

**Education & Children's Services POC  
Review Topics 2011/12**

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**REASON FOR ITEM AND URGENCY**

To enable the Committee to discuss options for a second review it wishes to undertake in the 2011/12 Council year.

**OPTIONS OPEN TO THE COMMITTEE**

Agree topics for a second review in 2011/12

**INFORMATION**

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the services provided by the Education & Children's Services Group. The full range of services under the Committee's remit is outlined in the terms of reference attached as appendix.
2. Previous experience from both Hillingdon and other Councils indicates that the Committee can have the greatest impact by focusing on a work programme agreed at the start of the Council year. Similarly, focusing upon one or two items at each meeting can help Members engage with the major issues and encourage stakeholder engagement.
3. As in previous years, the Committee is recommended to use this first meeting of the year to set a work programme for the next 12 months and select one or two topics for major review.
4. In selecting topics, Members are reminded of the Committee's work in from 2006 to 2009, which included reviews of:

**2006/7**

Transition form Primary to Secondary School  
Widening the Scope of the Education Service

**2007/8**

Extended Schools and Children's Centres  
Meeting the Needs of Troubled Teenagers

**2008/9**

Development of Inclusion in Hillingdon Schools  
14 to 19 Strategy  
Develop a Short Breaks Provision

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Education & Children's Services Policy Overview Committee – 23 November 2011

## **2009/10**

### **Child Trafficking**

Arrangements and future plans to support inclusive practice in Hillingdon Schools are effective.

## **2010/2011**

14 – 19 Education and Training.

### **SUGGESTED SCRUTINY ACTIVITY**

Members agree another topic for an in-depth review, using the selection criteria below suggested by the Audit Commission and their knowledge of residents' priorities.

#### **Selection criteria recommended by the Audit Commission**

##### **(A) Possible Reasons for Scrutiny**

Strong public interest

Government pressure

Included in the council plan or Hillingdon Improvement Programme Inspection report recommendation (e.g. performance below target)

##### **(B) Scope for Making an Impact**

Area within Council's control/influence

High impact on residents

Expertise available on which to draw

Good practice available elsewhere

### **Terms of Reference**

The Constitution defines the terms of reference for Policy Overview Committees as:

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

1. To conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. To monitor the performance of the Council services within their remit (including the management of finances and risk);

3. To comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. To consider the Forward Plan and comment as appropriate to the decision maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);
5. To review or scrutinise decisions made or actions taken by the Cabinet, a Cabinet Member, a Council Committee or an officer.
6. To make reports and recommendations to the Council, the Leader, the Cabinet, a Policy Overview Committee or any other Council Committee arising from the exercise of the preceding terms of reference.

**This Committee performs the policy overview role outlined above in relation to:**

1. All of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time;
2. Pre-school and the Council's work with the Early Years Development and Childcare Partnership
3. The Youth Service and the Council's work with the Connexions Service and Partnership;
4. Social Care Services for Children, Young Persons, and Children with Special Needs.