



HILLINGDON
LONDON



Children, Young People and Learning Policy Overview Committee

Date: MONDAY 19 MARCH 2018

Time: 7.00 PM

Venue: COMMITTEE ROOM 3 - CIVIC CENTRE, HIGH STREET, UXBRIDGE UB8 1UW

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

Councillors on the Committee

Jane Palmer, (Chairman)
Nick Denys (Vice-Chairman)
Judith Cooper
Kanwal Dheer
Dominic Gilham
Becky Haggar
Allan Kauffman
John Oswell
Jan Sweeting

Other Voting Representative

Anthony Little, Roman Catholic Diocesan.

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Terms of Reference

A central role of a Policy Overview Committees is to undertake in-depth policy reviews on specific issues. Reviews provide the opportunity to hear from members of the public and expert witnesses, including people from a wide range of external organisations. Reviews usually make recommendations to the Cabinet on how the Council could improve its work. They therefore perform an important role in opening up the policy-making process to a wider audience, including people who would not normally have the opportunity to participate.

This Committee undertakes the policy overview role in relation to the following matters:

- Education Services and statutory education authority functions
- School performance and attainment
- School Transport
- Relationships with Local Academies / Free Schools
- Pre-School & Early Years Services
- Youth Services & Careers Services
- Juvenile justice & probation services
- Adult Learning
- Education and learning partnerships
- Music & The Arts
- Social care services for children, young persons and children with special needs
- Adoption and Fostering
- Family Services

Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters coming before the meeting
- 3 Matters notified in advance or urgent
- 4 To confirm that items of business marked Part 1 will be considered in public and that the items marked Part 2 will be considered in private
- 5 To agree the minutes of the meeting held on 8 February 2018 1 - 4
- 6 Child Sexual Exploitation - Update Report TO FOLLOW
- 7 School Planning Update 5 - 8
- 8 Cabinet Forward Plan - Review Forthcoming Decisions 9 - 12
- 9 Work Programme - Review the Work Programme for the coming year 13 - 20

Minutes

CHILDREN, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW COMMITTEE

8 February 2018



Meeting held at Committee Room 4 - Civic Centre,
High Street, Uxbridge UB8 1UW

	<p>Committee Members Present: Councillors Nick Denys (Vice-Chairman), Judith Cooper, Becky Haggar, Jan Sweeting, Brian Stead (in place of Allan Kauffman) and Lynne Allen (in place of John Oswell) and Antony Little</p> <p>LBH Officers Present: Dan Kennedy (Deputy Director, Housing, Environment, Education, Health & Wellbeing), Tom Murphy (Assistant Director of Early Intervention Prevention & SEND) and Anisha Teji (Democratic Services Officer)</p>
64.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies received from Cllr Jane Palmer, Cllr Dominic Gilham and Cllr Kauffman with Cllr Brian Stead substituting.</p> <p>Apologies also received from Cllr John Oswell, with Cllr Lynne Allen substituting and Cllr Kanwal Dheer.</p>
65.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THE MEETING (<i>Agenda Item 2</i>)</p> <p>Cllr Lynne Allen declared a non pecuniary interest in agenda item 6 as she had family that worked in an academy in the Borough.</p>
66.	<p>MATTERS NOTIFIED IN ADVANCE OR URGENT (<i>Agenda Item 3</i>)</p> <p>None.</p>
67.	<p>TO CONFIRM THAT ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 4</i>)</p> <p>It was confirmed that all items were in Part I and would be heard in public.</p>
68.	<p>TO AGREE THE MINUTES OF THE MEETING HELD ON 16 JANUARY 2018 (<i>Agenda Item 5</i>)</p> <p>The following changes were agreed by the Committee:</p> <ul style="list-style-type: none"> Agenda item 6 - Standards and Quality: The inclusion of the information relating to student attainment. This information had the attainment levels of pupils at the end of key 2 in all London boroughs. In the London Borough of Hillingdon, 27/33 for key stage 2 at 64% and 32/33 for key stage 2 at 48% were disadvantaged.

- Agenda item 7 - to correct a typo from children centre to children centres.
- Agenda item 8 - To clarify that the reference to children's centres and the management of approach was in relation to the levels of uptake.

RESOLVED - That the minutes from 16 January 2018 be confirmed as an accurate record, subject to the above changes.

69. **UPDATE ON PREVIOUS REVIEW OF THE COMMITTEE - MAJOR REVIEW OF THE COUNCIL'S CURRENT AND FUTURE RELATIONSHIP WITH ACADEMIES AND FREE SCHOOLS** (*Agenda Item 6*)

Officers introduced the report entitled "Update on Major Review of the Council's Current and Future Relationship with Academies and Free Schools". The report provided details on the recommendations made by the Committee in its major review during 2016/17.

In summary, it was highlighted that the recommendations had been actioned and positive progress was being made. The following key points were noted:

- A new and dedicated email address had been made available for Head Teachers with contact details for relevant teams within the Council. To date this email address had been used by five schools.
- The Head of School Improvement met with the Regional Schools Commissioner (RSC) regularly in person and by telephone/ email to discuss performance in Hillingdon. These meetings were helpful as it was an opportunity to raise and discuss any issues.
- In academies where there was evidence of progress and attainment concerns, the Council's School Improvement Team worked closely with the RSC to manage these matters. In other schools, School Link Officers were allocated to provide support and challenge services. Schools with areas of concerns were expected to develop clear action plans to improve.
- The Council's Schools Improvement team worked closely with the Hillingdon Schools Strategic Board, and routinely challenged governing bodies and Head Teachers regarding governance processes. There were clear communications and updates provided to all governors regarding Council activities that affected governance. Officers from the Council's education teams also attended the Hillingdon governors meeting which took place every term.
- The Council worked closely with schools transitioning to academy trusts.
- In light of changes to funding, the Council had a BID review of education services to evaluate and present best ways to deliver statutory and strategic priorities for school improvement in the Borough.

Members commented that there was clear positive work being undertaken in this area.

Members questioned what work was being undertaken to engage with the schools that did not engage with the Council. It was reported that there was a diverse education community with a mix of schools including academies and maintained school. Big Multi Academy Trusts (MATs) had their own organisation structure and tended to get on with it but support was still provided if necessary. Generally most schools were cooperative and engaged with the Council. In academies, if there were any concerns about performance, these were usually raised with the RSC.

In relation to exclusions, children that were excluded tended to have underlying

behaviour needs. Although, it was recognised that generally schools did everything in their power to offer support. To manage this area, cross education and social care meetings took place to try and find measures to intervene and identify and concerns at an early stage. The Council worked with schools to try and manage challenging behaviour and it was considered that the right level of coaching could provide the best service.

Officers confirmed that there were approximately 20 new Head teachers in the Borough and this was due to heads moving on for a variety of reasons, including promotion, high living costs in the Borough and moving on due to performance.

The Council had information on what areas schools excelled in. There was a sharing of best practices. Schools with poor performance could take up to a year in order to see noticeable changes. To do this, there needed to be the right type of governance, leadership and management style.

RESOLVED -

- 1) That officers be thanked and congratulated for their work.**
- 2) That the report be noted.**

70. UPDATE ON PREVIOUS REVIEW OF THE COMMITTEE - EARLY INTERVENTION SERVICE (Agenda Item 7)

Officers introduced the report entitled "Update Previous Review of the Committee - Early Intervention Services". The report provided details on the recommendations made by Committee during their major review of the Effectiveness of Early Help to Promote Positive Outcomes for Families in 2015 - 2016.

In summary, it was highlighted that good progress had been made in areas but there still remained areas of development. The following key points were noted:

- The service continued to develop and implement its early intervention and prevention delivery model. Services continued to progress and evolve within the strategic and operational environment it worked in.
- Further work was being undertaken to remodel the children and families division of the service. The report detailed how the services were developing an integrated locality based approach for council managed child and family developmental services. Recruitment for the new locality model was almost complete
- Officers had developed partnership working with regard to the delivery of early intervention and prevention services. Four key behaviours underpinned the strategy and this included; understanding together; planning together; delivering together and learning together. A number of initiatives and projects had been developed to increase data and information sharing.
- In order to promote the early help offer to families and professionals, officers had created a portal called "Connect to Support" which included the Local Offer for children with Special Educational Needs and Disabilities. Officers, parents and practitioners had worked together to develop the website.

Members commented that it was a good report and it was good to see improvement.

There were some concerns raised in relation to the figures relating to children missing education referrals received. Members expressed concern about 29 referrals a month and considered this figure to still be high. Officers explained that there was expected to

	<p>be a seasonal reduction in referrals. There were a range of checks in place. Also a contribution to this figure could be owed as a result of families moving elsewhere.</p> <p>Members questioned how the reorganisation of childrens centres was progressing. Officers confirmed that there was significant change introducing the new models in children centres. The model was fully recruited, with more senior posts being filled. The best people for the roles had been appointed. It was considered that the new model would bring a new perspective. Although new recruits may not know the area they worked in well, they would be able to offer other skills and experiences.</p> <p>The main ambition for children in the Borough was to ensure that every child received the best start in life and that they were able to transition to adult life with the right support mechanisms in place.</p> <p>Members also questioned whether more could be done to raise awareness of the different services available to parents and their children. Members asked whether there was any way the Council could work with schools to reach out and educate parents about the differed services on offer such as LINK. Officers confirmed that there was strong communication with schools and fortnightly Head Teacher briefings were issued to schools about the services. Officers would feedback back to schools and encourage schools to communicate with parents about the different services available.</p> <p>RESOLVED -</p> <ol style="list-style-type: none"> 1) That officers be thanked for their work. 2) That the report be noted. 3) Another update be put on the work programme for 2017/18.
71.	<p>CABINET FORWARD PLAN - REVIEW FORTHCOMING DECISIONS (<i>Agenda Item 8</i>)</p> <p>RESOVLED - That the Cabinet Forward Plan be noted.</p>
72.	<p>WORK PROGRAMME - REVIEW THE WORK PROGRAMME FOR THE COMING YEAR (<i>Agenda Item 9</i>)</p> <p>RESOLVED - That the work programme be noted.</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.15 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Anisha Teji on 01895 277655. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

SCHOOL PLACES UPDATE

Contact Officer: Dan Kennedy
Telephone: 01895 250495

REASON FOR ITEM

To update the Committee on demand for school places in the Borough.

SUGGESTED COMMITTEE ACTIVITY

It is recommended that the Committee:

1. Note the update.
2. Question officers about the update.

INFORMATION

Introduction

This paper presents to the Children, Young People and Learning Policy Overview Committee an update on demand and planning for primary and secondary school places in Hillingdon.

Background

Demand for school places is being driven by a number of interrelated factors including birth rates, new residential developments and families moving into the Borough. Therefore, year-to-year changes in the forecast are to be expected. The forecasts are updated annually and the 2017 update was completed during the summer. However, monitoring demand for places and related analytical work takes place throughout the year, particularly following Pupil Census dates (which provide figures for the actual number of places taken up / available) and to support in-year admissions, including the placement of pupils through Fair Access mechanisms.

Future Demand for School Places

The key points from the 2017 Hillingdon forecast were reported at the October meeting of the Committee. The next update will be in summer 2018 and therefore in the interim reporting will focus on comparison of forecasts compared with actual demand. The most comprehensive data on actual take-up of places is the October 2017 census. Information from the January 2018 census will be available in March. If information is available, a verbal update will be given at the meeting.

Demand & Capacity 2017/18

- The forecasts are based at the midpoint of the school year (January 2018). Therefore, it is to be expected that the October roll would be lower than the pupil forecast for January. The following comparison of the number of places compared with capacity shows that,

overall, there is an appropriate level of capacity in the system to manage demand. Feedback from some West London boroughs suggests that, generally, demand for places is lower than anticipated. This is being kept under review.

- The generally accepted reasonable margin of capacity to manage in-year fluctuations in demand is 5-10% and therefore available capacity is within this margin. The number of Year 7 vacancies is almost the same as previously reported. The proportion of vacant Reception vacancies has reduced, as expected. There are variations in capacity between place planning areas and it still remains the case that capacity is not evenly spread, reflecting the relative popularity (and location) of individual schools. At October Census nineteen primary schools had more than 10% vacant Reception places.
- Fair Access mechanisms are working effectively to ensure that pupils are offered places. The School Placement and Admissions Team works collaboratively with schools, especially where pupil numbers are lower than anticipated, taking into account the needs of the child and those of the school. In the secondary sector, most of the capacity at Year 7 is in three schools. However, although Reception intakes are forecast to reduce and stabilize over the next five years reflecting lower birth rates, secondary intakes will continue to increase as historically high primary intakes progress through the year groups.
- It should be noted that school capacity is affected by decisions made by own admission authority schools (voluntary aided and academy schools). Four of these schools (Bishop Winnington Ingram, Pinkwell Primary, Uxbridge High and Haydon) have now determined reduced admission numbers from 2019/20. The local authority will be seeking further advice regarding these changes.
- Work on the expansions of Vyners and Ruislip High School is proceeding. However, delivery dates for new free school provision are still subject to confirmation - sites have not yet been confirmed.
- The 1st March was National Offer Day for Secondary School places. 95% of all places available in Year 7 were offered which allows for late applications and subsequent in-year applications.

October Census Data - Reception

A comparison of Reception and Year 7 on roll data and the forecast is shown below.

Reception October Census (mainstream schools)	3982
Reception forecast	4207
Actual as percentage of forecast	94.7
Reception places	4551
Percentage of capacity remaining October 2017	7.6

October Census Data - Year 7

Year 7 forecast	3527
Actual as percentage of forecast	96.5
Year 7 places	3629
Percentage of capacity remaining October 2017	6.2

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FORWARD PLAN 2017/2018

Contact officer: Anisha Teji
Telephone: 01895 277655

REASON FOR ITEM

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

OPTIONS OPEN TO THE COMMITTEE

- To comment on items going to the Cabinet or to the Cabinet Member for decision.
- Or to note the items and decide not to comment.

INFORMATION

The latest published Forward Plan is attached. The Committee may wish to consider the non standard items that fall within its remit.

SUGGESTED COMMITTEE ACTIVITY

To consider whether there are comments or suggestions that the Committee wishes to make.

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Upcoming Decisions

Ref Further details

Ref	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public / Private Decision & reasons
Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance SI = Standard Item each month								
Cabinet - 19 April 2018								
SI	School Capital Programme Update The biannual update to Cabinet on the Council's major school infrastructure programme and upgrading of educational facilities to deliver a good quality education for all children in the Borough.	Various		Clr David Simmonds CBE & Clr Jonathan Bianco	RS - Jean Palmer OBE / Bobby Finch			Public
Cabinet Member Decisions - April 2018								
223	Support to youth football in the Borough To meet the need for the demand in youth football, the Leader of the Council and Cabinet Member will consider a proposal to relocate the former Yiewsley Bowls Club House (not in use) to Sipson Recreation Ground to provide changing rooms and facilities for the West Drayton Explorers FC.	Yiewsley / Heathrow Villages		Clr Ray Puddifoot MBE & Clr Jonathan Bianco	RS - Edward Knott		Def	Private (3)

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Agenda Item 9

WORK PROGRAMME 2017/2018

Contact Officer: Anisha Teji
Telephone: 01895 277655

REASON FOR REPORT

This report is to enable the Committee to review meeting dates and forward plans. This is a standard item at the end of each agenda. This report is open for discussion.

OPTIONS OPEN TO THE COMMITTEE

1. To confirm dates for meetings; and
2. To make suggestions for future working practices and reviews.

WORK PROGRAMME 2017/2018

DATE/ VENUE/ TIME	TOPIC	TIMINGS
12 June 2017 CR4 7pm	School Admissions Update	Reports deadline: 31 May 2017
	Major Review Topic Agreed	
	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
31 July 2017 CR 3 7pm	Local Safeguarding Children's Board Annual Report	Reports deadline: 19 July 2017
	Major Review - Consideration of Scoping Report	
	Budget Planning Report for Education & Children's Services 2017/2018	
	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
27 Sept 2017	Child and Adolescent Mental Health Services (CAHMS) update	Reports deadline: 15 September 2017
	Major Review - Witness Session 1	
	Annual Complaints Report 2017/2018 for Children and Young People's Services	
	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
18 Oct 2017 CR 4 7pm	Major Review - Witness Session 3	Reports deadline: 6 Oct 2017
	Elective Home Education Update	
	School Planning Update	
	Schools National Funding Formula	
	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
28 Nov 2017 CR 4 7pm	Major Review – Discussion on additional information, Findings and Agree Recommendations	Reports deadline: 17 Nov 2017
	Update on the Implementation of the School Improvement Plan	
	Childrens Service: Self Evaluation Update previously known as Service Improvement Plan	
	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
16 Jan 2018	Major Review – Presentation and Agreement of Draft Report	Reports deadline: 5 Jan 2018
	Consideration of Cabinet Budget Proposals	
	Standards and Quality in Education in Hillingdon 2016/2017	
	Cabinet Forward Plan - Review Forthcoming Decisions	

CR4 7pm	Work Programme – Review the Work Programme for the coming year	
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DATE/ VENUE/ TIME	TOPIC	TIMINGS
8 Feb 2018	Update on previous Review of the Committee-'Early Intervention Service'	Reports deadline: 29 Jan 2018
CR4	Update on Major Review of the Council's Current and Future Relationship with Academies and Free Schools	
7pm	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme – Review the Work Programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
19 March 2018	Child Sexual Exploitation - Update Report	Reports deadline: 7 March 2018
CR 3	School Planning Update	
7pm	Cabinet Forward Plan - Review Forthcoming Decisions	
	Work Programme - Review the Work Programme for the coming year	

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WORK PROGRAMME 2018/2019

DATE/ VENUE/ TIME	TOPIC	TIMINGS
13 June 2018 CR5 7pm	School Admissions Update	Reports deadline: 4 June 2018
	Update on latest National Education Policy and Reforms	
	Review topic discussion and agree a topic	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
30 July 2018 CR 4 7pm	Review - consideration of scoping report	Reports deadline: 19 July 2018
	Local Safeguarding Children's Board Annual Report	
	Annual Complaints Report 2017/2018 for Children and Young People's Services	
	Budget Planning Report for Education & Children's Services 2018/19	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
17 Sept 2018 CR 4 7pm	Review - witness session 1	Reports deadline: 6 Sept 2018
	Child and Adolescent Mental Health Services (CAHMS) update	
	School improvement plan	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
17 Oct 2018 CR 4 7pm	Review - witness session 2	Reports deadline: 8 Oct 2018
	Elective Home Education?	
	Education Policy?	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
28 Nov 2018 CR 4 7pm	Review – recommendations	Reports deadline: 19 November 2018
	Standards and Quality in Education in Hillingdon 2018/19	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
9 Jan 2019 CR4	Review - presentation of draft report	Reports deadline: 28 Dec 2018
	Budget Proposals Report	
	Update on Major Review of the Local Authority's Current and Future Relationship with Academies and Free Schools	
	Cabinet Forward Plan - Review forthcoming decisions	

7pm	Work Programme – Review the work programme for the coming year	
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DATE/ VENUE/ TIME	TOPIC	TIMINGS
6 Feb 2019	Update on previous Review of the Committee - 'Early Intervention Service'	Reports deadline: 28 January 2019
CR4	Update on a previous Review	
7pm	Quarterly school planning	
	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

DATE/ VENUE/ TIME	TOPIC	TIMINGS
20 March 2019	Child Sexual Exploitation - update report	Reports deadline: 11 March 2019
	Update report	
CR 4	Discussion of topics for next review	
7pm	Cabinet Forward Plan - Review forthcoming decisions	
	Work Programme – Review the work programme for the coming year	

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