



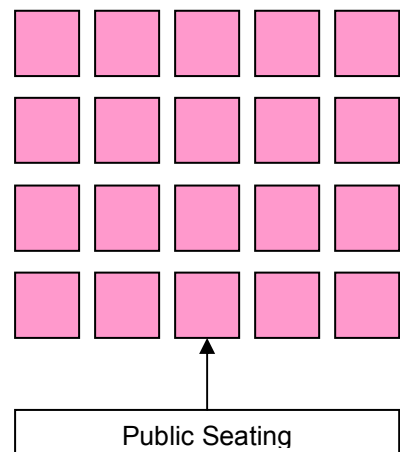
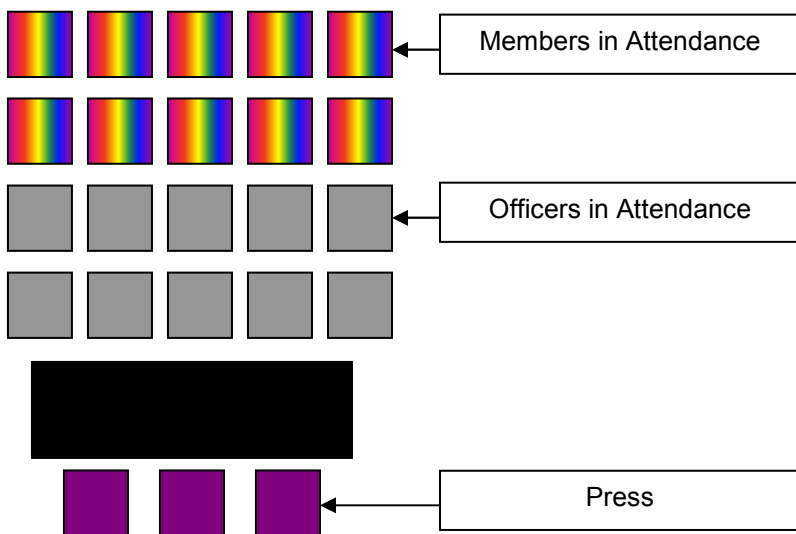
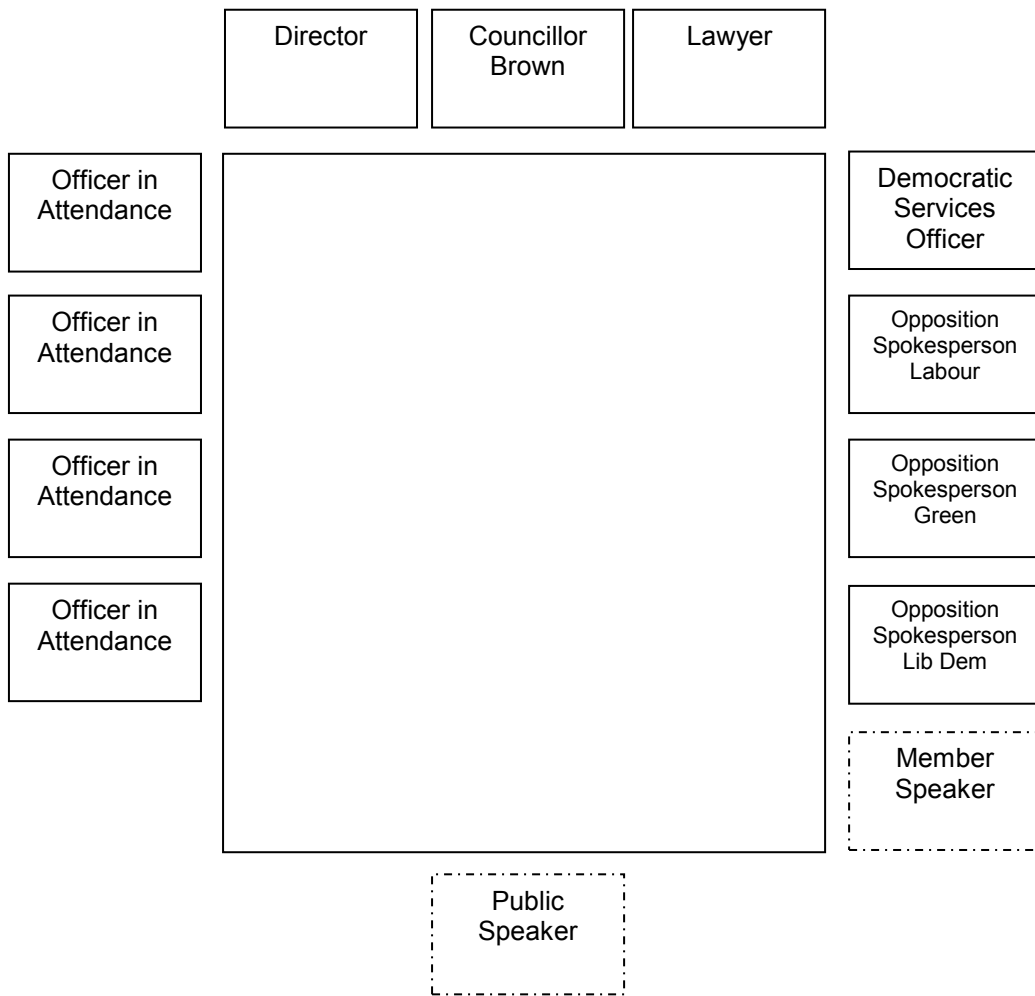
Brighton & Hove
City Council

Cabinet Member Meeting

Title:	Children & Young People Cabinet Member Meeting
Date:	20 April 2009
Time:	4.00pm
Venue	Committee Room 3, Hove Town Hall
Members:	Councillor: Mrs Brown (Cabinet Member)
Contact:	Nara Miranda Democratic Services Officer 01273 291004 (voicemail only) nara.miranda@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	FIRE / EMERGENCY EVACUATION PROCEDURE If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none">• You should proceed calmly; do not run and do not use the lifts;• Do not stop to collect personal belongings;• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and• Do not re-enter the building until told that it is safe to do so.

Democratic Services: Meeting Layout



AGENDA

93. PROCEDURAL BUSINESS

- (a) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (b) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part 2 of the Agenda states in its heading either that it is confidential or the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the categories of exempt information is available for public inspection at Brighton and Hove Town Halls.

94. MINUTES OF THE PREVIOUS MEETING

1 - 6

Minutes of the Meeting held on 2 March 2009 (copy attached).

95. CABINET MEMBER'S COMMUNICATIONS

96. ITEMS RESERVED FOR DISCUSSION

- (a) Items reserved by the Cabinet Member
- (b) Items reserved by the Opposition Spokesperson
- (c) Items reserved by Members, with the agreement of the Cabinet Member.

NOTE: Petitions, Public Questions, Deputations, Letters from Councillors, Written Questions from Councillors and Notices of Motion will be reserved automatically.

97. PETITIONS

No petitions received by date of publication.

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

98. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 9 April 2009)

No public questions received by date of publication.

99. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 9 April 2009)

No deputations received by date of publication.

100. LETTERS FROM COUNCILLORS

7 - 8

(i) Primary School Admissions, East Brighton Area – Letter from Councillors Mitchell, Morgan and Turton (copy attached).

(ii) Davigdor Infant and Somerhill Junior Schools' Expansion Plans – Letter from Councillor Davis (copy attached)

101. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

102. NOTICES OF MOTIONS

No Notices of Motion have been referred.

103. REVISED ADMISSION FORUM MEMBERSHIP AND FUNCTIONS

9 - 16

Report of the Director of Children's Services (copy attached).

Contact Officer: Steve Healey *Tel:* 29-3444

Ward Affected: All Wards;

104. PROPOSED EXPANSION OF SOMERHILL JUNIOR SCHOOL

Report of the Director of Children's Services (copy to follow).

Contact Officer: Gillian Churchill *Tel:* 29-3515

Ward Affected: All Wards;

105. PROPOSED EXPANSION OF LONGHILL SECONDARY SCHOOL

17 - 32

Report of the Director of Children's Services (copy attached).

Contact Officer: Gillian Churchill *Tel:* 29-3515

Ward Affected: All Wards;

PART TWO

106. PART TWO MINUTES - EXEMPT CATEGORY 3

33 - 34

To approve the non-public minutes of the meeting held on 2 March 2009 (circulated to Members only).

107. PART TWO ITEMS

To consider whether or not the above item and the decision thereon should remain exempt from disclosure to the press and public.

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Nara Miranda, (01273 291004 (voicemail only), email nara.miranda@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Wednesday, 8 April 2009

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 94

Brighton & Hove City Council

BRIGHTON & HOVE CITY COUNCIL

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

4.00pm, 2 MARCH 2009

BANQUETING ROOM, HOVE TOWN HALL

MINUTES

Present: Councillor Mrs Brown (Cabinet Member)

Also in attendance: Councillor Hawkes (Opposition Spokesperson)

Other Members present: Councillors Fryer and Kemble

PART ONE

75. PROCEDURAL BUSINESS

75a Declarations of Interest

75.1 Councillor Hawkes declared a personal interest in Item 89 in so far as she is the relevant Ward Councillor.

75b Exclusion of Press and Public

75.2 In accordance with section 100A of the Local Government Act 1972 ('the Act'), the Cabinet Member for Children & Young People considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press or public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100I(1) of the Act).

75.3 **RESOLVED** – That the press and public be excluded from the meeting during the consideration of the Item 91 in Part Two of the agenda.

76. MINUTES OF THE PREVIOUS MEETING

76.1 **RESOLVED** – That the minutes of the meeting held on 19 January 2009 be approved and signed by the Cabinet Member as a correct record.

77. CABINET MEMBER'S COMMUNICATIONS

77.1 There were none.

78. ITEMS RESERVED FOR DISCUSSION

78.1 **RESOLVED** – All items were reserved for discussion by the Cabinet Member.

79. PETITIONS

79.1 No petitions had been received.

80. PUBLIC QUESTIONS

80.1 No public questions had been received.

81. DEPUTATIONS

81. No deputations had been received.

82. LETTERS FROM COUNCILLORS

82.1 No Letters from Councillors had been received.

83. WRITTEN QUESTIONS FROM COUNCILLORS

83.1 No Written Questions from Councillors had been received.

84. NOTICES OF MOTIONS

84.1 No Notices of Motion had been received.

85. SCHOOL ADMISSION ARRANGEMENTS IN BRIGHTON & HOVE FOR 2010/11

85.1 The Cabinet Member considered a report of the Director of Children's Services concerning the School Admission Arrangements in Brighton & Hove for 2010/11 (for copy see minute book).

85.2 The Head of School Admissions & Transport explained that the Local Authority had to consult annually on its proposed school admission arrangements. He indicated that, in future, the consultation process would only be required every three years provided there had been no changes in the arrangements.

85.3 He explained that no major changes were being proposed in the arrangements, except those specifically referred to in the report, in terms of the potential changes at Davigdor Infant and Somerhill Junior, and at Balfour Infant and Junior Schools and St Luke's Infant and Junior schools at primary level. In terms of secondary schools, the change referred to the revised Patcham High catchment area, which had been approved at the last Cabinet Member meeting.

- 85.4 The Head of Admissions also explained that there were no changes proposed to the oversubscription criteria for primary or secondary admissions, and no other changes in admission number. He further clarified that, for the first time this year, there had been a public consultation in line with the requirements of the Education and Skills Act 2008, as well as consultation with all B&H schools, the neighbouring LAs and the Diocesan Authorities.
- 85.5 The Cabinet Member and the Opposition Spokesperson welcomed the report.
- 85.6 **RESOLVED-** That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
- (1) That the proposed admission arrangements and school admission numbers set out in the consultation documents be adopted for the admissions year 2010/11, noting the change in the Patcham High School catchment area previously approved at the Cabinet Member Meeting of 19 January 2009.
 - (2) That the proposed Voluntary Aided School admission arrangements be noted as conforming to the requirements of the Admissions Code.
 - (3) That the co-ordinated schemes of admission be approved.
 - (4) That the City boundary be retained as the relevant area for consultation for school admissions.

86. CAPITAL PROGRAMME 2009/2010

- 86.1 The Cabinet Member considered a report of the Director of Children's Services, concerning the Capital programme 2009/10, which sought to allocate funding available in the Capital Programme (for copy see minute book).
- 86.2 The Head of Capital Strategy and Development Planning indicated that six of the principal headings in the programme related to funding for adaptations, improvements and extensions of schools buildings and they were the New Deal for Schools Modernisation, Structural Maintenance, New Pupils Place, Schools Access Initiative, Primary Capital Programme and Targeted Capital Fund. She explained that the funding had increased from last year and indicated that the most urgent areas would be addressed first.
- 86.3 The Opposition Spokesperson welcomed the report. She sought clarification about how the city was meeting its accessibility strategy and how the money allocated to it would be spent.
- 86.4 The Head of Capital Strategy and Development Planning explained the fund would be spent mainly on children with special educational needs. She indicated that works had started around Blatchington Mill and Patcham High schools and might expand to other schools as and when required. She reported that officers had started to consider other areas, such as the Rottingdean/ Woodingdean and Saltdean, as the next places to go for these accessibility works.

86.5 **RESOLVED** - That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:

- (1) That the allocation of funding on the basis set out in paragraphs 3.3. to 3.50 of the report be recommended to Cabinet.
- (2) That, subject to Cabinet approval, the allocation of funding as shown in appendices 2 to 7 of the report be approved.

87. PROPOSED EXPANSION OF BALFOUR JUNIOR SCHOOL

87.1 The Cabinet Member considered a report of the Director of Children's Services concerning the proposed expansion of Balfour Junior School, which informed the Cabinet Member of the outcome of the statutory consultation on the proposed permanent expansion of Balfour Junior School by one form of entry from September 2010 and resultant enlargement of the premises (for copy see minute book).

87.2 The Assistant Director, Central Area and Schools Support, highlighted the fact that the proposed expansion had been welcomed by all consultees. He explained that the only concerns received were in relation to the planning aspect of the proposal.

87.3 The Cabinet Member and the Opposition Spokesperson welcomed the report.

87.4 **RESOLVED** - That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:

- (1) That the statutory notice be confirmed.
- (2) That the recommendation to permanently expand Balfour Junior School by one form of entry from September 2010, and enlarge the premises accordingly, be approved.

88. ST LUKE'S INFANT AND JUNIOR SCHOOL PROPOSED MERGER

88.1 The Cabinet Member considered a report of the Director of Children's Services concerning the proposed merger of St Luke's Infant and St Luke's Junior, which informed the Cabinet Member of the outcome of the statutory consultation on the proposed discontinuance of St Luke's Infant School and the change in age range and expansion of the premises for St Luke's Junior School (for copy see minute book).

88.2 The proposal was welcomed by both the Cabinet Member and the Opposition Spokesperson.

88.3 **RESOLVED** - That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:

- (1) That the statutory notice be confirmed.

- (2) That the recommendation to discontinue St Luke's Infant School, extend the age range and expand the premises of St Luke's Junior School from September 2009 be approved.

89. ASSIGNMENT OF LEASE AT 13 HOLLINGBURY PLACE

- 89.1 The Cabinet Member considered a report of the Director of Children's Services concerning the assignment of lease at 13 Hollingbury Place. The venue had been occupied on an informal basis since April 2008, providing a Connexions Plus Access Point (for copy see minute book).
- 89.2 The Commissioning Manager, Youth and Connexions Services, explained that this particular Connexions Service had been a very successful service and was regarded by all as a model service. In view of this, officers would like to keep it.
- 89.3 The Opposition Spokesperson welcomed the report and hoped the council would keep the same level of services and the relevant location in the future.
- 89.4 **RESOLVED** - That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
 - (1) That the proposal to take an assignment of the lease for the ground floor of 13 Hollingbury Place be approved.

90. RELOCATION OF YOUTH OFFENDING TEAM (YOT) SERVICE FROM SHIP STREET

- 90.1 The Cabinet Member considered a report of the Director of Children's Services concerning the relocation of the Youth Offending Team (YOT) service from Ship Street (for copy see minute book).
- 90.2 The Head of Youth Strategy & Justice explained that the lease in the current premise was due for renewal in September 2009 and officers would like to take the opportunity to look for alternative accommodation.
- 90.3 **RESOLVED** - That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
 - (1) That the proposal not to renew the lease the council holds on 22 Ship Street be approved.
 - (2) That the taking of a lease of suitable premises, yet to be identified, within the next 6 months, be approved, with terms to be negotiated on behalf of Children Services by Property & Design under general delegations.
 - (3) That the 'fall back' position currently being negotiated be noted, should it not be possible to identify suitable premises prior to the expiry of the current lease, which is to renew the existing lease, but on a short term basis thus allowing more time to source alternative accommodation.

**91. RELOCATION OF YOUTH OFFENDING TEAM (YOT) SERVICE FROM SHIP STREET
[EXEMPT CATEGORY 3]**

91.1 The Cabinet Member considered a report of the Director of Children's Services concerning the relocation of the Youth Offending Team (YOT) service from Ship Street (for copy see minute book).

91.2 **RESOLVED** – That the recommendations detailed in Item 90 in Part One of the Agenda be adopted.

92. PART TWO ITEMS

92.1 **RESOLVED** – That Item 91 remains exempt from disclosure to the press and public.

The meeting concluded at 4.25pm

Signed

Chairman

Dated this

day of

2009

(i) Primary School admissions, East Brighton area

We wish this letter to be placed on the agenda of the next Children, Families and Schools Cabinet Member Meeting and for one of us to be able to attend to speak to it.

On the 2nd March this year, a sizeable group of parents from the Kemp Town area of our ward of East Brighton met with senior officers from the Children, Families and Schools Directorate along with ourselves to discuss the issue of Primary School admissions. The meeting had been arranged by the ward councillors and the parents to discuss the perceived lack of opportunity for parents in this area of Kemp Town to be able to express meaningful a preference for Primary School places for their children.

The local schools in the area that admit primary age children comprise; Brighton College, the Steiner School, two Church Aided schools and just one state, secular Primary School that is some distance from this area of Kemp Town and not on a direct bus route. Other state Primary Schools adjacent to Kemp Town are now filling up with children living in their immediate locality. In other words, the 'golden halo' effect is beginning to be felt in relation to Primary School admissions in this area in the same way that it was for Secondary School admissions.

At the meeting there was some discussion as to how in the short term parents could be supported through the process of finding a school place for their children. The purpose of this letter is to ask what consideration can be given to a long term resolution of this problem through the use of measures such as the Primary Capital Programme to make more state funded Primary School places available for children in this particular area of the city.

Yours sincerely,

Cllr Gill Mitchell

Cllr Warren Morgan

Cllr Craig Turton

(ii) Davigdor Infants and Somerhill Junior Schools' Expansion Plans

I would like this letter to be placed on the agenda of the next Children, Families and Schools' Cabinet Member Meeting and for me to be able to attend to speak to it. I am writing in my capacity as Ward Councillor although I am also a school governor for Somerhill Junior School.

I am writing to express the considerable concerns that governors, parents and local residents have about the proposed Davigdor and Somerhill School expansion proposals. Many of these concerns centre around the perceived lack of consultation with governors and parents that has been exacerbated by the short timescale given for the proposed expansion programme. Those who are concerned seek to have the following assurances from the relevant Cabinet Members and the officers involved.

- That a new openness and willingness to collaborate is assured for all aspects of the consultative process for the proposed expansion, ie at all of the planning, approval and building stages for both schools on a shared site.
- As it is the Cabinet Member and officers' wish to determine both schools' expansion programmes together, that it is recognised by them that feedback from both schools should also be treated together and coordinated. This is especially important where the two schools are sharing facilities; e.g. kitchens, reception areas and outside space.
- That all of the current outside space for the two schools, i.e. play and sports areas, will be protected and every attempt made to maximise the existing space and to increase it where possible.
- That B&HCC will apply a strategic and 21st century vision for schools and include this proposed expansion to ensure that every opportunity for innovation and improvement is seized.
- That B&HCC's architects and planners will involve and consult with the two schools' appointed working parties to seek their approval and to achieve the highest quality building that befits these two schools and the site they share.
- That all residents in surrounding streets affected by the building programme will be consulted by B&HCC's Planning Department and be invited to view the architect's plans at an early stage in the planning process.

Yours sincerely,

Cllr Melanie Davis
Labour, Goldsmid ward

CHILDREN AND YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 103

Brighton & Hove City Council

Subject:	Revised Admission Forum Membership and Functions
Date of Meeting:	20 April 2009
Report of:	Director of Children's Services
Contact Officer:	Name: Steve Healey Tel: 293444
	E-mail: steve.healey@brighton-hove.gov.uk
Key Decision:	No
Wards Affected:	All

FOR GENERAL RELEASE.

1. SUMMARY AND POLICY CONTEXT:

- 1.1 The Education and Skills Act 2008 introduced a number of changes to school admissions arrangements, including changes to the role and membership of the Admission Forum. This reports sets out the key changes as they affect the Brighton & Hove Admission Forum, and makes recommendations about those membership options which are for the City Council to determine.

2. RECOMMENDATIONS:

- 2.1 That the proposed membership for the Admission Forum is approved.
- 2.2 That the changes to the Admission Forum role arising from the Education and Skills Act 2008 are noted.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The Education and Skills Act 2008 introduced further changes to the role and membership of the Admission Forum which were set out in more detail in subsequent Regulations and a new version of the Admission Code which is now in force. The key membership changes are that the overall membership is limited to 20, only two Council representatives are permitted, and the concept of attendance and voting rights for all schools in the City is removed. The main changes in Admission Forum membership and duties are set out in appendix 1.
- 3.2 The new membership requirements, although very specific in some respects, also give the City Council some latitude in determining the numbers of members representing schools. The school membership must be representative of all schools in the City. In Brighton & Hove this includes community schools, voluntary aided schools and the Falmer Academy. The limitation of Council

Members to two means that there will be a significant reduction from the current five elected Members. As a result the proposed membership set out in appendix 2 allows for one Council Member from the ruling group and one from the official opposition group. The proposals set out in detail a model for school membership which reflects the previous membership, and also the remaining membership which is not determined by the Council.

4. CONSULTATION

- 4.1 The changes in membership and the duties of the Admission Forum were discussed at the last meeting of the previous forum held on 24th February 2009. The Forum Members were asked to make any suggestions that they wished about the revised membership requirements. No such suggestions have been received to date.
- 4.2 Both the Roman Catholic and Church of England diocesan authorities have indicated that they have identified representatives for the new Forum.
- 4.3 The various school groupings set out in appendix 2 will be asked to inform the Council of the names of their representatives on the new Forum.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 As a statutory body the Admission Forum requires clerking facilities, currently provided through the Democratic Services Team. These duties, together with other expenses, such as travelling expenses, room hire etc result in costs to the LA. Until such time as the revised Forum has met and established a pattern of meetings, expenses and activities it is not possible to quantify these costs. Should these costs not be contained within existing resources then additional funding must be identified.

Finance Officer Consulted: Sue Coleman

Date: 20/03/2009

Legal Implications:

- 5.2 The School Admissions (Local Authority Reports and Admission Forums) (England) Regulations 2008 set out the membership, purpose and functions of the Admission Forum. The Forum must operate within the guidance in the Regulations. The revised Admissions Code published and effective from February 2009 adds some detail to the expectations of how the Forum will operate. Both the new Regulations and the Admission Code arise from changes set out in the Education and Skills Act 2008. The LA must have regard to any advice and recommendations given by the Forum, and the Forum is obliged to promulgate such advice and recommendations to all admission authorities, maintained schools and Academies within the area of the LA and to any other persons with an interest.

Layer Consulted: Natasha Watson

Date: 20/03/2009

Equalities Implications:

- 5.3 One of the key roles of the Admission Forum is to monitor the effectiveness of local admission arrangements including fair access to schools and the accessibility of advice and guidance for parents and carers by the local authority. It also considers how well existing and proposed admission arrangements serve the interests of all children and parents/carers in the area. Planning and provision for school admissions procedures must be conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The City Council must be mindful of bad practice as described in the Admissions Code.

Sustainability Implications:

- 5.4 There are no direct sustainability implications arising from this report. Advice given by the Admission Forum may impact on such issues as the proportion of children attending schools in their local community, which in turn could affect transport patterns on the “school run”.

Crime & Disorder Implications:

- 5.5 There are no direct crime and disorder implications arising from this report.

Risk and Opportunity Management Implications:

- 5.6 There are no risk issues in terms of risk to city council resources or risk to children and their parents/carers.

Corporate / Citywide Implications:

- 5.7 The proposals contained in this report are intended to encourage participation in the establishment and monitoring of school admission arrangements in the City.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The City Council does not have the option to operate outside the legislative requirements arising from the Education and Skills Act 2008 with regard to the Admission Forum. The options available to change the pattern of school representative membership on the Forum were considered, but it was considered that continuity of that school membership pattern, with the addition of the Falmer Academy representation, would help the stability of the new Forum.
- 6.2 The required reduction in Council Member numbers on the Forum allows very little by way of alternative membership options.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To ensure that the City Council conforms to the changed legislative requirements as to how an admission forum will operate.

SUPPORTING DOCUMENTATION

Appendices:

1. The Main changes in admission forum membership and duties.
2. The proposed new membership of the Brighton & Hove Admission Forum.

Documents in Members' Rooms

1. None

Background Documents

1. None

Children and Young People Cabinet Member Meeting 20th April 2009

The Main changes in Admission Forum Membership and Duties

Membership

- Forum membership is restricted to a maximum of 20.
- The concept of attendance and voting for all schools removed – previously all schools could send a representative who would have voting rights.
- Only two LA representative members are permitted. (Brighton & Hove had 5 under the previous constitution.)
- Places must be given to representatives from faith groups representing schools in the area with a religious character. In Brighton & Hove this is the Church of England and the Roman Catholic Diocesan Authorities.
- At least one representative for Community Schools, Voluntary Aided Schools, and Academies. These representatives must be either the headteacher or a governor.
- At least one parent member, resident in the area who has a child aged between 2 and 16 at the time of their appointment.
- At least one member representing the interests of any section of the community, to be appointed by the other members as they see fit, who is not eligible for membership under any of the other categories.
- Membership is for a fixed period not exceeding 4 years, but members may be re-appointed by their appointing body and serve further terms of membership provided they still qualify in accordance with the requirements of the Regulations.

Key Functions

Admission Forums must consider and advise on the following:

- How well do admission arrangements serve the interests of children and parents in the area?
- How well do admission arrangements in the area serve children in care, vulnerable pupils, excluded pupils and those with special educational needs?
- How effective is the fair access protocol for the area?
- Are arrangements for children arriving outside the normal admission round effective?
- Are the schemes for coordinating admissions effective?
- Consider and advise on the advice and guidance made available to parents through the composite prospectus and the delivery of Choice Advice.
- Consider which persons or bodies have an interest in admission arrangements in the area and should be consulted by the LA and VA schools in the annual exercise.

- Any means by which local admission arrangements might be improved and how numbers of pupils admitted relate to published admission numbers for schools.

Other

- The Forum should refer objections to the Schools Adjudicator if it identifies any unfair or unlawful school admissions policy or practice that contravene the Admission Code.
- The Forum may produce an annual report to include such items as they see fit and reflect matters of local interest around school admissions. This should not be too complex or duplicate the content of the local authority annual report to the Schools Adjudicator.

**Children and Young People Cabinet Member Meeting 20th April 2009
Proposed new membership of the Brighton & Hove Admission Forum**

Group ***Representatives***

LA	2 elected Councillor Members, one from the ruling group, one from the official opposition group.
Schools – community	3 headteachers or governors, 1 primary, 1 secondary and 1 special, appointed following nomination by a governing body falling within the school categories above.
Schools – Voluntary Aided	2 headteachers or governors, one each from Church of England Voluntary Aided Schools and Roman Catholic Voluntary Aided Schools, appointed following nomination by a governing body falling within the school categories above.
Diocesan Board Church of England	1 nominated by Diocese
Roman Catholic Diocese representatives	1 nominated by Diocese
Parent Representatives	2, one nominated by the Brighton & Hove Governor Network, one nominated by the Brighton & Hove Parents Forum.

Falmer Academy	1, nominated by the Governing Body
<p>Recommendations for Representatives of the local community, although these appointments are made by the other Forum members.</p>	
	<p>1 representative appointed by the Racial Harassment Forum,</p>
	<p>1 representative appointed by City Early Years and Childcare.</p>

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 105

Brighton & Hove City Council

Subject: Proposed Expansion of Longhill School
Date of Meeting: 20 April 2009
Report of: Director of Children's Services
Contact Officer: Name: Gillian Churchill Tel: 29-3515
E-mail: gillian.churchill@brighton-hove.gov.uk
Key Decision: Yes Forward Plan No. CYP8678
Wards Affected: All

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 As part of the Council's future development of Schools within the city it is proposed to expand Longhill School by one form of entry from September 2010.
- 1.2 The purpose of this report is to set out the background and rationale for this proposed expansion and to seek Cabinet Member endorsement for proceeding to the next stage of the statutory process, which is the publication of the required Statutory Notice.

2. RECOMMENDATIONS:

- 2.1 To note and endorse the proposal to expand Longhill School by one form of entry from September 2010.
- 2.2 To agree to the publication of the required Statutory Notice to progress this proposal.
- 2.3 That the results from the statutory consultation process are referred to Cabinet Member Meeting on 6 July 2009 for decision.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Brighton & Hove City Council has a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible.
- 3.2 Brighton & Hove has been experiencing a rise in the number of children registered with GP's across the city for the last 5 years. This is already having an impact in the number of school places needed in primary schools and will start to impact in the secondary sector in the future.

- 3.3 In addition to this there has been a number of planning applications granted in recent years for developments of considerable size at Brighton Marina and Saltdean. This has led us to look closely at the provision of secondary places across the city and particularly in the east of the city in the area of Longhill School.
- 3.4 The proposal is to now expand Longhill School so that it becomes a 9 form entry school with a yearly intake of 270 from September 2010.
- 3.5 Owing to an increase in numbers the school has agreed to take an additional 24 pupils from September 2009. Longhill School has typically experienced peaks and troughs in its admission number but it is anticipated that the trend will be upwards overall for the foreseeable future.
- 3.6 To enable the school to accommodate the proposed permanent additional form of entry it will be necessary to provide additional accommodation at the school. The extent and nature of this accommodation has been discussed with the school following the completion of a detailed curriculum analysis and suitability survey of the school.
- 3.7 The curriculum analysis has shown that in addition to enhanced dining facilities and toilets the school will require additional general teaching spaces. It is proposed that the additional accommodation will be provided in a mix of new build and some internal remodelling.
- 3.8 One of the initial issues raised by the head teacher is the suitability of the dining accommodation which is inadequate even for a school of its current size. This situation has arisen as the school has expanded over time without consideration being given to facilities such as the dining accommodation.
- 3.9 In proposing the expansion of Longhill School, the following programme is to be followed.

Publication of Consultation Document	23 rd January 2009
Public Consultation Meeting	24 th February 2009
Last date for responses	13 th March 2009
Report back to Children and Young Peoples Cabinet Member	20 th April 2009
Issue Public Notice	1 st May 2009
End of public notice period	28 th May 2009
Decision by the Children and Young Peoples Cabinet Member	6 th July 2009

3.10 A copy of the draft statutory notice is attached to this report at Appendix 1.

4. CONSULTATION

4.1 The governing body of the school has been consulted. The proposal was considered by the governing body prior to taking the decision to hold a public consultation. The initial view of the governing body was that it was a sensible and desirable proposal that would benefit the community served by the school.

4.2 The views of the governing body will be finalised in light of the consultation, Governors will hold a special meeting at the end of the consultation period to determine their final views on the proposal.

4.3 A document outlining the expansion process was issued to governors, staff, pupils and parents and carers of Longhill School on 23rd January 2009 and copies were made available to any other interested parties. In total 2,000 copies of this document were printed and circulated. This consultation document is attached as Appendix 2 to this report.

4.4 As part of the public consultation process a public meeting was held on 24th February 2009. This meeting gave parents and carers, governors and other interested parties the opportunity to put forward their views.

4.5 In summary the general feeling of those at the meeting were that they were not opposed to the expansion of the school but concern was expressed about the impact on residents of the increased parking and traffic. A note of the main points raised at the meeting is attached as Appendix 3 of this report.

4.6 This initial stage of the consultation came to a close on 13th March 2009. The responses to this consultation exercise have been collated and analysed. Copies of the responses have been put in the Members Rooms.

4.7 In summary 28 responses were received of which 10 were fully in favour of the proposal and 2 were in favour of the proposal but expressed concerns about increased noise and disturbance to residents.

4.8 16 responses were received that were not in favour of the proposal. In summary the reasons for not supporting the proposal were the school will be too big at 1,350, concerns about traffic and disturbance to local residents, parking on public highway adjacent to the school, and concerns about the form of the proposed extension and the need for a new school for the city rather than expanding the existing schools.

4.8 Analysis of existing pupil placements suggests that those who do not achieve a place at Longhill School are allocated places across a range of other schools right across the city. The Council believes that there will be no negative impact on other secondary schools as a result of this proposal. .

- 4.9 The funding for the proposed expansion is from a combination of the Targeted Capital Funding, the schools Devolved Formula Capital and other Council capital funding.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 5.1 Any implications for funding the additional floor area at Longhill School will be met from the Individual School Budget (ISB), which may increase as a result of any additional pupils into the Authority as a result of the expansion. If no additional pupils come into the Authority then the additional funding Longhill School will receive will come from within the existing ISB. Any capital costs arising from the proposal would have to be met from within the existing Education Capital Programme which includes streams such as the Targeted Capital Funding, NDS modernisation and a contribution from the schools Devolved Formula Capital (DFC). The full cost of this project will be reported in due course.

Finance Officer Consulted: Sue Coleman

Date: 03/04/2009

Legal Implications:

- 5.2 In order to achieve the proposed expansion statutory notices will need to be published in accordance with the Education and Inspections Act 2006 and associated regulations. There will then follow a period of 4 weeks within in which any person may make comment or objection to the proposal.

At the end of the publication period for the notice a decision will have to be made within 2 months of the end of the publication period.

Layer Consulted: Natasha Watson

Date: 27/03/2009

Equalities Implications:

- 5.3 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of bad practice as described in the Admission Code of Practice.

Sustainability Implications:

- 5.4 Planning and provision of school places are intended, so far as it is possible, to provide pupils, parents and carers with local places where they have asked for them. This is subject to limitations in school capacity, the funding available and the priority order for capital development determined by the Council.

Crime & Disorder Implications:

- 5.5 There are no implications for the prevention of crime and disorder arising from this report.

Risk and Opportunity Management Implications:

- 5.6 There are no risk issues in terms of resources or risks to children as a result of this proposal.

Corporate / Citywide Implications:

- 5.7 All planning and provision to for school places in the city should be operating on the basis of admission limits and admission priorities which have been the subject of broad consultation. The effective coordination of planning arrangements should lead to sufficient school paces in all areas of the city and the removal of excess provision.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The alternative option is to leave the school as an eight form entry school.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Brighton & Hove City Council has a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible. This proposal will provide additional places where they are wanted by parents and carers.
- 7.2 The views of the parents and carers, staff, governors and pupils of the school expressed during the consultation have been considered. There was no significant educational objection to the proposal expressed during the consultation.

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Statutory Notice
2. Consultation document for the proposed expansion
3. Notes from the public consultation meeting held at the school

Documents In Members' Rooms

1. Consultation responses

Background Documents

1. None

Appendix 1

Proposed Expansion of Longhill School

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Brighton & Hove City Council intends to make a prescribed alteration to Longhill Community School Falmer Road Rottingdean Brighton BN2 7FR from 01 September 2010.

It is proposed to permanently expand Longhill School by one form of entry from September 2010. The Published Admission Number for the school is currently 240 and would become 270 under this proposal.

The current capacity of the school is 1200 and the proposed capacity will be 1350. The current number of pupils registered at the school is 1186. The current admission number for the school is 240 and the proposed admission number will be 270.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Gil Sweetenham, Assistant Director - Schools & Central Team, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU. 01273 293474 or via email from gil.sweetenham@brighton-hove.gov.uk

Within four weeks from the date of publication of these proposals, any person may object to or make comments on the proposal by sending them to Ms D Smith, Director of Children's Services, Brighton and Hove City Council, Kings House, Grand Avenue, Hove, BN3 2SU.

Signed:

Publication Date: 1st May 2009



Brighton & Hove

CONSULTATION DOCUMENT

PROPOSED EXPANSION OF LONGHILL SCHOOL BY ONE FORM OF ENTRY FROM SEPTEMBER 2010

- inviting you to have your say -

Why are we consulting you?

This document is published by Brighton and Hove City Council and is intended as a basis for consultation with governors, staff, pupils, parents and other interested groups about a proposal to expand Longhill School by one form of entry from September 2010.

This document sets out the reasons for the proposal, identifies the issues for consideration and explains the arrangements for consultation. At the end you will find details of a public meeting to which you are invited and a reply slip for you to let us know what you think. There is also some information about what happens after consultation.

Some background facts

Brighton and Hove City Council has a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible.

The current position

Brighton & Hove has been experiencing a rise in the number of children registered with GP's across the city for the last 5 years. This is already having an impact in the number of school places needed in primary schools and will start to impact in the secondary sector in the future.

In addition to this there has been a number of planning applications granted in recent years for developments of considerable size at Brighton Marina and Saltdean. This has led us to look closely at the provision of secondary places across the city and particularly in the east of the city in the area of Longhill School.

What is proposed?

Providing an additional form of entry at Longhill School from September 2010 will address the issues that could be raised by the increase in pupil numbers as a result of the increasing birth rate and the possible developments locally. It would also reduce the projected future pressure in the Dorothy Stringer and Varndean secondary admissions catchment area.

Consequently it is recommended that Longhill School is permanently expanded by one form of entry from September 2010. This would increase its published admission number to 270.

To enable the school to accommodate the additional pupils it will be necessary to provide additional accommodation at the school. The extent and nature of this accommodation is being discussed with the school. The discussions are being held following the completion of a detailed curriculum analysis and suitability survey of the school and discussion with the head teacher.

The curriculum analysis has shown that in addition to enhanced dining facilities and toilets the school will require additional general teaching spaces. It is proposed that the additional accommodation will be provided in a mix of new build and some internal remodelling.

One of the initial issues raised by the head teacher is the suitability of the dining accommodation which is inadequate even for a school of its current size. This situation has arisen as the school has expanded over time without consideration being given to facilities such as the dining accommodation.

By increasing the number of places available at the school it is likely that more local families would be able to access their local secondary school. This will assist the Local Authority ambition that schools become centres of community learning.

The scheme is to be funded from Targeted Capital Fund (TCF) in 2009/10 and 2010/11 plus funding from school in form of Devolved Formula Capital (DFC). Other capital funding may be made available to this project and used as appropriate, however this will come from within existing capital budgets.

Views of the Governing Body

The governing body of the school has been consulted. The proposal was considered by the governing body prior to taking the decision to hold a public consultation. The initial view of the governing body was

that it was a sensible and desirable proposal that would benefit the community served by the school.

The views of the governing body will be finalised in light of the consultation, Governors will hold a special meeting at the end of the consultation period to determine their final views on the proposal.

Consultation arrangements

Secondary heads were consulted regarding this proposal at their meeting on 12th November 2008 and comments invited through a follow-up e-mail sent to all secondary schools on 24th November 2008.

To progress further there is a need to consult publicly as part of statutory process under Education and Inspections Act 2006

The school will also consult with community on the form of building prior to making planning application. These consultations are seen as part of planning process.

If, having read this document, you would like to comment on the proposals, there are several opportunities for doing so:

- You should complete and return (either to the school or Kings House) the reply slip included in this document.
- You can send a letter to the Assistant Director Central Area and School Support, Kings House, Grand Avenue, Hove BN23 2SR. *Please mark your letter for the attention of Gil Sweetenham*
- In the interests of economy, letters will not be acknowledged or responded to.

- **Replies must be received by 13th March 2009**

- You are welcome to attend the **Public Meeting** which has been arranged for:

Date: 24th February 2009

Time: 7pm

Venue: Longhill School

- At this meeting parents and others will have the opportunity to put forward their views. Officers from the Children and Young Peoples Trust will be present to clarify points of detail.

The next stage

All of the views put forward during the consultation stage will be reported to the Cabinet Member for the Children and Young Peoples Trust. This will allow an informed decision to be made regarding progression to the next stage in the process.

If it is decided to move ahead with the proposal the next stage is the issuing of a Statutory Notice detailing the proposal. The notice will be in force for a period of four weeks during which time objections to and comments on the proposal may be made by any person or group. Details of how to make an objection or comment will be incorporated within the Statutory Notice.

The Council is empowered to make the decision on whether to implement the proposal contained in the Statutory Notice but in doing so has to take account of guidance issued by the Department of Children Schools and Families. Any comments or objections have to be considered as part of the decision making process. The Final decision regarding this proposed change will be made by the Cabinet Member for the Children and Young Peoples Trust.

The proposals set out in this document are put forward as a basis for consultation only. It is stressed that **no decisions have yet been made** and that none will be made until consultations have been completed and all views carefully considered by Brighton and Hove City Council.

The Children and Young Peoples Trust major objective is to ensure the outcome of this consultation has local support and is in the best interests of pupils in Brighton and Hove.

DO PLEASE LET US KNOW YOUR VIEWS

If you require any further copies of this document please request them by ringing 01273 293474 or emailing marie.chesham@brighton-hove.gov.uk

Address for this returning this document:
Marie Chesham Brighton & Hove City Council
Room 320, King's House, Grand Avenue
HOVE, BN3 2ZZ

Please return by **13th March 2009**

All responses will be treated confidentially
Thank you for your assistance in our review

The following timetable is proposed:

Publication of Consultation Document

23rd January 2009

Public Consultation Meeting	24 th February 2009
Last date for responses	13 th March 2009
Report back to Cabinet member Meeting	20 th April 2009
Issue Public Notice	1 st May 2009
End of public notice period	28 th May 2009
Decision by the CYPT Cabinet Member	June / July 2009

Provisional Opening 1 September 2010

The Councillors for the area are:

Rottingdean Coastal – Councillors Mary Mears, Lynda Hyde and David Smith

Woodingdean – Councillors Dee Simpson and Geoffrey Wells

East Brighton – Councillors Gill Mitchell, Craig Turton and Warren Morgan

Please Note: Apart from the public meeting on 24th February 2009, which will be held at the school, all other meetings are held at Hove Town Hall. For the exact times, please contact Marie Chesham on telephone number: 01273 293474

RESPONSE FORM

Please return no later
than
13th March 2009

To: Gil Sweetenham
Assistant Director Central Area
And School Support
Kings House

Tel: (01273) 293433

Fax: (01273) 293596

Proposed expansion of Longhill School

Name

Address

(Please tick as appropriate) I am:

The parent of a pupil:

I support the proposal

A member of staff:

A school governor:
(please state which school)

I do not support the proposal

Other interested party:
(please state which)

My comments are as follows: *(please continue on a separate sheet if necessary)*

Appendix 3

Public Meeting at Longhill School held on 24th February 2009 at 19.00hrs

The meeting was attended by the head teacher, business manager and chair of governors of the school, Gil Sweetenham and Gillian Churchill from the Local Authority, a number of local councillors and approximately 25 members of the community.

The meeting was publicised in a consultation document that was distributed by the school, approximately 2,000 copies of the document were distributed to parents and carers of pupils within the school and to local residents.

Haydn Stride, the head teacher of the school opened the meeting and gave a brief introduction outlining the proposal to expand the school by one form of entry from September 2010. He explained that this meeting was primarily to discuss the education reasons for the expansion and that a further meeting would be held on 3rd March to discuss the planning aspects of the development.

Gil Sweetenham made a presentation on the reasons for the proposal and the statutory framework.

Following the presentation the floor was handed to the community to ask questions on the proposal.

The vast majority of the questions posed during this session related to the concerns of the residents regarding parking and traffic problems caused by the existing school and whether these would be addressed as part of the proposal. It was explained that the proposals for the extension included some additional parking spaces and that consideration would be given to increased bus capacity.

The issue of the need for a new school within Brighton & Hove was raised. It was explained that there was not sufficient demand within the city as a whole to justify a whole new school. The increasing numbers of pupils anticipated could be accommodated by expanding existing schools.

A question was raised regarding the method of funding for the proposed extension. It was explained that the funding was provided as a grant by central government.

The meeting closed at 21.00hrs.

Document is Restricted

