

**CHILDREN, SCHOOLS AND FAMILIES SCRUTINY COMMITTEE**  
**UPDATE AND WORK PROGRAMME 2004/05**

Agenda item  
no.

**9**

**13 OCTOBER 2004**

**1. RECOMMENDATIONS MADE TO CABINET/EXECUTIVE MEMBERS/CHIEF OFFICER AT THE LAST MEETING ON 23 JUNE 2004**

**RESPONDING TO THE RECOMMENDATIONS OF THE SSI INSPECTION OF CHILD PROTECTION SERVICES IN HERTFORDSHIRE**

The Committee on 23 June 2004:

- requested the Director of CSF to consider the best way of improving and ensuring a regular flow of information between local managers and local members, and
- welcomed the actions taken to date to build capacity and encouraged the Director to ensure that all actions possible continue to be taken to overcome staffing shortages and to assist staff to utilise modern I.T facilities.

## **CRIMINAL BACKGROUND CHECKS FOR DRIVERS**

The Committee on 23 June 2004:

- agreed to support Essex County Council and other local authorities by requesting the Traffic Commissioner to introduce enhanced criminal background checks when licensing PSV drivers,

*Letter sent by Director to Home Secretary on 23 August 2004*

- requested the Director, with advice from Health and Safety Officers, to check that schools are advised on the appropriateness of requesting contractors providing transport for residential trips to ensure that their drivers have had an enhanced check.

*Correspondence between Hertfordshire Bus and Coach Operators Association and Integrated Passenger Transport Unit, August 2004*

## **PROVISION FOR 14-19 YEAR OLDS AND RECREATIONAL COURSES IN DACORUM**

The Committee on 23 June 2004 requested the County Council encourage the development of vocational and apprenticeship training within Hertfordshire.

## 2. UPDATE ON PREVIOUS SCRUTINY ITEMS

	ITEM	C'TTEE DATE	EFFECTS OF SCRUTINY	STATUS* (see endnote)
1	Monitoring of Schools	19 June 2002	The Committee on 17 March noted that the issues raised by the Topic Group would be considered at the next meeting of the Achievement [now Education] Panel and that a further report would be brought to the Committee in <i>October 2005</i> .	Work outside scrutiny
2	Operation Coachman/ Criminal Background Checks for Drivers	16 October 2002	The Committee on 23 June 2004 welcomed the fact that all Taxi Drivers and Coach Escorts receive enhanced criminal background checks and are provided with ID cards, and noted the process currently in place for drawing the attention of schools and parents to this.  The Committee noted that criminal check records are retained by HCC.  A briefing note was circulated to all members of the Committee setting out the current guidance to schools on these issues. [9 July 2004]  <i>[Also see page 2 of this report]</i>	monitoring
3	Proposals by West Herts College to Discontinue Certain Provision on the College's Dacorum Campus	18 June 2003	The Committee on 23 June 2004 noted that the development of the Strategic Area Review (StAR) would have a critical impact on the provision of education for 14-19 year olds in Dacorum, looked forward to members being consulted on this and requested a report to be brought back to the next meeting.  <i>[Report on StAR on the agenda for January 2005 meeting of the Scrutiny Committee.]</i>	investigation
4	Year 7 Children Out of School	15 October 2003	Regular update to be provided to Committee every October.  <i>Report on this agenda.</i>	monitoring

	ITEM	C'TTEE DATE	EFFECTS OF SCRUTINY	STATUS* (see endnote)
5	Key Stage 2 Results/ Performance of Vulnerable Children	15 October 2003	<p>The Committee on 23 June 2004 received a report on the Performance of Vulnerable Children at all Key Stages and requested:</p> <ul style="list-style-type: none"> <li>• more data on asylum seekers <i>[some GCSE results still awaited, information to be provided at a later stage]</i></li> <li>• acknowledged that, whilst the situation in Hertfordshire compares well with the national data, there are also some areas of significant concern; to assist further scrutiny of this, the Committee requested a report on the education of permanently excluded pupils, to include the work of ESCs, Youth Programme Unit and attendance issues. <i>This has been added to the Work Programme, page 10 of this report.</i></li> </ul> <p>The Key Stage 2 Achievement Topic Group [membership – David Billing (Chairman), Tony Dodd, Keith Emsall, Derek Hills, Seamus Quilty, Ian Simpson and Pat Cherry] has had three meetings to review data and listen to the experiences of teachers and managers in schools. <i>Final report of the Topic Group on this agenda.</i></p> <p>The last meeting of the Topic Group on 7 July made the following recommendations:</p> <ul style="list-style-type: none"> <li>• <i>'Roger Dear's transition process should be written up and shared as best practice, including publication on the website with other examples of good practice in this area.</i></li> <li>• <i>The Scrutiny Committee would be requested to consider the process of transition [not secondary transfer rules] from Primary to Secondary Schools as a possible scrutiny item.'</i> <i>This has been added to the Work Programme, page 10 of this report.</i></li> </ul> <p>The Committee on 23 June 2004 agreed that a provisional overview of school test and examination results would be included as an extended section in the Traffic Light Monitor: <i>report on this agenda.</i></p>	<p>Investigation</p> <p>Awaiting action</p> <p>monitoring</p>

	<b>ITEM</b>	<b>C'TTEE DATE</b>	<b>EFFECTS OF SCRUTINY</b>	<b>STATUS*</b> (see endnote)
6	Processes and Member Involvement in School Reorganisations	21 January 2004	Protocols now in place and operational.	
7	Post-16 Achievement and Collaborative Working	17 March 2004	The Committee requested that any proposals for 14-19 year-olds resulting from the LSC review should be brought to members for consideration. Further report to <i>January 2005 meeting of the Scrutiny Committee</i> to include details of: <ul style="list-style-type: none"> <li>• Actions to promote further collaboration</li> <li>• Good practice guidance for collaborative working</li> <li>• Progress with the LSC's Strategic Area Review</li> <li>• Further analysis of post-16 achievement, to include the outcomes of the 2004 examinations</li> </ul>	Investigation
8	Responding to the Recommendations of the SSI Inspection of Child Protection Services in Hertfordshire	23 June 2004	Further report on progress to <i>meeting in January 2005</i> .	Investigation
9	Revenue and Capital Budget Monitor to 29 February 2004	23 June 2004	The Committee on 23 June 2004 requested that: <ul style="list-style-type: none"> <li>• the CSF Board report on ORACLE be circulated to all members of the Committee, <i>circulated 9 July 2004</i></li> <li>• a briefing note on adult StAR and the outcomes of the NIACE review be circulated to all members of the Committee, <i>circulated 6 August 2004</i></li> <li>• further information on uptake of nursery provision be included in future Revenue and Capital Budget Monitor reports, <i>report on this agenda</i></li> <li>• further information on Integrated Transport Project be included in future Revenue and Capital Budget Monitor reports, <i>report on this agenda</i>.</li> </ul>	Monitoring
	<b>ITEM</b>	<b>C'TTEE</b>	<b>EFFECTS OF SCRUTINY</b>	<b>STATUS*</b>

		DATE		(see endnote)
10	Traffic Light Monitor		<p>The Committee on 23 June 2004 requested that:</p> <ul style="list-style-type: none"> <li>• a briefing note be circulated to all members of the Committee on the effective reporting by schools of the % of children on the SEN register. <i>[to be circulated September 2004]</i></li> <li>• a provisional overview of school test and examination results be included as an extended section in the Traffic Light Monitor to <i>this meeting</i> of the Committee.</li> </ul>	Monitoring

\* Status definitions:

- **Investigation** – The scrutiny committee has commissioned work, which could be from a topic group, officers, consultants or other parties which is not yet complete but will report to the main committee in the future.
- **Work outside scrutiny** – an item which has been raised by the scrutiny committee where work is being taken forward through another mechanism in response to the item being raised by scrutiny– a panel, external body or officer mechanism for example.
- **Monitoring** – Items which the scrutiny committee has scrutinised in the past where it has asked for occasional or regular updates. This update could be a planned report, in which case the dates should be given, or monitoring through the update report. Items where there is work outside scrutiny can also be monitoring items.
- **Awaiting Action** – Items the committee wishes to scrutinise or review where the timing is unclear due to awaiting events or the outcome of other investigations. e.g. government guidance

## 2. SCRUTINY WORK PROGRAMME

	ITEM	C'TTEE DATE	SCRUTINY FOCUS
	<b>EDUCATION AND CHILDREN'S SERVICES</b>	19/01/05	
1	Children, Schools and Families Proposed Resource Budget 2005/06-2008/09		
2	CSF Service Plan 2005/06		To give members of the Scrutiny Committee the opportunity to comment on the Draft Plan, as part of the consultation process.
	<b>CHILDREN'S SERVICES</b>	19/01/05	
3	Responding to the Recommendations of the SSI Inspection of Child Protection Services in Hertfordshire		Progress report requested by the Scrutiny Committee in June 2004.
	<b>EDUCATION</b>	19/01/05	
4	Progress Report on Post-16 Achievement and Collaborative Working		Report went to March 2004 meeting of Scrutiny Committee. This report will include details of: <ul style="list-style-type: none"> <li>• Actions to promote further collaboration</li> <li>• Good practice guidance for collaborative working</li> <li>• Progress with the LSC's Strategic Area Review</li> <li>• Further analysis of post-16 achievement, to include the outcomes of the 2004 examinations</li> </ul>
5	Strategic Area Review [StAR]		Requested by members of the West Herts College Topic Group and the June meeting of the Scrutiny Committee. All LSC's are required by the DfES to undertake a Strategic Area Review [StAR] of 16-19, and post-19, learning provision; formal consultation on Hertfordshire's review will commence in November 2004, with options being submitted to the DfES by March 2005. This report will give the Scrutiny Committee an opportunity to comment on the options as part of the consultation process.

	<b>ITEM</b>	<b>C'TTEE DATE</b>	<b>SCRUTINY FOCUS</b>
	<b>CHILDREN'S SERVICES</b>	16/03/05	
	<b>EDUCATION</b>	16/03/05	
1	A Review of Schools' Performance		The Committee [on 17 March 2004] agreed that it would be helpful to receive an annual report on school performance and progress, to include more detail on value added and floor targets. The timing of this report would allow the Committee's comments to inform budget considerations.
2	Consultation on Admission Arrangements 2006-2007		To give members of the Scrutiny Committee the opportunity to comment on the Admission Arrangements 2006-2007, as part of the consultation process.

	<b>ITEM</b>	<b>C'TTEE DATE</b>	<b>SCRUTINY FOCUS</b>
	<b>EDUCATION AND CHILDREN'S SERVICES</b>	October 2005	
1	Annual Report on Complaints/Compliments		
	<b>CHILDREN'S SERVICES</b>	October 2005	
	<b>EDUCATION</b>	October 2005	
2	Monitoring of Schools Topic Group		The Committee on 17 March 2004 requested a further report in October 2005.
3	Update on Year 7 Children Out of School		Annual update giving information regarding the number of Year 7 children who did not attend school at the start of the autumn in September 2005.

### ITEMS WITH NO COMMITTEE DATE ALLOCATED

	ITEM	C'TTEE DATE	SCRUTINY FOCUS
1	Effective Reporting of the % of SEN Children in Schools	?	Requested by Tanis Kent.
2	The Education of Permanently Excluded Pupils	?	The Committee on 23 June 2004 requested a report on the education of permanently excluded pupils, to include the work of ESCs, Youth Programme Unit and attendance issues.
3	Fostering and Adoption	?	The Committee on 23 June 2004 requested that the issue of fostering and adoption, particularly the actions being taken to promote and recruit foster parents be added to the work programme.
4	Transition Process	?	Requested by the Key Stage 2 Achievement Topic Group on 7 July 2004:  <i>'The Scrutiny Committee would be requested to consider the process of transition [not secondary transfer rules] from Primary to Secondary Schools as a possible scrutiny item.'</i>

Note: there will also be an Update & Work Programme Report to each meeting on all new and live scrutiny items and the work programme for forthcoming meetings; also Traffic Light Monitor [except January cycle] and Budget Monitor to each meeting.