, there are potential future implications in terms of staffing/maintenance of the site, which would have to be addressed through the MTFF.
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	Eastcote & East Ruislip

## **RECOMMENDATION**

**That Cabinet authorises officers to tender for a Conservation Management Plan, to form the basis of a bid for Heritage Lottery Funding for the refurbishment, conversion and interpretation of the listed buildings and park at Eastcote House Gardens for community use.**

## **INFORMATION**

### **Reasons for recommendation**

The listed buildings at Eastcote House Gardens comprise the former Coach House, Dovecot and Walled Garden. They are all included on the Statutory List of Buildings of Special Architectural or Historic Interest, and within the Eastcote Village Conservation Area. The buildings have been in Council ownership for many years and are in need of significant repair work. The tenants of the Coach House, the Eastcote Billiards Club, are no longer able to fulfil their obligations relating to the repairing lease, and its intermittent use is encouraging vandalism. The Coach House has been included on the Heritage at Risk Register, published by English Heritage.

It is considered that the situation is now critical with regard to the repair and re-use of the buildings, that the site represents a much under-used community facility, and that an application for external funding to the Heritage Lottery Fund, supported by a Conservation Management Plan, may be the only realistic solution. Officers are supported in this view by the Ward Councillors, the M.P., English Heritage and the Friends of Eastcote House Gardens.

Authorisation is being sought to proceed with these proposals, in a bid to secure the long term future of the site and its buildings for educational and community use.

### **Alternative options considered / risk management**

Cabinet could decide not to agree the recommendation, in which case the buildings will fall into such disrepair that they may be unusable and at risk of collapse, or loss through vandalism.

### **Comments of Policy Overview Committee**

None at this stage

### **Supporting Information**

1. Eastcote House Gardens comprises approx 3.5 hectares (8.7 acres) and is located in Eastcote to the east of Eastcote High Road and the north of Field End Road, with access from both. It once formed the grounds of Eastcote House (demolished in the 1960's), and comprises the timber-framed Coach House, the 18<sup>th</sup> century Dovecot, the Walled Garden and an area of public parkland. The Coach House, Dovecot and Walls of the Walled Garden are listed Grade II and the park is included on the draft Parks and Gardens Local List, while the site falls within an Archaeological Priority Area, is designated as Metropolitan Open Land

and has been included within the Eastcote Village Conservation Area. (A map is appended to this report – Appendix 1).

2. The site has been in Local Authority ownership for around seventy years. The buildings have been maintained over the years, most recently in 2008. However significant repairs to all three buildings are now urgently needed. The Dovecot is showing signs of subsidence in one corner, the garden walls are leaning and the condition of the Coach House is very poor, and full modernisation of the electrical, plumbing, sanitary and kitchen installations are needed, before it can be brought into full use. The Coach House has been included in the Heritage at Risk Register, published by English Heritage.

3. The Coach House has been occupied for many decades by the Eastcote Billiards Club, whose declining and aging membership has led to an inability to meet obligations under the repairing lease. The very small number of club members means that the building is used less frequently, and this, together with its isolated location, renders it vulnerable to attack. The Coach House has been damaged by vandals on a number of occasions, and, on one occasion, members were threatened by a gang of youths brandishing beer bottles.

4. There is much interest in the park and its buildings. In September 2008, The Friends of Eastcote House Gardens Management Advisory Group (known as MAG) was set up by the Eastcote Residents Association, with the purpose of “advising the Council on the development and management of Eastcote House Gardens and the preservation and development of its ecological, historical and social quality . . .” The Friends have co-ordinated a monthly group of local volunteers who work on the gardens. They have also been successful in obtaining £22,000 ‘Community Spaces’ funding for the restoration of the planting in the walled garden.

5. The Council’s Green Spaces Team have been working towards obtaining a Green Flag Award for the park, and, during 2008/9 have carried out improvements to entrances and pathways, and have provided handrails to the bridge over the River Pinn, provided new planters and installed a new sundial in the Walled Garden.

6. On 7th November 2008, a meeting took place between the Ward Councillors, the MP, English Heritage, the Eastcote Residents Association, the Eastcote Village Conservation Area Advisory Panel and officers from the Conservation Team and Green Spaces. It was noted that numerous previous proposals to achieve the repair and re-use of these buildings had failed, due to the scale of the repairs needed (probably in excess of £500,000), the difficulties of finding suitable alternative premises for the billiards club and the need to find sustainable new uses for the buildings. It was agreed that the best option for securing and repairing the historic buildings for the community would be to apply for Heritage Lottery Funding, and that their requirement for projects to encompass conservation, education and partnership with local residents could be met in this project.

7. The Heritage Lottery Fund (HLF) is not able to consider any bid for funding without the submission of a Conservation Management Plan. This would provide a full analysis of the site, identifying repair requirements, investigating all the options for community use, the relocation of the billiards club, and external funding

sources, and estimating the likely costings and staffing implications. Consultation would take place throughout with council officers and the local community.

8. A draft brief for a Conservation Management Plan has been drawn up, and five firms of consultants having the expertise to carry out such work were approached to give a guideline figure as to the likely cost of producing such a Plan. Items which could be carried out by the Friends of Eastcote House or by council officers have been identified, and omitted. The likely cost was established as being in the region of £25,000.

9. In April, an application was made to English Heritage for partnership funding for the Management Plan. Although work in kind was offered as the Council's contribution towards match funding, only direct financial support was found to be eligible.

10. In June/July, English Heritage made a grant offer of £12,500, that is 50% of the cost of the plan. Of the remainder, £6,000 has been earmarked from the current ECP Green Spaces budget for the Ruislip/Northwood area in support of the project. A further £6,500 is still required to be made available.

11. In order to meet the requirements of English Heritage with regard to partnership funding, the Conservation Plan should be commissioned in the current financial year.

### **Financial Implications**

Currently the estimated matched funding figure for the Authority is estimated to be £12,500. Almost half of this (£6,000) has been initially earmarked from an ECP Green Spaces budget. The balance would be covered from current PCS budgets, although there is no explicit provision for it.

If the bid to HLF is successful, the HLF can grant money for projects in full or in part, and funding for a Project Manager is usually included. It could be expected that the Council would be required to make a contribution through the future maintenance of buildings and grounds, and the provision of staffing and resources to manage the facilities.

However this is a small site in comparison with Manor Farm, Ruislip, and such costs would be likely to be of a limited nature. Any such provision would have to be addressed through the Councils Medium Term Finance Forecast (MTFF) and annual budget setting process.

### **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

#### **What will be the effect of the recommendation?**

The effect of the recommendation would be to commission a Conservation Management Plan to lever in funds for the site, potentially from the Heritage Lottery Fund.

External funding could then secure the repair and upgrading of the buildings in Eastcote House Gardens, and their conversion to educational /community use would provide an attractive facility for local residents, community groups and

visitors of all ages. It would enable the repair and re-use of an attractive group of historic buildings, which, without urgent attention, could otherwise be lost to the Borough. The interiors of the Coach House and Dovecot are particularly fine and cannot at present be enjoyed by the general public.

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

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

### **Consultation Carried Out or Required**

The following have been consulted throughout the project to date: Ward Councillors, Nick Hurd M.P, English Heritage, Friends of Eastcote House Gardens, Eastcote Residents Association, Eastcote Conservation Area Advisory Panel, Green Spaces Team and Property Services, Friends of Eastcote House Gardens.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

The estimated match funding for the Authority is £12,500 of which £6,000 has been earmarked from ECP Green Spaces budget. The balance will be covered from existing budgets within P&CS although there is no specific provision for this. If the HLF is successful then this will secure the long term future of the site bringing benefits to the Authority and contributing to the Sustainable Communities Strategy. This would incur additional costs to the Council in terms of staffing/maintenance and as such these provisions would have to be addressed through the Council's Medium Term Finance Forecast (MTFF) and annual budget setting process.

### **Legal**

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

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

The National Lottery was established by the Government under the National Lottery etc Act 1993 to create extra funds for five good causes: heritage, arts, sports, charities and projects to mark the beginning of the new millennium (a sixth good cause, the New Opportunities Fund was created in 1998). The Act also appointed NHMF as the distributor of funds to the heritage sector, and NHMF established the Heritage Lottery Fund to carry out this task.

HLF's mission is:

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

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

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

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

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

### **Corporate Property**

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

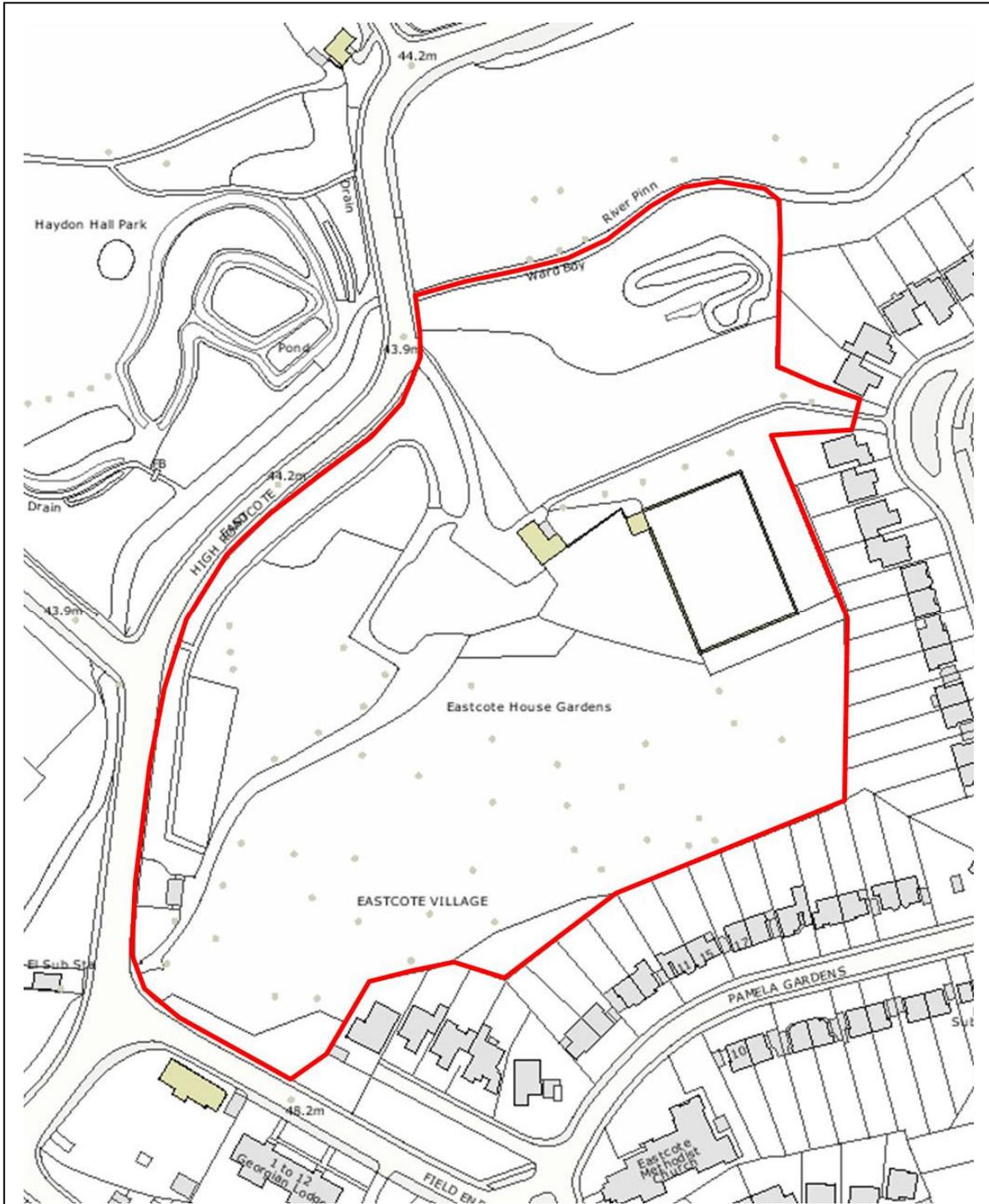
### **Relevant Service Groups**

This report has been prepared in liaison with the Council's Green Spaces Team

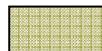
### **BACKGROUND PAPERS**

Draft Brief for Conservation Management Plan  
English Heritage Report for Partnership Funding  
Heritage Lottery Fund Guidance Note

## Appendix 1: Map showing the boundary of Eastcote House Gardens



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**Listed Buildings**



**Boundary**

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## THE GOVERNMENT’S PLANNING ACT 2008 CONSULTATION ON EXAMINATION PROCEDURES FOR NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECTS

<b>Cabinet Member</b>	Councillor Keith Burrows
<b>Cabinet Portfolio</b>	Planning & Transportation
<b>Officer Contact</b>	Aileen Carlisle, Planning and Community Services
<b>Papers with report</b>	None

### HEADLINE INFORMATION

<b>Purpose of report</b>	<p>This report advises Members of the Government’s Planning Act 2008 Consultation on the Examination Procedures for Nationally Significant Infrastructure Projects. It provides an overview of key elements of the consultation document and Officers response to it. It also sets out the implications for the Council especially in relation to the third runway, which, if it progresses, would be considered under this new planning regime.</p>
<b>Contribution to our plans and strategies</b>	<p>This consultation relates to a suite of draft regulations and guidance documents on the examination procedure for dealing with major infrastructural projects which will be considered by the newly formed Infrastructure Planning Commission.</p> <p>These changes to the planning system will affect the decision making process for planning, and may affect the delivery of a number of corporate strategies as well as impacting Council resources.</p>
<b>Financial Cost</b>	<p>Whilst there is no direct cost associated with responding to these documents, there will be a financial burden on the local planning authority in relation to R3 and other large scale developments that would now come under the remit of the Infrastructure Planning Committee.</p> <p>It is considered that any costs of nationally significant projects such as this should be met by either the Government or the promoter of the scheme. Officers will be seeking to ensure this is addressed through this consultation process.</p>

**Relevant Policy  
Overview Committee**

Residents' and Environmental Services

**Ward(s) affected**

All

## **RECOMMENDATION**

**That Cabinet:**

- 1. Notes the contents of this report regarding the Government's Planning Act 2008 Consultation on Examination Procedures for Nationally Significant Infrastructure Projects.**
- 2. Notes the potential financial burden that these procedures place on the local planning authority in relation to R3.**
- 3. Endorses the response to the Government on its Planning Act 2008 Consultation on the Examination Procedures for Nationally Significant Infrastructure Projects as set out in Appendix 1, for submission to the Government.**

## **INFORMATION**

### **Reasons for recommendation**

This is the third of a series of consultations on the operation of the newly formed Infrastructure Planning Commission under the Planning Act 2008. This third consultation deals with the examination procedures under the new Act.

Under the provisions of the new Act, promoters of certain large scale schemes will submit a development consent order to the Infrastructure Planning Commission rather than local planning authority. At present, the Commission will determine the application in most cases. The Third Runway would be the first of the proposals within Hillingdon that could be considered under this new regime. Before this Act (as in the case of Terminal 5), local planning authorities had the power to make decisions on this type of application.

The new Act has implications for the level of influence that local councils and communities will have on future developments within their areas. It is important that the Council's and community's participation in the examination process does not place an unreasonable financial burden on the local planning authority.

### **Alternative options considered**

- I. Agree the response to the Government in full or in part
- II. Make no response to the Governments proposals

### **Comments of Policy Overview Committee(s)**

The Residents and Environmental Services Policy Overview Committee have not commented on the report.

## **Supporting Information**

1. The Planning Act 2008 establishes a new system for dealing with nationally significant projects such as R3. These large scale projects, like R3, will be dealt with by the Infrastructure Planning Commission (IPC).
2. As part of the implementation of the Act, new regulations and guidance are proposed. Consultation has been undertaken previously on:
  - (a) The list of statutory consultees in relation to applications received. This list includes local planning authorities directly affected by proposed schemes or adjoining the local authority that is affected by proposals
  - (b) Pre-application discussions and the submission of applications. The Council's main concerns were twofold. First, that the loss of substantial fee income from local planning authority should be offset by the promoter of schemes or the Government in enabling it to meet its statutory obligations under the new Act. Secondly, that any consultation undertaken to date in relation to the third runway should not form part of the consultation BAA is required to undertake in promoting the third runway scheme.
3. This latest consultation deals with the examination procedures for development consent orders. The consultation ends on 5 October 2009 and the Government intend to bring the revised regulations and guidance documents into force on 1 March 2010.
4. Of note, the introductory section of the document clarifies the timeframe for consultation on the Airports NPS, which it intends to consult on in 2011 with the aim of designating it by the end of that year.
5. The key areas covered are:
  - (a) Examination procedure
  - (b) Local Impacts Study
  - (c) Compulsory purchase of land associated with proposed development
  - (d) Fees that can be charged by the IPC

A brief summary of each of these elements and its implications for the Council are set out in the sections that follow.

6. The proposed response to the consultation is attached as Appendix 1.

### ***Examination Procedures***

7. The draft examination procedure rules are intended to expand on the structure already laid out by the Planning Act. The following table provides an overview of the process:

Development Consent Order submitted	Project development and pre-application consultation by promoter of scheme according to a Consultation Strategy agreed by the local planning authority
↓	
Validation	<ul style="list-style-type: none"> <li>• The IPC has 28 days to validate the application, including whether pre-application consultation has been undertaken in accordance with the regulations</li> <li>• Heads of Terms for any section 106 agreement will be included. The local planning authority will need to ensure that any monitoring and enforcement costs they would incur associated with implementation of any Order are covered within the agreement</li> <li>• It is the responsibility of the applicant to notify affected parties of the application, make copies available, and advise of the deadline for receipt of initial comments (28 days).</li> <li>• The IPC appoints a panel or single commission as the examining body.</li> </ul>
↓	
Initial Assessment by IPC	The examining body will make an initial assessment of the main issues arising from the application based on an examination of the application documents and any relevant representations received. This assessment will generally be completed within 21 days beginning the day after the deadline for representations.
↓	
Preliminary meeting	<ul style="list-style-type: none"> <li>• The examining body is required to hold a preliminary meeting giving the applicant, interested parties and any other persons it chooses to invite, at least 21 days notice of the meeting.</li> <li>• The examining body will advise meeting participants of how the application will be examined and also the timetable for examination.</li> <li>• The timetable will set out the date by which further written representations are to be received, for any hearings to make oral representations, for completion of local impact reports and receipt of statement of common ground.</li> <li>• The timetable must also specify the date by which the local impact report from the relevant authority, or authorities must be received; as well as the date by which the examining authority is to receive comments on the content of the local impact report from interested parties.</li> </ul>
↓	
Lead up to Hearings	<ul style="list-style-type: none"> <li>• Completion of local impact report by local planning authority within a 6 week period starting from the day following the end of the preliminary meeting</li> <li>• Further opportunity to prepare further written representations</li> <li>• Statement of Common Ground prepared by promoter</li> </ul>
↓	

	<ul style="list-style-type: none"> <li>of scheme and main objectors</li> <li>It is for the examining authority to determine how the application is to be examined, but must comply with the Procedural Rules made by the Lord Chancellor, and have regard to any published guidance This process may be by Hearings or written representations.</li> </ul>
Hearings ↓	<ul style="list-style-type: none"> <li>The Planning Act 2008 allows for concurrent sessions to be used to examine specific issues.</li> <li>One or more assessors can be appointed to advise commissioners about applications of a specialist nature outside the normal experience of commissioners.</li> <li>This examination process is to be completed within 6 months.</li> </ul>
Decision ↓	<ul style="list-style-type: none"> <li>The examining body has 3 months to issue a decision and statement of reasons</li> <li>In some cases, where there is no National Policy Statement in place, the examining body will make recommendations only and the decision will be the responsibility of the Secretary of State.</li> </ul>
Post decision	6 week window for legal challenge

8. Of note, any aviation related applications, would be likely to be dealt with by a Panel rather than a single commissioner because of the level of public interest in the outcome and complexity of the case. This also applies to nuclear power plants.
9. In addition to the Hearing process set out above, the examining body may decide to use written representations instead. This process is unlikely to be used in the case of the third runway.
10. Although the legislation states that only 'interested parties' have an automatic right to participate in the examination of an application, the examining authority may allow others to make written or verbal representations. Interested parties include applicants, statutory bodies, the relevant planning authorities and anyone who has made comments on the proposals.
11. Also of note, it is stated that in most cases it will be the examining authority that will ask questions of persons making oral representations at hearings. However, there is scope for a barrister, solicitor or advocate to be appointed when requested by the examining body.

#### *Implications for the Council*

12. In relation to the third runway, the examination process would place considerable pressure on Council resources. The procedure envisages at least 2 rounds of written representations, and where a hearing is required, the preparation of Statement of Common Ground as well as a local impact study. The timeframes for the preparation of these documents short, with the target for completing the whole examination process only 6 months. To be able to respond within these timeframes, staff

resources would have to be diverted from other work; or, consultants would need to be employed with associated cost implications. Specialist consultants may also be needed for issues such as surface access, housing, provision of education facilities, and biodiversity and ecology matters.

### ***Local Impacts Study***

13. Under the Planning Act any directly affected local planning authorities and the Greater London Authority would be requested to prepare a local impacts report. It was anticipated that this guidance would clarify the scope of this report. No clarification has been provided.
14. There is also a lack of clarity in the guidance on the timing of the report. Section 60 of the Planning Act 2008 states that the local planning authority or authorities should be advised of requirement to prepare a local impacts report by the IPC once the application for an order has been accepted. It is suggested in the Guidance that the preparation of the local impacts report will be timetabled as part of the examination process. It is also proposed that in most cases the impact report should be received within six weeks from the day following the preliminary meeting, although there is the flexibility to extend this timeframe.

### ***Implications for the Council***

15. Although it is unclear in the guidance, this would suggest that there would be a period of 16 weeks for the local planning authority to prepare a local impacts report from the date the development consent notice was received. In the case of the third runway, the Council is likely to want to prepare a local impact report with other affected local authorities and the Greater London Authority as there are many cross boundary issues (e.g. provision of housing, options for schools).
16. This timeframe would be very short given the likely scope of this report and its contribution to this new planning process. Such a report would be likely to go to Cabinet before being used as part of the Council's evidence base in the development consent order process.
17. Because of the scope that would need to be covered, work on this report would need to start in advance of the development consent order being submitted by BAA. Along with the issue of funding of this work, for a project that would have national benefit but significant local impact, is an issue, particularly given that the local planning authority would receive no fee income.
18. It is noted that interested parties (the application, statutory consultees, objectors) would have 21 days to submit their comments on the local impact report.

### **Compulsory Purchase of Land**

19. One of the objectives in setting up the IPC was to unify various statutory processes under one regime. This means that the procedure for the compulsory purchase of land has been incorporated within the new process.
20. Under the Act, the applicant has a duty to notify the examining authority of the names and other required information, of each person affected in relation to the application.

21. After consultation responses have been received following the preliminary meeting, the examining authority will advise anyone with an interest in land of the date by which it is to receive requests to hold a compulsory acquisition hearing. There may be one or more hearings.
22. In making its decision to approve the compulsory purchase of land, the decision-maker must be satisfied that such purchase is required for the development and that there is a compelling case in the public interest for the compulsory acquisition.
23. An Order for the compulsory purchase of land under the Planning Act is made in a single stage and does not have to be confirmed by another party. Unless it is subject to a special parliamentary procedure, an order granting consent under the Planning Act becomes operative when it is made. There is a six week period where a legal challenge can be made against the Order.

#### *Implications for the Council*

24. In the case of the third runway, the Council would not only participate in this process as the local planning authority, but also as a landowner affected through the compulsory purchase provisions. Again, this would place additional requirements on Council resources.
25. Once the Order is made, there would be substantial work in local land charges registering a notice against any land acquired. If this were to happen, these costs should be met by BAA as the promoter of the scheme rather than the Council.

#### ***Fees that can be Charged by the IPC***

26. As part of the new system, the Government intends to apply the well established principle of the applicant paying fees to cover the IPC's costs of processing applications, rather than funding it through taxation. An impact analysis has been included setting out the anticipated costs as well as a fee breakdown. While the policy intention is to maximize, so far as reasonable and practicable, recovery of costs associated with the processing of applications, no recognition is given to the costs of participating in this process for affected local planning authorities, in particular, the preparation of a local impacts report.

#### *Implications for the Council*

27. No recognition is given to the cost to local planning authorities of participating in the examination process. In the case of the third runway, this is likely to be substantial. It is considered that these costs should have been recognised in the impact analysis.

#### **Financial Implications**

28. As this report is recommending a response to a consultation, there are no direct financial implications for the council at this stage.
29. However, as with the previous consultation, Officers will be emphasising the importance of ensuring that the costs of the examination process, particularly in the Council meeting its statutory responsibilities, are met by the Government or by the promoter of such schemes.

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

This document sets out some of the operating parameters for the functioning of the IPC process, which will have implications on the influence that local councils and communities will have on future developments within their areas.

These issues warrant the submission of the Council's response to the government. It is important that the Government recognises the impact that the proposed development will have on affected authorities and makes provision for the costs of schemes considered to be of national benefit have on local planning authorities and their residents. It is also important that realistic timeframes for response are set out given the significance of these projects and limited Council resources available to deal with them.

### **Consultation Carried Out or Required**

None.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

This report is recommending a response to the Government's Planning Act 2008 Consultation and as such Corporate Finance is satisfied that there are no direct financial implications for the Authority, at this stage, associated with responding to this consultation. There is a potential financial burden on the local planning authority in relation to large scale developments that would now come under the remit of the newly formed Infrastructure Planning Commission. As such Officers will be emphasising the importance of ensuring that costs associated with the examination process, are met by the Government or promoter of such schemes, particularly where the council has to meet its statutory obligations.

### **Legal**

Legal Services have considered the content of this report. This is a response to a Central Government Consultation. Central Government will be required to conscientiously take into account the Council's responses before taking an ultimate decision on the content of the Guidance and Regulations.

## **BACKGROUND PAPERS**

The Government's Planning Act 2008 Consultation on the Examination Procedures for Nationally Significant Infrastructure Projects (CLG in July 2009).

## Appendix 1

### Response to the Department for Communities and Local Government on its 'Planning Act 2008 - Consultation on the Pre-Application Consultation and Application Procedures for Nationally Significant Infrastructure Projects'

#### EXAMINATION PROCEDURES

##### Consultation question 1:

*Do you agree that the draft rules provide a comprehensive set of procedures that explain how the provisions contained in the Planning Act on examinations would work in practice? If not, what additional points do you believe should be added?*

##### Response to Consultation question 1:

It would be useful to have the procedure shown in flow chart form for both written representations and hearings.

A significant piece of work for local planning authorities affected by proposals is the local impacts study. Reading the Act in combination with the guidance, it would suggest that there is a 16 week period from the time the development consent order is validated until this report needs to be completed. This is based on the following breakdown:

- 28 day consultation following validation of consent order (trigger for notification where application is
- 21 day period for initial assessment by examining body
- 21 days notice of preliminary meeting
- 6 weeks (42 days) following preliminary meeting

This implies that it would be largely completed once the development consent order has been completed, putting considerable pressure on limited Council resources. It should also be noted that it is likely that approval of a local impacts report would have member impact and is likely to need to go to Cabinet or a Council sub-committee for ratification. Reports generally need to be prepared 2 weeks prior to meetings.

In reality, it is likely that this local impact report would form part of the consultation response and would start being developed as part of the pre-application process. The guidance needs to provide greater clarity on:

- Timeframes
- Content and purpose
- Joint preparation of local impacts reports where there are cross boundary issues
- Resourcing

**Consultation question 2:**

*What assessors would be acceptable to assist the examining authority to consider the relevant issues. To what extent would independent regulators, for example, the Health and Safety Executive, be suitable?*

**Response to Consultation question 2:**

It would be appropriate to use independent assessors. It may also be appropriate to seek input from interested parties at the preliminary meeting.

**Consultation question 3:**

*Are there any inconsistencies or unintended consequences in the rules as drafted?*

**Response to Consultation question 3:**

A full assessment has not been undertaken, however, as previously identified, there is a lack of clarity on local impact assessments.

Local planning authorities have limited resources, will receive no fee income, and the rules and supporting information do not clarify how local planning authority input will be funded. This has implications for local planning authorities effectively participation in the process and ensuring that the local impacts of these schemes are minimised.

Officers have attended various presentations on the new legislation at which Officials from Communities and Local Government have stated that there is an expectation that local planning authorities will utilise Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972 to secure funding for their input into the process.

It would appear that the provision made by section 93 is likely to require amendment or modification by statutory instrument to enable local authorities to reach agreement with applicants, or the IPC for the funding of assessments and other discretionary activities in association with the process. The guidance should encourage this approach. It should also encourage a joint local authority impact assessment or other processes or hearings.

**Consultation question 4:**

*What further action, if any, should Government take to facilitate the effective running of the examination?*

**Response to Consultation question 4:**

A key issue is the cost to local communities impacted by developments being progressed in the national interest in participating in this process. The local planning authority should receive, as a minimum, the equivalent planning fee, to undertake its responsibilities in representing its local communities. Ideally a full impact analysis should be undertaken to identify the costs imposed on the local planning authority and how these will be funded through the process either by the Government or the promoter of the scheme.

**Consultation question 5:**

*Do you think transcribers, or other less costly methods of documenting evidence (e.g. audio/video recording) should be used during IPC examinations?*

**Response to Consultation question 5:**

Irrespective of the approach taken, it is important that this information is available electronically for use during the examination process.

**Consultation question 6:**

*Do you agree with the list of statutory parties? Are there any others which you feel should be included?*

**Response to Consultation question 6:**

This list appears to be comprehensive

**Consultation question 7:**

Is the information required to be stated in the registration form appropriate? If not, what omissions or additions would you make?

**NATIONAL SECURITY**

**Consultation question 8:**

*Do you agree that the proposals in these rules adequately allow for the protection of information relating to defence and national security, while still ensuring that individual rights are protected? If not, what omissions or additions would you make?*

**Response to Consultation question 8:**

No comment

**Consultation question 9:**

*Are there any inconsistencies or unintended consequences between these rules and the main examination procedure rules?*

**Response to Consultation question 9:**

No comment

**GUIDANCE ON EXAMINATION PROCEDURES**

**Consultation question 10:**

*Do you agree that the draft guidance, when combined with the Act and draft rules, would provide a firm principles-based framework for how the IPC should conduct and manage examinations into applications for NSIPs? If not, what changes should be made?*

**Response to Consultation question 10:**

No comment

## **MATTERS TO BE TAKEN ACCOUNT OF IN DECISIONS ON APPLICATIONS FOR DEVELOPMENT CONSENT**

### **Consultation question 11:**

*Are there any 'have regard to' requirements on decision makers that have been missed from the list in this statutory instrument?*

### **Response to Consultation question 11:**

No comment

## **MATTERS WHICH CANNOT BE INCLUDED IN DEVELOPMENT CONSENT ORDERS**

### **Consultation question 12:**

*Does the list set out in the SI capture all those consents that should be protected?*

### **Response to Consultation question 12:**

No comment

## **MATTERS RELATING TO APPLICATIONS FOR COMPULSORY ACQUISITION OF LAND**

### **Consultation question 13:**

*Do you agree with the principles set out in the regulations?*

### **Response to Consultation question 13:**

These principles are supported

## **REGULATIONS ON THE DURATION OF POWERS TO COMPLETE COMPULSORY ACQUISITION**

### **Consultation question 14:**

*Do you agree that a duration of five years is appropriate for development consent orders under the Planning Act?*

### **Response to Consultation question 14:**

Yes this is an appropriate timeframe for the commencement of development

### **Consultation question 15:**

*Do you agree that a five year period is also appropriate as the period within which a notice to treat must be served under section 5 of the Compulsory Purchase Act 1965?*

### **Response to Consultation question 15:**

No comment

### **Consultation question 16:**

*Do you have any comments about the procedures for the compulsory acquisition of land which are set out in the guidance document?*

### **Response to Consultation question 16:**

No comment

## **APPLICATION FEES**

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**Consultation Question 17:**

*Bearing in mind the need to achieve a simple fee structure, do you agree that the three categories of day-rate provide a sufficient range of flexibility on the resources that might be involved?*

**Response to Consultation question 17:**

This seems appropriate. As highlighted previously, the costs incurred by local planning authorities have not been addressed at all. The burden of dealing with national infrastructure projects should be borne by the developer or promoter and not the local communities impacted by the development. As noted previously, how this will be addressed needs to be clearly articulated in the rules and guidance. This also applies to the pre-application process.

**Consultation Question 18:**

*Do you have any comments on the fee estimates and impact assessment, in particular the estimated resource requirements for each activity of the IPC?*

**Response to Consultation question 18:**

See response to the previous comments

**Consultation Question 19:**

*Do you have any comments on the draft fee regulations?*

**Response to Consultation question 19:**

These regulations should deal with fees, or other appropriate form of payment, that should be made to the local planning authorities in fulfilling their responsibilities under the Act. This would include:

- Commenting on and approving the Statement of Community Consultation
- Commenting on the Consultation Report
- Producing a Local Impact Statement
- Entering into planning agreements
- Determining related applications where appropriate
- Monitoring and enforcement of the implementation of consents
- Implementation of conditions and agreements

It raises the question of whether the Government should also be contributing to the costs of local planning authorities participating in this process, given that they will receive no fee income to deal with these substantial applications and the substantial national benefit these schemes will deliver. This would cover:

- Assisting in identifying appropriate consultation approaches for the preparation of NPS
- Participating in the pre-application process, including review of reports prepared by promoters of schemes
- Participation in the pre-examination and examination process

At a very minimum, these matters should be addressed in the guidance.

**Consultation Question 20:**

*Do you have any comments on the assessment of the impact on small and medium enterprises?*

**Response to Consultation question 20:**

It is agreed that because the fee structure it is not considered that there will be a disproportionate impact on small and medium businesses

**Consultation Question 21:**

*Do you have any comments on the merits of introducing a cap into the draft fee regulations?*

**Response to Consultation question 21:**

Consistent with the policies and objectives set out in the document centred around a user pays principle, and on the basis that there is flexibility in setting fees at different stages of the process, it is considered appropriate that that there is no cap on fees.

**Consultation Question 22:**

*Do you have any comments on the miscellaneous prescribed provisions?*

**Response to Consultation question 22:**

No comment

## QUARTERLY MONITORING REPORT FOR 2009/10 COUNCIL PLAN, LOCAL AREA AGREEMENT & ACHIEVEMENTS (Q1)

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

### HEADLINE INFORMATION

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

## RECOMMENDATION

### That Cabinet:

1. Notes the progress made to date on the Council Plan;
2. Identifies any areas where Cabinet wishes further efforts to be made to achieve the objectives;
3. Notes the progress made on the LAA 2008 and the performance reward grant section of the LAA 2007;
4. Notes the progress made in performance within the local performance framework;
5. Notes the progress of the Residents Survey;
6. Notes achievements across the council.

## INFORMATION

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

### Reasons for recommendation

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

### Alternative options considered / risk management

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

### Comments of Policy Overview Committee(s)

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

## Supporting Information

### Council Plan Monitoring

1. Progress in implementing the work programme is regularly updated and monitored by officers. The complete Council Plan Work Programme can be found in Appendix A. Of the 'Looking ahead' targets set out in the programme 100% have been completed or are on track to be completed within the timescales identified.
2. The table below shows a summary of progress of all the 'Looking ahead' targets.

	<b>Green - Completed</b>	<b>Green – On Track</b>	<b>Amber - Some Slippage</b>	<b>Red - Serious Slippage</b>	<b>Total</b>
Number	2	74	0	0	76
Percentage	3%	97%	0%	0%	100%

## Performance Monitoring 2009/10

1. The CAA came into effect on 1st April 2009. The performance information for 2008/09 will be used in the judgement of the CAA 2009. Interim Area Assessment feedback was received from Annette Furley, the Audit Commission CAA Lead (CAAL,) at the Local Strategic Partnership (LSP) Executive meeting on 21 July 2009. The final report will be presented to the LSP Executive on 22 September 2009. Interim feedback for the Organisational Assessment was also received from the CAAL at a meeting on 22 July 2009 with the Chief Executive and the Deputy Chief Executive. Officers are currently checking issues raised in both interim reports to feedback to the CAAL before final reports are presented to the Council and partners in September.
2. This report gives an overall good health check which focuses on the areas that require attention. The performance information is reported on an exception basis. The PIs that are service critical and experiencing some or serious slippage are detailed in this report with explanations on action being taken to improve performance. The remaining PIs which make up the local performance framework are monitored at Directorate level in Senior Management Team meetings on a monthly or quarterly basis as appropriate.
3. The Local Area Agreement 2008 (LAA) consists of 45 targets and 10 annual mandatory education targets. It was originally signed off by the Secretary of State for Communities and Local Government on the 1st July 2008 replacing the non-performance element of the Local Area Agreement 2007-2010. The Cabinet signed off a refreshed LAA 2008 in April 2009, which agreed baselines and targets for the outstanding indicators. The first year results in relation to the 10 education targets will not be available until September 2009.
4. The performance reward section of the Local Area Agreement 2007-10 continues to be eligible for reward, notwithstanding the replacement of LAA 2007-10 by LAA 2008-11. The reward section of LAA 2007 is made up from 13 outcomes monitored using 23 indicators. At the end of Quarter 1 2009/2010, 74% of these indicators have been recorded as 'on track' to meet the stretched performance reward target which means we are presently on track to receive at least £6,086,395 in reward grant. Appendix B sets out a full performance report for the LAA 2007.
5. The Corporate Performance Team will continue to work with the Performance Management Group and Directorates to develop and refine the suite of PIs and ensure a balance between key and local PIs is established. This will ensure that the correct information to generate discussions around key performance issues.

## Reporting of Performance by Directorate

6. Reporting for this quarter will focus on the local performance framework which is being established by Directorates.

## Education and Children's Service

7. E&CS performance framework is structured around the National Indicators of which 10 are drawn from the LAA. Of the complete suite of indicators three are showing serious slippage and two are showing some slippage:

PI Ref	Definition	Target 2009/10	Q1
NI 114	Rate of permanent exclusions from school	0.08	0.106
NI 59	Initial assessments for children's social care carried out within 7 working days of referral	85%	40%
<b>LAA</b> NI 60	Core assessments for children's social care that were carried out within 35 working days of their commencement	80%	70.9%
NI 147	Care leavers in suitable accommodation	82%	60%
NI 148	Care leavers in education, employment or training	66%	60%

8. NI 114 - The target for this indicator was set before the zero tolerance regime was instigated in schools, as a result of this the target for Q1 has not been achieved.
9. NI 59 – There has been an increase in work since the publicity around the death of 'Baby P' in Haringey. The Referral and Assessment Team have a specific work plan in place to address this issue and as a direct consequence, it is expected that performance in this area will improve during the next quarter.
10. LAA - NI 60 – Problems associated with the migration of data into the new children's database, 'Protocol' have been resolved. The new process which is supported by 'Protocol' will achieve higher performance for the remainder of the year.
11. NI 147 & NI 148 – The population from which these figures are calculated is very small (5 people, one of whom could not be contacted) so whilst there appears to be a large gap between the outcome and the target for NI 147, it actually only represents one person.

#### Adult Social Care, Health and Housing

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

PI ref	Definition	Target 2009/10	Q1
NI 130	Adults, older people and carers receiving Self Directed Support in the year. (New definition for 2009/10)	8%	7.8%
<b>LAA</b> NI 132	Timeliness of social care assessments	92%	80.0%
NI 133	Timeliness of social care packages following assessment	92%	80%
NI 145	Adults with learning disabilities in settled accommodation	62%	3.40%
NI 146	Adults with learning disabilities in employment	11%	0.20%

13. NI 130 – The target is expected to be met. This is a new national indicator for adult social care, which is a combination of the number of people in receipt of a Direct Payment or in receipt of an 'Individualised Budget'. As part of the transformation of adult social care, arrangements for self-directed support are being progressed in 2009/10. The pilots for self-directed support are on track to be delivered for brokerage and children with disabilities in transition to adulthood. Out-turn performance and targets set to date relate to the take up of direct payments. Future targets have been amended to reflect a change in definition from 1 April 2009.
14. LAA NI 132 is overall on track to achieve the target by March 2011 that 94% of assessments will be completed within 28 days. During 2008/09, assessment and care management functions have been restructured and business processes improved to achieve the target. A new information system has been implemented to strengthen management information working to improved business processes. The performance reports for the new information system are being written. The latest available performance information is for April and May showing performance is 80% - an improvement from year-end.
15. NI 133 - The latest available performance information is for April and May showing performance is 80%. Overall, the target of 94% is expected to be met by March 2011. New IT reports are being written for future reporting from the new information systems for adult social care.

16. NI 145 & NI 146 - Performance is cumulative with the target expected to be met for both of these NIs. Checks of recording are being made as part of the move to the new information system for adult social care.

Environment and Consumer Protection

17. ECP SMT have agreed a combination of National, Key and Local Indicators in their performance framework. Of the NIs in the ECP performance framework 6 are drawn from the LAA. Information for the NIs and Key PIs which are monitored on an annual basis will be reported later in financial year. All of the NIs monitored on a quarterly basis are on target for quarter one.

Planning and Community Services

18. P&CS SMT have agreed a comprehensive suite of indicators for the local performance framework. Of the NIs in the performance suite 13 are from the LAA. Of the NIs and Key PIs being reported two are showing amber - some slippage and one is showing red – serious slippage.

PI ref	Definition	Target 2009/10	Q1
PCS-LS3	Number of these visits relating to fitness activities	263,480	69,454
<b>Police Led Targets</b>			
LAA NI 15	Serious Violent Crime (SVC)	1.24	0.47
LAA NI 20	Assault with Injury (AwI)	8.99	2.38

19. PCS-LS3 - While the actual figure for Q1 is below the profiled target the service is aiming to recover any underachievement through a series of planned promotions during the year.

**Police led targets**

20. There are action plans in place for each of the main drivers of violent crime namely domestic violence, alcohol and youth crime. The multi agency Domestic Violence forum work is on going and extra police resources have been used to conduct a series of operations to tackle DV related violence.

21. Extra town centre patrols have been implemented to tackle street violence. ‘Operation Jaguar’ has been running since June and is a police operation targeting priority crimes which include Serious Violent Crime and Assault with Injury. The Police Partnership Tasking Team is leading ‘Operation Lynx’ in September, which is concentrating on the Uxbridge Road corridor from Point West to Ossie Garvin roundabout.

22. In relation to youth crime, in addition to police work (such as Operation Blunt) there are multi agency actions under a Youth Crime Prevention Plan. This is in addition to increasing the range of diversionary activities for young people such as the Kickz sessions with QPR and Watford football clubs and the Fiesta programme.

Target Showing Slippage from Yr 1 of LAA 2008

23. LAA – NI8 - Adult participation in sport is measured as part of an annual survey. As reported in Q3 2008/09 the 2nd Active People Survey results have shown we have not met the 1st year target. To ensure we meet the 2nd and 3rd year target a range of initiatives are being launched and expanded that aim to target people not engaged in regular sport and exercise. These include delivery in a variety of community settings as well as launching new programmes in two new facilities that are due to open in 2010.

### Deputy Chief Executive's Office

24. DCEO SMT have established a suite of National, Key and Local Indicators of which 7 NIs are drawn from the LAA. Most of the indicators are reliant on the Place Survey and therefore reported annually. The next Place Survey will not be run until September 2010, therefore data for this survey will not be reported until February 2011. The remaining indicators will be reported late 2009.

### Finance and Resources

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

PI Ref	Definition	Target 2009/10	Q1
BV10	Percentage of non-domestic rates collected	99.3%	31.4

26. BV10 - Q1 outturn is ahead of Q1 2008/9 despite economic conditions. Normal collection procedures are in operation, but being mindful of impact of recession on local businesses.

### **Residents Survey**

27. Ipsos Mori has been awarded the contract to carry out the Residents Survey on behalf of the Council for 2009/10. The survey will run from week commencing 14 September 2009 closing on 30 October 2009. The questions in the survey are the same as those in last year's survey which will allow full comparative analysis to be carried out.

### **Achievements**

28. The achievements listed in Appendix C are for Quarter 1 of 2009/10 and show the key achievements across the council against the themes in the Council Plan.

### **Financial Implications**

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

30. With regard to the Local Area Agreement 2007, if current performance is maintained to the end of 2009/2010 we expect to claim 76% of the performance reward grant where performance data is available, this equates to £6,086,395 which is a decrease of £692,350 since the LAA 2007 grant was reported in Q4 of 2008/9. £2,490,300 of the potential £6,086,395 would be paid to the Council and a further £1,497,095 paid to the Safer Hillingdon Partnership. The remaining £2,099,000 would be paid to individual partner organisation in accordance with the pre-existing legal agreement.

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

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

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

### **Consultation Carried Out or Required**

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

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

34. The financial implications are set out above. The key area of the performance monitoring framework with significant financial implications is the reward grant attached to the LAA 2007. The projected reward grant from this remains above the level contained in the Medium Term Financial Forecast reported to Cabinet in February 2009. Our financial plans are updated in parallel with the performance monitoring process, and are next scheduled to be reported to Cabinet in December 2009.

### **Legal**

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

## **BACKGROUND PAPERS**

NIL

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Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
001	A clean and attractive borough	CP001 - Continue to enhance the borough through the council's civic pride initiative	Fran Beasley	John Wheatley	CP001.1 To arrange visits to France for any resident Normandy or D-Day veterans wishing to mark the 65th anniversary of D-Day, CP001.2 To arrange a Tea Party for Normandy Veterans , CP001.3 Welcome home parade for Queen's Colour Squadron, CP001.4 Fun Day at Ruislip Lido, in support of Help for Heroes campaign, CP001.5 Signage outside Civic Centre and Library CP001.6 Continue to identify other opportunities to promote Civic Pride	06/06/2009, 30/06/2009, 31/07/2009, 30/09/2009, 30/09/2009 31/03/2010	Completed, Completed, On Target, On Target, Completed On Target	CP001.01 - Events associated with D-Day have completed with a visit arranged for a Normandy veteran resident, CP001.02 - Tea Party hosted by the Mayor for members of the West Middx branch Normandy Veterans Association CP001.03 - Parade set for 5th August. CP001.04 - Fun Day set for 6 September CP001.05 - New signage has been put up outside the Civic Centre and Uxbridge Library CP001.06 - Opportunities are being identified	On Target
002	A clean and attractive borough	CP002 - Introduce recycling initiatives to help achieve our recycling target of 40% by 2010	Philomena Bach	Colin Russell	CP002.01 - Ongoing improvements to recycling including education, minimisation, new initiatives (e.g. estate based recycling, textiles, bins in parks, distribution of bags via council outlets), improvements to CA sites., CP002.02 - Reduce amount of household waste generated to minimise effects of landfill tax. NI 191/192/193 compliance. Improved Civic Amenity sites.	31/03/2010, 31/03/2010,	On Target, On Target,	CP02.01- Recycling rate = 40.2% against a target of 37.5%. This is subject to seasonal fluctuations but is slightly up on Q1 last year. Recycling bags have now been made available at various council outlets. CP02.02 - result is 171.9 Kgs against a target of 180. HillingdonFirst facilities have been installed at New Years Green Lane and improvement plans are progressing.	On Target
003	A clean and attractive borough	CP003 - Continue to improve the quality of the borough's roads, our parks and open spaces, and improve town centres and the street scene.	Philomena Bach	Jonathon Westell	CP003.01 - Obtain Cabinet Member approval for highways improvements schemes. , CP003.02 - Implement schemes and measure impact. CP003.03 - Parks and Open Spaces - increase the number of parks with green flag awards CP003.04 - Improvements to Yiewsley and West Drayton town centres	31/03/2010, 31/03/2010 31/03/2010 31/03/2010	On Target, On Target On Target On Target	CP003.01 / CP03.02 - Draft improvement schemes programme now being approved by Cabinet Member. CP003.03 - All existing parks retained their green flag status and 4 new parks achieved this - totalling 14. CP003.04 - Town Centre improvements - proposals now being developed following extensive consultations.	On Target
004	A clean and attractive borough	CP004 - Launch a new locality initiative, scheme building upon the success of the street champions and streets ahead schemes.	Philomena Bach	David Frost	CP004.01 - Work with Community Leadership team in DCEO to ensure that the new Locality Area set up is operating effectively across partners. CP004.02 - Pilot and establish a Junior Street Champions Scheme (JETs)	31/03/2010 31/03/2010	On Target On Target	CP004.01 - First "Streets Ahead Week of Action" held in Yiewsley, West Drayton, Pinkwell and Heathrow Villages wards in 6/09. Community Safety was one of 5 key themes. Further events planned - 9/09 - Ruislip,11/09 - Hayes,01/2010 - Eastcote, 03/2010 - Uxbridge CP004.02 - JETs trial has been launched at 4 schools in 6/09 - Ruislip Gardens, Dr Triplets, Deansfield and Bishop Winnington Ingram	On Target
005	A safe borough	CP005 - Investing in improving street lighting	Philomena Bach	Tim Edwards	CP005.01 - Repairs to streetlights which are our responsibility within turnaround times., CP005.02 - Monitoring and working with Distributed Network Operators (DNO's) to reduce their turnaround times., CP005.03 - Installation of agreed lighting improvement schemes.	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP005.01 - Turnaround times = 1.24 days. Performance last year was 1.35 days. CP005.02 - Turnaround = 38.05 days. Performance last year was 45.3 days. CP005.03 - Draft programme is with Cabinet Member	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
006	A clean and attractive borough	CP006 - We will invest £1M a year on environmental improvements as part of the Chrysalis Programme, which uses council money for innovative local environmental initiatives suggested by residents	Fran Beasley	Maggie Allen	CP006.01 - Deliver 6 park security improvements. CP006.02 - Oversee 15 parks and open spaces improvement projects across the borough CP006.03 - To oversee the improvements on 3 buildings in the north and west of the borough CP006.04 - To oversee the implementation of 3 footpaths in the north and west of the borough CP006.05 - To oversee one bowls project at Fasnidge Bowls Club. CP006.06 - To increase and maximise opportunities to promote the Chrysalis programme.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 30/09/2009, 31/03/2010	On Target, On Target, On Target, On Target, On Target, On Target	CP006.01 - Preliminary work carried out, including site visits, obtaining quotes and establishing cost codes. CP006.02 - All applicants have received their letter of approval. Project plans are currently been drawn up. All projects are now approved. CP006.03 - Project Monitors have been identified. Site visits have taken place. Work progressing well. Planning permission is being progressed. CP006.04 - All projects have been agreed and are being actioned. CP006.05 - This project commenced in 2008/9, the bowls green has now been upgraded and the project will be completed by the end of September. CP006.06 - Application packs and the Chrysalis webpage are in the process of being updated.	On Target
007a	A clean and attractive borough	CP007a - Lead initiatives to tackle climate change, such as waste to energy and alternative forms of power for council building and new developments in the borough such as RAF Uxbridge site	Philomena Bach	Colin Russell	CP007a.01 - Act as pilot national authority working with Ford to trial electric vehicles in the borough CP007a.02 - Transfer 25,000 tonnes of waste to the Grondon's waste to Energy plant in Colnbrook to reduce waste to landfill.	31/03/2010 31/03/2010	On Target On Target	CP007a.01 - Discussions held with Ford Motor Company. Meeting arranged for early July 2009 to initiate planning actions for the coming year. Delivery of test vehicles due April 2010. CP007a.02 - Delivery to Grondon is due to start end July 2009.	On Target
007b	A clean and attractive borough	CP007b - Lead initiatives to tackle climate change, such as waste to energy and alternative forms of power for council building and new developments in the borough such as RAF Uxbridge site	Jean Palmer	Jales Tippell	CP007b.01 - Contribution to robust plans able to withstand challenge and protect the environment, CP007b.02 - Meet targets in the Local Implementation Plan for 2009, Continue to implement the Air Quality Action Plan, CP007b.03 - Ensure LDF policies and team partnership involvement support cleaner, greener borough including Climate Change Strategy, CP007b.04 - To promote the biodiversity of the borough	31/12/2009, 31/03/2010, 31/12/2009, 31/03/2010	On Target, On Target, On Target, On Target	CP007b.01 - We are currently reviewing the local list, listing buildings of local interest. The draft list is to go to consultation in quarter 3. CP007b.02 - Currently Hillingdon is being promoted as a pilot area to pro-actively monitor air quality targets and exceed the Mayor's CO2 target of a 60% decrease by 2025. CP007b.03 - Commence implementation of Council's Carbon Reduction Management Plan by end of 3rd quarter CP007b.04 - Commence implementation of Council's Biodiversity Action Plan by end of fourth quarter.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
008	A clean and attractive borough	CP008 - Ensure Hillingdon is a place where people enjoy living, by balancing the need for jobs, homes and the environment by opposing inappropriate development and strongly influence the developments on our ex-military sites in the borough	Jean Palmer	Jales Tippell	CP008.01 - Applications regarding listed buildings to be negotiated at early stage to avoid need for refusal of planning permission /listed building consent, CP008.02 - Providing excellent services to community and partners; providing clarity for residents and their agents as to what is likely to be acceptable on sites with heritage value; to assist planning colleagues in reaching and defending planning decisions., CP008.03 - Providing justification and guidance for work to buildings and public realm in Conservation Areas, CP008.04 - To improve access in the built environment for all with particular regard for disabled and elderly people, CP008.05 - Ensure there is adequate employment land and premises to meet Hillingdon's needs, CP008.06 - To provide an excellent planning service with regard to trees, the natural environment and landscaping and with regard to the High Hedges legislation, CP008.07 - To prepare new Tree Protection Orders (TPOs) and a comprehensive review of existing TPOs, with the prompt and efficient processing of TPO applications	31/03/2010, 31/12/2009, 31/03/2010, 31/03/2010, 30/09/2009, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target, On Target, On Target, On Target	CP008.01 - Currently applications regarding listed buildings are negotiated at early stage. CP008.02 - Input into all applications for sites and buildings with heritage value, including pre-application meetings when appropriate. CP008.03 - Preparation of Ruislip Village Conservation Area Appraisal, currently being drafted for completion by end of Quarter 3. CP008.04 - Revised accessible Hillingdon SPD , this will go to consultation by the end of Quarter 2. Aproximately 27 major applications, 30 Minor applications and 20 discharged applications commented on. CP008.05 - The Employment land study was completed in June. This study assesses requirement for employment and ensures sufficient land is allocated for employment use CP008.06 - Begin preparation of a Trees and Landscape Strategy by end of fourth quarter CP008.07 - 4 new TPOs to be made by the end of the third quarter, and 6 by the end of the fourth	On Target
009	A clean and attractive borough	CP009 - Continue with our programme to designate more areas in the borough as conservation areas	Jean Palmer	Jales Tippell	CP009.01 - Ensuring that buildings in designated areas are given due recognition and some protection from inappropriate development, CP009.02 - Ensure LDF Policy documents provide the means to protect and enhance the heritage and natural environment and that robust national and London Plan Policy is applied	31/12/2009, 31/03/2010	On Target, On Target	CP009.01 - Public Consultation undertaken for designation of conservation areas in Northwood, with reporting to Cabinet in third quarter CP009.02 - Timetable for the revised Core Strategy is being updated, to go to Cabinet in September	On Target
010	A clean and attractive borough	CP010 - Continue to review the borough's buildings of local, historic and architectural interest	Jean Palmer	Jales Tippell	CP010.01 - To prepare an updates Local List following full public consultation for adoption by Cabinet	31/03/2010	On Target	CP010.01 - Local list currently being prepared. Initial consultation with interested parties took place in June. Draft document for consultation will be prepared by end of Quarter 3	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
011	A borough of culture and learning	CP011 - Invest in and develop our cultural facilities to develop learning and culture	Jean Palmer	Pat Blackshire	CP011.01 - Establish the West London Story as the main Hillingdon cultural program for 2012	30/09/2009	On Target	CP011.01 - Work to develop activities around the two key sites is undergoing with specific focus on maximising the benefit to the borough of the Manor Farm Heritage Site. Segmentation of the borough to identify different levels of arts and culture participants will enable targeting at specific levels to increase overall participation. Engaged with Arts Council England to receive further support in developing Arts Engagement programme.	On Target
012	A clean and attractive borough	CP012 - Increase entries to external planning and design awards and to create the Councils own award scheme	Jean Palmer	James Rodger	CP012.01 - Launch a 'Hillingdon Design Award' by Jan 2010	31/01/10	On Target	CP012.01 - 3 schemes during 2009 were submitted, which are still in the selection process: 1. Harefield Academy for British Council for School Environments (BSCE) Awards February 2009. 2. Hayes Goods yard Station Re-development scheme - category main & city development schemes 3. 91 Duck's Hill Road, Northwood - category sustainability Work in progress to create the Councils own award scheme on target for Jan 2010.	On Target
013	A safe borough	CP013 - All major developments will meet the Metropolitan Police designing out crime standard to help make areas safer.	Jean Palmer	James Rodger	CP013.01 - Maximise group performance against local PI's, and other standard measurements. CP013.02 - To ensure all Major developments, and Minor and other developments accord with Designing out crime.	31/03/2010, 31/03/2010	On Target, On Target	CP013.01/02 - All applications are discussed with the Met Police at the regular Friday morning surgeries. All Major applications involving building work are conditioned to ensure secure by design standard is achieved.	On Target
014	A safe borough	CP014 - Continue to increase the numbers of local residents who feel secure - improving the safety and well being of older people and vulnerable people and their feeling of security.	Jean Palmer	Ed Shaylor	CP014.01 - Installation of burglar alarms in homes of elderly residents., CP014.02 - Promote doorstep security with elderly residents., CP014.03 - Monitor progress of cases through the Special Domestic Violence Court (SDVC), CP014.04 - Deliver multi-agency domestic violence training events., CP014.05 - Deliver domestic violence advice sessions to mental health patients.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target, On Target	CP014.01 - Progress made and 73 burglar alarms installed by end of June CP014.02 - All recipients of burglar alarms are provided with a pack containing information about crime prevention, door step security, burglary prevention etc. CP014.03 - SDVC attendance weekly CP014.04 - 6 sessions completed up to July 09 CP014.05 - 7 sessions carried out since March to July 09	On Target
015	A safe borough	CP015 - Continue to make improvements to keep vulnerable adults safe from harm	Jeff Maslen	Brian Doughty	CP015.01 - Ensure effectiveness of safeguarding adults arrangements through improved outcomes - complete a baseline survey of views by March 2010.	31/03/2010	On Target	CP015.01 - On track to complete the survey of people who have experienced the safeguarding process - improvements continue to be delivered to further strengthen the safeguarding of vulnerable adults from harm. The dedicated Safeguarding Adults Team is in place and an independent case audit was completed in June demonstrating improvements. A survey of staff awareness of safeguarding adults is scheduled for quarter 2.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
016	A safe borough	CP016 - Fund measures to improve local safety around alleyways, public open spaces and shopping areas	Fran Beasley	Ian Edwards	CP016.01 - Implement up to 20 alleygating schemes across the borough	31/03/2010	On Target	CP16.01 - 6 schemes installed and 11 in pipeline, other schemes being discussed	On Target
017	A safe borough	CP017 - Continue to deliver our road safety programme and traffic improvement schemes	Philomena Bach	David Knowles	CP017.01 - Implement road safety training, CP017.02 - Implement Road Safety Plan and targets., CP017.03 - Provide 10 new pedestrian crossings., CP017.04 - Provide school crossing patrol service.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP017.01 - see item 18 below. CP017.02 - 2008 Road Safety statistics are due in 9/2009 CP017.03 - Minimum of 10 new crossings are planned for 2009/10 CP017.04 - School Crossing service continues to be provided at key sites.	On Target
018	A safe borough	CP018 - Investigate all road safety concerns identified by residents and, where possible, introduce measures to alleviate them	Philomena Bach	David Knowles	CP018.01 - Hold regular meetings with Cabinet Member to agree implementation of suitable schemes identified by residents. CP018.02 - Seek to achieve full allocation of available funds by year end	31/03/2010  31/03/2010	On Target  On Target	CP018.01 - weekly meetings are being held with Cabinet Member at which between 8 to 10 schemes are discussed and agreed CP018.02 - on target	On Target
019	A safe borough	CP019 - Continue to invest extra money to reduce traffic congestion and improve CCTV services in the borough	Philomena Bach	David Knowles	CP019.01 - Implement agreed Traffic Congestion schemes CP019.02 - Improve CCTV services in the borough	31/03/2010  31/03/2010	On Target  On Target	CP019.01 - Plans are being developed for stand alone schemes or as part of other schemes such as Town Centre initiatives, local safety schemes and bus schemes. CP019.02 - CCTV Camera Prioritisation Panel are drawing up a list of potential sites.	On Target
020	A safe borough	CP020 - Continue to support Police Safer Neighbourhood Teams in each ward and ensure that they get easy access to the council services to help make local areas safer.	Jean Palmer	Ed Shaylor	CP020.01 - Deliver Community Safety Risk Management training events , CP020.02 - Deliver training for council and partner agencies staff members in Community Risk Management and Safer and Stronger Communities., CP020.03 - Provide reports to the Joint Commissioning Group (JCG) on the implementation of the local Alcohol Strategy., CP020.04 - Provide report to the Borough Partnership Tasking Group on the implementation of the Burglary Partnership Action Plan., CP020.05 - Provide bulletins to Social Care Staff about community safety and projects that benefit older people.	31/03/2010,  31/03/2010,  31/03/2010,  31/03/2010	On Target,  On Target,  On Target,  On Target	CP020.01 - Three training sessions carried out on the 7th May, 24th June and 30th June 2009. CP020.02 - 40 members from council and partnership teams trained by end of June CP020.03 - Reported to JCG on 24/6/09 and SHP on 13/7/09 CP020.04 - First quarter report in progress due 24/08/09 CP020.05 - One bulletin provided to Social Care staff with information on key safe protocols, fire safety and Community risk training booking procedures to date	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
021	A safe borough	CP021 - Work closely with our partners, including Registered Social Landlords and other landlords to tackle anti-social behaviour	Jean Palmer	Ed Shaylor	CP021.01 - 70% of Early Intervention Panel (EIP) Referrals do not receive an Anti-Social Behaviour (ASBO) in 12 months after their referral, CP021.02 - Ensure 100% of EIP Referrals receive a service user survey questionnaire. CP021.03 - Deliver 4 reports to the Youth Offending Board	31/03/2010, 30/09/2009, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP021.01 - 18 referrals received. 100% did not receive ASBOs CP021.02 - 66 Parents /Guardians of all referred persons whose cases closed from April 2008 to May 2009 ,have been sent the user survey questionnaire. 11 responses received at end of June 2009. CP021.03 - Youth crime prevention strategy and development plan is in place	On Target
022	A safe borough	CP022 /GP - Continue to implement safer routes to school as part of the School Travel Plan programme and develop further initiatives such as the Walking Bus and school cycle routes	Jean Palmer	Jales Tippell	CP022.01 - Engage regularly with stakeholders, e.g.. TfL and subsidiaries such as Dial-a-Ride, Computer Cab and local bus companies, CP022.02 - Implement programmes and schemes included within the LIP, CP022.03 - Ensure LDF policies and proposals do not add to more congestion	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP022.01 - Mobility Forum held and Public Transport Liaison Group Meeting held every 4 months, next meeting will be in August CP022.02 - There are 25 schemes scheduled for the year, on track to deliver all schemes by end of financial year. CP022.03 - Timetable for the revised Core Strategy is being updated, to go to Cabinet in September	On Target
023	A safe borough	CP023 - Continue to install burglar alarms in the homes of our older residents, helping them to feel safe. (CP014)	Jean Palmer	Ed Shaylor	CP023.1 - Install 73 burglar alarms in homes of elderly residents by end of Qtr 1 CP023.2 - Install 87 alarms by end of Qtr 2 CP023.3 - Install 87 alarms by end of Qtr 3 CP023.4 - Have 350 burglar alarms installed by Qtr 4	30/06/2009, 30/09/2009, 31/12/2009, 31/03/2010	On Target, On Target, On Target, On Target	CP023.01 - Progress made and 73 burglar alarms installed by end of June. All recipients of burglar alarms are provided with a pack containing information about crime prevention, door step security, burglary prevention etc.	On Target
024	A borough of culture and learning	CP024 - We will continue to refurbish the borough's libraries	Jean Palmer	Pat Blackshire	CP024.01 - Refurbish Oaklands Gate Library (Northwood) Close library end of July completion September 2009 CP024.02 - Refurbish Kingshill Library (Charville). Close library end of July completion October 2009 CP024.03 - Refurbish Ickenham Library. Close library August, completion November 2009 CP024.04 - Refurbish Yiewsley Library. Close library September, completion November 2009	31/03/2010, 31/10/2009, 30/11/2009, 30/11/2009	On Target, On Target, On Target, On Target	CP024.01 - Design and cost plans completed. Interim deployment of staff agreed and temporary arrangement for returned stock in place. On track to meet target for completion of refurbishment in September. CP024.02 - Plans in place to meet target of completion by October CP024.03 - Plans in place to meet target of completion by November CP024.04 - Plans in place to meet target of completion by November.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
025	A borough of culture and learning	CP025 - Continue to develop and improve education in our schools and raise exam results	Chris Spencer	Mike Merva	CP025.01 - Ensure effective support is given to all Hillingdon schools to raise attainment in line with expectation, CP025.02 - To monitor, support and challenge all schools to ensure that all improve according to level of need and potential, CP025.03 - Monitor attainment of pupil with FSM and their peers via the termly annual school review CP025.04 - Ensure headteachers and school data managers are fully aware of any issues and action them appropriate CP025.05 - Continue to fully implement successful LA intervention and support strategies to raise attainment for all pupils	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target On Target On Target	CP025.01 - As schools' Ofsted results improve, move support emphasis to support satisfactory and good schools to move to a higher Ofsted grade. CP025.02 - Effective monitoring systems now in place at 5 secondary schools. Majority of primary schools have effective monitoring systems in place. All tracking systems are in place, with school and LA staff able to monitor attainment and take action were necessary. CP025.03 - .05 - School Improvement Partners fully briefed in the need to monitor a range of groups of young people; New Ofsted framework will monitor attainment of groups as well as individuals, with training for both schools and SIPs planned to address this.	On Target
026	A borough of culture and learning	CP026 - Continue to extend our blue plaque scheme and maintain our local heritage.	Jean Palmer	Andrew Malin	CP026.01 - Plaque for Sir Bernard Miles to be unveiled at 38 New Road by end of October., CP026.02 - To identify other famous people and events associated with locations within the borough and erect plaques as appropriate.	30/10/2009, 31/03/2010	On Target, On Target	CP026.01 - On track for plaque to be unveiled by October. CP026.02 - At present identifying list of famous, qualifying residents and also events at locations within the borough boundaries.	On Target
027	A borough of culture and learning	CP027 - Extend opportunities for older people to participate in leisure, recreation and cultural activities	Jean Palmer	Sue Drummond	CP027.01 - Extend opportunities for older people to participate in leisure, recreation and cultural activities, CP027.02 - Provide free swimming for older residents	31/03/2010, 31/03/2010	On Target, On Target	CP027.01 - 50+ activity leaflet being updated with an up to date list of community leisure opportunities for older people. Job Description agreed with Age Concern for recruitment of a new Older People's Activator to co-ordinate Active Ageing Project. CP027.02 - Free Swimming for older people commenced. Comms plan in place including publicity through Older People's Forum, Streets Ahead etc. Free Swimming lessons also now commenced for older people.	On Target
028	A borough of culture and learning	CP028 - Increase the range of vocational courses at GCSE and post 16.	Chris Spencer	Alison Moore	CP028.01 - To continue to implement the 14-19 strategy with particular focus to Staying on and Transfer of funding from Learning Skills Council (LSC), CP028.02 - Full implementation of CHOICE to provide greater learner demand, CP028.03 - All three 14-19 collaborative fully operational by Sept 09 , CP028.04 - Development of apprenticeships and KS4 programmes to provide an effective alternative provision.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP028.01 - We are updating the 14-19 strategy to embed new initiatives such as 'Staying on' & 'Transfer of funding of LSC' CP028.02 - Schools and college are due to attend an annual training session to input their representative post 16 curriculum provision for the CHOICE website. This pan-London website is a one-stop shop for student moving into post 16. CP028.03 - Each of the three collaboratives have a headteacher lead and have had a meeting. CP028.04 - Programmes are being developed and have had good feedback from students.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
029	A borough of culture and learning	CP029 - Work to extend community based sports development programmes offering new activities and opportunities to residents	Jean Palmer	Sue Drummond	CP029.01 - Deliver the 'Back to Sport' campaign aimed at encouraging targeted groups to re-engage with sporting activities., CP029.02 - Ensure that the Sport & Leisure service contributes to the streets Ahead programme of events throughout the year., CP029.03 - Deliver community based sport and physical activity projects for people with special needs to improve knowledge and range of activities for residents to maintain healthy, active lifestyles., CP029.04 - Deliver a range of projects and initiatives aimed at increasing participation in sport and physical activity by children and young people	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP029.01 - Sport England funding now confirmed for 'Back to Sport' programme implementation planned for Autumn. CP029.02 - Yiewsley & West Drayton Streets Ahead event completed. CP029.03 - Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND. CP029.04 - Year 2 Sports Unlimited initiatives commenced April 09. StreetGames project started in West Drayton / Yiewlsey area.	On Target
030	A borough of culture and learning	CP030 - Increase take up and satisfaction of customers in Library services	Jean Palmer	Pat Blackshire	CP030.01 - Developing libraries as focal points of the community. Supporting community safety and improved health., CP030.02 - Work with the Arts team to deliver a literature programme and to promote libraries as venues for arts activities and performance.	31/03/2010, 31/03/2010	On Target, On Target	CP030.01 - Launch of Let's Talk at Yeading and Hayes library - a discussion group open to all and for those wishing to practice English speaking in particular . CP030 .02 - Monthly meetings of the Play Reading Group (PRG) at Uxbridge Central Library have taken place with up to 15 participants attending - open to all ages groups. The PRG will take part in a commemorative WW2 event at Uxbridge Library proposed for September.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
031	A borough of culture and learning	CP031 /GP - Deliver outstanding skills and personal learning opportunities for Hillingdon's community	Jean Palmer	Pat Blackshire	CP031.01 - Develop contacts with Hillingdon schools to promote library services, improved literacy and the enjoyment of literature., CP031.02 - Work with the Arts team to deliver a literature programme and to promote libraries as venues for arts activities and performance., CP031.03 - Develop resources collections promoting learning, training and employment opportunities for Hillingdon Residents. Work with Adult Education to promote Skills for Life resources in library spaces., CP031.04 - Continue arts development programs across the Borough , CP031.05 - Continue Launchpad programme for young people, CP031.06 - To embrace the 'valuing people' agenda and work collaboratively with social services to provide high quality relevant Adults with Learning Disabilities (ALDD) provision, enabling all learners to develop their full potential. CP031.07 - To widen the range of opportunities available to learners through the effective partnerships the service forms, when appropriate, ensuring high quality integrated advice and guidance.	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/10/2009, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target, On Target, On Target, On Target	CP031.01 -Local schools contacted to promote Summer Reading Challenge. Assembly visits delivered by all libraries. Summer events programming completed and over 120 events for children planned for summer holidays and brochures designed. Hillingdon Primary Book of the Year event takes place involving children from ten primary schools attended by The Mayor CP031.02 - Play reading group launched at Uxbridge Summer Events for adults, families and children programmed CP031.03 - 'Let's talk' discussion groups for users wishing to improve language skills – launched at Yeading and Hayes library CP031.04 - The Arts Service have been successful in achieving £28K worth of Arts Council funding to deliver a music training programme across the Borough. This quarter has seen the final organisation for Reveal, our summer programme created by the Arts Service and Brunel University which is being delivered in Qtr 2. The Education and Enrichment programme has been set out for the first academic year. CP031.05 - Launchpad established as a network for young people to share and receive information about the arts.	On Target
032	A borough of culture and learning	CP032 - Enable our communities to engage with the arts through the provision of a comprehensive programme of events and services	Jean Palmer	Pat Blackshire	CP032.01 - Promote the programmes effectively, CP032.02 - Set out program of special events for the year	31/03/2010, 31/03/2010	On Target, On Target	CP032.01 - Worked closely in conjunction with Corporate Communications to ensure that all events are publicised effectively. Hayes Carnival attracted 12,000 people. We have received £4000 in funding for Reach, a programme designed by the Arts Council and delivered by Audiences London, to successfully increase our audiences and target non-users and a further £28k from Arts Council England. CP032.02 - We have successfully programmed and delivered Hayes Carnival. Medfest is taking place on 15th and 16th August. Plans are in place for Bigfest, in October.	On Target

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033	A borough of culture and learning	CP033 /GP - Develop a four year Sports & Cultural programme that will enable Hillingdon to engage residents with the opportunities offered by London 2012	Jean Palmer	Sue Drummond	CP033.01 - As part of the programme leading up to the London Olympics, maximise the opportunity for legacy building, public participation and engagement in sport., CP033.02 - Seek to engage and secure National Olympic Team(s) to make use of facilities in Hillingdon as part of pre-Olympic training camp. Work in partnership with Brunel and other local agencies to enhance and maximise the Hillingdon offer to National Olympic Committees.	31/03/2010, 31/03/2010	On Target, On Target	CP033.01 - Promoted activities at 1st Streets Ahead event and Hayes Carnival. Attended Youth Council meetings to engage with young people about leisure opportunities and provision. CP033.02 - Joint work with Brunel to promote the Hillingdon offer for use of Sports facilities commenced to attract Olympic athletes.	On Target
034	A borough of culture and learning	CP034 /GP (S&A 023) - Complete work on the new Hillingdon Sport & Leisure Centre and Botwell Green Leisure Centre and Library in Hayes	Jean Palmer	Sue Drummond	CP034.01 - Completion of new Botwell Green Leisure Centre, CP034.02 - Completion Hillingdon Sport & Leisure Centre	30/01/2010, 31/12/2009	On Target, On Target	CP034.01. Construction underway and building now water tight. On target for completion CP34.02. Construction continuing, topping out ceremony completed	On Target
035	A borough of culture and learning	CP035 /GP - Actively seek to engage with a national team to use new facilities at Hillingdon Sport and Leisure Centre for the 2012 Olympic Games	Jean Palmer	Sue Drummond	CP035.01 - Seek to engage and secure National Olympic Team(s) to make use of facilities in Hillingdon as part of pre-Olympic training camp. Work in partnership with Brunel and other local agencies to enhance and maximise the Hillingdon offer to National Olympic Committees..	31/03/10	On Target	CP035.01 - Joint work with Brunel to promote the Hillingdon offer for use of Sports facilities commenced to attract Olympic athletes.	On Target
036	A borough of culture and learning	CP036 /GP - Develop a new specialist gymnastics facility at Botwell Green Leisure Centre with a full programme of recreational pre-school gymnastics through to school and club level performance	Jean Palmer	Sue Drummond	CP036.01 - Initial launch and opening of the new facility completed, CP036.02 - Layout of new gymnastics centre agreed, CP036.03 - Initial activity programme for the opening of the centre agreed with resident club and management contractor.	31/03/2010, 30/09/2009 31/12/2009	On Target, On Target On Target	CP036.01 - Construction of the new centre underway as part of the main building project. CP036.02 - Fit out of equipment needed being identified. CP036.03 - Tender process underway for appointing operator.	On Target
037	A borough of culture and learning	CP037 - Launch new programmes for sport & leisure activities at the two new leisure centres and Hillingdon Sport & Leisure Centre and Botwell Green Leisure Centre	Jean Palmer	Sue Drummond	CP037.01 - Liaise with Fusion to organise the opening of the new Hillingdon Sport and Leisure Centre, CP037.02 - Work with appointed leisure management contractor on the opening of the new facilities at Botwell Green Leisure Centre, CP037.03 - Maintain a register of local clubs and associations interested in using the new facilities at Botwell Green Leisure Centre and Hillingdon Sports and Leisure Centre., CP037.04 - In conjunction with the appointed operators, develop and publicise the initial programme of activities following the opening of the new leisure centres. Work with local clubs, associations and other agencies in developing the programme.	31/03/2010 31/03/2010 31/03/2010 31/03/2010	On Target, On Target, On Target, On Target	CP037.01 - Meetings with Fusion on-going and launch plan from the contractor received. CP037.02 - Meetings with Hillingdon Swimming Club British Swimming and Brunel have taken place and pool time identified CP037.03 - Spreadsheet of interested groups and clubs wishing to use the centres being collated. CP037.04 - Indicative programming timetables have been prepared for Hillingdon Sport & Leisure Centre & Botwell Green Leisure Centre. Cabinet report on the tendering for a new leisure management partner (for Botwell etc) drafted with recommendations for July meeting.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
038	A borough of culture and learning	CP038 - Work through the arts to create lively public spaces that enhance the environment and help to develop a sense of well-being	Jean Palmer	Pat Blackshire	CP038.01 - Develop a plan for improving fixed site facilities	31/03/2010	On Target	CP038.01 - Friends of Ickenham Hall has been established as a trust. The stage at Winston Churchill Hall has been repaired and quotes have been received for the heating at the Great Barn and are currently being processed.	On Target
039	A borough of culture and learning	CP039 - Use the arts to raise the confidence of the older and more vulnerable and to engage young people in positive activity	Jean Palmer	Kriss Holliday	CP039 - Incorporate engagement of young people in Hillingdon.	31/03/2010	On Target	CP039.01 - Worked in conjunction with Youth Services and PAYP youth group to incorporate engagement of young people in Hillingdon Arts Music Project (AMP). Established a series of activities including monthly tea dances and coffee mornings at Manor Farm for older people.	On Target
040	A borough where children and young people are healthy, safe and supported	CP040 - We will progress the delivery of three new youth centres	Chris Spencer	Tom Murphy	CP040.01 - Progress youth centre in Northwood CP040.02 - Progress youth centre in South Ruislip CP040.03 - Progress youth centre in Charville	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP040.01 - Northwood: Progress continues to be made on the Northwood development with preparatory work being undertaken in readiness for the construction. CP040.02 - South Ruislip: A new site has been identified and proposals are being actively worked up. CP040.03 - Charville. Good progress continues to be made. The Project Team is finalising future lease and management arrangements for the facility. Construction is due to commence in August 09.	On Target



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042	A borough where children and young people are healthy, safe and supported	CP042 - Improve the educational prospects of looked after children	Chris Spencer	Debbie Haith	CP042.01 - Development of Hillingdon's Virtual School, CP042.02 - Implementation of Personal Education Allowances, CP042.03 - Profiling individual support needs through the Personal Education Plan (PEP)	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP042.01 - Headteacher in place and making good progress in developing baseline data, currently reviewing the staffing structure of the Looked After Children Education (LACE) team. CP042.02 - Personal Education allowances implemented and administered by the virtual school. CP042.03 - Hillingdon Virtual School are ensuring that the quality and impact of PEP's is strengthened by increasing the training to social care staff and supporting designated teachers in schools.	On Target
043	A borough where children and young people are healthy, safe and supported	CP043 - Improve the services on offer to young people in our libraries, arts and culture and sports facilities	Jean Palmer	Pat Blackshire	CP043.01 - Developing libraries as focal points of the community., CP043.02 - Deliver a programme of cultural and promotional events, co-ordinated across the group and appealing to all ages and backgrounds., CP043.03 - Use library promotions and activities to raise awareness of sport and	31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target	CP043.01/02 - The following events will be delivered, Heritage events (34); Events for elderly people (102); IT taster sessions (144); Cultural events (110); Healthy and Safe events (102); Sporting themes (34) CP043.03 - Healthy Walks from Uxbridge library launched (alternate Fridays) in partnership with Healthy Hillingdon.	On Target
044	A borough where children and young people are healthy, safe and supported	CP044- Strengthen the links between the School Travel Plan programme and students in Years 7-13, with health promotion initiatives in our leisure centres as part of the national change for life campaign	Jean Palmer	Jales Tippell	CP044.01 - Ensure Local Implementation Plan (LIP) and transport policies include provision for youth and elderly CP044.02 - To increase the number of schools participating in Walk on Wednesday (WOW) to 55 and promote School Travel Plan (STP) accreditation to all schools in Borough	31/03/2010, 31/03/2010	On Target, On Target	CP044.01 - The LIP Bids are currently under preparation and will include provision for the youth and elderly. CP044.02 - Number of Schools participating in WOW increased to 60. Accreditation being promoted in School Travel Plan (STP) schools.	On Target
045	A borough with improving health, housing and social care	CP045 - Develop extra care housing to help people receive the care and support they need to live independently in the community	Jeff Maslen	Brian Doughty	CP045.01 - Conduct feasibility studies on the development of specialist 24 hour extra care provision within existing sheltered housing schemes. , CP045.02 - Work with housing associations partners to deliver specialist extra care facilities on new build sites including West Ruislip RAF site	31/10/2009, 31/03/2010	On Target, On Target	CP045.01 - Feasibility studies completed on two existing sites. One site has been identified as being suitable for re-development for the provision of extra care housing for a proposed 47 homes. Funding from the Homes and Communities Agency (HCA) will be bid for in July 2009. At the other site, the proposal is to re-develop into extra-care homes. Funding will be sought from the HCA. CP045.02 - 48 extra care facilities are being proposed for the West Ruislip RAF site. Building due to start on site with a phased completion over 18 months.	On Target
046	A borough with improving health, housing and social care	CP046 - Deliver assistive technology services to help people receive the care and support they need to live independently in the community	Jeff Maslen	Brian Doughty	CP046.01 - Draft strategy that includes costed options (including for telehealth) to be developed. CP046.02 - Report to ASCHH SMT with recommendations submitted CP046.03 - Report to Healthier Communities and Older People theme group for sign off.	31/07/2009 31/07/2009 31/01/2010	On Target On Target On Target	CP046.01 - Draft telecare strategy prepared setting out future targets and options CP046.02 - On track to submit draft telecare strategy to the Adult Social Care Health and Housing Senior Management Team CP046.03 - On track to present the telecare strategy to the Healthier Communities and Older Peoples Theme Group by the end of January 2010.	On Target

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047	A borough where opportunities are open to all	CP047 - Continuing the modernisation programme for adults with learning disabilities and mental health needs	Jeff Maslen	Brian Doughty	CP047.01 - Agree design proposals for new build supported housing schemes. CP047.02 - Consulting with full range of stakeholders at Charles Curran, Hatton Grove, Merchiston House. CP047.03 - Draft specifications for care and support services.	31/05/2009, 30/09/2009, 31/03/2010	On Target, On Target, On Target	CP047.01 - On track - Design feasibility progressing. CP047.02 - Consultation progressing well - Steering Group established. Bridge service users moved to Maple Road CP047.03 - On track to prepare specification for care and support services.	On Target
048	A borough with improving health, housing and social care	CP048 - Developing and improving services to enable adults and older people to remain living in the community	Jeff Maslen	Brian Doughty	CP048.01 - Improve the health and wellbeing and quality of life for older people with mental health needs - in partnership with a Mental Health Trust provider open a Wellbeing Centre for adults with mental health needs to improve access to information, advice and support.	31/03/2010	On Target	CP048.01 - Central and North West London Mental Health Trust are on track to open a 'Well-Being Centre' in Uxbridge Highstreet for adults with mental health needs. The site of the Centre has been agreed and has been developed as a partnership between the Trust, the Council and the PCT and non statutory partners. The Centre will offer: - Guided self-help - Support, information and advice - Wellbeing activities - Physical health checks - Sign-posting to services and activities - Training and workshops	On Target
049	A borough where opportunities are open to all	CP049 - Maintain and develop support to carers to help people receive the care and support they need to live independently in the community	Jeff Maslen	Brian Doughty	CP049.01 - Carer information days to be held at GP surgeries so that by year end there are 50 new carers on the GP Carers' register; CP049.02 - Carer awareness event to be held at Hillingdon Hospital that involves at least 100 carers and staff; CP049.03 - At least 10 carers should be involved in the process of developing information about carers about safeguarding; CP049.04 - Canvas the views of 100 carers about the accessibility of information provided for carers by LBH and the PCT. 80% of those canvassed to find information relevant and easy to read	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP049.01 - On track to hold carers information days at GP surgeries - Carer information events to be held at Harefield Health Centre (15th October 2009) and Cedarbrook Health Centre (6th Nov 2009). CP049.02 - On track to hold a carer awareness event at Hillingdon Hospital on 3rd March 2010 that involves at least 100 carers and staff - Health Liaison Worker now place working with staff at Hillingdon Hospital. CP049.03 - On track to involve carers in the process of developing information for carers about safeguarding - focus group being set up; CP049.04 - On track to canvas the views of 100 carers about the accessibility of information provided for carers by LBH and the PCT.	On Target
050	A borough where opportunities are open to all	CP050 - Improving and promoting the health and well being of adults and older people	Jeff Maslen	Brian Doughty	CP050.01 - Quarterly promotion of walks in libraries (including walk and talk sessions run with 2 local libraries), CP050.02 - 2 walks promotion sessions with mental health services	31/03/2010, 31/12/2009	On Target, On Target	CP050.01 - On track - to deliver promotion of walks in libraries (including walk and talk sessions run with 2 local libraries). Walks programme co-ordinated with streets ahead. CP050.02 - On track - 2 walks promotion sessions with mental health services planned	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
051	A borough with improving health, housing and social care	CP051 - Continue to improve arrangements to safeguard vulnerable adults from harm	Jeff Maslen	Brian Doughty	CP051.01 - Ensure effectiveness of safeguarding adults arrangements through improved outcomes - complete a baseline survey of views by March 2010.	31/03/2010	On Target	CP051.01 - On track to complete the survey of people who have experienced the safeguarding process - improvements continue to be delivered to further strengthen the safeguarding of vulnerable adults from harm. The dedicated Safeguarding Adults Team is in place and an independent case audit was completed in June demonstrating improvements. A survey of staff awareness of safeguarding adults is scheduled for quarter 2.	On Target
052	A borough with improving health, housing and social care	CP052 - Continue to support first time buyers through our first time buyers deposit scheme for borough residents	Jeff Maslen	Neil Stubbings	CP052.01 - First time buyers deposit scheme - 30 individuals or couples are helped to buy their own property.	31/03/2010	Completed	CP052.01 - On track - during the first quarter all 30 first time buyers for the scheme have been identified. Activity in the housing market has increased considerably in recent months. A request for additional funding is being sought to meet demand from first time buyers. Applications from a further 88 households are in the pipeline.	On Target
053	A borough with improving health, housing and social care	CP053- Work in partnership to reduce homelessness, including temporary accommodation by 50% by 2010	Jeff Maslen	Neil Stubbings	CP053.01 - Deliver the quarterly targets for national indicator 156 -quarter 1 target = 1150 households in temporary accommodation., CP053.02 - quarter 2 target = 1181 households in temporary accommodation, CP053.03 - quarter 3 target = 1173 households in temporary accommodation, CP053.04 - quarter 4 target = 1164 households in temporary accommodation	30/06/2009, 30/09/2009, 31/12/2009, 31/03/2010	Completed, On Target, On Target, On Target	CP053.01 - Target achieved for quarter 1 - At the end of quarter 1 2009/10, 1150 households were living in temporary accommodation - a reduction of 24 during the first quarter (from 1174 households in temporary accommodation at the end of March 2009). Officers are monitoring the potential impact of the 'credit crunch' on homelessness activity and the financial impact of changes to the Housing Benefit regime for Private Sector Leased properties.	On Target
054	A borough with improving health, housing and social care	CP054 - Increase the number of new houses provided by the council	Jeff Maslen	Neil Stubbings	CP054.01 Secure planning permission for those sites where we are seeking Challenge Funding from the Homes and Communities Agency to build new homes as part of the pipeline sites initiative  CP054.02 Bid for Challenge Funding from the Homes and Communities Agency for new homes under the pipeline initiative scheme.  CP054.03 Achieve a 'start on site' position with at least 100 new homes under the pipeline housing initiative.	31/03/2010  31/12/2009  31/03/2010	On Target  On Target  On Target	CP054.01 - On track - Planning applications for batches 1 and 2 delivered.  CP054.02 On track - bidding for Challenge Funding from the Homes and Communities Agency is underway - two rounds of bidding are scheduled in 2009/10 - one in July and the second in October 2009.  CP054.03 On track - to deliver a start on site of at least 100 properties by 31 March 2010.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
055	A borough with improving health, housing and social care	CP055 - Maintain an excellent housing / council tax benefit service and housing service, demonstrating value for money and increase benefit take up and improve the speed and accuracy of benefit applications	Jeff Maslen	Neil Stubbings	CP055.01 - Achieve a target in 2009/10 of an average of 24 changes per 1000 caseload per week (NI180 Annual number of changes per 1000 caseload) Q1 target = 22, CP055.02 - Q2 target = 22, CP055.03 - Q3 target = 22, CP055.04 - Q4 target = 22	30/06/2009,  30/09/2009, 31/12/2009, 31/03/2010	Completed,  On Target, On Target, On Target	CP055.01 - Target for quarter 1 achieved. Overall expect to achieve target by 31 March 2010 - Data extracted by the Department for Work and Pensions from data scans submitted monthly. Performance as at the end of June 2009 is 55.44 changes per thousand cases against a target of 22 (high is good). We are benchmarking performance for this new national indicator with other local authorities to compare our performance. A full years data is required for accurate benchmarking.	On Target
056	A borough with improving health, housing and social care	CP056 - To maximise the choice that customers have over services by delivering transformation in adult social care to give people who use adult social care services more choice and personalisation	Jeff Maslen	Brian Doughty	CP056.01 - Deliver the pilots for personalisation / individualised budgets in adult social care, CP056.02 - agree a resource allocation system for self directed support	31/03/2010,  31/03/2010	On Target,  On Target	CP056.01 - On track - to deliver the Self-Directed Support Pilots for Brokerage and transition for children with disabilities by 31 March 2010. The Transformation Team continues to work towards transformation in line with the overall programme plan. A target for the percentage of individuals holding a personal budget by 2011 is in the process of being set and is due to be signed off by August CP056.02 - On track - the preparation for a Resource Allocation System is progressing well to inform the overall allocation of the social care budget for a financially robust self-directed support model.	On Target
057	A borough with improving health, housing and social care	CP057 - To actively involve customers in the planning and delivery of services	Jeff Maslen	Neil Stubbings	CP057.01 - A programme of customer engagement actions is in place across ASCH&H	31/03/10	On Target	CP057.01 - On track - During the first three months of 2009/10, the 10 Customer Engagement Performance Standards have been launched across the department, and Service Managers have committed to a programme by 31 March 2010 to ensure the standards are met. Customers across ASCH&H are being engaged and consulted in a range of activity that is helping shape our service delivery.	On Target
058	A borough with improving health, housing and social care	CP058 - Continue to implement our Affordable Housing planning guidance for all new residential developments	Jean Palmer	James Rodger	CP058.01 - Ensuring implementation of S106 agreements requiring affordable housing.	31/03/2010	On Target	CP058.01 - Whilst the economic circumstances have resulted in a reduction in the number of affordable units delivered through S106 contributions, Planning policy guidance for affordable housing continues to be implemented.	On Target
059	A borough with improving health, housing and social care	CP059 - To increase the provision of affordable homes from 155 units to 199 units a year	Jean Palmer	Jales Tippell	CP059.01 - Finalise relevant housing studies., CP059.02 - Ensure all housing monitoring returns are completed on time: CLG P2 Returns (Communities and Local Government) - Quarterly & GLA (Greater London Authority) - Monthly	30/09/2009, 31/03/2010	On Target, On Target	CP059.01 - Strategic Housing Land Availability Assessment (SHLAA) returns submitted to GLA final monitoring target to be agreed. Draft Housing Market assessment has been prepared. CP059.02 - CLG P2 returns completed on time.	On Target

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060	A borough where opportunities are open to all	CP060 - Increase the number of adults with disabilities accessing education, training, employment and training opportunities.	Jean Palmer	Patricia Blackshire	CP060.1 - Set up Work in Supported Employment (WISE) Programme for Adults with Learning Disabilities (ALDD) CP060.2 - By end of Qtr 4 - achieve 25 learners on WISE programme	30/09/2009, 31/03/2010	On Target, On Target	CP060.01/02 - 12 learners have successfully completed their City & Guild National Proficiency Test Council Entry level 2 qualification and a further 20 are enrolled for a September start of the new Foundation Learning Tier programme. This target is now part of the above	On Target
061	A prosperous borough	CP061 - Our housing policy will help people access affordable housing including key workers and economically active residents, helping to support our local labour force	Jeff Maslen	Neil Stubbings	CP061.01 - Deliver 312 affordable homes by 31 March 2010, working in partnership with Registered Social Landlords.	31/03/2010	On Target	CP061.01/02 On track - The Housing Supply Team is working with Planners, Registered Social Landlords and developers to ensure that new homes of all tenures are being built. On target to deliver at least 312 affordable homes. Delivering the HRA pipeline scheme with part of the funding from the Homes and Communities Agency Challenge Fund for councils so that starts on site can be achieved by	On Target
062	A prosperous borough	CP062 - Introduce a construction apprentices scheme	Fran Beasley	Helena Webster	CP062.01 - Launch construction apprenticeship scheme	30/04/09	Completed	CP062.01 - Construction apprenticeship scheme in place. Work ongoing to provide apprenticeship opportunities at sites within Hillingdon.	Completed
063	A prosperous borough	CP063 - Support Brunel University in delivering an enterprising attitudes programme	Fran Beasley	Helena Webster	CP063.01 - Set up enterprising attitudes programme in partnership with Brunel University	30/04/09	Completed	Programme live within agreed timetable.	Completed
064	A prosperous borough	CP064 - Engage with business to encourage their support for our outcomes and increase their corporate responsibility	Fran Beasley	Nigel Cramb	CP064.1 Support Hillingdon Business Forum to engage with major employers within Hillingdon. CP064.2 Influence work programme to ensure regular and effective programme of activities which deliver corporate responsibility benefits. CP064.3 Working with the Hillingdon Chamber of Commerce to ensure continued development of partnership activity in local town centres. CP064.4 Support Chief Executive in developing role to encourage Corporate Responsibility amongst major businesses	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, Completed	CP064.01 - Volunteering projects being developed with Glaxo and British Airways CP064.02 - Business Forum work programme 2009/10 agreed CP064.03 - Regular meeting now being held between Chamber of Commerce and Partnerships Team CP064.04 - Chief Executive actively engaged with major businesses. Opportunities for developing business and corporate responsibility initiatives being pursued.	On Target
065	A prosperous borough	CP065 - Open up opportunities for local businesses to benefit from the contracts associated with London 2012	Fran Beasley	Ian Edwards	CP065.1 - Secure funding to enable training and raise awareness of supply chain opportunities for Heathrow and surrounding areas, CP065.2 - Encouraging and supporting businesses to register with the 'To compete for' portal to be in a position to bid for London 2012	31/03/2010, 31/03/2010	Completed, On Target	Positive start - Funding from LDA and partners secured, contractor appointed and programme of events in place.	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
066	A prosperous borough	CP066 - Prepare a planning document to guide the redevelopment of the RAF Uxbridge site to ensure that it revitalises the local area and provides benefits for people across the borough.	Jean Palmer	Jales Tippell	CP066.01 - All planning applications will be assessed against the council's Unitary Development Plan (UDP) Saved Policies 2007 and supplementary planning documents (SPD)., CP066.02 - Ensure proposals for redevelopment of the RAF Uxbridge site are in accordance with the adopted RAF Uxbridge SPD., CP066.02b - Ensure the public are kept informed through the planning process for the RAF Uxbridge site., CP066.03 - Officers will give good quality and timely pre-application advice for RAF Uxbridge to influence the submission of the planning application.,	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target, On Target	CP066.01 - All applications assessed against UDP and SPD CP066.02 - Proposals for redevelopment of the RAF site are in accordance with RAF Uxbridge SPD. CP066.02b - Consultation carried and exhibition carried out in June CP066.03 - Ongoing Officers provide good quality and timely pre-application advice. CP066.04 - Draft SPD consultation took place in June.	On Target
067	A prosperous borough	CP067 - Work with major local businesses to encourage investment in the borough which will help to bring more training, skills, and jobs into Hillingdon for local people to access	Fran Beasley	Helena Webster	CP067.1 Conduct fundamental review of Hillingdon Business Forum, CP067.2 Deliver European Regional Development Fund (ERDF) Programme to stimulate local business in Heathrow Supply Chain	24/07/2009, 31/03/2010	On Target, On Target	CP067.01 - Review has been completed. The outcomes and conclusions of the review are being considered and an action plan will be developed CP067.02 - Bid won and contracts agreed, programme on track	On Target
068	A borough where opportunities are open to all	CP068 - Freeze council tax for all Hillingdon residents for two years	Christopher Neale	Paul Whaymand	CP068.01 - Implement for 2009-10. Accommodate in 2009-10 budget CP068.02 - Implement for 2010-11. Accommodate in 2010-11 budget.	30/03/2010 31/03/2011	On Target On Target	Residents who qualify for discount have received appropriate council tax bill for 2009-10. Budget plans being drawn up for 2010/11 on the basis of no council tax increase.	On Target
069	A borough where opportunities are open to all	CP069 - Ensure the council and its partners respond to neighbourhood needs and improved service delivery for all residents	Fran Beasley	Ian Edwards	CP069.01 Assist ECP to conduct needs analysis prior to each Streets Ahead Week of Action (SAWA), CP069.02 Conduct post event evaluation of SAWA, CP069.03 Produce ward profiles	31/03/2010, 31/03/2010, 25/09/2009	On Target, On Target, On Target	CP069.01 - Assisted with pre event consultation for SAWA in Heathrow Villages, Pinkwell, West Drayton and Yiewsley. CP069.02 - Questionnaire designed. Peer reviewers being sought to undertake survey CP069.03 - Leader consulted on draft ward profile. Aim to publish all 22 by September 2009	On Target
070	A borough where opportunities are open to all	CP070 - Promote community cohesion across all of the borough's communities so that people feel that communities get on well	Fran Beasley	Ian Edwards	CP070.01 - Work with Planning to ensure that needs analysis by faith groups is undertaken to inform the Local Development Framework, CP070.02 - Identify the improvement required for Hillingdon's self assessment at level 3 for National Indicator 35 and develop a plan to achieve that outcome by early 2010/11. CP070.03 - Working with the Strategic Information manager to develop the data sets and information required by the Strong and Active Theme Group to ensure that it is able to secure its purpose,	30/03/2010, 30/03/2010 31/03/2010	On Target, On Target, On Target	CP070.01 - In contact with planning to have initial discussion as to how to take this issue forward with faith and community groups. CP070.02 - Preventing Violent Extremism (PVE) action plan developed in partnership with a sub group from the Strong and Active theme group CP070.03 - Consultant commissioned. Timeline set. Project to be completed by 31/03/2010	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
071	A borough where opportunities are open to all	CP071 - Continue the Leader's initiative to support older people	Fran Beasley	Kevin Byrne	CP071.1 Deliver burglar alarms project , CP071.2 Fund Age Concern to meet shortfall in helping hand scheme , CP071.3 Oversee administration of initiative, commissioning new projects (e.g. from community Associations) and secretariat for meetings. CP071.4 Support and monitor grant for dining centres	31/03/2010, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP071.1 - During Q1 73 alarms were fitted and a total of 244 have been fitted since the start of the scheme. Age Concern now have 2 dedicated handy people, who work on the installation of the alarms. CP071.2 - In March 2009 the Leader's Initiative (LI) agreed to support the helping hand service. Leader's Initiative grant funding will enable Age Concern to continue offering the service to 100 plus older people in the borough. CP071.3 - Leader's Initiative has grant funded a broad range of voluntary organisations which include, the burglar alarm project, funding for a dining centre in Northwood and support to deliver of the Hillingdon 60 plus fair in Oct 09. In July 2009, 19 Community Associations were invited to submit bids for small one-off projects that will help them develop or expand services for older people. CP071.4 - Since the formation of the Leader's Initiative, approximately 10 dining centres throughout the borough have received one-off grant funding. LI grants for dining centres are monitored in partnership with other grant programmes across the Council	On Target
072	A borough where opportunities are open to all	CP072 - Support partner organisations to extend opportunities to engage in volunteering activities	Fran Beasley	Ian Edwards	CP072.1 Work with LSP Executive to ensure join between partner organisation's volunteering opportunities and HAVS volunteer database., CP072.2 Raise the profile of volunteering in the borough through publicity campaign including developing and hosting the Volunteering awards, CP072.3 Work with Hillingdon's Businesses through the Hillingdon Business Forum to maximise the volunteering opportunities as part of the corporate social responsibility offer, CP072.4 Support HAVS in the delivery of the LAA 2007 and LAA 2008 volunteering targets.	31/10/2009, 31/03/2010, 31/03/2010, 31/03/2010	On Target, On Target, On Target, On Target	CP072.01 - LSP Executive fully support HAVS' approach to increasing the numbers of volunteers and felt that the Volunteer Website was a strong resource. The Executive agreed that all organisations would feed opportunities to HAVS as they arise. CP072.02 - Planning group set up and meeting regularly including HAVS, LBH, and Brunel. Pilot Volunteer Awards held in June 2009. Case studies of the nominees are being developed which will be a key part of the publicity campaign CP072.03 - Volunteering projects being developed with Glaxo and British Airways CP072.04 - Work to continue to raise the profile of volunteering ongoing in the lead up to the Residents Survey 2009 which will provide the measure of the LAA 2007. Working with Street Champions Team to develop the possibility of topping up Residents Survey as allowed in target guidance	On Target

Ref No.	Key Objective	Task (Short Term Target)	Corporate Director	Lead Officer	Sub Key Actions	Target Dates	Key Actions Completed	Progress Comments	Task Completed /On Track
073	A prosperous borough	CP073- Increase benefit take-up for those who are entitled through joint working with the Department for Work and Pensions	Jeff Maslen	Neil Stubbings	CP073.01 - Increase benefit take-up for 150 older people in the private sector	31/03/2010	On Target	CP073.01 - On track - Close working with The Department for Work and Pensions, Home Energy companies and the Council is ensuring that older people who may be entitled to additional benefits are being referred for a benefits assessment. The three year Local Area Agreement target to achieve 600 additional people in receipt of a welfare benefit was achieved in 2008/09 - one year early. During 2009/10 the target has been stretched to increase the number of people in receipt of a welfare benefit.	On Target
074	A borough where opportunities are open to all	CP074 - Provide free swimming for older residents. All people aged 60 and over will be able to swim for free at Hillingdon Leisure Centres from April 2009. To launch the scheme, additional free swimming lessons will be available during 2009/10	Jean Palmer	Sue Drummond	CP074.01 - Provide free swimming activities for older residents, CP075.02 - Work in partnership with Age Concern to research, publicise and extend opportunities for older residents to participate.	31/03/2010, 31/03/2010	On Target, On Target	CP074.01 - Free Swimming for older people commenced. Comms plan in place including publicity through Older People's Forum, Streets Ahead etc. Free Swimming lessons also now commenced for older people. CP074.02 - Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND	On Target
075	A borough where opportunities are open to all	CP075 - Deliver community based sport and physical activity projects in partnership with DASH, MIND and age concern to improve knowledge and range of activities for residents to maintain healthy, active lifestyles.	Jean Palmer	Sue Drummond	CP075.01 - Deliver community based sport and physical activity projects for people with special needs to improve knowledge and range of activities for residents to maintain healthy, active lifestyles., CP075.02 - 5 different sports activities are organised for people with special needs.	31/03/2010, 31/03/2010,	On Target, On Target	CP075.01 - Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND. Year 2 Sports Unlimited initiatives commenced April 09. Street Games project started in West Drayton / Yiewsley area. CP075.02 - Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND.	On Target

# Report to Cabinet

24 September 2009

**Title of Report – Appendix B - Local Area Agreement 2007 – 2009/10 Q1 Performance**

**Service Area – Partnerships, Business and Community Engagement**

**Name of Contact Officer – Ian Edwards**

**Telephone Number of Contact Officer - 250612**

## **Summary of Report**

Hillingdon's Local Area Agreement 2007 has completed its second year of delivery and good progress continues. Confidence remains that we will achieve the majority of our targets and we are presently on track to receive £6,086,395 in reward grant a decrease of £692,350 since the previous LAA performance report.

## **Why is Report coming to Cabinet?**

To provide Cabinet with a corporate overview of the progress made in implementing and monitoring the Local Area Agreement

## **Recommendations of Report**

**Cabinet are recommended to:**

- 1. Note the progress made in the delivery of the Local Area Agreement 2007 during the first quarter of 2009/10.**
- 2. Identifies any areas where Cabinet wish further efforts to be made to achieve the objectives.**

## **State if there are links to other plans/strategies and briefly explain how?**

The LAA 2007 contributes towards the implementation of the Council Plan, Sustainable Community Strategy and other corporate plans. The Local Area Agreement will have strong links to the future Comprehensive Area Assessment.

## **Any Implications?**

The Local Area Agreement 2007 has a reward and pump-priming element. The successful delivery of all of the reward targets will result in the payment of £8.011 million to the partnership over the two years 2010/11 and 2011/12.

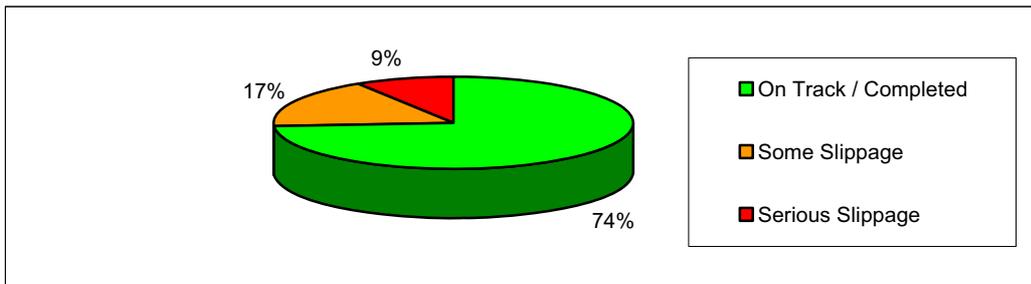
## **BACKGROUND INFORMATION**

- 1. This report looks at the performance of the Hillingdon's Local Area Agreement 2007-2010 performance reward element (LAA 2007) at the end of March 2009.**

## LAA 2007 – Overall Performance

- The performance reward section of the Local Area Agreement 2007-10 continues to be eligible for reward, notwithstanding the replacement of LAA 2007-10 by LAA 2008-11. The reward section of LAA 2007 is made up from 13 outcomes monitored using 23 indicators. At the end of Quarter 1 2009/10, 74% of these indicators have been recorded as 'on track' to meet the stretched performance reward target. Appendix One includes the full performance reward element of the LAA 2007.

## LAA 2007: Year 2 Quarter Four Performance Reward Indicators



## **Notable Achievements**

- The **number of successful benefit related reviews** have exceeded the third year target and the full performance reward grant allocation (£225,000) has been secured 1 year early. This is particularly noteworthy as this target showed 'serious slippage' at the end of Yr1.
- The **number of parks that have achieved the 'Green Flag' accreditation** (which are valid for the LAA) has increased to 14 and maintaining this level into the final assessment period (June 2010) would result in the full performance reward grant (£725k) being achieved.
- The outcome relating to smoking has two targets with the number of 'pregnant women quitters' having already been met and the performance reward grant of £133,400 will be paid in full. The target number of residents in the 5 most deprived wards that quit smoking is also on track to be achieved.

## **Serious Slippage**

- The target relating to **Wounding offences** is now considered unlikely to be achieved which accounts for the reduction of £692,350 in projected reward grant. To be successful the Safer Hillingdon Partnership will need to reduce the level of wounding offences to an average of less than 620 offences per quarter for the remainder of the year, a level that has not been achieved in any previous period of the LAA. This risk-based assessment has raised the target from showing some slippage to showing serious slippage. The DCE and Head of Partnerships are actively challenging the Safer Hillingdon Partnership to take urgent steps to reduce the level of wounding.
- Residential burglary** is showing an increase of 40.7% compared to the previous year to date. As reported at the end of Yr2 this target is unachievable. Reducing residential burglary remains a key priority of the Safer Hillingdon Partnership and they are continuing to implement and continually improve the Burglary Action Plan. More recently this has

included implementing Operation Jaguar, which is tackling priority crimes, as well as working with other West London Boroughs to remove the hub of criminal activity at Point West.

### **Some Slippage**

8. During the first quarter of 2009/10 the number of residents on the database at the volunteer centre has continued to increase. Unfortunately, as reported in the end of year 2 report this has not been shown in the results of the Residents Survey 2008 which have shown a small reduction from the **volunteering** baseline. The Residents Survey which will measure the final outturn will be carried out in Autumn 2009 and HAVS are also working with LBH Communications to target the residents who volunteer but may not describe themselves as such to maximise the result. Further, it should be noted that there is the opportunity to supplement the MORI Survey with a survey of the street champions which may better reflect the actual position.
9. The Key Stage 1, 2 and 4 results are reported annually as part of the Q2 performance report. **Key stage 2 results** have shown improvement on last year's results, but they have not met the stretched 1<sup>st</sup> year targets and therefore are showing some slippage. The underperforming primary schools have been receiving intensive support from the School Improvement Service. The Year 2 results will be available in Q2.

### **Identified Possible Risk**

10. The reprofiled Q1 target for the **SPACE Programme** (Young Carers Substance Misuse Project) has been achieved. It is expected that the number of referrals in Q2 will decrease due to seasonal variations and therefore it will be key that all organisations maximise the number of referrals over the final two quarters of the year. The steering group continues to meet regularly to review the performance and will continually engage with the organisations making referrals to the programme to ensure success.

### **Performance Reward Grant**

11. If current performance is maintained to the end of 2009/2010 we expect to claim 76% of the performance reward grant where performance data is available, this equates to £6,086,395 of which £2,490,300 would be paid to the Council and a further £1,497,095 paid to the Safer Hillingdon Partnership. The remaining £2,099,000 would be paid to individual partner organisation in accordance with the pre-existing legal agreement.

Ref	Description	Baseline	Target 07/08	Yr 1 End (07/08)	Target 08/09	Yr 2 End (08/09)	Performance as at 30/09/09	Target 09/10	Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
1a	The percentage of pupils in specified schools* achieving Level 4 or above at KS2 in English, as measured by DIES performance tables	70% (Sept 06)	74% (Sept 08)	68% (Sept 08)	76% (Sept 09)	Results available Sept 09		79% (Sept 10)	Mike Merva	This has been a high priority for Primary School Improvement Officers as part of raising attainment. Schools have been receiving intensive support from SIS and further evidence can be found in SIS monitoring the Annual School Review process, increasing improving OISTED inspection reports and in school self evaluation documents.	Some Slippage	0% (166,750)
1b	The percentage of pupils in specified schools* achieving Level 4 or above at KS2 in Maths, as measured by DIES performance tables	62% (Sept 06)	68% (Sept 08)	63% (Sept 08)	71% (Sept 09)	Results available Sept 09		74% (Sept 10)	Mike Merva		Some Slippage	0% (166,750)
1c	The percentage of pupils in specified schools* achieving Level 2 or above at KS1 in writing, as measured by DIES performance tables	64% (Sept 06)	66% (Sept 08)	67% (Sept 08)	69% (Sept 09)	Results available Sept 09		74% (Sept 10)	Mike Merva		On Track	100% (166,750)
1d	The percentage of boys in all schools in Hillingdon achieving Level 2 or above at KS1 in reading, as measured by DIES performance tables	63% (Sept 06)	66% (Sept 08)	74% (Sept 08)	70% (Sept 09)	Results available Sept 09		76% (Sept 10)	Mike Merva		On Track	100% (166,750)
2	Improved progress made by pupils in the 8 secondary schools in the bottom 10% of all schools nationally in 5 or more A* - C GCSEs against FTT type B projections, whilst maintaining overall borough performance at KS4	42% (615 pupils Sept 06)	48% (709 pupils) (Sept 08)	54% (769 pupils) (Sept 08)	51% (Sept 09)	Results available Sept 09		54% (Sept 10)	Mike Merva	Effective monitoring systems now in place at Abbotsfield, Harlington, Northwood, Mellow Lane and Rosedale secondary schools. Monitored termly by the SIPs as part of the ASR process. All tracking systems are in place, with school and LA staff able to monitor attainment and take action were necessary.	On Track	100% (667,000)
3a	Reduce the number of Residential burglaries	1847	1718	2250	3333	4272 (711)	4766 (494)	4867	Carl Bussey	Residential Burglary is showing a 40.7% increase on the year to date from Yr 2. The target will not be met.	Serious slippage	0% (484,055)
3b	Reducing the number of Common assaults	1167	992	867	1915	1666 (213)	1905 (239)	2773	Carl Bussey	Target on track.	On Track	100% (190,095)
4	Reducing the number of woundings	2944	2767	2784	5423	5406 (669)	6116 (710)	7973	Carl Bussey	Q1 result has shown over a 10% increase on Q1 of Yr2. Statistically this would be shown as some slippage, but as meeting the target is now highly unlikely and the impact on the reward funding it has been recorded as serious slippage.	Serious slippage	0% (692,350)
5a	The number of Priority and Prolific, ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	1	3	2	6	6	4	Mick May	Target exceeded	Complete	
5b	The number of MAPPA ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	3	2	6	5	5	8	Mick May	1 MAPPA has an additional week to complete.	On Track	100% (420,000)
5c	The number of non-priority and prolific or MAPPA ex-offenders helped through the Hillingdon Blue skies Project into sustained employment of at least 16 hours per week for 13 consecutive weeks or more.	0	6	4	12	11	12	18	Mick May	2 Others due to complete in 2 weeks and 5 weeks respectively. 1 Other began on the 28th June 2009 so has 16 weeks to go.	On Track	

Ref	Description	Baseline	Target 07/08	Yr 1 End (07/08)	Target 08/09	Yr 2 End (08/09)	Performance as at 30/06/09	Target 09/10	Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
6a	Increasing as a result of this initiative, the number of private sector homes in decent condition (including insulation works) occupied by older and vulnerable people	230	290	299	540	638	725	851	David McCulloch	Overall, on track to achieve the target by March 2010. Performance is cumulative. Target for 2008/09 achieved with 339 homes made decent, giving a cumulative total of 638 towards the LAA stretch target (overall a target of 851 private sector homes were to be improved over three years). This leaves a total of 213 to be achieved during 2009/2010. 87 homes were improved during the first quarter. Programmes are in place to meet and exceed this target. These targets have been met in partnership with EDF Energy, London Warm Zones, West London Sub-regional grants, Frays Care and Repair Services. The homes of vulnerable older people have been targeted for improvement.	On track	100% (371,800)
6b	Increasing the number of successful related benefits reviews	0	200	101	400	647	722	600	David McCulloch	The LAA target of 600 people receiving additional benefits by March 2010 was achieved one year early. During the first quarter 2009/10, 75 people have received additional benefits.	Complete	100% (225,000)
7	Number of young people, aged 13-19, affected by parental or carer substance misuse who complete the SPACE programme	50	93	86	133	133	144	178	Gareth Jones	Currently on track to meet target. The Summer months are profiled to be slower in terms of referrals, but systems in place going into last 6 months of year.	On track	100% (640,000)
8a	Reduce number of accidental fires in dwellings	147 per year	141	134	279	35 (Total - 272)	31 (Total - 303)	414	Gerard Hollingworth	Target remains on track to be met. Needs to remain no more than 37 accidental fires in dwellings for each quarter which has been the case in all but two quarters.	On Track	100% (333,500)
8b	Reduce number of deliberate primary fires	274 per year	252	199	503	37 (Total - 373)		755	Gerard Hollingworth	Target remain comfortably on track to be achieved. The 1st quarter of 2009/10 was the lowest in terms of deliberate fires for the period of the LAA.	On Track	100% (333,500)
9a	Increase in the number of people recorded as or reporting that they have engaged in formal volunteering on an average of at least two hours per week over the past year.	20926						22126	Ted Hill	The Residents Survey which will measure the final outturn will be carried out in Autumn 2009 and HAVS are also working with LBH Communications to target the residents who actually volunteer but may not describe themselves as such to maximise the result. Volunteers recorded for Q1 at the Volunteer Centre - 269. The publicity and marketing has begun for the partnership project (HAVS, LBH and Brunel)	Some Slippage	0% (262500)
9b	Increase the number of residents from socially excluded groups who carry out formal work through groups, clubs or organisations for an average of 2 hours a week or more.	17092						17292	Ted Hill	'Hillingdon Volunteer Achievement Awards 2010'. Enhanced visibility in Hillingdon People; changing VC page, profiling current volunteers and promoting people to recommit themselves as a volunteer. Supporting 'Tea with the Mayor' project - providing volunteers to attend event with the Mayor on a monthly basis to promote and recognise volunteering in the borough. Attending community events to raise awareness.	Some Slippage	0% (160000)
10	Quality of surroundings - Increase in number of green flag award parks and green spaces	5	6	6	7	9	14	11	Mary Worral	Target Exceeded	On Track	100% (725,000)

Ref	Description	Baseline	Target 07/08	Yr 1 End (07/08)	Target 08/09	Yr 2 End (08/09)	Performance as at 30/06/09	Target 09/10	Lead officer	Progress Comment Actions to be taken to achieve outcome	Outturn	Projected Performance Reward Grant (Total Allocation)
11a	Reducing Cardio Vascular Disease (CVD) risk in targeted adults by increasing the number of people quitting smoking at four weeks excluding pregnant smokers. Using Hillingdon's smoking cessation services) who live in the five most deprived electoral wards of the borough (Townfield, Botwell, Yeading, West Drayton, Yiewsley).	450	520	708	1070	1152	1272	1650	John Alobus / Heema Shukla	Yr 2 end is confirmed data. Q1 Yr 3 has 2 month lag time and will require update in Q2 report, but remains ahead of target.	On Track	100% (533,600)
11b	Increasing the number of pregnant women quitting smoking at 4 weeks through the smoking cessation service.	2	12	24	24	36		36	John Alobus / Heema Shukla	Target Complete	Complete	100% (133,400)
12	Total reduction in adult equivalent BMI corresponding to 60 disability adjusted life years (DALYS)	6.5	15	>10	30	70	70	80	Heema Shukla	On track to exceed target.	On Track	100% (667,000)
13	Number of Hillingdon residents aged 16 plus and in work who are supported in achieving at least a full first level 2 qualification or equivalent	434	709	778	1090	Results available in January 2010		1507	Lorraine Collins / Joe Hardman	Year 1 target exceeded. Uxbridge College have exceeded their LSC Train to Gain allocation and used pump priming to fund additional learners. Year 2 results will be available in January 2010.	On Track	100% (513,000)
<b>Totals</b>												
											Total Available Reward Grant	£8,011,650
											Total Projected Achievement of Reward Grant	£6,086,395



Highlights no performance available.

**Achievements for Quarter 1  
(1st April to 30 June 2009)**

	Contributing to						
	Council Plan	Community Strategy	LAA	HIP	Good News	Equalities	Value for Money
<b>Serving our community and customers</b>							
The Hillingdon First Card was launched this quarter, which was led by the ICT team. The Contact Centre also gave a great deal of support by dealing with an additional 12418 contacts in connection with the launch of the Hillingdon First Card.				✓	✓		
We have secured 900K as part of the European Social Fund to provide training and airport-related employment opportunities for local people.		✓				✓	✓
We have secured nearly £300K ERDF funding to support local business access supply chain opportunities.		✓				✓	✓
The Youth and Connexions Service launched the second mobile youth bus. This will enable the Mobile and Detached Team to expand its offer to young people providing new project work including information, advice and guidance services and engage in promotional activity. The purchase of the bus has been made possible due to investment provided by a commercial sponsor, General Mills UK, the London Development Agency and Hillingdon Council.	✓	✓	✓		✓	✓	
School pupil attendance is showing year on year improvement. In Primary schools there has been an increase of 0.3% from 94.37% in 07/08 to 94.67% in 08/09, an increase of 0.02% compared to 07/08 National Average (2 terms). In Secondary Schools there has been an increase of 0.38% from 92.82% in 07/08 to 93.21% in 08/09, an increase of 0.48% compared to National Average 07/08 (2 terms).	✓	✓				✓	✓
School Inspections in Q1: Secondary Schools Inspection - Satisfactory (Mellow Lane) Primary Schools Inspections - 3 Good (Breakspear Infant, Harmondsworth Primary, St Bernadette's), 1 Satisfactory (Rabbsfarm)	✓	✓				✓	
Hillingdon Training Ltd came runner-up for the London Training Provider of the Year Award in The London Skills Awards 2009. Hillingdon Training Ltd was also short-listed for this award in 2008.	✓	✓				✓	
Good progress has been made to achieve the target for 30 first time buyers to purchase a property of their own. During the first quarter all 30 first time buyers for the scheme have been identified. Activity in the housing market has increased considerably in recent months. A request for additional funding is being made to meet demand from first time buyers. Applications from a further 88 households are in the pipeline.	✓	✓			✓	✓	✓

Appendix C

Achievements for Quarter 1  
(1st April to 30 June 2009)

	Contributing to						
	Council Plan	Community Strategy	LAA	HIP	Good News	Equalities	Value for Money
ParkMark awards for car parks - now total 18 with 2 new car parks (Oak Grove, Eastcote and Long Lane, Hillingdon), 11 existing car parks retaining their awards and 5 others which do not currently have to apply for re-accreditation.		✓			✓		
A brand new playground with new equipment, safety services and fencing has been constructed in Warren Park	✓				✓		
Dirty Weekend/Breathing Places events completed in cooperation with the BBC - well attended events held at Little Britain Lake, Cowley Recreation Ground, Minet Country Park and Ruislip Woods.		✓			✓		
First "Streets Ahead" week of action event covering Heathrow Villages, Pinkwell, West Drayton and Yiewsley wards (20th to 26th June). Over 300 activities were held across a range of council services and partners, over 300 residents attended the initial "Information Fayre".	✓	✓	✓		✓		
Enforcement actions in Consumer Protection service - 3 prosecutions for unsafe storage of fireworks, Operation Liberal with the Police to combat Rogue Traders, 2 successful court actions against noise nuisance, and contributions to Food Safety Week, concentrating on publicity to older residents.		✓	✓		✓	✓	
Enhancements to Green Lane Town Centre including improvements to street lights, road layout and pedestrian crossings, and improved streetscene eg paving, furniture and fencing has been completed following extensive consultation with residents.	✓	✓			✓		
Despite the harsh economic conditions, the NNDR achieved the second best outturn for NNDR collection out of all the London Boroughs.	✓				✓		✓
87 homes occupied by vulnerable adults and older people have been improved during the first quarter in the private sector with improvements such as home energy insulation measures, against a target of 200 homes for 2009/10.	✓	✓			✓	✓	✓
Club Forum Event - May - 16 clubs attending a 'Play Sport London' grant funding workshop. 7 club/group successfully applied for funding to run additional activities during the summer, these include - hockey, basketball, swimming, dance, BMX, cycling, multi-sports.			✓				

**Achievements for Quarter 1  
(1st April to 30 June 2009)**

	Contributing to						
	Council Plan	Community Strategy	LAA	HIP	Good News	Equalities	Value for Money
English Heritage have given a grant of £12,500, to be match funded by LB Hillingdon, for the commissioning of consultants to produce a Conservation Management Plan for Eastcote Coach House, Dovecot and Walled Garden, all of which are listed buildings.					✓		
<b>Achieving Value for Money</b>							
The 3 year target (2008-11) to achieve 3% cash-releasing value for money gains was achieved by the end of 2008/09.							✓
<b>Building a culture for success</b>							
The Adjudication Panel for England upheld a decision of the Standards Committee relating to the conduct of a Councillor breaching the Code of Conduct	✓				✓		
We have achieved 93% spend on 2008/09 Chrysalis Programme against an underspend of 20% in the previous year					✓		
The council has been re-assessed and we have retained our Investors in People (IIP) accreditation. The nationally recognised award demonstrates the organisation's commitment towards improving the way we manage and develop staff.					✓		
Our website was tested for performance function, compliance and accessibility by Sitemorse and given 1st place out of 428 council websites.	✓				✓	✓	
The ASCHH finance team have been across the country showcasing how to increase client income by £1m per annum which has been achieved through modernising and joining up of electronic systems.	✓				✓		✓
Achieved £34,000 of external funding from the Arts Council, Audiences London and Hillingdon Association of Decorative and Fine Arts for a music training programme, audience engagement and education workshops				✓			

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## QUARTERLY MONITORING REPORT ON THE SUSTAINABLE COMMUNITY STRATEGY 2008-2018 WORK PROGRAMME (Q1)

<b>Cabinet Member</b>	Cllr Douglas Mills
<b>Cabinet Portfolio</b>	Improvement, Partnerships and Community Safety
<b>Officer Contact</b>	Ian Edwards, Deputy Chief Executive's Office
<b>Papers with report</b>	Appendix A - Sustainable Community Strategy Work Programme

### HEADLINE INFORMATION

<b>Purpose of report</b>	To provide cabinet with a corporate overview of the progress made by officers and partners in implementing the Sustainable Community Strategy agreed by full council in September 2008.
<b>Contribution to our plans and strategies</b>	Contribution towards the implementation of the Sustainable Community Strategy
<b>Financial Cost</b>	Financial costs for the Sustainable Community Strategy are being met within existing resources by aligning service priorities across the Council and its partners, and additional external funding is being sought in several areas to enhance delivery against the strategy's priorities.
<b>Relevant Policy Overview Committee</b>	Corporate Services and Partnerships
<b>Ward(s) affected</b>	All

### RECOMMENDATION

That Cabinet:

1. **Notes the progress made to date on the tasks identified to deliver the Sustainable Community Strategy;**
2. **Identifies any areas where Cabinet wishes further efforts to be made to achieve the objectives.**

### INFORMATION

This report sets out the progress made by officers in implementing the Sustainable Community Strategy across the Local Strategic Partnership.

## Reasons for recommendation

Cabinet agreed that the Sustainable Community Strategy should be monitored regularly.

## Alternative options considered / risk management

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

## Comments of Policy Overview Committee(s)

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

## Supporting Information

1. Progress in implementing the work programme is regularly updated and monitored by officers. The complete Sustainable Community Strategy work programme can be found in appendix A. 99.3% of the tasks being implemented to deliver the commitments made within the strategy have been completed or are on track to be completed within the timescales identified.

	Green – Completed	Green – On Track	Amber – Some Slippage	Red – Serious Slippage	Total
Number	1	139	1	0	141
Percentage	0.7%	98.6%	0.7%	0%	100%

2. The task which is currently recorded as showing 'some slippage' relates to the reducing anti social behaviour and nuisance behaviour and closing identified cases with the problem either partially or completed removed. Currently performance is 4% below the target of 80%. The Community Safety Team are currently verifying systems and processes to ensure correct closure data is being issued and identify any recurring issues that will be resolved over Q2.

## Financial Implications

3. The financial implications of the Sustainable Community Strategy targets are being met within existing resources by aligning directorate and partner organisations service priorities, and enhanced by bidding for external funding, which in several areas has already been successful in delivering additional resources towards the strategy's priorities.

## EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

### What will be the effect of the recommendation?

4. The recommendations will allow officers to monitor progress on a quarterly basis for the Sustainable Community Strategy to ensure the priorities are being delivered across the partnership.

## **Consultation Carried Out or Required**

5. The Sustainable Community Strategy was widely consulted on amongst key stakeholders. Specific task focussed consultations carried out have been referred to in the work programme where appropriate.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

Corporate finance has reviewed the report and is satisfied that the financial implications reflect the resource implications for the Council and its partners.

### **Legal**

There are no significant legal implications arising out of this report

## **BACKGROUND PAPERS**

Appendix A – Sustainable Community Strategy Work Programme 2009/10

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Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
1		HCOP 01 - Strengthen primary and community care in the deprived wards to reduce inequalities improve and life expectancy	Angela Flux - ASCHH/ PCT	31/03/10	HCOP 01 - An action learning framework has been put in place to identify potential health inequality issues and the use of resources to address these issues. Key stakeholders are involved including; Public Health, Healthy Hillingdon, Health Visiting Team and Bell Farm Community Centre. The approach focuses resources within communities, individuals, agencies and physical localities. The approach has already proved to be valuable in setting up the Hayes Health Community Engagement Event.	On Target
2		HCOP 02 - Produce comprehensive commissioning strategies that reflect needs identified in the Joint Strategic Needs Assessment, national and local objectives, value for money and national quality standards	Gary Collier - ASCHH/ PCT	31/03/10	HCOP 02 - Commissioning intentions for carers, adults with a learning disability and adults with a physical disability were presented to the Healthier Communities and Older Peoples Theme Group (HCOP) and agreed on 29th April 2009. Commissioning intentions for older people are being reviewed in line with the Joint Strategic Needs Assessment and will be presented to HCOP by March 2010.	On Target
3		HCFP 01 - Protect children and young people from crime and accidents / Ensure C&YP are safe from harm and protect those known to be at risk of abuse	Paul Hewitt - ASCHH	31/03/10	HCFP 01 - The Child Death Overview Panel is working on a strategy for reducing accidents for vulnerable children. Local Safeguarding Children's Board (LSCB) implementing Baby P recommendation in all partner agencies.	On Target
4		HCFP 06 - Improve the emotional well-being of C&YP	Pauline Nixon - ECS	31/03/10	HCFP 06 - Multi Agency Support Team review being implemented. Steering group being established to review Mental Health programmes in schools.	On Target
5		HCFP07 - Tackling Child Poverty	Richard Robbins - DCE	31/03/10	HCFP 7 - Working group established to map current activity in tackling child poverty, identify gaps and develop action plan.	On Target
6		HCFP20 - Improve the health and well-being of children looked after	Debbie Haith - ECS	31/03/10	HCFP 20 - Strengths and difficulties questionnaire has been completed for all relevant young people. Action plan to be developed.	On Target
7		HCFP22 - Improve the health and well-being of children with disabilities and additional needs	Pauline Nixon - ECS	31/03/10	HCFP 22 - Project plans for each strand of the strategy in place and being monitored via the highlight reports to the Children's Joint Commissioning board	On Target
8		HCFP26 - Launch our parenting strategy, which will offer support to parents	Pauline Nixon - ECS	31/03/10	HCFP 26 - Parenting strategy launched in May 2008. Parenting hub looking into obtaining appropriate funding attached to the Early Bird and Early Bird+ programmes.	On Target
9		HCFP27 - Develop and implement Intensive Family Support Services and social work practice models	Debbie Haith - ECS	31/03/2010	HCFP 27 - Intensive family support model has been developed and went live in May 2009. Successful Social Work Practice tendering process, cabinet agreement to proposed provider. Aim to go live September 2009.	On Target
10		HCFP29 - Children's Centres - Provide 11 new children's centres, which will provide services for the under 5s under one roof	Carol Tomlinson - ECS	31/03/10	HCFP29 - Phase 2 centres on track; planning for Phase 3 well under way	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
12	Deliver the best possible health and wellbeing outcomes including promoting equality and tackling inequalities	HCOP 05 - Ensure effective safeguarding arrangements in Hillingdon	Nick Ellender - ASCHH	31/03/10	HCOP 05 - On track to complete the survey of people who have experienced the safeguarding process - improvements continue to be delivered to further strengthen the safeguarding of vulnerable adults from harm. The dedicated Safeguarding Adults Team is in place and an independent case audit was completed in June 2009 demonstrating improvements. A survey of staff awareness of safeguarding adults is scheduled for quarter 2.	On Target
13		HCOP 06 - Deliver the pilots for self-directed support in adult social care by 31 March 2010 to promote greater choice, independence and control over the social care and support individuals receive.	Dave King - ASCHH	31/03/10	HCOP 6 - On track to deliver the Self-Directed Support Pilots for brokerage and transition for children with disabilities by 31 March 2010.	On Target
14	Focus on health promotion, disease prevention and early intervention, addressing key risk factors such as smoking and obesity	HCOP 09 - Develop capacity for 50+ uptake of active lifestyle options, through partnership work with Age Concern, Green Spaces, Arts, Leisure and Adult education	Angela Flux - ASCHH/ PCT	31/03/10	HCOP 9 - Intergenerational cultural events run with at least 200 participants have been scheduled during 2009/10 to promote active ageing and engagement for older people. A 'Teddy Bears Picnic' organised with the Family Information Service took place at Manor Farm on 28th July 2009. A further event planned with Green Spaces for Fassinage Park is scheduled to run on the 5th September 2009.	On Target
15		HCOP 12 - Build health promotion capacity of GP practices through the development of sustainable healthy lifestyle recommending options with Leisure Services, Cultural Services and Green Spaces.	Angela Flux - ASCHH/ PCT	31/03/10	HCOP 12 - 'Better with books' has been launched. A pilot has been developed with Central and North West London Mental Health Trust (CNWL) for GPs to recommend using the library and a selected list of mental health self help books. The pilot has been launched at Mountwood Surgery and the programme is scheduled to run for 6 months. The pilot aims to promote the value of reading and library use to support self help/recovery and mental wellbeing and will subsequently inform the development of wellbeing referral pathways with GPs.	On Target
16		HCFP 04 - Ensure C&YP lead healthy lifestyles	Sukwinder Mehmi - ASCHH	31/03/10	HCFP 4 - A strategic review of services for young people and care leavers, offenders and those with drug and alcohol problems is underway with findings to be presented to the Core Strategy Group in August 2009. Implementation of a Pathway project to increase the capacity of the new generic floating support service is on track.	On Target
17		HCFP 05 - Improve sexual health promotion	Carol Page - ASCHH	31/03/10	HCFP 5 - A peer education programme has been developed in schools to increase awareness of local sexual health services, 6 out of 7 schools in teenage pregnancy hotspot areas are involved. The Teenage Pregnancy data sub-group have agreed the common dataset. Data analysis has been completed on some topics. Sub group have met and will be examining ways to locate data from LBH services for vulnerable young people that are relevant to teenage pregnancy prevention sub group.	On Target
18	Support people with long term needs, promoting self care and independence	HCOP 14 - Increase the number of vulnerable people who are supported to achieve and maintain independent living	Barry Newitt - ASCHH	31/03/10	HCOP 14 - A strategic review of services for young people and care leavers, offenders and those with drug and alcohol problems is underway with findings to be presented to the Core Strategy Group in August 2009. Implementation of a Pathway project to increase the capacity of the new generic floating support service is on track.	On Target
19		HCOP 15 - Develop a procurement strategy that reflects the independence, safeguarding and personalisation agendas	Gary Collier - ASCHH/ PCT	31/03/10	HCOP 15 - Strategy options have been developed which seek to address key commissioning priorities such as: 1. Management of the expiry of significant block contracts for domiciliary & residential care. 2. Development of the brokerage function including market engagement and accredited supplier strategy for Self Directed Support. 3. Organisational alignment of commissioning/ procurement and self-directed support programmes 4. Development of new models of care with providers including stimulating the market (new providers) & to extend use to carer services.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
20	Support people with long term needs, promoting self care and independence	HCOP 16 - To develop a telecare strategy encompassing all care groups.	Gary Collier - ASCHH/ PCT	31/01/10	HCOP 16 - Telecare strategy drafted. On track to present the telecare strategy to the Healthier Communities and Older Peoples Theme Group by the end of January 2010.	On Target
21		HCOP 17 - To increase the opportunities for carers to receive accurate and accessible information.	Gary Collier - ASCHH/ PCT	31/03/10	HCOP 17 - On track to hold carers information days at GP surgeries - Carer information events to be held at Harefield Health Centre (15th October 2009) and Cedarbrook Health Centre (6th Nov 2009). Also on track to hold a carer awareness event at Hillingdon Hospital on 3rd March 2010 that involves at least 100 carers and staff - Health Liaison Worker now place working with staff at Hillingdon Hospital.	On Target
22		HCOP 18 - Complete the review of advocacy services	Gary Collier - ASCHH/ PCT	31/03/10	HCOP 18 - Review of advocacy completed. We are currently developing an advocacy strategy. Funding has been agreed to fund a two-year pilot for an advocacy service to support adults who have been referred to the Safeguarding Adults team and/or residents in residential/nursing homes that are located in Hillingdon.	On Target
23	Support joint commissioning to achieve integrated solutions across the whole health and care system	HCOP 19 - Explore opportunities for developing joint services.	Gary Collier - ASCHH/ PCT	31/03/2010	HCOP 19 - Exploratory discussions have been held with the PCT and a report will be presented initially to the Adult Social Care, Health and Housing Senior Management Team in the Autumn 2009 which will include opportunities for developing joint services.	On Target
24		HCOP 20 - Explore scope for establishing joint contract management arrangements	Gary Collier - ASCHH/ PCT	31/12/09	HCOP 20 - Opportunities for Joint Contract management to be considered as part of HCOP action 19.	On Target
25	Maximise opportunities to help people live in settled and affordable homes, both in the social housing sector and the private rented sector	HCOP 21 - Increase the number of first time buyers purchasing their own home in Hillingdon by 30	Paul Feven - ASCHH	31/03/2010	HCOP 21 - During the first quarter all 30 first time buyers for the scheme have been identified. Activity in the housing market has increased considerably in recent months. A request for additional funding is being sought to meet demand from first time buyers. Applications from a further 88 households are in the pipeline.	Completed
26	Prevent homelessness by offering advice and assistance to people to identify housing solutions	HCOP 23 - Reduce the number of people in temporary accommodation by 50% by 2010	Neil Stubbings - ASCHH	31/03/10	HCOP 23 - Overall, on track to reduce the number of people living in temporary accommodation by 50% by December 2010. At the end of June 2009, 1150 households were living in temporary accommodation - a reduction of 26 during the first quarter (from 1176 households in temporary accommodation at the end of March 2009). Officers are monitoring the potential impact of the 'credit crunch' on homelessness activity and the financial impact of changes to the Housing Benefit regime for Private Sector Leased properties.	On Target
27	Reduce levels of fuel poverty in the borough, ensuring all residents can afford to heat their homes adequately	HCOP 22 - To help people to live in safe, warm, affordable homes	Paul Feven - ASCHH	31/03/2010	HCOP 22 - On track to deliver 312 affordable homes by 31 March 2010. The Housing Supply Team is working with Planners, Registered Social Landlords and developers to ensure that new homes of all tenures are being built. No new homes were completed during quarter 1 - 85 new homes are expected to complete during quarter 2.	On Target
28		CG 010 - Support Residents out of fuel poverty through ensuring homes are 'green / efficient' as possible	Mick May - Groundwork TV	31/03/10	CG 10 - Seeking to submit bid to Mayor of London to become Low Carbon Zone which will include adapted Green Doctor Model for Hillingdon.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
29	Build strong, cohesive and integrated communities	S&A 002 - Ensure Community Tensions are understood and managed where appropriate	Fiona Gibbs - DCE	31/03/10	S&A 2 - Tensions monitoring group meets monthly. Feedback being received from partners and used as part of community tensions monitoring meetings and inform any action plans as required.	On Target
30		S&A 003 - Community Cohesion contingency protocol reviewed / refreshed	Fiona Gibbs - DCE	31/12/09	S&A 3 - Working with Partners (Police / Emergency Planning) to agree process for review refresh of protocol.	On Target
31		S&A 004 - Implement a strategy to tackle Hate Crime in the borough	Ed Shaylor - PCS	31/03/10	S&A 4 - Draft action plan developed - to be signed off by Strong and Active Communities Partnership in Sept 09	On Target
32		S&A 005 - Develop and implement Safer Schools Partnership Action Plan	Ed Shaylor - PCS	31/03/10	S&A 5 - Developed and reviewed regularly at the Safer Schools Partnership meetings	On Target
33		S&A 006 - Establish programme of community events that brings local communities together.	Vicky Trott - DCE	31/03/10	S&A 6 - Events plan taken to Corporate Equalities Group and currently with Corporate Comm's for input from the group leads. Further, Strong and Active Partnership Sub Group established to develop partnership programme focussed around the Brunel One World Week ethos.	On Target
34		S&A 007 - Develop Communications Strategy to promote key message to promote community cohesion	Fiona Gibbs - DCE	31/03/10	S&A 7 - Corporate Comm's working with LSP Comms Group to agree protocols and key messages around community cohesion.	On Target
35		S&A 009 - Facilitate local residents to improve their language skills	Fiona Gibbs - DCE	31/12/09	S&A 9 - Plan to set up a working group to discuss English for speakers of other languages (ESOL) provision in the borough and understand barriers, gaps and current provision by December 09	On Target
36		S&A 011 - Build Resilience to violent extremism through development of Prevent Action Plan	Fiona Gibbs - DCE	31/03/10	S&A 11 - Draft revision of Prevent action plan developed including identification of the key priorities for 2009. Action plan will be agreed in September and submitted to CLG in October.	On Target
37	Develop active citizenship by increasing the opportunities for residents to get involved in local decision making and promoting civic pride	S&A 010 - Equip schools to deliver their duty to promote community cohesion and support projects that promote community cohesion in schools.	Carole Jones - ECS	31/03/10	S&A 10 - Schools have been identified and requested to share models of best practice. Examples will be promoted, shared and further developed as part of practitioner group. Fiona Gibbs working with local schools and collaborators to support their community cohesion planning and disseminate learning and best practice	On Target
38		S&A 012 - Develop Strategy for approach to empowering and engaging local residents	Natalie Thridgold - DCE	31/03/10	S&A 12 - Consultation with residents is taking place on certain press and marketing priority campaigns. Feedback is provided to the residents but this work is ongoing.	On Target
39		S&A 015 - Ensure that all electoral procedures are robust, sound, legal and allow all members of society to partake in the electoral process	Mike Liddiard - DCE	31/03/10	S&A 15 - Review of all procedures almost complete. To be completed by local elections May 2010	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
40	Develop active citizenship by increasing the opportunities for residents to get involved in local decision making and promoting civic pride	S&A 016 - Equip and support Members to take the lead in community leadership and engagement	Mark Braddock - DCE	31/03/10	S&A 16 - Member development programmes continue. All Councillor seminars cover a broad range of topics on emerging issues and new legislation. Additional training provided for new Committee Members, e.g. licensing. Democratic Services staff also being trained to provide improved support to Committee Chairmen. Group Office Support staff continue to assist Members in their Community Leadership role via ward casework and dealing with residents' correspondence. Strong support to the Leader and Cabinet continues and has recently been enhanced with the appointment of the Advisor to the Cabinet. Cross-council activities, such as the Ward Budget Initiative and consultative events ensure Ward Councillors take the lead on local issues. On wider issues, e.g. Heathrow 3rd runway, Councillors have taken a significant local and national lead on protecting the interests of the local community. Plans are being worked up with Members shortly on comprehensive induction arrangements following the Borough-wide Elections in 2010.	On Target
41	Ensure that Hillingdon has a thriving third sector	S&A 017 - Raise the profile of volunteering in the borough	Tracy Johnson - HAVS	31/03/10	S&A 17 - 269 new volunteers registered in Q1. The publicity and marketing has begun for the partnership project 'Hillingdon Volunteer Achievement Awards 2010'. (HAVS, LBH and Brunel) . Enhanced visibility in Hillingdon People; changing Volunteer Centre page, profiling current volunteers and promoting people to recognise themselves as a volunteer. Supporting 'Tea with the Mayor' project - providing volunteers to attend event with the Mayor on a monthly basis to promote and recognise volunteering in the borough.	On Target
42		S&A 029 - Provide active support to local community forums including Hillingdon Inter Faith Network (HIFN), Connecting Communities, Traveller Forum, Older Peoples (OP) Assembly, People with a Physical or Sensory Disability (PPSD) Forum and Youth Council	Fiona Gibbs - DCE	31/03/10	S&A 29 - Connecting Communities Black & Ethnic Minorities (BAME) Forum attended by partners for questions and answers session and networking opportunity Jun 09. Holding meetings in local areas to make more accessible. HIFN activity programme has been agreed and secured funding for 09/10. HIFN have further secured funding to complete a faith community audit.	On Target
43		HCOP 26 - The Hillingdon Local Involvement Network (LINK) to become an integral part of the way service users and carers are involved in the planning, development and commissioning of services	Gary Collier - ASCHH	31/03/10	HCOP 26 - On track for the LINK to be an integral part of service user and carer engagement. Individuals are being identified by the LINK to act as lay inspectors of care home providers. Service planning groups will include LINK representation.	On Target
44	Continue enhancing the borough's cultural offer across the arts, leisure and libraries	S&A 018 - Invest in and develop our cultural facilities to develop learning and culture	Pat Blackshire - PCS	31/03/10	S&A 18 - Work to develop activities around the two key sites is undergoing with specific focus on maximising the benefit to the borough of the Manor Farm Heritage Site. Segmentation of the borough to identify different levels of arts and culture participants will enable targeting at specific levels to increase overall participation. Engaged with Arts Council England to receive further support in developing Arts Engagement programme.	On Target

Ref No.	Ref Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
45	Continue enhancing the borough's cultural offer across the arts, leisure and libraries	S&A 019 - Extend opportunities for older people to participate in leisure, recreation and cultural activities	Sue Drummond - PCS	31/03/10	S&A 19 - Free Swimming and lessons for older people commenced. Comms plan in place including publicity through Older People's Forum, Streets Ahead etc. 50+ activity leaflet being updated with a list of community leisure opportunities for older people. Job Description agreed with Age Concern for recruitment of a new Older People's Activator to co-ordinate Active Ageing Project.	On Target
46		S&A 020 - Enable our communities to engage with the arts through the provision of a comprehensive programme of events and services	Pat Blackshire - PCS	31/03/10	S&A 20 - Working closely in conjunction with Corporate Communications to ensure that all events are publicised adequately. Hayes Carnival was successfully delivered and attracted 12,000 people. We have received £4000 in funding for Reach to increase our audiences and target non-users. Medfest is taking place on 15th and 16th August. Plans are in place for Bigfest, in October.	On Target
47		S&A 021 - Use the arts to raise the confidence of the older and more vulnerable and to engage young people in positive activity	Kriss Holliday - PCS	31/03/10	S&A 21 - Worked in conjunction with Youth Services and Positive Activities for Young People to incorporate engagement of young people in Hillingdon Arts Music Project (AMP). Established a series of activities including monthly tea dances and coffee mornings at Manor Farm for older people.	On Target
48	Further improve sports provision and increase the participation of residents in active recreation	S&A 022 - Work to extend community based sports development programmes offering new activities and opportunities to residents	Sue Drummond - PCS	31/03/10	S&A 22 - Recruitment of Sports Development Officer to co-ordinate 'Back to Sport' programme planned for Autumn. Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND. Year 2 Sports Unlimited initiatives commenced April 09. StreetGames project started in West Drayton / Yiewsley area.	On Target
49		S&A 023 - Complete work on the new Hillingdon Sport and Leisure Centre (31/12/09) and Botwell Green Leisure Centre and Library in Hayes (30/01/10)	Sue Drummond - PCS	31/03/10	S&A 23 - Construction now well underway on both sites and due for delivery in early 2010.	On Target
50		S&A 024 - Launch new programmes for sport and leisure activities at the two new leisure centres	Sue Drummond - PCS	31/03/10	S&A 24 - Meetings with Fusion on-going and launch plan from the contractor received. Meetings with Hillingdon Swimming Club British Swimming and Brunel have taken place and pool time identified. Spreadsheet of interested groups and clubs wishing to use the centres being collated. Indicative programming timetables have been prepared for Hillingdon Sport & Leisure Centre & Botwell Green Leisure Centre.	On Target
51		S&A 025 - Provide free swimming for older residents including the provision of additional free swimming lessons	Sue Drummond - PCS	31/03/10	S&A 25 - Free Swimming and lessons for older people commenced. Comms plan in place including publicity through Older People's Forum, Streets Ahead etc. 50+ activity leaflet being updated with list of community leisure opportunities for older people. Job Description agreed with Age Concern for recruitment of a new Older People's Activator to co-ordinate Active Ageing Project.	On Target
52		S&A 026 - Deliver community based sport and physical activity projects in partnership with DASH, MIND and Age Concern to improve knowledge and range of activities for residents to maintain healthy, active lifestyles.	Sue Drummond - PCS	31/03/10	S&A 26 - Get Active, Stay Active programme now underway with a range of tailored sessions in partnership with DASH and MIND. Year 2 Sports Unlimited initiatives commenced April 09. StreetGames project started in West Drayton / Yiewsley area.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
53	Further improve sports provision and increase the participation of residents in active recreation	HCFFP08 - Improve access and information for Children & Young People (C&YP) to a range of play and sporting opportunities	Mike Merva - ECS	31/03/10	HCFFP 08 - Panel has been convened from the children and families trust board to identify sites for 'play projects' across the borough. To assist the panel data highlighting Special Educational Needs (SEN), Income Deprivation amongst Children (IDAC), and Obesity has been mapped to identify areas of concern.	On Target
54	Use the 2012 Olympics as a springboard to encourage the uptake of healthy lifestyles, exercise and sport, especially for children	S&A 027 - Develop a four year Sports and Cultural programme that will enable Hillingdon to engage residents with the opportunities offered by London 2012	Sue Drummond - PCS	31/03/10	S&A 27 - Promoted activities at 1st Streets Ahead event and Hayes Carnival. Attended Youth Council meetings to engage with young people about leisure opportunities and provision. Joint work with Brunel to promote the Hillingdon offer for use of Sports facilities commenced to attract Olympic athletes.	On Target
55		S&A 028 - Actively seek to engage with a national team to use the facilities at Hillingdon Sport and Leisure Centre for the 2012 Olympic Games	Sue Drummond - PCS	31/03/10	S&A 28 - Joint work with Brunel to promote the Hillingdon offer for use of Sports facilities commenced to attract Olympic athletes.	On Target
56	Engage with residents, including hard to reach groups, to ensure services are based on their needs and are accessible to all	S&A 013 - Investigate and implement merger of streets ahead and street champions via the new weeks of action system.	David Frost - ECP	31/03/10	S&A 13 - First Streets Ahead week of action events held in Yiewsley, West Drayton etc at end June 09 - over 300 activities took place and results are now being analysed. Remainder of borough will be covered in 4 more "Weeks of Action" by March 2010	On Target
57		S&A 014 - Implement the next phase of street scene innovations – e.g. Junior Street Champs, newsletter	David Frost - ECP	31/03/10	S&A 14 - Junior Street Champions Scheme (JETS) has been trialled at 4 schools across the borough. Results are being evaluated prior to borough wide rollout starting in the Autumn Term.	On Target
58		S&A 030 - Develop Communications Strategy to promote Census 2011 and ensure wide participation.	Pam Nash - DCE	31/03/10	S&A 30 - Attended Census Liaison Managers Workshop and preparing report for CMT for August 2009.	On Target
59		S&A 031 - Work with partners to meet excellence standard for equalities	Vicky Trott - DCE	31/03/10	S&A 31 - Presentation to the Hillingdon Partners Executive on the 21st July to agree updated version of partnership equalities statement and set up an equalities sub group to lead the journey to excellent.	On Target
60	Design services based on customer insight, providing high levels of choice and access	S&A 001 - Understand Hillingdon's Communities demographics to create understanding amongst partners of demographic churn including local impacts and challenges to community cohesion	Pam Nash - DCE	31/03/10	S&A 1 - Working with CACI Ltd to provide Strong and Active Segmentation of the borough, identified data sources and information being gathered.	On Target
61		S&A 008 - Develop approach to enable new arrivals to the borough to be informed and able to access local support and services	Fiona Gibbs - DCE	31/03/10	S&A 8 - 'Welcome to Hillingdon' Pack now being finalised for circulation.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
62	Ensure Hillingdon remains a clean, green and attractive borough.	CG 001 - Continue to improve street and highway cleaning	Colin Russell - ECP	31/03/10	CG001 - Tranche 1 results are now being fully analysed and acted upon.	On Target
63		CG 002 - Tackle graffiti, fly tips and fly posts in public places	Colin Russell - ECP	31/03/10	CG002 - First ENCAMS tranche is due after end 7/09 and will be analysed and acted upon. Graffiti for Q1 = 2281 reports with 99.3% removed within target time. (Q1 08/09 = 2150 reports)	On Target
64		CG 003 - Street scene and highways enforcement, including zero tolerance of litter	Bill Hickson - ECP	31/03/10	CG003 - Street Scene Enforcement Team issued 106 enforcement actions against flytipping including 17 Fixed Penalty Notices and 4 prosecutions. Enforcement actions are being undertaken by Ranger Patrols. 297 Highways enforcement actions were carried out	On Target
65	Act as community leaders on green issues	CG 004 - Develop a volunteering brokerage for 'green projects' targeting Hillingdon based businesses fulfilling their Corporate Social Responsibilities	Julia Fitzgerald - DCE	31/03/10	CG004 - Working to develop Hillingdon Volunteering Brokerage model based of best practice models of Slough and Croydon. Further work underway with British Airways to develop database for opportunities.	On Target
66		CG 005 - Engage Brunel in developing a project of who to engage with young people in regards to environmental issues.	Sue Buckingham - ECP	31/03/10	CG005 - Theme Group scoping project with Brunel. Seeking to link in with Children and Families Trust Stakeholder Engagement Plan.	On Target
67		CG 006 - Implement the next phase of street scene innovations – e.g. Junior Street Champs, newsletters	David Frost - ECP	31/03/10	CG006 - Trial of Junior Street Champion (JETs) scheme was trialled in 4 schools - results are being evaluated prior to roll out across the borough starting in the Autumn term.	On Target
68		CG 007 - Investigate and implement merger of streets ahead and street champions via the new weeks of action system	David Frost - ECP	31/03/10	CG007 - First "Streets Ahead Week of Action took place and community safety was one of 5 key themes. Further 4 are scheduled to take place by March 2010.	On Target
69		CG 008 - Working with partners to strengthen streetscene locality working across the borough	David Frost - ECP	31/03/10	CG008 - First "Streets Ahead week of Action" was successfully completed in June 09 with many partners participating and over 300 events. Event will be analysed to inform 2nd event due in September '09	On Target
70		CG 009 - Support campaigns across the borough eg World Environment Day	Kathy Sparks - ECP	31/03/10	CG009 - World Environment Day in June 09 supported. Other campaigns include "Breathing Places" with the BBC - events took part in 4 parks in June 09.	On Target
71		CG 012 - Launch a new locality initiative, scheme building upon the success of the street champions and streets ahead schemes	David Frost - ECP	31/03/10	CG012 - First of 5 "Streets Ahead week of action held in south of borough. Many partners involved with over 300 organised activities. Results will be analysed and used to inform second event. JE Ts scheme has been trialled at 4 schools across the borough in 6/09 and will be rolled out borough wide commencing in the Autumn Term	On Target
72		CG 025 - Investigate the possibility of developing Green Business Awards for local businesses.	Val Beale - ECP	31/03/10	CG025 - Suggested for potential inclusion as a measure in the forthcoming Mayor of London's Air Quality Strategy. This would enable the establishment of London-wide criteria for the Award. The Strategy will go out for consultation end of the summer.	On Target
73	Mitigate and adapt to climate change, reducing carbon emissions across the borough	CG 010 - Support Residents out of fuel poverty through ensuring homes are 'green / efficient' as possible	Mick May - Groundwork TV	31/03/2010	CG010 - Seeking to bid for Mayor of London to become Low Carbon Zone which will include adapted Green Doctor Model for Hillingdon	On Target
74		CG 011 - Seek to ensure Carbon Reduction across the partners	Mick May	31/03/10	CG011 - Cleaner Greener Borough Theme Group to discuss mechanism to begin sharing best practice and joint learning's on the 1st September 2009	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
75	Continue to increase recycling rates and reduce the amount of waste being sent to landfill	CG 013 - Introduce recycling initiatives to help achieve our recycling target of 40% by 2010	Colin Russell - ECP	31/03/10	CG013 - Recycling rate of 40.2% achieved. 171.9kgs per household of household waste collected against a profiled target of 180.	On Target
76		CG 014 - Strengthen partner organisations recycling policies, and roll out into Business Community.	Kathy Sparks - ECP	31/03/10	CG014 - Cleaner Greener Theme Group actively progressing work to strengthen partner organisation recycling policies.	On Target
77		CG 015 - Seek to introduce recycling facilities to Stockley Park	Steve Kennedy - ECP	31/03/10	CG015 - Working with Stockley Park representative at the Cleaner Greener Theme Group to ensure introduction of recycling facilities.	On Target
78	Preserve and enhance Hillingdon's rich natural assets, including its parks, woodlands, waterways and its biodiversity	CG 016 - Maximise the benefits of the Grand Union Canal through the Borough	Jules Tippell PCS	31/03/10	CG016 - Discussions ongoing with British Waterways. Next meeting will take place in the Autumn. Hayes Town Centre Partnership seeking to drive progress to develop residential moorings if possible. Assessment of possible sites completed, initial costing prepared. Process to secure the funding from partners under development with expectation to move forward in 2010/11	On Target
79		CG 017 - Implement the Green Spaces strategy	Paul Richards - ECP	31/03/10	CG017 - A number of improvements schemes are being progressed. Green Flags - 10 current parks retained green flag status and 4 new parks achieved this - total now 14, new = Little Britain Lake, Minet Country Park, Cowley Recreation Ground and Warrender Park. Events for Breathing Places in conjunction with the BBC took place in June 09, more to follow. War memorials - Ruislip and Yiewsley completed, Eastcote under way, Hayes and Harmondsworth about to be commissioned. Polish War Memorial to seek external funding.	On Target
80	Balance new development against protecting the green belt.	CG 018 - Robustly argue against inappropriate development, in particular in designated Green Belts	James Rodger - PCS	31/03/10	CG018 - Trees and landscape officers apply and refer to Unitary Development Plan (UDP) policies when providing advice and comments on all relevant applications. UDP policies are applied at Pre-application meetings and consultations on all relevant applications.	On Target
81	Achieve a high quality built environment	CG 019 - Improve town centres - Northwood (phase 2) Yiewsley, West Drayton and Uxbridge Road Corridor. Implement de-cluttering guidelines	David Knowles - ECP	31/03/10	CG019 - Yiewsley and West Drayton Town Centre Action Group were provided with feedback from recent consultation exercise. Ward Cllrs. and the 2 Cabinet leads (Environment + Planning and Transportation). Proposal now being developed and it is proposed to share final designs with stakeholders in September. Investigations are ongoing for the Uxbridge Road corridor – plan shown to cabinet lead demonstrating large volume of work already under way.	On Target
82	Achieve a high quality built environment	CG 020 - Enhance and promote our district and smaller centres whilst ensuring that the metropolitan centre of Uxbridge continues to compete regionally	Nigel Cramb DCE	31/03/10	CG020 - Ensured Hillingdon's requirements were integral to the WLA's submission to the Outer London Commission response in May 2009. Will continue to ensure Hillingdon's interests are represented in the development of the Mayor's London Plan and London Transport Strategy as appropriate.	On Target
83	Achieve a high quality built environment	CG 021 - Increase entries to external planning and design awards and to create the council's own award scheme	James Rodger - PCS	31/03/10	CG021 - 3 schemes during 2009 were submitted, which are still in the selection process: 1. Harefield Academy for BSCE Awards February 2009 Shortlist expected April '09. 2. Hayes Goodyard Station Re-development scheme - category main & city development schemes 3. 91 Duck's Hill Road, Northwood category sustainability. Work in progress to create the Councils own award scheme on target for Jan 2010.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
84	Continue to promote sustainable modes of transport	CG 022 - Investigate feasibility of using the Grand Union Canal for freight, waste and passengers	Tav Kazmi - British Waterways	31/03/10	CG022 - Cleaner Greener Theme Group meeting on 1st September to discuss and progress.	On Target
85		CG 023 - Map and publish electric car points in the borough and seek to find funding to increase the number where appropriate	Val Beale - ECP	31/03/10	CG023 - The Council's project team is now mapping existing users of electric vehicles in and around the borough and determining the most appropriate locations for charging points, identifying eligible residents for the trial based on specific requirements set by the Ford EV consortium and implement the supporting infrastructure i.e. parking bays for charging, signage and enforcement restrictions. The Battery Electric Vehicle (BEV) trial is set to be launched in Hillingdon during October 2009 with a planned date of May 2010 for beginning the trial.	On Target
86		CG 024 - Installation of bus and cycle measures	David Knowles - ECP	31/03/10	CG024 - TfL has provided the funding for the following headings - schemes are being drawn up and work is on track - Cycle routes - £545k / Bus Priority Schemes - £600k / Bus Stop Accessibility Schemes - £75k	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
87	Continue to substantially reduce crime, so Hillingdon is recognised by all as a safe borough	SHP004 To reduce the harm caused by alcohol and knives.	Jill Downey - DAAT	31/10/10	SHP004 The Alcohol Harm Reduction Strategy was agreed in July 2009. In quarter 1 17 alcohol and 9 other test purchases were carried out. Operation Blunt 2 continues as the main vehicle to tackle knife crime in the borough. Bin a knife scheme continues, with over 250 knives and other bladed objects being handed in so far.	On Target
88		SHP006 Reduce the number of domestic burglaries.	Mick Duncley - PCS	31/03/10	SHP006 73 burglar alarms have been fitted in quarter 1 (244 of the 1,000 alarms have been fitted since the start of the project in August 2008). 3 teams of Trading Standard Officers and Police Officers took part in Operation Liberal on May 24th. 8 rogue trader incidents have been responded to by Trading Standards. 40 people have been trained on Community Risk Management.	On Target
89		SHP007 Reduce robbery.	Maurice Hartnett - Police	31/10/10	SHP007 Total recorded robbery in the year to date had reduced by 18.3% compared to the same period last year, compared to a 2.95% increase across London. There is a Police led Robbery Crime Action Plan for 2009/10 including actions around the Hotspot area at the Ossie Garvin Roundabout, Safer Transport Team on Buses and Transport Hub team in Hayes.	On Target
90		SHP008 Reduce harm caused by illegal drugs.	Jill Downey - DAAT	31/10/10	SHP008 Drug Treatment needs assessment agreed by National Treatment Agency and Treatment Plan to be completed by 31.03.09	On Target
91		SHP009 Reduce adult re-offending	Charlie Wren - Police Mike Roberts - Probation	31/03/10	SHP009 SHP funds a Probation Service Officer to work with PPO's serving under 12months. A DCI has been appointed to lead on Offender Management. The Probation service have been adopted as formal members of the SHP to ensure strategic links are established. The BlueSky project has helped 25 offenders into employment.	On Target
92		SHP010 Increase sanctioned detection rate for serious acquisitive crime.	Maurice Hartnett - Police	31/03/10	SHP010 The Police have a plan to increase detections based on the following: Call Management; Crime Action Plans; Targeted Crime Strategies; Identification; Case Supervision and Progression; Joint Police and CPS Prosecution Team; Effective Bail Management; Offences Taken Into Consideration; Use of Fixed Penalty Notices (PND's); Forensic Conversion Rates; Dedicated Detection Officer; Live-scan Compliance; Warrants; Post Charge Management; Witness / Victim Support	On Target
93	Significantly reduce the fear of crime in the borough, especially amongst our most vulnerable residents.	SHP003 To improve services offered to victims of domestic violence.	Teresa McKee - PCS	31/03/10	SHP003 Hillingdon Police have a positive arrest policy. The Special Domestic Violence Court (SDVC) Steering Group meet quarterly to discuss all issues pertinent to the court.	On Target
94		SHP011 Reduce anti social behaviour and nuisance behaviour	Mick Duncley - PCS	31/03/10	SHP011 In quarter 1 93% of the Tasking Team cases were closed within 3 months. 76% of the cases were closed with the problem either partially or completely removed (after removing duplicates and those referred to more appropriate agencies to deal with) - target is 80%. Systems and processes being verified to ensure that correct closure information is being issued.	Some Slippage
95		SHP016 Reduce fear of crime and increase confidence.	Teresa McKee - PCS	31/03/10	SHP016 A priority one communication campaign for community safety was launched in June 2009. The campaign focuses on the themes of Be Safe, Feel Safe and We're Safe. Theme for first quarter is summer security and various promotional material (posters, leaflets, tags for garden tools) have been distributed across the borough and in garden centres.	On Target

**PRIORITY FOUR - MAKING HILLINGDON SAFER**

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

**SUSTAINABLE COMMUNITY STRATEGY 2008 - 2018**

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
96	Boost the trust of residents in their local public service providers, building stronger united communities	SHP005 Increase resilience to violent extremism	Fiona Gibbs - DCE	31/03/10	SHP005 Draft revision of Prevent action plan developed by the Partnership group and key priorities identified for 2009.	On Target
97	Involve local people in keeping the community safe, building civic pride and respect	S&A 001 - Understand Hillingdon's Communities demographics to create understanding amongst partners of demographic churn including local impacts and challenges to community cohesion	Pam Nash - DCE	31/03/10	S&A 1 - Working with CACI to provide Strong and Active Segmentation of the borough, identified data sources and information being gathered.	On Target
98	Reduce young people's involvement in offending and disorder, resulting in a reduction in anti social behaviour	SHP014 Create a safe environment - road safety	Jack Webster -	31/03/10	SHP014 Child cycle training was provided to 370 children and Adult cycle training provided to 40 adults	On Target
99	Reduce the incidence and cost of fire to the borough	SHP015 Increase opportunities for residents to engage with community projects.	David Frost ECP Ted Hill - HAVS	31/03/10	SHP015 First Streets Ahead ~ Week of Action (SAWA) took place in West Drayton with Community Safety featuring as one of five Key Themes. 379 people attended information fayre, over 300 activities undertaken during week of action, over 100 requests from Focus Groups of Street Champions and residents	On Target
100	Reduce young people's involvement in offending and disorder, resulting in a reduction in anti social behaviour	SHP002 To reduce the victimisation of young people and to reduce the number of young offenders	Lyn Hawes YOT	31/03/10	SHP002 The Hillingdon Youth Crime Strategy is currently being produced. It will detail Hillingdon agencies' response to youth crime. A development plan, which addresses gaps in service and provision, is also in operation and monitored quarterly. In quarter 1, 294 young people were engaged through mobile and detached services compared to 427 in the same period of the previous year.	On Target
101	Reduce the incidence and cost of fire to the borough	SHP012 Reduce ASB caused by young people.	Mick Duncnkley - PCS	31/03/10	SHP012 In quarter 1 100% of Early Intervention Panels referrals have not gone on to receive ASBOs	On Target
102	Reduce the incidence and cost of fire to the borough	SHP013 Create a safe environment - fire safety.	Gerard Hollingworth - Fire Brigade	31/03/10	SHP013 The Firefighters on cycles scheme has been running since May. In quarter 1 500 Home Fire Safety Visits have taken place. The Fire Service are playing a major role in the Community Risk Training being delivered to care staff and volunteers and coordinated by the Community Safety Team.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
103	Improve pathways to employment for local people, with a focus on closing inequalities in the rates of worklessness	SET 001 - Update the Sustainable Economy Taskforce Strategy to produce new detailed three year action plan. Economic Challenge Investment Fund bid. SET 002 - Deliver European Social Fund Improve pathways to work project.	Ian Edwards - DCE	31/03/10	SET001 - Capital Ambition commissioned, draft report to Chief Executive on 15th July. Final draft to be return in September 2009. SET will revise completed report into three year action plan. SET002 - Bid submitted and successfully achieved. Working with LDA to agree contract before commencing project.	On Target
104			Ian Edwards - DCE	31/03/10		On Target
105		SET 006 - Support residents and businesses through the economic downturn	Helena Webster - DCE	31/03/10	SET006 - Credit Crunch group established and meeting regularly. Various projects to support residents and businesses being pursued. Delivery plan in place, budget available, and dashboard continues to be monitored.	On Target
106		SET 012 - Ensure engaged with West London Working, West London Alliance and West London Network to maximise the benefits of sub regional programmes and schemes such as Future Jobs Fund.	Helena Webster - DCE	31/03/10	SET012 - SET is fully engaged in all West London activities. DCE and Head of Partnership met with West London Alliance to ensure maximum benefit for Hillingdon from joint West London approach to Future Jobs Fund.	On Target
107		SET 013 - Provide free careers guidance service for all residents to support them improving their career prospects and obtain further qualifications.	Laraine Smith Uxbridge College	31/03/10	SET013 - Uxbridge College are offering a free careers guidance service to help residents of all ages improve their careers prospects and obtain more qualifications.	On Target
108		SET 014 - Host Her Majesty's Revenue & Customs (HMRC) pilot to improve the take up of childcare tax credits	Phillip Ryan - ECS	31/03/10	SET014 - The bid to have the pilot in Hillingdon was successful. HMRC are delivering the pilot scheme.	On Target
109		SET 015 - Provide package of support for small businesses and unemployed graduates through use of the successful Economic Challenge Investment Fund bid.	Ian Campbell Brunel University	31/03/10	SET015 - Bid to Economic Challenge Investment Fund for a package of support for small businesses and unemployed graduates was successful and will be launched over the summer.	On Target
110	Retain key employment sites and support enterprises of all sizes to ensure Hillingdon attracts investment and is a good place to start a business	SET 003 - Improving small business access to the Heathrow Economy and public sector supply trains.	Ian Edwards - DCE	31/03/10	SET003 - Activity includes ERDF supply chain programme on track, commissioned next edition of the 2010-2012 business directory. Continued to recruit occupants in the business studios. Pushing for Business Park as part of the RAF Uxbridge development. Working with Brunel in regards to Business Start Up programmes, and promoting in conjunction with Hillingdon Chamber of Commerce opportunities available under 'Compete Four'	On Target
111		SET 011 - Respond to results of West London Business Sentiments Survey 2009, and ensure any actions are fed into SET Strategy as relevant.	Helena Webster - DCE	31/03/10	SET011 - Full Survey results have been received and analysis underway to highlight any gaps in current provision	On Target
112	Work in partnership to ensure investment in Hillingdon's transport infrastructure	SET 016 - Influence and lobby through WLA the Outer London Commission, London Plan, and London Transport Strategy	Nigel Cramb	31/03/10	SET 016 - Hillingdon's key messages have been fed into the West London response to the Outer London Commission supporting corridors of development.	On Target

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
113	Enhance and promote our district and smaller centres whilst ensuring that the metropolitan centre of Uxbridge continues to compete regionally.	SET 004 - Enhance and promote our district and smaller centres whilst ensuring that the metropolitan centre of Uxbridge continues to compete regionally	Nigel Cramb - DCE	31/03/10	SET004 - Ensured Hillingdon's requirements were integral to the WLA's submission to the Outer London Commission response in May 2009. Will continue to ensure Hillingdon's interests are represented in the development of the Mayor's London Plan and London Transport Strategy as appropriate.	On Target
114	the metropolitan centre of Uxbridge continues to compete regionally.	SET 005 - Improve town centres - Northwood (phase 2) Yiewsley, West Drayton and Uxbridge Road Corridor. Implement de-cluttering guidelines.	David Knowles - ECP	31/03/10	SET005 - Yiewsley and West Drayton - following feedback from residents and members proposals are being developed and final designs will be shared with stakeholders in 9/09. Northwood - is at formal approval stage and includes a 20mph zone extending as far as Watford Road; TfL signals are gearing up to carry out the traffic signal works at Eastbury Road junction with Green Lane in October	On Target
115		SET 008 - Coordinate Hillingdon's presence at the Place West London event	Nigel Cramb - DCE	31/10/09	SET008 - Hillingdon stand at Place West London event confirmed. Cllr Mills presenting as part of panel discussion.	On Target
116		SET 017 - Seek to attract people to Town Centre locations and boost the local economy in each area through the provision of Wi Fi in two pilot areas (Hayes and Ruislip)	Steve Palmer - F&R	31/03/10	SET017 - Cabinet noted the recommendations from Corporate Services and Partnership Policy Overview Committee. Quotations are being sought for the two pilot schemes in Hayes and Ruislip.	On Target
117	Explore new ways of engaging with local businesses to increase their positive impact on Hillingdon.	SET 009 - Develop memorandum of understanding with Business Link to support linking into local businesses	Helena Webster - DCE	30/09/09	SET009 - Engaging in ongoing discussions with Business Link to ensure the level of access to support for Hillingdon's Businesses is maintained	On Target
118		SET 010 - Update and verify contact details for Hillingdon Businesses through delivery of Business Directory 2010.	Helena Webster - DCE	31/01/10	SET010 - Commissioned to be produced by January 2010.	On Target
119		SET 011 - Respond to results of West London Business Sentiments Survey 2009, and ensure any actions are fed into SET Strategy as relevant.	Helena Webster - DCE	31/12/09	SET011 - Full Survey results have been received and analysis underway to highlight any gaps in current provision	On Target
120		SET 020 - Work with Local Businesses to encourage completion of train to gain and apprenticeship programmes to meet LAA 2007 target of increasing the skills levels of Hillingdon's working aged population.	Laraine Collins Uxbridge College	31/03/10	SET020 - Successfully achieved first year target and Uxbridge College and BAA have reported meeting local level targets, with Uxbridge College overachieving against their Learning Skills Council (LSC) target.	On Target
121	To champion the need for technology infrastructure within the borough to be high quality, sustainable and available to all	SET 018 - Fully engage and horizon scan London regional technology developments to ensure that Hillingdon benefits from any opportunities.	Steve Palmer - F&R	31/03/10	SET018 - Seeking to fully engage with TFL in relation to development of improving the wireless technology in the bus stock	On Target
122		SET 019 - Work with the Building Schools for the 21st Century project to ensure that the technology infrastructure in the south of the borough is the highest quality, sustainable and available to all students.	Steve Palmer - F&R	31/03/10	SET019 - Engaged with BSF21C Team to ensure the technology infrastructure will meet the needs of the future. Continuing in the planning process	On Target

**PRIORITY SIX -  
IMPROVING ASPIRATION THROUGH  
EDUCATION AND LEARNING**

**SUSTAINABLE COMMUNITY STRATEGY 2008 - 2018**

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

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
123	Ensure that our residents have the skills to compete in the local jobs market, especially the growing sectors	HCOP 27 - Work collaboratively to increase the numbers of vulnerable adults who can access and maintain supported /paid employment	Gary Collier - ASCHH/ PCT	31/03/10	HCOP 27 - Work underway with voluntary sector partners and Hillingdon Association of Voluntary Service volunteer bureau to recruit carers as volunteers - 20 volunteers to be recruited. Volunteering is the first step for many people to develop their skills and confidence to access paid employment. This initiative is being supported through the Gateway Heathrow and Heathrow Area Supply Chains Project.	On Target
124		HCOP 28 - Increase the numbers of adults with mental health needs in paid employment	Jill Downey - DAAT	31/03/10	HCOP 28 - A review of existing employment schemes in Hillingdon is underway as part of the process to agree a model for improving support into employment. Planning has started to identify relevant support to develop a web page for carers in employment.	On Target
125		SET 07 - Maximise opportunities to improve skills levels so that local residents can compete for local employment.	Helena Webster - DCE	31/03/10	SET 07 - Range of ongoing programmes in place including Workmates, Accelerate and Construction Apprenticeship schemes. Seeking opportunities to develop further programmes of which European Social Fund Gateway Heathrow 2012 project will be major contributor to ensure people have the skills to find employment in airport and hospitality sectors.	On Target
126	Raise educational aspirations, attainment and levels of qualifications for all age groups	HCFP13 - Continue to develop and improve education in our schools and raise exam results	Mike Merva - ECS	31/03/10	HCFP 13 - As schools' Ofsted results improve, move support emphasis to support satisfactory and good schools to move to a higher Ofsted grade.	On Target
127		HCFP16 - Improve the transition at key stages	Alison Moore - ECS	31/03/10	HCFP 16 - Curriculum audit completed, analysed and circulated at 14-19 Steering Group (SG). SG signed off Young people not in education, employment or training (NEET) strategy and implementation plan; Completion of Intensive Service Review.	On Target
128		HCFP17 - Increase the range of vocational courses at GCSE and post 16.	Alison Moore - ECS	31/03/10	HCFP 17 - Schools and college are due to attend an annual training session to input their representative post 16 curriculum provision for the CHOICE website. This pan-London website is a one-stop shop for student moving into post 16.	On Target
129		HCFP19 - Improve the educational prospects of looked after children	Debbie Haith - ECS	31/03/10	HCFP 19 - Headteacher in place to solely focus improving the attainment of looked after children. Making good progress in developing baseline data, currently reviewing the staffing structure of the Looked After Children Education (LACE) team.	On Target
130		HCFP21 - Improve the educational standards of Children with disabilities and additional needs	Mike Merva - ECS	31/03/10	HCFP 21 - Attainment/progress of this vulnerable group will be closely monitored when 2009 examination results are finalised. PSIO Inclusion - continuing to monitor, review and improve provision across the Local Authority	On Target
131	Improve the transition of young people through childhood and beyond in schools that are of a 21st Century Standard	HCFP12 - Improve standards in the early years	Alison Booth - ECS	31/03/10	HCFP 12 - Phase 1 is completed and 8 settings are now progressing well in Baby Effective Early Learning programme with support from the 1st phase settings.	On Target
132		HCFP14 - Promote social inclusion and good standards of behaviour & attendance	Pauline Nixon - ECS	31/03/10	HCFP 14 - Secondary schools are incorporating Social and Early Aspects of Learning within their Self Evaluation Form.	On Target
133		HCFP18 - Improve the financial literacy of children and young people (C&YP)	Sarah Hartly - ECS	31/03/10	HCFP 18 - We have been successful in obtaining the free consultancy 'My Money', who will be working in both primary and secondary schools to train teacher in personal financial for young people.	On Target
134		HCFP23 - Reducing the number of first time youth offenders and re-offending	Lynn Hawes - YOT	31/03/10	HCFP 23 - Specialist sessional worker role is working with those young people identified as at risk of becoming a Priority or Prolific Offender in order to facilitate access to Education, Employment or Training.	On Target

GC - Green Green

HCOP - Healthier Communities Older People  
HCFP - Hillingdon Childrens Families Plan  
SA - Strong Active

SHP - Safer Hillingdon Partnership  
SET - Sustainable Economic Taskforce

**PRIORITY SIX -  
IMPROVING ASPIRATION THROUGH  
EDUCATION AND LEARNING**

**SUSTAINABLE COMMUNITY STRATEGY 2008 - 2018**

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Red: Serious Slippage

Ref No.	Tasks	Sub Key Action	Lead Officer	Target Dates	Progress Comments	Task Status
135	Improve the transition of young people through childhood and beyond in schools that are of a 21st Century Standard	HCFP24 - Progress Building Schools for 21st century (BS21) Programme	Sarah Harty - ECS	31/03/10	HCFP 24 - Submission of Strategy for Change (sfc) 1 - Submitted to partnerships for schools on programme on the 23rd April 2009, following approval by Cabinet on the 16th April. Submission of Strategy for Change 2 - Possible government delays in response to sfc1 submission and lack of clarity regarding issues raised, it is likely that the sfc 2 submission will have to be re-programmed. Submission of Outline Business Case - Re-programming of the sfc2 submission date will have a consequential effect the submission date for the OBC. Programme adjustment will take place in the next quarter.	On Target
136		HCFP25 - Progress the Primary Capital Programme (PCP)	Venetia Rogers - ECS	31/03/10	HCFP 25 - Primary Strategy for Change (PSfC) submission made by deadline & approved by Department of children, schools and families (DCSF). Further work being undertaken on PCP programme, following receipt of new Office for National Statistics (ONS) data. PCP officer planning day held and prioritisation proposals discussed at PCP headteacher working group.	On Target
137	Increase and improve the access to positive activities for young people and enable them to contribute to their communities	HCFP09 - Improve positive activities for C&YP	Tom Murphy - ECS	31/03/10	HCFP 09 - FIESTA summer programme of positive activities successfully commissioned. Re-modelling of service delivery teams to enable the securing of an expanded Positive Activities for Young People offer complete; Re-modelling of Mobile Services to create capacity to provide detached and key-worker support to enable the disengaged and at risk to access positive activities complete	On Target
138		HCFP10 - Improve the participation of C&YP	Paul Kennedy - ECS	31/03/10	HCFP 10 - As the Hear by Rights standard rolls out across ECS, plans are being developed to widen the remit to include all age groups and stakeholders	On Target
139		HCFP11 - We will progress the delivery of three new youth centres / Develop 3 new youth centres	Tom Murphy - ECS	31/03/10	HCFP 11 - Northwood: Progress continues to be made on the Northwood development with preparatory work being undertaken in readiness for the construction. South Ruislip: A new site has been identified and proposals are being actively worked up. Charville. Good progress continues to be made. The Project Team is finalising future lease and management arrangements for the facility. Construction is due to commence in September '09	On Target
140		HCFP15 - Developing an integrated youth support service including Targeted Youth Service (TYS)	Tom Murphy - ECS	31/03/10	HCFP 15 - Implementation plans for 4 associated work-streams being progressed satisfactorily; Roll out of 2 additional TYs teams in place 'Fully embedded in place' status reached on all seven key delivery elements of integrated youth support	On Target
141	Increase the number of local businesses providing opportunities for local people to develop their skill levels	SET 020 - Work with Local Businesses to encourage completion of train to gain and apprenticeship programmes to meet LAA 2007 target of increasing the skills levels of Hillingdon's working aged population.	Lorraine Collins - Uxbridge College	31/03/10	SET 20 - Successfully achieved first year target and Uxbridge College and BAA have reported meeting local level targets, with Uxbridge College overachieving against their LSC target.	On Target

## QUARTERLY REPORT ON MONITORING OF PLANNING OBLIGATIONS

<b>Cabinet Member</b>	Cllr Keith Burrows
<b>Cabinet Portfolio</b>	Planning and Transportation
<b>Report Author</b>	Nicola Wyatt, Planning and Community Services
<b>Papers with report</b>	Appendix 1

### HEADLINE INFORMATION

<b>Purpose of report</b>	This report provides financial information on s106 and s278 agreements up to 30th June 2009 against respective Cabinet Member portfolios.
<b>Contribution to our plans and strategies</b>	Planning obligations are a delivery mechanism for the Local Development Framework, which is in turn a key delivery document for the Community Strategy and other strategic documents.
<b>Financial Cost</b>	<p>The Council currently holds £10,763,064 relating to s106 and s278 agreements. Of this £6,448,493 is allocated/earmarked for projects and £3,468,822 relates to funds that the Council holds but is unable to spend directly, leaving a residual balance of funds that the Council holds of £845,749 that is currently spendable and not yet allocated/earmarked towards specific projects.</p> <p>In Quarter 1, the Council has received additional income of £543,779 and spent £151,324.</p>
<b>Relevant Policy Overview Committee</b>	Residents' and Environmental Services
<b>Ward(s) affected</b>	All

### RECOMMENDATION

**That the Cabinet notes the updated financial information attached at Appendix 1.**

### INFORMATION

#### Reasons for recommendation

Circular 05/05 and the accompanying best practice guidance requires local planning authorities to consider how they can inform members and the public of progress in the allocation, provision and implementation of obligations whether they are provided by the developer in kind or through a financial contribution. This report details out the financial planning obligations held by the Council and what progress has and is being made.

## **Alternative options considered**

To not report to Cabinet, however, it is an obvious example of good practice to monitor income and expenditure against specific planning agreements and ensure that expenditure takes place in accordance with the parameters of those agreements.

## **Comments of Policy Overview Committee(s)**

None at this stage.

## **Supporting Information**

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 31 March 2009 (which was subject of the report in June 2009) as well as up to 30 June 2009. Text that is highlighted in bold indicates key changes since the Cabinet report of 25 June 2009. Figures indicated in bold under the column headed 'Total income as at 30/06/09' indicate new income received. (Shaded cells indicate where funds are held in an interest bearing account) The table shows expenditure between 1 April and 30 June 2009 of £151,324 (compared to £3,750,806 during the previous quarter) and income of £543,778 (compared to £347,788 during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 30 June 2009 is £10,763,064. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 30 June 2009 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 30 June 2009 also includes funds that relate to projects that are already underway or programmed, but where costs have not been drawn down against the relevant s106 (or s.278) cost centre.

3. In summary, of the 'total balance of funds' that the Council held at 30 June 2009 (£10,763,064), £3,468,822 relates to funds that the Council is unable to spend and £6,448,493 is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £845,748 that is currently spendable and not yet allocated towards specific projects.

4. It was not possible to report this information to the Cabinet at any earlier meeting because the reporting deadlines were prior to the receipt of reconciled financial information.

## **Financial Implications**

5. This report provides information on the financial status of s106 and s278 agreements up to 30 June 2009. The recommendation to note has no financial implications.

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## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

## What will be the effect of the recommendation?

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

## Consultation Carried Out or Required

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

## CORPORATE IMPLICATIONS

### Corporate Finance

8. A corporate finance officer has reviewed this report and the financial implications contained within it. As shown in the table below over the last quarter the balance of funds has increased by £392k to £10,763k. Sixty one S106 contributions that were spent towards schemes during the previous financial year with zero balances have been deleted from Appendix 1. This has reduced both the total income and total expenditure figures as at 31<sup>st</sup> March 2009 by £4,704. As the balance of these contributions was zero, there is no impact on the balance of funds.

### Analysis of Movement in income and expenditure Quarter 1

	30-Jun-09	31-Mar-09	Movement In Quarter 1
	£	£	£
Total Income	-20,319,699	-19,775,920	-543,779
Total Expenditure	9,556,634	9,405,310	+151,324
<b>Balance of Funds</b>	<b>-10,763,065</b>	<b>-10,370,610</b>	<b>-392,455</b>

9. The increase in the income of £543,779 for Quarter 1 relates to adjustments for new income received, and adjustments for the return of security bonds, where works have been satisfactorily completed by the developer. This is analysed in more detail in the following table (where applicable funds have been consolidated based on the relevant site):

### Analysis of Movement in Income Quarter 1

Scheme	Additional Income Received £
<b>Additional Income Received</b>	
RAF West Ruislip	10,000
Former Gas Works Site (Kier Park)	19,240
41 Kingsend	46,798
Former Ruislip Manor Library	14,371
Former Hayes Goods-yard Site	382,714
360 Uxbridge Road	77,414
179 Swakeleys Road	8,037
Tarmac Site – Pump Lane	30,000
<b>Bonds Returned to Developer for Works Completed</b>	
Former DERA Site – Kingston Lane	-15,690
Shepiston Lane	-16,000
Carmichael Close	-13,105
<b>Total Movement in Income Quarter 1</b>	<b>543,779</b>

10. The increase in the expenditure of £151,324 for Quarter 1 relates to the schemes as analysed in the following table:

### Analysis of Movement in Income Quarter 1

Scheme	Expenditure £
PT278/48 – No Legal Agreements	20,555
PT/278/66/183 – Shepiston Lane	-16,000
PT/71/99 – UB1 Vine Street	6,017
PT/97/169A – Colham House Taxi Rank Relocation	735
PPR/07/15A – Land at Barnsfield Place	107,727
E/02/18 – Old Mill House, Thorney Mill Road	20,810
E/17/26D – Trident Site, Phase 3	184
E/24/62 – Land at Lyon Industrial Estate	1,439
E/36/140E – MOD Records Office, Stockley Road	3,200
E/43/1B – Lombardy Retail Park, Coldharbour Lane	3,945
E/44/174B – Terminal 2, Heathrow	2,712
<b>Total Movement in Expenditure Quarter 1</b>	<b>151,324</b>

### Legal

11. It is a requirement of the District Auditor report into planning obligations and the Monitoring Officer's report that regular financial statements are prepared. Finance Officers are responsible for ensuring that where funds are deposited with the Council, the income generated is held in accordance with the terms of each individual legal agreement on a contractual and fiduciary basis and expenditure is in accordance with those terms. In cases where clarification is required, one should refer to the individual agreement, and where necessary seek advice with Planning and Community Services Directorate and Legal Services.

### Corporate Property

12. The Head of Corporate Property Services has reviewed this report and confirms that there are no direct property implications arising from the recommendation.

### BACKGROUND PAPERS

ODPM Circular 05/2005 'Planning Obligations'

District Auditor's "The Management of Planning Obligations" Action Plan May 1999

Monitoring Officers Report January 2001

Cabinet Report December 2002 / March 2003 / October 2003 / January 2004 / June 2004 / September 2004 / November 2004 / March 2005 / July 2005 / October 2005 / December 2005 / March 2006 / July 2006 / September 2006 / November 2006 / March 2007 / July 2007 / September 2007 / December 2007 / March 2008 / June 2008 / September 2008/ December 2008/ March 2009/June 2009.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
<b>SECTION 278</b>										
<b>PORTFOLIO: PLANNING AND TRANSPORTATION</b>										
PT278/27/09 (Includes Former PT/29) *16	Botwell	Stockley Park Phase 3 "Trident Site" 37977/W/96/1447	591,156.68	591,156.68	14,500.00	14,500.00	0.00	576,656.68	0.00	Spend is engineering fees. Development not yet implemented and highways works not started. Funds currently held are for security deposit and fully refundable subject to the due and proper implementation of the Highway works. £2,500 engineering fees transferred from PT278/27. A further £12,500 of Engineering fees needs to be claimed from developer should works commence. Interest added.
PT278/30/115 *22	Heathrow Villages	Terminal 5, Land at Longford Roundabout, Heathrow s278 10 Jan 02 47853/93/246	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00	Fees & security (£5,000) associated with Highway Works to be undertaken by developer. Works consisted of temporary access works from Longford Roundabout to Western Perimeter Road. Access installed & will be 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	114,819.85	114,819.85	81,080.74	81,080.74	0.00	33,739.11	0.00	Traffic Calming on Cleveland Road & roundabout on Kingston Lane. £30,900 spent on engineering fees. £150k Refundable security deposit. £3,200 for Traffic DC project management costs. £58,962.38 TTS estimate for Pedestrian Crossing on Cleveland Road. Further payments received following receipt of estimate of works to cover security/costs. £10,000 received for improvements to a footpath on the site to be retained a security for Brunel to implement the works and to be transferred to PT84/87B-D once interest statement has been prepared by finance officers. Traffic Calming on Cleveland Road (including new signalised crossing) & roundabout on Kingston Lane at new entrance to Brunel University now complete. 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.

FINANCIAL UPDATE ON SECTION 106 AND 278 AGREEMENTS AT 30 JUNE 2009

APPENDIX 1

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
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.
PT278/48	Various	No Legal Agreement Various	78,320.60	78,320.60	38,131.60	17,577.00	20,554.60	40,189.00	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. <b>Expenditure due to ECU fees claimed in relation to Bishop Ramsey school S278 works.</b>
PT278/49/117 *23	Yeading	Grand Union Village Southall 327/APP/2000/2106	65,884.55	65,884.55	0.00	0.00	0.00	65,884.55	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £52,363.10 for 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. Awaiting 'traffic order' prior to commencement of works. Works commenced on site May 09.
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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	302,714.05	302,714.05	0.00	116,414.63	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 completed. Public consultation completed, remaining works programmed for-summer 2009.
PT278/60/147A *42	West Drayon	Former DERA site, Kingston Lane West Drayton 45658/APP/2002/3012	1,568.98	17,258.72	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. <b>Bond plus interest returned. Remaining balance LBH fees due.</b>
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.
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	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm, 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs. Works complete, security to be refunded following maintenance period.
PT/278/66/183	Pinkwell	Shepiston Lane - Petrol Station Development	32,000.00	48,000.00	16,000.00	32,000.00	-16,000.00	16,000.00	0.00	Funds received as security for highways improvements being performed by the developer in lieu of a banker's bond. Works completed and part of the monies has been refunded. Remaining balance to be refunded following satisfactory completion of the maintenance period. <b>Further £16,000 security returned to developer. Remaining balance to be returned following final completion of works.</b>
PT/278/71	Uxbridge North	Hillingdon House Farm Site E Eng. Cons. Fees (North Way)	3,150.00	3,150.00	0.00	0.00	0.00	3,150.00	0.00	Fees received for design checks. Alteration to access road, traffic signals and advanced warning signs. S278 agreement and technical approval pending.
PT/278/72	West Ruislip	R.A.F West Ruislip Design check on S278 Designs 38402/APP/2007/1072	12,500.00	2,500.00	0.00	0.00	0.00	12,500.00	0.00	Fees received for design checks. Pelican crossing and signals on Long Lane. S278 agreement and technical approval pending. <b>Further fees received.</b>
PT/278/73	South Ruislip	R.A.F Northolt., South Ruislip Main Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/2744	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	Fees received for design checks for proposed junction works and carriageway widening at Trout Road. S278 agreement and technical approval pending.
PT/278/75	Harefield	The Harefield Academy, Harfield 1109/APP/2006/825	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	Fees received for design checks. Alteration to Academy entrance and proposed zebra crossing. S278 agreement and technical approval pending.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	0.00	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.
<b>SECTION 278 SUB - TOTAL</b>			<b>2,024,479.26</b>	<b>2,041,169.00</b>	<b>673,254.81</b>	<b>668,700.21</b>	<b>4,554.60</b>	<b>1,351,224.45</b>	<b>0.00</b>	
<b>SECTION 106</b>										
<b>PORTFOLIO: PLANNING AND TRANSPORTATION</b>										
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	339,111.08	0.00	0.00	0.00	339,111.08	0.00	The balance is for improvements to public transport serving the south side of London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. No time limits. BAA led proposal for upgrade of bus services serving the south side of Heathrow being discussed. S106 funding (from this case and PT/05/4b) would be used to 'pump prime' these services with TfL taking on the costs once the available funding has been used. BAA to provide required documentation to allow spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
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. <del>£89,000 allocated to Hayes Station as contingency as agreed by Heathrow Area Transport Forum in letter dated 14 December 2006. Project currently under review due to issues with the step-free access proposal. £89,000 no longer required towards scheme.</del> See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/11/45	Harefield	Springwell Lane - Cycle Way / 6679/AZ/98/0897	3,283.20	3,283.20	2,121.57	2,121.57	0.00	1,161.63	0.00	Towards traffic calming in Springwell Lane. Funds earmarked/ committed towards traffic calming to benefit a cycle way. Delegated authority granted to advertise for 20m/hr speed zone. Works complete. Officers chasing confirmation of final s106 expenditure amount. Interest accrued. Unexpended funds at January 2011 to be returned to the owner.
PT/18/38B (See also E/25/38A) *33	Heathrow Villages	Former Airspeed House, Stanwell Road, Heathrow / 50395/A97/1297	138,068.30	138,068.30	62,912.71	62,912.71	0.00	75,155.59	0.00	For Public Transport Improvements (2 bus shelters & pedestrian crossing) Bus shelters and pedestrian crossing installed & funded by another authority/agency. Two alternative bus shelters provided by London Buses and LB Hounslow. S106 funds are not required. No other schemes required in accordance with terms for spend. Officers investigating options to pursue possible deed of gift for alternative scheme. Decision being sought as to way forward. Interest accrued. There are no time constraints upon the expenditure of the funds.
PT/21/39A	Uxbridge North	The Chimes - Supervision & TTS / 42966/AH/961862	112,591.63	112,591.63	110,426.22	110,426.22	0.00	2,165.41	0.00	£63,484.80 received for traffic signals - £62,591.63 has been paid, leaving £893.17 unspent for this purpose. £2,165.41 for engineering fees. Trees planted in the High Street near the Sony Shop but wrong species planted by developer's contractor. This issue prevented the Final Certificate being issued. The remaining supervision funds (£2,165.41) are earmarked for final inspection/ supervision. Trees planted and establishment period expired Spring 2008. £893.17 has been refunded and any remaining supervision and administration fee to be transferred to PT/44/03.
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	0.00	0.00	0.00	23,639.34	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13.141K). Excess funds are to be refunded to the developer following the date of the Final Account. Conflict between works specified in agreement and works required in association with application for Harlington Community School Sports Centre (see PT278/51). Works (to right hand turn lane) have been carried out as part of the Harlington Community School development. Reasonable time for spend has elapsed. Officers investigating options to pursue possible deed of gift for alternative scheme.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
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.
PT/37/40E *47	Botwell	Land at Thorn EMI Complex - Parking 51588/APP/2000/366&1418	32,805.42	32,805.42	0.00	0.00	0.00	32,805.42	0.00	Project 40E - £30,000 received for controlled parking in Blyth Road area. There are no immediate plans to consult with the residents of the area around Blyth Road on the introduction of a residents parking scheme. These funds may be required to address additional parking pressure on the surrounding residential roads once the development has been completed and is fully occupied. Officers continue to monitor the parking situation. Unspent to be refunded 5 years following implementation (date yet to be confirmed).
PT/37/40F	Botwell	Land at Thorn EMI Complex. 51588/APP/2000/366&1418	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	Funds received towards the funding of environmental improvements in Dawley Road (to include pedestrian safety). Unspent funds to be returned within 5 years of implementation (Jan 2013). Officers investigating alternatives.
PT/41/94A (See also E/29) *19	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline)	9,794.97	9,794.97	0.00	0.00	0.00	9,794.97	0.00	£8,333.34 received on 17 February 2003 as a capital contribution towards improved public transportation in the area of Yiewsley. £934.14 is interest accrued. If planning permission is implemented within 5 years of the grant there are no time constraints on the spend. Planning permission yet to be implemented. Officers investigating whether funds should be returned considering planning permission has expired.
PT/41/94B *19	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley 54822/APP/2003/718 (full)	4,922.23	4,922.23	0.00	0.00	0.00	4,922.23	0.00	Received as a contribution towards public transport initiatives in the Borough. Officers have investigated findings of a freight study in Horton Road but are unable to use funds. TfL have been notified of availability of funds. Unspent funds by 17 February 2010 to be returned. Funds now earmarked for transport initiatives associated with Yiewsley/ West Drayton Town Centre improvements (see PPR 26/84).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/41/94C *19	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline)	5,883.03	5,883.03	0.00	0.00	0.00	5,883.03	0.00	Received as a contribution towards planting and offsite maintenance of landscaping on the 'Landscaping Land'. If planning permission is implemented within 5 years of the grant there are no time constraints on the expenditure of funds. Planning permission yet to be implemented. Officers investigating whether funds should be returned considering planning permission has expired.
PT/42/41	Heathrow Villages	Temp Stockpiling at 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	157,291.81	157,291.81	85,933.82	85,933.82	0.00	71,357.99	0.00	Income is from underspends on s278 projects where surplus funds do not have to be refunded. First priority for use of funds is to address otherwise irresolvable deficits from overspent projects. £322.14 income from PT278/26/127 has been transferred back. 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.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/54/21D	Botwell	Former EMI Site, Dawley Road - HGV Signage 6198/BS/98/1343	39,738.91	39,738.91	33,670.04	33,670.04	0.00	6,068.87	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. Spend towards detailed designs. No time constraints.
PT/57/27C (see: EYL/35 & E/18) *34	South Ruislip	Carmichael Close, Ruislip - Highway Works / 55898/APP/2000/2736	1,371.00	14,476.62	1,371.00	1,371.00	0.00	0.00	0.00	For highway improvements including a temporary waiting scheme. Designs received from HEC - currently looking at feasibility. Unexpended funds after 5 years of the sale/renting of the last housing unit (30 July 2008) to be repaid to the developer. No progress due to uncertainties associated with proposed development at RAF Northolt. RAF Northolt application approved which if implemented will include these highways works enabling these funds to be returned. Interest accrued. Expenditure is on HEC designs. TfL have requested revisions. Revised detailed design for the new signalled junction agreed. Officers to seek an alternative scheme to be the basis for a gift funding request if appropriate. Request declined, <b>funds including interest returned</b>
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.

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			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
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/68/96A	Uxbridge North	Land at Sanderson Site and Braybourn - Tramway feasibility, resident parking scheme / 35347/APP/2000/1294 & 1296	43,481.32	43,481.32	24,991.85	24,991.85	0.00	18,489.47	0.00	£80k received for feasibility work to be carried out into the possible provision of a tramway, increased restrictions in favour of residential car parking, other relevant transport initiatives, and associated training initiatives (40k transferred to PPR/30 for Stockley Academy Adult Training Scheme). Funds were spent on the extension of Uxbridge North Parking Management Area which has been completed. Balance allocated towards Uxbridge Station access improvements. No time constraints. Funds now earmarked towards improvements to Bakers Yard, pending a review by TfL.
PT/71/99	Uxbridge South	UB1 Vine Street Uxbridge 11005/AG/97/360	250,000.00	250,000.00	165,933.73	159,916.73	6,017.00	84,066.27	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. <b>Spend due to design fees.</b>
PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood/ 26900L/99/1077	35,253.56	35,253.56	537.00	537.00	0.00	34,716.56	0.00	To provide a speed camera, anti-skid surface and associated road markings in Ducks Hill Road. Speed camera cannot be installed in this location, as the accident rate in this location is below the threshold established by TfL. Deed of variation not required. Site included in vehicle activated sign (VAS) forward programme. Officers looking into feasibility of 'Driver Feedback Sign'. Implementation due Spring 2007, subject to feasibility. Quotes being sought with the view to possible purchase of signs. Interest accrued. No time constraints. Utilities works completed Nov 08. Anti-skid can be implemented following 3 months after completion of utilities works. Scheme programmed for implementation April/May 09.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/77/123	Yeading	Grand Union Village, Ruislip Road, Southall/ 327/APP/2000/2106	51,036.05	51,036.05	11,770.75	11,770.75	0.00	39,265.30	0.00	Public transport or highways improvements which relate to the development in the surrounding area. Allocated for highways works in the area (priority to Teardrop Roundabout improvements). Following liaison with the Ward Councillor and local residents, some amended proposals have been tabled by residents and further investigations were undertaken. A scheme has been agreed in principle with the Ward Councillors and the Residents' Association and this will be reviewed with the Cabinet Member to seek his approval. Work completed July 2008. Scheme complete, remaining funds allocated to programme of highway improvements in vicinity of Broadmead Road. Funds unspent as at 13 October 2009 to be refunded.
PT/78/10B (See also PT278/55)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	27,986.49	27,986.49	1,855.00	1,855.00	0.00	26,131.49	0.00	£25K received November 2004 for Part B Highways Works to be undertaken by Council and consisting of improvements at junction of Sanderson and Oxford Roads. Preliminary designs have been drawn. Preliminary estimates have been provided. TfL have appointed a consultant through their bus route flagship programme to investigate the system of nodes at Mahjacks, Cedars and Sanderson Road & Oxford Road. Draft report received. Still await final report. TfL to programme implementation following receipt of the final report. Due to the approaching deadline for spend officers looking into any elements that could be addressed at an early stage. Discussions with TfL continuing. Interest accrued. Funds not spent by November 2009 to be returned to developer.
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. Recharge completed.
PT84/87B-D (Formerly part of PT278/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	14,795.29	14,795.29	1,760.00	1,760.00	0.00	13,035.29	0.00	£3,000 + interest for monitoring of landscape management plan (87B), £10,000 + interest for monitoring of green travel and public transport obligations (87D), and £200 + interest initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at 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 to be transferred from PT278/44 and held as security for Brunel to implement the footpath works as above. £1,760 spend towards monitoring Landscape management Plan.

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			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/88/140 B	Pinkwell	MOD Records Office, Stockley Road, Hayes - Offsite Footpath 18399/APP/2004/2284	3,207.23	3,207.23	0.00	0.00	0.00	3,207.23	0.00	£3,000 is the of-site public footpath contribution for the provision of a footpath in the location specified in the legal agreement. Work to commence following completion of construction phase of the development which is underway. Unspent funds to be repaid following 7 years of receipt (i.e. 14 October 2012).
PT/88/140C *38	Pinkwell	MOD Records Office, Stockley Road, Hayes - Public Transport 18399/APP/2004/2284	754,743.82	754,743.82	2,392.75	2,392.75	0.00	752,351.07	0.00	Funds received as first and second instalments (plus indexation payment) of the public transport contribution to enhance the level of public transport to and from the area of the development site. Discussions with TfL expected in Spring regarding bus route funding. TfL has been approached with regard to extending the U4 bus route. TfL has advised that if feasible a scheme could be implemented once development of the housing units are complete and estate roads are adopted expected in 9 months time. Double yellow lines required for bus route through site- TMO approved. TfL in consultation with developer regarding location of bus shelter. Unspent funds to be repaid following 7 years of receipt (i.e. 14 October 2012 for 1st instalment, 19 March 2014 for the 2nd instalment and 30 April 2015 for the 3rd instalment). All funds now received. Spend this quarter towards fees and executing TMO.
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	73,774.40	73,774.40	0.00	0.00	0.00	73,774.40	0.00	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads utilised within the residential part of the development. There are currently no plans to consult with residents of the area on a Parking Management Scheme. However, any resident objections to increases in commuter parking on residential roads generated by the MOD development may give reason to spend these funds. Officers continue to monitor the parking situation. Funds must be spent within 7 years following date of receipt i.e. 11/12/2013.
PT/91/142A	Northwood	3 Reginald Road, Northwood 58866/APP/2005/1087	1,049.35	1,049.35	0.00	0.00	0.00	1,049.35	0.00	For the introduction and maintenance of white lines on the highway adjacent to the development. Funds not spent within 7 years of receipt of PO1 Form to be refunded. Scheme completed and final invoices received. Expenditure charged to non-s106 code. Officers investigating whether spend can be recharged.
PT/92/154	Pinkwell	5, 7, 7a & 10 Westlands Industrial Estate 1902/APP/2005/2370	41,527.00	41,527.00	0.00	0.00	0.00	41,527.00	0.00	Funds received for cycle network improvements. Cycleway and local safety scheme identified for the junction of Station Road and North Hyde Road. Entire scheme now to be funded 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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/93/147D	West Drayton	DERA Site, Kingston Lane, West Drayton - Cycle Network 45658/APP/2002/3012	33,056.72	33,056.72	0.00	0.00	0.00	33,056.72	0.00	To be applied towards the cycle improvements for the London Cycle Network including such works for the Heathrow to Hillingdon Hill cycle way adjacent to the Land. Officers are investigating options for spend within the terms of the legal agreement in combination with funds at PT/93/147C. Funds not spent by 19 February 2014 are to be refunded.
PT/95/161A	West Drayton	Former Honeywell Site, Trout Road, West Drayton - Footpath 335/APP/2002/2754	18,155.95	18,155.95	0.00	0.00	0.00	18,155.95	0.00	To be applied towards the provision of a footpath from the site crossing over the Grand Union Canal along Trout Road to the High Street. Unexpended funds after 7 years of receipt (31 January 2014) are to be refunded including interest. Funds to be held until outcome of Tesco site determined.
PT/96/164	Uxbridge South	36-38 Windsor Street (Westcombe House), Uxbridge 13544/APP/2005/31	10,516.65	10,516.65	3,753.58	3,753.58	0.00	6,763.07	0.00	For environmental enhancement on Windsor Street and the surrounding area. Funds not spent by 1 April 2014 are to be refunded. See updates on PT/71/99. Spend towards purchase of benches and information boards.
PT/97/169A	Uxbridge South	Colham House Taxi Rank Relocation 27298/APP/2006/875	15,000.00	15,000.00	735.00	0.00	735.00	14,265.00	0.00	Funds received for the relocation of the black cab taxi rank from Bakers Yard. Alternative taxi rank proposal advertised in the London Gazette. Cabinet Member report prepared to consider merits of implementing proposal. Taxi rank relocation agreed for implementation (Cabinet Member approval received July 2008). <b>Taxi rank changes implemented July 09.</b> No time limit on spend.
PT/98/169B	Uxbridge South	Colham House Footpath Re-Paving 27298/APP/2006/875	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	Funds received for footpath repaving within the immediate vicinity of the site. No time limit on spend. Officers looking into scheme of improvements for Bakers Yard.
PT/99/169C	Uxbridge South	Colham House Kerb Alignment 27298/APP/2006/875	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received for the kerb realignment within the immediate vicinity of the site. No time limit on spend. Officers looking into a scheme of improvements in Bakers Yard.
PT/100/169D	Uxbridge South	Colham House Side Alley Resurfacing 27298/APP/2006/875	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the resurfacing of the side alley located immediately adjoining the site. No time limit on spend. Officers looking to include funding as part of a scheme of improvements for Bakers Yard.
PT/101/170A	Uxbridge South	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	154,302.99	154,302.99	0.00	0.00	0.00	154,302.99	154,302.99	Funds received for public transport and community facilities initiatives. Funds not spent by 20 September 2014 are to be repaid.
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	Funds received for the West Drayton to Heathrow Cycle Scheme. Funds not spent by 16 November 2015 are to be repaid.
PT/104/147H	West Drayton	DERA Site, Kingston Lane, West Drayton 45658/APP/2002/3012	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the installation and maintenance of CCTV cameras on the site as specified in the relevant planning permission. Cameras to be installed by the developer. Funds to be retained as security. No time constraints.

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			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PT/106/149E	Hayes	Hayes Goods Yard 10057/APP/2005/2996 & 2999	119,402.15	119,402.15	0.00	0.00	0.00	119,402.15	0.00	Funds received towards enhancements to the London Cycle Network, route 88A or any other cycle route that is likely to be used by the occupiers of the development. Funds to be spent by Oct 2015.
PT/107/149F	Hayes	Hayes Goods Yard 10057/APP/2005/2996 & 2999	132,209.06	132,209.06	0.00	0.00	0.00	132,209.06	0.00	Funds received for improvements to pedestrian & cycleway linkages between the site & Botwell Green, or environmental improvements to Botwell Green as agreed with the owner. Funds must be spent or returned by Oct 2015. Officers looking into whether any schemes at Botwell Green can utilise these funds in conjunction with funds held at CSL3/1401.
PT/108/155E	West Drayton	Former RAF Porters, West Drayton. 5107/APP/2005/2082	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	Funds received to provide a local walking bus scheme. Funds to be spent within 3 years of receipt (Jan 2012)
PT/109/194A	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received towards street lighting in the vicinity of the site. No time limits. <b>Funds earmarked towards a lighting scheme for the public footpath which runs adjacent to the site.</b>
PT/110/198B *61	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	14,240.00	0.00	0.00	0.00	0.00	14,240.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the travel plan. To be refunded after 10 years.
		<b>PLANNING &amp; TRANSPORTATION SUB - TOTAL</b>	<b>4,204,464.88</b>	<b>4,203,330.50</b>	<b>1,087,502.67</b>	<b>1,080,750.67</b>	<b>6,752.00</b>	<b>3,116,962.21</b>	<b>154,302.99</b>	
		<b>PLANNING &amp; TRANSPORTATION TOTAL</b>	<b>6,228,944.14</b>	<b>6,445,006.61</b>	<b>1,760,757.48</b>	<b>1,949,957.99</b>	<b>11,306.60</b>	<b>4,468,186.66</b>	<b>154,302.99</b>	
<b>PORTFOLIO: CULTURE, SPORT AND LEISURE</b>										
CSL/1/13 (formerly EYL/15/13)	Townfield	Sainsbury-Minet D. / 40601H/91/1970	1,433,000.00	1,433,000.00	1,432,700.15	1,432,700.15	0.00	299.85	0.00	The balance is committed to providing secure parking and perimeter fencing at Minet Country Park in accordance with the agreement. Work undertaken in parallel with Goals 5 a side development. Work complete. Funds allocated to gating on perimeter fencing. There are no time constraints for expenditure. Remaining funds spent towards movable barriers. Awaiting financial completion.
CSL/2/147E	West Drayton	DERA Site, Kingston Lane, West Drayton - Community Facility 45658/APP/2002/3012	94,015.15	94,015.15	0.00	0.00	0.00	94,015.15	94,015.15	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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
CSL/3/140I	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	69,189.85	69,189.85	0.00	0.00	0.00	69,189.85	69,189.85	To be applied towards the provision or improvement of community facilities (but not including open space and recreation facilities) at Botwell Green and/or any other location within the area of the Development. Officers looking into whether any schemes at Botwell Green could potentially draw upon these funds. Unspent funds to be repaid following 7 years of receipt (i.e. 3 January 2014) including interest.
CSL/4/152A (Formerly: PPR/35)	Brunel	Middlesex Lodge, 189 Harlington Road, Hillingdon 12484/APP/2005/1791	20,629.80	20,629.80	0.00	0.00	0.00	20,629.80	20,629.80	Funds received to provide for Community Facilities that are likely to be used by residents of the development. No time constraints on the expenditure of funds.
CSL/5/184A	West Ruislip	31-46, Pembroke Road, Ruislip 59816/APP/2006/2896	49,601.53	49,601.53	0.00	0.00	0.00	49,601.53	0.00	Funds have been allocated to the dining centre for Northwood and Ruislip elderly persons association. Funds not spent by 1/07/2015 to be returned.
CSL/6/189A	Ruislip	30 Kings End, Ruislip. 46299/APP/2006/2165	7,674.48	7,674.48	0.00	0.00	0.00	7,674.48	7,674.48	Towards the provision of community facilities in the immediate vicinity of the land. No time limits
CSL/7/195A	Ruislip	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2494	9,578.00	9,578.00	0.00	0.00	0.00	9,578.00	9,578.00	Funds received towards the improvement of community facilities in the vicinity of the site. No time constraints on the expenditure of funds.
CSL/8/194B	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	24,050.00	24,050.00	0.00	0.00	0.00	24,050.00	24,059.00	Funds received towards the provision of community facilities in the Borough. No time constraints.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	0.00	0.00	0.00	0.00	9,338.43	9,338.43	Funds received towards the provision of community facilities in the Borough. No time constraints.
CSL/10/200B	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,200.00	0.00	0.00	0.00	0.00	5,200.00	0.00	Funds received towards improvements to nearby by community facilities. Earmarked for Library Expansion Programme.
		<b>CULTURE, SPORT AND LEISURE SUB - TOTAL</b>	<b>1,722,277.24</b>	<b>1,707,738.81</b>	<b>1,432,700.15</b>	<b>1,432,700.15</b>	<b>0.00</b>	<b>289,577.09</b>	<b>234,484.71</b>	
<b>PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES</b>										
EYL/14/75	Heathrow Villages	Land at 78-84 The Crescent, Harlington / 46970/APP/1999/2169	21,972.07	21,972.07	21,639.90	21,639.90	0.00	332.17	0.00	Interest accrued. Allocated to Pinkwell Primary School expansion: feasibility study commissioned. No time constraints. Expenditure of £21,639.90 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds.
EYL/19/44	Harefield	The Springs, Springwell Lane, Rickmansworth / 6679/AZ/98/0897	32,595.93	32,595.93	0.00	0.00	0.00	32,595.93	0.00	Towards the provision of primary school places in Harefield. Earmarked for a nursery scheme at Harefield Infants School. Interest accrued. Unexpended funds by January 2011 to be repaid to the developer.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
EYL/29/54	Pinkwell	Hyde House, Newhaven Close, Hillingdon 2306/SPP/2002/238	37,257.94	37,257.94	36,836.02	36,836.02	0.00	421.92	0.00	For primary school places in the Hayes/Harlington area. Interest accrued. Allocated to Pinkwell Primary School expansion: feasibility study commissioned. Expenditure of £27,486.48 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds. No time constraints.
EYL/30/30	Yiewsley	Former Bridge Works, Bentinck Road W/D/ 20610/APP/2002/2407	161,898.00	161,898.00	0.00	0.00	0.00	161,898.00	0.00	161,898.00 contribution for the provision of secondary school places in the West Drayton/Yiewsley area. No LEA Secondary school in West Drayton. Now allocated to primary school expansion in West Drayton by way of re-imburement - i.e. it can be demonstrated that equivalent funding from the Council had been spent to provide sufficient secondary school places at Stockley Academy (the nearest secondary school). Time constraint no longer applicable.
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/39/65A	Harefield	Land at North Works, Summerhouse Lane, Harefield 201AJ/98/2472	121,675.43	121,675.43	102,605.08	102,605.08	0.00	19,070.35	0.00	Primary School places in Harefield (103K). Funds spent on the Hillingdon Rising Fives Programme at Harefield Infant and Junior School. 5K spent towards CCTV at Harefield Primary with additional match funding of £10,000 from the £250,000 capital funds (see Cabinet Lead Member report March 2004). No time constraints. Balance allocated to proposed refurbishment of Harefield Nursery.
EYL/43/67	Townfield	Heme House, Church Walk, Hayes 15405/APP/2003/188	67,843.93	67,843.93	46,354.68	46,354.68	0.00	21,489.25	0.00	Educational places and facilities in the area. Unspent funds 7 years from notice of implementation (not received) to be refunded. Notice of Implementation requested from the developer. Interest accrued. Allocated to the Pinkwell Primary School expansion project. Expenditure of £46,354.68 will be recharged out of s106 for closure of 08/09 Financial Year as these project costs should have been met from school modernisation funds.
EYL/44/81	Heathrow Villages	339-353 High Street, Harlington 53740/APP/99/310	19,253.00	19,253.00	0.00	0.00	0.00	19,253.00	0.00	For primary school places in the Hayes & Harlington area. No time constraints. Interest accrued. Allocated to Pinkwell Primary School: feasibility study commissioned.
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.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
EYL71/155B	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	485,861.35	485,861.35	485,861.35	485,861.35	0.00	0.00	0.00	Funds received as a third of the total education contribution. To be used solely for the purpose of funding additional places at primary and/or secondary schools within a three mile radius of the site. Earmarked for West Drayton area primary expansion. Funds to be spent within three years of receipt i.e. first contribution spent by 05/12/2009. £465,861.35 spent towards Uxbridge High School construction project. £20,000 spent towards Longmead Primary School expansion.
EYL74/158	Botwell	29 Dawley Road, Hayes 11280/APP/2005/678	14,543.00	14,543.00	0.00	0.00	0.00	14,543.00	0.00	Towards the costs of providing primary and secondary school places in the Borough. Earmarked for Pinkwell classrooms. No time constraints.
EYL76/163	West Drayton	18a Colham Ave, West Drayton 29679/APP/2006/1048	18,939.00	18,939.00	8,826.00	8,826.00	0.00	10,113.00	0.00	To be applied towards primary and secondary school places within 3 miles of the development. £10,113.43 is earmarked for West Drayton area primary expansion. No time limits. Remainder to be used at Uxbridge High School modernisation. £8,826 spent towards Uxbridge High School construction project.
EYL78/161B (see also: EYL86/161B)	West Drayton	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	243,320.37	243,320.37	186,447.40	186,447.40	0.00	56,872.97	0.00	25% of the total education contribution to be applied towards the provision of new school places and the improvement of existing education facilities at all primary schools within the Yiewsley, West Drayton and Cowley area and secondary schools within 3 miles of the site. Funds earmarked for West Drayton area primary expansion. Unexpended funds after 7 years of receipt are to be refunded (31 January 2014) including interest. £186,447.40 spent towards Longmead Primary School expansion.
EYL79/140G	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes (Kings Oak)18399/APP/2004/2284	791,811.37	791,811.37	0.00	0.00	0.00	791,811.37	0.00	To be applied towards the costs of providing educational places at any local educational facilities within a 2 mile radius of the development for primary and a 3 mile radius in relation to secondary. Earmarked for Pinkwell classrooms. Funds not spent by 1 February 2014 are to be repaid.
EYL80/165	Yiewsley	Land Rear of 4-20 Acacia Avenue, Yiewsley 39054/APP/2004/2894	78,701.05	78,701.05	39,350.50	39,350.50	0.00	39,350.55	0.00	To be applied to the provision of additional and improved educational facilities within a three mile radius of the Land to accommodate the child yield arising from the Development. Earmarked for West Drayton area primary expansion. Funds not spent by 1 May 2014 are to be repaid. £39,350.50 spent towards Longmead Primary School expansion project.
EYL84/149B	Botwell	Hayes Goods Yard 10057/APP/2005/ 2996 & 2999	550,559.37	266,245.37	0.00	0.00	0.00	550,559.37	0.00	For the provision of educational places in the Borough as necessitated by the development. Funds not spent by 1 August 2012 are to be repaid. <b>Second contribution (£240,000) and additional contribution (£44,314) received towards the same purpose. Second contribution to be spent by June 2016.</b> Earmarked for Pinkwell expansion.
EYL85/170B	Botwell	11-21, Clayton Rd, Hayes 56840/APP/2004/630	100,370.26	100,370.26	0.00	0.00	0.00	100,370.26	0.00	For the provision of educational places within the area. Funds not spent by 31 August 2014 are to be repaid. Earmarked for Hayes area Primary School expansions.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
EYL/86/161B  (See also: EYL/78/161B)	Yiewsley	Honeywell Site, Trout Rd., Yiewsley 335/APP/2002/2754	777,504.14	777,504.14	527,504.00	527,504.00	0.00	250,000.14	0.00	For the provision of new school places and the improvement of existing education facilities at all primary schools within the Yiewsley, West Drayton and Cowley area and secondary schools within 3 miles of the land. Funds not spent by 20 September 2014 are to be repaid. 57% of the total Honeywell education contributions of £1m were sought for Primary school places within the Yiewsley, West Drayton and Cowley. The remaining unallocated can be earmarked for the Uxbridge High School project. £527,504 spent towards Uxbridge High School construction project.
EYL/87/143B	Harefield	Dairy Farm, Breakspear Rd, Harefield 27314/APP/2005/844	74,935.52	74,935.52	74,935.52	74,935.52	0.00	0.00	0.00	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.
EYL/90/178A	Botwell	89-95, Botwell Crescent, planning ref. 33623/APP/2004/2343	26,294.63	26,294.63	0.00	0.00	0.00	26,294.63	0.00	Monies received to works at Rosedale College, Hayes. No time limit on spend.
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. Earmarked for Hayes area primary school expansions.
EYL/94/186A	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	79,722.27	79,722.27	0.00	0.00	0.00	79,722.27	0.00	Funds received towards the cost of providing additional education facilities within the borough. Funds not spent by 20/04/2015 must be returned. Allocated to Longmead Primary School expansion West Drayton.
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	4,162.56	Towards the provision of primary school places (£4,122.56) and secondary school places (£3,559.06) in the borough. No time limits. £3,559.06 spent towards Uxbridge High School construction project.
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	0.00	0.00	0.00	68,689.00	68,689.00	Funds received towards the provision of education facilities within the locality. Funds to be spent within 5 years of receipt (Feb 2014).
EYL/104/194C	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	146,131.00	146,131.00	0.00	0.00	0.00	146,131.00	146,131.00	Funds received towards the cost of providing nursery school place (£34,160), Primary school places (£59,781), Secondary school places (£52,190) in the Borough of Hillingdon. No time limits.
EYL/105/199B	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	37,459.20	0.00	0.00	0.00	0.00	37,459.20	37,459.00	Funds received towards the cost of providing education places within the Borough. No time limits on spend.
EYL/106/200A	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	3,519.00	0.00	0.00	0.00	0.00	3,519.00	3,519.00	Funds received towards improvements to nearby educational facilities arising from the needs of the development. No time limit on spend.
EYL/107/201A	Hayes	360, Uxbridge Road, Hayes. 7517/APP/2007/188	77,414.00	0.00	0.00	0.00	0.00	77,414.00	77,414.00	Funds received towards nursery places (£2,291), primary school places (£40,108), and secondary school places (£35,015) within a 3 mile radius of the development. Funds not spent by June 2016 must be returned.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
EYL/108/202	Ickenham	179, Swakeleys Road, Ickenham. 52293/APP/2006/2360	8,037.00	0.00	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.
		<b>EDUCATION, YOUTH AND LEISURE SUB - TOTAL</b>	4,732,560.42	4,321,817.22	2,023,347.04	2,023,347.04	0.00	2,709,213.38	346,150.56	
<b>PORTFOLIO: FINANCE AND CORPORATE SERVICES</b>										
		<b>FINANCE &amp; CORPORATE SERVICES SUB - TOTAL</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>PORTFOLIO: IMPROVEMENT, PARTNERSHIPS AND COMMUNITY SAFETY</b>										
PPR/05/33	Heathrow Villages	Blunts Field Training Programme, Bath Road / 45486/G/98/2296	67,268.95	67,268.95	67,042.69	67,042.69	0.00	226.26	0.00	Hotel Training Centre. Uxbridge College - pilot scheme successful. Ongoing programme being delivered. No time limit. Hotel & Hospitality training at Thames Valley University ongoing. Final payments to be recorded by the end of the financial year. Remaining balance is interest accrued. Invoice for £988.89 paid April 08. Invoice paid £264.60.
PPR/07/15A	Uxbridge South	Land at Barnsfield Place, Uxbridge - Small Business Units / 43562/F/99/2018	155,237.58	155,237.58	108,901.99	1,174.99	107,727.00	46,335.59	0.00	To provide small business units throughout the Borough. Balance fully committed to provide match funding to create 16 affordable business studios for young entrepreneurs in Hayes. Hillingdon submitted a business plan to the London Development Agency (as part of Heathrow City programme) and has secured Stage 2 approval for £750,000 capital funding for the project. The planning application for the small business start-ups approved. Work started on-site 7th Jan 08 and due to complete early August 08. Final balance will be used towards revenue costs in first 5-years of operation. To be used by March 2011 or repaid to the developer. <b>Business Units opened Nov 08. Spend towards revenue</b>
PPR/09/42 *8	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/10/16	Botwell	Land At Masterdrive Unit, Printing House Lane, Hayes / 45736/APP/2000/2577	88,166.56	88,166.56	27,950.00	27,950.00	0.00	60,216.56	0.00	The funds are intended for the accommodation of small business units in the Hayes area. Funds unspent seven years from the date of payment (October 2009) are to be refunded. Balance fully committed to provide match funding to create 16 affordable business studios for young entrepreneurs in Hayes. See PPR/07/15A for the update on this project.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PPR/26/84	Yiewsley	Land at Former Sadia Works, High St. Yiewsley / 41515/B/93/606	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Economic Development / Regeneration for industrial purposes of land in the Yiewsley, West Drayton and Heathrow area. No time limit. Officers have been working with West Drayton Town Centre Action group to identify options. Funds allocated as part of an environmental improvement package for West Drayton and Yiewsley Town centres and form part of the Council's new Town Centres initiative. Project targeted for 09/10 financial year.
PPR/34/140D	Pinkwell	MOD Records Office Stockley Road, Hayes 18399/APP/2004/2284	80,180.72	80,180.72	62,016.42	62,016.42	0.00	18,164.30	0.00	For construction training in the Borough. Unspent funds to be repaid including interest following 7 years of receipt (i.e. 14 October 2012). Partly allocated for construction training at Uxbridge College. Launched in January 2008. The remaining balance is allocated towards "Young Achievers in Construction" training programme for secondary school children. Construction training underway at Uxbridge College. Payments to be recorded during 08/09 Financial Year.
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	23,500.00	For local employment training initiatives in the vicinity of the property. There are no time constraints upon the expenditure of the monies. £3,250 spent towards a Brunel run training course at Hayes titled 'Business skills for self employed Women'. Remaining balances earmarked for training initiatives delivered through children's centres. Second and final instalment (£13,500) received 21/10/08.
PPR/40/147G	West Drayton	DERA Site, Kingston Lane, West Drayton - Town Centre 45658/APP/2002/3012	69,212.52	69,212.52	0.00	0.00	0.00	69,212.52	0.00	To be applied towards the provision of town centre improvements within the West Drayton Town Centre. Funds not spent by 19 February 2014 are to be refunded. Funds allocated as part of an environmental improvement package for West Drayton and Yiewsley Town centres and form part of the Council's new Town Centres initiative. Project targeted for 09/10 financial year.
PPR/42/149C	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	80,162.75	80,162.75	15,000.00	15,000.00	0.00	65,162.75	0.00	Funds received for Construction Training in relation to the development. Funds allocated to a Junior Construction programme running from April 2008 to Sept 09. The Learning Skills Council have confirmed their match funding. Balance of £28,939.20 earmarked to pump-prime Construction Workplace Co-ordinator post (further funding for this post from PPR/43/169E £10K). Funds not spent by 1 August 2012 are to be repaid.
PPR/44/161E	Yiewsley	Honeywell Site, Trout Rd., Yiewsley 335/APP/2002/2754	18,512.00	18,512.00	0.00	0.00	0.00	18,512.00	0.00	Funds received as the Town Centre Improvement contribution. Allocated to West Drayton & Yiewsley town centre initiatives to be implemented in the 09/10 financial year. Funds not spent by 20 September 2014 are to be repaid.
PPR/45/186B	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	10,557.47	10,557.47	0.00	0.00	0.00	10,557.47	0.00	Funds received towards enhancements to the town centre of Yiewsley. Funds not spent by 20/04/2015 are to be returned. Funds allocated to the West Drayton & Yiewsley Town Centre Initiative. To be implemented in 09/10 financial year.
PPR/45/186E	Yiewsley	92-104, High St., Yiewsley/59189/APP2005/3476	15,836.21	15,836.21	15,836.00	15,836.00	0.00	0.21	0.00	Towards construction training in the borough. Funds not spent by 20/4/2015 are to be returned to the developer. Funds spent towards Apprenticeship Training Programme.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
PPR/47/26A  (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Harlington Station Improvements and associated interchange initiatives. Project on-hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits.
PPR/48/190c	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	Towards improvements to Uxbridge town centre. Funds not spent by 29/7/2015 are to be returned to the developer. Programme of works is currently being put together.
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	100,000.00	100,000.00	24,000.00	24,000.00	0.00	76,000.00	0.00	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. £24,000 spent towards skills programme to help long term unemployed as defined in agreement.
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	39,375.00	Towards construction training initiatives in the Borough. No time limits.
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	5,000.00	Funds received towards the cost of providing construction training in the Borough. No time limits.
PPR/52/149G	Hayes	Former Hayes Goodsyard site. 10057/APP/2005/2996&299	75,360.00	0.00	0.00	0.00	0.00	75,360.00	0.00	Funds received towards improvements to open space to the canal towpath opposite the site. Any remainder to be expended towards purchasing new equipment for the YMCA Youth Centre as necessitated as a result of the development. Funds not spent within 7 years (May 2016) to be returned.
PPR/53/149H	Hayes	Former Hayes Goodsyard site. 10057/APP/2005/2996&299	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00	Funds received towards the maintenance and operation by the Council of the station approach cameras.
		<b>PERFORMANCE, PARTNERSHIPS &amp; REGENERATION SUB - TOTAL</b>	<b>3,525,219.76</b>	<b>3,447,859.76</b>	<b>2,132,068.52</b>	<b>2,024,341.52</b>	<b>107,727.00</b>	<b>1,393,151.24</b>	<b>67,875.00</b>	
<b>PORTFOLIO: ENVIRONMENT</b>										
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	38,118.45	17,307.93	20,810.52	21,437.97	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. <b>Spend towards tree works.</b> 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. Works to start imminently. Spend in previous quarter transferred to E/26/93.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
E/13/21A  (formerly PT/54/21A)	Botwell	Former EMI Site, Dawley Road / 6198/BS/98/1343	25,000.00	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	For environmental enhancement or town centre studies within the Hayes SRB Corridor, and/or occupier related training and recruitment within the same area. Funds were committed to the Botwell Green Bowling Club. Works completed, all invoices paid. Balance earmarked to Pinkwell Park improvements - see update on E/42/140J. No time constraints for expenditure. <del>£2,494.5 spent at Stockley Recreation Ground to be recoded to E45 for next quarter.</del>
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	1,187,209.83	1,187,025.83	184.00	136,190.17	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	354.45	354.45	0.00	5,267.57	0.00	Monitoring of Noise and Dust emissions. Interest accrued. Funds spent on noise and dust emissions monitoring. Unspent funds at 4 May 2011 to be refunded.
E/24/62  (See also PT/60 & PPR/23)	Brunel	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works) 51095/APP/2000/1004	14,368.39	14,368.39	1,438.70	0.00	1,438.70	12,929.69	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. <b>Spend towards operation of air quality monitoring stations in the borough.</b>
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.
E/29/94D	Yiewsley	Land to the West of Stone Close, Horton Road, Yiewsley / 54822/APP/2000/424 (outline) & 54822/APP/2003/718 (full)	2,938.47	2,938.47	0.00	0.00	0.00	2,938.47	0.00	Unspent funds at 06/07/09 to be refunded. Funds transferred from PT/41. For landscaping a strip of land adjoining the site. Officers investigating options. Interest accrued. Any money not spent within 7 years of receipt of funds (i.e. by 17 February 2010) must be returned to the developer.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
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	830,798.57	830,798.57	0.00	177,701.43	0.00	The balance has been included in s106 dated 10 May 2004 for Lombardy Retail Park, Coldharbour Lane for the Council to use the funds for the following specified improvements: (i) provision of CCTV coverage on the land (ii) provision of safety enhancements (iii) provision of environmental improvements to Uxbridge Rd (iv) provision of either CCTV within the wider area of the land, junction improvements at Springfield Road/Uxbridge Road, or installation of bollards and lighting along Springfield Road, or other similar schemes in the vicinity of the site to be agreed in writing by the developer. Sainsbury has given approval for a scheme in Lombardy Park. Playground works are complete. Officers are currently chasing quotes on CCTV systems. Further play equipment installed. Unspent funds to be repaid by 12 January 2011.
E/36/140E	Pinkwell	MOD Records Office, Stockley Road, Hayes 18399/APP/2004/2284	53,279.31	53,279.31	49,384.75	46,184.75	3,200.00	3,894.56	0.00	Air Quality' contribution received. To be used towards the implementation measures identified in the Council's Air Quality Action Plan. Interest accrued. Funds to be spent within 7 years (i.e. by 14 October 2012). <b>Spend on the Council's Air Quality monitoring programme.</b>
E/38/153B	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 &1437	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Funds received towards Air Quality initiatives in the borough. No time constraints.
E/40/155C	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	20,771.85	20,771.85	0.00	0.00	0.00	20,771.85	0.00	Funds received towards Air Quality initiatives in the borough. Interest bearing account, time limit on spend 3 years following receipt i.e. 05/12/2009. Funds allocated to air quality monitoring station in local area. <del>To be commissioned April 09.</del> <b>Commissioned April 09.</b>
E/42/140J	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	104,308.09	104,308.09	27,152.76	27,152.76	0.00	77,155.33	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. Area officer has received quotes for Pinkwell Park. 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. New play equipment installed. Awaiting result of Mayor of London Funding before further works.
E/43/1B	Townfield	Lombardy Retail Park, Coldharbour Lane, Hayes 40601/APP/2002/1710	11,898.12	11,898.12	9,614.78	5,669.50	3,945.28	2,283.34	2,283.34	To be applied for the purposes of monitoring air quality within the Borough and carrying out projects or promoting initiatives to raise public awareness of air pollution issues within the Borough. Unspent funds as at 5 years of receipt (12 January 2011) are to be repaid. <b>Spend towards Borough's air quality monitoring programme.</b>
E/44/174B	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	25,000.00	25,000.00	2,712.00	0.00	2,712.00	22,288.00	25,000.00	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. <b>Spend towards operation of air quality monitoring stations in the borough.</b>

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
E/45/155D	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	126,918.75	126,918.75	0.00	0.00	0.00	126,918.75	0.00	Funds received for sports/recreation facilities or upgrading existing facilities for older children/teenagers at Stockley Recreation Ground (Mulberry Parade) Funds not spent by 10 December 2010 are to be repaid. Plans for new play area are being drawn up.
E/46/176B	Northwood	Former True Lovers' Knot Public House, Rickmansworth Road, Northwood 27717/APP/2007/1440	21,195.00	21,195.00	0.00	0.00	0.00	21,195.00	0.00	Funds received towards the costs of providing environmental improvements at "The Gravel Pits" within the vicinity of the Development or other green space within the Borough. No time constraints. Area officer is drawing up a programme of works to be implemented at this site.
E/47/177B	Manor	41-55, Windmill Hill, Ruislip planning ref.48283/APP/2006/2353	38,258.39	38,258.39	0.00	0.00	0.00	38,258.39	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park.
E/48/181A	West Ruislip	Bury Wharf, Bury Street Ruislip. Planning ref. 19033/APP/2007/3269	2,030.70	2,030.70	1,315.31	1,315.31	0.00	715.39	0.00	Funds received for an interpretation sign to be located in the nearby plot of land 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	0.00	0.00	0.00	20,253.00	0.00	Funds received towards the costs of providing local open space facilities at Firthwood Park within the vicinity of the development or other green spaces within the borough of Hillingdon. No time limits. Officers looking at programme of improvements for Frithwood Park.
E/51/186C	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/3476	60,616.20	60,616.20	0.00	0.00	0.00	60,616.20	0.00	Funds received towards open space improvements at Yiewsley Recreation Ground. Funds unspent at 20/04/2015 to be returned.
E/52/190B	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	104,000.00	104,000.00	0.00	0.00	0.00	104,000.00	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.
E/53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	20,913.64	0.00	0.00	0.00	20,913.64	0.00	Funds received towards provision of public open space in the locality of the site. Officers looking at a programme of improvements to Rockingham Recreation Ground. No time limits.
E/54/194D	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	44,509.05	44,509.05	0.00	0.00	0.00	44,509.05	0.00	Funds received towards the provision of open space facilities within the Borough of Hillingdon. No time limits. <b>Funds allocated to Hillingdon Court Park (reconstruction of the bowling green). Cabinet Member decision 20/7/09.</b>

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
E/55/203	Hayes	Tarmac Site, Pump Lane Hayes. 19377/APP/2007/3089 & 2008/893	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00	Funds received towards an air quality management study in the surrounding land (to be conducted <u>only</u> after the planning premission has been implemented).
E/56/200C	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,652.00	0.00	0.00	0.00	0.00	5,652.00	5,652.00	Funds received towards improvements to nearby open space facilities. No time limits for spend.
		<b>ENVIRONMENT SUB - TOTAL</b>	<b>3,228,379.01</b>	<b>3,192,727.01</b>	<b>2,207,761.05</b>	<b>2,175,470.55</b>	<b>32,290.50</b>	<b>1,020,617.96</b>	<b>42,935.34</b>	
<b>PORTFOLIO: SOCIAL SERVICES, HEALTH AND HOUSING</b>										
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.
H/2/160B	Uxbridge North	9-15 Harefield Rd, Uxbridge 59532/APP/2005/2401	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00	Funds received as a contribution towards the provision of off site Affordable housing in the borough. Funds allocated towards HRA Pipeline sites project currently being implemented. Spend anticipated during this financial year. Not an interest bearing account, time limit on spend 5 years following receipt i.e. 04/12/2011.
H/3/155A *41	West Drayton	Fmr RAF West Drayton, Porters Way, West Drayton 5107/APP/2005/2082	149,836.62	149,836.62	0.00	0.00	0.00	149,836.62	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.
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.
H/5/161C *44	West Drayton	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	51,117.73	51,117.73	0.00	0.00	0.00	51,117.73	0.00	To be applied only towards the provision of new health care facilities within premises to be constructed at the corner of High Street and St Stephens Road, Yiewsley. The PCT is working on a project to re-house 3 GP practices in the Yiewsley High Street area to allow for additional GP services to be provided and capacity expanded. New community nursing services will also be available. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. Unexpended funds after 7 years of receipt (7 March 2014) are to be refunded including interest.
H/6/170C *48	Botwell	11-21, Clayton Rd., Hayes 56840/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 2012 are to be repaid.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
H/7/149D *50	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	180,795.00	159,755.00	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. <b>Further additional funds received (Jun 09) towards the same purpose (£21,040). Unspent funds as at Jun 2016 are to</b>
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 health facilities in the Borough. Funds not spent by 20/04/2015 must be returned.
H/9/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 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).
H/13/194E *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.
<b>HOUSING SUB-TOTAL</b>			<b>882,318.01</b>	<b>861,278.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>882,318.01</b>	<b>0.00</b>	
<b>SECTION 106 SUB - TOTAL</b>			<b>18,295,219.32</b>	<b>17,734,751.31</b>	<b>8,883,379.43</b>	<b>8,736,609.93</b>	<b>146,769.50</b>	<b>9,411,839.89</b>	<b>845,748.60</b>	
<b>GRAND TOTAL ALL SCHEMES</b>			<b>20,319,698.58</b>	<b>19,775,920.31</b>	<b>9,556,634.24</b>	<b>9,405,310.14</b>	<b>151,324.10</b>	<b>10,763,064.34</b>	<b>845,748.60</b>	

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 £3,468,822.44):

\*2: PT/05 £571,797.30 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.

\*8: PPR/09/42 £30,000.00 contribution for the Hayes Opportunity Centre which did not materialise. A deed of variation would be required to enable spend.

\*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 £576,656.68 is to be held as a returnable security deposit for the highways works (to be later refunded).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2009 / 2010 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid August 2009)
			AS AT 30/ 6/09	AS AT 31/ 3/09	AS AT 30/ 6/09	AS AT 31/ 3/09	To 30/ 6/09	AS AT 30/ 6/09	AS AT 30/ 6/09	
*18: PT278/34			£194,910.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.							
*19: PT/41			£20,600.23 currently unspendable of which £15,209.04 relates to an unimplemented permission and £4,776.88 for public transport in Yiewsley.							
*20: PT278/44			£33,739.11 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			£65,884.55 includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TfL costs.							
*24: PT/25			£37,425.09 reasonable period for expenditure without owner's agreement has lapsed							
*28: PT/24			£23,639.34 reasonable period for spend has elapsed. Awaiting outcome of other works before considering whether to attempt negotiation of deed of variation.							
*32: PT278/46			£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).							
*33: PT/18			£75,155.59 currently unspendable because, following investigations by Council engineers, there are not considered to be any appropriate schemes within the terms of the legal agreement.							
*34: PT/57			£0.00 currently unspendable due to uncertainties associated with RAF Northolt development, which may conflict with works to which these funds are to be applied.							
*38:PT/88/140C			£752,351.07 funds have been received to provide a specific bus service through TfL, therefore implementation is not within control of the Council.							
*40:H/1			£8,903.60 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.							
*41:H/3			£149,836.62 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.							
*42:PT278/60/147,			£68.98 held as security for the due and proper execution of the works.							
*43:H/4			£53,495.95 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.							
*44:H/5			£51,117.73 funds have been received to provide Health Care services in the borough therefore are for the Hillingdon PCT to spend.							
*46:PT/88/140F			£73,774.40 there has not been any petitions for parking schemes in the area.							
*47: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:PT278/62/149,			£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).							
*52:PT/278/65			£5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).							
*53:PT/37/40B-C			£187,428.07 for highways improvements awaiting implementation of third phase of planning permission.							
*54:H/8/186D			£15,549.05 funds have been received to provide health care facilities in the borough therefore are for the Hillingdon PCT to spend.							
*55: H/9/184C			£21,675.10 funds have been received to provide health care facilities in the borough therefore are for the Hillingdon PCT to spend.							
*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 as a returnable deposit for the implementation of the travel plan (to be later refunded)							
			£3,468,822.44							

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