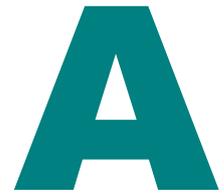




HILLINGDON
LONDON



Corporate Services, Commerce and Communities Policy Overview Committee

Councillors on the Committee

Richard Mills, Chairman
Wayne Bridges, Vice-Chairman
Lindsay Bliss
Nicola Brightman
Farhad Choubedar
Alan Deville
Jazz Dhillon
Scott Farley
Martin Goddard

Date: THURSDAY, 10 OCTOBER
2019

Time: 7.30 PM

Venue: COMMITTEE ROOM 5 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE

**Meeting
Details:** Members of the Public and
Media are welcome to attend.

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Published: Wednesday, 2 October 2019

Contact: Luke Taylor

Tel: 01895 250693

Email: ltaylor3@hillington.gov.uk

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

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Terms of Reference

The Following Terms of Reference are common to all Policy Overview Committees (referred to as “The overview role”):

1. To conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. To monitor the performance of the Council services within their remit (including the management of finances and risk);
3. To comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. To consider the Forward Plan and comment as appropriate to the decision-maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);
5. To review or scrutinise decisions made or actions taken by the Cabinet, a Cabinet Member, a Council Committee or an officer.
6. To make reports and recommendations to the Council, the Leader, the Cabinet, a Policy Overview Committee or any other Council Committee arising from the exercise of the preceding terms of reference.
7. In accordance with the Local Government and Public Involvement in Health Act 2007, to consider ‘Councillor Calls For Action’ (CCfA) submissions.

To perform the policy overview role outlined above in relation to the following matters:

1. Democratic Services
2. Localism
3. Central Services, incl. Human Resources, ICT, Communications & Legal Services
4. Capital programme, property, construction & facilities management
5. Financial Planning & Financial Services
6. Enforcement and anti-fraud activities
7. Procurement
8. Performance Improvement
9. Economic development & town centres and regeneration
10. Local commerce, employment, skills and job creation
11. Local Strategic Partnership and Sustainable Community Strategy;
12. Community engagement, partnerships and the voluntary sector
13. Equalities and Community Cohesion
14. Community Safety
15. Public Safety & Civil Protection
16. Energy use and carbon reduction
17. Health & Safety

Agenda

CHAIRMAN'S ANNOUNCEMENTS

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Minutes

Corporate Services, Commerce and Communities
Policy Overview Committee
Tuesday, 23 July 2019
Meeting held at Committee Room 5 - Civic Centre,
High Street, Uxbridge



Published on:
Come into effect on: Immediately (or call-in date)

Members Present:

Councillors Richard Mills (Chairman)
Wayne Bridges (Vice-Chairman)
Lindsay Bliss
Nicola Brightman
Farhad Choubedar
Alan Deville
Jazz Dhillon
Scott Farley
Martin Goddard

Officers Present:

Nigel Cramb, Partnerships and Business Engagement Manager
James Rodger, Head of Planning, Transportation and Regeneration
Luke Taylor, Democratic Services Officer

Also Present:

Becki Selby, U+I
Richard Upton, U+I

10. APOLOGIES FOR ABSENCE

There were no apologies for absence.

11. DECLARATIONS OF INTEREST

There were no declarations of interest.

12. MINUTES OF THE MEETING HELD ON 18 JUNE 2019

RESOLVED: That the minutes of the meeting held on 18 June 2019 be agreed as a correct record.

13. EXCLUSION OF PRESS AND PUBLIC

It was confirmed that all items were marked Part I and would be considered in public.

14. 2020/21 BUDGET PLANNING REPORT FOR SERVICES WITHIN THE REMIT OF CORPORATE SERVICES, COMMERCE & COMMUNITIES POLICY OVERVIEW COMMITTEE

The Operational Finance Manager and Financial Planning Accountant were in attendance at the meeting to introduce the 2020/21 Budget Planning Report for Services within the remit of the Committee.

The Committee was informed that budget projections remain in line with the February 2019 position, with a budget gap of £28.4m, which is consistent with previous years and similar to what other Local Authorities are facing.

Members asked whether a rising population was leading to a higher demand on any specific services, but were informed that this was not the case.

RESOLVED: That the 2020/2021 Budget Planning Report for Services within the remit of Corporate Services, Commerce and Communities Policy Overview Committee was noted.

15. REVIEW C: LOCAL COMMERCE, EMPLOYMENT, SKILLS & JOB CREATION

Richard Upton and Becki Selby were in attendance at the meeting to represent U+I and give evidence to the Committee.

Mr Upton noted that U+I work across 46 local authorities in England and Northern Ireland, with projects ranging in budgets from £60m to £500k, and their aim is regeneration and transformation through buildings, but the key to success was the local community.

U+I were leading on the regeneration of The Old Vinyl Factory in Hayes, which was a valuable site in the Borough in an area that required regeneration. The Committee heard that U+I aimed to leverage economic growth through partnerships, particularly through mixed-use applications, and The Old Vinyl Factory was an example of this.

Mr Upton stated that there was a lot of value in understanding what a local authority would like in its town or borough, and early engagement with a council was vital to regeneration schemes. U+I had a number of meetings with the Council, local businesses and neighbouring residents to understand the comparative views of this diverse group, and Members heard that this often leads to better schemes that can suit many people.

The Committee noted the Council were keen to draw employment back to the Hayes area, and The Old Vinyl Factory Site, with good railways links and the emerging Crossrail project, offered an opportunity for this. Mr Upton stated that this project looked to stimulate the local economy and aimed to return close to the 4,000 jobs in the area that were lost.

Members were informed that U+I hoped to build 600 homes on The Old Vinyl Factory site, but unless the site became a great place to live and work with an appealing design, developments can easily be left with a number of un-let buildings.

Mr Upton confirmed that inspiration at an old music pressing factory was easy, but the development still required amenity space to attract tenants, and the Shipping Building is now fully let with 1,000 people working on the site.

The development was also home to a successful residential scheme, and although it is a dense site with very mixed uses, this situation has been managed well through relationships. There are currently 1,500 jobs on site, and this may rise to closer to 4,000 once the Powerhouse is completed, while amenities such as a cinema, expected in 2021, will attract people to the area and please residents.

Councillors heard that the Central Research Laboratory (CRL), a co-working space and Hardware Accelerator, was the tenant of the ground floor of the Shipping Building. The CRL worked alongside Brunel University graduates who wished to turn their ideas into a new business. A mentoring programme will be included in a purpose built site, and the output of the CRL has been measured at over 50 times the economic benefit of a standard office over five years, as it cultivates innovation to create jobs.

Mr Upton commented that Hillingdon proved a good opportunity for such a regeneration project, with a good record of growing small businesses and a shared vision for the site, which included unusual architecture. However, while the design was not standard, there was a sense of trust between U+I and the Council, and it often takes a brave design to help the rebirth of an area. The hope was that the project would bring life and growth to the area, and that is what the project would be measured by in 15 years' time.

The Chairman noted that Members were very aware of the site, and it was good to see such passion for a regeneration project. Councillors asked whether the project was futureproof when considering the UK's climate ambitions for 2050, and were informed that it was hard to forecast, but U+I followed the advice from the Council and Greater London Authority, and will continue to do so, although it is nearly always the case that more could be done. Mr Upton noted that the reuse of the building will prevent unnecessary use of embedded carbon.

The Committee questioned whether the jobs on site would pay enough for employees to also be able to live in the residential properties at The Old Vinyl Factory, and were informed that jobs would probably be well paid jobs relative to the local area, but the opportunities to help those residents most in need would come through the projects and training at the site. Mr Upton noted that the residential properties would be a range of rental and for sale properties, including Help to Buy properties, and would also be considered by residents wishing to commute to Central London using Crossrail.

Members noted that there was no shortage of opportunities to regenerate in the UK, and asked whether U+I chose their projects based upon the site available. Mr Upton noted that while sites do influence a decision, in the case of The Old Vinyl Factory, there was a greater need to drive productivity, and as such, the Council's role as an enabler is a big part of this. The Committee heard that the consistency of Members and their vision was very important to U+I, and a strong working relationship was key

to a great project. Mr Upton noted that U+I would look at sites within Hillingdon again for regeneration projects, but not just because of the location of the site.

Mr Upton confirmed that the Council was the only anchor tenant in the Borough, and there is a socioeconomic benefit of using a tenant that has no chance of moving out, which is an excellent way to encourage regeneration projects with businesses.

The Chairman stated that there was a 2022 completion date for the project, and asked whether there would be an impact for those residents already living on site as the building works for the scheme were still ongoing. Ms Selby noted that dialogue was key, and a lot of engagement had taken place with both residents and office tenants, and it was made clear to those already on site that the works would be ongoing for the foreseeable future. Members also heard that the scheme aimed to have full occupancy of commercial and residential properties by mid-2023.

Councillors agreed that the scheme was exciting, but asked how it would create jobs for locals or school children who were from deprived local areas, and were informed that the site was next to the college and a music academy was in place there. Local people would have to walk past an innovation factory on site, and there were a number of outreach programmes from Brunel University and the CRL that would increase college involvement, however, there was still the opportunity to improve in this area. U+I's representatives stated that the project also supports the Chandran Foundation which helps children falling behind at school with homework clubs, and this is very well attended and thought of.

The Council's Partnerships and Business Engagement Manager noted that it trying to engage companies that would build projects in the Borough, as well as providing training and local employment. Members heard that the CRL helps to put Hayes on the map, but also creates real jobs, while the CRL helps expansion from six to 48 small businesses, and this expansion must be housed locally. The foundations were, therefore, being laid to ensure that the project was a success.

The Committee asked whether the project would provide support for older people, particularly women born in the 1950s, and Mr Upton noted that this is something that U+I would take away and look into. There was an intention to encourage those less advantaged residents, and if there was an opportunity to add any benefit for them, then this would be considered.

The Head of Planning, Transportation and Regeneration confirmed that the benefit from the project was huge, with thousands of jobs provided – more than ever envisioned – and this was a huge difference in comparison with other mixed use sites in the Borough.

Responding to questioning from the Committee, the Partnerships and Business Engagement Manager confirmed that the proximity to Heathrow was a driver for developers and businesses to move to Hillingdon, as many like to situate their headquarters nearby. Councillors heard that there were a lot of managerial jobs, support services, and a growing logistics sector that was big in the Borough.

Members heard that encouraging small businesses to move to Hillingdon was a big challenge facing the Council, as available sites were so valuable for residential developers, and this has led to a ripple effect throughout the area, including in Ealing and Hounslow. Mr Upton noted that building small units next to bigger sites can help to create a community.

The Committee thanked the witnesses for their evidence, and confirmed that they would now move the review to its next stage. It was confirmed that a site visit to the CRL would take place in September.

RESOLVED: That the Committee noted the evidence heard at the witness session.

16. FORWARD PLAN

Members noted that the Committee's review into Community Safety and New Policing Structures in Hillingdon would be presented to Cabinet at the meeting on 25 July 2019.

RESOLVED: That the forward plan be noted.

17. WORK PROGRAMME 2018/2020

Members noted that the site visit to the CRL, as part of the review into Local Commerce, Employment, Skills and Job Creation, would take place in September. As such, all items scheduled for September would be moved to the October meeting, with further reports moved forward one meeting.

RESOLVED: That the Work Programme be noted, subject to the changes agreed.

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REVIEW C: LOCAL COMMERCE, EMPLOYMENT, SKILLS & JOB CREATION

Committee name	Corporate Services, Commerce & Communities Policy Overview Committee
Officer reporting	Nigel Cramb, Partnerships & Business Engagement Manager
Papers with report	None

HEADLINES

This report provides the Committee with information on September's site visit, and background information on the witness session that will take place at the meeting.

The witnesses that will be attending this meeting are Dr Darrell DeSouza, CEO & Group Principal at HCUC, and Mr Neil Impiazzi, Partnership Development Director at SEGRO.

RECOMMENDATION

That the Committee note the evidence heard at the witness session.

SUPPORTING INFORMATION

Visit to the Central Research Laboratory, Old Vinyl Factory Site

The Committee visited the Central Research Laboratory on 19 September 2019, replacing the review's 'Skills and Future' witness session, which was rescheduled for this meeting.

The visit to the Central Research Laboratory (CRL), currently located in the Shipping Building on the Old Vinyl Factory site in Hayes, afforded the Committee the opportunity to meet with and see some of the businesses currently operating from this venue. It also afforded the Committee members the opportunity to hear about, and experience, some of the hardware prototypes that are being designed and trialled at the CRL.

The Committee heard from CRL directors about how the Hayes CRL operation was the inspiration for a number of similar facilities being developed across the country under the brand name Plus X.

The CRL directors took the Committee through their plans to expand the capacity and facilities of the CRL. This would be achieved by moving to the refurbished and expanded Powerhouse Building on the Old Vinyl Factory site. The new facility would provide 350 work stations, exhibition and conference space, a café, and enhanced research and development facilities. Work on the site has recently started and the new facility will be operational in 2021.

Uxbridge College

Dr Darrell DeSouza has recently taken up the post of Group Principal at HCUC at an exciting time for the organisation.

The college, in partnership with Brunel University, and with support from commercial partners, Fujitsu and Heathrow Airport, have secured Institute of Technology (IOT) status. HCUC are just one of three colleges in London, and the only college in the central and west London areas, to have secured IOT status.

From 2021, the college will be delivering higher technical education (at Levels 4 and 5), with a focus on STEM (science, technology, engineering and mathematics) subjects, such as:

- Engineering;
- Digital Production; and,
- Construction

The intention is that IOTs will focus on the specific technical skills required in their local area, and provide employers with a skilled workforce, and students with a clear route to technical employment.

From September 2020, the college will also be leading on delivering the new T-level qualifications. T-Levels are a qualification designed for 16-19 year olds, with a mixture of classroom learning and work placement.

T-Levels are a two-year qualification, developed in collaboration with employers and businesses, so that the content meets the needs of industry and prepares students for work.

As with IOT status, HCUC is trialling the new introduction of the T-Level qualification. One of only four institutions in London chosen to deliver T-Level courses, HCUC will be introducing the following subject areas:

- Digital Production, Design and Development; and,
- Education and Childcare.

SEGRO

The second witness is Mr Neil Impiazza, the Partnership Development Director for SEGRO.

SEGRO are one of the UK's largest logistic and employment site providers. Like Uxbridge College, SEGRO have been a long-term partner, and have worked effectively with the Council on a number of key projects in Hillingdon, including the delivery of Bosch's national training centre and adjacent Premier Inn on the Uxbridge employment park, and the Ocado delivery centre in Stockley Park.

Most recently, SEGRO have worked with Barratt London to secure planning permission for the major mixed-use development on the former Nestle factory site in Hayes.

The logistics / last mile delivery sector has become an increasingly important component of Hillingdon's economy, in terms of both land use and employment, and it is clear from recent acquisitions, such as the Prologis purchase of sites at Stockley Park, that the logistics sector's appetite for land in Hillingdon shows little sign of abating.

It is also very clear that both HCUC and SEGRO will continue to have considerable influence on the future shape of Hillingdon's local economy.

Terms of Reference

The following Terms of Reference were agreed for the review:

- 1. To consider the current local economic environment, and better understand the implications of new developments and initiatives in Hillingdon;*
- 2. To examine where Hillingdon Council is currently performing within the regional economic picture and identify any gaps or weaknesses or areas for improvement;*
- 3. To consider the future of the Council's economy and its local residents, with a focus on education, skills and youth employment to understand their impact on the Borough's economy and identify any gaps or weaknesses;*
- 4. To explore the work that is being taken alongside partners, the Chamber of Commerce, and local businesses, to ensure the local economy remains strong and identify areas for action or improvement; and,*
- 5. Subject to the Committee's findings, to make any conclusions and/or recommendations to the Cabinet to strengthen the local economy, that are cost-effective and through existing partnership arrangements.*

Implications on related Council policies

A role of the Policy Overview Committees is to monitor the performance of Council services and make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

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SAFETY AT SPORTS GROUNDS

Committee name	Corporate Services, Commerce and Communities Policy Overview Committee
Officer reporting	Ross Forsyth, Licensing Service
Papers with report	Appendix A – Standard Procedures Currently in Place Appendix B – Information on Each Sports Ground
Ward	All

HEADLINES

This report provides the Committee with information on the action taken by officers under the Safety at Sports Ground Act 1975, and the Fire and Safety at Places of Sport Act 1987. Following consideration by the Committee, this report will be sent to the Cabinet Member for Community, Commerce and Regeneration for approval.

RECOMMENDATIONS:

That the Corporate Services, Commerce and Communities Policy Overview Committee:

- 1. Consider and note the report regarding Safety at Sports Grounds;**
- 2. Provide any comments on the report with regard to inspection levels, which will be included in the report which is presented to the Cabinet Member for Community, Commerce and Regeneration; and,**
- 3. Subject to any comments received, recommend to the Cabinet Member for Community, Commerce and Regeneration that the same level of inspection is maintained during 2019/20 and 2020/21 for all sports grounds.**

SUPPORTING INFORMATION

1. The Council is the enforcing authority under the Safety of Sports Grounds Act 1975 and the Fire and Safety at Places of Sport Act 1987.
2. Whilst Hillingdon does not have any major Sports Stadia within its boundaries, the Borough does have a number of smaller league sports grounds and facilities which are covered by the above legislation. Nationally, Local Authorities are expected to secure the provision of a reasonable standard of safety on a voluntary basis for smaller, non-designated sports grounds.
3. In order to achieve this, the Hillingdon Safety Advisory Group (SAG) has agreed that all sports grounds are inspected once per year and that a written schedule of recommended remedial actions is provided to the management committee of the ground after each inspection.

4. The Hillingdon Safety Advisory Group were consulted on the new stand constructions, and now the Licensing Service currently review the Regulated Stand Safety Certificates on an annual basis in consultation with the SAG. Additional inspections are also carried out during the year.
5. Maintaining the level of inspections at two per year for sports grounds with regulated stands, i.e. Gaelic Athletic Association and Hayes & Yeading FC, would benefit both the club and the Licensing Service.
6. The Clubs would benefit from regular oversight by Officers, particularly as both stadiums in Hillingdon are newly constructed, and responsible persons will have advice and guidance in terms of compliance with regulated stand certificates and best practice for public safety.
7. Regular inspections throughout the year will enable Officers to have regular contact with clubs, thus ensuring a better standard of public safety compliance and sharing of information regarding technical specifications and standards relating to sports grounds.

BACKGROUND INFORMATION

8. Following Lord Justice Taylor's recommendations after the Bradford City fire and the Hillsborough Stadium disaster, local authorities were advised to review their arrangements for discharging their responsibilities under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act 1987. In addition, local authorities were advised to ensure that a structure of accountability was in place, whereby the enforcing department / personnel were regularly and effectively supervised by Senior Officers, who would then report directly to elected Members on the action instigated. The object is to ensure that Senior Officers and elected Members are fully aware of the action being instigated on their behalf in discharging the Authority's duties. This is carried out through the Cabinet and Corporate Services, Commerce and Communities Policy Overview Committee's reporting procedures.
9. The principal framework outlining safety of spectators at sporting events are:
 - Safety of Sports Grounds Act 1975
 - The Fire Safety and Safety of Places of Sport Act 1987
 - The Guide to Safety at Sports Grounds (6th edition, Sports Ground Safety Authority)
1. The Fire Safety and Safety of Places of Sport Act 1987 makes provision for the safety of spectator stands at sports grounds. It requires the local authority to issue a 'Safety Certificate' in respect of covered spectator stands which accommodate 500 or more people. There are currently two Spectator Stands which fall into this category within the Borough.
2. The completed new stand at the Gaelic Athletic Association has the capacity to hold 1,892 seated spectators. The safety certificate for this stand was first issued in May 2019 and is currently being reviewed.
3. Hayes & Yeading FC, completed the works at the ground two seasons ago and a safety certificate has been in place since 2017.

4. The Safety of Sports Grounds Act 1975 makes provision for safety at sports stadia and other sports grounds. It governs the issue of safety certificates in respect of “designated sports grounds”. It is for the Secretary of State to set the criteria for designation and in the case of football grounds the trigger spectator capacity for designation is 5,000. For other sports stadia, it is 10,000. The Act also empowers a local authority to issue a Prohibition Notice in respect of all, or part of, any sports ground, irrespective as to whether or not it is a “designated” ground, where it feels that spectators cannot be accommodated safely. The legislation also requires the local authority to consult with the police and fire authorities in respect of safety at sports grounds within their boundaries. It also places a duty on the Council to conduct periodic inspections of any “designated” sports ground and at any sports ground at which there is a regulated spectator stand which is subject to a Safety Certificate.
14. None of the sports grounds listed in Appendix A are ‘designated’ and are, therefore, not subject to a safety certificate. However, if the Council, or a member of the Safety Advisory Group, were of the opinion that the unrestricted admission of spectators to a ground for a particular game or event could present a significant safety risk, then the Council would have a duty to use its powers under Section 10 of the Safety of Sports Grounds Act 1975 to serve a ‘Prohibition Notice’. The Prohibition Notice would stipulate the number of people that the Council has determined that could be safely accommodated within the sports ground. Non-compliance will be dealt with under the provisions of the Sports Grounds legislation and in accordance with current Council enforcement policies.
15. The Guide to Safety at Sports Grounds advises the managers / owners of sports grounds to consult with the Local Authority, the Fire Brigade, the Ambulance Service and the Metropolitan Police, in regard to safety issues. In order to ensure good liaison between all the responsible authorities, the Council delegates Licensing Services to organise the Safety Advisory Group inspections and to co-ordinate the input, observations and advice from each authority. This advice is then sent to the management committee of the ground in the form of a schedule of recommendations. The Licensing Services Officer appointed for this purpose acts on behalf of the Council as the Chairperson of the Safety Advisory Group.
16. Whenever Licensing Services, or any member of the Safety Advisory Group, becomes aware of a particular game or event that may attract large numbers of spectators, the Licensing Services Manager or appointed officer contacts the club’s officials to request that they submit their risk assessments, emergency contingency plans etc. for consideration and approval prior to the proposed event. The Licensing Services Team will consult with the Safety Advisory Group, to discuss the club’s proposed safety plans/arrangements. The Club’s management team are then advised of any additional safety precautions that they require the club to implement to ensure the safety of the spectators. In addition, the Safety Advisory Group will set a maximum capacity of spectators who may be admitted into the stadium / ground.
17. Should the club not adhere to the requirements and advice set out by the Safety Advisory Group, and there were serious concerns about spectator safety, the Licensing Services Manager, in conjunction with the Head of Service Residents Services, can issue a ‘Prohibition Notice’ on behalf of the Council under delegated powers.
18. The procedures and inspections, detailed in this report as set out in Appendix A, are considered as reasonable and correct in discharging the Council’s responsibilities under the legislation.

19. The Cabinet Member with the Portfolio for Community, Commerce and Regeneration will be recommended to maintain the inspections, in respect of the two sports grounds with regulated stands, and to maintain inspection levels for the remaining grounds for the years 2019/2020 and 2020/2021. Alternatively, the inspection levels can be maintained, increased or decreased.
20. When required (as set out in Appendix A, item 6) the following authorities are consulted:
 - The Metropolitan Police Service
 - The London Fire and Emergency Planning Authority
 - The London Ambulance Service

Financial Implications

The recommendation to maintain the level of inspections of sports grounds at two per year with regulated safety stands, (of which there are two in the Borough), and one inspection for other sports grounds, will incur no additional cost to the Council and can be contained within existing resources.

A fee to recover the full cost of the preparation and issuance of a Regulated Safety Stand Certificate was introduced in April 2019, at a rate of £1,058 per certificate.

Legal Implications

Under Article 6 of the Council's Constitution, Members have delegated decision making power to discharge duties under s.21 Local Government Act 2000. Members are to periodically consider and comment on Officers reports on action taken on inspection levels of safety at sports grounds. The Safety Advisory Group (SAG) is not a legal entity and cannot take any decisions on behalf of the local authority.

The Safety at Sports Grounds Act 1975 (as amended) and the Fire Safety and Safety of Places of Sport Act 1987 compels certain duties on the local authority, for the public benefit.

There is a legal requirement under the following acts:

Section 10B Safety of Sports Grounds Act 1975

- (1) *It shall be the duty of every local authority to enforce within their area the provisions of this Act and of regulations made under it and for that purpose to arrange for the periodical inspection of designated sports grounds ...;*
- (2) *In performing the duty imposed by subsection (1) above so far as it requires designated sports grounds in their areas to be inspected, local authorities shall act in accordance with such guidance as the Secretary of State may give them.*
- (3) *For the purposes of subsection (1) above, "periodical" means at least once in every twelve months.*

Section 34 Fire Safety and Safety of Places of Sport Act 1987:

- (1) *It shall be the duty of every local authority to enforce within their area the provisions of this Part and for that purpose to arrange for the periodical inspection of sports grounds at which there are regulated stands, but nothing in this subsection shall be taken to authorise a local authority in Scotland to institute proceedings for an offence;*
- (2) *In performing the duty imposed by subsection (1) above so far as it requires sports grounds in their areas to be inspected, local authorities shall act in accordance with such guidance as the Secretary of State may give them.*

The above legislation is the statutory responsibility on Local Authorities for enforcement, being this Council, to make arrangements for the periodical inspection sports grounds.

When considering proposals placed before Members, it is important that they are fully aware of and have themselves rigorously considered the Equality implications under Equality Act 2010, of the decision that they are making.

There are no specific equalities implications raised by this report. Safe access and movement within venues, particularly in the event of an emergency for all users is considered as part of the safety team's inspections. The Safety of Spectator inspections take into consideration the safety of all spectators, particularly those with disabilities, the elderly, families and children.

BACKGROUND PAPERS

Safety of Sports Grounds Act 1975
Interim Report on Hillsborough Stadium Disaster
Final Report on Hillsborough Stadium Disaster
The Fire Safety and Safety of Places of Sport Act 1987
The Safety of Places of Sport Regulations 1988 (SI 1988/1807)
Home Office Circular 11/1990
The Guide to Safety at Sports Grounds (6thSports Ground Safety Authority)

APPENDIX A

STANDARD PROCEDURES CURRENTLY IN PLACE

1. The Safety of Sports Grounds Act 1975 defines Sports Grounds as: *'A place where sports or other competitive activities take place in the open air and where accommodation has been provided for spectators, consisting of artificial structures or of natural structures artificially modified for the purpose'*.
2. The following enclosed sports grounds meet the above definition, and are currently inspected once a year with recommendations made to the management of each club on measures that they should implement to improve safety. Additional inspections may be carried out where large events are planned at a ground. Brief details of each club are set out in Appendix B:
 - AFC Hayes Football Club
 - Harefield Football Club
 - Hillingdon Athletics Stadium
 - Hillingdon Borough Football Club
 - Northwood Football Club
 - Uxbridge Football Club
 - Wealdstone Football Club
3. The Hayes & Yeading United FC site at Beaconsfield Road, Hayes, completed the development in 2017, and was issued a safety certificate that year. Officers are currently in the process of the annual review of this safety certificate.
4. The development at the Gaelic Athletic Association ground, which includes the erection of a stand for approx 1,900 spectators, has been completed. The Licensing Services Department issued the first Safety Certificate for the regulated stand in May this year.
5. As both of these stands provide accommodation for more than 500 spectators and are covered, they are subject to the legal certification procedure under The Fire and Safety at Places of Sport Act 1987.
6. If a larger than average number of spectators is likely to be attracted to a special game / event, the Licensing Services Team will contact the Safety Advisory Group to seek their views and requirements. These requirements are then issued to the club management committee. If necessary, enforcement action can be instigated to ensure the safety of any spectators who may be attracted to that particular game/event.
7. When deemed necessary, an officer from Licensing Services may attend the special game / event to ensure that the Safety Advisory Group's requirements / recommendations are being implemented.

8. Inspections are carried out in accordance with the 'Guide to Safety at Sports Grounds' and the assessments made include the following areas:
- Terracing & Seating stands
 - Pitch perimeter fencing/barriers
 - Emergency procedures
 - Stewarding arrangements
 - Means of escape

Reporting Procedures

9. The Council's Licensing Service Manager is responsible for ensuring the matters detailed above are implemented, and reports to the Head of Service Residents Services.
10. The report is submitted to the Corporate Services, Commerce and Communities Policy Overview Committee for consideration and approval.
11. Following scrutiny by the Corporate Services, Commerce and Communities Policy Overview Committee, the report is passed to the Cabinet Member for Community, Commerce and Regeneration for formal approval.

INFORMATION ON EACH SPORTS GROUND

Guidance with regard to the safety of spectators at sports grounds is detailed in the publication **Guide to Safety at Sports Grounds**. This publication contains very detailed specific safety requirements. The following is a brief description of each ground. If required, full detailed information on each ground can be obtained from Licensing Services.

AFC Hayes Football Club, Kingshill Avenue, Hayes

This ground is not suitable for large numbers of spectators as it does not have:

- A public address system with a secondary source of power;
- A suitable alternative means of escape route; or,
- Crush barriers.

This club typically attracts crowds of 20-40 spectators.

Harefield United Football Club, Breakspear Road, Harefield

This ground could accommodate approximately 1,000 spectators. However, additional safety measures should be implemented in the event of a game that would attract that number of people.

- The installed emergency lighting system is limited and does not cover all the public areas;
- A public address system with a secondary source of power;
- Crush barriers have not been installed.

The average number of spectators for a home game does not currently exceed 100.

Hillingdon Athletics Stadium, Gattling Way, Uxbridge

This ground has spectator seating in the main stand for approx 250. Spectators may also stand on the grass areas around the perimeter of the running track.

The stadium has the benefit of a designated alternative means of escape route, for spectators and participants, should the main / exit route not be available (e.g. an incident taking place immediately in front of the main entrance to the stadium).

Discussions are ongoing with the Sport & Leisure Team and the stadium management company, Fusion Lifestyle, with regard to the suggested alterations and improvements which should be made to the premises. A number of improvements have been made over the last two years, including record keeping, daily safety routine, the installation of two evacuation sledges and improvements to the booking system in order to obtain detailed event information from the clients.

Hillingdon Borough Football Club

Although the ground is still in some disrepair pending further investment, the club have started to make some improvements. Currently, the ground is unsuitable for large numbers of spectators

and parts of the ground are unusable for spectators. These unsuitable areas have been 'barriered' off. The club have produced risk assessments and operations manual.

Exit A and Exit B are located immediately adjacent to the main social club-house building meaning that any incident located in the club house, would render these exits unusable.

Exit C is remote from the social club-house, however, the alternative means of escape pathway is routed up to, and adjacent to, the club-house.

Additionally, the ground does not have:

- A secondary source of power for the installed public address system; or,
- Crush barriers.

The spectator capacity is still restricted to 100 due to the state of the ground.

The average number of spectators for a home game does not exceed 50.

The Councils Food Health & Safety team previously visited this ground due to concerns around health and safety, under the Health & Safety at Work 1974.

Northwood Football Club

This ground is not suitable for large numbers of spectators, in that it does not have:

- An emergency lighting system;
- A public address system with a secondary source of power;
- The main entrance/exit to the ground and the alternative means of escape from the grounds are not clearly identified; or,
- Crush barriers.

The average number of spectators for a home game does not exceed 100.

The Councils Food Health & Safety Team have previously visited this ground due to concerns in relation to health and safety, under the Health & Safety at Work 1974.

Previous inspections have highlighted that the ground suffers quite badly from vandalism. The club have since improved the hard-standing area in one section of the ground, although the rest of the ground is in a poor state of repair.

The club had previously never entered into a lease agreement with the London Borough of Hillingdon. This is currently being reviewed by our Estates and Tenancy department and also the Green Spaces Team.

Wealdstone Football Club

Generally, this ground is in good order and the emergency and match day procedures implemented by the club are good.

Overall, this ground could not permanently accommodate large numbers of spectators as it does

not have crush barriers.

A number of large games are played at this ground each year. When this occurs, and in accordance with the agreed procedure between the club and Licensing Services, the Licensing Service Manager is notified and (if time permits) a meeting of the SAG will be convened to obtain their requirements/recommendations. At this meeting, a spectator capacity is set, usually around 2,500.

For normal league games, attendance is usually between 300-700 spectators.

The club have constructed a new all-seated stand which can accommodate approximately 350 spectators. This will not qualify for a 'Regulated Stand Certificate' due to being less than 500. The stand is constructed to a high standard as are the improved emergency evacuation routes around the stand.

Uxbridge Football Club

This ground is not suitable for large numbers of spectators as it does not have:

- A comprehensive emergency lighting system;
- The public address system does not have a secondary source of supply; or,
- Crush barriers.

The average number of spectators for a home game does not currently exceed 50.

Notes

The safe accommodation of spectators depends on all the factors set out in the **Guide to Safety at Sports Grounds** document. Particular consideration must be given to each individual ground's infrastructure, such as the pitch perimeter fence, the structural stability of walls and fences, the position and size of exits, and the experience, competency and training of the management team and stewards.

All the above clubs are advised to consult with the Licensing Service Manager / Safety Advisory Group before they stage any match that will attract more than the normal match day numbers. Fixtures are regularly monitored by Officers.

A copy of the Guide to Safety at Sports Grounds is available from the Sports Ground Safety Authority.

ANNUAL COMPLAINT REPORT FOR CORPORATE SERVICES FOR 1 APRIL 2018 TO 31 MARCH 2019

Committee name	Corporate Services, Commerce & Communities Policy Overview Committee
Officer reporting	Ian Anderson - Business Manager, Complaints and Enquiries
Papers with report	Appendix A - Annual Complaint Report
Ward	All

HEADLINES

This report provides information and analysis of complaints and Members' Enquiries received between 1 April 2018 and 31 March 2019 for Corporate Services, Commerce and Communities Policy Overview Committee.

RECOMMENDATIONS:

That the Corporate Services, Commerce and Communities Policy Overview Committee:

- 1. Note the contents of the annual complaint report; and,**
- 2. Discuss any concerns with the relevant Cabinet member.**

SUPPORTING INFORMATION

The Annual Complaint Report can be found detailed in Appendix A to this item.

Implications on related Council policies

None.

How this report benefits Hillingdon residents

This report provides assurances that complaints and Members' Enquiries are being processed in accordance with our published policies.

Financial Implications

There are no direct financial implications associated with this report.

BACKGROUND PAPERS

NIL.

BACKGROUND INFORMATION

1. The Council's Vision

The Council's vision is about 'putting our residents first'. Feedback in the form of complaints and compliments is seen as a very important source of information from residents about the quality of services and care provided by the Council. In cases where something has gone wrong, we are committed to putting it right and ensuring that it does not happen again.

2. What is a Complaint?

In general terms, a complaint can be considered as:

"an expression of dissatisfaction by telephone, personal visit or in writing, about the standard of service, actions or lack of action by the Council or its staff affecting an individual or group of customers."

3. How can people complain?

Complaints can be made in person, by telephone, in writing, via our website or email, either directly to the service area, Contact Centre or to the Complaints and Enquiries Team.

4. Remedies for redress

The purpose of redress is to remedy the injustice or hardship suffered and, where possible, to return a complainant to the position they would have been before the situation went wrong. Types of redress include:

- an apology;
- providing the service that should have been received at first;
- taking action or making a decision that the Council should have done before;
- reconsidering an incorrect decision;
- improving procedures so that similar problems do not happen again; and,
- if after an investigation by council staff or the Ombudsman, it is concluded that as a result of maladministration there is no practical action that would provide a full and appropriate remedy or if the complainant has sustained loss or suffering, financial compensation may be the most appropriate approach.

5. Mediation

For some complaints it will not be appropriate, or possible, to resolve a complaint through the complaint process - particularly where there has been a breakdown in the relationship between the service provider and the service user or where emotions are running high. In such situations, the Business Manager, Complaints and Enquiries will consider whether mediation is an option that should be considered. If both parties are agreeable, mediation by an independent mediator allows both parties to come together to see if they can reach a solution through dialogue.

COMPLAINT REPORT FOR CORPORATE SERVICES FOR 1 APRIL 2018 TO 31 MARCH 2019

The Complaint Procedure

For those complaints where this local authority has a statutory duty to investigate, the Council will deal with these complaints under the corporate complaints procedure as follows:

- The Informal Complaint (service request)
- Stage 1 – response from the relevant Director or a Head of Service.
- Stage 2 – response from the Deputy Chief Executive and Corporate Director of Residents Services or Corporate Director of Finance.
- Stage 3 – response from the Chief Executive of the Council
- Local Government and Social Care Ombudsman.

1. Total number of complaints/compliments recorded for 1 April 2018 to 31 March 2019

Directorate	Informal complaints	Stage 1 complaints	Stage 2 Complaints	Stage 3 complaints	Ombudsman Investigations	Compliments
Administration and Finance	108	235	27	0	12	2
Adult Social Care	76	40	N/A	N/A	9	68
Children and Young People's Services	91	55	2	0	5	52
Residents Services	2,481	507	44	0	59	112
Total for 2018/19	2,756	837	73	0	85	234
Comparison with 1 April 2017 to 31 March 2018	3,077	860	56	1	75	54

- Officers focus remains on addressing concerns raised informally and the figures above reflect this. We will continue to take this approach wherever possible.
- 3% (23) fewer Stage 1 complaints were registered when comparing the figure of 837 for 2018/19 with the figure of 860 for 2017/18.
- Of the 837 Stage 1 complaints registered, Residents Services accounted for 61% (507), Administration and Finance 28% (235), Adult Social Care 5% (40) and Children Services 7% (55).
- Of the 837 Stage 1 complaints, 9% (73) escalated to Stage 2. This suggests that 91% of formal complaints are being resolved at Stage 1.
- It is taking the Housing Ombudsman (HO) roughly nine months and the Local Government and Social Care Ombudsman (LGO) between three and six months to conclude their investigations. For 2018/19, 85 enquiries were concluded by the HO and LGO, which is roughly 10% of all Stage 1 complaints responded to during this period. There has been a small increase in the number of complaints considered by the Ombudsman from 75 for

2017/18 to 85 in 2018/19, but this is not significant, as 51 out of the 85 complaints were not investigated by the Ombudsman.

- During this period, 234 compliments were also recorded, which is a significant rise when compared with the 2017/18 figure of 54. This is as a result of articles in All Staff E-mail and Managers' Roundup.
- Officers continue to apply the revised Corporate complaints procedure (to escalate a complaint direct from Stages 1 and/or 2 to the Ombudsman where it is felt that the decision cannot be overturned through the complaint process). That is why volumes of Stage 2 and 3 complaints remain low.

2. Complaint outcomes - 1 April 2018 to 31 March 2019

The table below provides the outcome of all complaint investigations and at all stages of the complaint process.

Directorate		Upheld	Partially upheld	Not upheld	Withdrawn /discontinued	Did not investigate	Total
Administration & Finance	Stage 1	19	24	191	1	0	235
	Stage 2	0	1	26	0	0	27
	Ombudsman	1	0	0	0	11	12
Adult Social Care	Stage 1	5	7	25	3	0	40
	Ombudsman	1	1	6	0	1	9
Children & Young People's Services	Stage 1	5	18	28	4	0	55
	Stage 2	0	2	0	0	0	2
	Ombudsman	0	1	0	0	4	5
Residents Services	Stage 1	81	72	337	16	1	507
	Stage 2	3	7	34	0	0	44
	Stage 3	0	0	0	0	0	0
	Ombudsman	8	4	13	0	34	59
Total for 2018/19		123	137	660	24	51	995
2017/2018		130	134	575	21	N/A	860

- The volume of upheld (123) and partially upheld (137) complaints is low at 12% and 14% respectively when compared against the complaints not upheld figure of 660 (66%)
- Of the 85 complaints investigated by the Ombudsman, ten were upheld, six partially upheld, 19 not upheld and 51 not investigated.
- Please note that in one investigation (LGO 17016682), a public report was issued by the LGO because they felt that the Council had not, for example, made reasonable adjustments to meet the complainants' needs. The Council accepted the findings and recommendations of the Ombudsman and have already taken a number of steps to address the concerns identified, including the need for all frontline staff to attend equality refresher training.

3. Time taken to respond to complaints

Timeliness of response			
Directorate		Total number of complaints	Number and % responded to within target
Administration & Finance	Stage 1	235	231 (98%)
	Stage 2	27	26 (96%)
Adult Social Care	Stage 1	40	33 (83%)
Children & Young People's Services	Stage 1	55	42 (76%)
Residents Services	Stage 1	507	429 (85%)
	Stage 2	44	33 (75%)

- **Administration and Finance.** 231 (98%) out of 235 Stage 1 complaints were responded to within ten working days and 96% of Stage 2 complaints were responded to within ten working days. This directorate is set up slightly differently to other directorates in that they have an Appeals and Complaints Team whose remit is to deal with complaints and Members' Enquiries.
- **Adult Social Care.** 33 (83%) out of 40 Stage 1 complaints were dealt with within our internal ten working day target. 39 (98%) out of 40 Stage 1 complaints were responded to within our published target of 20 working days.
- **Children Services.** 42 (76%) out of 55 Stage 1 complaints were responded to within ten working days. An area for improvement.
- **Residents Services.** 429 (85%) out of 507 Stage 1 complaints were responded to within ten working days.

4. Residents Services

In view of the range of corporate services provided by Residents Services, a breakdown is provided below of the complaints received for each service area.

Residents Services	Stage 1	Stage 2	Stage 3	Ombudsman	Compliments
ASBET	41	8	0	4	0
Education	32	0	0	0	1
Green Spaces includes Libraries	26	1	0	7	15
Highways	46	2	0	4	3
Housing	157	26	0	16	67
Planning and Building Control	105	0	0	18	2
Technical and Admin Support (Parking, Cemeteries)	43	4	0	5	7
Transport and Projects	10	1	0	4	0
Waste	47	2	0	1	17
Total	507	44	0	59	112

- Housing accounts for 31% (157) of all Stage 1 complaints registered for Residents Services with Planning, Highways and Waste services next highest at 21% (105), 9% (47) and 9% (46) respectively.
- Of the 32 Stage 1 Education Service complaints, 29 related to complaints to Ofsted who then asked the Council to investigate. The remaining three complaints related to parents

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dissatisfaction with the handling or decision not to admit their child to a particular school by the School Placement and Admission Team.

- The number of compliments recorded has risen from 54 for 2017/18 to 112 for 2018/19. This is largely due to the number of compliments for the Repairs Team (67) which accounted for 60% of all compliments received for Residents Services

5. Comparative benchmarking data on how Hillingdon compares against other neighbouring Local Authorities 1 April 2018 to 31 March 2019.

a. Children and Young People's Service

Local Authority	Total number of Stage 1 complaints	Total number of Stage 2 complaints	Total number of Stage 3 complaints	Total Number of Ombudsman investigations
Barnet	38	1	0	4
Brent	79	12	0	1
Ealing	90	2	0	4
Buckinghamshire	44	11	3	3
Hillingdon	55	2	0	5
Islington	80	4	0	1

b. Adult Social Care

Local Authority	Total number of Stage 1 complaints	Total Number of Ombudsman investigations
Barnet	95	4
Brent	97	9
Ealing	109	5
Buckinghamshire	156	10
Hillingdon	40	9
Westminster	106	5

In comparison with the Local Authorities near to Hillingdon, the volume of formal complaints for the above two areas is low. This is mainly due to the effort made by staff to bring about early resolution of a complaint at the informal stage and Stage 1 of the complaint procedures.

Comparative figures for Corporate complaints is not available as these are not published or shared amongst Local Authorities.

6. Members' Enquiries

Period	Residents Services	Social Care	Admin and Finance	Total
2017/18	8,110	205	187	8,502
2018/19	11,308	186	181	11,675

- 37% (3,173) more (overall) enquiries from Elected Members when comparing the figure for 2017/18 of 8,502 with the figure for 2018/19 of 11,675.

- Residents Services accounts for 97% of all enquiries from Elected Members. Waste Services (5,813), Planning and Building Control (1,891), Housing (1,240) and Green Spaces (1,050) receive the most number of enquiries from Elected Members.
- Adult Social Care and Children and Young People's Service received 117 and 69 enquiries from Elected Members, respectively. Whilst the number of enquiries is significantly lower than those received in Residents Services they tend to be more complex enquiries.
- The number of enquiries for Administration and Finance remains broadly similar for 2017/18 (187) and 2018/19 (181).

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FORWARD PLAN

Committee name	Corporate Services, Commerce & Communities Policy Overview Committee
Officer reporting	Luke Taylor, Democratic Services
Papers with report	Appendix A – Forward Plan

HEADLINES

The Committee is required by its Terms of Reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by the Cabinet or by the Cabinet Member).

RECOMMENDATION

That the Committee note the Forward Plan, and comment on any items coming before Cabinet if they see fit.

SUPPORTING INFORMATION

The Forward Plan is updated on the 15th of each month. An edited version to include only items relevant to this Committee's remit is attached as Appendix A.

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Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month			Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance						
Cabinet meeting - 24 October 2019									
049	Procurement of Energy Supplies: 2020 - 2024	To seek Cabinet approval to use the Pan London Energy Project (LEP) / Laser framework to procure the Council's electricity and gas and subsequently enter into call off contracts for the supply period commencing April 2020 until March 2024 or framework end date. This approach enables the supply of green electricity from 100% renewable sources.	All		Cllr Jonathan Bianco	RS - Richard Coomber		NEW	Private (3)
042 b	Property Transaction	Cabinet will consider the disposal of The School House, 103 Judge Heath Lane, Hayes, UB3 2PB. The property is no longer required and surplus to requirements.	Botwell		Cllr Jonathan Bianco	RS - John McKenna			Private (3)
043	Douay Martyrs School, Ickenham	Cabinet will consider the variation of lease and licence agreements at Douay Martyrs School to facilitate improvement works proposed for the school site.	Ickenham		Cllr Jonathan Bianco	RS - Mike Paterson			Private (3)
040	Award of contract for Apprenticeship Standards training delivery	Cabinet will consider creating a wider supply chain of Apprenticeship Standard training providers and ensure efficient use of the Council's Apprenticeship Levy.	N/A		Cllr Richard Lewis	CEO - Mike Talbot			Private (3)
Cabinet meeting - 14 November 2019									
045	Property Transaction	Cabinet will consider the disposal of land adjacent to 1 Whiteheath Avenue, Ruislip, Hillingdon, HA4 7PR.	West Ruislip		Cllr Jonathan Bianco	RS - John McKenna		NEW	Private (3)
Cabinet meeting - 12 December 2019									
046	Promoting stronger communities and equality in Hillingdon (REQUEST BY FULL COUNCIL)	Cabinet will consider a review of how the Council is delivering against its priorities of equality, cohesion and the Prevent agenda, including consideration of the Council Motion on 4 July 2019.	All		Cllr Douglas Mills	CEO - Vicky Trott / Fiona Gibbs		NEW	Public

026 a	The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2020/21 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	TO FULL COUNCIL 20-Feb-20	Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		Public
027	Assistance to Hillingdon's local voluntary organisations	This report to Cabinet will make recommendations on the level of financial support to voluntary organisations for the 2020/21 financial year, demonstrating continued commitment to the vital work they do for residents in Hillingdon.	All		Cllr Douglas Mills	RS - Kevin Byrne	Corporate Services, Commerce & Communities POC		Public
Cabinet meeting - 23 January 2020									
048	Modern Slavery Charter (REQUEST BY FULL COUNCIL)	Following approval of an amended motion by Council on 12 September 2019, a report to Cabinet was requested on the Modern Slavery Charter, including consideration of the identification, referral and support to victims and community safety services, along with other elements of the Charter such as procurement.	All		Cross-portfolio: Cllr Douglas Mills / Cllr Philip Corthorne / Cllr David Simmonds / Cllr Richard Lewis	RS - Dan Kennedy / Jacqueline Robertson		NEW	Public
Cabinet meeting - 13 February 2020									
026 b	The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 (BUDGET FRAMEWORK)	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2020/21 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	TO FULL COUNCIL 20-Feb-20	Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers	NEW	Public
047	The Schools Budget 2020/21	Cabinet will be asked to agree the Schools Budget for the next financial year, following a recommendation from the Schools Forum.	All		Cllr David Simmonds CBE, Cllr Jonathan Bianco & Cllr Ray Puddifoot MBE	FD - Peter Malewicz	Schools Forum	NEW	Public

WORK PROGRAMME 2018 - 2020

Committee name	Corporate Services, Commerce and Communities Policy Overview Committee
Officer reporting	Luke Taylor, Democratic Services
Papers with report	Appendix A – Work Programme

HEADLINES

To enable the Committee to track the progress of its work in 2018-2020 and forward plan its work for the current, and next, municipal year.

RECOMMENDATIONS:

That the Committee note the Work Programme 2018 – 2020 and agree any amendments.

SUPPORTING INFORMATION

The Committee’s meetings start at 7.30pm (unless stated otherwise below), and the meeting dates for the next municipal year are as follows:

Meetings	Room
20 June 2018	CR6
24 July 2018	CR4
20 September 2018	CR4
11 October 2018	CR4
6 November 2018	CR4
8 January 2019	CR4
5 February 2019	CR4
13 March 2019	CR4
9 April 2019	CR4
18 June 2019	CR5
23 July 2019	CR5
19 September 2019 – CANCELLED FOR SITE VISIT	CR5
10 October 2019	CR5
5 November 2019	CR5
14 January 2020	CR6
4 February 2020	CR5
4 March 2020	CR6
7 April 2020	CR5

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