

**MINUTES OF THE BUILDING SCHOOLS FOR THE FUTURE STRATEGIC MANAGEMENT BOARD 28 FEBRUARY 2006**

**Councillors** \*Meehan (Chair), Dillon, \*Harris and \*Santry

**Chairs of Governing Bodies, Head Teachers of all BSF Secondary Schools, Blanche Neville and Vale Special Schools, and Pupil Support Centre:**

Arthur Philips, \*Tony Burton, \*Tony Hartney, Denise Tunstall, Neil McAllister, Peter Walker, \*Sue Panter, John Abraham, \*Clive Menzies, \*Margaret Sumner, \*Mike McKeaveney, Keith Davidson, \*Edgar Neufeld and Mark Rowland.

**Learning & Skills Council:** Victor Candlish.

**Diocesan / Church Representatives:** Mike Pittendreigh, WDES

**Place representatives:** R Wilkins, A. Andersson and \*Rob Carter.

\* Members Present.

**Also present:** Alex Atherton, Pat May, Colm Hickey, Ross Hudson, Joan McVittie, Pauline Ashbee, Jane Farrell and Michael Clayden.

**Officers:** Sharon Shoesmith, Jon Hiscock, Rob Graham, Chris Parr and David Williamson.

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTION BY</b>
<b>BSF36.</b>	<p><b>APOLOGIES FOR ABSENCE</b> (Agenda Item 1):</p> <p>Apologies for absence were submitted on behalf of Councillor Dillon, Jean Forsyth, David James, Andy Kirkpatrick and Mike Pittendreigh who requested that it be noted his absence was due to his attendance at another meeting which had been scheduled before the BSF meeting was arranged.</p>	
<b>BSF37.</b>	<p><b>MINUTES OF MEETING HELD ON 25 JANUARY 2006</b></p> <p>Apologies for absence had been submitted by email on behalf of Edgar Neufeld.</p> <p><b>RESOLVED:</b></p> <p>That the minutes of the Building Schools for the Future (BSF) Strategic Management Board held on 25 January 2006 be approved and signed subject to the above amendment.</p>	HMS
<b>BSF38.</b>	<p><b>VARIATION OF ORDER OF BUSINESS:</b></p> <p>The meeting agreed to vary the order of business after item 2 to take items 5, 4, 6b), 6a), and then 3.</p>	

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<p><b>BSF39.</b></p>	<p><b>PRESENTATION BY CABE ENABLER – THEIR ROLE IN BSF:</b> (Agenda item 5)</p> <p>We received a presentation from John Waldron an experienced architect in school design. He explained how important it was to pay particular attention to design details to encourage pupils back into schools. Examples demonstrated were ICT suites should not be cramped and external grounds around the school environment should be landscaped.</p> <p>Mr Waldron outlined CABE’s ten key points for a well designed school:</p> <ol style="list-style-type: none"> <li>1. Good clear organisation, an easily legible plan and full accessibility</li> <li>2. Spaces that are well proportioned, efficient, fit for purpose and meet curriculum needs</li> <li>3. Circulation that is well organised and sufficiently generous</li> <li>4. Good environmental conditions throughout, including appropriate levels of natural light and ventilation</li> <li>5. Attractiveness in design to inspire pupils, staff and parents</li> <li>6. Good use of the site, public presence as a civic building</li> <li>7. Attractive external spaces with good relationship to internal spaces and offering appropriate security</li> <li>8. A layout that encourages broad community access and out of hours use</li> <li>9. Robust materials that are attractive, that will weather and wear well and that are environmentally friendly</li> <li>10. Flexible design that will allow educational and technological changes, as well as the size of the school.</li> </ol> <p>We were also informed that the role of CABE Enabler in BSF was to provide advice, stakeholder awareness, prepare a thorough brief, ensure an adequate budget and realistic timetable, use design quality indicators to evaluate and check all design details. CABE were looking forward to working with Haringey on this project.</p> <p><b>RESOLVED</b></p> <p>That the presentation be noted.</p>	
<p><b>BSF40.</b></p>	<p><b>SEN PROVISION IN BSF</b> (Agenda item 4 and tabled letter to head teachers dated 9 February 2006)</p> <p>We received a report from the Director of the Children’s Service who tabled a letter sent earlier in the month to head teachers on the proposed SEN organisation for funding under BSF. It was reported that the following developments were proposed as part of the BSF initiative:</p> <ol style="list-style-type: none"> <li>1. New Secondary Special School co-located with White Hart Lane School for an inclusive learning campus, which will cater for 120 young people age 11-16 with complex SEN.</li> </ol>	

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	<p>2. The Vale Special School co-located with Northumberland Park Community School will cater to 50 young people with physical disabilities and improve the facilities in the Vale.</p> <p>3. Provision for young people with visual impairment. It was proposed to have two schools one in each of the west (Highgate Wood) and east (Gladesmore) to each cater for 12 people who require support for their full access to the learning environment.</p> <p>4. Provision for young people with hearing impairment. There would likely be a separate proposal for developments to be undertaken at Fortismere school.</p> <p>5. Provision for young people with autism. There are several pupils with autism in the borough. It was proposed to establish a resource base for 25 people at Alexandra Park School.</p> <p>6. Provision for young people with SEBD. More space to be designed within schools to support 10 young people who could be managed in a school setting better than the current provision. The current provision at the Pupil Support Centre be redesigned to support this group of young people.</p> <p>It was noted that these were built into the plans to provide small scale provision to prevent pupils being excluded. In response to questions raised it was also noted that schools would need to resource fixed term exclusions on site as this was a high priority for the Council.</p> <p><b>RESOLVED</b></p> <p>1. That the report be noted.</p> <p>2. The Director of the Children’s Service agreed to update the SEN provision proposed as part of the BST initiative and distribute to members of the Board.</p>	DCS
BSF41.	<p><b>ICT UPDATE</b></p> <p>(Agenda item 6b – Transformation with ICT)</p> <p>We were advised that a focus of the outline business case would be a number of deliverables. The purpose of these were outlined in the attached report:</p> <p>Section</p> <ol style="list-style-type: none"> <li>1 Strategic Aims for ICT</li> <li>2 Levers for transformation</li> <li>3 Life of the Vision</li> <li>4 Ownership of the ICT output</li> <li>5 Contracting department</li> <li>6 Phasing and delivering the project</li> <li>7 Transformation to managing change in an ICT environment</li> <li>8 &amp; 9 Merged outline options. Considered workable, sustainable and affordable.</li> <li>10 ICT Risk Register.</li> </ol> <p>These would be part of the report to be presented to The Executive</p>	

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	<p>who would make the final decision on the OBC.</p> <p><b>RESOLVED</b></p> <p>That the report be noted.</p>	
	<p>(Agenda item 6a – Change Management &amp; Accountability Structure for BSF ICT Implementation.</p> <p>Members were advised that a draft framework had been produced for the change management and accountability structure. There were two types:</p> <ul style="list-style-type: none"> <li>• Contract compliance – value for money etc.</li> <li>• Change management – to achieve improved outcomes in our schools and services.</li> </ul> <p>We were informed that regular reports would be brought to the Strategic Management Board and an extensive list of key performance indicators would be brought to the BSF group and also the Executive.</p> <p>In response to a question raised regarding clarity on what decision the Council would take, we noted that consultations would be held before any decisions were made.</p>	
<p><b>BSF42.</b></p>	<p><b>GENERAL UPDATE ON BSF</b> (Agenda item 3 and tabled OBC)</p> <p>We received an update from the Deputy Director of Children’s Services who advised the outline business case (OBC) would be presented to The Executive on 21 March 2006 for approval. However agreement was being sought from Members prior to consideration by the Executive.</p> <p>The Deputy Director outlined the principle components of the OBC and confirmed that the Strategic Business Case had been agreed and accepted by the Department for Education and Skills.</p> <p>We were informed of the position regarding the current funding. The original investment was £175m based on pupil numbers. This figure had been reduced and savings found. The proposal at present was £165m and the final amounts for each school were outlined on the table. A contingency figure of 3% was being held and more accurate costs were being sought from the architects.</p> <p>We noted that the final components in the OBC comprised that the scheme is affordable and the programme offered value for money. That schools and stakeholders had been engaged in the development of the proposals and asked to sign up to them.</p> <p>In noting the progress report some Board Members expressed concerns about the accuracy of the number of pupils and the figures</p>	

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	<p>presented. The Chair requested that a definitive statement be produced with figures based on the number of pupils.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That a statement be produced providing absolute clarity on what is included in the figures for schools by Monday 6 March 2006.</li> </ol>	
<p><b>BSF43.</b></p>	<p><b>DATE OF NEXT MEETING</b> (Agenda item 7):</p> <p><b>RESOLVED:</b></p> <p>That the next meeting of the Strategic Management Board be held on Wednesday 29 March 2006 at 18.00 hours.</p>	<p>HMS</p>
<p><b>BSF44.</b></p>	<p><b>ANY OTHER BUSINESS</b></p> <p>(Agenda Item 8):</p> <p><u>Update on Admissions for 2006</u></p> <p>We noted that 2450 offers of school places had been made to pupils and 69% of applicants had secured their first preference. The offer letters of school places would be sent to parents on 1 March 2006. Seven of the secondary schools in the borough had full allocations. There were 189 applicants who had not secured any of their preferences who would be advised of the schools with places still available and requested to provide an alternative preference.</p>	

GEORGE MEEHAN  
Chair