



HILLINGDON
LONDON



Residents, Education and Environmental Services Policy Overview Committee

Councillors on the Committee

Wayne Bridges, (Chairman)
Michael Markham (Vice-Chairman)
Allan Kauffman
Heena Makwana
Devi Radia
Stuart Mathers
Paula Rodrigues
Jan Sweeting
Steve Tuckwell

Tony Little (Co-opted Member)

Date: TUESDAY, 21 JANUARY
2020

Time: 7.00 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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Putting our residents first

Lloyd White
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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. Education Services and statutory education authority functions
2. School performance and attainment
3. School Transport
4. Relationships with Local Academies / Free Schools
5. Pre-School & Early Years Services
6. Youth Services & Careers Services
7. Juvenile justice & probation services
8. Adult Learning
9. Education and learning partnerships
10. Music & The Arts
11. Highways, traffic, parking & street environment
12. Local transport, including rail, cycling & London Underground
13. Footpaths and Bridleways
14. Road safety and education
15. Planning & Building Control
16. Libraries
17. The Borough’s heritage and history
18. Sport & Leisure services
19. Waste management & recycling
20. Green spaces, allotments, woodlands, conservation and sustainable development
21. Consumer Protection, Trading Standards & Licensing
22. Registrars & Bereavement Services
23. Local watercourses, drainage and flooding
24. Environmental Health, Air & Noise Quality
25. Local impacts of Heathrow expansion
26. Local impacts of High Speed Rail

Agenda

Chairman's Announcements

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the previous meeting 1 - 10
- 5 New School Improvement Strategy To Follow
- 6 Cabinet's Budget Proposals for the next Financial Year 11 - 22
- 7 Information Item on Adult Learning 23 - 52
- 8 Information Item on Youth Services 53 - 70
- 9 Review: Tackling Littering and Fly Tipping Within Hillingdon - Findings 71 - 72
- 10 Cabinet Forward Plan 73 - 78
- 11 Work Programme 79 - 82

Minutes

RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

4 November 2019



Meeting held at Committee Room 5 - Civic Centre,
High Street, Uxbridge

	<p>Committee Members Present: Councillors Wayne Bridges (Chairman), Michael Markham (Vice-Chairman), Allan Kauffman, Heena Makwana, Devi Radia, Paula Rodrigues, Steve Tuckwell, Jazz Dhillon (In place of Stuart Mathers) and Tony Eginton (In place of Jan Sweeting)</p> <p>Also Present: Councillor Phillip Corthorne</p> <p>LBH Officers Present: Neil Fraser (Democratic Services Officer), Vikram Hansrani, (Assistant Director of SEND And Inclusion) Dan Kennedy (Director, Housing, Environment, Education, Performance, Health & Wellbeing), Cathy Knubley (Head of Waste Services), and Chris Fallon (Education, Strategy and Quality Assurance Manager)</p>
41.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillors Mathers and Sweeting. Councillors Dhillon and Eginton were present as their respective substitutes.</p>
42.	<p>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>Councillor Eginton declared a non-pecuniary interest in respect of item 6, as he was a Governor at two maintained primary schools within the Borough.</p>
43.	<p>TO CONFIRM THAT ALL ITEMS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT ANY ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items were marked as Part I and would therefore be considered in public.</p>
44.	<p>TO AGREE THE MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 4</i>)</p> <p>The clerk provided an update on some of the actions remaining from previous meetings. It was confirmed that:</p> <ul style="list-style-type: none"> • Regarding the Emergency Response item considered at the 18 July meeting, details of the major incident exercises held in October and November would be forwarded to the Committee following the completion of the exercise in November. • Regarding Enforcement of Parking Schemes, considered at the meeting on 4 September, the Committee's suggestion that number plate recognition be

considered as a way to combat stop-and-shop parking infringements had been put to the Council's Parking Manager, Roy Clark. Mr Clark had subsequently confirmed that legislation prohibited local authorities from using automatic number plate recognition for enforcement purposes.

- Following the witness session on Littering and Fly Tipping held on 4 September, officers were drafting a letter that Councillors and residents could pass to those people known to be persistent offenders, as requested. A draft would be passed to Members once available.

RESOLVED: That the minutes of the meeting held on 15 October 2019 be approved as a correct record.

45. **REVIEW INTO LITTERING AND FLY TIPPING WITHIN HILLINGDON - THIRD WITNESS SESSION** (*Agenda Item 5*)

The Committee received a presentation from Rose Tehan, Research and Innovation Development Manager for Keep Britain Tidy (KBT).

An evidence led approach

Ms Tehan first set out KBT's framework, which was developed by the charity's Centre for Social Innovation which conducted research to understand litter, waste and local environmental issues, before using the insights from this research to design and pilot interventions to change behaviour.

An example of the Centre's work was to address dog fouling was cited, which found the following:

- Dog walkers knew they should pick up dog litter
- Dog fouling was worse at night/in winter and in areas not overlooked
- Some people did not pick up when they felt they were safe from being watched

As a result of these findings, the Centre attempted to make dog walkers feel that were being watched. This resulted in the 'We're Watching You' campaign, which involved 17 local government / land manager partners across England installing glow in the dark posters, showing images of eyes, at 128 target sites. Each poster was tested in isolation, at a range of land use types, e.g. housing areas, parks, alleyways, retail areas, etc. Dog refuse was then monitored, with the result that dog fouling was found to have reduced at the sites by 46% overall.

National campaigns were then launched in November 2014 and March 2015, with 219 partners across England taking part. The campaigns subsequently won a number of awards, including Silver Nudge Award, the Guardian Best Ads of 2015, Charity Awards 2016.

Litter

Following research conducted, the charity had found that litter was often a result of a lack of personal obligation towards putting extra time and effort into finding a bin, an unwillingness to deal with 'messy' rubbish, and a lack of understanding of the broader consequences of littering.

It had been found that litter bred litter, with the public adding to existing piles of refuse at litter hotspots. There was a perception that someone else would 'deal with it', exacerbated by a culture of single-use packaging, and bad packaging design. It had

also been found that the presence of litter bins could act as magnets for more litter.

KBT's interventions included the 'It's Still Littering' campaign, which aimed to address the issue of people littering by placing or leaving their rubbish behind, such as on a bench where they have been sitting or on a surface they are walking past, like a window sill. It was believed that people littered in this way as it was seen as a more 'acceptable' way to do so. The campaign aimed to address this perception and highlight that 'leaving it is littering it'.

The 'Walk This Way' campaign aimed to address the issue of people littering bagged dog refuse in parks and green spaces. Following a national survey (with 2,000 respondents), it was found that 13% (260) admitted to the behaviour. Of those, just over half (54%) said that they had done so because there were no bins nearby. The intervention involved creating dog-walking routes in parks and green spaces. Clearly marked bins and route markers then defined the walking route, with bins placed at regular intervals along the routes. The promotion of the dog walking routes focused on the health and wellbeing benefits for dogs and humans, rather than specifically mentioning litter or dog fouling.

The charity had experimented with removing litter bins from parks, with mixed results. Within the three parks tested, waste left in the parks was seen to have decreased by 68%. Park manager feedback suggested a visible reduction in litter on the ground, though monitoring showed that litter had increased in two of the three parks. The tests had been seen to have reduced fly-tipping (particularly at locations of bins).

Roadside beautification aimed to promote flower planting as a method of reducing littering on roadsides. In the first year, KBT partnered with North West Leicestershire District Council to trial roadside beautification on two 100m stretches of roadside verge. Daffodils and bluebells were planted, though the flowers died off soon into the intervention month. In the second year, KBT partnered with Braintree District Council to trial native wildflower planting on 4 stretches of the A131 – a hotspot for roadside litter. As a result, litter was seen to have reduced at two sites and increased at two; results were therefore inconclusive. However, feedback from local residents and visitors was extremely positive, with many highlighting a perceived reduction in litter due to the planting.

Fly-Tipping

Research showed that there was a lack of awareness as to what constituted fly-tipping. Upon canvassing the public, 91% said that they understood the term 'fly-tipping', but only 1% were able to correctly identify all 10 examples of fly-tipping. The term itself was also at times a source of confusion, with London research showing that 20% of non-UK nations had not heard the term 'fly-tipping'.

The speedy response of Councils to collect fly-tipped waste had been seen to legitimise and incentivise the act of fly-tipping, and public perceptions were that fly-tipping was low impact and socially acceptable. Research showed that a key driver for fly-tipping behaviour was the expectation that fly-tips would be collected quickly and without repercussions.

As a way to combat this, it was piloted that fly-tips be wrapped in 'crime scene investigation' tape and left in place for up to three days to allow the perpetrator and other residents to see it. Results showed a 78% reduction in fly-tipping at one pilot site over 17 weeks, (63% reduction after one month). Doorstop surveys conducted showed that 67% said that the CSI intervention made them 'realise that dumping waste on

streets is illegal', while 49% said that the CSI intervention would make them think twice about what they did with their unwanted items in the future. Further upcoming pilots were to take place in Havering, Islington and Merton.

Contributing factors to fly-tipping were anything that increased the 'hassle factor' for residents, including being fussy about what will be collected / accepted; requiring measurements; onerous booking systems, etc.

There was a high level of awareness of the legal consequences of fly-tipping (80% of survey respondents said that offenders could receive a fine, 59% said that they could go to court and 52% said that they could get a criminal record). However, the perceived threat of enforcement was very low, with only 11% of respondents saying that it was likely that a person who fly-tipped would be caught.

The research suggested that many residents did not feel personally responsible for their unwanted items and waste once it was 'off their hands'. This was largely seen as the Council's responsibility and often linked with paying Council Tax.

It was recommended that solutions to these issues should focus on getting the basics right: communications/awareness, ease of using services, infrastructure etc., increasing the visibility of enforcement / provide direct feedback, and use of targeted interventions to tackle problematic behaviours,

Further potential actions included informing people of the cost implication of clearing up after them, and particularly how the money spent is taken from other services such as healthcare, education etc. Other actions included working with schools to reinforce messaging at an early age, providing welcome packs for new residents and businesses, and using ghost stencils to highlight waste on the street, among others.

Hillingdon could also choose to sign up to the KBT network which, for a fee, provided access to digital campaigns, legal, litter and waste expertise, annual conferences and meetings, discounted services, the Keep Britain Tidy Litter App, and opportunities to work with the charity on new intervention and campaign trials.

The Committee requested further information on a number of points, including:

Was KBT doing anything to address fly-tipping by landlords and tenants of rented accommodation?

The issue was common across many authorities. A pilot was being undertaken in Hounslow to provide a pack for landlords and tenants that would signpost them towards waste services and best practice actions.

What campaigns were being held nationally?

KBT held the Great Britain Spring Clean each year. The next scheduled event was in March 2020, and it was hoped that 60,000 people would take part. Local authorities were encouraged to get involved, with more information to be found via the KBT website.

Were local resident groups consulted before changes, such as the removal of bins, were carried out?

Previous pilots had made changes without highlighting the changes in advance, in an effort to test in isolation. However, experiences showed that this was a mistake, and it

was recommended that local groups should be engaged prior to any changes being made.

How did KBT address the issue of roads falling under the responsibility of multiple authorities when beautifying roadsides?

At times, it was challenging to engage with all appropriate responsible parties. Recommendations to address such challenges including bringing decision makers together through joint meetings and robust scheduling of communications.

The 'Don't be A Tossler' campaign was a preventative campaign aimed at reducing roadside littering, and a new campaign due for launch in 2020 was aiming to further address littering and its impact on wildlife.

How involved was KBT with schools?

KBT was involved with the Eco Schools programme, which aimed to empower children to drive change and improve their environmental awareness. KBT engaged with schools to run workshops and provide structure to campaigns. It was hoped that by embedding an awareness of environmental issues and best practice at a young age, the programme would have long-term benefits for the environment.

Did KBT engage with transport and utility companies regarding the management of driver litter?

Councils such as North West Leicestershire District Council, with support from KBT, were running campaigns focussed on engaging haulage and distribution companies to implement a process of litter disposal for drivers.

Had KBT run any cost analysis exercises to determine return on investment for local authorities?

Cost analysis was difficult, due to the way in which local authorities combined costs within services and service areas.

46. **UPDATE ON THE REVIEW INTO THE COUNCIL'S CURRENT AND FUTURE RELATIONSHIP WITH ACADEMIES AND FREE SCHOOLS** *(Agenda Item 6)*

Chris Fallon, Education Strategy and Quality Assurance Manager, provided the Committee with an update on the implementation of recommendations that resulted from the previous review into the Council's current and future relationship with Academies and Free Schools.

Mr Fallon confirmed that, of the six recommendations that had resulted from the review, five had been completed. The sixth, which recommended that the Council work to review the school improvement framework, was in progress, with a draft School Improvement Strategy currently under consideration with Lead Members. Once approved, formal consultation would follow.

As part of the review, a number of meetings had been held with schools and head teachers. These meetings had shown that schools were eager to understand Hillingdon's position in respect of school improvements and future relationships. However, it was noted that some schools wanted to engage with the Council on different levels, and that work was required to promote a level of trust between the Council and the schools.

The framework would provide clarity on how the Council was to provide support to schools within three categories:

1. Schools that were receiving positive Ofsted results and were performing well did not need a high level of support;
2. 'Targeted' schools who needed additional support, or support within certain areas; and
3. Schools who were not providing their pupils a good quality of education and who therefore needed intensive support.

The Committee sought clarity on a number of points, including:

Officers were visiting maintained schools, and some Academies. Had any Academies refused to engage?

No school had refused to engage with the local authority. All schools had been written to, and an intensive schedule of meetings was ongoing.

How could the Council further support Academies?

Training for school governors was scheduled for 26 November, which would provide detail on how the Council could support all schools, including Academies.

What support could the Council give to small colleges who were facing severe financial challenges?

There was a wider multi-academy Trust, with reserves, who allocated finances based on a needs assessment of pupils. Budgets were ring-fenced within the Dedicated Schools Grant (DSG).

When would the new School Improvement Strategy be available for the Committee to review?

The draft was currently under consideration by lead Members. Once approved, the strategy would be available for all Committees and Schools to review and provide comment. An information item on the strategy could be brought to this Committee in January 2020.

The report referred to the creation of a Governance Action Plan. When would the Plan be ready?

It was expected that work would continue through January 2020. A platform would provide schools with the ability to share training courses and professional development opportunities through an active online platform. As the platform evolved, it would grow to include development opportunities for school governors.

RESOLVED:

1. That the report be noted; and
2. That a report on the new School Improvement Strategy be added to the Work Programme for consideration at the January 2020 meeting.

Vikram Hansrani, Assistant Director of SEND and Inclusion, and Dan Kennedy, Director of Housing, Environment, Education, Performance, Health and Wellbeing, provided the Committee with information on the Council's provision of Special Educational Need and Disability Services to schools.

The Committee was informed that, to address the need for specialist provision within the Borough, the updated SEND Provision Capital Plan set out a number of expansions, including:

- An expansion of Hedgewood Special School totalling 25 places;
- An expansion of Moorcroft Special School totalling 10 places for September 2020;
- The creation of two Special Resource Based Provision at Ruislip High School (Autism Spectrum Disorder and Physical Disabilities);
- An expansion of 30 places at Uxbridge College for post-16 children;
- The creation of a Satellite Special School hub to meet the needs of children with complex needs, using two different sites accommodating 30 children at each site.

Eden Academy Trust had applied to develop two new free schools within the Borough for children with Severe Learning Difficulties (SLD) and Profound and Multiple Learning Difficulties (PMLD), at the grand Union Village site (approximately 80 primary places age 3-11) and at Pinn River (180 places age 3-19). As a result, Grangewood Primary School was to be closed. The programme had been agreed by the Education and Skills Funding Agency (ESFA), and officers were in discussion with Eden Academy and the ESFA to review proposed timetable and delivery options.

With regard to support for mainstream schools, the Service had been newly transformed, which had resulted in a revised SEND strategy which helped to support these schools through a three tiered approach:

1. The SEND Advisory Service was a multidisciplinary pre-statutory service designed to meet the needs of children and young people at a much earlier stage, as opposed to the process of an Education and Health Care Plan (EHCP) assessment.
2. The Educational Psychology service, which performed statutory functions (i.e. Reports and assessments for EHCPs), as well as extending trade offers to schools; and
3. The SEND Casework team, who supported the pupils and schools through actioning of casework.

Members sought further information on a number of points, including:

Could the Committee be provided with a copy of the new SEND Strategy?

Detail of the SEN Strategy, and the Additional Needs Strategy, could be provided to Members following the meeting.

Was the £5m SEN grant providing value for money?

The £5m available to Hillingdon was broadly commensurate to the figures available to neighbouring authorities. Historically, it had been challenging to assess value for money and outcomes for young people, areas which would be addressed through the use of the SEND Advisory Service.

Hillingdon had circa 2,400 young people with EHCPs within the Borough. Use of the grant was expected to result in a more children accessing SEN support, though this would likely result in an increased number of requests for assessments. The new SEND Advisory Service was to be responsible for supporting these requests for early support funding and sharing best practice between practitioners, as well as providing a robust challenge where necessary, with a view to ensuring the best outcomes for the Borough's young people.

How was the Council addressing the problems with funding for High Need?

Hillingdon had a number of measures in place to support High Need. This included the current provision of providing additional financial resource to schools who have over 2% of their population with an EHCP.

In addition, Hillingdon was in the process of developing a pathway for schools to access extra support funding for children with a degree of additional need, or children with emerging needs prior to the 20-week EHCP assessment. However, all requests would be subject to robust governance within the decision making process.

How would the Council address children affected by the retention, or removal, of temporary teaching blocks at Meadow School?

Meetings had been held with the head teacher of Meadow School to discuss how to manage long-term risk due to the temporary blocks. Options were still being considered.

Was there strong evidence that the new Strategy's early stage support was effective, and was it expected that requests for assessment would reduce as a result?

The success of the new strategy would be dependant on building trust with schools and ensuring that the schools understood how to access services and that there was value for money in the services being provided. A review of data from other local authorities had shown that a number of requests being made were for a lower tier of support that could be dealt with earlier, without the requirement for a 20 week assessment.

What kind of training and development was being provided to the newly restructured Casework team?

The team currently had a mixture of agency and contracted staff. Recruitment was ongoing and three new staff members had recently been appointed. Support and development to staff included regular meetings, and the provision of a Continuing Professional Development (CPD) programme. A full service away day was scheduled for 22 November.

It was expected that the team would be fully staffed by January 2020.

Hillingdon currently has 2,400 young people with ECHPs. What did forecasting expect this number to be in 3-4 years time?

Based on growth forecasts, and without the transformation that had just been implemented, it was likely that the number would double to approximately 5,000 in 3-4 years. The measures being put in place now as part of the new strategies, such as Capital development, were expected to ensure that there was sufficient budget and resources to meet the needs of this increased number.

	<p>Was the Council developing a long-term Capital programme?</p> <p>In order to access funding, the Council had to consult with stakeholders. The options presented as part of that consultation would form a larger piece of strategic thinking and long-term strategy to meet the needs of young people.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the report be noted; and 2. That the Committee be provided with detail of the new SEN Strategy, and the new Additional Needs Strategy.
48.	<p>CABINET FORWARD PLAN (<i>Agenda Item 8</i>)</p> <p>RESOLVED: That the Cabinet Forward Plan be noted.</p>
49.	<p>WORK PROGRAMME (<i>Agenda Item 9</i>)</p> <p>Consideration was given to the work programme.</p> <p>It was confirmed that the previously requested update on the Council's position regarding school places for September 2020 had been scheduled for the January 2020 meeting. In addition, this meeting would also receive the item on the new School Improvement Strategy, as requested during discussion on item 6.</p> <p>The previously suggested item on the enforcement of parking management schemes would be considered for inclusion on the work programme for municipal year 2020-21.</p> <p>RESOLVED: That the Work Programme be noted.</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.45 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Neil Fraser on 01895 250692. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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2019/20 BUDGET PROPOSALS FOR SERVICES WITHIN THE REMIT OF RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

Committee name	Residents, Education and Environmental Services Policy Overview Committee
Officer reporting	Marcus Briginshaw, Corporate Finance
Ward	All

HEADLINES:

1. To comply with the Budget and Policy Framework procedure rules as part of the agreed consultation process for the General Fund and Housing Revenue Account budgets, alongside the Council's Capital Programme, this report sets out the draft revenue budget and Capital Programme for the services within the remit of the Residents, Education and Environmental Services Policy Overview Committee, along with indicative projections for the following three years. Following consideration by Cabinet on 17 December 2019, these proposals are now under consultation, and the proposals for each Group are being discussed at the January cycle of Policy Overview Committees.
2. Cabinet will next consider the budget proposals on 13 February 2020, and the report will include comments received from Policy Overview Committees. At the meeting on 13 February 2020 Cabinet will make recommendations to full Council regarding the budget and Council Tax levels for 2020/21, who will meet to agree the budgets and Council Tax for 2020/21 on 20 February 2019.
3. The Committee needs to consider the budget proposals as they relate to Residents Services and to the relevant service areas within the Social Care service area, but within the corporate context and the constraints applying as a result of the aggregate financial position of the authority.

RECOMMENDATIONS:

That the Committee note the budget projections contained and comments as appropriate on the combined budget proposals put forward by the Chief Executive's Office and Finance Groups, and to the relevant service areas within the Residents Services Group, within the context of the corporate budgetary position.

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

SUPPORTING INFORMATION

Background

4. The Council continues to operate within the constraints of Government's deficit reduction programme, which has seen a sweeping reduction in Central Government funding since 2010/11, with 2020/21 being the first year with an improved funding settlement this decade, albeit with increases in expenditure outstripping additional funding. Alongside the reduction in funding since 2010/11, continuing demographic and demand pressures and a return to an inflationary environment over the medium term will necessitate delivery of further substantial savings. The draft budget presented to Cabinet in December 2019 quantified the financial challenge faced by the Council, and outlined an approach to meeting this challenge whilst continuing to 'Put Residents First'.
5. The report to Cabinet on development of the Council's 2020/21 budget, which is presented in the context of a challenging medium term outlook requiring total savings of £41,733k over the three years to 2022/23. Budget proposals for 2020/21 include a fourteenth successive year for supporting over 65s meet their Council Tax liability and includes a number of new investments including a new Leisure Centre in West Drayton, a major programme of investment in the borough's highways, a programme of sports club rebuild/refurbishments, a libraries refurbishment programme, provision for investment in Youth infrastructure and the potential purchase of Uxbridge police station.
6. In order to protect frontline services and continue to provide services that residents value, the 2020/21 budget proposals include a drawdown from General Balances of £6,386k alongside a 3.8% increase in the headline rate of Council Tax, increasing available funding by £4,422k per annum. This comprises a core Council Tax increase of 1.8% based on 90% of the 2% anticipated increase across London, alongside a 2% increase relating to an Adult Social Care Precept to fund ongoing pressures within Adult Social Care, which equates to £43.31 per annum or £0.83 pence per week for a Band D household.
7. Groups have been developing savings proposals sufficient to meet this externally driven budget gap and respond to increases in cost pressures. In addition to this work across directorates, a comprehensive review of the corporate elements of the budget has been undertaken since February, capturing funding, inflation and capital financing. During the early summer and again in the autumn, a series of challenge sessions were held to affirm the budget position. Each session followed a similar format reviewing:
 - The 2018/19 outturn, particularly any ongoing issues arising.
 - The current position in 2019/20 - both monitoring and savings delivery.
 - Existing and emerging pressures that need to be addressed in the 2020/21 budget and forecasts for future years.

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

- Progress on the development of savings proposals for 2020/21 and beyond.
 - Identification of any potential growth or invest-to-save bids.
 - Capital programme requirements.
8. The consultation budget represents the combined outputs from these sessions, with £6,713k savings proposals alongside a £6,386k release from General Balances in 2020/21 enabling delivery of a budget without recourse to reductions in service levels.
9. The Council's budget was presented to Cabinet in the context of a challenging medium term outlook with a budget gap of £41,733k to be managed through a combination of savings and Council Tax uplifts over the three years to 2022/23. This position takes into account the favourable outcome of Spending Review 2019, which broadly secures the previously anticipated £10m uplift in funding over the medium term with significant front-loading of new social care grants in 2020/21, but there remains a level of uncertainty due to Brexit and the upcoming Fair Funding Review.
10. The funding strategy is offset by a proposed increase in Council Tax at 3.8% in 2020/21, and indicative inflationary uplifts of 3.8% on Council Tax from 2021/22 securing £14,100k additional income. In addition to this, identified savings deliver a further £7,676k over the three year period, alongside the planned use of general balances leaves £19,957k of savings to be identified over the remaining two budget cycles.

Table 1: Draft Budget Strategy 2019/20 to 2022/23

	2019/20	2020/21	2021/22	2022/23	2020/21 - 23
	£'000	£'000	£'000	£'000	£'000
Underlying Savings Requirement	16,119	9,745	12,684	11,528	33,957
Unwind Prior Use of Balances	950	7,776	6,386	3,000	7,776
Total Savings Requirement	17,069	17,521	19,070	14,528	41,733
Current Savings Proposals	(6,609)	(6,713)	(760)	(203)	(7,676)
Proposed 3.8% Council Tax Increase	(2,684)	(4,422)	(4,695)	(4,983)	(14,100)
In-year Call on General Balances	(7,776)	(6,386)	(3,000)	0	N/A
Savings to be identified	0	0	10,615	9,342	19,957
Closing General Balances	(33,178)	(26,792)	(23,792)	(23,792)	N/A

11. The above strategy continues to include the planned release of General Balances while maintaining unallocated reserves within the recommended range for Hillingdon of £15,000k to £32,000k. While a review of the range of risks facing the Council does not indicate a

change to this range will be necessary at the moment, there remains a level of uncertainty around treatment of historic retained DSG deficits.

12. As at Month 7, an in-year pressure of £5,092k is reported against the DSG, resulting in a cumulative deficit of £13,584k by 31 March 2020. While the Department for Education are clear that they do not expect any such deficit to be financed from General Reserves, local authorities are awaiting further detailed guidance from CIPFA and the Government on how this expectation can be delivered in practice. In the meantime, the Council will continue to comply with directions from the Government and await clarification on how the DSG deficit will be dealt with going forward.

The Budget and Policy Framework Rules

13. The public consultation on the budget proposals commenced on 18 December 2019 following decisions taken by Cabinet on 17 December 2019.
14. There will be a further consideration by Cabinet of the budget proposals on 13 February 2019, including comments from Policy Overview Committees and the public consultation. These will be collated and reported back to Cabinet by the Corporate Services, Commerce and Communities Policy Overview Committee. Council will be requested to approve the Cabinet's proposals on 20 February 2020, and if approved without further amendment they will be effective immediately.

Corporate Summary

15. While the focus of the discussion for the Policy Overview Committee should be the specific services within its remit, it is important that this discussion is conducted in the context of the overall corporate financial position. The Council's financial performance during 2019/20 remains strong, with an underspend of £610k projected across revenue budgets as at September (Month 7) and £7,271k of the £8,141k savings programme either already banked or on track for delivery within the financial year. The remaining £870k remain on track to be delivered in full in future years.
16. The budget proposals included in this report represents the Cabinet's budget strategy for 2020/21. Revenue budget proposals have been developed to continue to support the over 65s meet their Council Tax liability by continuing the older people discount, increasing the benefit to cover the 1.8% increase in Council Tax before the Social Care Precept and maintaining balances and reserves at well above the minimum recommended level and continue to protect frontline services. The final funding settlement for 2020/21 and confirmation of a number of levies payable to other public authorities will not be confirmed until early 2020.
17. Recurrent funding available to support the budget requirement is projected to total £226,500k in 2020/21, inclusive of £4,422k additional income linked to the proposed 3.8% increase in Council Tax to protect front line services for residents. This recurrent funding is supplemented by £7,754k of one-off funding including £825k additional income from the

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

London Business Rates Pool and a £6,386k release from General Balances to support the £234,254k projected cost of delivering services in 2020/21.

18. The Council's draft budget strategy is to align the profile of budget proposals to deliver a budget for 2020/21, while maintaining unallocated reserves between £15,000k and £32,000k. The development of £6,036k savings proposals and £677k initiatives to contain growth in demand-led Contingency budgets - primarily through contract renewals and demand management - are sufficient to reduce the budget gap to £6,386k, which it is proposed to cover through the drawdown from General Reserves, as detailed in Table 2 below.

Table 2: Budget Requirement

	Movement from 2019/20 £'000	2020/21 Budget Requirement £'000
Recurrent Funding	(7,562)	(222,078)
Council Tax Increase (3.8%)		(4,422)
One-Off Funding	6,268	(1,368)
Planned Use of General Balances		(6,386)
Total Resources	(1,294)	(234,254)
Roll Forward Budget		229,928
Inflation	6,222	
Corporate Items	664	
Contingency (Service Pressures)	4,260	
Priority Growth	(107)	11,039
Budget Requirement		240,967
Gross Savings Requirement		6,713
Contingency (Management Action)	(677)	
Savings	(6,036)	(6,713)
Net Budget Gap		0

19. This draft budget includes £543k new funding for Priority Growth items, with specific growth proposals including additional staffing in the Anti-Social Behaviour and Environment Team, a new Planning lawyer, support for additional duties from the Environment Bill, Patrol Officers at Little Britain Lake, a Military Curator at the Battle of Britain Bunker, additional resources in the Licensing Team and additional support for Domestic Violence.
20. An update of the Council's capital programme is also presented in this report, with £444,858k of planned investment in local infrastructure over the period 2019/20 to 2024/25. This includes a new Leisure centre in West Drayton, a major programme of investment in the borough's highways, a programme of sports club rebuild/refurbishments, a libraries refurbishment programme, provision for investment in Youth infrastructure and the potential purchase of Uxbridge police station. The programme is supported by £120,931k of external funding,

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

£77,883k of capital receipts from the disposal of surplus assets and Community Infrastructure Levy alongside £246,044k of Prudential Borrowing. Financing costs associated with implementation of this programme are the principal driver behind the £664k Corporate Items and are forecast to grow to £12,445k by 2024/25.

2019/20 GROUP BUDGET PROPOSALS

21. Budget proposals relating to services within the remit of Residents, Education and Environment Services Policy Overview Committee are presented below, with headline operating budgets for the relevant services outlined in Table 3. In addition to these base budgets to support services, more volatile or demand-led areas of activity are managed through Development and Risk Contingency - with latest projections for 2020/21 expanded upon in the following sections of this report.

Table 3: Group Budgets within Residents, Education and Environmental Services Policy Overview Committee Remit

	Residents Services	Social Care	Total
	£'000	£'000	£'000
Operating Budget 2019/20	68,581	6,890	75,471
Inflation	1,128	439	1,567
Corporate Items	0	0	0
Contingency (Service Pressures)	850	2,135	2,985
Priority Growth	380	0	380
Savings (including Management Action)	(2,463)	(163)	(2,626)
Operating Budget 2020/21	68,476	9,301	77,777

Priority Growth

22. This draft budget includes £380k of funding for Priority Growth items based on new growth proposals identified, with funding held in Earmarked Reserves being available for any new and emerging Priority Growth proposals during the year, proposals incorporated in the budget at this time are:

- i. £130k for three new officers in the Anti-Social Behaviour and Environment Team (ASBET).
- ii. £79k for a lead officer to support the Council deliver its additional duties as a result of the Environment Bill.
- iii. £60k for Patrol Officers at Little Britain Lake.

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

- iv. £56k for a Military History Curator to support work at both the Battle of Britain Bunker and across the Borough.
- v. £55k for the Licensing Team to support Animal Welfare as a result of changes in legislation.

Savings

23. The following paragraphs provide an overview of savings proposals included in this draft budget. These include efficiency savings and other measures reducing the cost of service delivery without impacting upon service. As in previous years, savings measures fall into four broad themes:

- a. Service Transformation represents the majority of proposed savings, with items presented in this category ranging from the full year effect of previously implemented proposals, the implementation of recently agreed BID Reviews and the expected benefits arising from potential new BID Reviews.
- b. Effective Procurement savings are similarly made up of full year effect items and proposed reviews of delivery models in a number of areas.
- c. Income Generation & Commercialisation proposals include brought forward items for which plans are already in place, and proposed amendments to Fees and Charges discussed in the dedicated section below.
- d. Savings proposals from Zero Based Reviews represent budgets, which have been identified as being surplus to requirements through the line-by-line review of outturn 2018/19 and similar exercises being undertaken by Finance.

Pump Priming Savings and Flexible Use of Capital Receipts

24. The Council is currently permitted to finance the costs associated with service transformation from Capital Receipts, with both one-off implementation costs and the support for service transformation, including the BID team, being funded from this resource. This draft budget has been prepared on the basis that such implementation costs for the 2020/21 savings programme, estimated at £3,750k, will be financed from a combination of Capital Receipts and Earmarked Reserves as appropriate.

Residents Services

25. Savings proposals totalling £2,463k are presented for Residents Services in 2020/21, including £525k service transformation items, £986k from procurement efficiencies and £981k from income generation and commercialisation, offset by a £29k increase from Zero Based Reviews. Further proposals with longer implementation times are expected to secure an additional £355k savings in 2021/22 and 2022/23, bringing the total savings proposals for Residents Services to £2,847k.

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

26. Service Transformation proposals include a £400k reduction in spend against waste and recycling disposal costs through increasing the percentage of waste collected for recycling. A further £125k is expected from the BID review for Digital Strategy, increasing to £263k by 2021/22 through channel shift of calls and face-to-face contacts to an online platform.
27. The £986k procurement efficiency saving presented within this report relates to the tendering of the Leisure Management Contract and the anticipated uplift in the management fee from the preferred bidder.
28. Income generation and commercialisation proposals totalling £981k for 2020/21 include an anticipated £901k increase in Fees & Charges from the annual benchmarking exercise which is expanded upon below, a further £80k net income from invest to save schemes proposed to increase Cemeteries income by increasing the availability of niches and plaques.
29. Cross cutting initiatives include the recently completed review of the Managed Vacancy Factor that has identified £29k of zero based budgeting increases where low staff turnover in certain areas of the Council mean that the Managed Vacancy Factor cannot be achieved without impacting on service standards.

Social Care

30. Across Social Care savings proposals totalling £163k have been put forward, with £150k of the savings relating to Service Transformation and the remaining £13k coming from Zero Based Reviews.
31. The £150k saving relates to Management Action within the SEN Transport contingency, the proposal aims to reduce the overall impact on the Council of the pressures within SEN Transport by contracting a consultant to manage the service, with an anticipated net benefit of £150k reduction in spend through using a more commercial approach.
32. Cross cutting initiatives include the recently completed review of the Managed Vacancy Factor that has identified £13k of zero based budgeting savings where high turnover in certain areas of the Council mean that the Managed Vacancy Factor can be increased without impacting on service standards.

FEES AND CHARGES

33. The Council is empowered to seek income from Fees and Charges to service users across a wide range of activities. Some of these Fees and Charges are set by the Government or other stakeholders, but many others are set at the discretion of the Council, based on Cabinet's recommendations. The Council continues to operate a system of differential charges through the Hillingdon First card, which enables preferential rates to be offered to local residents.

34. The Council continues to benchmark Fees and Charges against those of neighbouring authorities and other service providers, with charges being set at a maximum of 90% of the relevant benchmark for residents, and at benchmark for non-residents where applicable. As the Council has frozen many charges since 2011, while other providers apply annual uplifts, periodic benchmarking at 90% can result in larger rises in a single year than seen in other authorities. This realignment of charges incorporates £901k additional income, with £492k of this sum already agreed earlier in 2019/20 and £409k of new proposals for implementation in 2020/21.
35. Proposals already agreed and contributing £492k towards the Income Generation & Commercialisation savings total include:
- i. Licensing - October Cabinet approved revisions to Shop Front Tables and Chairs fees and Temporary Street Trading Pitches, with these changes forecast to deliver £20k in 2020/20, increasing to £24k by 2022/23.
 - ii. Highways Crossovers - A new charging structure for vehicle crossover fees and charges was approved as part of July 2019 Cabinet, generating increased income of £98k. The agreed proposals included the introduction of two new charges for crossover application fees for planned works and Supervision fees for ad-hoc crossovers, with uplifts applied to two existing charges.
 - iii. Bay Suspensions: Revised rates became effective from mid-October following approval in September's Cabinet to increase fees to match the Council's three nearest neighbours of Ealing, Hounslow and Harrow is expected to deliver a £213k saving, with the majority of parking bay suspensions being for essential works, including utility and telecommunications works, or for commercial purposes including construction and large deliveries.
 - iv. Season Tickets - Revisions to the Council's season ticket offer in Grainges and Cedars car parks, particularly in consideration of promotion and marketing opportunities, setting of maximum season ticket allocations per site, and the review of fees and charge was agreed in November Cabinet, with additional income built into the fees and charges saving of £104k.
 - v. Pay by Phone / New Pay & Display Machines - Following the introduction of Pay by Phone technology earlier this year, and, although difficult to estimate the potential impact, income lost through parking suspensions following theft and vandalism to machines totalled £113k in 2018/19, with £57k of this value being built into the savings proposals for 2020/21, with the remaining £56k forecast to be achieved by 2021/22.
36. New proposals presented as part of this budget report contribute £409k and include:

- i. Breakspear Crematorium & Cemeteries – Following a benchmarking review of our nearest neighbours and following Hillingdon’s approach to charging at 90% of the Borough’s nearest neighbours, charges have been increased to reflect this approach. This will increase income by £29k per annum, but the Crematorium increases will be phased over three years to limit the impact in year.
- ii. New Years Green Lane Civic Amenities Site – A similar benchmarking approach has been taken to Trade and DIY waste charges, with a 90% benchmark approach expected to yield an additional £18k of income.
- iii. Parking – A number of increases are being proposed to parking charges across the Borough for non residents including incremental uplifts at the Cedars and Grainges car parks, on-street and off-street parking, resident permits and visitor vouchers, all of which are projected to increase income by £219k in year 1, increasing to £376k by 2022/23. Parking charges will again remain frozen for residents.
- iv. Temporary Traffic Regulation Orders - The Council authorises Temporary Traffic Regulation Orders (TTROs) when it is necessary to prohibit or control vehicular and/or pedestrian traffic along a highway because of planned works or public events, which are on or near a road. Increasing charges in line with the Council’s three nearest neighbouring boroughs would increase income by £107k in 2020/21.
- v. Highway Crossovers - In addition to the uplifts approved by Cabinet in July 2019, further incremental uplifts are proposed as part of a second phase of uplifts to deliver £36k in new income for 2020/21, with application fees being in line with the 90% benchmark approach and other recharges being based on standard indexation and inflationary uplifts.

Capital Programme

37. The Council's current capital programme, as approved by Cabinet and Council in February 2019, continues to be focused on the provision of sufficient school places to meet rising demand across the borough. This programme has been reviewed and expanded to reflect a number of new initiatives as outlined above. The following key amendments items within the Capital Programme fall within the remit of Residents Services, Education and Environmental Services Policy Overview Committee.

- i. Sports Club Refurbishment – Proposed investment of £3,750k in Sports Clubs across the Borough to promote the health and wellbeing of the Borough’s residents.
- ii. Cranford Park – The bid entails the repair and regeneration of the historic buildings and landscape at Cranford Park along with the introduction of visitor facilities at a total cost to the Capital Programme of £2,597k, attracting £2,382k of National Lottery Heritage Funding.

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

- iii. Youth Provision – Due to the success of this programme that was originally planned to finish in 2019/20, an additional investment of £500k per annum has been built into the Capital Programme over the next five years, adding a total of £2,500k to the budget.
- iv. Environmental Projects - a £1,750k programme of investment including pollution screens for the borough's schools. Plus an additional £401k for other projects including additional columbaria chambers at Northwood Cemetery, increased burial plots at Cherry Lane and additional Garden niches and memorial mushrooms at Breakspear Crematorium.
- v. Shopping Parade Initiatives – Future rollout of the popular shop front grant scheme to local neighbourhood parades, with new initiatives at 8 different sites, adding £2,098k to the Capital Programme. This is partly funded by £703k income (£590k TfL grant transferred from within the current programme and £113k contribution from shopkeepers).
- vi. Highways Structural Works – It is planned to increase investment in Highways Structural Work by an additional £2,000k, taking planned investment to £10,000k for the 2020/21 financial year.
- vii. Purchase of Vehicles – £649k is added for the latest estimates of the rolling vehicle replacement programme requirement from 2019-25.
- viii. Battle of Britain Bunker – A review of potential risks around the refurbishment of this heritage building has indicated the need for additional contingency provision to manage risks such as water ingress, £500k has been included in this draft programme to provide this contingency. In addition £60k has been provided for the purchase of equipment for the Battle of Britain museum.
- ix. Uinter Building Refurbishment – £390k investment in a refurbish programme at the Uinter Building.
- x. Secondary Schools Expansions – A £16,866k reduction in expenditure projections for new secondary provision based upon the latest pupil place planning forecasts, with a corresponding £5,250k reduction in Government Grant support. As with all aspects of the Capital Programme, this item is subject to a level of volatility due to levels of demand, market forces and the risks inherent in projects managed by third parties.

Implications on related Council policies

Comments from the Committee will feed into the annual budget decision-making process to Cabinet and Council.

How this report benefits Hillingdon residents

None at this stage, pending any findings approved by Cabinet.

Financial Implications

This report has been prepared by Corporate Finance and financial implications are addressed throughout the report.

Legal Implications

None.

BACKGROUND PAPERS

THE COUNCIL'S BUDGET: MEDIUM TERM FINANCIAL FORECAST 2020/21 - 2024/25, presented to 17 December 2019 Cabinet Meeting

Update on Adult Learning within Hillingdon

Committee name	REESPOC
Officer reporting	Debbie Scarborough, Adult and Community Learning
Papers with report	Appendix A: HACL Strategic Plan Appendix B: Funding streams Appendix C: Ofsted Report, Dec 2019 (issued Jan 2020)
Ward	N/A

HEADLINES

The purpose of this report is to inform Members about the work and impact of the Adult Learning service on Hillingdon's residents and Council.

RECOMMENDATIONS:

That the Committee:

- 1. Notes the update set out in this report; and**
- 2. Questions officers on the impact of adult learning in the Borough and the priorities set out in this report.**

SUPPORTING INFORMATION

The strategic approach we take to providing education for adults residents in Hillingdon.

To support the Council's vision of 'Putting our Residents First', the mission of Hillingdon Adult and Community Learning (HACL) is to provide every learner with 'an outstanding learning experience that supports them towards a clearly identified and ambitious goal and encourages their economic, social and emotional wellbeing'. The service's values are aspiration, commitment, integrity, passion and pride, which staff members work hard to embody whilst encouraging learners to do the same. The first point on its mission statement is 'to put learners at the heart of everything we do, providing a safe, purposeful and focused environment in which to learn'.

Key strategic drivers for the service are national, regional and local priorities and these are reflected in HACL's strategic plan 2018-20 (attached as Appendix A). This has 5 key aims which have a brief position statement attached at the end of the document. The strategic plan for 2020-2023 is in development.

Description of the provision and key numbers

Key data	16-17	17-18	18-19
Learners <i>Individual people</i>	2507	2672	2917
Enrolments <i>People can enrol for more than one class</i>	4663	5051	5170
Retention <i>Proportion of those enrolled who stay until end of course</i>	94.7%	93.0%	92.6%
Attendance <i>Important because they can't learn if they don't attend</i>	85.6%	87.9%	89%
Achievement <i>Of those who started, what proportion passed the course?</i>	89.7%	88.9%	89.5%

HACL's enrolment numbers are increasing year on year.

- 93% of those enrolled live within the Borough,
- 98% are Londoners and 2% of enrolments come from outside London.
- Hillingdon Wards in order of the greatest enrolment numbers are:
 - Botwell
 - Uxbridge North
 - Pinkwell
 - West Drayton
 - Townfield
 - Yiewsley
 - Yeading
 - Barnhill
 - Charville
- Women make up 84.2% of enrolments.
- 37.4% are White British and 62.6% have other ethnic backgrounds.
- 19.8% have declared a learning difficulty or disability.
- Over 50% of those undertaking exams are working at entry level.

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Residents, Education and Environmental Services Policy Overview Committee - 21 January 2020

What we offer

The curriculum offer to residents is divided into four main provision types:

Provision type	Content	Feedback from learners
<p>English, Maths and Digital Skills</p>	<p><i>Qualifications in English, Maths, ESOL, Digital Skills and IT.</i></p> <p><i>Non-qualification courses in all of the above.</i></p> <p>English, maths and digital skills are <i>free to residents</i>; ESOL and IT have <i>fees attached</i>.</p>	<p>“Before I was shy and afraid to speak to people. My studies here at HACL have given me the confidence to communicate and express myself. I practice English speaking at my community gatherings and have also started attending parents - teacher meetings at my children's school.” <i>Learner, English for Work course</i></p>
<p>Learning for work</p>	<p><i>Qualifications for Early Years, Childcare, Teaching Assistant, Childminders, Health & Social Care, Counselling, Community Interpreting, Floristry, RHS Horticulture, British Sign Language</i></p> <p><i>Non-qualification courses in some of the above.</i></p> <p><i>Fees attached.</i></p>	<p>“During my courses with HACL, I have met lots of people from different backgrounds which enhanced my understanding of people. This helped me understand the wider society and not restrict myself to socialising with people from my community alone.” <i>Learner, Teaching Assistant course</i></p> <p>“It would be lovely to inspire other women in my position. If I can do it, anyone can do it...life hasn't always been easy but I've gotten through and the courses I have done have definitely helped me build self-confidence and self-belief. My tutors at HACL have contributed greatly to my journey, with their gentle nurturing and absolute quality teaching. I'd like to go into garden planning/design eventually! I've got a long way to go still but I'm enjoying the journey.” <i>Learner, horticulture course</i></p> <p>“All this while, I was facing tremendous challenges in my personal life. The support extended by my tutor and service manager helped overcome these challenges in my personal life and made me a strong and confident person.” <i>Learner, Community Interpreting course who is now employed by the 'Language Shop'.</i></p>

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee - 21 January 2020

<p>Learning in the community</p>	<p><i>Non-qualification courses in centres:</i> Personal development courses in arts, media, leisure and languages. <i>Fees attached.</i></p> <p><i>Community-based, resident focused courses:</i> Family English, Maths and Language delivered in schools/children's centres to support parents to improve their own skills in order to support their children's education. <i>Free to residents.</i></p> <p>Multi-generational learning to encourage communication and activities between children and parents/ carers/grandparents. <i>Free to residents.</i></p> <p>Partnership working with 20+ community groups to deliver wide range of courses to residents in disadvantaged groups and deprived postcodes. Examples include mental health provision, Austin Estate, MIND, Yeading Community House, Stroke Association, Hillingdon Carers, WREN Centre (dementia), Afghan Youth Society, Age UK, Halo Children's Foundation. <i>Free to residents.</i></p>	<p>"The HACL Creative Writing course is balanced in its focus between scriptwriting, poetry and short-story writing and aims to take novice and veteran alike from introduction in the subject matter to tips on publishing. I've certainly improved and, as a side benefit, my lyric writing has improved, too!" <i>Learner, Creative Writing course.</i></p> <p>"I like the teacher's style of teaching, very clear, good resources online, well explained, she makes connections with people. Before I started I could not have imagined how much I would have learnt, it's amazing, we cover a lot and it's fun." <i>Learner, Spanish Breakthrough</i></p> <p>Somali Women's group says that, <i>'the courses have been so good for us. They (our community service users) come in and improve their reading, writing and speaking and listening and this gives them confidence in dealing with everyday situations - speaking to GPs, teachers, etc. Also impacting on their life at home with their family.</i></p> <p>Hillingdon Carers: <i>'Learners comment on how beneficial and valuable the courses are to them. The group who attended the Get To Know Your Computer Better commented they would like to progress with their IT skills so a Next Steps in IT has been planned for them. One learner who attended a Hanging Baskets course was also enrolled onto a Wellbeing Course. She said attending these had really been beneficial to both herself and her relationship with her severely disabled daughter. She has now enrolled onto L1 Floristry qualification.'</i></p>
<p>Learning for adults with learning</p>	<p>Independent Living courses <i>Highly subsidised fees attached</i></p>	<p>"Teachers here are good and have helped me with cooking and learning. This course has been amazing for me." <i>Learner, Independent Living.</i></p>

<p>difficulties and disabilities</p>	<p>Courses at the Queens Walk Resource Centre for those with profound and multiple learning difficulties. <i>Free to residents as part of our targeted outreach</i></p> <p>Pilot provision in 2019-20 for high needs learners. <i>Free to residents but funded by LA through DSG and Early Support Funding.</i></p>	<p>‘Our service users greatly benefit from receiving the specialist skills and knowledge of qualified tutors, and sadly many of our parents/carers are unable to afford the fees associated with such courses. Partnership working opens up so many educational opportunities to service users who would otherwise be excluded from formal education.’ <i>Partner evaluation, Queens Walk.</i></p>
<p>Additional services</p>		
<p>Education and Careers advice</p>	<p>Provision of information and advice to residents to help them take their first/next steps. Free to residents.</p> <p>This element of the service is currently being developed further using the Strategic Investment Pot funding.</p>	<p>“Everybody I have met today has been very pleasant and helpful - Mel, the course advisor and the two ladies on reception- Viv and Sandra.” <i>Resident asking about Wellbeing courses.</i></p>
<p>Volunteering opportunities</p>	<p>HACL’s volunteering programmes were introduced in 17-18 supported by the Talk English project. 31 volunteers were active in 2018-19, supporting learners with lower skills levels in subjects from maths to British Sign Language. Other volunteers, including some ESOL learners with higher level skills, have undergone Talk English training and facilitate conversation groups for beginners in English.</p>	<p>“At HACL, I have met a wide range of people from different backgrounds, circumstances and have seen different viewpoints. I have experienced diversity and inclusion in action. People here are able to share and inspire each other. I have learnt to treat everyone equally and still be able to differentiate their learning capabilities. It is important to accommodate everyone and value their outputs. Volunteering made me reflect and reinforce different teaching methods and gave me different ideas for teaching adults and children. I have gained a lot more than I would have thought.” <i>Learner/volunteer/Governor, this resident is now employed as well.</i></p>

Latest Ofsted Inspection

HACL was inspected by Ofsted in December 2019. The service was found to be well managed with consistently good teaching that is tailored to the needs of the learners. All staff are proud to

work for HACL and feedback from 346 students provided ‘overwhelmingly positive’ comments. Students enjoy their learning and 98% reported that they would recommend HACL to friends.

Some areas for further development include the need to develop greater opportunities for scrutiny and challenge and to fully capture the impact of learning on students’ lives. The capacity in the service was found to be sufficient to maintain quality and whilst inspectors found that teaching and learning were good, some teachers do not always correct students spelling, punctuation and grammar. The Ofsted report is attached as Appendix 3.

How we are funded

HACL is primarily externally-funded through the Adult Skills Budget. In August 2019, the budget for Londoners was devolved to the GLA and the service works towards the Mayors priorities as identified in the “Skills for Londoners” strategy published in June 2018.

The Education and Skills Funding Agency (ESFA) provides funding for learners who live outside London and the European Social Fund contributes elements to both funding streams. The Local Authority contribution of £70k is utilised to the tune of £40k each year.

The service seizes opportunities to increase the external income it receives in order to extend and enhance the learning opportunities it can offer to residents. Over-delivery of qualification courses in 18-19 resulted in additional funding of £44,680 this year and increased the core GLA skills allocation in 2019-20 by 9%. A summary of the funding for 2019-10 and current bids including those for which we are awaiting results is included in Appendix B.

Implications on related Council policies

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

How this report benefits Hillingdon residents

None at this stage, pending any findings approved by Cabinet.

Financial Implications

Nothing arising from the report.

Legal Implications

Nothing arising from the report

BACKGROUND PAPERS

Appendix A: Strategic Plan 2018-20

Appendix B: Funding streams

Appendix C: Ofsted Report, Dec 2019 (issued Jan 2020).

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Residents, Education and Environmental Services Policy Overview Committee - 21 January 2020



London Borough of Hillingdon

Adult and Community Learning Service Strategic Plan, 2018-2020

REESPOC, January 2020

Appendix A: Adult and Community Learning Strategic Plan 2018-20, with updates

Contents	Page number
1. Introduction 1.1 Vision 1.2 Mission Statement 1.3 Funding 1.4 Introduction to Governance	 2 2 3 4
2. Background 2.1 National, regional and local priorities 2.2 What are the local needs? 2.3 The intention and scope of the provision we offer 2.3.1 English, Maths and Digital Skills 2.3.2 Learning for Work 2.3.3 Learning in and for the Community 2.3.4 Learning for Adults with Learning Difficulties and Disabilities 2.3.5 Careers and Education Advice	 4 7 9
3. Priorities for Action 3.1 Strategic Aims and Objectives, 2018-20	 13
4. Governance and Implementation of the Strategy 4.1 Accountability 4.2 Measuring impact	 14 14

1. Introduction

Hillingdon Adult and Community Learning is a service of the Local Authority whose function is to provide inclusive, high quality learning opportunities that support residents to overcome barriers, help them to succeed and that are valued by learners and employers.

HACL produces a self-assessment report annually, measured against Ofsted's Common Inspection Framework. In 2017-18, the service self-assessed as Good, which reflects the last Ofsted inspection grade in February 2016, and is striving towards Outstanding. HACL was due to undergo its next Ofsted inspection in 2019 but the frequency of these inspections has recently been extended: therefore, whilst Ofsted could announce an inspection at any time, HACL may not be inspected again until 2021*. The service has also achieved the Matrix quality mark for the standard of the information, advice and guidance it provides to residents following a Matrix renewal inspection in 2019.

**Please note, the service was inspected in December 2019, (see below).*

1.1 Vision

We want every learner to receive an outstanding learning experience with HACL that supports them towards a clearly identified and ambitious goal and encourages their economic, social and emotional wellbeing.

1.2 Mission Statement

To achieve this, we have identified the key drivers below that will underpin our actions and which make up our mission statement:

- Put learners at the heart of everything we do, providing a safe, purposeful and focused environment in which to learn
- Provide consistently outstanding learning opportunities for all adult residents
- Increase the engagement of disadvantaged groups and residents from deprived communities in learning
- Improve the English, maths and digital literacy skills of residents
- Provide robust and successful vocational and second chance learning opportunities for residents, offering a clear line of sight to work
- Promote residents health, wellbeing and independent living through bespoke learning opportunities
- Provide free, high quality information, advice and guidance for every adult resident who requests it, whether or not they are enrolled with us.

1.3 Funding

HACL is funded by central government via the Education and Skills Funding Agency. Funding allocations are based on historic annual allocations across the region.

ESFA funding allocation	18-19 £
Funding allocation for qualifications	761,061
Funding for Community Learning	728,296
Total:	1, 489,357
Adult Learning Loans for Level 3 and above qualifications	
Adult Learning Loans (ALL)	125,646
ALL bursary	1,815
Total for Adult Learning Loans and Bursary	127,461

The service has always taken opportunities to attract additional funding, two examples of which are:

Duration	Income	Project	Impact
2015-17	£110k	Mental Health research pilot to find out whether education was as effective in combating depression and anxiety as medication and counselling.	Free classes to build residents emotional health and wellbeing are now embedded in the Community Learning provision
2018-19 financial year	£60k	Flexible Learning Fund pilot, part of National Retraining Scheme, to research the most effective ways of using a blend of classroom and online delivery to reach adults who are learning whilst working or getting into work	Project is just finishing. Learners have gained transferable IT skills; Tutors are better equipped to deliver using a blend of classroom and IT-based teaching; Managers and tutors recognise what works and are embedding and developing this work in the future. National results awaited.

Funding from 2019-20

Skills funding for Londoners is being delegated to the Mayor via the GLA in August 2019, whilst funding for learners outside London remains the responsibility of the ESFA. HACL has adults enrol in course from both areas so moving forward HACL will receive two identical funding streams: one for Londoners through the GLA and the other for those outside London through the ESFA.

For 2019-20	AEB allocation for Londoners	Of which, CL funding allocation is...	Additional payment for learners continuing from 18-19 to 19-20 a/y during transition year only	Total
GLA (for Londoners)	1,524,873	701,418	0	1,524,873
ESFA (for learners living outside London)	15,793	23,930	20,494	60,217
Adult Learning Loans allocation				56,814

The London Mayor has confirmed that funding allocations will remain in place for at least the first transitional year. This Strategic Plan is for the period 2018-20 to accommodate this initial period of change.

1.4 Introduction to Governance

The Service Manager is line managed within Local Authority structures. The service sits within the Residents Services Directorate, is directly overseen by the Head of Green Spaces, Sport and Culture, and is answerable to elected Members.

HACL established its first Governing Body in September 2018 and is chaired by the Deputy Leader and Cabinet Member for Education and Children's Services. This paper has been prepared for approval by the Governing Body to reflect the transition period for funding between the Education and Skills Funding Agency (ESFA) and the Greater London Authority (GLA) as skills funding is delegated to the London Mayor. It is intended for use by all HACL staff members.

2. Background

As stated above, HACL is a service of the Local Authority, which provides leadership and governance to all the staff it employs. As such, HACL works towards council priorities and strategies and is bound by decisions made by elected Members. At the same time, the service is funded through central Government via the ESFA and is expected to work towards the priorities set through their funding rules and strategies. At the time of writing, preparation is underway to delegate skills funding for Londoners to the Mayor via the GLA, who in turn requires the service to meet the key priorities identified in the Skills for Londoners' Strategy.

From August 2019, the service will need to meet the priorities of all three stakeholders. For the most part, these differing stakeholders have identified similar priorities, but the service must demonstrate to each of them that it is working towards those priorities in tangible ways and provide evidence that demonstrates the impact on residents as a result of these planned actions.

2.1 National, regional and local priorities

National priorities

The government has charged the ESFA, amongst other departments, to ensure that the priorities identified in a number of strategic documents are actively pursued by those receiving ESFA funding. These include, but are not limited to:

New Challenges, New Chances, 2011, which highlights the need to maximise access to learning for adults, promote social renewal and inclusion, and maximise the impact of learning on the social and economic wellbeing of individuals, families and communities.

The *Industrial Strategy*, 2017, which prioritises productivity and skills in order to ensure our competitiveness in world markets. Key priorities for HACL within this focuses on the English, maths and digital skills needed to improve low-paid workers job and income prospects in order that they reach their economic potential; and encouraging and enabling residents to start and grow a business, such as the service's training of florists, horticulturalists and childminders.

The *Integrated Communities Strategy*, 2018, which prioritises community cohesion through a number of measures, such as boosting English language skills, supporting new migrants and the resident communities they join, and increasing economic opportunity for minority ethnic groups. The strategy promotes the provision of adult careers education and guidance, a theme that is also reflected in the *Post-16 Skills Plan* of 2016. This prioritises technical and vocational qualifications and careers advice for young people and adults, both of which are key aims of HACL's (see below).

The *National Retraining Scheme*, 2018, prioritises the need to respond to the structural trends that impact on the labour market and drive the need for lifelong training, (e.g. automation, longer working lives, productivity challenges), and reducing the barriers to learning that are faced both by employers and employees,(e.g. motivation, cost, time), especially for those who are low skilled and least able to adapt. HACL have already been part of this work through the Flexible Learning Fund project (see below).

Regional priorities

The London Mayor has developed a suite of strategic documents and key amongst these is the *Skills for Londoners' Strategy*, which has three key priorities stated as, 'To address the challenges and meet the Mayor's vision of a fairer, more inclusive economy and society in London, further and adult education must:

1. Empower all Londoners to access the education and skills to participate in society and progress in education and work
2. Meet the needs of London's economy and employers, now and in the future; and
3. Deliver a strategic city-wide technical skills and adult education offer.' (4)

As part of the preparations for the devolution of the skills budget, London was divided into four sub-regions: north, south, central and west. Hillingdon sits in the west sub-region, which is led by the West London Alliance (WLA). During the pre-devolution preparation, the WLA proposed a sub-regional *Adult and Community Learning Strategy*, whose priority target groups were identified as:

- those farthest away from the labour market
- adults in low paid employment
- new arrivals in the UK and those with English for Speakers of Other Languages needs, including provision supporting social integration outcomes as well as employment outcomes
- people with basic skills needs up to level 2
- people wishing to improve their health or wellbeing
- those with learning difficulties or disabilities

Local priorities

LB Hillingdon is best placed to identify the key priorities for its residents and the council's vision is 'putting our residents first', which underpins four priority themes:

- our people
- our natural environment
- our built environment
- Financial management

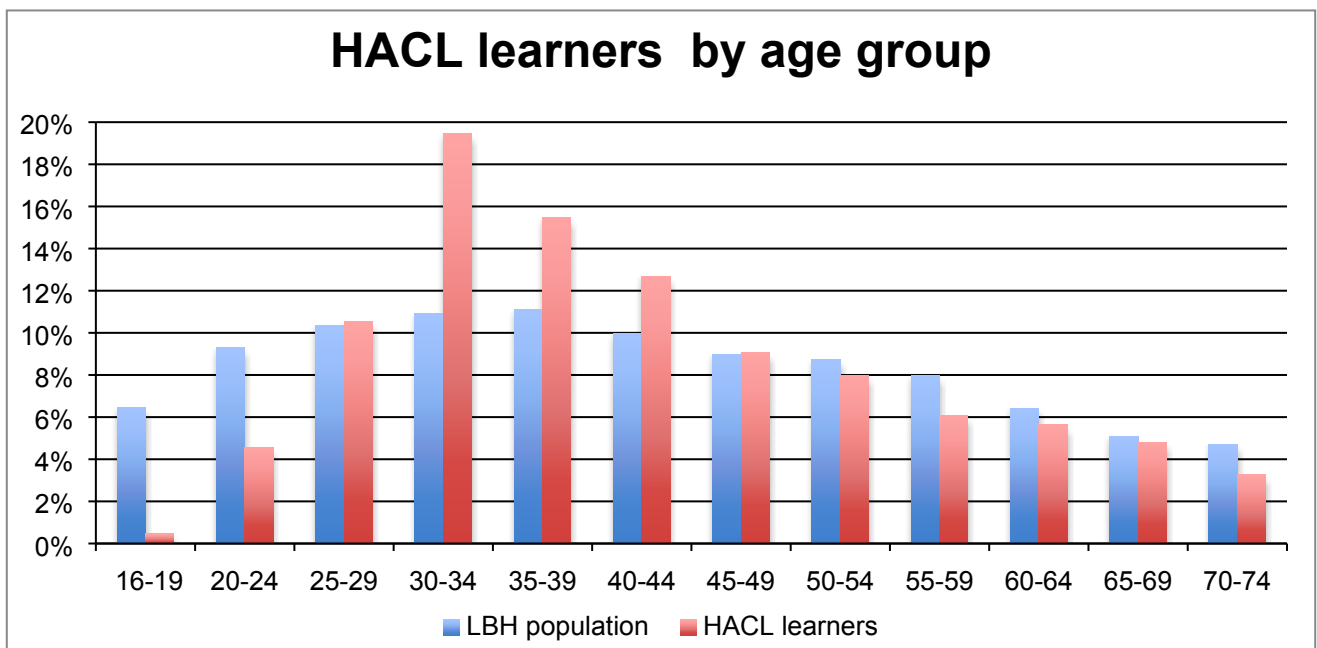
Within these sits the Joint Strategic Needs Assessment (JSNA), which looks at the information available for the community of Hillingdon and tells the story of the local population in terms of health and wellbeing. It has seven priority themes:

- *promoting healthier lifestyles*
- improved coordination of joint health and social care working
- *safeguarding, prevention and protection*
- *community-based, resident-focused services*
- *promoting economic resilience*
- preserving and protecting the environment
- *reducing disparities in health outcomes*

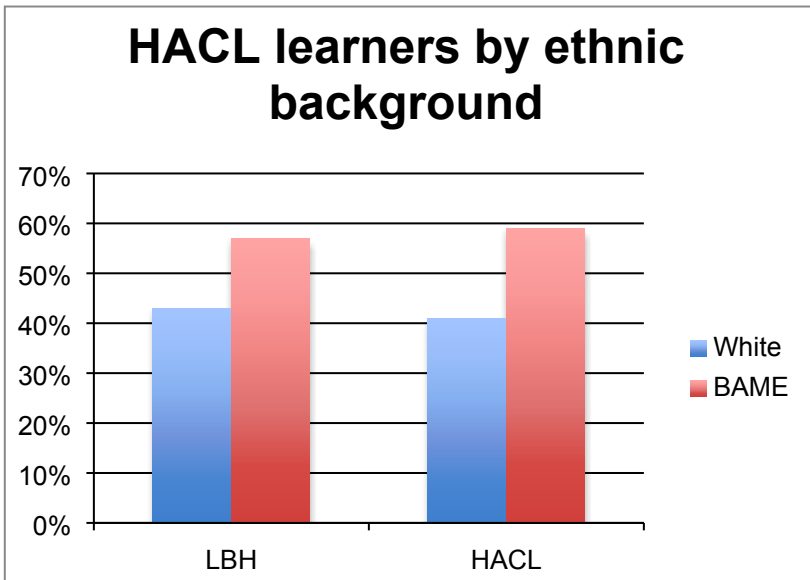
HACL contributes to the five italicised priorities in its work with residents.

2.2 What are the local needs?

Hillingdon has 312,600 residents and the population is increasing. 'The working age population of those in the age bracket 16-24 make up 16.6% of the population, whilst the 25-59 age group make up 67.7%, the remaining 15.7% are from the 60-74 age group,'(1). HACL's adult learners are predominantly aged 25-59, with 15.6% over 60 years of age.



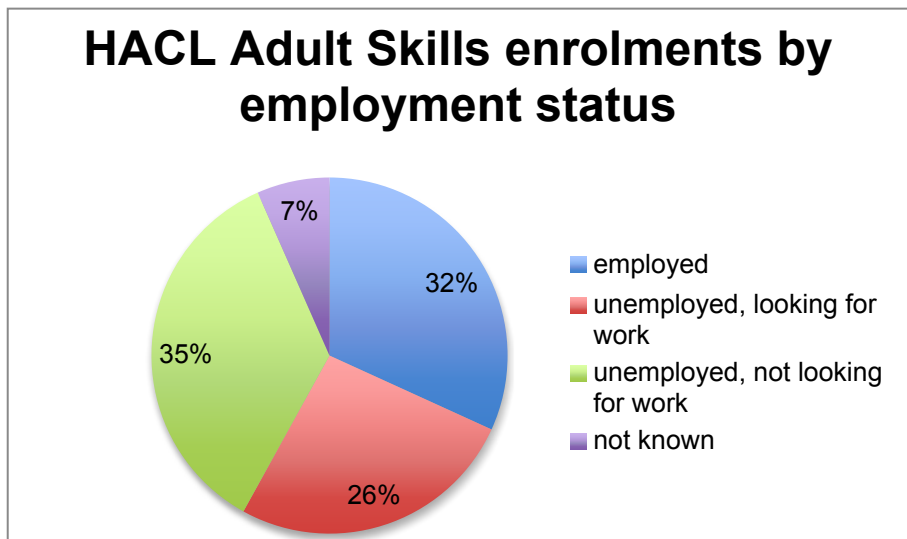
Hillingdon's White British population in 2017 is 43% and the BAME population is 57%. 41% of HACL's learners consider themselves to White British and 59% of learners are from the BAME population.



The predominant religions in the borough are:

Religion	Population	Percentage
Christian	134,813	49.2%
Muslim	29,065	10.6%
Hindu	22,033	8.0%
Sikh	18,230	6.7%
No religion	46,492	17.0%
Other	23,303	8.5%
		Source (1)

71.1% of working-age residents are economically active. Approximately 30% of these are working in professional and associate professional and technical roles, significantly above the national average. Another 10% are managers, directors, officials. A further 33% is made up of administrative and secretarial roles, caring, leisure and service occupations, and skilled trades, which is in line with national averages, or slightly more prevalent in the borough. The remaining 27% of economically active residents are employed in elementary occupations, sales and customer service, and as process, plant and machine operatives. These residents are the most likely to be in low-paid, low skilled roles that are identified in the London Mayor’s Skills Strategy.



'The proportion of the population in an area experiencing deprivation relating to low income is 22.5%, ranking Hillingdon as 21st out of the 32 London Boroughs in this respect,' (1). Those who are unemployed or in low-paid employment are target groups for HACL and 61% of HACL learners are not in paid employment.

18.8% of HACL learners live in postcodes in areas of deprivation based on the current Index of Multiple Deprivation.

Hillingdon has pockets of deprivation and wards in the south of the borough are less affluent and more ethnically diverse than in the north. 'At ward level, the percentage of people who live in income deprived households ranges from 4.8% in Ickenham to 21.7% in Townfield. 20.8% of children in Hillingdon live in families that are income deprived. The proportion of the working age population involuntarily excluded from the labour market is 22.5%,(1)'. The south has higher unemployment levels and more residents with low level English language skills. Women are the least likely to have strong language or employability skills, are the most likely to be unemployed or in low paid work, and older women who settled here some years ago are the least likely to engage in learning (2). Women from deprived areas are a target group for HACL. 16% of HACL learners are female and live in postcodes in areas of deprivation.

The proportion of Hillingdon residents who are both aged over 60 and income deprived is 15.7%. 0.31% of residents are identified as having learning difficulties and disabilities, (1). There are high levels of depression, diabetes and obesity in Hillingdon (1) and the GLA have identified Hillingdon's most deprived wards as having high levels of mental health and wellbeing issues (3). The 'risk of premature death and the impairment of quality of life through poor physical or mental health has been identified as 13.5% in Hillingdon,' (1). Promoting healthier lifestyles and reducing disparities in health outcomes are two key JSNA priorities designed to improve health and reduce inequalities in the borough.

17.6% of HACL learners have a learning difficulty or disability.

'The lack of attainment and skills in the local population is 13.5%', (4) in Hillingdon, which is ranked 'eighth of 32 London Boroughs and 149 out of 326 authorities in England for the Adult Skills subdomain of the Indices of Deprivation (Rank 1 is most deprived, 326 is least deprived)'. (1). 8,240 residents (16.8%) stated they cannot speak English well or at all in the last census data. Apart from English, the most spoken languages in the borough are Panjabi (8,837 residents, 3.4%) and Polish (3,994 residents, 1.5%), (1). There is no central learning and careers information, advice and guidance service for adults in Hillingdon and addressing this is a priority for the service.

(1).LB Hillingdon, *Joint Strategic Needs Assessment Indices of Multiple Deprivation 2015*, March 2017) and <https://www.hillingdon.gov.uk/article/29581/Demographics>

(2) NOMIS data <https://www.nomisweb.co.uk/reports/lmp/la/1946157271/report.aspx>

(3) GLA data, <https://www.hillingdon.gov.uk/article/29581/Demographics>

What is the intention and scope of the provision we offer?

Our provision sub-divides into five categories:

1. English, Maths and Digital Skills
2. Learning for Work
3. Learning in and for the Community
4. Learning for adults with learning difficulties and disabilities
5. Careers and education advice

HACL provision category	Intention of the provision	Working towards these priorities
1.English, Maths and Digital Skills	<p>To improve the skills base of residents, enabling them to apply these skills in their everyday lives and careers.</p> <p>To encourage progression into further learning and work</p> <p>To contextualise learning to encourage participation in society and work, whilst increasing understanding of commonalities and differences within the community</p> <p>To provide a wider perspective to learning, enhancing residents understanding of and encouraging debate about societal, cultural and political norms and what citizenship means.</p> <p>To enhance learners understanding of how to keep themselves and others safe and healthy</p>	<p>Industrial Strategy Integrated Communities Strategy National Retraining Scheme Skills for Londoners Strategy West London Adult and Community Learning Strategy LB Hillingdon JSNA: Community-based, resident-focused services Safeguarding, Prevention and Protection Promoting economic resilience</p>
2.Learning for Work	<p>To provide a route map of industry-standard qualifications for residents to begin or progress their career or manage a career change in order to improve their economic resilience and prosperity</p> <p>To scaffold the vocational qualifications they require through tailored support with their learning, including English, maths, digital and work skills</p> <p>To strengthen learners' understanding of culture and norms to improve their ability to flourish in their chosen sector and/or community</p> <p>To enhance learners' understanding of how to keep themselves and others safe and healthy</p>	<p>Industrial Strategy Integrated Communities Strategy Post-16 Skills Plan National Retraining Scheme Skills for Londoners Strategy West London Adult and Community Learning Strategy LB Hillingdon JSNA: Community-based, resident-focused services Safeguarding, Prevention and Protection Promoting economic resilience</p>

HACL provision category	Intention of the provision	Working towards these priorities
3.Learning in and for the Community	<p>To provide a wide range of learning experiences that engage and challenge adults and which are valuable to them in their everyday lives</p> <p>To reach and engage residents from disadvantaged groups and deprived communities and to support them to progress</p> <p>To enhance learners' understanding of how to keep themselves and others safe and healthy</p>	<p>Integrated Communities Strategy Skills for Londoners Strategy West London Adult and Community Learning Strategy LB Hillingdon JSNA: Promoting Healthier Lifestyles Safeguarding, Prevention and Protection Community-based, resident-focused services Reducing disparities in health outcomes</p>
4.Learning for Adults with Learning Difficulties and Disabilities	<p>To encourage independence based on individualised learning programmes and high expectations of behaviour created by a culture of respect</p> <p>To provide support for those who are overcoming barriers to achieve</p> <p>To challenge stereotypes and encourage residents to engage in un/paid work experience or volunteering opportunities</p> <p>To enhance learners understanding of how to keep themselves and others safe and healthy</p>	<p>Integrated Communities Strategy Skills for Londoners Strategy West London Adult and Community Learning Strategy LB Hillingdon JSNA: Promoting Healthier Lifestyles Safeguarding, Prevention and Protection Community-based, resident-focused services Promoting economic resilience Reducing disparities in health outcomes</p>
5.Careers and Education Advice	<p>To listen to every individual, supporting them to clarify their goals and empowering them to take steps to achieve those goals</p> <p>To enable residents to understand their options and to make informed choices about how they will progress in order to achieve their potential.</p> <p>To create and strengthen links between employers, residents and the self employed within Hillingdon.</p> <p>To develop volunteering opportunities as progression routes for residents, providing additional support for partners and learners</p>	<p>Integrated Communities Strategy Post-16 Skills Plan Skills for Londoners Strategy LB Hillingdon JSNA: Community-based, resident-focused services Promoting economic resilience</p>

2.3.1 English (including ESOL), Maths and Digital Skills are essential for life and work and there is a clear need to improve these skills across the borough, but particularly in the south. We provide specialist support for our vocational learners that helps them develop the skills they need for work as well as improving their chances of achieving their qualifications. We also provide a wide range of stand-alone qualification courses, which improves learners fluency and accuracy in each skill, helps them to manage their everyday lives and to progress into work, vocational courses or volunteering.

English and maths qualifications are free to all learners who do not already have them up to and including GCSE. ESOL and digital skills attract fees, but these are subsidised by the funding grant. New digital skills standards were introduced in 2018 and the development of associated national qualifications are underway and are expected to be ready for use in September 2020.

2.3.2 Learning for Work focuses on our vocational offer and tries to address the disparities identified above in economic and employment prospects for those with the lowest skills levels. Courses are aimed at those who are entering or changing their direction within the job market, or who wish to improve their prospects for promotion or improving their current income. To this end we focus on these key sectors:

- Childcare
- Health and Social Care
- Floristry
- Horticulture
- Community Interpreting

We increasingly provide professional development courses for qualified professionals in subjects like the Award in Safeguarding or the Award in Mentoring.

These courses attract fees but are subsidised through the funding grants. Many learners attract concessions on their fees and some are entitled to financial help with other associated costs, such as books.

2.3.3 Learning in and for the Community is divided into four sub-groups. There are no qualifications attached to these courses.

Personal Development and Community Learning (PCDL) is designed to provide learning opportunities that encourage learning for its own sake, whether to relax after work or learn a new hobby, and older/retired adults make up approximately 25% of these enrolments. Classes include languages and arts classes and attract a fee, subsidised by the external funding grants and the council.

Family English, Maths and Language (FEML) is delivered in schools, children's centres and other community venues to parents/carers who want to learn how to best support their children's education whilst improving their own English, maths and digital skills. Typically, speaking and listening for ESOL learners and spelling and maths strategies are the most sought after skills, and parents often report that they feel more able to converse with teachers and help with homework as a result. These courses are paid for by the grant and are free to learners.

The *Wider Family Learning* (WFL) programme engages families in multi-generational learning that allows them to enjoy fun activities together, which improves communication and encourages them to try something else together afterwards. Courses focus on keeping safe and being healthy. These courses are paid for by the grant and are free to learners.

Neighbourhood Learning in Deprived Communities (NLDC) allows the service to target disadvantaged groups and deprived areas in the community to engage residents who might not otherwise think that learning as an adult was for them. We aim to encourage everyone to progress

into other learning, or into volunteering or work once they have taken their first tentative steps. Examples of these targeted groups include those with mental health issues, dementia and stroke groups, minority ethnic groups, and residents from deprived areas such as Austin Estate. These courses are paid for by the grant and are free to learners.

2.2.4 Learning for adults with learning difficulties and disabilities encompasses a wide range of courses aimed at developing the independence and social skills of these residents. Most of our learners have been learning with us for many years and are joined each year by others, a small minority of whom have been supported to take up un/paid work placements. We also provide learning for adults with profound and multiple difficulties through our work with other council teams at the Resource Centre in Ruislip. These courses attract fees but are heavily subsidised by the funding grant and the concessions attracted by this cohort of learners.

2.2.5 Careers and education advice is an essential component of the service's offer. Residents frequently arrive with a mixture of motivations to learn and often with tentative ideas about the kind of work they want to do, and HACL provides impartial and accurate information and advice to help them clarify those thoughts and identify the key steps to achieve their goals, whether or not they enrol on a course. The advice continues whilst the learners are on-course. Opportunities are sought to enhance learning wherever possible, such as careers fairs and visiting speakers, and progression events, interviews and sessions with the National Careers Service guide learners towards their goals.

3. Priorities for Action

3.1 Strategic Aims and Objectives, 2018-2020

1. Further strengthen leadership, management and governance to ensure outstanding provision for learners
 - 1.1. Maximise effectiveness of governing body to drive improvement
 - 1.2. Modernise the systems available and improve the use of data to support monitoring to drive improvement
 - 1.3. Maximise additional funding streams and value for money to increase opportunities for residents

2. Provide learners with outstanding teaching, learning and assessment opportunities
 - 2.1. Develop reflective practitioners across the service, supported by targeted CPD
 - 2.2. Ensure consistency of TLA to maximise potential for learning both in and out of class
 - 2.3. Ensure consistent assessment that facilitates progression
 - 2.4. Ensure that all learners are supported to have an equal opportunity to learn and achieve

3. Ensure that the service provides outstanding learner engagement in every aspect of its provision, especially women from deprived backgrounds and disadvantaged groups
 - 3.1. Provide outstanding careers and education information, advice, guidance for all residents
 - 3.2. Maximise the impact of learner voice to improve learner experiences
 - 3.3. Strengthen the volunteering service that enhances learning and provides progression opportunities
 - 3.4. Develop a culture that promotes, enables and celebrates achievement

4. Ensure that learners and staff are safe and embrace British values
 - 4.1 Create safe and secure environments conducive to learning for staff and learners to feel safe
 - 4.2 Embed British Values into everything we do
 - 4.3 Promote awareness of radicalisation, domestic violence, FGM and modern slavery
 - 4.4 Ensure GDPR is adhered to at all times

5. Provide outstanding outcomes for all learners
 - 5.1. Increase achievement rates through a culture of continuous improvement, minimising any gaps
 - 5.2. Develop outcomes measures to demonstrate impact and drive improvement
 - 5.3. Further develop progression routes
 - 5.4. Prepare learners for progression into employment and/or into better paid or more sustainable employment

5. Governance and implementation of the strategy

5.1 Accountability

Within the local authority, the Service Manager is accountable to and managed through the existing council mechanisms. Governance of the service will be monitored through the Governing Body, and through Policy and Overview Committees when required.

The appropriate use of funding will be further scrutinised by the council's internal auditors, the GLA and the ESFA. The impact of the provision on learners will be reported through the service's annual Self-Assessment Report and further scrutinised by Ofsted through its inspection regime.

5.2 Measuring impact

Progress towards these goals will be measured by outcomes in the Senior Leadership Team Action Plan and at Operational Management Group meetings. Impact will be monitored through the service's key performance indicators, which will be updated annually.

D. Scarborough

2018/updated Jan 2019. Update for REESPOC below, Dec 19.

Position statement against key aims for REESPOC, Dec 2019

Strategic aim	Position statement
Further strengthen leadership, management and governance to ensure outstanding provision for learners	<ul style="list-style-type: none"> • Governing Body was established in 2017. It currently has 11 members and 4 vacancies. • Data capture and intelligence improvements now support management decisions and drive improvement • Additional funding streams are actively sought out to increase opportunities for residents and enhance value for money.
Provide learners with outstanding teaching, learning and assessment opportunities	<ul style="list-style-type: none"> • Reviewed quality improvement processes are developing reflective practitioners, leading to increased consistency of teaching, learning and assessment across the service. • A Staff Forum and a CPD Forum creates online opportunities for sessional staff to share good practice and for all staff to engage in professional training that supports their own developmental needs. • Two staff conferences have highlighted new Ofsted requirements and explored safeguarding issues to ensure staff are well trained and can support residents to stay safe.
Ensure that the service provides outstanding learner engagement in every aspect of its provision	<ul style="list-style-type: none"> • Open Days and skills-based assessments support accurate placement in classes • A reviewed and energised course offer coupled with a bespoke brochure supports enrolments for students with learning difficulties and disabilities • The elected Learner Council is now 11 strong and active in the service. • We have established a volunteering service that enhances learning and provides progression opportunities. • Regular events and initiatives celebrate success for learners and volunteers.
Ensure that learners and staff are safe and embrace British values	<ul style="list-style-type: none"> • Safeguarding is reported to 5 designated safeguarding officers and monitored through the Staying Safe Board. • All staff and learners are required to wear photo-ID badges in centres • Fire/lockdown drills are carried out regularly • British values are embedded in the service through learning and enhancement activities during the year.
Provide outstanding outcomes for all learners.	<p>The thrust of our activities has been to encourage progression into further learning or work:</p> <ul style="list-style-type: none"> • Achievement rates have risen to 89.5% • There are 31 volunteers in the service in a/y19-20 • The targeted engagement of disadvantaged groups in the community and deprived areas has been increasing, with 1512 enrolments during 2018-19. • 94% of learners on non-accredited courses reported they achieved their social outcome, 93.2% achieved their wellbeing outcome and 91.9% achieved their employability outcome during their course.

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REESPOC: Hillingdon Adult and Community Learning, January 2020

Appendix B: Funding streams.

Source	£	Notes
AEB allocation for learners resident in London <i>annual</i>	£1,524,877	£823,459 for learning that leads to qualifications and ultimately work £701,418 for non-qualification, community learning courses
ESFA allocation for outside London <i>annual</i>	£60,217	As above but also includes £20k for learners who began a qualification in 18-19 but will not finish it until 19-20.
Adult Learning Loans Adult Learning Loans <i>annual</i> Bursary	£56,814 £3,630	Similar to university student loans, these are available at low interest rates for adults over 19 to pay fees for courses at level 3 and above. Not means tested. Repaid at source when earnings reach £21k.
Local Authority income <i>annual</i>	£20,000	The LA provides funding the service every year to subsidise course fees for Hillingdon residents.
Early Years funding from LA for specific workforce development	£20,000	In terms of EY funding, HACL's role is to: <ul style="list-style-type: none"> • provide IAG and assess suitability of prospective childminders • train new childminders • provide CPD for existing professionals
Strategic Investment Pot (SIP) project <i>London councils' Business Rates pot</i> 2019-2021	£470,000	<ol style="list-style-type: none"> 1. Increasing the reach and scale of ESOL to get residents into work 2. Providing opportunities for adults with learning difficulties and disabilities to engage with work 3. Developing an information, advice and guidance hub that provides residents with support and work experience 4. Enabling tutors and partner organisations to support residents with English, maths and digital skills 5. Targeting support to remove barriers to progression for particular groups
Talk English <i>MHCLG-funded (via Manchester City Council)</i> <i>Subject to annual approval</i>	£42,250	Target: 270 learners. Must be women with very low level English skills. Volunteers trained to facilitate speaking classes to build everyday confidence and encourage further learning and engagement within community.
Bids applied for but awaiting results		
GLA Small Capital and Equipment Fund	£149,005	50% matched funded bid to replace old/failing equipment and resources and to

Results Feb 20 over 18 months	<i>£74,500 matched.</i>	repurpose one large classroom into a multi-purpose space with digital learning capacity.
GLA Innovation Fund Results Feb 20 over 18 months	£150,000	Project work to encourage and enable residents learning in the community to progress into taking formal qualifications to improve their social and economic wellbeing and drive community integration.

Short inspection of Hillingdon London Borough Council

Inspection dates:

4–5 December 2019

Outcome

Hillingdon London Borough Council continues to be a good provider.

Information about this provider

At the time of the inspection, there were 1458 learners on roll. Most learners study on courses at level 1 and below with around two hundred and seventy studying at level 2. Around fifty study at level 3. A small proportion of these learners use an advanced learner loan to fund their learning.

Courses are provided to build learners' vocational skills, primarily in childcare and supporting teaching and learning in schools. English for speakers of other languages (ESOL), English, mathematics, arts and crafts form a large part of the curriculum on offer. The service also delivers provision aimed at building the independent living skills of adults with a learning difficulty or disability and provision for learners with mental health concerns. Courses are taught at three main sites, plus several outreach locations across the borough. The previous short inspection in February 2016 confirmed that the service continued to provide a good quality of education.

What is it like to be a learner with this provider?

Learners look forward to attending their classes. Whatever type of course they attend, they learn much that helps them in their daily lives, their well-being or in their search for a job or further training. Many greatly develop their self-confidence and esteem. Learners say that the centres are great places to learn and they would recommend them to their friends.

Learners feel safe and are safe wherever they study. They benefit from learning in an environment where there is mutual respect whatever background you come from.

Experienced and skilled tutors make topics easy to follow because they explain things clearly. Tutors are patient and work through topics at a pace that suits learners. They are easy to approach when learners need guidance or assistance.

Learners develop their enthusiasm for learning whatever subject they follow, including subjects in which they may have had negative experiences while at school.

What does the provider do well and what does it need to do better?

In line with local priorities, leaders and managers ensure that learners from the borough's most disadvantaged communities take part in the courses they offer. Working with a wide range of partners, they ensure that the curriculum meets effectively the needs of many different communities in the area. Leaders and managers introduce new courses that respond well to newly identified needs, such as the emotional health and wellbeing of residents.

Tutors teach their subjects in a logical order. They teach fundamental concepts first and check that learners understand these before moving on. For example, those on childcare courses are taught about basic child development before learning about the more specific needs of children, such as those with learning difficulties and disabilities. In ESOL, tutors help learners' recap on prior learning to ensure they have learned the language skills they need before moving on to the next stage.

Most learners receive effective advice and guidance that helps them plan their next steps. Learners seeking employment receive good guidance from external agencies, such as the national careers service, to help them get jobs. A few learners following the arts curriculum are not made aware of other courses that are available elsewhere.

Learners attend regularly and produce good-quality work. Those taking qualifications are successful and achieve well. A high proportion of learners on courses without qualifications achieve their personal goals. They gain pride and a sense of achievement in their work. Learners, such as those who are retired, gain a sense of purpose from attending classes. Those with mental health conditions build their resilience very well. They make friends, become more active in their community and learn to cope better with everyday life.

A few tutors do not provide helpful feedback on learners' written work. As a result, at times learners do not know what they need to do to improve. Too often, tutors do not correct spelling and grammar mistakes that learners make. This hinders learners improving their writing.

Managers have good expertise in adult learning. They have a good track record in making improvements and in ensuring that the quality of education that learners receive is good. However, senior leaders and the relatively new governing body do not provide enough support and challenge to managers to help them develop further the quality and impact of the curriculum. They are not sufficiently informed about the impact that the curriculum has on learners once they complete their courses.

Safeguarding

The arrangements for safeguarding are effective.

Learners know how to report any concerns they have about their own or others' safety. Staff report any safeguarding concerns appropriately. These concerns are dealt with effectively. Managers and staff closely monitor and support learners where there are safeguarding concerns.

Managers provide effective oversight of safeguarding practices in the service through their 'staying safe' board. They have in place a suitable range of policies and procedures aimed at safeguarding learners. They meet their obligations under the 'Prevent' duty.

What does the provider need to do to improve?

- Managers should ensure that feedback from tutors helps learners improve the standard of their writing, including their spelling, punctuation and grammar.
- Managers should establish measures that more effectively capture the impact of the curriculum on learners.
- Senior leaders should put in place arrangements that provide the support and challenge managers need to improve further the quality of education provided.

Provider details

Unique reference number	53129
Address	Adult and Community Learning – Hillingdon London Borough Council Park Road Uxbridge UB8 1NP
Contact number	01895 676 690
Website	www.archive.hillingdon.gov.uk/adultlearning
Principal	Debbie Scarborough
Provider type	Local authority
Date of previous inspection	18 February 2016

Information about this inspection

The inspection was the second short inspection carried out since Hillingdon London Borough Council was judged to be good in February 2016.

The inspection team was assisted by the service manager, as nominee. Inspectors took account of the provider's most recent self-assessment report and development plans, and the previous inspection report. The inspection was carried out using the [further education and skills inspection handbook](#) and took into account all relevant provision at the provider. Inspectors collected a wide range of evidence to inform judgements, including observing learning sessions, scrutinising learners' work, seeking the views of learners, staff and other stakeholders, and examining the provider's documentation and records.

Inspection team

Jon Bowman, lead inspector	Her Majesty's Inspector
Kanwaljit Dhillon	Ofsted Inspector
Saher Nijabat	Her Majesty's Inspector
Christina Christou	Ofsted Inspector

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UPDATE ON YOUTH SERVICES

Committee name	Residents, Education and Environmental Services Policy Overview Committee
Officer reporting	Paul Richards, Residents Services
Papers with report	Appendix 1, 2 & 3
Ward	All

HEADLINES

To provide the Committee with an update on the Council's provision for Youth across the Borough.

RECOMMENDATION:

That the Committee notes the information presented within the report.

INTRODUCTION

1. Hillingdon Council delivers a wide range of services and events for young people in Hillingdon, including universal youth services led by Residents Services and targeted youth services led by Adults, Children & Young People Services. In addition, there are many voluntary sector and faith groups across the Borough that offer activities for children and young people, many of which the Council has supported in some way over the years, such as through the award of a capital grant for improvements to their buildings, or to purchase new equipment and / or through the day to day provision of services, such as the maintenance of sports pitches.
2. The Universal Youth Services offer includes the popular Fiesta summer programme as well as all year round engagement activities delivered from a network of Young People's Centres across the Borough. These include programmes for older primary age children and young people of secondary school age. A programme of activities delivered from Young People's Centres is also targeted at young people to support their transition into adulthood, where they can discuss concerns, seek confidential, impartial advice and take part in fun activities, which for some young people will be a diversion. In addition, there is a 'Transporter' youth bus delivering services across the Borough, delivering targeted services. These services complement the range of other services available in the Borough, such as sport and physical activity programmes, youth activities offered by faith organisations and uniform groups amongst others.

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Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

3. The youth services the Council provides and those operating independently of the council deliver a range of life-long benefits and outcomes for those young people taking part, including:
 - Keep young people **healthy and active**
 - Enable young people to **develop and learn new skills**
 - Support young people to **play an active part in the community**
 - Keep young people **safe and well**
4. Over the last decade or so, the focus and interests of young people has evolved and their needs, social requirements and how they engage with the wider community has changed. Knife crime, bullying, peer pressure and the society that young people are growing up in means that what young people have to deal with today is vastly different even from a decade ago.

SETTING THE CONTEXT

5. The Council supports young people in the Borough between the ages of 8 – 19, and in some cases young people up to the age of 25 with additional needs with the provision of youth services. Support is provided through a mixture of direct service provision and delivery via voluntary sector partners and other partner groups.
6. Hillingdon's offer to young people is diverse and can be categorised into a number of key outcomes;

Keep young people **healthy and active**

- participating in physical activities and promoting personal health and wellbeing;
- offering support to Hillingdon families by providing structured, fun activities for children and young people;
- building confidence and raising self-esteem;

Enable young people to **develop and learn new skills**

- personal enrichment - trying new activities and gaining experiences which may not ordinarily have been available to the young person had they not taken part;
- gaining life skills to be a team player;

Support young people to **play an active part in the community**

- gaining a deeper appreciation of diverse communities and the world around them;
- making new friends;

Keep young people **safe and well**

- providing support and a place to discuss concerns (targeted youth services);
- being a place for young people to take part in fun events acting as a diversion for those young people at risk from participating in Anti-Social Behaviour (ASB);

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- having access to services to discuss concerns and signposting to support and advice (targeted youth services).
7. Hillingdon Council manages and maintains a wide range of sports and leisure facilities, including swimming pools, gyms, sports halls, athletic tracks, sports pitches, cycle tracks, tennis courts and indoor game courts. Youth and junior sessions across numerous sports and activities are offered, including swimming, exercise classes, junior gym classes, cricket and badminton classes. Participation in youth sports clubs is growing across the Borough, and Hillingdon provides facilities and favourable lease arrangements to a large number of youth football, rugby and cricket clubs.
 8. The Music Hub provides young people aged 5-18 with opportunities to learn musical instruments and work towards music qualifications. Hillingdon’s theatres provide a range of activities and classes for young people to learn about performance and life skills through drama and music. The Library Service caters for the needs of all age groups at each of its 17 branches, and runs additional clubs and activities specifically for young people, including homework clubs, reading groups, Saturday activity clubs, and the very successful Summer Reading Challenge. The Council also delivers the Duke of Edinburgh scheme to young people aged 14-25 across the Borough.
 9. Hillingdon provides facilities and favourable lease arrangements for a large number of uniform groups, and many organisations have benefitted from Chrysalis funding for improvement works to facilities and scout huts. The Borough is also home to various troops, including Scouts, Brownies and Cubs, Police Cadets, Air Cadets and Navy Cadets. The Council-run cycle track at Minet Country Park is home to the country’s largest children-only cycle club, and the cycling proficiency scheme ‘Bikeability’ is provided to young people through schools.
 10. The annual Fiesta programme delivers a range of summer activities from July to September for young people aged 5-19, and includes a variety of fun and educational courses and experiences. Additionally, Hillingdon’s annual Culture Bite festival provides specific events and activities for young people at its libraries, museums and theatres.
 11. There are over 100 faith venues in Hillingdon some of which offer youth activities of some sort for their worshipping communities. The following table provides an illustration of the activities that are on offer to young people from faith groups across the Borough (this list is not exhaustive).

Centre / Faith Group	Example of Activities
Emmanuel Church HA6 1AS, Northwood.	Eastbury Holiday Club, 9am – 12pm. Youth Group – Extatic Cell. Monday, 7pm. Reading, exploring faith, games, practical activities. 14 – 18 year olds. For those new to faith.

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	Youth Group – Deeper Cell, Thursdays, 7.30pm, term time. Fun activities, discussions, exploring faith. For 14-18 year olds.
Ruislip Baptist Church HA4 8HR	Children’s Group Holiday Club. Held during the first full week of the Hillingdon school summer holidays. 7-11 year olds. Youth Group – Blaze – held on Tuesdays during term times. 14-18 year olds. Teaching Christianity, football, table football, pool, table tennis, playstation.
Adhya Shakti Mataji Temple (Hindu) – Uxbridge, UB8 2DX	Youth Group – Dhol Classes. Activities focusing on young people learning the drum. Held on Tuesdays, 7.30pm to 9pm, age group 7-18 year olds.
Hayes Muslim Centre, UB3 3NB	Scripture for children, including history, prayers, rituals. Held on weekday evenings during term time, 5pm to 7pm, ages 7 to 18 years old.
Hayes Town Chapel, UB3 2JP (Congregational)	Junior Club – term time, 7pm to 8.15pm, crafts, games, reading, singing, Wednesdays. Youth Club – term time, Fridays, 7.30pm to 10pm, secondary school ages. Activities include: games, football, pool, table tennis, reading, crafts, movies, organised trips e.g. pizza, bowling, golf.
St Matthew’s Parish Church, Yiewsley, UB7 7QH (Anglican)	Ignite Youth Club, Friday’s 6.30pm, youth band, discussions and debate, food, music.

12. Appendix 1 sets out a full range of activities available across the Borough for Young People. Appendix 2 provides a full list of the scouts, girl guides, boys brigade and girls brigade groups in operation across the Borough (71 in total).

UNIVERSAL YOUTH SERVICE (UYS)

13. The UYS forms part of this wider offer available to young people across the Borough, and includes a ‘buildings based’ service, operating from the Council’s seven Young People’s Centres (YPC).
14. The UYS is managed from within the Green Spaces, Sports & Culture Service in Residents Services. It is focussed on engaging and supporting young people and their families through offering a range of issue-based and competency-building activities.
15. It is an open-access or Tier 1 service for all young people aged 13-19, as well as those up to 25 years old with additional needs. The service also offers sessions for 8-12 year olds in

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some centres. The service is available to all the Borough’s estimated 43,000 young people (aged 8-19 years). The centres are also used on a weekly basis by the Targeted Youth Programme and by some voluntary and community sector (VCO) organisations.

16. The centres are available across the Borough in the following locations (see appendix 3 for a map):

Young People’s Centre	Location
Fountains Mill	High Street, Uxbridge
Charville	Kingshill Avenue, Hayes
Harlington	Pinkwell Lane, Hayes
Ruislip	Bury St, Ruislip
South Ruislip	Victoria Rd, South Ruislip
West Drayton	Rowlheys Place, West Drayton
Northwood	Hallowell Road, Northwood

MODEL, STAFFING & PROGRAMMES

17. The rationale for moving the universal youth element of the Youth Service in 2015 into Green Spaces, Sports & Culture can be summarised as bringing together Council services that were open-access and available to all. Synergies, particularly with those services which have a strong community focus such as sports development, public health promotion, adult community learning and libraries - were recognised, and it was felt that by locating them within the same management structure would result in a more integrated approach to health and wellbeing across Council’s services, and more opportunities to improve services through collaboration.
18. The targeted element of the service remained within Children’s Early Intervention & Prevention and was restructured to be a dedicated Targeted Service. The rationale for this was that, as part of the revised model for the provision of early intervention services, targeted programmes such as those delivered to young people, would perform a key role in supporting individuals with additional needs and their families, without the need for more costly social services interventions. Targeted preventative support in an early intervention setting would enable young people referred to the service by the universal youth workers, to receive ‘step up’ support. The service would also be well placed to receive ‘step down’ referrals from social workers as part of efforts to reduce social services interventions.
19. To assist in gaining a deeper understanding of the services, a study was undertaken of the UYS model and programmes over a 12 day period during September 2018. This analysis

also included programmes of the targeted provisions delivered by Early Intervention and sessions provided from Young People’s Centres.

20. On a centre-wide basis, during a typical week there are 28 universal youth service sessions available to young people, totalling 84 hours. The majority of these sessions taking place in the afternoon (‘twilight’) and evenings Monday to Friday. These sessions consisted of six different programmes including Duke of Edinburgh, HACS (Hillingdon Autistic Care and Support) and Young Carers Programme.
21. The Targeted Programmes offered a total of 41 sessions to young people, totalling 397 hours, these sessions also ran throughout the day, afternoon and evenings Monday to Friday, and occasionally on a Saturday. These sessions consisted of eight different programmes including AIMS (Achievement through Individual Mentoring Support), Girls and Young Women’s Programme and Link Counselling Service.
22. The voluntary sector also delivered a range of programmes from Young People’s Centres during this study period, offering a total of 33 sessions to young people, totalling 129.5 hours. These sessions ran Monday to Sunday throughout the day, afternoon and evenings and sessions consisted of nine different programmes including MIND and Police Cadets.
23. The table below illustrates the number of sessions run at each centre, footfall and operating hours.

Table: Programmes and Attendance by YPC,

	UYS			Targeted			VCO		
	Hours	No of Sessions	Footfall	Hours	No of Sessions	Footfall	Hours	No of Sessions	Footfall
FOUNTAINS MILL YPC									
1 Week	9	3	-	141	17	-	7	2	-
2 Weeks	18	6	99	279	17	276	14	4	-
HARLINGTON YPC									
1 Week	9	3	-	6	2		7.25	2	-
2 Weeks	18	6	87	12	4	23	14.5	4	60
WEST DRAYTON YPC									
1 Week	6	2	-	9	3	-	38	6	-
2 Weeks	12	4	32	18	6	35	73	11	212

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Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

RUISLIP YPC									
1 Week	9	3	-	44	7	-	4.5	2	-
2 Weeks	18	6	107	88	14	106	6.5	3	-
SOUTH RUISLIP									
1 Week	6	2	-	0	0		6.25	4	-
2 Weeks	12	4	51	0	0	0	9.5	7	74
CHARVILLE YOUNG PEOPLE'S CENTRE									
1 Week	3	1	-	0	0		0	0	-
2 Weeks	6	2	5	0	0	0	0	0	0
NORTHWOOD YOUNG PEOPLE'S CENTRE									
1 Week	0	0	0	0	0	0	6	2	10
2 Weeks	0	0	0	0	0	0	12	4	20

24. The Young People's Centre with the highest level of activity and footfall was Fountains Mill, which comprised mainly of targeted programmes. Overall, the programme of Universal Youth Service activities delivered from Young People's Centres typically represented a relatively small part of the total hours available from each centre, with the maximum offer of just 9 hours per week for sessions.
25. In the experience of staff working in the Universal Youth Service, the UYS activities offered from the Young People's Centres tend to be aimed at specific groups such as children with disabilities through the 'Sparks' Club, and children on the autistic spectrum as part of HACs sessions, Moving to Women/Men and certain age groups. It is much more than a universal service, and in fact provides quite a targeted support to particular cohorts of children and young people.
26. Additionally, a number of VCO use the centres: Police Cadets; DASH; Young Carers; HACs; Time Training; Skills Hub; Table Tennis Club; Tots Soccer School.
27. Hire/rental income has not been pursued as a commercial opportunity. All organisations are using YPCs for free or nominal fees.

Capital Investment on wider youth offer

28. As mentioned previously, the LBH Youth offer is far wider than the provision within the Youth Services team and significant capital investment has been made, and is planned to be made in leisure facilities, sports clubs and facilities for e.g. Scout and Guide groups. This investment is shown in the table below:

Capital Expenditure on Youth	2016/17	2017/18	2018/19	2019/20 Nov-19	Grand Total
Playgrounds / Outdoor Gyms	601,644	705,972	576,230	563,270	2,447,116
Scout Huts		18,192	115,000		133,192
Skate Parks	2,080		208,520		210,600
Guide Huts	14,381	369	82,300	235,264	332,314
Lido Pirate Ship		141,484			141,484
Cricket Clubs	66,129	72,134	24,831	27,702	190,796
Bessingby Football & Boxing Club		97,423	1,066,324	265,084	1,428,831
Sports & Leisure Facilities	38,540	23,976	166,752	43,064	272,332
Youth Centres	4,279	2,480			6,759
HOAC		11,664	711,490	49,483	772,637
Youth Provision Budget				1,125,000	1,125,000
Grand Total	727,053	1,073,694	2,951,447	2,308,867	7,061,061

29. In addition, the draft five year capital programme budget submitted to Cabinet in December 2019 includes a further £2,500k for Youth Provision. This is yet to be formally approved by Council in February 2020.

FIESTA PROGRAMME

30. Hillingdon's summer Fiesta programme is an open access universal provision delivering an annual activity programme for children and young people aged 7-19, and up to the age of 25 for those with special needs.
31. Now in its 15th year, the summer Fiesta programme offers a range of experience based activities to residents and its performance and delivery model offers a stark contrast to the offer from Young People's Centres at other times of the year.
32. The Fiesta programme offers a wide range of activities that cater for the needs and interests of all young people, and includes street dance, motor mechanics, film production,

self-defence, fashion design, climbing, kayaking, photography and a range of team-based sports including cricket, football and basketball.

33. Fiesta’s operating model is based on a peripatetic approach delivered at multiple sites across the Borough, predominantly from Council owned assets such as the Young People’s Centres, sports and leisure centres, golf courses and in parks and open spaces. Fiesta also utilises privately owned venues across the Borough, including schools, cricket clubs, Hillingdon Outdoor Activity Centre (HOAC), and Triplets Community Tennis Centre.
34. The majority of Fiesta programmes are indoor and hosted within / on LBH-owned premises. During the 2019 Fiesta programme, just under half of all activities (48.3%) were hosted and delivered from Hillingdon’s YPC, and a further 12.1% of activities hosted outdoors in Hillingdon’s parks and open spaces.
35. Attendance of Fiesta programmes amongst young people is high, and over the last three years, take-up has continued to increase. The Fiesta programme of summer 2019 offered 70 individual events and secured an occupancy rate of 90.2%. The majority of courses are booked quickly when they are first advertised, highlighting the ongoing popularity of the programme amongst young people and parents across the Borough.

Table: Fiesta Take Up 2016-19

Year	Available Spaces	Total Bookings	% of filled places
2016	1186	966	81%
2017	1301	1117	86%
2018	1182	1066	90%
2019*	1612	1383	86%

* 2019 was five weeks provision due to school holiday dates. In previous years we offered six weeks of provision

36. Fiesta is delivered by a mix of Hillingdon staff with the support of commissioned specialist coaches and trainers, as required. Young people make their own way to the venues where there will be LBH staff on arrival to accompany the young people through the programme. For example, two LBH employees were present at the courses held at HOAC and one employee present at the golf programmes.

Implications on related Council policies

There are no direct implications on related council policies arising from this report.

How this report benefits Hillingdon residents

A role of the Policy Overview Committees is to 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

APPENDIX 1

CURRENT PROVISION OF SERVICES FOR YOUNGER RESIDENTS

April 2019

AIM	ACTIVITY	CURRENT PROVISION
Healthy & Active	Hillingdon Sports & Leisure Complex offering a wide range of facilities including 2 pools, sports halls, athletic track, indoor ball game courts. Junior Gym, Junior Football, Inflatable Fun Swim, Including Junior fitness sessions, ball games, dance classes and a youth club for 8-15 year olds who also have access to table top games. There are dedicated half term and summer holiday programmes as well. Also home to the Hillingdon Athletics Club.	Park Road, Uxbridge. Provided by Fusion charitable trust through contract with LBH. As is the case for each leisure operator, they determine the leisure offer, though the council can influence this if we spot gaps in activities we want them to fill. LBH agrees prices annually as part of MTFF.
	Botwell Green Sports and Leisure has a 25m pool, children's leisure pool, gymnastics hall, 2 gyms, sports hall and 3G astro turf pitch. A number of Junior Classes on offer including multi-sports sessions for 6-10 year olds, spinning classes 11-15, Junior Gym, Junior Swimming, Inflatable Fun Swim, and cricket and badminton classes in association with the England Cricket Board and Badminton England. Holiday activities available. Also home of the London Borough of Hillingdon Gymnastics Club. Also hosts LBH's partnership with QPR, delivering football training to 5-15 year olds at weekends and as sports camps during the school holidays.	East Avenue, Hayes. Provided by Greenwich Leisure Ltd charitable trust through contract with LBH. LBH agrees prices annually as part of MTFF.
	Highgrove Pool and Fitness Centre 33 metre public pool, gym offering Junior Gym, fitness studio and cycle studio. School swimming and child sessions a focus. Part of the Tom Daley Diving Academy running Junior Diving courses. Offers dance classes and a youth club for 8-15 year olds offering table top games, inflatable fun swim and other activities.	Eastcote Road, Ruislip. Provided by Greenwich Leisure Ltd charitable trust through contract with LBH. LBH agrees prices annually as part of MTFF.
	William Byrd Pool 23 metre 4 lane pool with a programme of sessions to meet different needs.	Victoria Lane, Harlington. Managed by William Byrd Pool Community Trust on behalf of LBH. LBH agrees prices annually as part of MTFF.
	Queensmead Sports Centre offering activities in sports hall, gym, (including Junior Gym sessions for 11-15 year olds), health suite and outdoor netball courts. Many Junior activities on offer. Holiday activities include tennis, Junior Gym and sports hall multi-sports activities.	Victoria Road, Ruislip. Provided by Greenwich Leisure Ltd charitable trust through contract with LBH. LBH agrees prices annually as part of MTFF.
	London Youth Games the pan-London multi-sport event for young people 7-17.	LBH fielding teams for 51 out of 56 sports competitions, working in partnerships with local clubs and schools to facilitate entry. Organised by the Sport and Physical Activity Team.
	Mini Marathon - for three age categories: under 13's, under 15's and under 17 year olds.	LBH enters 6 categories (3 male, 3 female) each year. Finals take place at the end of April comprising of the last 3 miles of the main London Marathon event. Organised by the Sport and Physical Activity Team.
	Youth football is growing rapidly in the borough. Many examples of LBH assisting teams with finding permanent premises, and funding improvements to facilities such as clubhouse, i.e. West Drayton Explorers at Simpson Recreation Grounds and Wealdstone Youth FC at New Pond Playing Fields. LBH also helps clubs apply for grant money for pitch improvements and equipment.	418 teams affiliated to the Football Association in place across Hillingdon, mainly youth teams. Includes: Ruislip Rangers (54 teams); Ickenham Youth (39 teams); and Wealdstone FC (33 teams). All run by volunteers but using LBH parks. Paid for on either 'play and pay' or licence basis. (April 2019).
	Youth Rugby is growing rapidly in the borough.	9 junior boys and 7 mixed mini- teams playing in Borough. Clubs are private and run by volunteers. No real relationship with LBH at the moment.
	Cricket Clubs most run privately, but some do operate from our sites under lease, and there is some limited cricket happening in parks. Many clubs have been supported through the Chrysalis scheme to improve clubhouses and drainage, and purchase new practice nets etc. One example funded by LBH is a Cricket Square at Coney Green in Uxbridge.	Ten clubs with 41 junior boys teams in the borough. Self-managed by the clubs.

	Cycling: Hillingdon Slip Streamers Youth Cycle Club open to children and young people 5-16.	Club runs from the council-owned Minet Country Park. Track and clubhouse leased and licensed on favourable terms, heavily discounted by LBH.
	Cycling: Hayes Hawks BMX Club	Club runs from BMX track at Lake Farm owned by LBH. This is used free of charge.
	Athletics: Hillingdon Athletics Club offering training opportunities to children 9 and upwards. Sometimes there is a waiting list as the club is very popular with children from local schools. £45 a year to be a junior member. Small entry fee to Athletics Stadium of £1.70 per session charged by LBH to Juniors (U16s).	Club operates from Hillingdon Athletics Stadium. Self-sufficient Club, but partnership with LBH when it comes to supporting organisation and transportation for London Youth Games and Youth London Marathon. Organised by the Sport and Physical Activities Team.
Develop & Learn		
	Universal Youth Service delivering direct provision from seven Young People's Centres by LBH Universal Youth Services Team for children and young people from year 4 to year 13. LBH works in partnership with a range of partners including Young Carers, HACS, Police Cadets and Dash, providing youth worker time and free use of young people's centres. (See Active in the Community for details).	Informal learning through activities such as sports, music, cooking, arts & crafts, CV and interview skills.
	Music Hub gives children and young people between 5-18 the chance to learn a musical instrument, gain musical qualifications, and have performance opportunities. Instruments are hireable, and tuition for lessons is benchmarked to 90% of neighbouring borough prices, with discounts available to residents on low incomes.	Subsidised by the Arts Council, the Hub is managed by LBH. The Hub is focused on increasing take up of students with SEN, pupils receiving the Pupil Premium and Looked After Children. In 18/19 2,070 pupils received whole class ensemble teaching, 1,381 received tuition in small groups and 219 pupils took individual lessons
	Theatres Compass Kidz for ages 4-6 and 7-10. Classes held at the Compass Theatre for kids to learn about performance and life skills through drama and music. Produces theatre productions. Paid for termly.	Run by DKproDuKtions on behalf of the Council. Free use of the Compass Theatre. Subsidised costs for disadvantaged young people.
	Libraries stock to cater to all age groups available at all branches. Additionally, clubs, groups and activities are run geared at children and young people. These include: homework clubs; reading groups i.e. Teenage Manga Club in Hayes and YA Book Club in Harlington; open mic nights; Family Board Game Sessions; a Saturday Activity Club in Eastcote; the Summer Reading Challenge; Culture Bite; school holiday events; and Children's Book of the Year activities.	Delivered by LBH. Groups and activities take place across the borough with some like the Summer Reading Challenge in all branches, while others like the Saturday Activity Club are in single branches due to local demand.
	Town Twinning Youth Exchange scheme. Host city rotates annually between Hillingdon, Schleswig (Germany) and Mantes-La-Jolie (France). Organised and delivered by the Universal Youth Service when Hillingdon hosts for a small group, (7-8 participants from each town), between 14-16 years old. LBH makes an effort to include young people from disadvantaged backgrounds and groups.	Programme of activities developed by the host around a learning theme in order to promote understanding, and strengthen ties between the towns. All young people from the Hillingdon group are from disadvantaged backgrounds, as we have a referral and recruitment process for the young people/agencies.
	Duke of Edinburgh Awards scheme for young people 14-24. Delivered by the Universal Youth Service through activity programmes, expedition training and a full expedition programme to meet award requirements at each participation level.	Activities are delivered from Harlington, Ruslip and Fountain's Mill Young People's Centres. We are working to be able to offer the award in all youth work sessions. Currently 1,272 young people registered participants and being supported to achieve Bronze, Silver and Gold Awards. Since April 2018 26 Bronze Award achievers, 9 Silver and 2 Gold.
Active in the Community	Faith Organisations - There are over 100 faith venues in Hillingdon some of which offer youth activities of some sort for their worshipping communities.	Run from a variety of venues from across the Borough.
	Hillingdon Youth Council is a democratic engagement and self-development programme for young people in years 7-13. It provides opportunities for them to represent and advocate for the youth population. Annual elections are organised by the LBH Targeted Youth Team, who also organise council meetings and support the youth councillors deliver their manifesto.	Run from the Civic Centre. Council Members hold surgeries, lead youth projects, and organise campaigns and events focused on issues affecting young people. They participate in the national Youth Parliament and are linked to local school and community forums.
	Scouts, Girl Guides, Boys Brigade, Girls Brigade – There are 71 groups in Hillingdon (44 Scouts Groups, 14 Girl Guides, 7 Girls Brigade, 6 Boys Brigade) – See appendix 2	Many groups have benefited from Chrysalis funding over the years for improvements to buildings. Has in the past benefited from Chrysalis funding in previous years to do things such as install disabled ramps.
	Police Cadets – 2 Police Cadets Groups in the Borough.	Troops located in Harlington and South Ruislip. Supported by LBH through free use of young people's centres in Harlington and South Ruislip. They also use the Universal Youth Service Mini buses. The Police Cadets are also supported through the Duke of Edinburgh Awards.

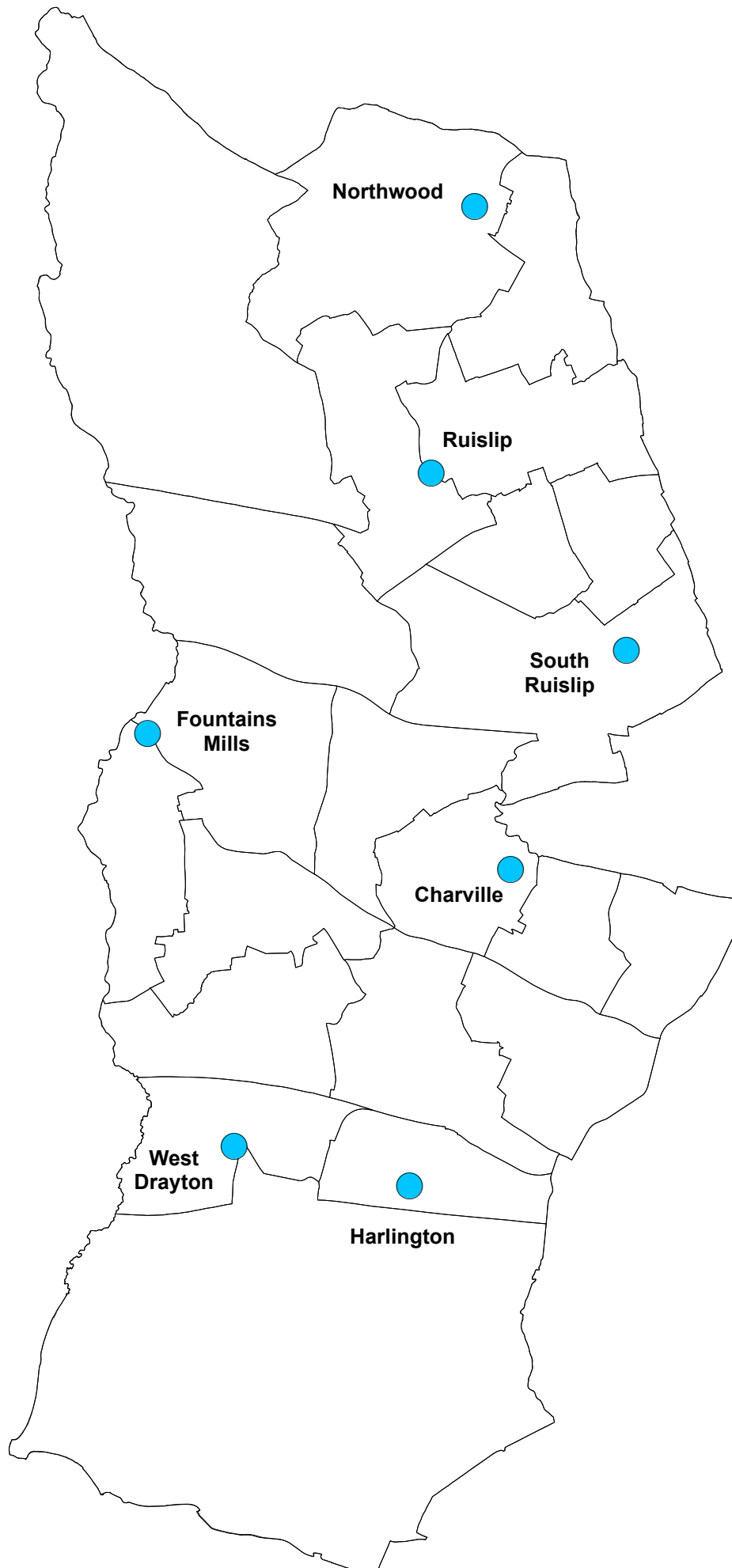
	Air Training Corps – 4 groups in total active in Hillingdon	Troops located at Honeycroft Hill Uxbridge, Ickenham Road Ruislip, RAF Northolt and Drayton Garden Village West Drayton.
	Army Cadets	Troops located in Uxbridge and at Douay Martyrs School.
	Sea Cadets	Troop located at Cordingley Road, West Ruislip
	Young Carers Project for children and young people 18 or under who look after someone with an illness or disability. Offering opportunities to talk, meet others in the same situation and enjoy activities.	Run by Hillingdon Carers, this is supported by LBH through free use of four Young People's Centres.
	HACS offering support and recreational opportunities through Saturday Clubs and Play schemes to children and young people 5-25 on the autistic spectrum.	Local charity supported by LBH through free use of young people's centre, and through the Corporate Voluntary Sector Grant Scheme.
	DASH provides advice, support and activities helping disabled people of all ages become more confident and independent in their communities. Specifically, DASH runs a Sunday Youth Club at Ruislip YPC, and runs youth football teams	Charity supported by LBH through free use of South Ruislip young people's centre and through the Corporate Voluntary Sector Grant Scheme.
	Hillingdon Outdoor Activities Centre offering outdoor activity opportunities, lessons and courses. These are made available to children and young people, particularly through sessions organised by their schools. Reduced prices for U18s and students.	Charity run in partnership with the council and supported financially by LBH through the Corporate Voluntary Sector Grant Scheme.
	Hillingdon Federation of Community Association – summer holiday play schemes held in community centres across the borough. Offering activities including arts and crafts, games, music, drama and sport.	Supported financially by LBH through the Corporate Voluntary Sector Grant Scheme, making places affordable. Borough wide.
Safe & Well		
	Bikeability free cycling proficiency scheme for children in year six upwards teaching safe cycling and confidence on the roads. Three levels of courses are offered.	Provided by LBH through participating schools borough wide. All Primary Schools contacted each year but not all take part. Funded by Transport for London. <ul style="list-style-type: none"> – 34 primaries took part – 1034 pupils in year 6 took the level 1 course (playground) and 1017 achieved the certificate – 995 pupils in year 6 took the level 2 course (quiet roads) and 955 achieved the certificate – There's also a level 3 aimed at GCSE pupils that is less popular
	Annual Fiesta Holiday Club delivering summer activities programme from July to September for children and young people from 7-19. Run by the LBH Universal Youth Services Team. Fun and education courses include outdoor activities, sports and music production.	Delivered borough-wide from young people's centres, community centres, parks and sports halls. 2018 attendance of 1,066 young people taking part in 60 different courses. Discounts are offered for residents.
	Chrysalis Funded schemes improve council-owned assets, and successful applications include many aimed at, or used by children and young people. Examples of recent projects include: refurbishing playgrounds; constructing skate parks and outdoor gyms; improving accessibility at sports facilities such as cricket clubhouses; improving scout huts; and projects to improve school facilities.	Proposals are put forward to LBH by voluntary and community organisations. Successful applications to the £1m annual fund attract between £5k-100k of investment. This is a borough-wide initiative.

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Appendix 2 - Uniforms Groups in Hillingdon	
April 2019	
Name of Group	Organsiation
9th Hayes Air Scouts	Scouts
1st Uxbridge Scouts	Scouts
1st Uxbridge Beavers	Scouts
1st Uxbridge Cubs	Scouts
2nd Uxbridge Beavers	Scouts
2nd Uxbridge Cubs	Scouts
2nd Uxbridge Scouts	Scouts
1st Harefield Beavers	Scouts
1st Harefield Cubs	Scouts
1st Harefield Scouts	Scouts
1st Harmondsworth Beavers	Scouts
1st Harmondsworth Cubs	Scouts
1st Harmondsworth Scouts	Scouts
2nd Harlington Cubs	Scouts
2nd Harlington Beavers	Scouts
16th Hillingdon Beavers	Scouts
16th Hillingdon Cubs	Scouts
16th Hillingdon Scouts	Scouts
1st Hillingdon Cubs	Scouts
6th Hillingdon Scouts	Scouts
7th Hillingdon Cubs	Scouts
7th Hillingdon Beavers	Scouts
1st Eastcote Scouts	Scouts
1st Eastcote Beavers	Scouts
1st Eastcote Cubs	Scouts
4th Eastcote (St Lawrence) Scout Groups	Scouts
1st Hillingdon Scouts	Scouts
1st Ickenham Scouts	Scouts
1st Ickenham Beavers	Scouts
2nd Ickenham Beavers	Scouts
2nd Ickenham Cubs	Scouts
2nd Ickenham Scouts	Scouts
4th Ruislip Windmill Scoutsq	Scouts
4th Ruislip Scouts	Scouts
12th Ruislip Scouts	Scouts
3rd Hayes (St Marys) Scouts	Scouts
5th Hayes Scouts	Scouts
6th Hayes Scouts	Scouts
8th Hayes Scouts	Scouts
10th Hayes	Scouts
12th Hayes (St Edmund) Scouts	Scouts
12th Hayes (St Edmund) Beavers	Scouts
12th Hayes (St Edmund) Cubs	Scouts
2nd West Drayton Scouts	Scouts
3rd Hillingdon Rainbows	Girl Guides

2nd Ruislip Rainbows	Girl Guides
2nd Ruislip Manor (St Pauls) Brownies	Girl Guides
2nd Ruislip Manor (St Pauls) Rainbows	Girl Guides
2nd Ruislip Manor (St Pauls) Guides	Girl Guides
2nd Uxbridge Parish Guides	Girls Guides
4th Ruslip Windmill Guides	Girls Guides
5th Ruislip Brownies	Girl Guides
5th Hillingdon Brownies	Girls Guides
3rd Yiewsley Methodist Brownies	Girls Guides
1st Yiewsley (St Matthews) Brownies	Girls Guides
1st Uxbridge Guides	Girl Guides
1st Hillingdon Guides	Girl Guides
4th Ickenham Guides	Girls Guides
1st Uxbridge Girls Brigade	Girls Brigade
2nd Uxbridge Girls Brigade	Girls Brigade
1st Hillingdon Girls Brigade	Girls Brigade
1st Hayes End Girls Brigade	Girls Brigade
1st Harlington Girls Brigade	Girls Brigade
1st Yiewsley Girls Brigade	Girls Brigade
1st Ruislip Girls Brigade	Girls Brigade
1st Hillingdon Boys Brigade	Boys Brigade
4th Hillingdon Boys Brigade	Boys Brigade
1st Yiewsley Boys Brigade	Boys Brigade
1st Uxbridge Boys Brigade	Boys Brigade
2nd Uxbridge Boys Brigade	Boys Brigade
2nd Ruislip Boys Brigade	Boys Brigade
Total	71

Appendix 3 - Map of Young People's Centres



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REVIEW FINDINGS - TACKLING LITTERING AND FLY-TIPPING WITHIN HILLINGDON

Committee name	Residents, Education and Environmental Services Policy Overview Committee
Officer reporting	Neil Fraser, Democratic Services
Papers with report	None.

HEADLINES

As part of the Committee's review into littering and fly-tipping within the Borough, a number of witness sessions have been held, with key witnesses attending to provide information and answer questions relating to the review.

With witness sessions for the review now completed, the Committee is asked to discuss and provisionally agree potential recommendations.

RECOMMENDATION:

That the Committee comment on and suggest potential recommendations to be included within the final report.

SUPPORTING INFORMATION

At the meeting on 26 June 2019, Members agreed that the Committee's next review topic would be 'Tacking Littering and Fly-Tipping Within Hillingdon'. At the following meeting, on 18 July 2019, a scoping report was approved, and potential witnesses were discussed.

At the meeting of 4 September 2019, testimony was heard from Cathy Knubley - Head of Waste Services, and Nathan Welch - ASB and Environment Manager. The officers provided the Committee with information on the scope of the issues within Hillingdon, detailed what the Waste and Enforcement teams were doing to address these issues, and set out the Council's plans for future actions.

At the meeting on 15 October 2019, the witness session was themed around resident feedback, with attendance from David Brough – Chairman of the Hayes Town Partnership, A S Puar – Chairman of the Hayes Town Business Forum, Colleen Sullivan & Jane Turnbull – Oak Farm Residents Association, and Claire King & Kiran Soor – residents of Barnhill Ward. The witnesses provided the Committee with detail of how littering and fly-tipping was affecting their local areas, their experience with reporting issues to the Council, and the work they were undertaking separately and in conjunction with Council officers in order to address these issues.

The final witness session was held on 4 November 2019, and was attended by Rose Tehan - Research and Innovation Development Manager for Keep Britain Tidy (KBT),. Ms Tehan set out a number of research studies and initiatives undertaken by KBT that were aimed at changing

Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 21 January 2020

behaviours within the public at large, with the aim of reducing littering and fly-tipping.

A list of draft recommendations will be circulated to the Committee prior to the meeting on 21 January 2020. Members are welcome to suggest any amendments to these draft recommendations, or suggest new recommendations. These suggestions can then be discussed at the meeting, and with officers, ahead of potentially being added to the final report. The final report will then be brought before the Committee for approval in future months, ahead of its submission to Cabinet.

Implications on related Council policies

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

How this report benefits Hillingdon residents

Policy Overview Committees directly engage residents in shaping policy, and recommendations from the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

CABINET FORWARD PLAN

Committee name	Residents, Education and Environmental Services Policy Overview Committee
Officer reporting	Neil Fraser, Democratic Services Officer
Papers with report	Appendix A – Forward Plan
Ward	All

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).

RECOMMENDATIONS

That the Residents, Education and Environmental Services Policy Overview Committee notes and comments on items going to Cabinet.

SUPPORTING INFORMATION

The latest published Forward Plan is attached.

Implications on related Council policies

Policy Overview Committees are at the heart of how the Council shapes policy at Member level.

How this report benefits Hillingdon residents

Policy Overview Committees directly engage residents in shaping policy and recommendations from the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

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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 / Private Decision & reasons
SI = Standard Item each month									
Council Departments: RS = Residents Services SC = Social Care AD = Administration FD= Finance									
Cabinet Meeting – 13 February 2020									
026b	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		Public

037	The collection and processing of co-mingled dry recycling	This report seeks Cabinet authority to accept a tender for the collection and processing of co-mingled dry recycling on behalf of the London Borough of Hillingdon.	All		Cllr Keith Burrows	RS / FD - Nicola Herbert / Allison Mayo			Private (3)
294	Procurement of Library Books and Audiovisual Supply for the Borough's Libraries	Cabinet will consider the award of contract for the provision of Library Books and Audio Visual Equipment across the Borough's libraries.	All		Cllr Richard Lewis	RS/FD - Paul Richards / James Patterson		NEW	Private (3)
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		Public

Cabinet Meeting – 23 April 2020

289	Standards and quality of education in Hillingdon during 2018/19	The Annual Report to Cabinet regarding children and young people's educational performance across Hillingdon schools.	All		Cllr David Simmonds CBE	RS - Daniel Kennedy	Residents, Education & Environmental Services Policy Overview Committee		Public
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RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE - WORK PROGRAMME

Committee name	Residents, Education and Environmental Services Policy Overview Committee
Officer reporting	Neil Fraser, Chief Executive's Office
Papers with report	Appendix A – Work Programme
Ward	All

HEADLINES

To enable the Committee to note future meeting dates and to forward plan its work for the current municipal year.

RECOMMENDATIONS

That the Residents, Education and Environmental Services Policy Overview Committee considers the report and agrees any amendments.

SUPPORTING INFORMATION

- The Committee's meetings will start at 7pm and the witnesses attending each of the meetings are generally representatives from external organisations, some of whom travel from outside of the Borough. The meeting dates for this municipal year are as follows:

Meetings	Room
26 June 2019 meeting	CR5
18 July 2019 meeting	CR5
4 September 2019 meeting	CR5
15 October 2019 meeting	CR5
4 November 2019 meeting	CR5
21 January 2020 meeting	CR5
25 February 2020 meeting	CR5
19 March 2020 meeting	CR5
14 April 2020 meeting	CR5

Implications on related Council policies

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

How this report benefits Hillingdon residents

Policy Overview Committees directly engage residents in shaping policy and recommendations and the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

Multi year work programme

May 2018 - May 2022

2020

* Dates provisional

	January 21	February 25	March 19	April 14	May CABINET	June 25	July 22	September 3	October 15	November 3	December CABINET
Residents, Education & Environmental Services Policy Overview Committee											
REVIEW B: Tackling Littering and Fly Tipping Within Hillingdon											
Topic selection / scoping stage				Topic Selection		Scoping Report					
Witness / evidence / consultation stage											
Findings, conclusions and recommendations		Findings									
Final review report agreement		Final Report									
Target Cabinet reporting				CABINET							
Regular service & performance monitoring											
Quarterly School Places Planning Update		X		X			X		X		
Annual complaints & service update report								X			
Standards Attainment report (incl. School Improvements)			X								
CIL Expenditure Monitoring - Annual Report		X					X				
Budget Planning Report for Residents Services	X										
Cabinet's budget proposals for next financial year	X										
Cabinet Forward Plan Monthly Monitoring		X	X	X	X	X	X	X	X	X	
One-off service monitoring											
Information Item on Youth Services	X										
Information Item on Home Schooling											
SEN Service Provision											
Information Item on Adult Learning	X										
Council's Emergency Response procedures (presentation)											
Road Safety Around Schools											
Parking Management Schemes											
Update on position regarding school places for Sept. 2020											
New School Improvement Strategy	X										
Past review delivery											
Air Quality Action Plan											
Disposal of Charity Shop Waste (tbc)											
Review into Academies and Free Schools											
Payment Modernisation for Key Resident Services											

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