



Minutes

of the
Meeting of the
Education, Libraries and Localism Cabinet Panel
on
Thursday, 7 February 2019

1. **Agenda**

2. **Minutes**

3 - 12

Minutes



To: All Members of the Education,
Libraries and Localism
Cabinet Panel, Chief
Executive, Chief Officers, All
officers named for 'actions'

From: Legal, Democratic & Statutory Services
Ask for: Stephanie Tarrant
Ext: 25481

EDUCATION, LIBRARIES AND LOCALISM CABINET PANEL 7 FEBRUARY 2019

ATTENDANCE

MEMBERS OF THE PANEL

A P Brewster, L A Chesterman (*substituted for J Billing*), C Clapper, T L F Douris (*Chairman*), M S Hearn, N A Hollinghurst, J R Jones, M Eames-Petersen (*substituted for A K Khan*), A J S Mitchell (*Vice Chairman*), A Plancey, A F Rowlands, M A Watkin, J F Wyllie

Upon consideration of the agenda for the Education, Libraries and Localism Cabinet Panel meeting 7 February 2019 as circulated, copy annexed, conclusions were reached and are recorded below.

Note: Declarations of interest were made at Item 3 of this meeting.

PART I ('OPEN') BUSINESS

	ACTION
1. MINUTES	
1.1 The minutes (Part I and Part II) of the previous meeting held on 18 October 2018 were agreed.	
2. PUBLIC PETITION	
2.1 There were no public petitions.	
3. INTEGRATED PLAN 2019/20 - 2022/23 – EDUCATION, LIBRARIES AND LOCALISM [Officer Contact: Simon Newland, Operations Director – Education Taryn Pearson-Rose, Assistant Director, Customer Engagement & Libraries]	
3.1 It was noted that all Members who had a disclosable pecuniary interest arising from an allowance from the County Council,	

CHAIRMAN'S INITIALS

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another local authority in Hertfordshire, or a body to whom they have been appointed by the County Council, had received a dispensation to allow them to participate in debate and vote on the Integrated Plan.

All Members had been granted a dispensation to participate in debate and vote in any business of the County Council relating to setting the council tax or precept when they would otherwise be prevented from doing so in consequence of having a beneficial interest in land which is within the administrative area of Hertfordshire or a licence (alone or jointly) to occupy such land.

Disclosable Pecuniary Interests:

M A Watkin – by virtue of his wife being employed as a part-time teacher in the music service in Hertfordshire. He has been granted a dispensation by the Standards Committee to participate, debate and vote in business in which this Disclosable Pecuniary Interest is mentioned provided that the business to be considered does not directly affect his financial position or that of his wife.

Declarable Interests:

T L F Douris – as he is a trustee of the Hertfordshire Community Foundation which contracts with the County Council for the delivery of training and also for the distribution of the Hertfordshire Community Funds scheme.

3.2 Members were presented with an overview of the full structure and detail of the County Council's Integrated Plan for 2019/20 - 2022/23 before discussing the detail of the section relating to Education, Libraries and Localism. Members were provided with an updated copy of the Overview and Scrutiny Risk Manager which detailed a further risk for libraries: 'A successful bidder for the Library Service will need to meet the requirement for a £500k saving, as stated in the IP. An organisation with charitable status could achieve savings through avoidance of business rates, however an organisation without charitable status would need to find the savings through alternative mechanisms.'

3.3 Members commented on the saving from the reduced demand on mainstream home to school transport as identified on page 116 of the integrated plan. Officers advised that this should be differentiated from Home to School Transport for Special Educational Needs (SEN) Students. Members heard that over recent years more local primary school spaces had opened up and therefore not as many pupils were placed remotely, in turn reducing the amount of transport required. Members queried if the reduction in transport was related to more parents driving their

children to school and officers advised that whilst they could not confirm if this was the case, there was clear reduction in the number of children that were entitled to Home to School Transport. Officers also advised that a policy change to remove the entitlement for escorts for key stage 1 children created savings. Officers would provide a written summary of efficiencies to Members.

Simon
Newland

- 3.4 Members discussed SEN transport and whether there was a more economical way of providing the service. Officers advised that this was a shared area between Children's Services and Environment but that there was a new Integrated Transport Manager who would be reviewing the current service.
- 3.5 Members commented on the procurement of an alternative provider for Hertfordshire Libraries and it was noted that an update report was to be brought to Panel in Summer 2019.
- 3.6 The Panel commented on Heritage and Archives (page 116 of the integrated plan) and queried what other funding streams were being considered for efficiencies. Officers advised that it was anticipated that the efficiency would come from moving to a new archive building which would see some staff efficiencies and further digitalisation. Members noted that Heritage and Archives did not currently form part of the library service procurement.
- 3.7 Members expressed concern around becoming more reliant on business rates reduction and noted that should the concession be rescinded in the future it would cause challenges. Officers agreed that any future changes would be a cause for concern but noted that any change would also have an impact on other large organisations/charities.
- 3.8 The Panel considered the public engagement on the integrated plan and noted that it was good to see an increase in the amount of public engagement.

Conclusion

- 3.9 The Panel commented on the proposals relating to the Integrated Plan in respect of Education, Libraries and Localism.

The Panel identified issues that it felt that the Cabinet should consider in finalising the Integrated Plan proposals.

4. STANDARDS AND QUALITY IN HERTFORDSHIRE SCHOOLS
[Officer Contact: Simon Newland, Operations Director, Education,
Tel: 01992 588755]

- 4.1 The Cabinet Panel considered a report which provided an overview of the Standards and Quality in Hertfordshire Schools. Officers provided an overview of the reported data for the academic year 2017/2018 and summarised attainment and standards across Hertfordshire School from Key Stage 1 through to Key Stage 4. On most measures Hertfordshire remained in the top quintile of local authorities, but challenges remained in relation to the progress and attainment of disadvantaged children. Herts for Learning were focussing on working with schools with lower levels of development.
- 4.2 The Panel noted that for Key Stage 1 and Key Stage 2 indicators, Hertfordshire fell into the second quintile for all local authorities in England and queried what made the difference for top performing authorities and if Hertfordshire could achieve the top quintile. Officers advised that local authorities vary in size and that this was not accounted for within the results and this may be where the difference arose. Officers noted that Hertfordshire was often 2nd in the Eastern Region behind Southend, which was a lot smaller in size. As a larger authority it may be harder to increase development and other authorities could be looking at Hertfordshire's practice to improve their own, which in turn was closing the gap. Officers noted that despite this Hertfordshire remained in a strong position and the service was working with schools to continue to look for opportunities to improve.
- 4.3 Members noted that the Herts for Learning Early Years Team had sought to focus Head Teachers on monitoring the progress and attainment from the earliest opportunity and discussed whether this had an impact on teacher's workloads. Officers advised that Herts for Learning were working hard to interpret the requirements set by the national agenda to help schools deliver the best results.
- 4.4 The lack of certainty around future government funding of £1.8 million for nursery provision was discussed. Officers advised that the service was working alongside nursery schools to try and improve their financial stability if future additional funding was not available. It was noted that the Leader of the Council had written to the Secretary of State and local MPs reiterating the concerns around the withdrawal of funding.
- 4.5 Members discussed the higher than national number of coasting schools in Hertfordshire. It was noted that a school just being described as 'coasting' would not automatically trigger an Ofsted review. Officers advised that a school being deemed as 'coasting' would trigger a conversation with the Regional Schools

Commissioner and if the Commissioner did not feel that the school had the leadership to improve then the school would be forced into sponsored academisation, although it was noted that this would be a last resort. Members heard that the DfE were consulting on no longer using the term 'coasting' and relying on Ofsted judgement.

4.6 The sharp increase in Hertfordshire's Progress 8 score (detailed at 5.7 of the report) was discussed. Officers advised that there was now better advice and guidance for students to help maximise their achievements as the system has progressed.

4.7 Members queried if there was any data available which showed the impact on vocational subjects with schools supporting students into English Baccalaureate subjects. Officers advised that Herts for Learning were very supportive of a broad curriculum and that it was difficult to determine if a school's curriculum was narrow due to favouring English Baccalaureate subjects of the schools financial position and ability to offer a wider curriculum. Members requested a future presentation/training on the English Baccalaureate.

Simon
Newland

4.8 It was noted that the biggest challenge in Hertfordshire remained the gap in attainment between disadvantaged children and non-disadvantaged children. Member queried what Herts for Learning were doing to address the gap in attainment and officers advised that pages 24-25 of the report set out the Herts for Learning strategies. Officers shared information about the 'Great Expectations' scheme that was being funded by school and Herts for Learning to share best practice case studies with other schools.

4.9 The Panel noted the appointment of Rachel Macfarlane (HfL's - Director of Education Services) and acknowledged that the work she has undertaken would not yet be reflected in the 2017/18 figures. Members requested that Rachel present to a forthcoming meeting expanding on the work of Herts for Learning.

Simon
Newland

4.10 Officers were to confirm if residence orders had been replaced with child arrangement orders and amend paragraph 10.2, if required.

Simon
Newland/ Ben
Fuller

Conclusion

4.11 The Panel to noted and commented upon the report, as detailed above.

5. PROPOSALS TO UPDATE HERTFORDSHIRE COUNTY COUNCIL'S PUBLIC LIBRARY BYELAWS
[Officer Contact: Taryn Pearson-Rose – Assistant Director: Customer Service and Libraries]

5.1 The Panel reviewed a report which provided amended Hertfordshire County Council Byelaws for the use of public

**CHAIRMAN'S
INITIALS**

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libraries, to reflect modern public library practice and updated guidance from the Department for Digital, Culture, Media and Sport (DCMS).

- 5.2 Members noted the specific changes to the Byelaws as detailed in section 6 of the report. The amended Byelaws were required to go before Cabinet in February 2018 and Full Council in March 2019 before being sent to the DCMS for approval. Once agreed by the DCMS a public announcement would be made announcing the changes.
- 5.3 Members commented on the removal of 'light a match or use a cigarette lighter' in place of 'no person shall bring into or light any flame on library premises' and queried where the use of electronic cigarettes/vaping was considered. Officers advised that they believed that the use of electronic cigarettes/vaping was incorporated in the County Council's current 'Smoke Free Workplace Policy' policy. Officers were to confirm this with Public Health colleagues and should it be required, the majority of Members voted to add a Byelaw to cover this, in consultation with the Executive Member for Education, Libraries and Localism.
- 5.4 Members discussed the use of libraries to hold petitions and charity collections. Officers advised that petitions were not allowed in libraries and that whilst charities could display relevant local posters, the annual Poppy appeal was the only collection box allowed.
- 5.5 Members noted a minor typographical error in 6.10 of the report to be corrected.

Taryn
Pearson-Rose

Conclusion

- 5.6 Panel noted and commented upon the content of the report and recommended to Cabinet that it recommends to Full Council that it adopts the revised Public Library Byelaws, as set out in Appendix B.

6. HERTFORDSHIRE COUNTY COUNCIL'S ADMISSION ARRANGEMENTS FOR 2020/21

[Officer Contact: Jayne Abery, Strategy and Policy Manager, Admissions & Transport, Tel No: 01992 588785 / Pauline Davis, Head of School Planning, Tel: 01992 555865]

- 6.1 Members reviewed a report which detailed the proposed amendments to the County Council's admission arrangements for 2020/21, following consultation, where a low number of 57 responses were received.

- 6.2 Three main proposed changes were detailed within the report and included prioritisation of children previously looked after from abroad, clarity of the process of late applications and the reduction in Published Admission Numbers (PANs) for four schools.
- 6.3 Members were informed that the reductions for Shepherd Primary School, Mill End and Jenyns First School, Braughing were sent for an in-year variation and approval had been received for Jenyns First School to reduce to a PAN of 15 from September, whilst the outcome for Shepherd was still awaited.
- 6.4 Members highlighted some minor grammar amendments to ‘Rule 2’ on page 8 of the report which was to be edited prior to Cabinet.
- 6.5 The Panel discussed whether the rules would be reviewed again to include looked after children in Rule 1. Officers advised that it was fully expected that post-Brexit the criterion would go back to parliament and be included in Rule 1. Members heard that the inclusion in Rule 2 was a holding mechanism following advice from the DfE.
- 6.6 It was noted that residence orders had been replaced with child arrangement orders. The County Council’s admission arrangements have already been amended accordingly.

Conclusion

- 6.7 Panel noted and commented upon the report and recommended to Cabinet that it agrees that:-
- (i) the definition of “rule 2 – exceptional social and medical reasons to attend a specific school” is amended to include children previously looked after abroad (outside England);
 - (ii) the scheme of coordination is amended to clarify the process for late applications and continuing interest;
 - (iii) the published admission number at Shepherd Primary School, Mill End is reduced to 30;
 - (iv) the published admission number at Margaret Wix Primary School, St Albans is reduced to 30;
 - (v) the published admission number at Holywell Primary School, Watford is reduced to 60;
 - (vi) the published admission number at Jenyns First School, Braughing is reduced to 15; and
 - (vii) the remainder of the County Council’s admission arrangements and schemes of coordination are retained for 2020/21, save as mentioned above.

7. ADDITIONAL SCHOOL PLACES: PROPOSED PRIMARY SCHOOL EXPANSION (CODICOTE); SECONDARY EXPANSION IN WATFORD; ADDITIONAL ACCOMODATION IN ST. ALBANS AND THE APPLICATION OF S106 FUNDS

[Officer Contact: Pauline Davis, Head of School Planning, Tel: 01992 555865]

- 7.1 Members reviewed a report which related to proposals for additional primary and secondary school places, funds for temporary expansions and the application of S.106 funds.
- 7.2 The Panel welcomed the expansions at The Marlborough Science Academy, St. Albans and Watford University Technical College and noted that lowering the age range of the Watford University Technical College would increase interest from children leaving primary school.
- 7.3 The Panel noted the planned consultation on the expansion of Codicote Primary School. The Local Member was in support of the expansion and noted that the County Council had an obligation to the children in the village and that there was a demand for the additional places as well as enabling growth.

**PART II ('CLOSED') AGENDA
EXCLUSION OF PRESS AND PUBLIC**

- 7.4 The Panel agreed to move into Part II ('closed' session').
- 7.5 That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 7.6 Following discussion on the Part II Report, the Panel moved back into Part I (open session) to agree the Part I recommendations. The Chairman proposed to add the names of the schools to recommendation (iii) for clarity.

Conclusion

- 7.7 Panel noted:
- (i) the Director of Children's Service's decision to consult on the proposed permanent expansion by 1.0 f.e. of the premises of Codicote Primary School, from September 2020,
 - (ii) the current estimated cost of that expansion project, details

**CHAIRMAN'S
INITIALS**

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of which are contained in the accompanying Part II report;

and

recommended to Cabinet that it agrees:

- (iii) that the County Council enter into funding agreements with the following secondary schools, The Marlborough Science Academy, St. Albans and Watford University Technical College as identified in sections 5 and 6 of the report, on terms to be agreed by the Director of Resources in consultation with the Director of Children's Services and the Executive Member for Resources and Performance and the Executive Members for Children's Services;
- (iv) £2.0m additional funds for temporary expansions for September 2019, where required, the amount of any such funding for any school to be determined by the Director of Resources.
- (v) the application of S106 funds identified in Appendix A.

8. OTHER URGENT PART I BUSINESS

8.1 There was no other urgent Part I Business.

PART II ('CLOSED') AGENDA

1. ADDITIONAL SCHOOL PLACES: PROPOSED PRIMARY SCHOOL EXPANSION (CODICOTE); SECONDARY EXPANSION IN WATFORD; ADDITIONAL ACCOMODATION IN ST. ALBANS AND THE APPLICATION OF S106 FUNDS

[Officer Contact: Pauline Davis, Head of School Planning, Tel: 01992 555865]

1.1 The recommendation for this item of business is recorded at item 7.7 above and in the separate Part II minutes.

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

CHAIRMAN _____

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INITIALS**

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