

EDUCATION COMMITTEE
30 JUNE 1999

Present: Councillor Ward (Chairman)
Councillors Bailey, Barnard, Birch Mrs Clifford, Egan, Fawcett,
Flood, Good, Mrs Hayes, Mrs Hirst, Mills, Ryan, Mrs Shillcock,
Mrs Sutcliffe, Thompson and Worrall.

Church Representatives:
Mr G Anderson, Mr D McCann

Teacher Representatives:
Mrs M Desai, Mr J Haig and Ms L Wales

Apologies for absence were received from:
Councillors Beadsley, Mrs Doyle and Wheaton

134. Substitute Members

The Committee noted the attendance of the following substitute Members under Standing Order 38:

Councillor Mrs Birch for Councillor Mrs Doyle
Councillor Mrs Clifford for Councillor Beadsley
Councillor Ryan for Councillor Wheaton.

135. Minutes

RESOLVED that the minutes of the meeting of the Committee held on 30 March 1999 be approved as a correct record and signed by the Chairman.

136. Quality Assurance Sub-Committee

RESOLVED that the minutes of the meeting of the Quality Assurance Sub-Committee held on 12 May 1999, as set out in Appendix A hereto, be received.

137. Education Consultation Panel

RESOLVED that the minutes of the meeting of the Education Consultation Panel held on 25 May 1999 be received.

138. Education Budget Sub Committee

RESOLVED that the minutes of the meeting of the Education Budget Sub Committee held on 27 May 1999, as set out in Appendix B hereto, be received and the recommendation in Minute 10 be adopted.

139. Joint Advisory Sub Committee for Children's Services

RESOLVED that the minutes of the meeting of the Joint Advisory Sub Committee for Children's Services held on 9 June 1999 be received.

140. Provisional Out-Turn 1998/99 and Commitment Budget 2000/01-2002/03 (Item 1)

The Director of Education reported on the latest projected out-turn expenditure position for the financial year 1998/99 and highlighted issues likely to have an impact upon the Committee's budget in future years. The expenditure of £36.705m represented an underspend of £0.338m compared with the Committee's approved budget of £37.043m. In addition to the underspend on the budget managed by the Committee, statutory regulations require that any balances generated by schools be automatically carried forward to the next financial year. The Committee noted that after accounting for year end adjustments required by the Bracknell Forest Scheme for Local Management of Schools the total aggregated school balances were estimated at a surplus of £0.414m.

RESOLVED that

- (i) the provisional out-turn expenditure for 1998/99 of £36.705m be noted;
- (ii) the budget carry forward of £0.073m be submitted to the Strategy and Policy Committee for approval and
- (iii) the committee's commitment budget for the period 2000/01 to 2002/03 be noted.

141. Projected Under and Overspend within the Education Capital Programme

The Directors of Education and Planning and Transportation reported on two schemes within the 1998/99 Education Capital Improvement Programme where there was a significant cost divergence from the estimates. One scheme was running above the estimated cost and one below although overall the programme remained within budget. The two projects related to work on the new hall for Cranbourne Primary School and the Pupil Referral Unit at College Hall. Tenders for the Cranbourne Primary School new hall had been received in May 1995, the lowest being £211,503. The addition of fees and other costs brought the total cost to £248,453. This would provide a hall to replace an existing old building that was too small for the needs of the school and sited away from the main buildings. The proposal to connect the hall to the old school building had been excluded from the specification in order to reduce costs. There was, however, a strong desire that this work should be undertaken if the funding would allow as it would, for the first time, physically join the principal school buildings, removing the need for pupils and staff to go outside when moving about the school. The work was estimated to cost £68,500 and would be subject to planning approval.

The work on the Pupil Referral Unit at College Hall had been divided into three parts, each the subject of a separate contract, with two contracts having been completed. A close inspection of the building structure during the earlier work had allowed a reduced specification for the anticipated repairs. Whilst it was necessary to retain a contingency sum in addition to the contract figure, the cost for the scheme was substantially below budget, the total cost being £368,094 against a budget of £500,000.

The Director of Education also referred to the Edgbarrow School Science Laboratory refurbishment and reminded the Committee that the 1998/99 capital programme had included provision for the upgrading of one science laboratory at the five secondary schools. In the event it had only been possible to carry out four upgrades with the budget provision. Nevertheless the specification and detailing work for the Edgbarrow laboratory had been carried out at the same time and the proposed work for Edgbarrow School had been deferred to the current financial year. Budget provision of £35,000 had been made in the current year's capital programme to undertake the upgrade. The contractor had priced the work at £46,000 inclusive of fees. This would represent an overspend of £11,043 against the budget provided. However, if the offer was accepted, the bulk of the work could be carried out in the summer school holiday period and disruption at the school would be minimised. It was proposed to use the remainder of the underspend on the College Hall PRU to fund the overspend.

RESOLVED that:

- (i) the variance from the approved budget on the three schemes in the Education Capital Programme for the reasons detailed in the report be noted;
- (ii) approval be given to the proposed change of scope of the Cranbourne scheme to incorporate the connection of the hall to the old school building;
- (iii) the Strategy and Policy Committee be advised of the projected underspend of £131,906 on College Hall;
- (iv) the Strategy and Policy Committee be requested to approve the use of the underspend on College Hall to cover the project overspend on the Cranbourne scheme and the Edgbarrow scheme;
- (v) the Strategy and Policy Committee be requested to approve acceptance of the offer figure of £41,387 with fees of £4,656 for the refurbishment of Edgbarrow School science laboratory and
- (vi) the Director of Education be authorised to negotiate a contract for the Edgbarrow scheme with the contractor who executed the refurbishment works to the other school science laboratories.

142. Bracknell Forest Lifelong Learning Partnership (Item 3)

The Director of Education informed the Committee of progress towards the establishment of a Lifelong Learning Partnership for Bracknell Forest and sought agreement to a draft Constitution and Terms of Reference.

Through its work over the last eighteen months the Targets Task Force had brought together key partners and local business representatives to create a vision for lifelong learning in the Borough. It had provided a forum for developing partnership working on a number of targeted initiatives. By using opportunities for action research it had developed a clearer picture of adult learning needs and what provision would enable local learning targets to be met. The Director of Education reported on an announcement that day by the Secretary of State for Education of a major White Paper entitled "Learning to Succeed" which would improve post-16 education. A new National Learning and Skills Council would be established with up to 50 local Learning and Skills Councils in England. The importance of local learning partnerships would be recognised.

Referring to the current adult education contract with Bracknell and Wokingham College the Director of Education reported that it was anticipated that there would be a claw back for 1998/99 of £18,000. At its meeting on 27 May 1999 the Education

Budget Sub-Committee had approved the proposal that funds be clawed back from the adult education contract and that the money be allocated to the development of other provision to widen participation in adult learning. As a result the £18000 would be used to fund new activities of a one-off nature and extend the scope of existing initiatives designed to inform the development of the Lifelong Learning Plan.

In discussing the proposed membership the Committee was concerned that under the arrangements detailed under Appendix B the meetings would not be open to all interested parties and asked that, at its forthcoming meeting, this issue be raised and the Terms of Reference be amended to reflect this concern.

RESOLVED that

- (i) the proposed Terms of Reference and Constitution of the Lifelong Learning Partnership be agreed in principle;
- (ii) the Director of Education be authorised to agree final details and any amendments to the proposed Terms and Reference and Constitution when these are considered by the Task Force and
- (iv) the clawback on the 1998/99 adult education contract with Bracknell and Wokingham College be allocated for further development in adult education.

143. St Mary's CE Controlled School – Designated Area of Consultation (Item 4)

The Director of Education reported on the recent public consultation on the issue of whether or not the designated area should be adjusted. An analysis of the responses received was included as an Appendix to the report. The consultation had quantified the strength of feeling existing within the community of Chavey Down and the close ties felt by the community to St Mary's Primary School.

The School Organisation Plan developed by the Council contained specific reference to the close links the Borough would wish to maintain between schools and the local Community. A long-term solution to the oversubscription problem at the school, should it persist, would need to be addressed through the normal planning process which would include reference to the School Organisation Committee.

RESOLVED that

- (i) the Committee note the response to the consultation document;
- (ii) there be no change to the designated area of St Mary's Primary School at the present time and
- (iii) in recognising the strength of feeling the issue generated it be agreed that it remain under review through the School Organisation process.

144. School Organisation Plan (Item 5)

The Director of Education reminded the Committee that the School Standards and Framework Act detailed arrangements for decisions on School Organisation to be taken at local level. A draft School Organisation Plan had been produced and had been the subject of widespread consultation. A final plan, taking into account the comments received, had been prepared and was attached as an Annex to the report. The Plan would also be presented to the School Organisation Committee at its meeting on 12 July for approval. Should this be forthcoming then the Plan would be published on 1 September 1999.

RESOLVED that the Committee approve the School Organisation Plan as attached as Annex 2 to the report.

145. Special Education: Policy and Provision (Item 6)

The Director of Education introduced a paper seeking approval to the Borough's statement of policy and provision for special education. A review of special education in April 1998 had agreed the circulation of a consultation document intended to identify views on how special education policy and provision should be shaped within existing resources.

The responses to the consultation had been analysed and were summarised in Appendix 1 to the report. A draft statement of special education policy and provision had subsequently been prepared in order to set out a shared view on principles and values, strategies and approaches.

RESOLVED that

- (i) the outcomes of the consultation on special education as set out in Appendix 2 to the report be noted;
- (ii) the "Special Education: policy and provision" document as attached to the report be approved;
- (iii) a single Language and Literacy Centre for primary age pupils at Crown Wood Primary School be maintained and
- (iv) work continue to identify one infant or primary school as a base offering special facilities for pupils in relation to younger pupils with social and communication difficulties, including autistic spectrum disorders and whose SEN may need longer-term formative assessment.

146. School Admissions Code of Practice (Item 7)

The Director of Education reported upon the new School Admissions Code of Practice, which came into force on 1 April 1999, and applied to primary and secondary admission intakes from September 2000 onwards. In addition to the code there were five sets of regulations underpinning the new admissions framework and the paper addressed two of these relating to the determination of admission arrangements and the determination of relevant areas for consultation.

RESOLVED that

- (i) the admission arrangements for 2000/2001 as set out in the Annex to the report be agreed and
- (ii) the proposed relevant area for consultation as detailed in Section 4.5 of the paper be agreed.

147. Model Disciplinary Procedure for Staff in Schools (Item 8)

The Director of Education drew the Committee's attention to the proposed model disciplinary procedure for staff in schools which had been the subject of consultation with the teachers associations and the relevant unions

RESOLVED that the model policy as attached as an Annex to the paper be approved.

148. **Term Dates for the Academic Year 2000/2001 (Item 9)**

The Director of Education reported upon the proposed term dates for the Academic Year 2000/2001 which had been subject to consultation with Headteachers, the Diocesan Associations and the Teachers Associations.

RESOLVED that the term dates for the academic year and arrangements for teachers in service training days as set out in the report be approved.

149. **Appointment of Representatives to the Education Committee (Item 10)**

The Director of Corporate Services advised the Committee that due to the forthcoming retirement of the Primary Teacher representative, who was thanked for her sterling work on the Committee, nominations had been sought to fill the vacancy. At the close of the period for nominations only one, that of Valerie Richardson, had been received so the election was not contested.

He also reported that following the resignation of Mary Walker from the Education Consultation Panel there was a vacancy thereon. However, it was likely that the Panel would be reconstituted in May 2000 and it was therefor proposed to hold the vacancy open until that date.

RECOMMENDED that Valerie Richardson be appointed as the Primary Teacher Representative to the Education Committee;

RESOLVED that no action be taken to replace Mary Walker on the Education Committee until May 2000.

150. **Items submitted for Information**

The Committee received and noted the following items which were submitted for information only:

Teachers meeting the challenge for change
Quarterly Operations report.

The meeting commenced at 7.30pm
and concluded at 10.15pm

CHAIRMAN