



The Education and Skills Board
24 November 2016

Henrietta Parker Trust Update

Purpose of the report: To further update the Education and Skills Board on the progress on the performance of the Henrietta Parker Trust since April 2016.

1.0 Introduction:

- 1.1 This report follows criticism of the management and governance arrangements in 2015, and earlier progress reports in January and April 2016.

2.0 Steps Taken:

- 2.1 The management board of the Henrietta Parker Trust first met in March 2016, and subsequently met again in May and September 2016. The board consists of: Linda Kemeny, Cabinet Member for Schools, Skills, and Educational Achievement; Mary Lewis, Cabinet Associate Member; Ian Burrows, Elmbridge Borough Council; Cheryl Poole, Community Partnerships and Committee Officer, Elmbridge; Peter Milton, Head of Cultural Services; and Paul Hoffman, Principal Surrey Adult Learning.
- 2.2 The board, as reported previously agreed to introduce more robust and accountable management, planning and delivery arrangements, overlaid by the new governance framework. It has also established a review period of two full academic years commencing in September 2016 to prove its effectiveness, both in utilising the Trust in line with the donor's original intentions and generating sufficient volume.
- 2.3 There has been good progress, most visibly in providing first step computing courses for those with low levels of digital literacy. It should be noted that enrolment numbers in the computing programme are the one curriculum area where the Service had a significant fall in the 2015-16 academic year. This raised questions as to whether we should be continuing to update our teaching computer suites across the Service.
- 2.4 Notwithstanding we took the decision to replace the computers in the Henrietta Parker Centre in the summer using the Trust fund, the old machines were more than 7 years old. We then widely promoted a £5

offer for an 18 hour computer basics course. The results have been very encouraging, where in autumn 2015 we had no viable computer basic courses in Molesey.

- 2.5 The enrolment numbers are in stark contrast with Woking and Camberley, where the basics computer courses have not been able to recruit sufficient numbers to have a single viable course.
- 2.6 There has also been a positive response to a similar offer with Good Home Cooking – the basics, where we have two completed courses in the first six weeks of term and have good enrolments for two others after half term. Two of these courses have been targeted to learners with mental health issues. None of the four would have been possible without the support of the trust.
- 2.7 Good promotional activity has been important to raising the availability of these learning opportunities. The Service has distributed 40,000 leaflets to households both in Molesey and to other targeted areas of Elmbridge. In addition there has been concerted effort to strengthen relationships with local organisations.
- 2.8 The Trust has also been used to commission additional Family Learning working with Children’s Centres in Elmbridge. Two experienced organisations, Boogiemites and the Organic Cookery School (OCS), will deliver family learning maths, and cookery with dads and healthy eating workshops.

	Enrolments – Courses Started	Enrolments (November starts)	Academic Year Target
Computing – The Basics	32 (3 courses)	11 (1)	120
Cookery – Good Home Cooking – The Basics	13 (2 courses)	7 (1)*	75
Outreach – Family Learning – Cookery with Dads (OCS)		10 (1)	40
Outreach – Family Learning – Healthy Eating (OCS)		10 (1)	40
Outreach – Family Learning – Maths Workshops (Boogiemites)	14 (1)	30 (3)	80
Total	59	68	355

*There are two other courses, one for learners with learning difficulties and another for adults with mental health issues that are possible November starts.

- 2.9 There is also a proposal with Property Services to erect a Workshop in the grounds of the Henrietta Parker Centre in Molesey. This will act as a facility to host a Men’s Shed, a facility to increase practical craft skills for men and to reduce isolation particularly among those who are widowed and/or struggling with the adjustment of retirement. The completed

facility will also be used to support inter-generational work through engagement with the local youth centre. It will also offer courses in DIY skills to adults of all ages.

- 2.10 The management board is committed to using IMD data and working in collaboration with Elmbridge Borough Council to shape engagement with residents in targeted locations in the Borough. This is planned to shape future delivery priorities for work supported by the trust.
- 2.11 We are confident that the income generated by the Trusts investments in the year to 31 March 2016, will be fully utilised in the current financial year. Delivery of the scheduled programme in full in the 2016-17 academic year will fully meet the requirements of Charity Commission guidance. There has also been a contingency agreed to cover initial expenditure associated with the Men's Shed.
- 2.12 The next priority for the management board is to work with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.
- 2.12 It should also be noted that the increased promotional activity to communicate the Henrietta Parker supported programme has had a positive impact on the general programme being delivered from the Molesey Centre where enrolment numbers in total are up by 23% in autumn term 2016 compared to the same term last year.

3.0 Next Steps:

- 3.1 The HPT Management Board plans to:
- a) Continue to monitor progress in the engagement of local residents on the programme.
 - b) Challenge the adult learning service to better utilise the IMD data to shape future delivery.
 - c) Work with Finance to improve the return on the Trusts capital.

4.0 Conclusion & Recommendation:

- 4.1 There continues to be good progress since the Education and Skills Board meeting of 19 April 2016. There is an ambition in the Management Board to make effective use of Trust for residents and in keeping with the donor's intentions.
- 4.2 The new management and governance arrangements are clearly making a difference, with good numbers of learners engaging in adult learning in the Molesey area by removing the financial barrier to the programme.

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Sources/background papers: Henrietta Parker Trust SCC Internal Audit Report 2015; Henrietta Parker Trust Annual Accounts at 31 March 2016

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