



HILLINGDON
LONDON



Children, Young People and Learning Policy Overview Committee

Date: WEDNESDAY, 24 JUNE
2015

Time: 7.00 PM

Venue: COMMITTEE ROOM 5 -
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)
Teji Barnes
Jem Duducu
Duncan Flynn
Becky Haggar
Tony Eginton
Peter Money
Jan Sweeting (Labour Lead)

Other Voting Representative

Anthony Little, Roman Catholic Diocesan.

This agenda and associated reports can be made available in other languages, in Braille, large print or on audio tape on request. Please contact us for further information.

Published: Tuesday, 16 June 2015

Contact: Jon Pitt
Tel: 01895 277655
Fax: 01895 277373
Email: jpitt@hillingdon.gov.uk

This Agenda is available online at:

<http://modgov.hillingdon.gov.uk/ieListMeetings.aspx?CId=323&Year=2015>

Putting our residents first

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW
www.hillingdon.gov.uk

Useful information for residents and visitors

Travel and parking

Bus routes 427, U1, U3, U4 and U7 all stop at the Civic Centre. Uxbridge underground station, with the Piccadilly and Metropolitan lines, is a short walk away. Limited parking is available at the Civic Centre. For details on availability and how to book a parking space, please contact Democratic Services

Please enter from the Council's main reception where you will be directed to the Committee Room.

Accessibility

An Induction Loop System is available for use in the various meeting rooms. Please contact us for further information.

Reporting and filming of meetings

Residents and the media are welcomed to report the proceedings of the public parts of this meeting. Any individual or organisation wishing to film proceedings will be permitted, subject to 48 hours advance notice and compliance with the Council's protocol on such matters. The Officer Contact shown on the front of this agenda should be contacted first for further information.

Emergency procedures

If there is a FIRE, you will hear a continuous alarm. Please follow the signs to the nearest FIRE EXIT and assemble on the Civic Centre forecourt. Lifts must not be used unless instructed by a Fire Marshal or Security Officer.

In the event of a SECURITY INCIDENT, follow instructions issued via the tannoy, a Fire Marshal or a Security Officer. Those unable to evacuate using the stairs, should make their way to the signed refuge locations.



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 15 April 2015 1 - 10
- 6 To agree the minutes of the meeting held on 14 May 2015 11 - 12
- 7 School Admissions Update 13 - 16
- 8 Further Update on Previous Review of the Council's Role as Corporate Parent Verbal update
- 9 The Effectiveness of Early Help in Hillingdon in the Prevention of Negative Outcomes for Families 17 - 24
- 10 Forward Plan 25 - 30
- 11 Work Programme 2015/2016 31 - 34

Minutes

CHILDREN, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW COMMITTEE

15 April 2015



Meeting held at Committee Rooms 3 & 3a - Civic
Centre, High Street, Uxbridge, Middlesex UB8
1UW

| | |
|-----|---|
| | <p>Committee Members Present: Councillors John Hensley (Chairman), Brian Crowe (Vice-Chairman), Nick Denys, Jem Duducu, Tony Eginton, Duncan Flynn (part meeting), Peter Money, Jane Palmer, Jan Sweeting (Labour Lead) and Tony Little.</p> <p>LBH Officers Present: Vince Clark (Interim Assistant Director Children in Care, Permanency and Children's Resources), Nikki Cruickshank (Interim Assistant Director of Safeguarding and Quality Assurance), Dan Kennedy (Head of Business Performance, Policy and Standards) and Jon Pitt (Democratic Services Officer).</p> |
| 73. | <p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>No apologies for absence were received.</p> |
| 74. | <p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THE MEETING (<i>Agenda Item 2</i>)</p> <p>No Declarations of Interest were made.</p> |
| 75. | <p>MATTERS NOTIFIED IN ADVANCE OR URGENT (<i>Agenda Item 3</i>)</p> <p>No matters had been notified in advance or as urgent.</p> |
| 76. | <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 agenda items were Part I and would be discussed in public.</p> |
| 77. | <p>TO AGREE THE MINUTES OF THE MEETING HELD ON WEDNESDAY 18 MARCH 2015 (<i>Agenda Item 5</i>)</p> <ol style="list-style-type: none"> In relation to Agenda Item 6, it was requested that the word "consistently" be removed from the following sentence of the minutes: "In response to a Member question, it was confirmed that the percentage of cases consistently meeting 'good' standards currently stood at 35%." In relation to Agenda Item 6, it was requested that a sentence be added to the minutes to reflect that the Ofsted Action Plan had not been provided in a clear and concise way. |

Resolved: That:

- 1. Subject to the amendments requested above being made, the minutes of the meeting held on Wednesday 18 March 2015 be agreed as a correct record.**

78. UPDATE ON THE CHILDREN AND YOUNG PEOPLE'S SERVICES IMPROVEMENT PLAN (*Agenda Item 6*)

Officers introduced a progress report on the development of improvement activities that had been incorporated into the Children and Young People's Services Improvement Plan (SIP).

The SIP, that was designed to deliver sustainable improvement through good social work practice, contained seven high level workstreams. Delivery was being monitored on a monthly basis by the Senior Management Team within Children and Young People's Services. Workforce development would be a key element of the plan, with service delivery being based around the needs of children and young people.

The SIP was a dynamic document that would change on a daily basis. Benchmarking had been undertaken against statistical neighbours and national averages.

A flatter management structure was being implemented that would result in a ratio of six social workers to each manager. This was part of a wider workforce plan designed to ensure good practice management, training and supervision.

Members commended officers on the work undertaken to date and questioned whether the SIP had been agreed by the Council Leader. Officers confirmed that the Plan had been agreed and that the service was now moving forward with implementation.

The managed service Skylakes team was being continued until recruitment of permanent staff improved. The budgets were now in place to facilitate this with initial recruitment activity focusing on team managers. Expressions of interest had been received from agency staff that wanted to become permanent. This was being encouraged. Once this process had been completed, action would be taken to fill remaining vacancies.

A Member felt that the proposed start date of April 2015 for activities within the SIP was disappointing as officers had previously advised that this would take place early in the New Year. Officers advised that work was being undertaken with providers to set out requirements and that the Council was in the position to offer potential staff a good employment package, particularly in terms of working conditions and caseloads.

The Committee asked whether recruitment agencies would be used for the recruitment of new staff and whether officers were confident that suitable people were available to employ locally. Officers advised that the main recruitment activity would be undertaken in-house and that agencies would only be used to assist with marketing. To help ensure the successful recruitment of staff, it was important that Hillingdon was seen as being a good place to work.

The role of the social worker had been broadened in terms of the variety of work available and it was felt that this and the reduced turnover of staff would help to increase the appeal of working for the Council. The Chairman noted that details of the

employment offer were available via the Council website.

It was acknowledged that communication with staff had not always been as good as it could have been. A staff meeting was due to take place the week following the Committee meeting to help address this.

Members asked whether the Plan would be submitted to Ofsted and requested that the measures and milestones that were to be used within the SIP be circulated to the Committee. Officers advised that the measures and milestones could be provided once the SIP was fully in place. There had been a focus on statistical measures. Some local measures still needed to be tested and there were data sets that would need to change. The measures would all be included in the SIP and could be provided as a separate sheet if requested by the Committee. It was confirmed that the Plan would be submitted to Ofsted.

The Committee sought clarification in relation to the meaning of the acronym ASYE. It was confirmed that this stood for Assessed and Supported Year in Employment.

On behalf of the Committee, The Chairman expressed recognition and thanks for the work undertaken so far and requested that officers relayed this message to staff.

Resolved: That:

- 1. A detailed progress report in relation to delivery of the SIP be presented to the Committee at its July 2015 meeting.**
- 2. Quarterly progress reports on delivery of the SIP be provided to the Committee.**
- 3. The report be noted.**

79. QUARTERLY CHILD SOCIAL CARE AUDIT UPDATE 2014 - 2015 (Agenda Item 7)

Officers introduced a brief update report on audit activity undertaken over the previous quarter and the audit programme for 2015/16. The un-moderated audit results for March 2015 were tabled at the meeting. These showed that the number of cases graded as good had increased from February to March 2015. There had been a general downward trend in the number of cases graded as inadequate, but it was noted that there had been an increase in inadequate cases between February and March 2015.

Members asked what the reasons were for the increase in inadequate cases. Officers stated that they were not particularly concerned by this increase as the general trend was downwards, although it was acknowledged that further improvement was required. The increase could have been due to an increase in cases or due to a specific part of the service or small element of the case. QA mentors worked with the relevant social worker and team manager to review all inadequate cases. Officers would need to investigate further in order to establish the precise reasons. In response to a separate Member question, officers advised that ungraded audits were cases that were still in the process of being audited.

It was noted that the Audit Programme for 2015/16 had been finalised. This would include monthly single agency audits, Thematic Audits and Multi-Agency Audits.

An electronic audit tool would be introduced in April 2015, covering all monthly, thematic and multi-agency audits. The tool would provide better management oversight

| | |
|-----|--|
| | <p>and facilitate easy access to specific information.</p> <p>The Committee questioned which organisation had lead responsibility for multi-agency audits. Officers advised that these would be completed in partnership with the Hillingdon Children's Safeguarding Board (HSCB). The HSCB Business Manager led these audits and the timescales were co-ordinated by the HSCB Board.</p> <p>Committee Members reflected that overall, they were satisfied with the progress made and thanked officers for the work undertaken.</p> <p>Resolved: That:</p> <p>1. The report be noted.</p> |
| 80. | <p>REVIEW OF LEAVING CARE GRANT (<i>Agenda Item 8</i>)</p> <p>The Chairman introduced a report in relation to a review of the Leaving Care Grant. The Corporate Parenting Board and the Cabinet Member for Education and Children's Services had requested that the Committee give consideration to the value of the grant payable to care leavers.</p> <p>A review of the grant had been undertaken in 2012 / 13 that had resulted in the grant having been increased from £1,000 to £1,500 or £1,800 in exceptional circumstances. Department for Education guidance now recommended that local authorities paid a minimum Leaving Care Grant of £2,000.</p> <p>Officers advised that funding was available to enable the Leaving Care Grant to be increased to £2,000 for all eligible care leavers within Hillingdon. The increase would be incorporated into existing service budgets and would therefore not require separate Cabinet approval.</p> <p>Committee Members raised concerns that a grant of £2,000 would only be in line with the nationally recommended minimum and that it might be anticipated that a London Borough would provide a higher level of grant. It was also questioned whether officers would have discretion in exceptional circumstances. It was confirmed that exceptional circumstances would be reviewed on a case-by-case basis.</p> <p>The Chairman reflected that the proposed increase represented a 25% increase in the payment to be made for non-exceptional cases and noted that the Committee could discuss the level of grant payable again at a future meeting, if it so wished.</p> <p>Resolved: That:</p> <p>1. The report and verbal update provided be noted.</p> |
| 81. | <p>QUARTERLY SCHOOL PLACE PLANNING UPDATE (<i>Agenda Item 9</i>)</p> <p>Officers introduced the Quarterly Schools Place Planning Update to inform the Committee about the demand for school places in Hillingdon.</p> <p>Thursday 16 April 2015 was the national offer day for primary school places, with admission figures being due for release at 5 PM. Within Hillingdon, there had been a seven percent increase in applications for primary school places compared to the previous year. A total of 4,145 admission applications had been made for primary</p> |

school places.

85% of applications for September 2015 admission to primary schools within Hillingdon would be offered their first choice, which was above the national average. There was remaining residual demand in three parts of the Borough. These were Northwood, Copsewood and Ruislip / South Ruislip. As a consequence, work was taking place at three primary schools in the north of the Borough to identify the potential for expansion. The Committee asked what the timescales were for site visits to be undertaken to the three primary schools. It was confirmed that the visits were likely to take place within the next six to eight weeks and that the costs of the various expansion options would then be considered.

The admissions situation at secondary level was similar, with every child having been offered a place. The offers for admission in September 2015 had been made in March. There had been a year on year increase of 75% in applications awarded their first preference. Hillingdon was also 6% above the London average for offering a school place within the applicant's top three choices.

Significant expansion was being undertaken of secondary provision in Hillingdon. It was proposed that three local secondary schools be expanded. These were Northwood School, Swakeley's School and Abbotsfield School. Confirmation had been received from the Secretary of State that a planning application in relation to the expansion of Northwood School could be submitted for consideration by the Council's Planning Committee. The expansion plans would create a total of 5.5 forms of entry, but there would still be a requirement for a further 21 forms of entry. Expansion of five other schools was under consideration. It was forecast that the expansions would result in the demand for places being met after five years.

The Council made use of population projections and house building data to predict the demand for school places. These predictions were updated each summer. In Hillingdon, every child had been offered a school place and this would not be the case in several areas across the country.

The Committee questioned whether the nomadic nature of the local population made predicting the demand for school places more challenging. It was also asked whether the place predictions took into account the likely number of pupils living outside the Borough but attending schools within it. Officers confirmed that this and the fact that house building could not be factored into predictions until planning permission had been given meant that it was difficult to predict demand for places more than five years ahead. Migration from other areas presented a challenge, particularly in the north and east of the Borough. Population projections, which were available up until 2030, were used to help forecast the demand for places and adjustments were made to reflect the likely demand from pupils living outside the Borough. The actual place offers that had already been made for secondary schools and were in the process of being made for primary schools, would be compared to predictions made previously. This would enable more robust predictions to be made going forward.

A Member asked whether the Council had been successful in its bid for basic need funding in 2015. This Government funding was provided to local authorities each year to help them fulfil their duty to ensure that there were enough school places available in the local area. It was confirmed that Hillingdon had been allocated £6 million for 2015/16. This compared to neighbouring Harrow that had been allocated £30 million.

The Committee raised concerns that Harrow appeared to be getting a better deal in

terms of the basic need funding and that the funding did not always properly reflect where people lived. Officers advised that as the allocations were based on current need, Hillingdon's small allocation was reflective of the relatively small gap in places in Hillingdon. The Council had been allocated more funding three years previously because there had then been a greater shortage of places.

It was questioned why Hertfordshire was experiencing a shortage of school places. Members asked whether this was due to parental preference, underperformance by schools in Hertfordshire or whether there were geographical factors. Officers advised that Hertfordshire had used GP surgery data to assist it in making school place predictions. However, it appeared to have been overlooked that this data would exclude families that were living in Hertfordshire but who were registered with a GP in Hillingdon. House building in the South Oxley was also having an effect on the demand for places in Hertfordshire. This had a knock on effect on demand in the north of Hillingdon.

It was noted that there would always be situations in which school places became available after initial allocations had been made. In September 2014, for example, some children had not arrived at their allocated school on the first day of term. This had been due to their parents having made their own private arrangements and not having informed the Council that they no longer required their allocated place.

The Officer's report stated that families were moving into Planning Primary Area 3, Cotefield, which was helping to fuel demand for places. The Committee asked where these families were moving to the area from. Officers advised that the families were moving mainly from inner London.

In relation to Planning Area 5, Ruislip / South Ruislip, it was questioned whether there was currently a shortage of provision in Harrow and Hertfordshire. Concerns were raised that expanded provision in the north of Hillingdon would have the unintentional consequence of meeting the increased demand for places caused by the house building taking place in South Oxley, Hertfordshire. It was noted that there were some place shortages in these areas but that Harrow was undertaking a large programme of school expansion. Parents from outside the Borough were also able to apply for places at schools in the Borough even if they lived more than two miles from the relevant school.

Officers confirmed that no decision had yet been made in relation to the expansion of schools in the north of the Borough. This work was currently at the options and appraisal stage and care would be needed to avoid unintentionally meeting the needs of Hertfordshire. Each application for a school place was considered against specific criteria and it was noted that although distance from school was a factor, it was not possible to prioritise applicants living within Hillingdon over those from outside the Borough who lived closer to a particular school.

It was confirmed that appeals in relation to the allocation of places had to be made to the Local Education Authority of the area in which the applicant resided, regardless of whether they had applied for a school place in another Borough. This did not apply where the school in question was an academy. The Committee asked what would happen in the event that a pupil from outside the Borough applied for a place within Hillingdon and all places had been allocated. Officers advised that in these circumstances, the application would be referred back to the local authority in the area that the pupil lived. This local authority would then be required to find the pupil a place.

Officers advised that a bid for basic need funding would be made for 2016. A meeting was due to be held in May 2015 between the School Place Planning Lead and the Education Funding Agency. The purpose of the meeting was to enable officers to fully understand the criteria for the funding available in 2016. It would also help ensure that the Agency was aware of home to school travel patterns and future expansion requirements across the Borough.

The "Greenwich judgement" was referenced by Committee Members. This [and the subsequent "Rotherham judgement"] had clearly established the right of a parent to apply for a place for their child at any school, regardless of the distance they lived from the school. However, the distance that a child lived from a particular school was only one of a number of admissions criteria. The priority status that siblings of existing pupils at a school were given by the admissions criteria was likely to be one of the causes of the pressure on places in the north of the Borough. It was anticipated that this pressure would decrease over time.

It was noted that, compared to the previous year, there had been a 3.49% in applications made on time for school admissions in September 2015. Officers felt that this was, in part, due to the Council being more proactive in its communication with parents. One example of this was the contacting of parents who had children in nursery that were due to start school. This was to make them aware that they needed to apply for a school place for their child. This was important because parents sometimes wrongly assumed that their child attending a nursery that was attached to a school would automatically result in their child being allocated a place at that school.

Resolved: That:

- 1. The Report be noted.**

82. **UPDATE ON THE IMPLEMENTATION OF RECOMMENDATIONS FROM PAST REVIEWS OF THE COMMITTEE** (*Agenda Item 10*)

The Committee was provided a paper that gave an update on the recommendations made by three previous reviews.

The review topics included:

- Elective Home Education
- Improving Outcomes for Care Leavers Not in Education, Employment or Training
- Strengthening the Council's Role as a Corporate Parent

In relation to Recommendation 2 of the review, 'Strengthening the Council's Role as a Corporate Parent', a Committee Member expressed surprise that not all looked after children were registered with a GP. Officers advised that work was undertaken to ensure that the number of unregistered children was at a minimum, but exact figures were not available. Some cases of unregistered children were caused by unaccompanied child asylum seekers arriving from overseas. The Council did not always know where these children were, which could result in them not being registered with a GP.

In relation to Recommendation 8 of the review, 'Strengthening the Council's Role as a Corporate Parent', the Committee questioned what actions were being taken to clarify the recommendation. Officers advised that a response would be provided to the

| | |
|-----|--|
| | <p>Committee.</p> <p>Resolved: That:</p> <ol style="list-style-type: none"> 1. An update in relation to Recommendation 8 of the review 'Strengthening the Council's Role as a Corporate Parent' be provided to the next meeting of the Committee. 2. The Corporate Parenting Board be asked to review the health outcomes of looked after children at a future meeting. 3. The report be noted. |
| 83. | <p>POTENTIAL REVIEW TOPICS OR IDEAS FOR FIRST MAJOR REVIEW OF 2015/16 <i>(Agenda Item 11)</i></p> <p>The committee was provided with a list of suggested topics for the first major review of the 2015/16 municipal year.</p> <p>The Chairman informed the Committee that a joint review of CAMHS (Child and Mental Health Services) was under discussion. If agreed, it was anticipated that a joint working group would be established. The group would include representation from the Children, Young People and Learning Policy Overview Committee, External Services Policy Overview Committee and also from the Corporate Parenting Board.</p> <p>There was a short discussion about potential review topics for the Committee to consider undertaking in 2015/16. It was agreed that the provisional title of the first major review of the new municipal year would be 'Review of the early help systems in Hillingdon to ascertain their effectiveness in the prevention of neglect and poverty.' It was noted that the selection of this topic would be subject to the agreement of the Committee at the June 2015 meeting.</p> <p>Other potential review topics considered included a major review of fostering and adoption processes and a single meeting review on alternative education provision. These ideas would be considered at a future Committee meeting.</p> <p>Resolved: That:</p> <ol style="list-style-type: none"> 1. Subject to the agreement of the Committee at its June 2015 meeting, the title of the first major review of 2015/16 would be 'Review of the early help systems in Hillingdon to ascertain their effectiveness in the prevention of neglect and poverty.' 2. That Officers develop a draft scoping report for the first major review to be considered at the June 2015 Committee meeting. 3. That the list of potential review topics for 2015 / 16 be noted. |
| 84. | <p>FORWARD PLAN <i>(Agenda Item 12)</i></p> <p>Resolved: That:</p> <ol style="list-style-type: none"> 1. The Forward Plan be noted. |

| | |
|-----|---|
| 85. | <p>WORK PROGRAMME 2014/15 (<i>Agenda Item 13</i>)</p> <p>The following additions to the Committee's draft 2015/16 Work Programme were noted:</p> <ol style="list-style-type: none"> 1. An update on the implementation of the Child Sexual Exploitation (CSE) Strategy would be brought to the October 2015 meeting. 2. A detailed progress report in relation to delivery of the Children and Young People's Service Improvement Plan (SIP) would be presented at the July 2015 meeting. 3. Quarterly progress reports on delivery of the SIP would be provided to the Committee. 4. Subject to agreement of the Committee at the June 2015 meeting, the first major review of 2015/16 would be added to the Work Programme. <p>Resolved: That: subject to the above amendments, the Work Programme be noted.</p> |
| | <p>The meeting, which commenced at 7.00 pm, closed at 8.30 pm.</p> |

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

This page is intentionally left blank

Minutes

CHILDREN, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW COMMITTEE

14 May 2015

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



| | |
|----|---|
| | <p>Committee Members Present: Councillors Jane Palmer (Chairman), Nick Denys (Vice-Chairman), Teji Barnes, Jem Duducu, Tony Eginton, Becky Hagggar, Duncan Flynn, Peter Money and Jan Sweeting (Labour Lead)</p> |
| 1. | <p>ELECTION OF CHAIRMAN (<i>Agenda Item 1</i>)</p> <p>RESOLVED: That Councillor Jane Palmer be elected Chairman of the Children, Young People and Learning Policy Overview Committee for the 2015/2016 municipal year.</p> |
| 2. | <p>ELECTION OF VICE-CHAIRMAN (<i>Agenda Item 2</i>)</p> <p>RESOLVED: That Councillor Nick Denys be elected Vice-Chairman of the Children, Young People and Learning Policy Overview Committee for the 2015/2016 municipal year.</p> |
| | <p>The meeting, which commenced at 8.42 pm, closed at 8.47 pm.</p> |

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

This page is intentionally left blank

SCHOOL ADMISSIONS UPDATE

Contact Officer: Laura Palmer
Telephone: 01895 558670

REASON FOR ITEM

To provide the Committee with an update on the allocation of primary and secondary school places offered in the Borough for September 2015.

INFORMATION

Secondary School Places

1. PAN-London data on secondary school places offered was released on 2nd March 2015. This provides information about the preferences of school places met across London.
2. The following table summarises the offers made to secondary school places in Hillingdon for the last four admission years and also compares the preferences met across London in 2015:

| | Preferences for a School Place – Met/Offered | | | | | | Preference 1-6 | Other Offer |
|----------------------------------|--|--------|-------|-------|-------|-------|----------------|-------------|
| | 1st | 2nd | 3rd | 4th | 5th | 6th | | |
| 2015 number of apps | 2267 | 400 | 177 | 55 | 42 | 16 | 2957 | 87 |
| 2015% | 74.47% | 13.14% | 5.81% | 1.81% | 1.38% | 0.53% | 97.14% | 2.86% |
| 2014 number of apps | 2287 | 352 | 150 | 69 | 39 | 20 | 2917 | 96 |
| 2014 % | 75.90% | 11.68% | 4.97% | 2.29% | 1.29% | 0.66% | 96.81% | 3.19% |
| 2013 number of apps | 2173 | 321 | 114 | 66 | 38 | 25 | 2737 | 52 |
| 2013 % | 77.91% | 11.51% | 4.09% | 2.37% | 1.36% | 0.90% | 98.14% | 1.86% |
| 2012 number of apps | 2334 | 269 | 105 | 83 | 64 | 50 | 2905 | 115 |
| 2012 % | 77.31% | 8.91% | 3.48% | 2.75% | 2.12% | 1.66% | 96.23% | 3.77% |
| PAN London average 2015 % | 67.56% | 14.33% | 6.53% | 3.01% | 1.34% | 0.74% | 93.51% | 6.49% |

Notes:

- Percentages may not sum to 100% as applications which are then withdrawn by parents/guardians are not shown in the table.

3. As in previous years, the availability of free bus travel for pupils in London means that travelling to schools further afield is easier. However, this may encourage applications to schools where an offer of a place is unlikely, as many places are offered on the basis of distance from the school.

4. For the secondary schools admissions round in 2015, Hillingdon experienced a 1% increase in applications. Hillingdon has continued to remain well above the London average by 6% offering pupils a place at their first preference school. Hillingdon achieved the highest number of 1st preference offers and 1-3 preference offers for a secondary school place in West London.

Primary School Places

5. PAN-London data for primary school places was released on 16 April 2015.
6. The following table summarises the offers made to primary school places in Hillingdon for the last four admission years and also compares the preferences met across London in 2015:

| | Preferences for a School Place Met/Offered | | | | | | Preference 1-6 | Other Offer |
|----------------------------------|--|-------|-------|-------|-------|-------|----------------|-------------|
| | 1st | 2nd | 3rd | 4th | 5th | 6th | | |
| 2015 number of apps | 3517 | 301 | 134 | 42 | 16 | 6 | 4016 | 110 |
| 2015% | 85.18% | 7.29% | 3.24% | 1.02% | 0.39% | 0.15% | 97.27% | 2.66% |
| 2014 number of apps | 3326 | 325 | 116 | 44 | 27 | 13 | 3851 | 66 |
| 2014% | 84.39% | 8.25% | 2.94% | 1.12% | 0.69% | 0.33% | 97.72% | 1.79% |
| 2013 number of apps | 3161 | 283 | 119 | 62 | 21 | 9 | 3655 | 126 |
| 2013 % (LBH actual) | 83.6% | 7.48% | 3.15% | 1.64% | 0.56% | 0.24% | 96.67% | 3.33% |
| 2012 number of apps | 3115 | 325 | 124 | 45 | 15 | 12 | 3636 | 166 |
| 2012 % | 81.93% | 8.55% | 3.26% | 1.18% | 0.39% | 0.32% | 95.63% | 4.37% |
| 2011 number of apps | 3084 | 259 | 91 | 37 | 21 | 10 | 3502 | 262 |
| 2011 % | 81.95% | 6.87% | 2.41% | 0.99% | 0.55% | 0.26% | 93.03% | 6.97% |
| PAN London Average 2015 % | 80.97% | 8.35% | 3.27% | 1.64% | 0.83% | 0.47% | 95.53% | 4.47% |

Notes:

- Percentages may not sum to 100% as applications which are then withdrawn by parents/guardians are not shown in the table.
- In 2015, 4 applicants did not receive an offer. They would have received an unallocated offer but advised that they would send their children to private school rather than receive an offer that was not one of their preferences.

7. As in previous years, additional places have been made available to meet rising demand by opening St Martins CE Primary School for September 2015. However, 120 places were unexpectedly removed from the system due to Nanaksar Primary School reducing their published admission number (PAN) to 0 following agreement

with the Education Funding Agency and 20 places were removed due to Bourne Primary School opening a bulge class in 2014. 4,521 Reception places were available for September 2015 at allocation (compared with 4,571 for September 2014). If Nanaksar's PAN remained at 120, Hillingdon would have had an extra 70 available places for reception applicants.

8. For the primary schools admissions round in 2015, Hillingdon experienced a 7% increase in applications. Hillingdon has continued to remain well above the London average by 4% offering pupils a place at their first preference school. Hillingdon achieved the highest number of 1st preference offers and 1-3 preference offers for a primary school place in West London.

Additional Information

9. The number of pupils not being offered places at any of their preference schools in part reflects the choices made by parents/carers in their applications. For example, not all applicants list the maximum number of preferences. Some applicants list only schools that they are unlikely to be offered based on schools' criteria (e.g., faith schools where they do not meet the faith criteria and/or over-subscribed schools at a distance from their home). Over 93% of applicants were offered one of their three highest preferences.

This page is intentionally left blank

Agenda Item 9

THE EFFECTIVENESS OF EARLY HELP IN HILLINGDON IN THE PREVENTION OF NEGATIVE OUTCOMES FOR FAMILIES

Contact Officers: Tom Murphy / Jon Pitt
Telephone: 01895 558273 / 01895 277655

REASON FOR ITEM

To receive the Draft Scoping Report on the proposed review topic, 'The Effectiveness of Early Help in Hillingdon in the Prevention of Negative Outcomes for Families.'

Following discussion at the April 2015 meeting of the Committee, it was agreed that officers would produce a scoping report for consideration at the June 2015 meeting.

OPTIONS AVAILABLE TO THE COMMITTEE

1. To give consideration to the detail contained in the Draft Scoping Report and to make comments and suggestions on the detail contained within.
2. To request clarification and further information from officers.
3. To agree the report title, scoping report and the witnesses that will be required for the Committee to conduct its review.

INFORMATION

1. With the agreement of the Chairman, a slightly different title is proposed from that discussed previously. The original title was 'Review of the Early Help Systems in Hillingdon to Ascertain their Effectiveness in the Prevention of Neglect and Poverty.' The changed title is proposed as officers are of the opinion that the term 'early help systems' may be perceived as jargon. There was also felt to be a lack of clarity around the term 'systems.'
2. Early help addresses a range of needs and issues not solely those concerning neglect or poverty. It is suggested that a review that focuses on neglect and poverty could lead to the wider outcomes that early help delivers being overlooked.
3. The revised review topic would still consider the issues of neglect and poverty as they are two significant factors that lead to 'poor outcomes'. These factors are also interlinked with other issues that early help addresses, such as substance misuse, poor parenting, worklessness etc. Officers consider that the proposed title frames the work of the review in more readily understood terms than the original.

PAPERS WITH THE REPORT

Draft Scoping Report 'The Effectiveness of Early Help in Hillingdon in the Prevention of Negative Outcomes for Families.'

This page is intentionally left blank



Children, Young People & Learning Policy Overview Committee

Review Scoping Report 2015/16

The effectiveness of early help in Hillingdon in the prevention of negative outcomes for families

Aim and background to review

It is estimated that over two million children in the UK today are living in difficult family circumstances. These include children whose family lives are affected by parental drug and alcohol dependency, domestic abuse and poor mental health. It is crucial that these children and their families benefit from the best quality professional help at the earliest opportunity. For some families, the difficulties they face can escalate if they do not receive early help. This can lead to children being more at risk of suffering significant harm.

Independent reviews and research have long championed approaches that provide early help for these children and their families. As Professor Eileen Munro highlighted in her review of child protection, "preventative services can do more to reduce abuse and neglect than reactive services". Local authorities and their partners are focusing increasingly on early help and prevention services for families. Many, including Hillingdon are now establishing a more coordinated and structured approach to this crucial role.

This review aims to consider the effectiveness of prevention and early intervention work in Hillingdon. In order to achieve this aim the following objectives are proposed:

- To understand the range of early help available to families;
- To understand the way in which these services are organised and coordinated, including the interface between early intervention services and social care;
- To consider the difference early help is making to the lives of families in Hillingdon; and

- To identify the scope for improvements to existing services or provision of additional services.

What do we mean by early help, prevention and early intervention?

It is generally acknowledged that it is better to prevent problems from developing in the first place and to provide help early when problems are first recognised to prevent them from escalating. The consequences of not doing this are increasing demands on more complex services, greater use of resources and children and young people suffering harm, due to difficulties which might have been preventable.

While prevention and early intervention are not only of value in the early years of a child's life, it may be that this is when they are of greatest benefit. This is due to the fact that a child's future development and achievements are built on their experiences early in life.

Many definitions of prevention and early intervention have been developed. The following summaries are common to most of these:

Prevention

Prevention aims to reduce the risk of worse outcomes by preventing a problem from occurring in the first place.

Universal prevention approaches are accessible to all children and families and can bring benefit to all, but particularly to those who are at greater risk of poor outcomes.

Targeted prevention focuses on those who are more likely to develop problems, but do not have them currently, to reduce the risk of problems developing.

Early intervention

The Early Intervention Foundation describes Early Intervention as "taking action as soon as possible to tackle problems that have already emerged. Its purpose is to reduce the likelihood of poor long-term outcomes for children, their families, as well as society at large whilst being cost-effective. Although it is not the same as prevention, in reality early intervention and prevention programmes and strategies often co-exist". In addition, the Foundation emphasises that early intervention should take a multilevel, holistic approach with sectors working together, sharing data and information about needs, and delivering services so that families receive consistent and integrated support. The focus should be on working *with* children and families rather than doing things *to* them.

The Centre for Excellence and Outcomes in Children and Young People's Services (C4EO) identifies as follows the potential for early intervention, both with individual children and families, and with populations at risk: "Intervening early and as soon as possible to tackle problems emerging for children and young people and their families or with a population most at risk of developing problems. Early intervention may occur at any point in the child or young person's life".

Graham Allen MP describes early intervention as "providing the social and emotional bedrock for all children". In order to achieve this he describes a life course approach with

children being 'School Ready' (by the age of 5), 'Life Ready' (by the age of 11) and 'Child Ready' (by the age of 18). He also identifies a range of evidence-based early intervention programmes, split by the developmental stage of the child and whether they are aimed at all children or those in need.

Terms of Reference

To meet the previously mentioned aims and objectives the following Terms of Reference are proposed:

Setting the context

1. To gain an understanding of the range of early help available to families in Hillingdon;
2. To gain an understanding of how this help is accessed and organised; and
3. To gain an understanding of the role intervention services plays in reducing 'front door' demand for social care services and in supporting families to 'step down' from the need for statutory intervention; and
4. The review will consider services provided by:
 - a. The Council;
 - b. The voluntary and community sector;
 - c. Schools;
 - d. Public Health Services; and
 - e. Health Services.

Understanding and responding to need

5. To explore how the need for early help and preventative intervention is assessed and responded to. Activity will include consideration of Joint Strategic Needs Assessment findings and other related sources of intelligence; and
6. To explore approaches to assessing individual and family need.

Assessing impact and outcomes

7. To consider the impact and outcomes of early help;
8. To identify gaps in the early help offer;
9. To identify where improvements might be made to the early help available to families; and
10. To propose ways in which the Council could work more effectively with its partners to meet families' need for early help.

INFORMATION & ANALYSIS

It is proposed that this review follows the very simple structure of first setting the context, then understanding need and finally considering the impact and outcomes arising from early help activity. The witness sessions have been themed with a view to following this structure. The structure is offered as a broad outline in order to ensure that all key aspects of the review are covered. Members are welcome to revise this structure and to add additional themes as they see appropriate.

Setting the context

It is proposed that consideration will be given to the wide range of services offering early help to families, thereby providing Members with a clearer idea of the current, agency-wide response as it stands today. This will be a key session in the facilitation of a successful review as it will form the basis on which Members may consider the impact of the help offered and identify potential gaps in both service and organisational arrangements. The reasons as to why families may need early help are as wide and varied as the range of services and opportunities available to them to resolve emergent problems. As such, a significant proportion of this review will focus on clarifying what constitutes early help, who provides it and how it is offered and accessed.

Understanding and responding to need

This element of the review will focus on understanding how the need for early help is identified and responded to. There are a range of processes in place to determine the needs of families who may be experiencing emergent challenges. These challenges may become entrenched, complex and potentially harmful without additional support to overcome them. The swift and early identification of concerns is central to the provision of effective early support. Members will wish to understand how need is identified and responded to as part of the review process. This understanding will include considering the role early intervention plays in enabling emergent problems to be resolved without the need for social care intervention. This part of the review will also consider how early intervention services work in collaboration with social care to enable families to 'step down' and away from the need for social work intervention.

Assessing impact and outcomes

This will seek to understand how services provide early support in ways which lead to the resolution of emergent problems, ensuring that the problems do not become more entrenched or escalate. Consideration will be given to how significant and sustainable change is achieved through the provision of early help.

WITNESS, EVIDENCE & ASSESSMENT

The table below sets out the possible witnesses that could be invited to present evidence to the Committee. It is proposed that witnesses are invited to attend themed sessions to ensure that the two core areas highlighted above are dealt with comprehensively and strategically. Members are reminded that this is not an exhaustive list and that additional witnesses can be requested at any point throughout this review.

| Session Information | Suggested Witnesses |
|--|--|
| Agree revised scoping report <i>(24 June 2015)</i> | The scoping report will be presented to the Committee. Members will have the opportunity to agree or propose alternative witnesses. |
| Setting the context and understanding the services <i>(9 September 2015)</i> | § Head of Early Intervention Services (LBH) § Early Intervention lead for health services § Early intervention lead for public health |
| Understanding and responding to need <i>(7 October 2015)</i> | § Performance and Intelligence § Public Health (JSNA) § Service Manager, Key-working Service § Early Intervention Officer (Early Help Assessment and Team Around the Family) |
| Assessing impact and outcomes <i>(25 November 2015)</i> | § Service Managers, Early Intervention Services § Children's Centre and Early Years Service representatives § Healthy Child Programme lead officer § VCS representative It is suggested that a separate session(s) is / are arranged for a small number of Members with service beneficiaries e.g. children, young people and families. Facilitation of a separate session would help keep the number of witnesses attending the Committee to a manageable level and help those groups of people to feel more at ease in the sharing of information. |
| Consideration of Draft Final Report <i>(13 January 2016)</i> | The draft final report will be presented by Chairman of the Committee. |
| Consideration of Final Report by Cabinet <i>(11 February 2016)</i> | The draft final report will be presented to Cabinet by the Chairman of the Committee. Cabinet may approve, amend or reject as many of the report's recommendations as it wishes. |

Members may also wish to consider whether appropriate site visits should be undertaken on areas in which they require further information.

Assessment

As is standard practice for a Policy Overview Committee review, once a report's recommendations have been agreed by the Cabinet, officers will be asked to begin delivering the necessary changes. The monitoring of officers' work is a fundamentally important aspect of the Committee's work and, as such, regular reports on progress can be requested by Members and a full update report will be added to the future work programme of the Committee.

Resource requirements

This review will be undertaken within current resources. The plan set out above will be coordinated and delivered by Democratic Services. The additional resource of staff time required to present, collect and format evidence for witness sessions will also need to be considered. This will cut across a number of services including Children and Young People's Services and Public Health.

FORWARD PLAN 2015/2016

Contact officer: Jon Pitt
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 Cabinet or Cabinet Member).

OPTIONS OPEN TO THE COMMITTEE

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

INFORMATION

1. The latest published Forward Plan is attached. Any additions to the current published Forward Plan will be provided at the meeting. 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.

This page is intentionally left blank

| Ref | Decision | Further information | Ward(s) | Final decision by Full Council | Cabinet Member(s) Responsible | Officer Contact for further information | Consultation on the decision | NEW ITEM | Private decision? |
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|

Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

Cabinet meeting - 23 July 2015

| | | | | | | | | | |
|----|--|---|---------|--|--|------------------------------------|----------------------|--|----------------------|
| 46 | School Improvement Plan | Cabinet will approve a School Improvement Plan, aimed at ensuring the best possible standards of education within Hillingdon's schools. | All | | Cllr David Simmonds | RS - Daniel Kennedy | | | |
| SI | Monthly Council Budget - monitoring report | The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position. | All | | Cllr Jonathan Bianco | FD - Paul Whaymand | | | |
| SI | School Capital Programme Update | This report will update Cabinet and request any necessary decisions in order to progress the School Capital Programme in order to upgrade facilities and keep on track to deliver sufficient places for children educated in the Borough. | Various | | Cllr Jonathan Bianco and Cllr David Simmonds | RS - Jean Palmer OBE / Bobby Finch | Corporate consultees | | Public / Private (3) |
| SI | Reports from Policy Overview & Scrutiny Committees | Major Policy Review recommendations for consideration by the Cabinet as and when completed. | TBC | | as appropriate | AD - Democratic Services | | | |
| SI | Academy Conversions | A standard report to Cabinet to seek approval for the Council granting long leases to schools who wish to convert to Academy Status. | Various | | Cllr David Simmonds / Cllr Jonathan Bianco | RS - Michael Patterson | | | Private (3) |

Cabinet Member Decisions - July 2015

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

| Ref | Decision | Further information | Ward(s) | Final decision by Full Council | Cabinet Member(s) Responsible | Officer Contact for further information | Consultation on the decision | NEW ITEM | Private decision? |
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|

Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

> August 2015

No Cabinet is currently scheduled during August 2015

| | | | | | | | | | |
|----|--|---|---------|--|------------------------|--------------------------|---------|--|-------------------------------------|
| SI | Interim Cabinet-level decisions | During the intervening summer period where there is no Cabinet meeting scheduled, the Leader of the Council may be granted delegated authority to make a wide variety of key and non-key financial, policy, contractual decisions, which would otherwise be reserved constitutionally to the Cabinet. This will provide for continuity of executive decision-making, if and when required. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. A fuller notice period for any key decisions to be taken will be given, where practicably possible. | Various | | Cllr Ray Puddifoot MBE | AD - Democratic Services | Various | | Public and possibly private (1,2,3) |
|----|--|---|---------|--|------------------------|--------------------------|---------|--|-------------------------------------|

Page 28

Cabinet meeting - 24 September 2015

| | | | | | | | | | |
|----|---|---|---------|--|--|------------------------------------|----------------------|------------|----------------------|
| SI | Monthly Council Budget - monitoring report | The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position. | All | | Cllr Jonathan Bianco | FD - Paul Whaymand | | NEW | |
| SI | School Capital Programme Update | This report will update Cabinet and request any necessary decisions in order to progress the School Capital Programme in order to upgrade facilities and keep on track to deliver sufficient places for children educated in the Borough. | Various | | Cllr Jonathan Bianco and Cllr David Simmonds | RS - Jean Palmer OBE / Bobby Finch | Corporate consultees | NEW | Public / Private (3) |
| SI | Reports from Policy Overview & Scrutiny Committees | Major Policy Review recommendations for consideration by the Cabinet as and when completed. | TBC | | as appropriate | AD - Democratic Services | | NEW | |

| Ref | Decision | Further information | Ward(s) | Final decision by Full Council | Cabinet Member(s) Responsible | Officer Contact for further information | Consultation on the decision | NEW ITEM | Private decision? |
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|
|-----|----------|---------------------|---------|--------------------------------|-------------------------------|---|------------------------------|----------|-------------------|

| | | | | | | | | | |
|--|---------------------|--|---------|--|--|------------------------|--|------------|-------------|
| Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance | | | | | | | | | |
| SI | Academy Conversions | A standard report to Cabinet to seek approval for the Council granting long leases to schools who wish to convert to Academy Status. | Various | | Cllr David Simmonds / Cllr Jonathan Bianco | RS - Michael Patterson | | NEW | Private (3) |

Cabinet Member Decisions - September 2015

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

CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH

| | | | | | | | | | |
|----|--|---|--|--|--|--------------------------|--|--|-------------|
| SI | School Governing Bodies and Governors | 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 Officer or Member to be a Governor or Director of an Academy | | | Cllr David Simmonds | AD - Democratic Services | | | |
| 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. | | | as appropriate | AD - Democratic Services | | | |
| SI | Transport - Local Implementation Programme | Local Implementation Programme including schemes for the public realm, parking, road safety, school travel, walking, cycling, air quality improvement and Traffic Regulation Orders. | | | Cllr Keith Burrows | RS - David Knowles | | | |
| SI | Acceptance of Tenders | To accept quotations, tenders, contract extensions and contract variations valued between £50k and £250k in their Portfolio Area where funding is previously included in Council budgets. | | | Cabinet Member and Cllr Scott Seaman-Digby | various | | | Private (3) |

Ref Decision Further information

Ward(s)

Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

| Ref | Decision | Further information | Ward(s) | Final decision by Full Council | Cabinet Member(s) Responsible | Officer Contact for further information | Consultation on the decision | NEW ITEM | Private decision? |
|-----|---|--|---------|--------------------------------|-------------------------------|---|------------------------------|----------|--------------------------|
| 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. | | | as appropriate | various | | | Public / 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. | | | as appropriate | various | | | |
| 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 | | as appropriate | various | | | |

WORK PROGRAMME 2015/2016

Contact Officer: Jon Pitt
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.

OPTIONS OPEN TO THE COMMITTEE

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

| Meetings | Room |
|------------------|------------|
| 24 June 2015 | CR5 |
| 15 July 2015 | CR5 |
| 9 September 2015 | CR5 |
| 7 October 2015 | CR5 |
| 25 November 2015 | CR5 |
| 13 January 2016 | CR5 |
| 17 February 2016 | CR4 and 4A |
| 16 March 2016 | CR5 |
| 13 April 2016 | TBC |

WORK PROGRAMME 2014/15

| | |
|--------------------|---|
| 24 Jun 2015 | Major Review - Consideration of Scoping Report |
| CR5 | School Admissions Update |
| | Update on previous Major Review of the Committee - Strengthening the Council's Role as a Corporate Parent |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|---------------------------------------|--|
| 15 July 2015 CR5 | Children and Young People's Service Improvement Plan - progress report |
| | Budget Planning Report for Education & Children's Services 2016/17 |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|-------------------------------------|---|
| 9 Sep 2015 CR5 | Major Review – Witness Session 1 |
| | Consideration of topics for the second major review of the year |
| | Quarterly School Place Planning Report |
| | Annual Complaints Report 2014/15 for Children and Young People's Services |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|-------------------------------------|---|
| 7 Oct 2015 CR5 | Major Review – Witness Session 2 |
| | Children and Young People's Service Improvement Plan - Quarterly Update |
| | Child Sexual Exploitation Strategy - Implementation Update |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|--------------------------------------|---|
| 25 Nov 2015 CR5 | Major Review – Witness Session 3 |
| | Minor Review - Consideration of Scoping Report |
| | Update Report - Progress on Implementation of previous review 'Hillingdon's Implementation of the Special Educational Needs and Disability (SEND) Reforms |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|--------------------------------------|--|
| 13 Jan 2016 CR5 | Minor Review - Witness Session |
| | Major Review - presentation of draft final report |
| | Local Safeguarding Children's Board Annual Report |
| | Budget Proposals Report |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|---|---|
| 17 Feb 2016 CR4 and CR4A | Minor Review - Presentation of Draft Report |
| | Children and Young People's Service Improvement Plan - Quarterly Update |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|--------------------------------------|--|
| 16 Mar 2016 CR5 | Standards and Quality in Education in Hillingdon 2014/2015 |
| | Update on previous Major Review of the Committee - Reducing the Risk of Young People Engaging in Criminal Activity and Anti-Social Behaviour |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

| | |
|---|---|
| 13 Apr 2016 Room TBC | Quarterly Child Social Care Audit Update 2015 / 2016 |
| | Quarterly school place planning |
| | Children and Young People's Service Improvement Plan - Quarterly Update |
| | Cabinet Forward Plan - Review forthcoming decisions |
| | Work Programme – Review the work programme for the coming year |

****all meetings begin at 7pm.***

This page is intentionally left blank