



HILLINGDON
LONDON



Children, Families and Education Select Committee

Councillors on the Committee

Councillor Heena Makwana (Chairman)
Councillor Becky Haggart (Vice-Chairman)
Councillor Kishan Bhatt
Councillor Tony Gill
Councillor Rita Judge
Councillor Peter Smallwood
Councillor Jan Sweeting (Opposition Lead)

Co-Opted Member

Tony Little, Roman Catholic Diocesan
Representative

Date: WEDNESDAY, 28 JUNE
2023

Time: 7.00 PM

Venue: COMMITTEE ROOM 5 -
CIVIC CENTRE

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

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Published: Tuesday, 20 June 2023

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This Agenda is available online at:

[London Borough of Hillingdon - Committee details - Children, Families and Education Select Committee](#)

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Terms of Reference

Children, Families, & Education Select Committee

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Cabinet Member Portfolios	<ul style="list-style-type: none">• Cabinet Member for Children, Families & Education
Relevant service areas	<ol style="list-style-type: none">1. Children's Services (including corporate parenting)2. Children's Safeguarding3. Youth Justice4. Youth Services5. SEND6. Education7. Children and Families Development8. Skills & lifelong learning

This Select Committee will establish a Panel to support strong oversight of the Council's corporate parenting responsibilities. The Committee may appoint 3 Members to this Panel based on political balance. Membership may include non-Cabinet Members not on the Committee. The Committee may also appoint relevant Council officers and other external stakeholders to the Panel and agree its chairmanship and operation. In agreeing its operation, the Committee will provide for the Panel not to be able to establish any other sub-group or body to carry out its responsibilities.

Agenda

- 1 Apologies for Absence
- 2 Declarations of interest in matters coming before this meeting
- 3 Minutes of the previous meeting 1 - 8
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- 5 To confirm that the items of business marked as Part I will be considered in Public and that the items marked as Part II will be considered in Private
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- 7 Consultation on the Hillingdon 0-19 Years Core Offer to Children, Young People and Their Families TO FOLLOW
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Minutes

CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE

18 April 2023

Meeting held at Committee Room 5 – Civic Centre,
High Street, Uxbridge, UB8 1UW

	<p>Committee Members Present: Councillors Heena Makwana (Chairman), Roy Chamdal (Vice-Chairman), Kishan Bhatt, Raju Sansarpuri, Tony Gill, Peter Smallwood, and Jan Sweeting (Opposition Lead)</p> <p>Co-Opted Member Present: Tony Little</p> <p>Officers Present: Debbie Scarborough (Service Manager, Adult and Community Learning), and Ryan Dell (Democratic Services Officer)</p>
79.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Rita Judge with Councillor Raju Sansarpuri substituting.</p>
80.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
81.	<p>MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>RESOLVED: That the minutes of the previous meeting be agreed.</p>
82.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS MARKED AS PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 4</i>)</p> <p>It was confirmed that all items would be heard in Part I.</p>
83.	<p>ADULT AND COMMUNITY LEARNING REVIEW 2021/22 (<i>Agenda Item 5</i>)</p> <p>During 2020-2021 the Adult and Community Learning Service was reviewed by the former Residents, Education and Environmental Services Policy and Overview Committee, and the final report was submitted to Cabinet in</p>

November 2021. The current item provided the Committee with an update following this review. The final report made five recommendations to Cabinet. These were:

1. That Cabinet recognises the good work and improvisation of the HACL service during the recent COVID pandemic and notes the new ways of working identified and underway.
2. That the service be rebranded to 'Hillingdon ACE' (Adult & Community Education), supported by a communications campaign to support a 'soft relaunch' of the service to stimulate demand and uptake of courses.
3. That the service continues with the new ways of working identified as a result of the pandemic, including increased use of technology, support for blended learning, instigation of new courses, and increased interdepartmental and partnership working via new processes.
4. That officers continue lobbying the GLA to increase their grant funding allocation, in conjunction with the Cabinet Member for Families, Education and Wellbeing, and also investigate other funding or lobbying options.
5. That Council continues to review and develop oversight and scrutiny, and includes an annual report to the Families, Education and Wellbeing Select Committee and Cabinet Member (inclusive of feedback from learners and tutors).

On recommendation four, Members asked what the Multiply project was. Officers clarified that this was a project that had gone out through the Further Education route, designed to aid adults with numeracy skills. There had been an opportunity for top providers to offer an expression of interest in delivering the project, which was picked up quickly by the service. Funding of almost £300,000 over three years from August 2022 to July 2025 was received, which would help upskilling with numeracy skills, including every day, functional maths. Members further asked if Hillingdon had sought this grant, or if it had been given to all Councils. Officers clarified that this was a rare opportunity to apply for increased grant finding, so the service had applied quickly for it. It was noted that the Education and Skills Funding Agency (ESFA) and Greater London Authority (GLA) were funded by the Department for Education (DfE).

In terms of potential upcoming bids, officers noted the holiday activities and food programme. Officers were running the food element and this was linked to Marcus Rashford's campaign for increasing the provision of free school meals. Following the move from the Brookfield site to the Civic Centre, a new kitchen facility was available for use. Over Easter, eight families came in to learn skills around cooking. The families were provided with resources covering, for example, growing a vegetable patch. Officers noted help from the Youth Service in this. Furthermore, a potential capital bid was noted.

Members further noted that they knew the service was functioning well (and the December 2019 Ofsted report validated this). Members asked if the transition to a more digital service had been well received, noting the now online-only brochure. Due to the pandemic, the move to digital-only had to be

made, and there had been no alternative choice. The service had put support in place to help learners with the transition. However, this choice may not have been made otherwise as it was noted that the service primarily worked with adults with lower skills, who may not ordinarily have chosen online learning. A method of blended learning was noted, and courses at higher levels included an increasing amount of online learning. Prior to level one, learning was mostly in the classroom, although this classroom-based learning did make use of online methods. Courses at levels one and two offered more online learning. Officers highlighted here that there was some subject specificity. For example, counselling and triage courses worked better face to face. Level three childcare and health and social care courses had more online elements.

The online-only brochure had also received a mixed reaction. It was noted that generally older learners preferred to have a paper copy. There was some subject specificity here too as, for example, learners on art-related courses preferred a paper copy. ESOL (English for Speakers of Other Languages) booklets were not printed. A positive of the printed booklets was that potential learners may look for one course and find another that they had not considered. It was noted that paper brochures brought some sustainability issues, and also quickly became out-of-date as new courses were offered. Tutors now went through options for the next academic year with learners before the end of the current year.

Members asked if the Youth Offer was involved in the current service and officers clarified that there was some collaboration in the background. For example, some premises were shared with Youth Services.

Members asked about recommendation two, regarding the soft re-launch. Officers noted that the communication campaign had taken place over the summer, along with the move from the Brookfield site, and to online. The website was also updated. Some A5 booklets had been developed, along with full brochures for adults with learning difficulties. This included one for English, maths, ESOL and digital skills; one for personal development (informal skills with no qualifications attached), aimed at reducing isolation and improving mental health and which also boosted confidence; and one for learning for work and life (vocational courses). Officers noted that the corporate communications team had been very helpful, there were now e-newsletters and the service was always highlighted in Hillingdon People. Social media was very also useful for the service. It was noted that of 1,800 people on the newsletter distribution list, around 70% were actually reading it. A previous interview on Uxbridge Radio was highlighted, and officers noted that they had more ideas such as videos and podcasts with learners, such as a 'day in the life of'. Word of mouth was the most effective way of raising awareness of the service. Members noted that they were pleased with the continuation of some printed booklets. Officers noted the elected Learner Council, who had provided good feedback on the A5 booklets.

Members further asked about outreach and engagement with the public and private sectors in terms of links to employment. Officers noted that the service

was more conspicuous if it was not working well. This meant that it was difficult to get data on people who had been through the service moving into employment, though it was noted that learners were often not sent directly into employment. The target audience of the service was those who were further away from the transition into work. The service enabled people to find education and employment opportunities if they were ready to. The service had tried for a long time to work directly with employers but what employers wanted and what was provided were often different things. Research into the London Local Skills Improvement Plan had identified that, for example, employers would request 45 minutes slots for their learners to learn, while this was too short for both learners and tutors. There was a focus on enablement. Some learners were encouraged to volunteer, and some now work for the service. Links to HRUC (Harrow, Richmond & Uxbridge Colleges), West London College, the National Careers Service and the Council's Early Years service and childminders were noted.

Members asked about harder-to-reach community groups – whether there was targeted support for them and whether this was a priority for the service. Officers confirmed yes on both areas. The service was working directly with Heathrow hotels to support asylum seekers, and there was an officer within the service who spoke Russian, which aided with this. Work with Care4Calais* was noted, although there were barriers to this. Hotel staff were not trained as support staff; sometimes there was limited space to conduct skills assessments; and asylum seekers often could not afford bus fares to travel to these assessments if they could not take place at the hotels. Asylum seekers often re-located quickly and attendance could be erratic for numerous reasons, though most attended regularly. One of the funding flexibilities from the GLA was to prioritise asylum seekers. 'Chattercake' was a way for, in particular Ukrainian arrivals, to come and meet people. Links to the School Improvement Service with finding school places and English language help was noted. In terms of possible future funding opportunities, there was a proposal through the West London Alliance, linked to volunteering with ESOL learners, this would allow volunteers in schools to aid Ukrainian children. It was noted here that the service was not directly working with other charities other than Care4Calais, though they were indirectly via the School Improvement Service. It was noted that there were some difficulties with third party involvement.

**(Care4Calais is a volunteer run charity delivering essential aid and support to refugees living in the UK, Northern France and Belgium.)*

Members asked how new courses were chosen. This often came from officers' local knowledge. Data from the London Local Skills Improvement Plan influenced the direction of travel. Essential skills courses changed alongside any qualification changes. Vocational skills courses adapted often as and when necessary. For example, there had been a recent increase in health and social care course uptake, and a decrease in childcare course uptake. The service deliberately over-planned for its courses. There were also funding considerations.

	<p>Members noted their thanks to officers and their wider team.</p> <p>RESOLVED: That the Committee noted the report and questioned officers on the report</p>
84.	<p>STRONGER FAMILIES HUB REVIEW: EARLY FINDINGS (<i>Agenda Item 6</i>)</p> <p>The Chairman outlined the progress of the review to date including the five witness sessions held so far. The first witness session outlined the work of the Stronger Families Hub. The second and third heard testimonies from young people and their parents who had used the service. The fourth heard from staff at the Hub and the fifth heard from health partners. It was noted that a sixth witness session with education representatives was still to be arranged. The current meeting was aimed at considering findings, conclusions and early draft recommendations.</p> <p>Members asked how the Stronger Families Hub was supporting women from ethnic minority backgrounds, specifically non-English speakers. It was clarified that this could be looked into outside of the meeting.</p> <p>Members also asked about the suggestion, from witness session four (the voice of providers), of a larger out of hours MASH Team, and whether this was a want or a need. Members further clarified that this appeared to be a necessity, as this would, for example, aid in covering staff absence through illness. This was also a necessity due to the service becoming 24 hours. A team of 12-15 staff members would be beneficial. Members further suggested that there was an apparent fragility to the out of hours team, and that they were vulnerable to a staff shortage.</p> <p>Members noted that the review will, in itself, promote the service of the Stronger Families Hub, and this would likely lead to an increase in its usage. As the team was understaffed currently an increase in demand would add further to staffing pressures. It was noted here that some internal covering of staff was already necessary, and that the Hub could function better with more capacity. Members noted here that the review’s recommendations to Cabinet had to be mindful of finance. However, the professionals had been clear in informing the Committee of what they needed.</p> <p>Members noted that there was currently not enough awareness of the Stronger Families Hub, especially within schools and out-of-Borough schools. Also, further information was needed on how the process worked. One of the primary functions of the Hub was early identification, which could lead to an avoidance of the increase in the severity of issues experienced by families.</p> <p>Members highlighted work with harder-to-reach community groups. Using community leaders to promote the Hub was suggested. Members also highlighted the importance of mental health provision and its links to schools. Members noted that there was good signposting for, for example, Looked After Children, but that the signposting for one-off cases, such as young parents, was less effective.</p>

	<p>Members noted that the CAMHS referral pathway was the topic of a major review by the Health and Social Care Select Committee and suggested liaising with that Select Committee in relation to CAMHS.</p> <p>Members noted the enthusiasm from the staff and health partners to make the Stronger Families Hub service work, and that this should be noted in the final report. Members questioned if there should be a clarification around the expectations from the service, as it appeared to focus mainly on children and not parents. Members clarified, noting witness sessions two and three, that there was a holistic approach and while there was a focus on early identification the service did support the whole family and not just children. It was noted that the Hub could also refer to other departments as necessary.</p> <p>The Chairman highlighted the many strengths of the service, which had been demonstrated through the witness sessions, and that the health partners had noted that the 24-hour nature of the service was impressive.</p> <p>Members noted that the final report should re-iterate the purpose of the Stronger Families Hub, as well as focusing on the potential for it widening its remit. Regarding promotion, this needed to be increased, potentially through charities and voluntary sector organisations.</p> <p>Members noted that third party voluntary, charity and community groups were often low-cost and high-reward organisations. It was highlighted here that these groups could enhance support outside of statutory services.</p> <p>RESOLVED: That the Committee considered possible conclusions, findings and early draft recommendations in relation to the review.</p>
85.	<p>FORWARD PLAN (<i>Agenda Item 7</i>)</p> <p>Members asked about how the Committee can know if/ when it can make comments on specific Cabinet reports before the item is considered at Cabinet. Officers noted that they would look into this and come back to Members.</p> <p>RESOLVED: That the Committee noted the Forward Plan</p>
86.	<p>WORK PROGRAMME (<i>Agenda Item 8</i>)</p> <p>Members raised the that the minutes of the previous meeting noted the possibility of the Committee receiving an audit of SEND children by school and an audit of asylum-seeking children by school. Members questioned if these could be received as future agenda items. Member asked about having an agenda item on the school's capital programme.</p> <p>RESOLVED: That the Committee noted the Work Programme</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.20pm</p>

These are the minutes of the above meeting. For more information of any of the resolutions please contact Ryan Dell at democratic@hillington.gov.uk. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

The public part of this meeting was filmed live on the Council's YouTube Channel to increase transparency in decision-making, however these minutes remain the official and definitive record of proceedings.

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Minutes

CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE

11 May 2023



Meeting held at Council Chamber - Civic Centre,
High Street, Uxbridge UB8 1UW

	<p>Committee Members Present: Councillors Heena Makwana (Chairman), Becky Haggar (Vice-Chairman), Kishan Bhatt, Tony Gill, Rita Judge, Peter Smallwood and Jan Sweeting (Opposition Lead)</p> <p>LBH Officers Present: Nikki O'Halloran (Democratic Services Manager)</p>
1.	<p>ELECTION OF CHAIRMAN (<i>Agenda Item 1</i>)</p> <p>RESOLVED: That Councillor Makwana be elected as Chairman of the Children, Families and Education Select Committee for the 2023/2024 municipal year.</p>
2.	<p>ELECTION OF VICE CHAIRMAN (<i>Agenda Item 2</i>)</p> <p>RESOLVED: That Councillor Haggar be elected as Vice Chairman of the Children, Families and Education Select Committee for the 2023/2024 municipal year.</p>
	<p>The meeting, which commenced at 9.10 pm, closed at 9.20 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nikki O'Halloran on nohalloran@hillington.gov.uk. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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Stronger Families Hub Review - Draft Findings, Conclusions and Recommendations

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell – Democratic Services
Papers with report	None.
Ward	All Wards

HEADLINES

Background

As part of the review into the Stronger Families Hub, Members will be advised to consider findings, conclusions and draft recommendations on the review for discussion. These will be with the intention of improving the service of the Stronger Families Hub.

Summary

The Committee has, to date, held six witness sessions. The intention of these sessions was to obtain feedback from a range of stakeholders with a view to improving the service. The first witness session set the scene and outlined the work of the Stronger Families Hub. The second and third heard testimonies from young people and their parents and carers. The fourth discussed the experience of staff of the hub. The fifth examined partnership working with health representatives, while the sixth heard from education representatives.

As the bulk of witness testimony is now complete, it is considered timely for Members to start to consider their collective findings so these can be worked up in more detail, and ultimately incorporated into the final report to Cabinet. Any subsequent findings from the sixth witness session can still be fed into the process.

RECOMMENDATION

That the Committee consider conclusions, findings and draft recommendations in relation to the review.

SUPPORTING INFORMATION

In considering this item, Members should bear in mind the following:

1) Scoping report – looking at the original parameters of the review

The updated review scoping report is attached so Members can be reminded of the original Terms of Reference as set out below, and whether the Committee has met these:

1. to understand the Council's current work with the Stronger Families Hub and what it entails.
2. to scrutinise a service that was launched a year ago and review its effectiveness.

3. to review the Stronger Families Hub’s digital process (one number, one address) and how this works in practice.
4. to understand and explore the nature of partnership working.
5. to consider the allocation of information to children and families and access to community support functions.
6. to review the support in place for parents and children that were born during lockdown and the impacts of COVID-19.
7. to acknowledge that all families come in all shapes, sizes and circumstances and how better support can be provided to parents.
8. to explore the measures in place for child protection and safeguarding.
9. subject to the Committee’s findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

2) Policy review guidance

Members are asked to consider whether draft findings and recommendations:

- Meet the initial aims / objectives of the review (as above)
- Be SMART, Specific, Measurable, Achievable, Relevant, Time-bound
- Not be a short-term fix, but a lasting outcome
- Consider the financial aspect, e.g. cost neutral, provide savings or if at a cost, then affordable – and if possible aligned with the MTFP (budget planning process)
- Are based on a broad evidence base as possible and ‘user or resident’ insight
- Not create additional bureaucracy, e.g. if it relates to a policy, then to seek to review or amend existing policies (unless there is an absolute imperative for a new policy)
- If publicity or wider engagement or education is recommended, to target such communications as best as possible rather than generally
- Consider ‘conclusions’ as well as any specific recommendations.

RESIDENT BENEFIT

The aim of the review into the Stronger Families Hub is to hear testimonies from stakeholders as to how the service can be improved, in addition to what is currently working well.

FINANCIAL IMPLICATIONS

N/A.

LEGAL IMPLICATIONS

N/A.

BACKGROUND PAPERS

NIL.

YOUTH OFFER CONSULTATION

Committee name	Children, Families and Education Select Committee
Officer reporting	Julie Kelly/ Kat Wyatt – Children’s Services Directorate
Papers with report	Appendix 1 – Cabinet Report Appendix 2 – Youth Offer Vision Appendix 3 – Youth Survey 2021 Appendix 4 – Youth Offer Consultation Questions 2023
Ward(s)	All

HEADLINES

To provide the Committee with an update on the Youth Offer public consultation and seek their feedback.

RECOMMENDATIONS

That the Committee:

1. Notes the information presented within the report.
2. Provides comments to inform the consultation.

SUPPORTING INFORMATION

The Select Committee were provided with an overview of the Youth Offer vision in January 2023 by Kat Wyatt, Head of Service for Youth Justice, AXIS, Adolescent Development and Youth Services and requested a further opportunity to provide feedback if a public consultation was approved.

On the 23 March 2023 Cabinet agreed the recommendation to conduct a public consultation on the proposed Youth Offer Vision for Hillingdon (see appendix 1).

A public consultation was launched on 03 April 2023 and ran until 05 June 2023. The consultation consisted of an online survey and facilitated consultation groups.

The online consultation survey included 33 multiple choice questions (see appendix 4). Questions covered key themed areas including respondents’ current use of services, services they would like to see delivered and how. 123 people responded to the online consultation with 75% (92) stating that the proposed youth offer demonstrated the vision to support and enable young people to achieve their potential through the delivery of a wide range of provisions across the Borough.

Respondents were also asked to provide demographic data to ensure representation across ages, ethnicity, and locality.

14 facilitated consultation groups were held with 154 children currently attending youth provisions in Hillingdon. These included current users of Universal Youth Services, Uniformed Groups, Health Watch Hillingdon, Children Looked After, Young Carers and Hillingdon Autistic Care and Support. Young people fed back that they wanted youth services that were close to where they lived with a range of programmes available.

In both the online consultation and consultation groups respondents said that they wanted more outdoor activities including sports and recreation.

Accessing information with regards to the youth activities in Hillingdon was noted in both the online and consultation groups with significant numbers of respondents stating they did not know what was on offer.

PERFORMANCE DATA

The public consultation concluded on 05 June 2023 and a full analysis will be undertaken and presented to Cabinet in September 2023.

The Youth Offer strategy had a dedicated consultation page and the consultation was actively promoted on the Council's social media platforms with a total of 11 different posts. The consultation was promoted across the partnership with schools and community groups in addition to its inclusion in the April Hillingdon People Extra Newsletter and the May/ June edition of Hillingdon People.

The online consultation received 123 responses, 90 of which were from Hillingdon residents. 14 facilitated consultation groups took place engaging 154 children and young people who live or attend school in Hillingdon.

RESIDENT BENEFIT

The public consultation enables the Council to consider residents feedback on moving towards a modern and responsive youth offer that delivers a sufficient level of borough wide youth services.

FINANCIAL IMPLICATIONS

None at this stage.

LEGAL IMPLICATIONS

None at this stage.

BACKGROUND PAPERS

Cabinet Report – Appendix 1
Youth Offer Vision – Appendix 2
Youth Survey – Appendix 3
Youth Offer Consultation Questions 2023 – Appendix 4

APPENDICES

Appendix 1 (see attached paper)
Appendix 2 (see attached paper)
Appendix 3 (see attached paper)
Appendix 4 (see attached paper)

CONSULTATION ON THE HILLINGDON YOUTH OFFER & DELIVERY MODEL

Cabinet Member(s)	Cllr Susan O'Brien
Cabinet Portfolio(s)	Cabinet Member for Children, Families & Education
Officer Contact(s)	Kathryn Wyatt – Children & Young People's Services
Papers with report	Appendix 1 – Survey of Young People Appendix 2 – Proposed Youth Vision

HEADLINES

Summary	<p>The current youth services offer in Hillingdon is mainly a static, largely single-use buildings-based model from which programmes and activities are delivered. Attendance rates are typically low. Young people have said they want a modern, relevant, dynamic offer which is delivered in places and in ways which would encourage them to participate. This includes a digital offer.</p> <p>This report to Cabinet proposes a new Youth Vision offer and delivery model for Hillingdon. The new vision is to have an integrated youth offer that aligns with wider early help and prevention arrangements to support all young people to reach their potential. The offer will be responsive to meet the ever-changing needs of children and young people.</p> <p>The report seeks Cabinet approval to consult on the Youth Offer Vision for Hillingdon and the delivery and resourcing model.</p>
<p>Putting our Residents First</p> <p>Delivering on the Council Vision2022-2026.</p>	<p>This report supports our ambition for residents / the Council of: Live active and healthy lives</p> <p>This report supports our commitments to residents of: Safe and Strong Communities. Thriving healthy Households</p>
Financial Cost	There are no direct financial costs attached to the recommendations
Relevant Select Committee	Children's, Families and Education Select Committee.
Relevant Ward(s)	Borough Wide

RECOMMENDATIONS

That the Cabinet:

- 1. Agrees to progress to public consultation with the proposed Youth Offer Vision and delivery model for Hillingdon.**
- 2. Authorises the Executive Director of Children and Young People, in consultation with the Cabinet Member for Children, Families & Education, to approve the approach to consultation.**
- 3. Agrees to receive a report back to consider the consultation responses and the final Youth Offer Vision and delivery model for approval, informed by the findings of the consultation exercise.**

Reasons for recommendations

The proposed Youth Offer aligns with the Council Strategy 2022-2026 commitments to residents namely: safe and strong communities and; thriving, healthy households. It seeks to deliver a modern youth offer that meets the needs of young residents by providing accessible, contextually and culturally aware services. It has a clear focus on community engagement and providing opportunities for young residents to engage in a distinct educational process adapted across a variety of settings to support a young person's personal, social and educational development, to;

- explore their values, beliefs, ideas and issues.
- enable them to develop their voice, influence and place in society.
- acquire a set of practical or technical skills and competencies, to realise their full potential.

The proposed Youth Offer will also ensure that the Council is able to meet the statutory requirement to provide sufficient youth services within the Borough (Education Act, 1996).

Approval of the recommendations will enable the Council to hear the voice of residents and supports the principle of co-production in service design and delivery, to put residents first.

Alternative options considered / risk management

Cabinet could consider approving implementation of the Vision and delivery model without consultation. This would enable the transformation of the service to move at a quicker pace. The risk in doing so is that the council will miss potential opportunities to incorporate the views of residents, to ensure the final Youth Offer and delivery model best meets local needs.

Democratic compliance / previous authority

Cabinet is the relevant body in the Council's Constitution to propose consultation on, and make any decision in relation to, such proposed changes to council services.

Consideration of the Youth Offer is to include a minimum 6-week consultation period. The following timetable is proposed:

1. Consultation draft agreed with Cabinet Member for Children, Families and Education
2. Minimum 6-week public consultation period
3. Cabinet consideration of consultation responses and to agree final youth offer

Select Committee comments

The proposed Youth Offer vision was presented to the Children, Families & Education Select Committee on 4th January 2023. The committee welcomed the update and opportunity for further scrutiny once the Cabinet for the public consultation had commenced.

SUPPORTING INFORMATION

Introduction

1. All Local Authorities have a statutory duty to secure educational and recreational leisure time activities and sufficient facilities for such activities. As young people spend 85% of their waking hours outside of the school-day each year, they need somewhere safe to go in their community, with friends and for activities, supported by a trusted adult. This is comparable to local authorities securing sufficient school places, whether delivered directly, commissioned, funded or fulfilled by others, in that area. Youth work activities are purposeful, with outcomes to improve young people's well-being.
2. Over time, the interests of children and young people have evolved and their needs, social requirements and how they engage with the wider community has changed. These changing priorities, a reduction in the take up of drop-in style youth work sessions, engagement and feedback from children receiving services from our Adolescent Development Service and the outcomes of a survey of children and young people carried out in 2021 (Appendix 1) has informed the proposed vision and delivery model.
3. The survey of children and young people told us that they want services that are accessible, close to where they live and spend recreational time, and that are informed by local community diversity needs. In the survey, children and young people told us that they want services brought to them. Many of them reported that they had not been to a Youth Centre.
4. The 2021 census highlighted a rise in under 15 population in Hillingdon by 12.9%, with areas including Yeading and Hayes being the most densely populated. Similarly, data from the Holiday Activities Food Programme (HAF) demonstrates that the highest number of families in receipt of benefits related free school meals live predominantly in the South of the borough. The census also illuminated the increase in cultural diversity across Hillingdon with a rise of 8% in residents identifying as Asian and Asian British and decline of 12.4% of residents identifying as white. The data underpins the proposed new youth offer that seeks to deliver a locality based, contextually and culturally aware service to young residents' responsive to their needs.

5. The current service model cannot meet the needs and wishes outlined above without adopting an alternative delivery model.

Youth Offer Vision (Appendix 2)

6. The vision is to have an integrated Hillingdon youth offer that aligns with wider early help and prevention arrangements to support all our young people to reach their potential. The offer needs to be responsive and dynamic to meet the ever-changing needs of children and young people.
7. The proposed Vision will realign the Hillingdon Adolescent Development and Universal Youth Services. This provides opportunities to create a modern, responsive and dynamic Youth Offer. This will be driven by co-production and informed by data to deliver a locality-based provision that is in line with what our young residents tell us.
8. The Vision aims to reach as many young people as possible by changing the service delivery model of the Council's directly provided Youth Services. The current delivery model invites young people to come to a designated centre and join an activity in order to access support. Children, through direct engagement and via the aforementioned survey, have told us that they want to access services in a range of settings and formats.
9. For youth work directly provided by the Council, the Vision is to move away from just open access drop-in youth centres, to a hybrid model which will add a detached youth offer, outreach youth offer and comprehensive digital offer.
10. A detached and outreach service will continue to be complemented by a flexible buildings-based offer utilising assets in our communities including schools, sports facilities, community centres and community hubs. By maximising opportunities to engage with young people in their spaces and chosen locations rather than static building places, we support our young residents to have access to a wider range of services across the borough. The current model of delivery does not respond to what children and young people tell us they want and as such reduces accessibility and reach.
11. The Vision is in line with our commitment to relationship-based practice that is predicated on putting the young people at the centre of what we do and listening to them in co-producing services and solutions. Utilising delivery from the network of community resources provides a unique environment to deliver locality based, accessible, community led youth work.
12. This approach to youth work delivery enables more opportunities to engage and access a range of services including libraries, leisure centres, sports activities, arts etc. This is achieved in a way that is focussed on the young people, their needs and their community, supporting them to connect with organised activities that are meaningful to them.
13. Delivering a comprehensive Youth Offer in Hillingdon cannot and should not be done by one agency alone. The Vision aims to extend the principle of co-production to a wide range of partnership agencies, stakeholders and organisations that can work together to maximise funding opportunities, plan and co-deliver a coherent borough wide youth offer.

14. A comprehensive directory of opportunities will be created and made available to children, young people, families and partner agencies in the borough which will provide young people with greater awareness and access to positive opportunities delivered by a range of organisations.
15. The Vision will enable the Local Authority to evidence compliance with statutory guidance by ensuring a sufficient youth service by using the National Youth Association (NYA) National Youth Curriculum as a framework for good practice.

The Youth Offer will;

16. Be available to all young people in Hillingdon in places and ways of their choosing that are accessible, modern, and well resourced.
17. Value our young people's individual identities and promotes inclusivity for all.
18. Support effective work in partnership with others, including young people to provide and enhance the Youth Offer.
19. Promote early engagement with young people and provides opportunities for them to be the best version of themselves.

Youth Offer Delivery Model

20. The existing Universal Youth Service will move from a linear programme-based structure to a single service with a flexible workforce that enables the service delivery to adapt to current and emerging needs.
21. The delivery model will be made up from a range of flexible provisions across the borough. These will be delivered in a way that is flexible, adaptable and efficient. Some examples are:
 - Locality building based sessions delivered from libraries, sports venues, schools.
 - Detached and street-based youth work delivered in recreational areas, town centres, housing estates.
 - Outreach youth work - supporting children in the community to access building-based activities.
 - Outdoor learning - bushcraft, water sports, outdoor adventure, camping.
 - Digital youth work - accessing information, youth work and targeted sessions, online opportunities educational development.
 - Other activities such as residential, social action, volunteering.
22. The delivery model will support an increase in the number of weekly sessions from currently delivered 13 to up to 29 per week. 18 of those to be offered through the locality teams, these sessions will be in addition to the 11 specialist and accredited sessions available, for example, Duke of Edinburgh's awards.

23. A key element of this proposal is to recruit a diverse workforce that can deliver a resilient and responsive service through the development and delivery of programmes. Some core roles and staffing complement would be changed, and workers will be directed to deliver programmes in accordance with demand. The number of detached Youth Workers would be increased to be able to support young people within their community, building positive relationships with them over time to improve outcomes.
24. The proposed move to a locality based operating model is aligned with the Council's objectives and wider transformation of some frontline services. The service will be working in collaboration with other services across the Council to expand on this operating model to deliver more efficient services for residents. Robust data and analysis including the JSNA and the Index of Multiple Deprivation (IMD) will inform how resources are deployed to prioritise the delivery of services into neighbourhoods with the highest need.
25. Based on the analysis of footfall in the youth centres, three of the current buildings (Northwood, Charville and South Ruislip) are not situated in places that are accessible to young residents and the delivery model proposes to cease to deliver youth services from these bases.
26. The delivery of programmes from Fountains Mill has been temporarily relocated to a more suitable and accessible space in the Uxbridge family centre due to a building health and safety concern. This has given us the opportunity to test the use of service delivery from multi-functional spaces in the community.
27. The first table (Table 1) below shows the current delivery model across the Borough. The second table (Table 2) shows the proposed delivery model across the Borough ensuring sufficient geographical coverage to meet the needs of young people. This proposal tailors the coverage to places accessible by young people and links up services where suitable, to improve reach in the community.

Table 1 - Breakdown of Current Universal Delivery

Delivery Type	Delivery From	Delivery Day Hours of delivery per week	Age	Programme title	Type of programme	No of children signed up
Locality offer Central	Uxbridge Family Hub	Mon [2.5 hrs per session]	School years 7 - 13	Youth Council	Youth Participation	25
		Tues [2.5 hrs per session]	14 - 25	Duke of Edinburgh's Award	Youth Awards Programme	29
		Tues [2.5 hrs per session]	13 - 19	Young Enterprise	Youth Awards Programme	Not currently recorded
Locality offer South	Harlington Young Peoples Centre	Tues [2.5 hrs per session]	14 - 25	Duke of Edinburgh's Award	Youth Awards Programme	16
		Wed [2.5 hrs per session]	14 - 25	SPARKS (SEND provision)	Centre based Youth Work	Not currently recorded
		Thurs [2.5 hrs per session]	School years 7 - 9	Inters	Centre based Youth Work	19
		Thurs [2.5 hrs per session]	School years 10 - 13	Seniors	Centre based Youth Work	Not currently recorded
		Fri [2.5 hrs per session]	School years 3 - 6	Juniors	Centre based Youth Work	3
		Fri [2.5 hrs per session]	School years 10 - 13	Seniors	Centre based Youth Work	34
		Sat [2.5 hrs per session]	School years 1 – 6 and 7 – 13 alternate weeks	Young Carers	Young Cares offer	Not currently recorded
Locality offer North	Ruislip Young Peoples Centre	Mon 2.5 hrs per session]	School years 7 - 13	Inters/Seniors	Centre based Youth Work	15
		Wed 2.5 hrs per session]	14 - 25	Duke of Edinburgh Award	Youth Awards Programme	12

Note: The number of children signed up is a representative figure of the overall number and is not indicative of session attendance figures. It is noted that attendance data to date has not been robustly recorded and is a gap that is being addressed.

Table 2 - Breakdown of Proposed universal element of the Youth Offer delivery

Delivery type	Delivery from <i>*Examples of delivery spaces</i>	Delivery Days	Hours of delivery per week	Type of Programme	Number of spaces offered
Locality offer Central	Uxbridge Family Hub Learn Hillingdon Brunel University Hillingdon Sports and Leisure complex Uxbridge College Primary Schools Detached Youth Work Bus Outreach Work	Monday - Saturday	6 sessions of delivery [2.5 hrs per session]	Generic youth work sessions for children and young people	Up to 150 spaces could be offered each week
Locality offer South	Harlington Young Peoples Centre Uxbridge College Hayes Campus Wakley Centre Botwell Complex Community Hub Primary Schools Detached Youth Work Bus Outreach Youth Work	Monday - Saturday	6 sessions of delivery [2.5 hrs per session]	Generic youth work sessions for children and young people	Up to 150 spaces could be offered each week
Locality offer North	Ruislip Young Peoples Centre Community Hub Detached Youth Work Bus Outreach Work Ruislip High School Primary Schools	Monday - Saturday	6 sessions of delivery [2.5 hrs per session]	Generic youth work sessions for children and young people	Up to 150 spaces could be offered each week
Accredited /Specialist offer	Various locations across the borough delivery informed by data and responsive to need	Monday - Saturday	6 sessions of delivery across the borough	Various youth awards programmes and accredited courses for children and young people	Up to 90 spaces could be offered dependent on accredited/specialist programme allowance
Detached / Outreach offer	Various locations across the borough delivery informed by data and responsive to need	Monday - Saturday	5 sessions of delivery across the borough	Detached youth work session in the community	Up to 75 children and young people seen weekly

This is an indicative offer. The model of delivery is made up from a range of flexible provisions across the borough. These will be delivered in a way that is flexible, adaptable and efficient and responds to the needs of children and young people across communities in Hillingdon.

28. In addition to the delivery benefits for young people within the Borough, moving away from a building-based delivery model would support the Council's climate change agenda with the reduction of energy consumption. This will help Hillingdon to reduce carbon emissions and reach their 2030 targets to become carbon neutral and achieve 100% clean energy across the Council's services.

Financial Implications

29. This report recommends that Cabinet agree to progress with public consultation on the proposed Youth Offer delivery model. The recommendations have no direct financial implications.

RESIDENT BENEFIT & CONSULTATION

The recommendation to consult, if agreed, will allow the Council to consider public feedback on moving towards a modern and responsive youth offer that delivers a sufficient level of borough wide youth services to Hillingdon residents.

In outline, the consultation approach will run for a minimum of six weeks and include an on-line survey published on the council's website, promoted through a range of communication channels, as well as direct, pro-active engagement with young people, to seek their views.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications presented above, agreeing that there are no direct financial implications associated with the recommendations in this report.

Legal

Pursuant to s507b Education Act 1996 local authorities must, so far as it is reasonably practicable, secure for young persons between the ages of 13 - 24 sufficient educational and recreational leisure-time activities which are for the improvement of their well-being, and sufficient facilities for such activities. There are no legal implications arising from the recommendation set out within the report,

Property

Property Services will give further advice on property implications in relation to youth centre sites when a decision on services at such sites is received.

BACKGROUND PAPERS

Nil



The Hillingdon Youth Offer Vision

This document provides an overview of the proposed Hillingdon Youth Strategy. Once this approach is agreed, a comprehensive 5-year strategy will be developed to provide and encompass a youth offer that incorporates the voluntary and community sector, universal life skills and targeted services such as mental health. This strategy will focus on the way in which we will deliver our Youth Offer across the borough and it will have, at its centre the principle of co-production with children and young people. This will ensure that children and young people's voices are at the centre of what we do, will be informed of our commitment to relationship-based practice and will put our young residents first.

As part of the strategy, we will encourage engagement from across the youth sector in Hillingdon to ensure the breadth and scope of activities for young people in Hillingdon is promoted.

The Hillingdon Youth Offer will ensure the Local Authority's compliance with statutory guidance by ensuring sufficient youth service by using the National Youth Association (NYA) National Youth Work Curriculum as a framework for good practice.

Vision

The vision that drives the Youth Strategy for Hillingdon is ***to support and enable young people to achieve their full potential***. Establishing an integrated Hillingdon Youth Offer, as part of wider early help and prevention arrangements is an integral part of implementing the strategy and supporting young people to reach their potential.

The Youth Offer will consist of a wide range of provisions and support for young people across the borough. A comprehensive directory of opportunities will provide young people with access to positive opportunities delivered by a range of organisations. The Youth Offer will provide a model of open access youth work whilst also delivering targeted support for young people that need additional help, including those on the cusp of statutory services.

Over the last decade, and especially over the last few years when the country responded to the COVID pandemic, the focus and interests of children and young people have changed. Their needs, social requirements and engagement methods with one another, as well as with professionals and communities has evolved. These changes, alongside a reduction in engagement with the traditional "drop in" style of Young People's Centres, have led to the need to modernise the Youth Offer in Hillingdon and to adapt the engagement mechanisms to match what our young people are telling us. This allows young people to engage with their peers in the best format that works for them.

We know what our young people are telling us from our regular interaction with them and, a 2021 survey of children and young people in Hillingdon showed that our young people want services that are accessible, close to where they live and spend recreational time, and that are informed by local community diversity needs. The vast majority of young people surveyed had never been to a Young People's Centre, and this highlights the deficits in the reach and attraction of building-based services to our young people.

Approach

Realigning the Hillingdon Adolescent Development and Universal Youth Services provides opportunities to create a modern, responsive and dynamic Youth Offer. This will be driven by co-production and informed by data to deliver a locality-based provision that is in line with what our young residents tell us. Young people told us they wanted services brought to them. This is achievable by utilising a detached and outreach delivery youth work model, building on the success of the Transporter bus, to engage with young people across the Borough where they live, learn and in their community to provide support to meet those young people's needs. This is complimented by a buildings-based offer utilising flexible assets in our communities including schools, sports facilities, community centres and community hubs.

By maximising opportunities to engage with young people in their spaces and chosen locations rather than static building places we support our young residents to have access to a wider range of services across the borough. At the same time this is in line with our approach of relationship-based practice that is predicated on putting the young people at the centre of what we do and listening to them in co-producing services and solutions.

Utilising delivery from the network of Community Hubs provides a unique environment to deliver locality based, accessible, community led youth work. This contemporaneous approach to youth work delivery enables more opportunities to engage and access a range of services including libraries, leisure centres, sports activities, arts etc. This is achieved in a way that is focussed on the young people, their needs and their community, supporting them to connect with organised activities that are meaningful to them.

The Covid-19 pandemic demonstrated the importance and power of the digital engagement with children and young people. Technology is a key communication tool for engaging with young people and has shown its potential in not only sharing information but also in the delivery of programmes, interventions and support. As part of the modernised Youth Offer in Hillingdon we are building on the learning of the last years, and we are ambitious in delivering a comprehensive digital option that will complement face-to-face youth work and reach young people wherever they are in the way they choose to engage. We believe this will make the Youth Service in Hillingdon more young people friendly and will provide both inclusivity and reach to this provision in the way young people want it and choose to access it and thus putting our young resident first.

The Youth Offer will have, as a delivery model an offer made up from a range of flexible provisions across the borough. These will be delivered in a way that is flexible, adaptable and efficient. Some examples are:

- Locality Facility based – community hubs, libraries, sports venues, schools
- Detached and street-based youth work - recreational areas, town centres, housing estates
- Outreach youth work - supporting children in centre activities
- Outdoor learning - bushcraft, water sports, outdoor adventure, camping
- Digital youth work - accessing information, youth work and targeted sessions, online opportunities educational development
- Other activities such as residential, social action, volunteering.

Delivering a comprehensive Youth Offer in Hillingdon cannot and should not be done by one agency alone. That is why we extend the principle of co-production to a wide range of partnership agencies, stakeholders and organisations that can work together to maximise funding opportunities, plan and co-deliver a coherent borough wide youth offer.

This engagement is underlined by our youth strategy that provides the framework for collaborative and coordinated work, including digital outreach.

Principles

Underpinning our strategy are the following principles that inform both the planning and the delivery of our new, inclusive and comprehensive Youth Offer. The Youth Offer:

- is available to all young people in Hillingdon in places and ways of their choosing that are accessible, modern, and well resourced.
- values our young people's individual identities and promotes inclusivity for all.
- supports effective work in partnership with others, including young people to provide and enhance the Youth Offer.
- promotes early engagement with young people and provides opportunities for them to be the best version of themselves.

Delivery Plan

The proposed move to a locality based operating model is aligned with the Council's objectives and wider transformation of some frontline services. The service will be working in collaboration with other services across the Council to expand on this operating model to deliver more efficient services for our young residents. Robust data and analysis including the Joint Strategic Needs Assessment (JSNA) and the Index of Multiple Deprivation (IMD) will inform how resources are deployed to prioritise the delivery of services into neighbourhoods with the highest need.

The Universal Youth Service will move away from a programme-based structure and have a flexible workforce that enables the service delivery to adapt to current and emerging needs. Some core roles and staffing compliment will change, and workers will be directed to deliver programmes in accordance with demand. Currently the universal service delivers 13 sessions a week for the young people in the borough, this will be increased to 18 sessions a week in the locality teams. These sessions be in addition to the 11 specialist and accredited sessions available, for example, Duke of Edinburgh awards enhancing the offer to 29 sessions a week (4 a day) available to young people every day of the week.

Delivery of the proposed operating model will require changes to the current staffing structure due to the realignment of posts from across the Adolescent Development Service and Universal Youth Service. The new operating model proposes 19.75FTE across 38 posts which will encompass full-time, part-time and fractional hour posts to support the dynamic nature of delivery. The recruitment of a skilled, qualified, experienced and stable workforce will ensure the delivery of high-quality youth work provisions supported by the local authority and align with NYA practice standards. The proposed staffing sufficiency levels represent the foundation for delivering quality youth work services, facilities and opportunities for volunteering across a range of providers necessary for community-based youth work to flourish. It aligns with the Stronger Families model working with a focus of early intervention and prevention whilst also providing a democratically accountable community base that reflects the needs of communities, ensuring access to quality youth work at a neighbourhood level.

Alongside a more efficient operating model and delivery of existing MTFF saving, the new operating model will improve access to youth work provision and the delivery model will ensure facilities used are within our communities, moving away from purpose built young people's centre in each area and to a model of co-location and use of community assets and facilities. The detail for each locality is shown in the Appendix .

Appendix

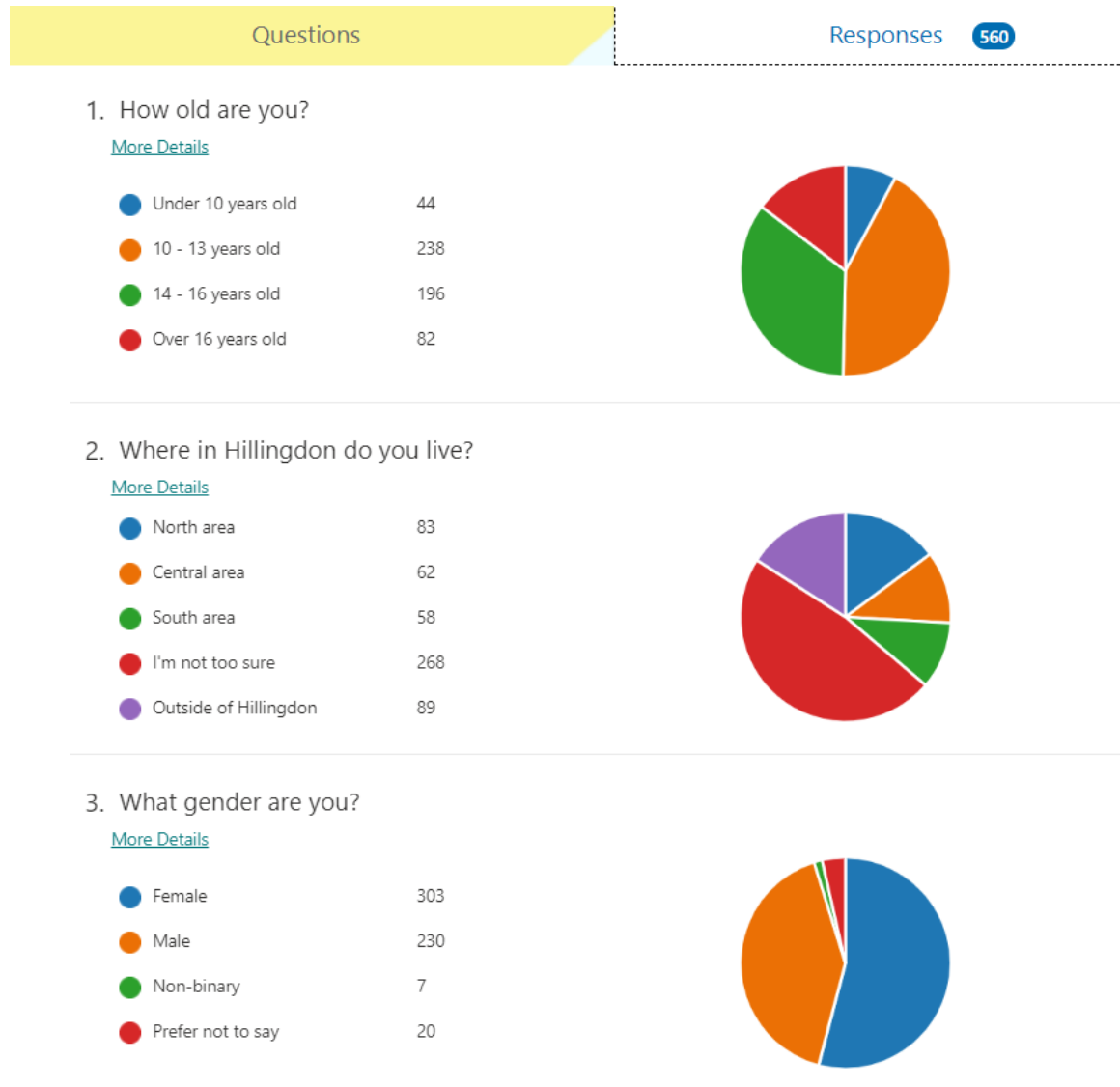
Based on the analysis of footfall in the youth centres, three centres (Northwood, Charville and South Ruislip) are not situated in places that are accessible to young residents. In addition, the delivery of programmes from Fountains Mills is already being relocated to a more suitable and accessible space in the Uxbridge family hub thus demonstrating the model of hybrid delivery from a multi-use space combined with outreach in localities and locations where young people choose to engage.

Location	Current Delivery Space	Proposed Delivery Space
Northwood	Northwood Young Peoples Centre <i>has been closed since 2017 due to extensive internal damage from rising damp.</i>	Detached Youth Work Bus Outreach Youth Work Northwood School Haydon School Primary Schools
Ruislip	Ruislip Young Peoples Centre	Community Hub Detached Youth Work Bus Outreach Youth Work Ruislip High School Primary Schools
Uxbridge	Fountains Mill Young Peoples Centre <i>services are gradually being relocated due to health and safety concerns regarding the building.</i>	Uxbridge Family Hub Learn Hillingdon Brunel University Hillingdon Sports and Leisure Complex Uxbridge College Campus Primary Schools Detached Youth Work Bus Outreach Youth Work
South Ruislip	South Ruislip Young Peoples Centre <i>location not accessible to young residents – low footfall</i>	Community Hub Goals Football Primary Schools Detached Youth Work Bus Outreach Youth Work
Charville	*Charville Young Peoples Centre <i>location not accessible to young residents – low footfall</i>	Charville Community Centre Primary Schools Outreach Youth Work Detached Youth Work Bus
West Drayton	Detached Youth Work Bus	West Drayton Leisure Centre - Community Hub Yiewsley Library P3 Navigator Community Hub Com Cafe Primary Schools Detached Youth Work Bus Outreach Youth Work

Hayes	Harlington Young Peoples Centre	Harlington Young Peoples Centre Uxbridge College Hayes Campus Wakely Centre Botwell Complex Community Hub Primary Schools Detached Youth Work Bus Outreach Youth Work
Harefield	Detached Youth Work Bus	Detached Youth Work Bus Community Hub Primary Schools Outreach Youth Work
Detached Mobile Bus provision	The Transporter Bus 1	The Transporter 1 The Transporter 2 Outreach Youth Work

HILLINGDON YOUTH SURVEY: July 2021

There are 35 questions. The average time taken to answer the survey is 24 minutes which would suggest the young people are putting a lot of thought into their answers.

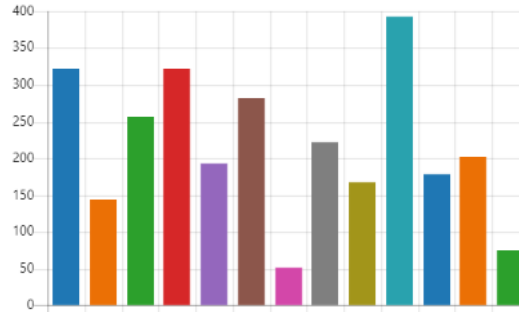


- a range of ages
- a range of locations with a sizeable proportion from outside the borough
- the majority being female

4. What are your personal interests?

[More Details](#)

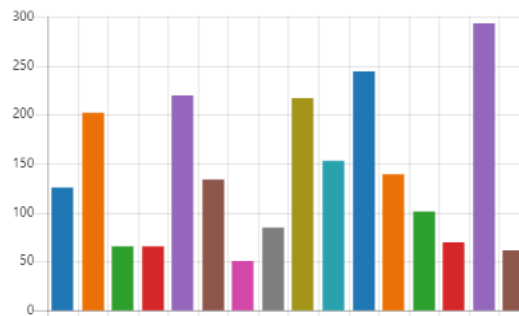
● Music	322
● Watching sport	144
● Playing sport	257
● Watching TV / films	322
● Creative arts	192
● Gaming	282
● Programming	51
● Social media	222
● Technology	167
● Spending time with friends	393
● School / education	178
● Socialising	202
● Other	75



5. What type of activities do you enjoy?

[More Details](#)

● Dance	125
● Artwork	202
● Mechanics	65
● Politics	66
● Fitness	219
● Health	133
● Hardware	51
● Software	85
● Travel	217
● Meeting new people	153
● Animals / pets	244
● Outdoor pursuits	139
● Volunteering	101
● Community-based activities	69
● Sleeping	293
● Other	61

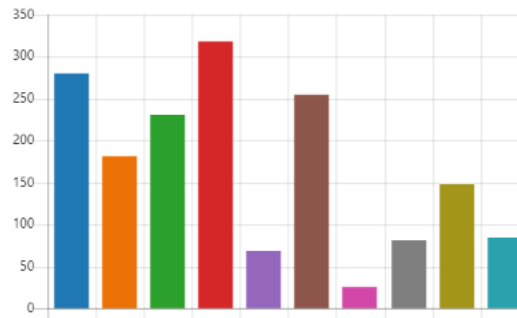


- a valuable indication of activities they enjoy and likely want more of in the future

6. What do you spend the majority of your time doing?

[More Details](#)

● Family time	280
● Playing or watching sports	182
● Learning / education	230
● Playing / listening to music	318
● Clubs	69
● Seeing friends	254
● Community-based activities	25
● Organising your potential futu...	81
● More sleeping	148
● Other	85



7. Are many of your activities school based?

[More Details](#)

● Yes	66
● No	246
● Some	216
● I would do more if I could	62
● I feel pressured to take part	16



8. Do you know what your school offers?

[More Details](#)

● Yes	398
● No	85
● No one has told me	40
● I keep being told	35
● Not applicable	33



9. Are the activities you take part in based in Hillingdon?

[More Details](#)

[Insights](#)

● Yes	226
● No	163
● A mixture	171

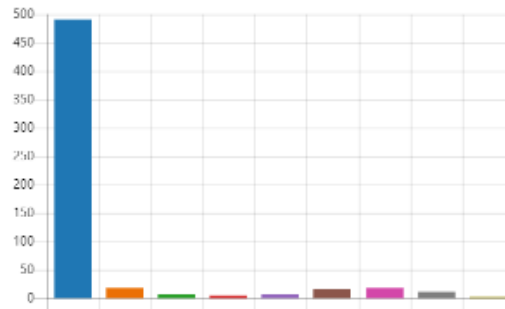


- even although schools offer many activities, the majority of activities undertaken are not schools based
- a proportion of these activities are outside the borough, as would be expected

10. Have you ever attended a Young People's Centre in Hillingdon?

[More Details](#)

● I have never attended one	492
● I have attended one but I can...	18
● I have attended Harlington Yo...	6
● I have attended Charville Youn...	4
● I have attended West Drayton ...	6
● I have attended South Ruislip ...	17
● I have attended Ruislip Young ...	19
● I have attended Fountains Mill...	11
● I have attended Northwood Y...	3



11. How often did you attend?

[More Details](#)

[Insights](#)

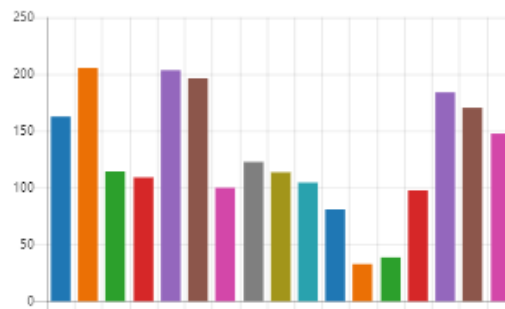
● Once a week	34
● More than once a week	9
● Only every now and again	27
● Never	490



12. What are the things you would want most from a Young People's Centre?

[More Details](#)

● Somewhere to go	162
● Something to do	206
● Someone to speak to	115
● Food	109
● To learn new skills	203
● To socialise	197
● Music nights	100
● Organised activities	123
● Arts	114
● Comedy	105
● Discussions	81
● Presentations	33
● Homework Club	39
● Advice	98
● Games	184
● To get out of the house	170
● I don't want anything	148



- even although there are clear views of what should be in a YPC, the vast majority have never been to one. This must therefore raise questions about the reach and draw of the centres and how effective they are

13. When you have attended a Young People's Centre, have you always felt safe there?

[More Details](#)

Yes	67
No	15
Sometimes	6
I have never attended so cann...	473



14. Are you currently involved in the Duke of Edinburgh Award scheme?

[More Details](#)

[Insights](#)

Yes	54
No, but I would like to be	170
No and I am not interested in ...	149
I do not know what this is	188



15. Are you involved in a uniformed group?

[More Details](#)

[Insights](#)

Yes	127
No	434



16. Are you currently involved in the Youth Council?

[More Details](#)

[Insights](#)

Yes	15
No, but I would like to be	68
No and I am not interested in ...	182
I do not know what this is	296



- a small but important number did not feel safe when they visited a YPC
- a surprisingly large proportion is involved with uniformed groups
- there is interest in both the DoE and Youth Council

17. Are you currently involved in the National Citizens Service?

[More Details](#)

[Insights](#)

● Yes	8
● No	249
● What is it?	304



18. Are you a member of the Youth Parliament?

[More Details](#)

[Insights](#)

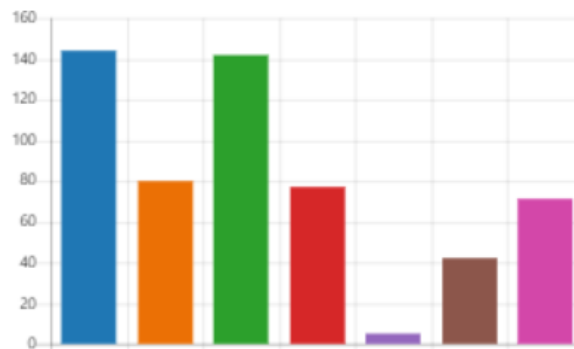
● Yes	2
● No	337
● What is it?	222



19. What type of career's advice would you like?

[More Details](#)

● Detailed	144
● General	80
● Step-by-step guides	142
● More than what I am currently...	77
● Less than I am currently getting	5
● I don't need career advice at all	42
● Not applicable	71

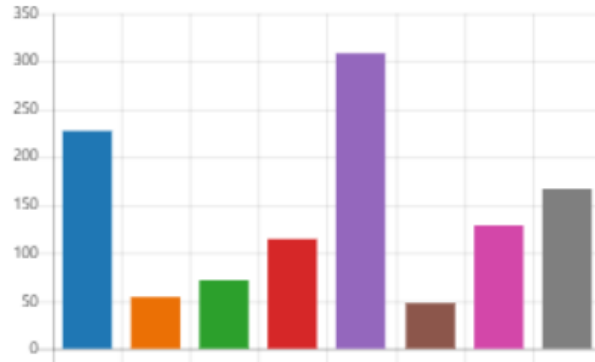


- can it be assumed that most young people have either not heard of the National Citizens Service and the Youth Parliament – or see no value?
- there is a clear requirement for careers advice

20. When you think about your future, what do you see?

[More Details](#)

● Freedom	227
● Restriction	54
● Limitations	71
● No limits	115
● It is positive	309
● It is negative	47
● I am not sure	129
● Thinking about the future is c...	167



21. Do you feel you have options for your future?

[More Details](#)

● Yes	382
● No	42
● I am being held back	43
● I am not sure	137



22. What would you like to achieve in the future?

[More Details](#)

[Insights](#)

554
Responses

Latest Responses

"Having a nice family"

"A long positive life with family, money, health and friends."

" "

- there seems to be a positive outlook for the future, which would suggest media hype is unfounded
- the overwhelming majority believe they have options for the future
- Q22 is free text

23. Would you like to develop skills which help you to communicate better?

[More Details](#)

Yes	344
No	85
Maybe	132



24. Would having a mentor interest you?

[More Details](#)

Yes	153
No	152
Not sure	160
I don't know what they do	96



25. Who is your role model?

[More Details](#)

[Insights](#)

554
Responses

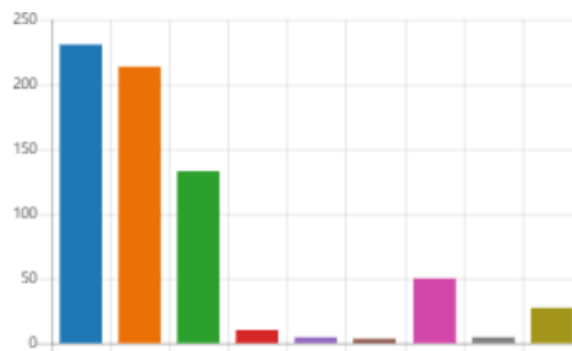
Latest Responses

"My dad"
"My grandparents."
..

26. What is home life like for you?

[More Details](#)

Brilliant	231
Good	214
It's ok	133
Not so good	10
Bad	5
Dangerous	3
I would like it to be better	50
I don't feel I have one but wo...	4
Prefer not to say	27



- young people want to communicate more
- the role model text would suggest strong family links
- homelife for many is good to reasonable but with a small minority saying it isn't – a prime reason to create a more suitable service offer

27. Do you ever feel alone?

[More Details](#)

● Yes, and I want to talk about it	22
● Yes, but I don't want to talk ab...	101
● No	236
● Sometimes	173
● Prefer not to say	29



28. Have you ever experienced bullying?

[More Details](#)

● Yes, I am currently experiencin...	25
● Yes, but it was in the past	256
● No	253
● I know other people who have...	124



29. Do you know where to go to get advice or to talk about things which are affecting you?

[More Details](#)

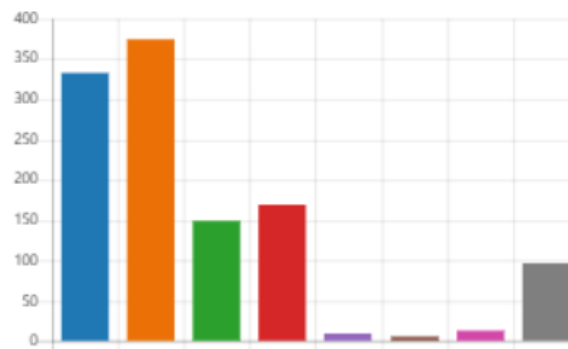
● Yes, and I have been there	296
● Yes, but I cannot use them	100
● No, there is nowhere to go	71
● No, but I would like to know a...	94



30. Who do you currently go to when you need advice?

[More Details](#)

● Friends	333
● Parent / carer	375
● Other family members	150
● Teacher or school staff	170
● Youth worker	10
● Social Worker	6
● An outside organisation	12
● No one	96

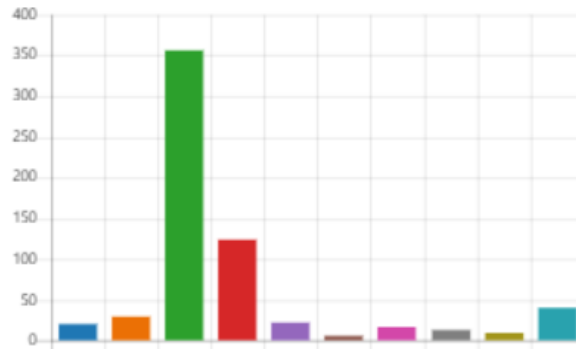


- the majority experience some form of loneliness
- the majority have either direct or indirect experience of bullying
- the majority know where to find advice ... but some do not. This is a clear area for targeted advice / communication

31. Is there anything preventing you accessing important services?

[More Details](#)

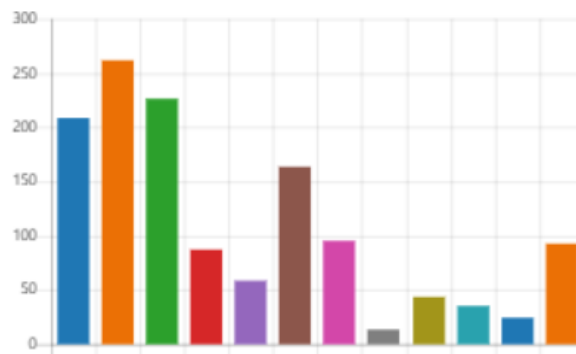
● Yes, and I have selected the o...	20
● Yes, but I would prefer not to ...	30
● No, I have everything I need	357
● I am not sure what you mean	124
● I feel like I need help but I do...	21
● Friends	6
● Family	16
● Cultural expectations	13
● Language barriers	9
● I am afraid	40



32. What does the future look like to you?

[More Details](#)

● Bright	208
● Full of opportunity	262
● Full of hope	226
● I've got it sorted	87
● I'm going to fix it	58
● Good	164
● Difficult	96
● Grim	14
● Frustrating	44
● A zombie apocalypse	36
● I don't care	25
● I can't imagine the future	93

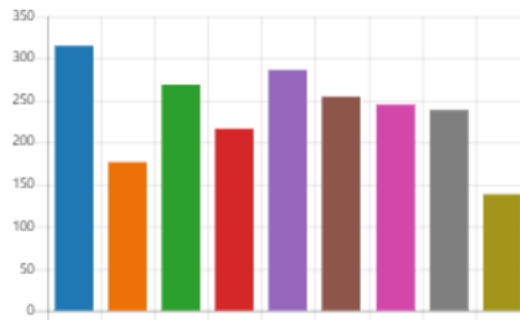


- the majority can be seen to be content with the current and potential future, but there is a troubling minority who feel they are prevented from accessing services, and some being afraid

33. If you had the opportunity to, would you be interested in learning more about any of the following:

[More Details](#)

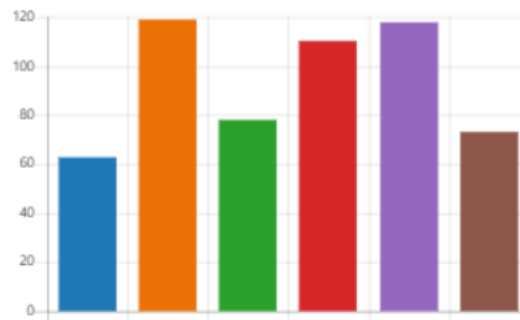
● Financial skills (how to manag...	315
● Digital skills (this goes beyond...	177
● Communication skills (how to ...	269
● Healthy living (diet, nutrition, f...	216
● Confidence (being able to trus...	287
● Social skills (how to make and...	254
● Interview skills (CV writing, int...	245
● Business skills (starting up you...	239
● Government (local, national ...	139



34. Do you feel like social media has taken over your life?

[More Details](#)

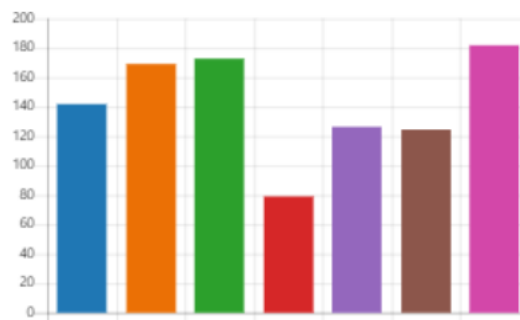
● Yes, I can't do without it	63
● Yes, but only a little bit	119
● Yes, but it's nothing I can't ha...	78
● I have found a balance	110
● No, I have a life outside of soc...	118
● No, I do not use social media	73



35. What is the best way to get in touch with you?

[More Details](#)

● Phone	142
● Email	169
● Text	173
● Social media	79
● In person	126
● Communication app, such as ...	125
● I do not want to be contacted	182



- there is a clear need for real life skills
- as expected, social media is a major role in the lives of young people



Youth Offer Strategy Consultation 2023

Your views are important to us.

Please complete the survey to have your say on the Council's Draft Youth Offer Strategy.

The survey will take about 10 minutes to complete and is anonymous.

The consultation will close on 5 June 2023.

1. In what capacity are you responding to this consultation?

- As a Hillingdon resident
- On behalf of a Hillingdon resident
- As some who attends school or college in Hillingdon
- On behalf of a local business (please specify below)
- On behalf of a community or voluntary group (please specify below)

2. If responding on behalf of a local business, community group or organisation and are happy to be identified please provide full details below.

3. Are you currently a member of any Hillingdon Youth Services programme?

For example, a drop in session at a Young Peoples Centre, Duke of Edinburgh or Youth Council.

- Yes
- No

4. If yes, please tell us which programme?

5. If no, please tell us why?

The visits

Please tell us about your visits and attendance to the youth service programmes.

6. How often do you attend a Hillingdon Youth Services programme?

- Once a week
- More than once a week
- Monthly
- Never

7. In the last 12 months have you visited any of Hillingdon Young Peoples Centres to engage with a youth services programme?

- Yes
- No

8. If yes, please tell us which of the following you have visited (tick all that apply).

- South Ruislip
- Ruislip
- Charville
- Harlington
- Fountains Mill

9. If you do not use youth centres, what are the reasons? (tick all that apply)

- There isn't one near where I live
- There isn't anything going on that interests me
- I don't want to go to a youth centre
- I'm frightened of going
- None of my friends go
- I access the services and activities I need elsewhere
- Other

10. What kind of activities, events or support did you access through the youth centres you have visited in the last 12 months?

- None
- Arts and crafts
- Duke of Edinburgh Awards
- General advice and guidance
- Music activities
- Outdoor activities
- Somewhere to hang out with friends
- Sport activities
- Trips/excursions/holidays
- Youth worker to talk to
- Other

11. Is there anything NOT currently on offer through the youth centres that you would like to be available? (tick all that apply)

- Everything I need is available
- I am not sure of what else I would like to be available
- Duke of Edinburgh Award
- Emotional and mental health support
- General advice and guidance
- Music activities
- Outdoor education
- Specific issue groups (e.g. LGBT, Young Carers)
- Somewhere to hang out with friends
- Sport activities
- Trips/excursions/holidays
- Youth worker to talk to
- Other

12. Do you think young people would be more likely to engage if youth programmes are delivered in a range of spaces like parks, libraries, leisure centres, and from a purpose built mobile bus?

- Yes
- No
- Maybe

13. If you answered no or maybe to the above question, please tell us why?

The Vision

The Youth Offer vision proposes a number of provisions to support and enable young people to achieve their full potential.

14. Please select which you feel is the most important to you. (1 = most and 5 = least)

	1	2	3	4	5
Locality Facility based – community hubs, libraries, sports venues, schools	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Detached and street-based youth work – recreational areas, town centres, housing estates	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Outreach youth work – supporting children in centre activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Outdoor learning – bushcraft, water sports, outdoor adventure, camping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Digital youth work – accessing information, youth work and targeted sessions, online opportunities educational development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other activities such as residentials, social action, volunteering	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

15. Do you think that the proposed youth offer demonstrates this vision?

- Yes
- No
- Partly

16. If you answered no or partly to the above question, please tell us why?

17. As part of the vision, we are looking to increase the amount of access young people have to youth programmes and information online in a safe and secure way.

Do you think that this is a good idea?

- Yes
- No

18. If you answered no to the above question, please tell us why?

19. As part of the youth offer we want to ensure young people know about all the programmes available and make sure that there are programmes for everyone to enjoy in Hillingdon.

Which of the following are most important to you (1 = most and 5 = least)

	1	2	3	4	5
Uniformed groups (Scouts, Girl Guides, Air Cadets etc)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organised sports activities (Football, Cricket, Swimming clubs etc)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organised Music and Drama (Compass Theatre etc)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Drop-in sessions where anyone can attend	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Book on youth sessions such as sports, arts and crafts, personal development, healthy living, music	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Specific sessions on skills development such as cooking, managing money, study skills.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Outdoor activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trips and residential	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School holiday programmes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Groups that provide volunteering opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

20. The youth offer in Hillingdon is to be inclusive to all young people who live or learn in Hillingdon. Do you feel that the proposed vision and delivery plan will help to achieve this?

- Yes
- No
- partly

21. If you answered no or partly to the above question, please tell us why?

22. Where would you go to find out about what youth programmes are currently operating in Hillingdon?

- Council website
- Internet search
- Downloaded app
- I would not know where to look
- Other

23. Ensuring that young people are at the centre of the youth offer is extremely important.

How do you feel we could best do this? Please tick all that apply.

- Surveys via social media
- Participation groups for young people to share their views
- Young people being part of local youth work planning teams
- Other

The Principles

Underpinning our strategy are the following four principles listed below, that inform both the planning and the delivery of our new, inclusive and comprehensive Youth Offer.

24. Do you feel that these principles reflect what young people accessing youth services in Hillingdon want?

	Yes	No	Partly
The offer is available to all young people in Hillingdon in places and ways of their choosing that are accessible, modern, and well resourced.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The offer values our young people's individual identities and promotes inclusivity for all.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The offer supports effective work in partnership with others, including young people to provide and enhance the Youth Offer.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The offer promotes early engagement with young people and provides opportunities for them to be the best version of themselves.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

25. If you answered no or partly to the above question, please tell us why?

About you

We want to make sure that the views from a wide range of people have been considered as part of this consultation. The responses you provide are anonymous and confidential. The information you provide will only be used for monitoring purposes.

26. Are you?

- Male
- Female
- Prefer not to say
- Other

27. Which age range do you belong to?

- Under 10
- 10-15
- 16-19
- 20-25
- 26-34
- 35-44
- 45-54
- 55-64
- 65+

28. To help us ensure we understand your experience based on where you live, please provide your postcode.

- HA4
- HA5
- HA6
- UB3
- UB4
- UB5
- UB6
- UB7
- UB8
- UB9
- UB10
- TW6
- TW19
- WD3
- Other

29. To help us ensure we understand your experience based on where you live, please provide your postcode.

- HA4
- HA5
- HA6
- UB3
- UB4
- UB5
- UB6
- UB7
- UB8
- UB9
- UB10
- TW6
- TW19
- WD3
- Other

30. Which of the following best describes your sexual orientation?

- Bisexual
- Gay
- Lesbian
- Straight/heterosexual
- Prefer not to say
- Other

31. Which group best describes your ethnicity?

- Asian or Asian British ethnic group or background** (Indian, Pakistani, Bangladeshi, Chinese or any other Asian Background)
- Black, Black British, Caribbean, or African ethnic group or background** (Caribbean, African, any other Black, Black British, Caribbean or African)
- Mixed or multiple ethnic group or background** (White and Black Caribbean, White and Black African, White and Asian, any other mixed or multiple background)
- White group or background** (English, Welsh, Scottish, Northern Irish or British Irish, Gypsy, Irish Traveller, Roma, any other Traveller background, any other White)
- Other ethnic group or background** (Arab, any other ethnic group)
- Prefer not to say

32. Do you have a disability? A physical or mental illness or condition that has a substantial and long-term effect on your ability to carry out normal day to day activities.

- Yes
- No
- Prefer not to say

33. Do you have any **special educational needs**?

- Yes
- No
- Prefer not to say

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Minutes

CORPORATE PARENTING PANEL

24 May 2023



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

	<p>Voting Panel Members Present: Councillors Nick Denys (Chairman), Heena Makwana (Vice-Chairman), and Jan Sweeting</p> <p>Non-Voting Panel Members Present: Helen Smith, Principal Social Worker, Emma Kavanagh, Head of Corporate Parenting (attended virtually), Kathryn Angelini, Head of Education for Vulnerable Children, Bridget Owen, Designated Nurse for Children Looked After in Hillingdon (attended virtually), Dr Kate Head, Named Doctor for Children Looked After in Hillingdon, and Representatives of the Children in Care Council, and Care Leavers</p> <p>Officers Present: Aisling Knight, Children’s Rights Co-Ordinator, Ryan Dell, Democratic Services Officer, and Rebecca Reid, Democratic Services Apprentice</p> <p>Also Present: Councillor Becky Haggar</p>
80.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Gursharan Mand with Councillor Jan Sweeting substituting.</p>
81.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
82.	<p>MINUTES OF THE MEETING ON 24 JANUARY 2023 (<i>Agenda Item 3</i>)</p> <p>RESOLVED: That the minutes of the meeting held on 24 January 2023 be agreed as a correct record.</p>
83.	<p>YOUNG PEOPLE PRESENTATION: SUMMARY OF THE LAST YEAR (<i>Agenda Item 4</i>)</p> <p>Officers and young people presented a summary quiz of the last year. It was highlighted that the young people took part in interviewing for new posts within the service. The young people noted that by taking part in the interview process, this helped to identify candidates that would be a good fit for the young people themselves.</p>

Brentford FC had partnered with the Borough to coach Tuesday football sessions with the young people, and there had been interest in increasing their offer to include, for example, first aid and refereeing. Every four weeks, a football match between young people and staff took place.

525 young people had been nominated for a Kids in Care Award (KICA) in 2022 – this was the highest ever.

Audits of the service had taken place and 85% of audits were graded good or outstanding for the Corporate Parenting Service. 57 cases had been reviewed by internal auditors.

48% of Looked After Children were placed inside the Borough, partly due to need and family circumstances. Under 16's required regulated provision, and there was a shortage of foster carers available, which was a national issue. Officers added that the 'Stepping In' virtual Children in Care Council had been launched to enable children out of Borough to have their voices heard.

One of Hillingdon's Children's Rights and Participation Officers, who is care experienced, was nominated for a Children and Young People's Champion and Newcomer Award. Nominations and awards took place last year in Birmingham and London. Experiences had also been shared via 'Walking in Our Shoes' training. The officer was commended by the young people. There were role and capacity considerations for jobs for the young people. Through discussions at team meetings, a question had been added to the recruitment process to ask if the applicant was or had been a Looked After Child. This assisted with screening applications.

'Talkers' sessions were noted for young people aged 6-11. Two of the young people in attendance volunteered at these sessions on Friday evenings.

There had been a new personal advisor recruited into the Corporate Parenting team who was formerly a Children in Care Council member. HR Recruitment had recently employed a care experienced young person to an apprentice role within their team. Meetings had taken place with officers, and managers of departments who had taken on young people were very supportive. Hillingdon was commended for having a Corporate Parenting Panel, and it was noted that the Corporate Parenting Panel gave the young people a feeling of recognition.

A number of feedback comments were shared with the Panel, from care experienced young people and from officers. Members commended hearing this feedback and raised the possibility of it being shared with other Members not on the Panel. It was further noted that letters written to and from the young people and their carers and social workers were exchanged at the end of their relationship. Members raised the possibility of these being shared with other Members not on the Panel.

In terms of quality assurance, officers reached out to the young people and carers, especially when audited.

A number of photos of events run with the young people were shared. Reference was made to a Christmas event for the young people, which included pass the parcel, musical chairs, and presents being given out. There was also an annual KICA event, which formerly took place at Stockley Marquee, and Christmas and Eid events in the

Middlesex Suite. In October, football matches with the young people and officers were played. The young people went on trips to Thorpe Park, Chessington and the London Eye, and a barbeque for the young people was held at Hayes Cricket Club. Eid celebrations were held at the Civic Centre, where local businesses donated items. The young people were also taken on stadium tours at Arsenal FC, Chelsea FC and Tottenham Hotspur FC.

A KICA event took place with police working with young people. It was noted that these types of events can aid in improving relations and perceptions between young people and police, as these were informal and informative sessions that provided contact between the young people and police.

It was noted that a central theme around working with the young people was “Would this be good enough for my child?”.

Corporate Parenting was a vital role in breaking barriers, and it was noted that different local authorities would have different experiences of this, which could provide opportunities for learning. Further to this, Regional Children in Care Council meetings were attended with other local authorities. The Young People Forum was also noted, and cross-team collaboration was commended.

84. **CHILDREN’S SERVICES PERFORMANCE DATA Q4** (*Agenda Item 5*)

Officers presented an update on Children’s Services performance data for quarter 4.

Attendance for the statutory school age cohort had been slightly lower than expected at this point in the academic year, but this reflected a national issue. There was still some school refusal, although in quarter 4, attendance at Post 16 had improved slightly. There were new ‘Power To’ mentors for young people aged 15+. 100% of Personal Education Plans (PEPs) had been completed within the required timescales. The number of suspensions was on average, and so there were no concerns over this, and there had been no permanent exclusions for three years now.

At the end of this quarter there were 12 statutory school age children without a school place. Four of these children were new to care and applications were in progress. Six of these children were awaiting transfer on the National Transfer Scheme. Two children were struggling with engaging with education and were being offered bespoke packages of support.

At the end of this quarter there were nineteen young people who were not in education, employment or training (NEET). Nine of the NEET young people remained unchanged since the previous quarter. Two young people had part-time jobs, however the number of hours they worked did not equate to education, employment or training (EET) status. One young person had left employment during this quarter and was currently looking for new opportunities. The remaining seven young people became NEET during this quarter as a result of leaving their EET placements early. Virtual School Officers were actively working with all young people to re-engage them with new opportunities for the summer term.

There was some interim provision with the Skills Hub for unaccompanied asylum-seeking children (UASC).

Members noted that the report compared Hillingdon with national figures and asked

about comparisons with Borough neighbours. Officers noted that national data was only published annually, so would be available for the next Panel meeting.

Members further noted that there was a tightness in the number of school places and asked if this applied to the Looked After Children. Officers noted that it did not apply for those of statutory school age. It was further noted that schools could be instructed to take on Looked After Children beyond their numbers of places.

Members asked about placement moves and how these were managed. Officers noted that a social worker and Virtual School Officer would work together in looking for options.

On Personal Education Plans, Members asked how these were quality assured. Officers noted that for newer officers, all PEPs were quality assured by virtual school senior officers. For more experienced officers around 25-40% of PEPs were quality assured, and there was also internal reviewing. It was noted that Hillingdon wrote its own PEPs.

Members asked about the number of days lost to suspension (90 days lost so far this academic year). Officers noted that this was largely down to one child, and that the figure for this point last year was 84 days.

As at 31 March 2023, Hillingdon was Corporate Parents to 364 Looked After Children and 441 Care Leavers (aged 18-25).

Hillingdon had 53% of 19–21-year-old care leavers in Education, Employment or Training (EET), which was slightly lower than the national average at 55%.

Hillingdon had established partnerships with Catch 22 and Drive Forward. Catch 22 assisted care leavers with accessing further training and employment, and Drive Forward had recently offered funded opportunities for up to 25 young people who received Universal Credit, providing them with access to employment opportunities. Drive Forward was currently supporting 19 of Hillingdon's care experienced young people.

The Strengths and Difficulties Questionnaire was a short, annual screening of behaviour for Looked After Children aged 4-16. Lower scores indicated better outcomes. The average score of the latest questionnaires at the end of June was 11.9, which compared positively with the national average in England (13.7) and statistical neighbours (13.6). All young people who had medium and high scores (17 and above) were referred to the in-house Multi-Agency Psychology Service (MAPS) for consultation and/ or early therapeutic intervention. Hillingdon was working together with the Central and North West London NHS Foundation Trust (CNWL) to commission further mental health support for young people, which was currently in progress. Hillingdon had also commissioned a mental health service from the Rees Foundation called Ask Jan, which was entering its second year and had, to date, supported 58 young people with their emotional wellbeing and offered a number of benefits of accessing the service including up to eight face-to-face counselling sessions delivered with a blended approach.

Currently 89% of young people had up to date health assessments. This was in line with statutory neighbours and the national average.

57% of young people had had a dental check within the last 12 months, which was being kept under review. There were a small number of young people refusing to attend dental appointments and there was also an issue of dental practices not registering new patients due to capacity restraints.

The leaving care service offered independence to young people by enabling them the choice of who their allocated social worker and personal advisor were. This took place for any young people transitioning into the service. This promoted the young peoples' identity and the service had already seen a positive change in engagement with the chosen worker. However, given the increase in unaccompanied asylum-seeking children (UASC) and the impact on demand and capacity, it had not been possible to offer this approach consistently in the last quarter.

During the last quarter, the service had begun offering Looked After Children the choice of personal advisor from the aged of 16. This aimed to foster a positive working relationship.

Many of the care leavers aged 19-21 were living independently, including in shared houses, university accommodation, privately rented accommodation and those under their own Council tenancy. 12 plus young people remained with their foster carers under Staying Put arrangements.

In the last 6 months, 145 children started to be looked after. The largest percentage was as a result of Absent Parenting (68%) due to high UASC numbers, followed by Abuse and Neglect (25%).

Children's Social Care's second and third cohort of social work apprentices were all on track to complete the academic year and move into new teams in September 2023. Three apprentices from adult services were due to move into a children's social work team in September 2023 to enable them to meet the university's requirements for a 'contrasting' placement, and to develop the skills and knowledge to allow them to "Think family" as they continue their social work careers. A fourth cohort of social work apprentices was current being recruited for a September 2023 start. Three apprentices would be recruited and completing their first year of social work education whilst placed in the Stronger Families Key Working service.

Members asked about the map of placements of Looked After Children outside of the Borough on page 16 of the agenda and noted that the placements appeared to be scattered. Officers noted that this was partly due to need and sufficiency. Sometimes there was a need to look further afield for placements due to the young people's needs or specialisms. It was noted that sometimes there were rural placements for safeguarding reasons. It was noted that the placement in Scotland was due to the placement being with a family member. Reference was also made to kinship carers (*For children whose parents are unable to look after them for short or long periods of time, kinship care (also called connected persons or family and friends care) provides a child with stability and the chance to stay with people they already know*).

Members asked about the map of placements of Looked After Children inside of the Borough on page 17 of the agenda and noted that placements appeared to be centred around the south of the Borough. Officers noted that there was no specific reason for this and it just came down to need and availability. The young people noted that residential placements tended to be in the south of the Borough.

	<p>Officers further highlighted the ‘Staying Close’ programme, whereby £1.5m of funding had been secured for young people to move into accommodation with each other while also having access to emotional support, a transition nurse, and lots of holistic/ wraparound support.</p> <p>RESOLVED: That the Panel noted the content of the report.</p>
85.	<p>UPDATE ON THE CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE’S APPROVAL OF THE UPDATE TO THE CORPORATE PARENTING PANEL’S TERMS OF REFERENCE (<i>Agenda Item 6</i>)</p> <p>At the previous Panel meeting, Members and officers requested two updates to the Panel’s Terms of Reference: the first to update the wording of the voting members paragraph, and the second to add the Head of Corporate Parenting to the list of non-voting members.</p> <p>These changes were agreed by the parent Children, Families and Education Select Committee at the 14 March 2023 meeting. This report informed the Panel that the requested changes had been agreed, and the changes had been made to the Terms of Reference.</p> <p>RESOLVED: That the Corporate Parenting Panel noted the contents of the report.</p>
86.	<p>MULTI-YEAR WORK PROGRAMME (<i>Agenda Item 7</i>)</p> <p>Consideration was given to the Panel’s Work Programme. The Chairman suggested adding themes to the upcoming meetings. Following discussions with Members and officers, it was noted that the July 2023 meeting would have a theme around Safeguarding; the November 2023 meeting would have a theme around Health and Wellbeing; the January 2024 meeting would have a theme around Education and Opportunity; and the May 2024 meeting would have a theme around a Review of the Year.</p> <p>RESOLVED: That:</p> <ol style="list-style-type: none"> 1. the Work Programme be noted; and 2. the new themes be added to the Work Programme
	<p>The meeting, which commenced at 5.30 pm, closed at 7.05 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Ryan Dell at rdell@hillingdon.gov.uk or 01895 25 0636. Circulation of these minutes is to Councillors and officers.

MEMBERSHIP OF THE CORPORATE PARENTING PANEL

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell – Democratic Services
Papers with report	Appendix A – Terms of Reference
Ward	N/A

HEADLINES

The purpose of this report is to enable the Committee to update permanent and substitute Councillor membership on the Corporate Parenting Panel, following the AGM.

RECOMMENDATIONS:

That the Committee:

1. **Appoint Councillors Nick Denys, Heena Makwana and Jan Sweeting to be the permanent Elected Members on the Panel on the basis of political balance (2 Con: 1 Lab);**
2. **Appoint Councillors Becky Haggar, Peter Smallwood and TBC to be named substitutes on the basis of political balance (2 Con: 1 Lab); and**
3. **Upon the recommendation of the Chairman of this Committee, to confirm Councillor Nick Denys as the Chairman of the Corporate Parenting Panel and Councillor Heena Makwana as the Vice-Chairman.**

SUPPORTING INFORMATION

About the Panel

The Panel was established a number of years ago to support this Select Committee in championing corporate parenting across the Council, directly engaging children in the Council's care and care leavers in the democratic and decision-making process, working with them and partners to monitor relevant service and improve outcomes and life chances. The Panel can make recommendations to this Committee on any changes or improvements required, who in turn can formally present these to the Cabinet.

Membership

The Committee, under the Constitution, is required to appoint Councillors as permanent Elected Members on the Panel on the basis of political balance (2 Con: 1 Lab). The Committee is asked to confirm Councillors Nick Denys, Heena Makwana & Jan Sweeting to be the permanent Elected Members on the Panel. Furthermore, to agree Councillors Roy Chamdal, Peter Smallwood and TBC to be the named substitutes.

Permanent Members or substitutes can be any Councillor not in the Cabinet. However, it is useful to have some membership ties, where possible, with this parent committee.

Along with the elected Members, the Panel also comprises the following as standing members:

- Up to 5 Children in Care Council Members (one of whom the Chairman or Vice-Chairman may ask to assist them informally in chairing a specific meeting).*
- Senior Officer from Children's Services
- Corporate Parenting Manager
- The Virtual School Head Teacher
- The Local Authority's designated LAC Nurse or Doctor
- 1 x Foster Carer representative
- Head of Corporate Parenting

In practice, the Panel is a private meeting and not bound by the same rules regarding formal committee meetings, however, the minutes are published and presented to this Committee for democratic record and transparency.

It is also common for one of the Children in Care Council members to act as co-chairman and chair meetings of the Panel. This gives a great opportunity for a young person to get experience of assisting the Chairman or Vice-Chairman in the running of the meeting.

Implications on related Council policies

The Panel enables direct consultation and engagement with young people and children in care / care leavers in the Council's democratic and decision-making processes.

How this report benefits Hillingdon residents

The Panel gives young people in Hillingdon a valued role within our democratic process and enables Councillors to work directly with them and hear their views.

Financial Implications

None.

Legal Implications

There are no legal implications arising from this report.

BACKGROUND PAPERS

NIL.

Corporate Parenting Panel

Terms of Reference as approved by the parent Select Committee

The purpose of the Panel is to support the Children, Families & Education Select Committee in championing corporate parenting across the Council, directly engaging children in the Council's care and care leavers in the democratic and decision-making process, working with them and partners to monitor relevant service and improve outcomes and life chances.

Membership will comprise of:

Voting Members

- a) 3 Elected Members, who be appointed by the Children, Families & Education Select Committee based upon political balance, one of whom to be appointed as Chairman. A Vice-Chairman may also be appointed. Elected Members do not need to be Members of the parent Committee but cannot be Cabinet Members. 3 named substitutes, appointed by the Select Committee may attend in the absence of the appointed Members of the Panel and that they need not be Members of the parent Committee but cannot be Cabinet Members.

Non-voting Members

- b) Up to 5 Children in Care Council Members (one of whom the Chairman or Vice-Chairman may ask to assist them informally in chairing a specific meeting).*
- c) Senior Officer from Children's Services
- d) Corporate Parenting Manager
- e) The Virtual School Head Teacher
- f) The Local Authority's designated LAC Nurse or Doctor
- g) 1 x Foster Carer representative
- h) Head of Corporate Parenting

Advisors

Relevant Council officers, e.g. from Social Care, Early Intervention and Prevention, Housing Service, along with external representatives, e.g. Department for Work and Pensions, may attend relevant Panel meetings as advisors. Council officers should attend the Panel to present any reports to the Panel regarding their service area.

**This gives Children in Care Council representatives, in an informal capacity, a unique opportunity to get experience of assisting the Chairman or Vice-Chairman in the running of the meeting.*

Meetings and Operation

The Panel will meet four times a year and in private*

- a) The Panel will have in place a work programme for its activity.
- b) The Chairman of the Panel, in conjunction with other members, shall agree the dates of the Panel for the ensuing year, where possible.
- c) The Chairman of the Children, Families and Education Select Committee should authorise any additional meetings that may be required or requested by the Chairman of the Panel.

- d) The Panel will allow themes and agenda topics to be brought to them from the Children in Care Council (CiCC), with themes identified at each meeting.
- e) The Chairman of the Panel will agree agenda items in advance of the meeting.
- f) The Panel cannot establish any other sub-groups or bodies to carry out its responsibilities.

**Unlike the parent Select Committee, the Panel is not required to operate under statutory procedures outlined in the Local Government Act 1972 and access to information rules do not apply. This allows the Panel to be conducted in a flexible way to suit the requirements of the Members and young people participating in it.*

Terms of Reference

- a) To champion the seven corporate parenting principles introduced by the Children and Social Work Act 2017.
- b) To support the work of the Children, Families and Education Select Committee overseeing the Council's corporate parenting responsibilities by providing a strategic overview and monitoring of the statutory services for Looked After Children (LAC) and care leavers across the Borough, reporting back to the Committee on any findings, as appropriate.
- c) To actively engage young people who are looked after by the Council, along with care leavers, in order to ensure they have an opportunity to influence the development of services, participate in the decision-making and democratic process.
- d) To receive annual reports of the work of the Independent Reviewing Officers, LAC Health Team, LAC & Leaving Care Service, Virtual School and Fostering and Adoption Service.
- e) To consider the impact on outcomes for children on other relevant activities linked to LAC and care leavers lived experiences, e.g. emotional wellbeing.
- f) To undertake any associated activity, review or task as requested by the Children, Families and Education Select Committee, reporting back to the Committee if directed.
- g) That through the Chairman of the Panel, to advise the Children, Families and Education Select Committee and Cabinet Member for Children, Families and Education on matters relating to corporate parenting.
- h) To present the minutes of the Panel to a subsequent meeting of the Children, Families and Education Select Committee, where the Chairman of the Panel, along with any Children in Care Council Members, may attend to update the Committee on the Panel's work.

CABINET FORWARD PLAN

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A – Latest Forward Plan
Ward	As shown on the Forward Plan

HEADLINES

To monitor the Cabinet’s latest Forward Plan which sets out key decisions and other decisions to be taken by the Cabinet collectively and Cabinet Members individually over the coming year. The report sets out the actions available to the Committee.

RECOMMENDATION

That the Children, Families and Education Select Committee notes the Cabinet Forward Plan.

SUPPORTING INFORMATION

The Cabinet Forward Plan is published monthly, usually around the first or second week of each month. It is a rolling document giving the required public notice of future key decisions to be taken. Should a later edition of the Forward Plan be published after this agenda has been circulated, Democratic Services will update the Committee on any new items or changes at the meeting.

As part of its Terms of Reference, each Select Committee should consider the Forward Plan and, if it deems necessary, comment as appropriate to the decision-maker on the items listed which relate to services within its remit. For reference, the Forward Plan helpfully details which Select Committee’s remit covers the relevant future decision item listed.

The Select Committee’s monitoring role of the Forward Plan can be undertaken in a variety of ways, including both pre-decision and post-decision scrutiny of the items listed. The provision of advance information on future items listed (potentially also draft reports) to the Committee in advance will often depend upon a variety of factors including timing or feasibility, and ultimately any such request would rest with the relevant Cabinet Member to decide. However, the 2019 Protocol on Overview & Scrutiny and Cabinet Relations (part of the Hillingdon Constitution) does provide guidance to Cabinet Members to:

- Actively support the provision of relevant Council information and other requests from the Committee as part of their work programme;
- Where feasible, provide opportunities for committees to provide their input on forthcoming executive reports as set out in the Forward Plan to enable wider pre-decision scrutiny (in addition to those statutorily required to come before committees, *i.e. policy framework documents – see para. below*).

As mentioned above, there is both a constitutional and statutory requirement for Select Committees to provide comments on the Cabinet’s draft budget and policy framework proposals after publication. These are automatically scheduled in advance to multi-year work programmes.

Therefore, in general, the Committee may consider the following actions on specific items listed on the Forward Plan:

	Committee action	When	How
1	To provide specific comments to be included in a future Cabinet or Cabinet Member report on matters within its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide its influence and views on a particular matter within the formal report to the Cabinet or Cabinet Member before the decision is made.</p> <p>This would usually be where the Committee has previously considered a draft report or the topic in detail, or where it considers it has sufficient information already to provide relevant comments to the decision-maker.</p>	<p>These would go within the standard section in every Cabinet or Cabinet Member report called "Select Committee comments".</p> <p>The Cabinet or Cabinet Member would then consider these as part of any decision they make.</p>
2	To request further information on future reports listed under its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to discover more about a matter within its remit that is listed on the Forward Plan.</p> <p>Whilst such advance information can be requested from officers, the Committee should note that information may or may not be available in advance due to various factors, including timescales or the status of the drafting of the report itself and the formulation of final recommendation(s). Ultimately, the provision of any information in advance would be a matter for the Cabinet Member to decide.</p>	<p>This would be considered at a subsequent Select Committee meeting. Alternatively, information could be circulated outside the meeting if reporting timescales require this.</p> <p>Upon the provision of any information, the Select Committee may then decide to provide specific comments (as per 1 above).</p>
3	To request the Cabinet Member considers providing a draft of the report, if feasible, for the Select Committee to consider prior to it being considered formally for decision.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide an early steer or help shape a future report to Cabinet, e.g., on a policy matter.</p> <p>Whilst not the default position, Select Committees do occasionally receive draft versions of Cabinet reports prior to their formal consideration. The provision of such draft reports in advance may depend upon different factors, e.g., the timings required for that decision. Ultimately any request to see a draft report early would need the approval of the relevant Cabinet Member.</p>	<p>Democratic Services would contact the relevant Cabinet Member and Officer upon any such request.</p> <p>If agreed, the draft report would be considered at a subsequent Select Committee meeting to provide views and feedback to officers before they finalise it for the Cabinet or Cabinet Member. An opportunity to provide specific comments (as per 1 above) is also possible.</p>
4	To identify a forthcoming report that may merit a post-decision review at a later Select Committee meeting.	<p>As part of its post-decision scrutiny and broader reviewing role, this would be where the Select Committee may wish to monitor the implementation of a certain Cabinet or Cabinet Member decision listed/taken at a later stage, i.e., to review its effectiveness after a period of 6 months.</p> <p>The Committee should note that this is different to the use of the post-decision scrutiny 'call-in' power which seeks to ask the Cabinet or Cabinet Member to formally re-consider a decision up to 5 working days after the decision notice has been issued. This is undertaken via the new Scrutiny Call-in App members of the relevant Select Committee.</p>	<p>The Committee would add the matter to its multi-year work programme after a suitable time has elapsed upon the decision expected to be made by the Cabinet or Cabinet Member.</p> <p>Relevant service areas may be best to advise on the most appropriate time to review the matter once the decision is made.</p>

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BACKGROUND PAPERS

- [Protocol on Overview & Scrutiny and Cabinet relations adopted by Council 12 September 2019](#)
- [Scrutiny Call-in App](#)

Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet meeting - Thursday 22 June 2023 (report deadline 5 June)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	TBC	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - June 2023

063	SEND Strategy	Following consultation, the Cabinet Member will consider approval of the Council's Special Educational Needs and Disabilities (SEND) Strategy - a collaborative document outlining the vision and priorities for service delivery to children, young people and young adults in Hillingdon over the next few years.	Various		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly	Children, Families & Education Select Committee		Public
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		C - Democratic Services	Various		Public

Cabinet meeting - Thursday 27 July 2023 (report deadline 10 July)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	All	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - July 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		C - Democratic Services	Various		Public
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Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

AUGUST 2023 - NO CABINET MEETING

SI	Interim or urgent executive decision-making by the Leader of the Council	As there is no Cabinet meeting in August, the Leader of the Council may take interim or urgent key decisions, and if so required, on behalf of the full Cabinet. These will be reported to Cabinet at a later date for ratification and public record.	Various		Cllr Ian Edwards - Leader of the Council	TBC	C - Democratic Services	Various		Public / Private - TBD
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public

Cabinet meeting - Thursday 14 September 2023 (report deadline 25 August)

112b	Children's Centres delivery model and Early Years Nurseries	Following public consultation, Cabinet will consider the outcome of this and make decisions regarding Children's Centre services and proposals for a Family Hub service delivery model. Cabinet will also make decisions regarding the early years nurseries and child care service following consideration of the public consultation undertaken.	All Wards		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CY - Claire Fry / Sandra Taylor	A full public consultations, including all stakeholders and partners and relevant select committee	NEW ITEM	Public
113b	Hillingdon's Youth Offer	Following a public consultation, Cabinet will consider the outcome of this and make decisions regarding the Youth Offer strategy and the delivery and resourcing model of the proposed Youth Offer.	All Wards		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CY - Kathryn Wyatt / Julie Kelly	Public consultation / Select Committee		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public

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Upcoming Decisions Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet Member Decisions expected - September 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
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Cabinet meeting - Thursday 12 October 2023 (report deadline 25 September)

SI	The Annual Report Of Adult and Child Safeguarding Arrangements	This report provides the Cabinet with a summary of the activity undertaken by the Safeguarding Children Partnership Board and the Safeguarding Adults Board to address the identified local priorities. The Cabinet will consider this report and approve the activity and the local priorities for the two boards.	All		Cllr Susan O'Brien - Children, Families & Education / Cllr Jane Palmer - Health & Social Care	Health & Social Care / Children, Families & Education	CS / AS - Alex Coman / Sandra Taylor	Select Committees		Public
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SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
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Cabinet Member Decisions expected - October 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
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Cabinet meeting - Thursday 9 November 2023 (report deadline 23 October)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
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SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public
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Cabinet Member Decisions expected - November 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
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Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet meeting - Thursday 14 December 2023 (report deadline 27 November)

110a	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2023/24 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 22 February 2024	Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - December 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
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Cabinet meeting - Thursday 11 January 2024 (report deadline 11 December 2023)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet Member Decisions expected - January 2024

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
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Cabinet meeting - Thursday 15 February 2024 (report deadline 29 January)

110a	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (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 2024/25 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 22 February 2024	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
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SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
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SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
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Cabinet Member Decisions expected - February 2024

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
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Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

CABINET MEMBER DECISIONS: Standard Items (SI) that may be considered each month

SI	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various		Cllr Ian Edwards - Leader of the Council	TBC	C - Democratic Services	TBC		Public / Private
SI	School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments	To approve appointments, nominate appointments and make reappointments of local authority governors and to approve any changes to school governing body constitutions. To also authorise any Member to be a Governor or Director of an Academy.	N/A		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly / CS - Democratic Services			Public
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC		Cllr Martin Goddard - Finance (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various	Corporate Finance		Public but some Private (1,2,3)
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC		All	TBC	C - Democratic Services			Public
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	various			Private (1,2,3)

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Upcoming Decisions

Further details

Ref

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services										
SI	Acceptance of Tenders	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance / in conjunction with relevant Cabinet Member	TBC	various			Private (3)
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	TBC	various			Public / Private (1,2,3)
SI	School Redundancy Payments	To consider requests for School Redundancy Payments and decide whether to approve them on behalf of the Local Authority	TBC		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly			Private (1,2,3)
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	TBC	various			Public
SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		All	TBC	various			Public

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WORK PROGRAMME

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
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 Children, Families and Education Select 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 may include representatives from external organisations, some of whom travel from outside of the Borough. Forthcoming meeting dates are as follows:

Meeting Date	Room
27 July 2023	CR5
19 September 2023	CR5
10 October 2023	CR6
15 November 2023	CR5
09 January 2024	CR5
01 February 2024	CR5
14 March 2024	CR6
18 April 2024	CR5

Implications on related Council policies

The role of the Select 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

Select 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.

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