



HILLINGDON
LONDON



Children, Families and Education Select Committee

Councillors on the Committee

Councillor Heena Makwana (Chairman)
Councillor Becky Haggart (Vice-Chairman)
Councillor Kishan Bhatt
Councillor Tony Gill
Councillor Rita Judge
Councillor Peter Smallwood
Councillor Jan Sweeting (Opposition Lead)

Co-Opted Member

Tony Little, Roman Catholic Diocesan
Representative

Date: THURSDAY, 27 JULY 2023

Time: 7.00 PM

Venue: COMMITTEE ROOM 5 -
CIVIC CENTRE

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

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

Published: Wednesday, 19 July 2023

Contact: Ryan Dell
Tel: 01895 25 0636

Email: democratic@hillington.gov.uk

This Agenda is available online at:

[London Borough of Hillingdon - Committee details - Children, Families and Education Select Committee](#)

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
Phase II, 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.

Attending, reporting and filming of meetings

For the public part of this meeting, residents and the media are welcomed to attend, and if they wish, report on it, broadcast, record or film proceedings as long as it does not disrupt proceedings. It is recommended to give advance notice to ensure any particular requirements can be met. The Council will provide a seating area for residents/public, an area for the media and high speed WiFi access to all attending. The officer shown on the front of this agenda should be contacted for further information and will be available at the meeting to assist if required. Kindly ensure all mobile or similar devices on silent mode.

Please note that the Council may also record or film this meeting and publish this online.

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

Children, Families, & Education Select Committee

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Cabinet Member Portfolios	<ul style="list-style-type: none">• Cabinet Member for Children, Families & Education
Relevant service areas	<ol style="list-style-type: none">1. Children's Services (including corporate parenting)2. Children's Safeguarding3. Youth Justice4. Youth Services5. SEND6. Education7. Children and Families Development8. Skills & lifelong learning

This Select Committee will establish a Panel to support strong oversight of the Council's corporate parenting responsibilities. The Committee may appoint 3 Members to this Panel based on political balance. Membership may include non-Cabinet Members not on the Committee. The Committee may also appoint relevant Council officers and other external stakeholders to the Panel and agree its chairmanship and operation. In agreeing its operation, the Committee will provide for the Panel not to be able to establish any other sub-group or body to carry out its responsibilities.

Agenda

- 1 Apologies for Absence
- 2 Declarations of interest in matters coming before this meeting
- 3 Minutes of the previous meeting 1 - 10
- 4 To confirm that the items of business marked as Part I will be considered in Public and that the items marked as Part II will be considered in Private
- 5 Twice Yearly School Place Planning 11 - 28
- 6 Forward Plan 29 - 36
- 7 Work Programme 37 - 40

Agenda Item 3

Minutes

CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE

28 June 2023

Meeting held at Committee Room 5 – Civic Centre,
High Street, Uxbridge, UB8 1UW

	<p>Committee Members Present: Councillors Heena Makwana (Chairman), Becky Haggar (Vice-Chairman), Kishan Bhatt, Kamal Kaur, Tony Gill, Peter Smallwood, and Jan Sweeting (Opposition Lead)</p> <p>Co-Opted Member Present: Tony Little</p> <p>Officers Present: Julie Kelly, Executive Director of Children’s Services Kat Wyatt, Head of Service, Youth Justice, AXIS, Adolescent Development and Youth Services Sandra Taylor, Executive Director of Adult Services and Health Claire Fry, Head of Service, Child and Family Development, Adult Services and Health Ryan Dell (Democratic Services Officer)</p>
1.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Rita Judge with Councillor Kamal Kaur substituting.</p>
2.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
3.	<p>MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>RESOLVED: That the minutes of the previous meeting be agreed</p>
4.	<p>MINUTES OF AGM (<i>Agenda Item 4</i>)</p> <p>RESOLVED: That the minutes of the AGM be agreed</p>

5.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS MARKED AS PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 5</i>)</p>
6.	<p>STRONGER FAMILIES HUB REVIEW (<i>Agenda Item 6</i>)</p> <p>The Chairman noted that the purpose of this item was for the Committee to review the draft findings and recommendations. There had been six witness sessions to date. The first heard from officers who gave an introduction to the Stronger Families Hub. The second and third heard from young people and their parents/ carers about their experiences of using the Hub. The fourth heard from Hub staff. The fifth heard from health representatives, and the sixth, which was held in two parts, heard from education representatives. Members thanked the witnesses for their time, noting that it was especially useful, during the sixth sessions, to hear from schools in both the north and the south of the Borough. It was further noted that without the witnesses' and officers' input, the Committee would have no recommendations to make to Cabinet.</p> <p>Members summarised from the witness sessions that the service was greatly appreciated, and that officers were very enthusiastic to make it work. However, a 'fragility of capacity' had been noted across several witness sessions. Members also noted that they wanted the service to be available to all residents who needed it, and that early help was better than later help.</p> <p>Members noted that an advantage of the Stronger Families Hub model was that families only had to tell their story once, but further noted the 'fragility of capacity'. Members also highlighted a potential staffing issue around a careers pathway/ progression for Hub staff.</p> <p>Members noted that there may be opportunities to learn from best practise elsewhere. However, officers noted that the Stronger Families Hub was the first of its kind as a 24/7 service, and it may be that other Local Authorities used the Stronger Families Hub to learn from themselves. Members praised officers for having the first service of its kind.</p> <p>Members asked about engagement across communities, and asked whether it would be possible to advertise the Stronger Families Hub in alternative languages with a view to reaching out to a wide range of communities. This may also help with engagement in schools and faith groups.</p> <p>Members noted suggested recommendation four (<i>"To note the Health and Social Care Select Committee's review into the effectiveness of the CAMHS referral pathway, and to review ways to enhance signposting around mental health services via the Hub and to voluntary sectors"</i>) with a view to including reference to the private sector within this recommendation. Members also raised a point about considering the timing of getting young peoples' feedback on the service. Officers advised that mechanisms for obtaining feedback now existed within each service area, and not within the Hub itself.</p>

	<p>The Chairman noted issues around parental consent, and that as the Stronger Families Hub was a consent-based service, not having parental consent could have an impact on the support obtained. Safety was a priority, and so the Stronger Families Hub referral form should include an option to explain why parental consent had/ had not been obtained. Officers agreed that concerns around consent needed to be addressed.</p> <p>Members suggested removing the word ‘annually’ from the first suggested recommendation (<i>“To renew awareness of the Stronger Families Hub annually with partners to keep abreast of changes or new developments. This is to include an annual renewal of the membership of the Stronger Families sub-group to ensure it reflects all stakeholders”</i>).</p> <p>Members further suggested a recommendation to reflect promotion through third sector organisations, schools (including those out-of-Borough) and elected Members themselves.</p> <p>RESOLVED: That the Committee considered possible conclusions, findings and draft recommendations in relation to the review.</p>
7.	<p>CONSULTATION ON THE HILLINGDON 0-19 YEARS CORE OFFER TO CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES (<i>Agenda Item 7</i>)</p> <p>Officers introduced the item on the draft Family Hub strategy.</p> <p>Family hubs were part of the Government’s new commitment nationwide with a view to providing support and advice on a range of health and family needs. This support was available to young people aged 0-19 (and up to 25 for young people with SEND). The National Centre for Family Hubs was led by the Anna Freud Centre and supported by the Department for Education. The Early Years Healthy Development Review Report – The Best Start for Life – led by Dame Andrea Leadsom MP, championed Family Hubs as a place where families can access support in the early years of their child’s life, through the delivery of a specific Start for Life offer, including access to maternity and health services, alongside support for parenting and reducing parental conflict.</p> <p>In August 2022, the Government published the Family Hubs and Start for Life programme guide for the 75 Local Authorities funded in 2022-25, to establish their Family Hubs and Start for Life Offer. Hillingdon was not eligible to bid for funding due to the advances already made locally, in establishing Uxbridge Family Hub in December 2021 and with work underway to deliver a second Family Hub in Hayes, due in July/ August 2023.</p> <p>It is the intention to provide a range of services in an integrated manner with good collaboration across services. The delivery points would include some existing centres such as libraries, thereby using Council assets. However, it was acknowledged that some areas of the Borough would be harder to reach, and so there would be a Mobile Library and Transport Community Bus. The geographical coverage across the Borough would ensure that there were a</p>

range of services available within a 30-minute walk or 1.5-mile drive for all residents, where there was an identified need.

The draft strategy was currently out for consultation and residents were encouraged to complete the survey and have their say on the proposals. The consultation was running for 12 weeks from 10 May until 30 July 2023. Consultation events had also taken place within Children's Centres and libraries.

It was noted that some services may be moved from one location to another – this was not a reduction in service, but with a view to implementing a flexible, targeted offer and meeting community needs.

Officers noted that they were also consulting on the three early years nurseries, which were running at a deficit, and there were options within the Cabinet paper pertaining to maintaining childcare sufficiency.

Members thanked officers for the report, and noted the safeguarding remit, and asked if this remit would widen. Officers noted that the family hubs received referrals from the Stronger Families Hub, for example for one-to-one support, access to groups and activities, and that it was possible to widen the remit of the family hubs.

Members commended the progress that has been made over the past year and noted that there was a need to understand the new services and what was being provided to residents. The possibility of an app was highlighted, as young people and families were becoming more technology-friendly. Officers noted that there were a number of existing apps, such as a North London Trust pregnancy app, which Hillingdon's children's centres were embedded into. The Start for Life offer was noted to cover pre-birth to the age of 2 years. An in-house app was possible. The local SEND offer online also provided information.

Members asked about supporting, for example, people with issues around pregnancy and alcoholism. Officers noted that they were working closely with midwifery services, and also with social care teams.

Members noted that they were happy with the direction of travel but asked about the proposed delivery spaces, with reference to the 1.5 mile/ 30 minutes distance. Members noted that there were no proposed venues in Heathrow Villages ward, suggesting that residents in this ward may have to travel more than 1.5 miles or 30 minutes. A map of the proposed venues may be useful. Members also asked about priority groups and suggested that it may be useful to have this data compared by area of the Borough. Officers noted the valid point on Heathrow Villages, further noting that they were acutely aware of the need to manage the public health offer. It was recognised that the feedback from the consultation would address some needs. Officers also referred to in-reach into communities and priority groups. Using local buildings enabled the Council to make use of its assets. There would also be the mobile offer into areas such as Heathrow Villages.

Officers highlighted that there could be some confusion with a variety of services now known as Hubs (including the Stronger Families Hub, family hubs, health hubs).

Members noted that some of the key data sets were based on old ward boundaries. Officers noted that this information formed part of the childcare sufficiency assessment which used a template provided by the Mayor of London's office. Some of the data sets that the template draws on had yet to be updated when the assessment was last completed in December 2022, and this was why it listed old ward boundaries. Members also noted that the 1.5 miles/ 30 minutes distance may be difficult for residents with disabilities.

Members noted that there needed to be practical solutions beyond the mobile offer, and asked about consulting with faith leaders, and how they could be reached. Officers noted that the consultation was ongoing.

Members asked how Members themselves could distribute the consultation, for example to businesses. Member's local knowledge and ward events could be used, as could their social media presence. The point on businesses required more thought.

Members noted that proposed increases in house-building could lead to demand for services increasing. Members also noted considerations around childcare costs and the increase in numbers of children/ young people with SEND. Officers noted that the consultation asked residents about childcare. The detail of the extension to the childcare offer for working families outlined in the Spring Budget was not known until after the report was submitted to cabinet, but the implications would be considered post consultation as part of the report back to Cabinet in September. On sufficiency, officers were looking at housing as one area of consideration. The consultation was not exhaustive, though it would help to gather evidence prior to the draft strategy coming back to Cabinet.

Members asked, as the consultation was still ongoing, whether it could be offered in alternative languages. Officers noted that this could be looked into and that multi-lingual staff within the service had attended consultation events.

Members asked whether any additional finances had been received for this strategy, and what effect closed centres would have. Officers noted that while some services were being re-located, this was not a service reduction. Staff worked for services, not for specific locations. There were some lease arrangements with schools, but some financial resourcing was required.

Members further asked about funding for asylum-seeking families and whether the Council was trying to secure additional funding through the Home Office. Officers noted that there were small pockets of funding available for specific groups. The hotels used to house asylum-seekers were primarily in the south of the Borough as these were nearest to Heathrow Airport.

	<p>Engagement with the Home Office and public health colleagues was ongoing, but no additional funding had yet been received.</p> <p>Members noted that the proposed delivery spaces had to be attended to make them worthwhile and welcomed the consultation and the proposed strategy.</p> <p>RESOLVED: That the Committee</p> <ol style="list-style-type: none"> 1. Noted the report; and 2. Delegated comments to Cabinet as part of the consultation on the proposals to the Democratic Services Officer in conjunction with the Chairman (and in consultation with the Opposition Lead)
8.	<p>YOUTH OFFER CONSULTATION (<i>Agenda Item 8</i>)</p> <p>Officers presented the report on the proposed Youth Offer, noting that an overview was provided to the Select Committee in January 2023. The Select Committee had requested a further opportunity to provide feedback if a public consultation was approved. In March 2023, Cabinet agreed to a recommendation to conduct a public consultation, which ran from 03 April until 05 June 2023. The consultation included an online survey and facilitated consultation groups and was also promoted through 11 social media posts. The Youth Offer strategy had a dedicated consultation page, and the consultation was also promoted with schools and community groups; included in the April Hillingdon People Extra Newsletter; and in the May/ June edition of Hillingdon People. It was noted that full analysis of the consultation responses was still to be completed.</p> <p>The online consultation received 123 responses, 90 of which were from Hillingdon residents, with the remainder consisting of those who attended school in Hillingdon, and some from businesses and voluntary groups. The majority of resident respondents were aged between 10 and 15 years, and 14% of those identified as having a special educational need. The highest levels of responses had come from the HA4 postcode, and the fewest came from Harefield, Northwood and Northwood Hills.</p> <p>57% of respondents to the online consultation were not currently engaged in a youth service programme. 51% had never attended a programme. Respondents indicated that they would like to see more activities promoting emotional health and wellbeing support, sports, and outdoor leisure activities.</p> <p>On the service being delivered in a range of settings, 58% indicated they would be more likely to attend on this basis. 51% of respondents felt that the new offer promoted inclusivity with an additional 36% feeling it partially promoted inclusivity.</p> <p>14 facilitated consultation groups took place which engaged 154 children who were currently engaged in a form of youth provision across the Borough, 64% of whom were aged 10-15, and around 50% lived in the south of the Borough.</p>

31% of respondents wanted locality-based services and respondents indicated that they would be happy to travel across Borough to visit the right centre or activity in the right place to meet their needs.

Members thanked officers for the report, and suggested youth services being run as a type of students' forum whereby young people could run the services. Members also noted question 12 of the Hillingdon Youth Survey, which highlighted that one of the things young people wanted from a Young People's Centre was 'to get out of the house'. This highlighted that outdoor facilities were important for young people. Officers noted that it was important for the service to get children outdoors, but that digital emotional support was also important.

Members referenced question nine of the Youth Offer Strategy Consultation, which asked about reasons for not using youth centres. The reasons included accessibility and meeting needs and was linked to visibility. Members also noted the lack of venues in Heathrow Villages ward and noted that it was important for residents to know what was available and where. There were a number of apps such as the Local Village Network, where users could input their postcode to find local services. Members also referenced the 154 young people who took part in the consultation groups, and asked if there was a target percentage of young people to support. Officers noted that these 154 young people were already accessing services during the consultation.

Members noted the relatively small number of responses and noted that this may affect the robustness of the data collected. Officers acknowledged a lack of visibility. A comprehensive directory of opportunities would be created and made available to children, young people, families and partner agencies in the Borough which would provide young people with greater awareness and access to positive opportunities delivered by a range of organisations. Members noted paragraph 14 of the report, noting that the directory of opportunities could be sent to schools.

Members praised the ambition of the Youth Offer and asked how the success of the Youth Offer would be measured. Officers noted that there had been lots of published papers on similar proposals, and that early intervention was important. The Youth Offer would provide a universal offer for a range of preventative, early help services. Soft results could include increases in self-esteem. If the Youth Offer was approved by Cabinet, there would be scope for it to be further improved as needs and demographics changed.

Members noted that it was good to hear there were apps available to point to services, and that the summer youth programme was full. Officers noted that the summer programme was continuing.

Members referenced the table of current delivery spaces/ proposed delivery spaces and asked about the South Ruislip and Charville Young People's Centres which were noted to have low footfall due to the locations not being accessible to young residents. Members asked if this was due to accessibility

	<p>or awareness. Officers noted that locations were being provided both for young people and for families as a whole.</p> <p>Members also noted that no secondary schools were listed. Officers clarified that this was not an exhaustive list of locations, and there may be future opportunities for this.</p> <p>Members noted that funding for youth services had been reduced nationally. Officers noted that there were vacancy gaps but there had been no change in base funding, though some investment was required internally, for example for the directory and second transporter bus. Officers further noted that a strong Youth Offer could lead to additional options for grant funding. Members also noted that there may be opportunities for external funding from third parties.</p> <p>RESOLVED: That the Committee</p> <ol style="list-style-type: none"> 1. Noted the information presented within the report; and 2. Delegated comments to inform the consultation to the Democratic Services Officer in conjunction with the Chairman (and in consultation with the Opposition Lead)
9.	<p>MINUTES OF THE CORPROATE PARENTING PANEL (<i>Agenda Item 9</i>)</p> <p>RESOLVED: That the minutes of the previous Corporate Parenting Panel meeting be agreed</p>
10.	<p>CORPORATE PARENTING PANEL MEMBERSHIP 2023-24 (<i>Agenda Item 10</i>)</p> <p>Members considered the report relating to membership of the Corporate Parenting Panel 2023-24. Members agreed to update the report to reflect Councillor Gill being a named substitute member.</p> <p>RESOLVED: That the Committee</p> <ol style="list-style-type: none"> 1. Appointed Councillors Nick Denys, Heena Makwana and Jan Sweeting to be the permanent Elected Members on the Panel on the bases of political balance (2 Con: 1 Lab); 2. Appointed Councillors Becky Haggar, Peter Smallwood and Tony Gill to be named substitutes on the basis of political balance (2 Con: 1 Lab); and 3. Upon the recommendation of the Chairman of this Committee, to confirm Councillor Nick Denys as the Chairman of the Corporate Parenting Panel and Councillor Heena Makwana as the Vice-Chairman.

11.	<p>FORWARD PLAN (<i>Agenda Item 11</i>)</p> <p>Members considered the latest Forward Plan, noting that the Consultation on the Hillingdon 0-19 Years Core Offer to Children, Young People and Their Families and the Youth Offer Consultation were due to come back to Cabinet in September 2023 following their consultations.</p> <p>Members noted that the SEND Strategy had been expected in June 2023. Members also referenced the Children Centre delivery model, due to come to Cabinet in September. Officers would follow-up on these.</p> <p>RESOLVED: That the Select Committee noted the Forward Plan</p>
12.	<p>WORK PROGRAMME (<i>Agenda Item 8</i>)</p> <p>Members noted the Work Programme and suggested that the Committee should start to consider topics for the next major review.</p> <p>Members made reference to previous suggestions of an audit of SEND children by school, and an audit of asylum-seeking children by school, being brought to the Committee. This could be investigated by officers.</p> <p>Members also noted a School Organisation Plan, which could be brought to Committee. This could be investigated by officers.</p> <p>Members noted that the Mid-year budget/ budget planning report was due to come to Committee in September.</p> <p>Members suggested that questions on the Forward Plan and Work Programme could be submitted in advance of the meeting, where appropriate.</p> <p>RESOLVED: That the Committee noted the Work Programme</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8:40pm.</p>

These are the minutes of the above meeting. For more information of any of the resolutions please contact Ryan Dell at democratic@hillingdon.gov.uk. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

The public part of this meeting was filmed live on the Council's YouTube Channel to increase transparency in decision-making, however these minutes remain the official and definitive record of proceedings.

This page is intentionally left blank

SCHOOL PLACE PLANNING – UPDATE – July 2023

Committee name	Children, Families and Education Select Committee
Officer reporting	Dan Kennedy – Central Services Directorate Nav Minhas – Children’s Services Directorate
Papers with report	Appendix 1 – Primary Planning Areas (PPA 1-14) Appendix 2 – Map of Hillingdon Secondary Schools Appendix 3 – Map of all LBH Schools Appendix 4 – January 2023 Census
Wards	All

SUMMARY

This report presents to Committee an update on school places planning. School place planning is a key related statutory function of the Council as a local education authority (LA) and involves liaison with all schools and Trusts in the borough, and with neighbouring LAs. The duty is to have a sufficiency of school places to meet parent demand across the borough. School place planning sets a strategic framework in which the LA and every school can operate, requiring an annual review and decisions to be agreed with individual schools and Trusts to adjust supply, and to inform timely capital investment and building decisions and negotiations with the DfE.

The latest update indicates that primary-aged pupils on roll overall continue to show the gradual decline seen in each termly census returns since January 2019. However, there has been a slight increase in pupil numbers recorded in the January 2023 census. From January 2019 to January 2022 the pupil numbers reduced by 813 and this year the number increased by 76. Due to the overall decline in primary rolls since 2019, Officers continue to work with schools to keep under review Published Admissions Numbers (PANs).

In secondary schools, the number of children on roll has increased in line with projections. Further work is underway on the future planning requirements to meet the forecast need for additional secondary school places and to ensure there will be sufficient secondary Year 7 places.

To meet the growing demand for school places for children with additional needs, a large programme of capital works to expand and create new special schools and units in the Borough is being progressed, working with the Department for Education. A full review of the need for future school places from children with additional support needs is underway.

RECOMMENDATIONS

That the Children, Families and Education Select Committee:

- **Note the update and actions underway to support parents and schools.**
- **Question officers about the update.**

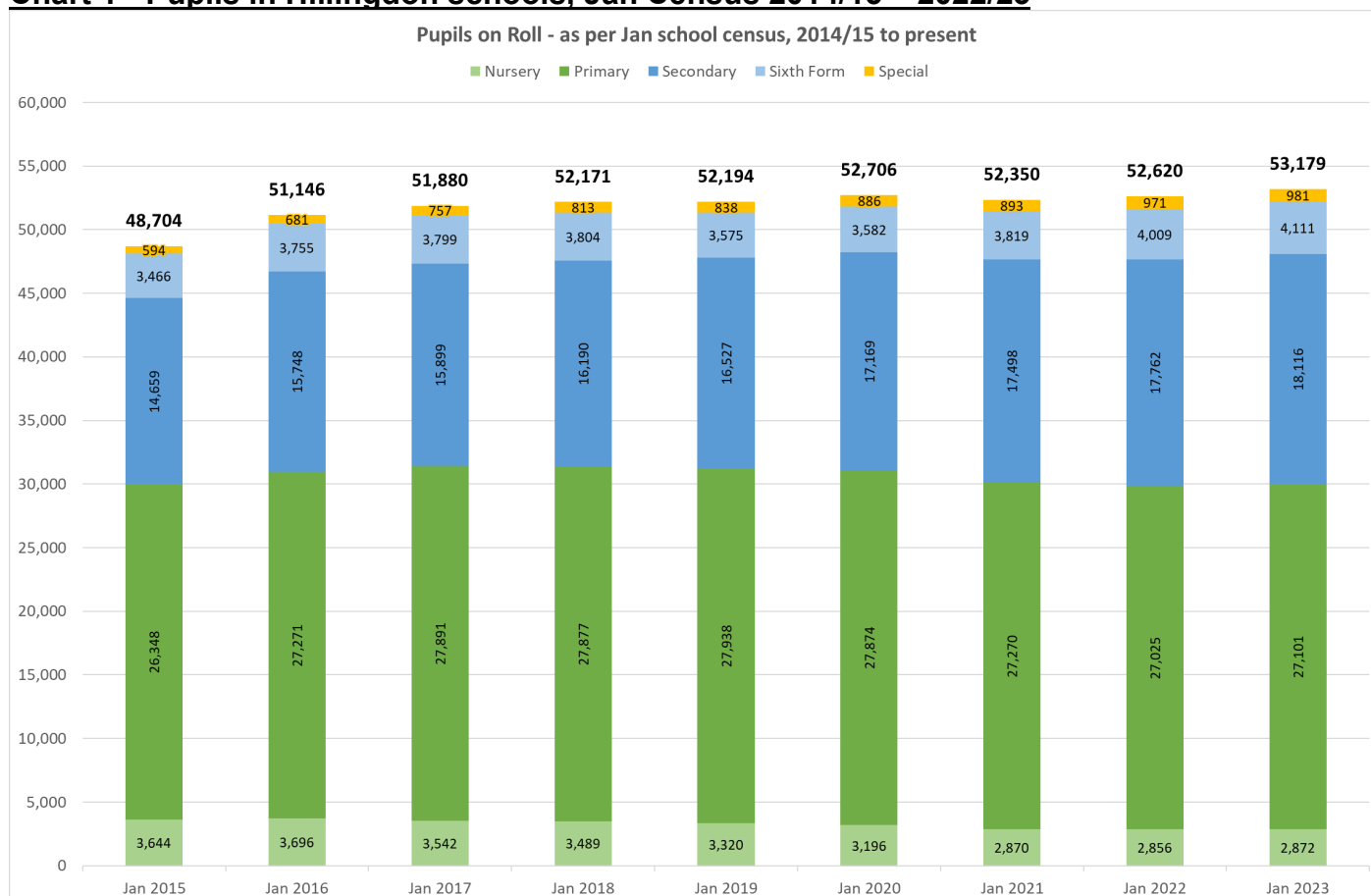
SUPPORTING INFORMATION

Strategic Context

The large geographical size of the borough means different schools serve different local communities, some including cross-LA populations with our 7 neighbouring LAs (3 London boroughs, 3 Counties and 1 unitary authority/outside London). The birth rate has declined and is projected that it will continue to decline until 2022/23. Most schools are graded good or outstanding by Ofsted. Overall trends demonstrate a plateau or decline in primary rolls, with a slight increase in secondary rolls for at least 4 years.

Demand is estimated by the number of pupils living in each planning area of the borough and by the patterns of parental choice in their preferences for admissions and of new housing and cross-borough movements, with our seven neighbouring LAs and beyond. Appendix 1, 2 and 3 include a map of the 14 Primary Planning areas, two secondary planning areas, north and south of the A40 and all Hillingdon schools. Appendix 4 provides a breakdown of the January 2023 census.

Chart 1 - Pupils in Hillingdon schools, Jan Census 2014/15 – 2022/23



Note: The 2 UTCs and 2 Studio Schools that operate at Year 10-13 are included within Secondary and Sixth Form.

Primary Schools

In the primary phase, offers for Reception in September 2023, on National Offer Day, were lower than projected by approximately 260. Surplus places have risen overall, with many concentrated in just a few primary schools across the Borough.

The level of vacancies is higher in some schools, despite reductions in Reception Published Admission Numbers (PAN) in recent years. Ideally, there would be a working 8% operating margin of vacancies in the 4,311 total Reception Published Admission Numbers (PAN). It is currently around 16%.

The table below compares pupil rolls from January 2023 to January 2022, which shows an increase in numbers in all year groups, apart from Year 1 and year 5 resulting in an overall increase of 0.28%

Table 1 - Hillingdon Primary School Rolls - Jan Census 2023 compared to 2022

Hillingdon Primary Census of school rolls	R	1	2	3	4	5	6	TOTAL Pri
Jan 2022	3,774	3,871	3,861	3,876	3,792	3,939	3,912	27,025
Jan 2023	3,804	3,861	3,914	3,903	3,889	3,791	3,939	27,101
Change in 2023	+ 30	- 10	+ 53	+ 27	+ 97	- 148	+ 27	+ 76
Change as % of 2022	+ 0.79%	- 0.26%	+ 1.37%	+ 0.70%	+ 2.56%	- 3.76%	+ 0.69%	+ 0.28%
Cohort change (e.g. Y2 from previous Y1)		+ 87	+ 43	+ 42	+ 13	- 1	-	
Projection for 2022/23 (from SCAP 2022)	3,783	3,753	3,868	3,834	3,858	3,783	3,929	26,808
Actual Jan 2023 diff from projected	+ 21	+ 108	+ 46	+ 69	+ 31	+ 8	+ 10	+ 293
Actual Jan 2023 % diff from projected	+ 0.55%	+ 2.80%	+ 1.18%	+ 1.77%	+ 0.80%	+ 0.21%	+ 0.25%	+ 1.08%

Officers are meeting with relevant schools to support and advise them with staffing and budget planning in light of these trends, and where appropriate, liaising with Education Advisors and SEN colleagues to offer more focused support.

Officers are currently reviewing future Published Admissions Numbers to inform recommendations for the future requirements for school places.

Secondary Schools

The secondary phase is expected to see an increase in demand in Year 7 for the next 4 years at least.

The current Year 6 cohort is larger than the September 2022 Year 7 intake with higher numbers in primary cohorts than the current total Year 7 PAN of 3,707. One planned secondary expansion (Harlington) is scheduled to be completed for September 2023. The need for future places is currently under review.

Secondary rolls rely far less on locality than primary rolls and are similarly influenced by parental preferences and perception of the education experience, high standards, faith and their willingness to travel to a school of choice.

Discussions have taken place with our secondary schools to identify where potential temporary additional places could be added to meet the high demand in 2023. The number, preferences

and pattern of movement including cross-LA analysis demonstrated we required adding 101 extra places in order to meet demand. This has been achieved by creating some additional bulge places in a small number of secondary schools.

Secondary rolls are high, and many schools are full in every year group or have exceeded their PAN. The total of the secondary Year 7 PAN is 3,707 which is 604 pupils lower than the Primary total PAN. So, the secondary PAN is lower than each of the year groups currently in primary. The table below summarises:

Table 2 - Hillingdon Secondary School Rolls - January Census 2023 compared to 2022

Hillingdon Secondary Census of school rolls	7	8	9	10	11	12	13	TOTAL Sec
Jan 2022	3,581	3,595	3,658	3,498	3,430	2,137	1,861	21,760
Jan 2023	3,648	3,608	3,595	3,756	3,509	2,193	1,910	22,219
Change in 2023	+ 67	+ 13	- 63	+ 258	+ 79	+ 56	+ 49	+ 459
Change as % of 2022	+ 1.87%	+ 0.36%	- 1.72%	+ 7.38%	+ 2.30%	+ 2.62%	+ 2.63%	+ 2.11%
Cohort change (e.g. Y8 from previous Y7)		+ 27	-	+ 98	+ 11	- 1,237	- 227	
Projection for 2022/23 (from SCAP 2022)	3,652	3,593	3,662	3,777	3,530	2,222	1,934	22,370
Actual Jan 2023 diff from projected	- 4	+ 15	- 67	- 21	- 21	- 29	- 24	- 151
Actual Jan 2023 % diff from projected	- 0.11%	+ 0.42%	- 1.86%	- 0.56%	- 0.60%	- 1.32%	- 1.26%	- 0.68%

The LA bases projections on the number of current primary pupils, and also considers where there are new housing developments along with cross-borough movement analysis but these assume each school will be equally full and popular, hence the need to add a margin.

The LA reviews cross-borough movements with the 7 neighbouring LAs. Until 2018 these were equal overall or a slight net 'importer' at year 7 intake. Since then, 'imports' have decreased to 11.6% as most schools in the borough have been popular and recruit from smaller distances, and 'exports' of resident pupils to schools in other LAs have increased to 14.8% of residents, so the LA is currently showing it is a net exporter (driven by parental preference). In recent years neighbouring LAs have shared they too have increasing numbers and their schools are under increasing pressure to accommodate the higher applications, so there is a risk the application of distance criteria (as per schools admissions code) will mean fewer Hillingdon Pupils may be able to secure places out of borough. Parental preferences are still low for a few schools.

To ensure demand is met in future years, Harlington School is being expanded by 1.5 forms of entry – 45 additional places in each year group from 2023. This is part of the complete rebuilding of the school and library. The school will benefit from having new SRP units for secondary aged pupils with ASD who will be integrating into mainstream for part of their timetable and also have specialist teaching and support. At this point, it is not expected that any other new Free School secondary provision will proceed.

Special Schools

Demand for special school places has increased in recent years. This reflects national and regional trends. Currently all seven special schools in the LA are full as demand is high and new entrants filling available places as soon as a child leaves the settings. The largest growth in demand is for pupils with Autism Spectrum Conditions, many with additional complex secondary needs. Temporary extra places have been created to meet demand in most schools.

In January 2023, of the total 981 pupils on roll, 83% were Hillingdon residents. A special school must be designated to meet the needs of the pupil as set out on the Education, Health and Care Plan (EHCP) and due to this some residents are placed in other LA schools and some in independent placements, to ensure a child's needs are best met.

The total rolls of the seven special schools in January 2023 of 981 have been shared in Appendix 4 and shows a rise of 10 in a year (1%). The summary is shown in the table below:

Table 3 - Hillingdon Special School Rolls - January Census 2023 - Totals by year group

Hillingdon Special Census of school rolls	R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	TOTAL Special
All 7 Schools	30	44	56	66	74	73	77	80	88	86	74	81	55	60	37	981

Extra specialist places are needed in Hillingdon in the next few years to meet the rising demand and to reduce the reliance of independent provision and travel distances for residents. The aim is to maximise the use of local education provisions and promote integration of pupils into mainstream where possible. Following discussions, new projects were selected that can be delivered in partnership with schools and academies that have surplus physical capacity and have commitment to inclusion and expertise in managing change. Plans are underway to adapt the largest groups of surplus physical capacity in four primary schools and one secondary school, to create new extra places for pupils with special needs.

The Council is working closely with schools across the Borough and the Department for Education to increase the range and number of school places for children with additional needs over the next three years. This includes the provision of Special Resource Provisions in the Borough to support children in mainstream schools, new special school provision (led by the Department for Education), a new 180 place all-through Special Free School, an assessment base to expedite early assessments of need (whilst minimising any disruption to education) and designated units, attached to mainstream schools.

Financial Implications

The financial implications are being reviewed of the different options for meeting future demand for special school places, both capital and revenue.

Increasing SEND provision is funded by the DfE High Needs capital grant with £21m confirmed by the DfE in June 2022. This forms part of the DSG Safety Valve Programme with the DfE. Bid proposals to expand school place provision should be managed through the MTF process and if new bids are required these should be within the next MTF update to ensure the required capital funding can be secured.

Legal Implications

There are no specific legal implications arising from this report.

Background Papers

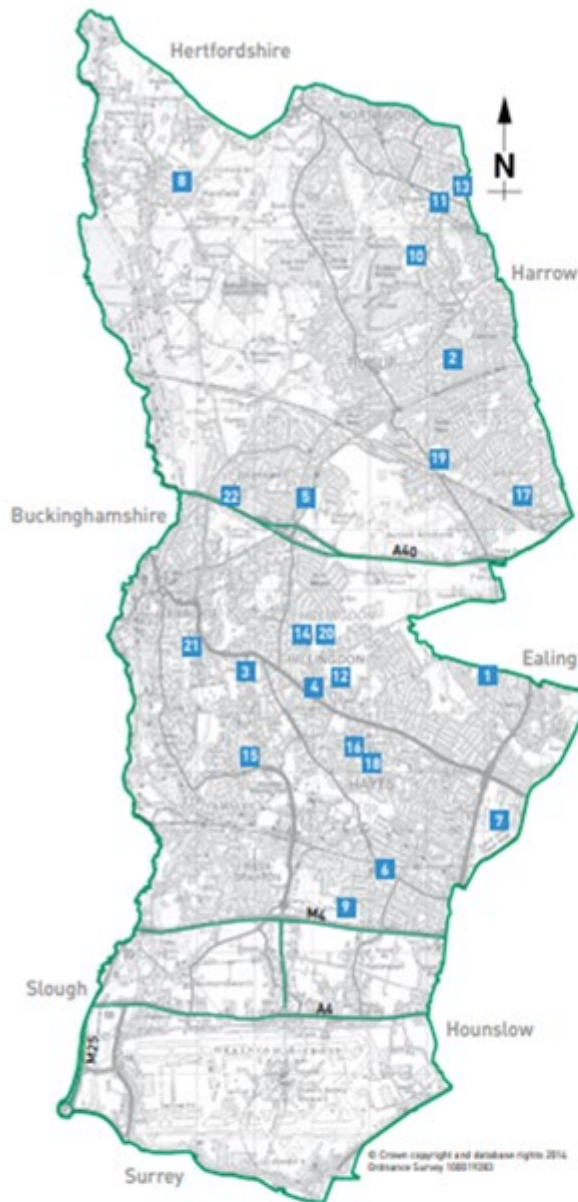
NIL.

Appendix 1 - Primary Planning Areas (PPA 1-14)



1. Harefield
2. Frithwood, Harlyn, Hillside, Holy Trinity CofE
3. Bishop Winnington Ingram CofE, Coteford, Warrender, Whiteheath
4. Breakspear, Glebe
5. Bourne, Deanesfield, Field End, Lady Bankes, Newnham, Ruislip Gardens, Sacred Heart RC, St Swithun Wells RC
6. Cowley St Laurence, Hermitage, John Locke Academy, St Andrew's CofE, St Andrews Park CofE, St Mary's RC, Whitehall
7. Highfield County, Hillingdon, Oak Farm, Ryefield, St Bernadette's RC
8. Charville, Grange Park, Hayes Park, Hewens
9. Belmore, Brookside, Yeading
10. Colham Manor, Rabbsfarm, St Matthew's CofE
11. Botwell House RC, Dr Triplett's CofE, Guru Nanak Sikh, Lake Farm Park Academy, Minet, Nanaksar Sikh, Rosedale College, Wood End Park
12. Cranford Park, Pinkwell, William Byrd
13. Harmondsworth, Heathrow
14. Cherry Lane, Laurel Lane, St Catherine's RC, St Martin's CofE, West Drayton

Appendix 2 – Map of Hillingdon Secondary Schools



Key

- A** Academy
- F** Foundation school
- S** Studio college (14 to 19 year olds only)
- U** University technical college (14 to 19 year olds only)

Please note: Each school's status is correct at the time of publication.

- 1** **A** Barnhill Community High School
Hayes (DfE 5412)
- 2** **A** Bishop Ramsey C of E School
Ruislip (DfE 4600)
- 3** **A** Bishopshalt School
Hillingdon (DfE 5400)
- 4** **S** De Salis Studio College
Hayes (DfE 4009)
- 5** **A** The Douay Martyrs School
Ickenham (DfE 5408)
- 6** **U** Global Academy
Hayes (DfE 4014)
- 7** **A** Guru Nanak Sikh Academy
Hayes (DfE 4654)
- 8** **A** The Harefield Academy
Harefield (DfE 6906)
- 9** **F** Harlington School
Hayes (DfE 5411)
- 10** **A** Haydon School
Eastcote (DfE 5401)
- 11** **U** UTC Heathrow
Northwood (DfE 4002)
- 12** **A** Hewens College
Hayes (DfE 5407)
- 13** **A** Northwood School
Northwood (DfE 5405)
- 14** **F** Oak Wood School
Hillingdon (DfE 5409)
- 15** **A** Park Academy West London
Yiewsley (DfE 4021)
- 16** **S** Parkside Studio College
Hayes (DfE 4000)
- 17** **A** Queensmead School
South Ruislip (DfE 5403)
- 18** **A** Rosedale College
Hayes (DfE 5406)
- 19** **A** Ruislip High School
Ruislip Manor (DfE 4023)
- 20** **A** Swakeleys School for Girls
Hillingdon (DfE 5410)
- 21** **A** Uxbridge High School
Uxbridge (DfE 5404)
- 22** **A** Vyners School
Ickenham (DfE 5402)

Appendix 4 – January 2023 Census

Nursery School & Nursery Units at Infant / Primary Schoos	E2	N1	N2	
McMillan	3	65	79	147
Belmore			63	63
Botwell House			81	81
Bourne			26	26
Breakspear			55	55
Brookside		22	17	39
BWI			29	29
Charville			68	68
Cherry Lane		30	31	61
Colham Manor P			96	96
Coteford I			51	51
Cowley & St Laurence			30	30
Cranford Park			107	107
Deanesfield			73	73
Dr Triplett's			35	35
Field End I			67	67
Frithwood			31	31
Glebe			44	44
Grange Park I			92	92
Harefield I			31	31
Harlyn			43	43
Harmondsworth			25	25
Hayes Park			73	73
Heathrow			32	32
Hermitage			42	42
Hewens Primary		7	36	43
Highfield			30	30

Hillingdon			66	66
Hillside I			52	52
John Locke			38	38
Lady Bankes P			65	65
Lake Farm Park			77	77
Laurel Lane		25	39	64
Minet I			101	101
Newnham I			41	41
Oak Farm P			57	57
Pinkwell			42	42
Rabbsfarm			42	42
Rosedale Primary		30	14	44
Ruislip Gardens			23	23
Ryefield			40	40
Sacred Heart			52	52
St Andrew's			22	22
St Bernadette's			31	31
St Catherine's			20	20
St Martins			6	6
St Mary's			28	28
St Matthew's			25	25
St Swithun Wells			26	26
Warrender		4	29	33
West Drayton Academy			50	50
Whitehall I			58	58
Whiteheath I			51	51
William Byrd Academy			46	46
Wood End Park			52	52
Yeading I			106	106
	3	183	2,686	2,872

Kings

Infant Schools	School PAN	School Physical Capacity	R	1	2	
Coteford I	81	248	59	56	61	176
Field End I	120	360	98	85	77	260
Grange Park I	120	360	84	86	89	259
Harefield I	90	270	62	52	54	168
Hillside I	90	270	59	55	57	171
Minet I	120	360	114	116	114	344
Newnham I	90	270	84	90	89	263
Whitehall I	120	360	99	107	93	299
Whiteheath I	90	270	71	86	78	235
Yeading I	120	360	116	118	109	343
	1,041	3,128	846	851	821	2,518

Junior Schools	School PAN	School Physical Capacity	3	4	5	6	
Coteford J	81	330	67	77	74	68	286
Field End J	120	480	90	84	86	92	352
Grange Park J	120	480	108	107	85	106	406
Harefield J	90	360	63	53	55	66	237
Hillside J	60	360	53	60	48	60	221
Minet J	120	480	88	107	116	117	428
Newnham J	90	360	88	90	89	90	357
Whitehall J	120	480	117	85	93	87	382
Whiteheath J	90	360	87	79	79	88	333
Yeading J	128	504	118	116	113	116	463
	1,019	4,194	879	858	838	890	3,465

Primary Schools	School PAN	School Physical Capacity	R	1	2	3	4	5	6	
Belmore	90	630	80	83	87	79	83	77	62	551
Botwell House	90	630	89	90	90	88	90	89	89	625
Bourne	30	270	25	29	26	28	29	30	25	192
Breakspear	90	630	79	78	90	90	88	80	90	595
Brookside	90	630	45	34	42	43	44	45	56	309
BWI	30	420	25	24	24	31	28	32	30	194
Charville	90	660	43	57	53	52	69	65	60	399
Cherry Lane	90	660	86	80	88	82	88	87	87	598
Colham Manor P	90	630	86	88	89	80	84	74	87	588
Cowley & St Laurence	60	420	60	58	59	58	50	53	60	398
Cranford Park	120	840	100	117	120	113	120	119	119	808
Deanesfield	90	630	90	89	86	89	90	91	87	622
Dr Triplett's	60	420	59	60	60	58	60	60	59	416
Erithwood	60	420	54	57	54	56	56	53	59	389
Glebe	90	630	76	90	90	80	85	86	83	590
Guru Nanak Academy	60	450	59	57	59	62	60	60	90	447
Harlyn	90	630	56	50	60	59	55	58	91	429
Harmondsworth	30	210	29	27	28	27	24	30	26	191
Hayes Park	90	620	73	81	86	91	88	94	88	601
Heathrow	60	420	60	58	54	56	58	52	58	396
Hermitage	60	420	58	59	60	61	60	60	56	414
Hewens Primary	60	420	55	58	55	48	60	52	60	388
Highfield	60	420	36	30	59	46	27	44	59	301
Hillingdon	90	630	89	90	91	90	90	90	89	629
Holy Trinity	30	210	16	28	30	31	26	29	27	187
John Locke	90	630	89	89	87	89	85	75	69	583
Lady Bankes P	90	630	65	86	70	88	89	76	89	563
Lake Farm Park	90	630	90	92	92	91	92	90	87	634
Laurel Lane	60	420	52	45	55	49	37	35	25	298

25/06/20

Nanaksar	120	840	29	26	52						107
Oak Farm P	90	630	67	90	87	78	73	77	76		548
Pinkwell	90	1,050	73	83	78	85	86	81	88		574
Rabbsfarm	90	630	89	87	88	88	80	81	77		590
Rosedale Primary	60	450	58	57	41	49	59	59	55		378
Ruislip Gardens	90	630	31	35	35	46	40	44	34		265
Ryefield	60	630	60	59	49	54	60	56	59		397
Sacred Heart	90	630	90	89	90	90	90	90	90		629
St Andrew's	30	210	27	22	26	30	30	22	28		185
St Bernadette's	60	420	60	54	55	59	60	58	58		404
St Catherine's	30	210	30	28	30	30	29	28	30		205
St Martins	60	630	45	42	50	48	46	45	35		311
St Mary's	30	210	29	30	30	30	31	30	29		209
St Matthew's	60	420	56	58	60	54	56	51	54		389
St Swithun Wells	30	210	30	30	29	29	30	30	30		208
Warrender	60	420	61	59	58	60	60	29	30		357
West Drayton Academy	90	630	90	90	89	87	90	88	80		614
William Byrd Academy	90	660	75	89	73	68	71	70	83		529
Wood End Park	150	1,050	134	98	129	124	125	128	146		884
	3,510	25,820	2,958	3,010	3,093	3,024	3,031	2,953	3,049		21,118

Secondary Schools	School PAN	School Physical Capacity	7	8	9	10	11	12	13	
Barnhill Community	240	1,428	244	247	261	242	245	157	129	1,525
Bishop Ramsey	186	1,244	216	183	184	217	180	132	155	1,267
Bishopshalt	186	1,311	187	186	186	187	187	166	169	1,268
Douay Martyrs	270	1,297	270	266	256	245	242	151	134	1,564
Guru Nanak Academy	210	1,150	209	209	182	180	182	98	96	1,156
Harefield Academy	90	1,050	44	35	44	54	64	37	29	307
Harlington	195	1,156	194	197	238	195	196	143	114	1,277
Haydon	300	2,040	251	283	237	291	273	180	185	1,700
Hewens College	120	690	85	106	68	101	86	3	3	452
Northwood	180	1,080	179	179	179	178	178	52	54	999
Oak Wood	270	1,629	236	180	237	238	209	97	40	1,237
Park Academy	180	1,260	167	173	147	154	101	47	42	831
Queensmead	240	1,466	240	239	241	242	239	150	121	1,472
Rosedale College	200	1,260	197	196	148	142	142	54	43	922
Ruislip Community	210	1,300	210	211	212	212	180	123	110	1,258
Swakeleys	240	1,550	237	239	233	223	226	114	103	1,375
Uxbridge High	230	1,298	236	232	231	225	222	121	94	1,361
Vyners	240	1,451	245	245	243	247	183	140	117	1,420
	3,787	23,660	3,647	3,606	3,525	3,564	3,335	1,964	1,732	21,373

UTCs & Studio Colleges	School Physical Capacity	9	10	11	12	13	14	
DeSalis Studio College	300	51	45	39	3	15		153
Parkside Studio College	300	11	12	19		1		43
The Global Academy	400		73	58	145	96	8	380
UTC Heathrow	600		41	31	81	66		219
	1,600	62	171	147	229	178	8	795

Pupil Referral Unit	7	8	9	10	11	
The Skills Hub	1	3	9	29	38	80
	1	3	9	29	38	80

Special Schools	R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
Grangewood	15	24	23	18	19	19	13									131
Hedgewood	10	18	23	34	37	31	36									189
Meadow								37	34	37	21	39	31	32	23	254
Moorcroft (Eden)								21	16	18	22	18	14	13	8	130
Pentland Field	5	2	6	6	8	9	12	15	23	14	14	16	10	15	6	161
The PRIDE Academy								7	15	17	17	8				64
The Willows			4	8	10	14	16									52
	30	44	56	66	74	73	77	80	88	86	74	81	55	60	37	981

This page is intentionally left blank

CABINET FORWARD PLAN

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A – Latest Forward Plan
Ward	As shown on the Forward Plan

HEADLINES

To monitor the Cabinet's latest Forward Plan which sets out key decisions and other decisions to be taken by the Cabinet collectively and Cabinet Members individually over the coming year. The report sets out the actions available to the Committee.

RECOMMENDATION

That the Children, Families and Education Select Committee notes the Cabinet Forward Plan.

SUPPORTING INFORMATION

The Cabinet Forward Plan is published monthly, usually around the first or second week of each month. It is a rolling document giving the required public notice of future key decisions to be taken. Should a later edition of the Forward Plan be published after this agenda has been circulated, Democratic Services will update the Committee on any new items or changes at the meeting.

As part of its Terms of Reference, each Select Committee should consider the Forward Plan and, if it deems necessary, comment as appropriate to the decision-maker on the items listed which relate to services within its remit. For reference, the Forward Plan helpfully details which Select Committee's remit covers the relevant future decision item listed.

The Select Committee's monitoring role of the Forward Plan can be undertaken in a variety of ways, including both pre-decision and post-decision scrutiny of the items listed. The provision of advance information on future items listed (potentially also draft reports) to the Committee in advance will often depend upon a variety of factors including timing or feasibility, and ultimately any such request would rest with the relevant Cabinet Member to decide. However, the 2019 Protocol on Overview & Scrutiny and Cabinet Relations (part of the Hillingdon Constitution) does provide guidance to Cabinet Members to:

- Actively support the provision of relevant Council information and other requests from the Committee as part of their work programme;
- Where feasible, provide opportunities for committees to provide their input on forthcoming executive reports as set out in the Forward Plan to enable wider pre-decision scrutiny (in addition to those statutorily required to come before committees, *i.e. policy framework documents – see para. below*).

As mentioned above, there is both a constitutional and statutory requirement for Select Committees to provide comments on the Cabinet's draft budget and policy framework proposals after publication. These are automatically scheduled in advance to multi-year work programmes.

Therefore, in general, the Committee may consider the following actions on specific items listed on the Forward Plan:

	Committee action	When	How
1	To provide specific comments to be included in a future Cabinet or Cabinet Member report on matters within its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide its influence and views on a particular matter within the formal report to the Cabinet or Cabinet Member before the decision is made.</p> <p>This would usually be where the Committee has previously considered a draft report or the topic in detail, or where it considers it has sufficient information already to provide relevant comments to the decision-maker.</p>	<p>These would go within the standard section in every Cabinet or Cabinet Member report called "Select Committee comments".</p> <p>The Cabinet or Cabinet Member would then consider these as part of any decision they make.</p>
2	To request further information on future reports listed under its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to discover more about a matter within its remit that is listed on the Forward Plan.</p> <p>Whilst such advance information can be requested from officers, the Committee should note that information may or may not be available in advance due to various factors, including timescales or the status of the drafting of the report itself and the formulation of final recommendation(s). Ultimately, the provision of any information in advance would be a matter for the Cabinet Member to decide.</p>	<p>This would be considered at a subsequent Select Committee meeting. Alternatively, information could be circulated outside the meeting if reporting timescales require this.</p> <p>Upon the provision of any information, the Select Committee may then decide to provide specific comments (as per 1 above).</p>
3	To request the Cabinet Member considers providing a draft of the report, if feasible, for the Select Committee to consider prior to it being considered formally for decision.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide an early steer or help shape a future report to Cabinet, e.g., on a policy matter.</p> <p>Whilst not the default position, Select Committees do occasionally receive draft versions of Cabinet reports prior to their formal consideration. The provision of such draft reports in advance may depend upon different factors, e.g., the timings required for that decision. Ultimately any request to see a draft report early would need the approval of the relevant Cabinet Member.</p>	<p>Democratic Services would contact the relevant Cabinet Member and Officer upon any such request.</p> <p>If agreed, the draft report would be considered at a subsequent Select Committee meeting to provide views and feedback to officers before they finalise it for the Cabinet or Cabinet Member. An opportunity to provide specific comments (as per 1 above) is also possible.</p>
4	To identify a forthcoming report that may merit a post-decision review at a later Select Committee meeting.	<p>As part of its post-decision scrutiny and broader reviewing role, this would be where the Select Committee may wish to monitor the implementation of a certain Cabinet or Cabinet Member decision listed/taken at a later stage, i.e., to review its effectiveness after a period of 6 months.</p> <p>The Committee should note that this is different to the use of the post-decision scrutiny 'call-in' power which seeks to ask the Cabinet or Cabinet Member to formally re-consider a decision up to 5 working days after the decision notice has been issued. This is undertaken via the new Scrutiny Call-in App members of the relevant Select Committee.</p>	<p>The Committee would add the matter to its multi-year work programme after a suitable time has elapsed upon the decision expected to be made by the Cabinet or Cabinet Member.</p> <p>Relevant service areas may be best to advise on the most appropriate time to review the matter once the decision is made.</p>

Page 30

BACKGROUND PAPERS

- [Protocol on Overview & Scrutiny and Cabinet relations adopted by Council 12 September 2019](#)
- [Scrutiny Call-in App](#)

Upcoming Decisions Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
--------------------------------	-------------------------------	---------------------------	----------------------------	--------------------------------------	----------	---------------------------------

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet meeting - Thursday 27 July 2023 (report deadline 10 July)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	All	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - July 2023

063	SEND Strategy	Following consultation, the Cabinet Member will consider approval of the Council's Special Educational Needs and Disabilities (SEND) Strategy - a collaborative document outlining the vision and priorities for service delivery to children, young people and young adults in Hillingdon over the next few years.	Various		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly	Children, Families & Education Select Committee		Public
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		C - Democratic Services	Various		Public

AUGUST 2023 - NO CABINET MEETING

SI	Interim or urgent executive decision-making by the Leader of the Council	As there is no Cabinet meeting in August, the Leader of the Council may take interim or urgent key decisions, and if so required, on behalf of the full Cabinet. These will be reported to Cabinet at a later date for ratification and public record.	Various		Cllr Ian Edwards - Leader of the Council	TBC	C - Democratic Services	Various		Public / Private - TBD
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public

Cabinet meeting - Thursday 14 September 2023 (report deadline 25 August)

112b	Children's Centres delivery model and Early Years Nurseries	Following public consultation, Cabinet will consider the outcome of this and make decisions regarding Children's Centre services and proposals for a Family Hub service delivery model. Cabinet will also make decisions regarding the early years nurseries and child care service following consideration of the public consultation undertaken.	All Wards		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CY - Claire Fry / Sandra Taylor	A full public consultations, including all stakeholders and partners and relevant select committee		Public
113b	Hillingdon's Youth Offer	Following a public consultation, Cabinet will consider the outcome of this and make decisions regarding the Youth Offer strategy and the delivery and resourcing model of the proposed Youth Offer.	All Wards		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CY - Kathryn Wyatt / Julie Kelly	Public consultation / Select Committee		Public

Upcoming Decisions

Further details

Ref

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public
Cabinet Member Decisions expected - September 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet meeting - Thursday 12 October 2023 (report deadline 25 September)										
141a	Consultation on changes to school admissions arrangements	As an education authority the Borough must plan for a sufficiency of places and efficient use of resources. There has been a slight decline in demand across the primary sector, with some fluctuations, but it is clear that the level of primary surplus places continues to be too high, pooling in a few schools. There is the opportunity to review the number of primary places and potentially reduce Published Admission Numbers (PAN) in some schools to ensure schools and the authority best meet the needs of all pupils across the Borough, and make effective use of resources in schools and between them. Therefore, the Council is proposing to reduce the Published Admission Number for a number of Hillingdon primary schools. This will be consulted on before a final decision is made by Cabinet.	All		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Laura Baldry / Hayley Murphy / Jenny Chalmers		NEW ITEM	Public
SI	The Annual Report Of Adult and Child Safeguarding Arrangements	This report provides the Cabinet with a summary of the activity undertaken by the Safeguarding Children Partnership Board and the Safeguarding Adults Board to address the identified local priorities. The Cabinet will consider this report and approve the activity and the local priorities for the two boards.	All		Cllr Susan O'Brien - Children, Families & Education / Cllr Jane Palmer - Health & Social Care	Health & Social Care / Children, Families & Education	CS / AS - Alex Coman / Sandra Taylor	Select Committees		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
Cabinet Member Decisions expected - October 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	C - Democratic Services	Various		Public

Page 32

Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
--------------------------------	-------------------------------	---------------------------	----------------------------	--------------------------------------	----------	---------------------------------

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet meeting - Thursday 9 November 2023 (report deadline 23 October)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - November 2023

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

Cabinet meeting - Thursday 14 December 2023 (report deadline 27 November)

110a	Page 33	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2023/24 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All		Proposed Full Council adoption - 22 February 2024	Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI		Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public	
SI		Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public	

Cabinet Member Decisions expected - December 2023

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

Cabinet meeting - Thursday 11 January 2024 (report deadline 11 December 2023)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	C - Democratic Services	TBC		Public

Cabinet Member Decisions expected - January 2024

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

Upcoming Decisions

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
--------------------------------	-------------------------------	---------------------------	----------------------------	--------------------------------------	----------	---------------------------------

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Cabinet meeting - Thursday 15 February 2024 (report deadline 29 January)

110a	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (BUDGET FRAMEWORK)	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2024/25 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 22 February 2024	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
141b	Changes to school admissions arrangements	Continuous review of school places and Published Admissions Numbers ensures schools and the Council can best meet the needs of all pupils across the Borough, and make effective use of resources in schools and between them. Following consultation on proposals to reduce Published Admission Numbers (PAN) in some schools, Cabinet will receive the outcome of the consultation and make the necessary decisions.	All		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Laura Baldry / Hayley Murphy / Jenny Chalmers		NEW ITEM	Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - February 2024

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

Cabinet meeting - Thursday 21 March 2024 (report deadline 4 March)

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - March 2024

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

Cabinet meeting - Thursday 18 April 2024 (report deadline 1 April)

Upcoming Decisions

Further details

Ref

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services										
046	Standards and quality of education in Hillingdon during 2022/23	The Annual Report to Cabinet regarding children and young people's educational performance across Hillingdon schools.	All		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Abi Preston	Select Committee		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	C - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	Various		All	TBC	C - Democratic Services	Various		Public
Cabinet Member Decisions expected - April 2024										
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	TBC	C - Democratic Services	Various		Public
CABINET MEMBER DECISIONS: Standard Items (SI) that may be considered each month										
SI	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various		Cllr Ian Edwards - Leader of the Council	TBC	C - Democratic Services	TBC		Public / Private
SI	School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments	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 Member to be a Governor or Director of an Academy.	N/A		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly / CS - Democratic Services			Public
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC		Cllr Martin Goddard - Finance (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various	Corporate Finance		Public but some Private (1,2,3)
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.	TBC		All	TBC	C - Democratic Services			Public

Ref **Upcoming Decisions**

Further details

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	various			Private (1,2,3)
SI	Acceptance of Tenders	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance / in conjunction with relevant Cabinet Member	TBC	various			Private (3)
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.	TBC		All	TBC	various			Public / Private (1,2,3)
SS	School Redundancy Payments	To consider requests for School Redundancy Payments and decide whether to approve them on behalf of the Local Authority	TBC		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	CS - Julie Kelly			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.	n/a		All	TBC	various			Public
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		All	TBC	various			Public

SI = Standard Item each month/regularly Council Directorates: AS = Adult Services & Health P = Place C = Central Services R = Resources CS= Children's Services

Page 36

WORK PROGRAMME

Committee name	Children, Families and Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A – Work Programme
Ward	All

HEADLINES

To enable the Committee to note future meeting dates and to forward plan its work for the current municipal year.

RECOMMENDATIONS

That the Children, Families and Education Select Committee considers the report and agrees any amendments.

SUPPORTING INFORMATION

1. The Committee's meetings will start at 7pm and the witnesses attending each of the meetings may include representatives from external organisations, some of whom travel from outside of the Borough. Forthcoming meeting dates are as follows:

Meeting Date	Room
19 September 2023	CR5
10 October 2023	CR6
15 November 2023	CR5
09 January 2024	CR5
01 February 2024	CR5
14 March 2024	CR6
18 April 2024	CR5

Implications on related Council policies

The role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

Select Committees directly engage residents in shaping policy and recommendations and the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

MULTI-YEAR WORK PROGRAMME 2022 - 2026

Children, Families & Education Select Committee	July 27	August No meeting	September 19	October 10	November 15	December No meeting	January 9	February 1
Review A: Stronger Families Hub								
Topic selection/ scoping stage								
Witness/ evidence/ consultation stage								
Findings, conclusions and recommendations								
Final review report agreement			X					
Target Cabinet reporting				X				
Review B: TBC								
Topic selection/ scoping stage								
Witness/ evidence/ consultation stage								
Findings, conclusions and recommendations								
Final review report agreement								
Target Cabinet reporting								
Regular service & performance monitoring								
Children's Safeguarding Partnership Annual Report			X					
Twice Yearly School Places Planning Report	X				X			
Quarterly Performance Monitoring								
Annual Education Standards report (prior to Cabinet)								
Mid-year budget / budget planning report			X					
Reports/minutes from the Corporate Parenting Panel								
Cabinet Forward Plan Monthly Monitoring	X		X	X	X		X	X
One-off information items								
Scrutiny Introduction (Democratic Services)								
Overview of Corporate Parenting Responsibilities								
Policy Review Discussion & Guidance								
Consultation on Children's Centres delivery model and Early Years Nurseries								
Council Strategy 2022-2026 consultation								
Consultation on the Hillingdon's Youth Offer & Delivery Model								
Consultation on changes to school admissions arrangement								
SEND Strategy								
Ofsted report - PART II								
Learn Hillingdon Self Assessment Review 2020/21								
Ukrainian Children - how funding from Central Government has been delivered to schools							X	
SEND Sufficiency Strategy - Deferred, TBC								
Corporate Parenting Panel Membership to agree + subs								
Corporate Parenting Panel - update to Terms of Reference								
School Organisation Plan - TBC								
Approval of School Admissions Arrangements							X	
Targeted Services of Disadvantaged Children - TBC								
Past review delivery								
Adult & Community Learning Review 2021/22								
Stronger Families Hub 2022/23 - 2023/24								

This page is intentionally left blank