

**EDUCATION TRANSITION COMMITTEE**  
**25 SEPTEMBER 1997**

Present: Councillor Ward (Chairman)  
Councillors Barnard, Beadsley, Mrs Doyle, Egan, Fawcett,  
Good, Harrison, Mrs Hirst, Mills, Mrs Shillcock,  
Taylor, Thompson, Wheaton and Worrall

Also present: J Haig, Mrs M Desai, Ms L Wales (Teacher Representatives)

Apologies for Absence were received from:  
Gordon Anderson (Oxford Diocesan Council)

291. **Minutes.**

The minutes of the meetings of the committee held on 13 May and 3 July 1997 were signed as a correct record, subject to the inclusion on 3 July, of an apology for absence from Councillor Thompson.

292. **Minutes of Sub Committees.**

The Committee received the minutes of the Education Consultation Panel held on 1 July and 9 September, the Budget Sub Committee held on 13 May and 15 September (Appendix A) (tabled at the meeting), the Education Quality Assurance Sub Committee on 13 May and 22 September (Appendix B) (tabled at the meeting). Arising on the minutes of the Quality Assurance Sub Committee, the Director of Education tabled a draft response to the white Paper "Excellence in Schools" which the Committee discussed.

**Resolved:** the draft response to 'Excellence in Schools' provided by the Director of Education be approved, subject to the inclusion of comments made by the Committee.

293. **Constitutional Matters. (Item 1)**

The Committee received a report from the Borough Administrator on the ballot for teacher representatives, the appointment of sub committees and to set additional meetings of the Committee. A supplementary report, setting out in full the result of the ballot for teacher representatives, was tabled at the meeting.

The report also drew attention to the need to appoint the Appeals Sub Committee and the Joint Advisory Sub Committee on Children's Services.

**RESOLVED:**

- (i) that Mr J Haig, Ms L Wales and Mrs M Desai be co-opted as non-voting teacher representatives;
- (ii) that the following members be appointed to the Appeals Sub Committee: Councillors Barnard, Mrs Doyle, Mrs Hayes, Ward, Thompson, Beadsley, Fawcett, Good and

Wheaton and that the following members be appointed to the Joint Advisory Sub Committee on Children's Services: Councillors Barnard, Ward and Mrs Hirst; and

- (iii) that additional meetings of the Committee be scheduled for 5 November and 11 December 1997 at 7.30 pm.

**294. Report of Terms of Reference Focus Group. (Item 2)**

The Committee received a report from the Borough Administrator and Director of Education detailing the proposed terms of reference for the Committee, its Sub Committees and specific officer delegations to the Director of Education.

An amendment was passed to paragraph 1 of the Quality Assurance Sub Committee's Terms of Reference, the effect of which was as follows:

"To consider the summaries of inspection reports of Bracknell Forest Schools and the action plans based upon them and receive an overall summary report of the progress made by schools on that action plan after two years".

An amendment to the Director of Education's specific powers was passed, the effect of which was to move paragraph 13 and 16 from Annexe B to form new Items 8 and 9 of the Terms of Reference of the Budget Sub Committee listed in Annex A to the report.

**RESOLVED:**

- (i) that the Terms of Reference for the Education Transition Committee set out in the report in addition to the Standard Terms of Reference be approved;
- (ii) that the Terms of Reference for Sub Committees and the Executive Sub Committee set out in the report and as amended above be approved; and
- (iii) that the officer delegations to the Director of Education set out in the report and as amended above be approved.

**295. Appoint of Assistant Directors of Education. (Item 3)**

The Committee received a report from the Director of Education detailing the appointment of three assistant directors of education all of whom were currently employed by Berkshire County Council. The Chairman welcomed the three newly appointed assistant directors to the Council.

**RESOLVED** that the report be noted.

**296. Preparation for Unitary Status. (Item 4)**

The Committee received a report from the Director of Education setting out a project plan for the establishment and subsequent operation of Bracknell Forest LEA. The Director of Education introduced the project plan set out in Annex 1 to the report.

The Chairman thanked Mr Graham Symonds, Education Planning and Project Officer, who had been the first education full time appointment, for carrying out, largely alone, a wide range of work in the time leading up to the Director of Education taking up post.

**RESOLVED** that the report be noted.

297. **Forward Look List. (Item 5)**

The Committee received a report from the Director of Education detailing the issues to be considered by the Committee and its Sub Committees in the shadow period to March 1998. The plan remained flexible and would be maintained in accordance with developments and new Committee dates.

**RESOLVED** that the forward look be noted.

298. **Budget Process Briefing. (Item 6)**

The Committee received a report from the Borough Finance Officer outlining the Council's budget strategy in relation to the Education Transition budget. The Borough Finance Officer reported that the disaggregated budget from Berkshire County Council due to be delivered on 30 September 1997 was well on course.

**RESOLVED** that the report be noted.

299. **LMS Scheme Revisions. (Item 7)**

The Committee received a report from the Director of Education seeking authority to consult on a local management of schools scheme for Bracknell Forest Borough. The draft scheme would be largely based on the existing Berkshire County Council model although the report outlined some amendments which would make the scheme more appropriate to the Bracknell Forest area.

**RESOLVED** that the draft LMS scheme described in the report be used as the basis for consultation with schools and that the Budget Sub Committee be requested to consider responses in detail to be finalised by the Committee at the December meeting.

300. **School's Museum Loans Service. (Item 8)**

The Committee received a report from the Director of Education on the future provision of the Schools' Museum Loans Service. The report proposed that the new unitary authorities

would all participate in a service level agreement with Reading Borough Council acting as lead authority. It was noted that the service was held in high regard by schools.

**RESOLVED** that the Committee agree to the arrangements described in the report that Reading Borough Council act as lead authority and that the Council enter into a service level agreement with Reading Borough Council.

**301. Travellers' Education. (Item 9)**

The Committee received a report from the Director of Education detailing proposals for the continued provision of the Traveller Education Service. It was proposed that Wokingham District Council would be the lead authority and that the service would continue to be based at George Palmer Infant School in Reading. Concern was expressed about the estimated level of expenditure of £13,500 per annum. It was however noted that schools valued the service a great deal when traveller children came into their area.

**RESOLVED** that the arrangement that Wokingham District Council be the lead authority for Travellers' Education be approved for an initial one year period.

**302. Whitegrove School Second Phase Development (Item 10)**

The Committee received a report from the Director of Education describing the rising pupil numbers at Whitegrove Primary School and drawing attention to the need for additional accommodation to be provided.

The Committee noted that Berkshire County Council had, in accordance with its established practices, provided a traditionally built core "block" which comprised seven classrooms (1 Form of Entry - F.E.) with all ancillary accommodation built to anticipate an increase in size to 2 F.E.

The Director had received a reply to his letter referred to in the report which indicated that Berkshire County Council had been planning additional accommodation for the financial year 1998/99 and that as a result the expenditure would need to be met by the Unitary Authority. The Director felt that the provision of a total of four additional classrooms was needed by April 1998. It was therefore urgent that there be agreement by the end of September 1997 for an order to be placed in January 1998. Whilst traditionally built classrooms would be desirable, but could not be completed until March 1999 and would cost approximately £700,000.

**RESOLVED:**

- (i) that the Committee agree in principle that additional accommodation be provided at Whitegrove School as a matter of urgency; and
- (ii) that representation be made in the strongest possible terms to Berkshire County Council to fulfil their responsibilities and identify funding in the sum of £464,000 to secure the required extension to Whitegrove Primary School

303. **Establishment of an Early Years Development Partnership. (Item 11)**

The Committee received a report from the Director of Education detailing the need for an Early Years Partnership to be established to show how the target of securing an early education place for all eligible four year olds in the Borough could be achieved by September 1998. It was noted that the plan would need to be submitted to DfEE for approval by February 1998. The report proposed to refer the task of establishing an Early Years Development Partnership to the Joint Advisory Sub Committee on Children's Services.

**RESOLVED:**

- (i) that the Joint Advisory Sub Committee on Children's Services be authorised to consult on the terms of reference and constitution of an Early Years Development Partnership and report back to the Committee on 5 November with proposals; and
- (ii) that the Sub Committee be requested to establish an early meeting date to begin the process.

304. **Progress Report on Outdoor Education. (Item 12)**

The Committee received a report from the Director of Education including representations from the trustees of Rhos-y-Gwaliau Outdoor Education Trust regarding the future support for Outdoor Education. The trustees were requesting that all unitary authorities provide a grant to the trust through the lead authority arrangements being established by Wokingham District Council. The Sub Committee had discussed its position on outdoor education at the previous meeting, arising on a discussion of items being dealt with by the Inter Authority Co-ordinating Group.

At its previous meeting, the Committee had indicated that the funds available for support for outdoor education would not be paid in the form of a subsidy to use the Welsh Centres.

It was moved and seconded that the Committee's position as discussed at the meeting on 3 July be affirmed that the Committee declares its general support for outdoor education and would look to support it in a general manner rather than through the Welsh Centres alone. The Chairman requested a recorded vote on the above motion. The result was as follows:

**For:** Cllrs Barnard, Beadsley, Mrs Doyle, Egan, Fawcett, Harrison, Mrs Hayes, Mrs Hirst, Mrs Shillcock, Thompson, Ward and Worrall (12)

**Against:** Cllrs Good, Taylor and Wheaton (3)

**Abstaining:** Cllr Mills (1)

Accordingly, the motion was declared carried.

**RESOLVED:**

- (i) that the Committee's previous position on the Welsh Outdoor Centres be affirmed;

- (ii) that the funding available for Outdoor Education be allocated centrally and that the process be the subject of a further report by the Director of Education; and
- (iii) that reference to outdoor education in the draft LMS scheme be deleted.

305. **Baseline Assessment. (Item 13)**

The Director of Education informed the Committee that the report on baseline assessment had been dealt with by the Quality Assurance Sub Committee and that it was not necessary for the Committee to take any further action.

**RESOLVED** that the report be noted.

The meeting commenced at 7.30pm and concluded at 9.55 pm.

**CHAIRMAN**