

# **Committee: Children and Young People Overview and Scrutiny Panel**

**Date: 3<sup>rd</sup> July 2012**

Agenda item: **12**

Wards:

## **Subject: Children and Young People Panel Task Group – Provision of Secondary School Places – Scoping Report**

Lead officer: Rebecca Redman, Scrutiny Officer

Lead members: Cllr Jeff Hanna

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### **Recommendations:**

A. That Members consider and approve the proposed Terms of Reference, title, timescales, sources of evidence and witnesses to enable the 'provision of secondary school places' task group to proceed with this review.

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## **1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

1.1 To make proposals to Members for their forthcoming review of 'the provision of secondary school places' and to seek agreement on the proposed Terms of Reference, timescales, sources of evidence and witnesses for the review.

## **2. DETAILS**

2.1 At the topic selection workshop held on 29<sup>th</sup> May 2012, the Panel discussed their 2012/13 work programme and items for inclusion. Members proposed that the provision of secondary school places be the focus of a Task Group review.

2.2 At this meeting of the Children and Young People Overview and Scrutiny Panel, held on 3<sup>rd</sup> July 2012, Members will consider and agree their work programme for the 2012/2013 municipal year and appoint Members to the Task Group.

## **3. AIM OF REVIEW**

3.1 Merton council faces a major logistical and financial challenge over the coming years to meet significant additional demand for secondary school places arising from the increase in school age population currently being experienced within the primary school sector. The aim of this review is to support the Council to meet this demand.

## **4. TERMS OF REFERENCE FOR THE REVIEW**

4.1 The following terms of reference for the review are proposed:

- Review the planning assumptions relating to the projected increased demand;
- Examine the public policy factors which impact on the provision of school places;
- Examine options available to the council and their funding implications;
- Identify strategies employed by other councils with similar challenges; and
- Report on findings and recommendations

## **5. POTENTIAL SOURCES OF EVIDENCE AND WITNESSES FOR THE REVIEW**

5.1 Members can request a range of evidence and comparative information throughout the course of the review and can invite a variety of people to attend to assist in the forming of evidences based balanced recommendations to the Executive and where appropriate, to partner organisations.

5.2 Members may wish to consider the following in this review: -

- Detailed officer reports supplemented by verbal evidence;
- Best practice from neighbouring Local Authorities;
- Government legislation and guidance (national, regional and local policy);
- Reports/presentations from Partner Organisations and stakeholders;
- Site visits;
- Research reports/Briefing papers; and
- Consultation activities

## **6. OFFICER SUPPORT**

6.1 Members of the Provision of secondary school places task group will be supported by Rebecca Redman, Scrutiny Officer, Paul Ballatt, Head of Commissioning, Strategy and Performance and Tom Procter, Service Manager – Contracts and School Organisation.

## **7. ALTERNATIVE OPTIONS**

7.1 The Panel may choose to agree a different scope and terms of reference to those proposed in this scoping report.

## **8. CONSULTATION UNDERTAKEN OR PROPOSED**

8.1 Members are asked to give consideration to if and how they would like to engage witnesses in this review.

## **9. TIMETABLE**

9.1 It is envisaged that the Task Group will undertake and complete its review with a final report and recommendations being presented to the Children and Young People O&S Panel for endorsement at the 27<sup>th</sup> February 2013 meeting.

9.2 The following reporting timescale should be borne in mind when conducting the review to ensure completion by February 2013: -

First meeting of the Task Group	13 <sup>th</sup> September
Second meeting of the Task Group	2 <sup>nd</sup> October
Third meeting of the Task Group	6 <sup>th</sup> November
Fourth meeting of the Task Group	26 <sup>th</sup> November
Fifth meeting of the Task Group	17 <sup>th</sup> December
Sixth meeting of the Task Group	23 <sup>rd</sup> January
Final Report to partners/schools for consultation	24 <sup>th</sup> January
Draft Final Report to be presented to the Children and Young People Scrutiny Panel for endorsement	27 <sup>th</sup> February
Final Report to Cabinet	11 <sup>th</sup> March
Executive Response and Action Plan to be presented to the Children and Young People Scrutiny Panel	July 2013 meeting – date to be determined

## 10. CO-OPTION

10.1 Members are asked to give consideration to co-opting representatives onto the Task Group for part or the duration of the review to assist the Task Group.

10.2 In accordance with the Constitution any representative co-opted onto the Panel or Task Group will be a non-voting member of the Task Group and will be required to adhere to the Council's Code of Conduct for Members.

## 11. PUBLICITY

11.1 Members can exercise the review to encourage and facilitate resident and partner engagement and to promote the outcomes of the review upon completion. The following mechanisms for promotion/publication may be utilised throughout the review:

- Press release in local press;
- My Merton;
- Community Forums;
- Merton council website;
- Ward councilors;
- Posters/materials in libraries and Merton Link;
- Staff bulletin board and plasma screens in civic centre; and
- Residents' panel and Centre for Public Scrutiny (outcomes)

## 12. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

12.1 There are none specific to this report. Any financial, resource and property implications arising from the review will be accounted for in the Task Group's Final Report.

**13. LEGAL AND STATUTORY IMPLICATIONS**

13.1 None for the purposes of this report. Any legal and statutory implications arising from the review will be accounted for in the Task Group's Final Report.

**14. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS**

14.1 None specific to this report. Any human rights, equalities and community cohesion implications arising from the review will be accounted for in the Task Group's Final Report.

**15. CRIME AND DISORDER IMPLICATIONS**

15.1 None specific to this report. Any crime and disorder implications arising from the review will be accounted for in the Task Group's Final Report.

**16. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS**

16.1 None for the purposes of this report. Any risk management and health and safety implications arising from the review will be accounted for in the Task Group's Final Report.

**17. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT**

17.1 None

**18. BACKGROUND PAPERS**

18.1 None