

**Minutes****Education & Children's Services Policy Overview  
Committee****Wednesday, 8 June 2011****Meeting held at Committee Room 5 - Civic Centre,  
High Street, Uxbridge UB8 1UW**

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|            | <p><b>Members Present:</b><br/> Councillors Catherine Dann (Chairman)<br/> David Benson<br/> Peter Curling<br/> John Hensley<br/> Susan O'Brien<br/> John Riley<br/> Ray Graham</p> <p><b>Advisory Members / Co-optee Members present:</b><br/> Tony Little – Roman Catholic Diocese</p> <p><b>Officers Present:</b><br/> Anna Crispin - Deputy Director of Education, Merlin Joseph – Deputy Director,<br/> Children &amp; Families, Sunny Mehmi – Commissioning Manager, Gill Brice –<br/> Democratic Services.</p>   |   |
| <b>71.</b> | <p><b>Apologies for Absence</b></p> <p>Apologies had been received from Councillor Lindsay Bliss</p>  |   |
| <b>72.</b> | <p><b>Declarations of Interest in matters coming before this meeting.</b></p> <p>Councillor Catherine Dann declared a Personal Interest on Item 9 - School Places Update as she was a Governor of Newham Junior School and Bishop Ramsay C of E School. She remained in the room during the meeting and took part in the discussion.</p> <p>Councillor Susan O'Brien declared a Personal Interest on Item 6 - School Places Update as she was a Governor at Sacred Heart Roman Catholic School. She remained in the room during the meeting and took part in the discussion.</p> <p>Councillor David Benson declared a Personal Interest on Item 6 - School Places Update as he was a Governor of Uxbridge High School. He remained in the room during the meeting and took part in the discussion.</p> | <p><b>Action By:</b></p> <p><i>Gill Brice</i></p> |

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|            | <p>Councillor John Riley declared a Personal Interest on Item 6 - School Places Update as he was a Governor of Field End Infant School. He remained in the room during the meeting and took part in the discussion.</p> <p>Councillor Ray Graham declared a Personal Interest on Item 6 - School Places Update as he was a Governor of Newnham Infant School. He remained in the room during the meeting and took part in the discussion.</p> <p>Councillor Peter Curling declared a Personal Interest on Item 9 - School Places Update as he was a Governor of Mellow Lane School and Harefield Academy. He remained in the room during the meeting and took part in the discussion.</p> <p>Tony Little declared a Personal Interest on Item 9 - School Places Update as he was a Governor at Pinkwell &amp; Harlington School. He remained in the room during the meeting and took part in the discussion.</p> |   |
| <b>73.</b> | <p><b>To confirm that all items marked Part 1 will be considered in Public and all Part 2 items will be considered in Private</b></p> <p>It was confirmed that all items would be heard in Part 1.</p>   |   |
| <b>74.</b> | <p><b>Matters that have been notified in advance or urgent</b></p> <p>There had been no matters notified as urgent.</p>  |   |
| <b>75.</b> | <p><b>To receive the minutes of the previous meetings - 26 April and 12 May 2011</b></p> <p>The minutes of the meetings held on 26 April &amp; 12 May were agreed as a correct record and signed by the Chairman.</p>  | <p><b>Action By:</b></p> <p><i>Gill Brice</i></p> |
| <b>76.</b> | <p><b>School Admissions Update</b></p> <p>Officers gave an update on the current position in relation to School Admissions. There were currently 200 outstanding school placement applications, which was due to applications being received after the deadline date. All offers for school places received by the deadline date had been sent out at the end of April/beginning of May. The deadline for the acceptance of the place offered had now ended. This would now enable officers to send out the second round of offers for school places for the late applications received.</p> <p>The demand for school places was light in a number of areas and in areas where demand was higher additional classes had been provided. It was felt that the current demand for school places could be managed.</p>   |   |

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|     | <p>A member asked whether arrangements had been made with those schools providing temporary provision in 2011 with a view to making this more permanent in 2012. Was it felt that the demand for primary school places in the borough had now reached its peak.</p> <p>Officers advised that 5 additional forms of entry had been added for September 2011. It was felt that the peak would be in 2012 and from then on it would stabilise.</p> <p>A member asked what forward planning was in place for the increase in demand for Secondary School places as a result of the increase in demand at primary level. Had there also been discussion on the extension of the school leaving age.</p> <p>Officers advised that it was not felt that this would be as significant an increase as had been for primary schools. Project planning would be undertaken on Secondary Schools in the near future looking at the expectations that arose from the BS21 Project.</p> <p>In answer to a question raised in relation to whether the 2 mile criteria was still being met officers advised that with the current places that had been offered the 2 mile criteria had been met.</p> <p>A member raised concerns about the timetabling for the expansion of schools as this gave limited timescale for the recruitment of teachers for the additional classes being provided.</p> <p>Officers recognised the concerns raised in relation to recruitment of teachers but it was a pan London arrangement co-ordinated across London. Schools were given information regarding expansion as soon as possible. The timescale was dependent on confirmation being received by parents as to whether or not they accepted the school place offered.</p> <p>A member asked to what extent the number of new housing developments was taken into account when assessing the places required.</p> <p>Officers advised that a forecast was undertaken, which took into account all new housing developments in the borough.</p> <p><b>Resolved – That the information provided was noted.</b></p> |  |
| 77. | <p><b>Hillingdon's Children &amp; Families Plan 2011/2014</b></p> <p>Officers introduced the report providing members with the key issues contained within the plan. The previous Children &amp; Young Persons Plans had been statutory requirements but it was now down to local areas to decide whether they wanted to produce a plan or not.</p>  | <p><b>Action By:</b></p> <p><i>Sunny Mehmi</i><br/><i>Gill Brice</i></p> |

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|  | <p>The Children &amp; Families Trust Board felt that in the current financial climate that the plan was particularly important and a more integrated structural plan providing key outcomes was needed.</p> <p>Officers gave a brief summary of the 6 priority areas and key partners within the plan. The committee was informed that the Cabinet Member had already signed off the plan for consultation and it would be submitted to Cabinet on 26 July 2011. The Munroe review that had recently been published would be included as an appendix to the plan.</p> <p>The committee welcomed the plan and the inclusion of the Munro review. A number of points that they would like included in the plan were as follows:-</p> <ul style="list-style-type: none"> <li>• The findings and actions from the review recently undertaken by the External Services Scrutiny Committee on the impact of overcrowding should be referred to in the plan.</li> </ul> <p><i>Officers advised that they would look at the review findings and actions with a view to including them in the plan</i></p> <ul style="list-style-type: none"> <li>• Priority 5 made no reference to children with Special Educational Needs.</li> </ul> <p><i>Officers informed the committee that this issue was included within Priority 5 and would amend the plan to make this clearer.</i></p> <ul style="list-style-type: none"> <li>• Concern was raised that the integration of agencies would not ensure the sharing of information and that agency's would protect their own areas. The committee felt this needed to be more robust in the plan.</li> </ul> <p><i>Officers agreed to look at making the statement stronger on the governance and accountability contained in the plan.</i></p> <ul style="list-style-type: none"> <li>• The Plan should recognise the skills of those people that supported children and young people in the early identification of their needs and that of their family.</li> </ul> <p><i>Officers agreed to look at making a stronger statement in the report on the skills of staff in identifying children and young people's needs.</i></p> <ul style="list-style-type: none"> <li>• The plan contained no sense of who would be accountable and felt this should be made clearer.</li> </ul> |  |
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|            | <p><i>Officers agreed to look at including a stronger statement in the plan on the governance and accountability of the Children's Trust Board.</i></p> <ul style="list-style-type: none"> <li>A member stated that the partners to the plan were not identified early on in the report and suggested that an earlier mention of these should be given.</li> </ul> <p><b>Resolved –</b></p> <p><b>1. That officers make reference in the plan to:</b></p> <ul style="list-style-type: none"> <li><b>The findings and recommendations of the overcrowding review undertaken by the External Services Scrutiny Committee Working Group be included in the report.</b></li> <li><b>Priority 5 made no reference to children with Special Educational Needs.</b></li> <li><b>Concern was raised that the integration of agencies would not ensure the sharing of information and that agencies may protect their own areas. The committee felt this needed to be more robust in the plan</b></li> <li><b>The Plan should recognise the skills of those people that supported children and young people in the early identification of their needs and that of their family.</b></li> <li><b>The plan contained no sense of who would be accountable for the Children's Trust Board and asked that this be made clearer.</b></li> </ul> <p><b>2. The Committee recognised that Hillingdon was committed to providing good practice as the plan was not now a statutory requirement.</b></p> |  |
| <b>78.</b> | <p><b>Review Topics for 2011/2012</b></p> <p>The committee discussed a number of topics that they would like to be considered as review topics for 2011/2012. The topics put forward were:</p> <ul style="list-style-type: none"> <li>Home Education – There were concerns about the level of education being provided at home and the monitoring that the Authority could undertake.</li> </ul>   | <p><b>Action By:</b></p> <p><i>Gill Brice<br/>Anna Crispin<br/>Merlin Joseph</i></p> |

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|     | <ul style="list-style-type: none"> <li>• Neither in Education, Employment or Training - This was a recommendation from the last review and it was felt that it should go forward as a review topic for this year.</li> <li>• Risky Behaviour - Undertaken by Young People – This was an area of priority in the Children &amp; Families Trust Plan discussed earlier.</li> <li>• Parental Skills in Education Attainment – This was highlighted as an issue in the review undertaken on Overcrowding.</li> <li>• Baccalaureate Provision – The Diploma was longer available and a review would be useful on what qualifications young people would now have available to them.</li> <li>• Looked After Children – This was an area that was always a concern and a review would be useful to keep updated.</li> </ul> <p>The Chairman suggested that the six topics put forward should be reduced to three. A vote was taken on each topic and it was agreed that scoping reports be provided on Risky Behaviour Undertaken by Young People, Home Education and Parental Skills in Education Attainment.</p> <p><b>Resolved – That draft Scoping Reports be provided to the next meeting on Home Education, Risky Behaviour Undertaken by Young People and Parental Skills in Education Attainment.</b></p> |   |
| 79. | <p><b>Forward Plan 2011/2012</b></p> <p>A member asked what the workload implications would be for the department if the number of schools moving to Academies continued. Officers agreed to provide a briefing note for the committee on the issue raised.</p> <p><b>Resolved – That the report be noted and a briefing note be provided to members on the implications for the department on schools applying to move to Academy status.</b></p>  | <p><b>Action By:</b></p> <p><i>Anna Crispin</i><br/><i>Gill Brice</i></p> |
| 80. | <p><b>Work Programme 2011/2012</b></p> <p>The Chairman raised concerns that the first review would not be undertaken until September and that the timescale for a second review were limited.</p> <p>Officers suggested that members could receive an update on Looked After Children in either October or November. This update was to be added to the Work Programme.</p>   | <p><b>Action By:</b></p> <p><i>Gill Brice</i></p>                         |

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|  | <b>Resolved – That the Work Programme be kept under review and the update on Looked After Children be included in October/November.</b> |  |
|  | The meeting, which commenced at 7.00 p.m., closed at 8.30 pm.   |  |

These are the minutes of the above meeting. For more information on any of the resolutions please contact Gill Brice on 01895 250693. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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