



# HARROW ADMISSIONS FORUM (SPECIAL MEETING)

**TUESDAY 14 JULY 2009  
6.00 PM**

**PANEL AGENDA (ADVISORY AND CONSULTATIVE)  
COMMITTEE ROOMS 1 & 2,  
HARROW CIVIC CENTRE**

**MEMBERSHIP (Quorum 1 representative from 3 Groups)**

**Chairman: To be appointed**

**Community School Representatives:**

**Governor  
(Vacancy)**

**Primary  
Sue Jones**

**Secondary  
Janice Howkins**

**Jewish School Representative:  
Mrs D Palman**

**Roman Catholic School Representative:  
Mr M Murphy**

**Church of England School Representative:  
Mrs S Hinton**

**Church of England Diocese Representative:  
Rev P Reece**

**Catholic Schools Diocese Representative:  
Mike Pittendreigh**

**Primary Elected Parent Governor Representative:  
Mrs D Speel**

**Secondary Elected Parent Governor Representative:  
Mr R Chauhan**

**Harrow Council for Racial Equality Representative:  
Julia Smith**

**Councillors  
To be appointed**

**Early Years Development Partnership Representative:  
To be appointed**

**Children's Services Representative  
To be appointed**

**Issued by the Democratic Services Section,  
Legal and Governance Services Department**

**Contact: Paul Gallagher, Democratic Services Officer  
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**HARROW COUNCIL**

**HARROW ADMISSIONS FORUM SPECIAL MEETING**

**TUESDAY 14 JULY 2009**

**AGENDA - PART I**

1. **Election of Chairman:**

To appoint a Chairman of the Harrow Admissions Forum for the Municipal Year 2009/2010.

(Note: The School Admission (Local Authority Reports and Admissions Forum) (England) Regulation 2008 state that the Chairman shall hold office until the next meeting which falls after the date which is a year after the meeting at which the Chairman was elected, and on ceasing to hold office shall be eligible for re-election).

2. **Attendance by Alternative Members:**

To note the attendance at this meeting of any duly appointed alternate Members.

Section 10 of The School Admissions (Local Authority Reports and Admissions Forums) (England) Regulations 2008:

“(1)...any member of the forum may nominate an alternate member to attend meetings of the forum in his absence.

(2) A nomination under paragraph (1) shall be made by giving written notice to the secretary, and shall remain effective until it is withdrawn.”

3. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

(a) all Members of the Committee, Sub Committee, Panel or Forum;

(b) all other Members present in any part of the room or chamber.

4. **Minutes:**

That the minutes of the meeting held on 23 February 2009 be deferred until the next Ordinary Meeting of the Forum.

5. **Deputations:**

To receive deputations (if any) under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

Enc.

6. **Membership of the Harrow Admissions Forum:** (Pages 1 - 4)

Joint Report of the Director of Legal and Governance Services and the Director of Schools and Children's Development.

**AGENDA - PART II - Nil**

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Meeting:	Harrow Admissions Forum
Date:	14 July 2009
Subject:	Membership of the Harrow Admissions Forum
Responsible Officer:	Hugh Peart, Director of Legal and Governance Services Heather Clements, Director of Schools and Children's Development
Portfolio Holder:	Councillor Christine Bednell, Portfolio Holder for Children's Services Councillor Anjana Patel, Portfolio Holder for Schools and Children's Development
Exempt:	No
Enclosures:	None.

## Section 1 – Summary and Recommendations

This report advises of the need to amend the membership of the Harrow Admissions Forum, in the light of new Regulations and a new School Admissions Code which have recently come into force.

### **Recommendations:**

That the proposed new membership of the Harrow Admissions Forum, as set out at paragraph 4, be agreed.

## Section 2 – Report

### Background

1. The School Admissions (Local Authority Reports and Admission Forums) (England) Regulations 2008 and the new School Admissions Code, which have recently come into force, change the membership of Admissions Forums to make them smaller advisory groups that represent the interests of the local area.
2. The membership of the Harrow Admissions Forum under the previous Regulations was as follows:

<b>Membership Prescribed by Previous Regulations</b>	<b>Harrow Admissions Forum membership</b>
At least one and not more than 5 Members of the Authority	3 Councillors
At least one and not more than 3 representatives of the Diocesan Board of Education for the local diocese of the Church of England	1 representative of the Church of England Diocese
At least one and not more than 3 representatives of the local Roman Catholic Church diocese	1 representative of the Roman Catholic Church Diocese
At least one and not more than 3 representatives from each school group for the area: <ul style="list-style-type: none"> <li>• community schools</li> <li>• voluntary aided schools</li> </ul>	3 community school representatives: <ul style="list-style-type: none"> <li>• 1 governor</li> <li>• 1 primary</li> <li>• 1 secondary</li> </ul> 3 voluntary aided school representatives <ul style="list-style-type: none"> <li>• 1 Jewish school representative</li> <li>• 1 RC school representative</li> <li>• 1 CofE school representative</li> </ul>
At least one and not more than 3 parent governor representatives	2 parent governor representatives
Not more than 3 people who appear to the authority to represent the interests of any section of the local community	<ul style="list-style-type: none"> <li>• 1 HCRE representative</li> <li>• 1 Early Years Development Partnership representative</li> <li>• 1 Children’s Services representative</li> </ul>
One member from every maintained school, other than a special school, in the area of the authority. [Except for those schools already represented on the forum by a ‘core member’].	63 schools members

3. The new Code and Regulations prescribe changes to the membership of the Forum. The Forum must now comprise no more than 20 members, and the requirements for the membership to include Council members and schools members have been removed. A maximum of 2 Council members can be appointed to the Forum. The membership

also needs to be augmented with representatives from the Jewish and Hindu faiths, and the Krishna Avanti school, as the religious denominations of any foundation or voluntary schools in the Authority's area must all be represented.

4. However, in order to provide continuity as the role and functions of the Forum develop, and to build on the knowledge and experience of the existing Forum members, it is proposed that insofar as possible the existing members continue to serve on the Forum. The proposed new membership of the Harrow Admissions Forum is therefore as follows.

<b>Membership Prescribed by New Regulations</b>	<b>Proposed new Harrow Admissions Forum membership</b>
(a) At least one representative of each of the following schools: <ul style="list-style-type: none"> <li>• community schools</li> <li>• voluntary aided schools</li> </ul>	3 community school representatives: <ul style="list-style-type: none"> <li>• 1 governor</li> <li>• 1 primary</li> <li>• 1 secondary</li> </ul> 4 voluntary aided school representatives: <ul style="list-style-type: none"> <li>• 1 Jewish school representative</li> <li>• 1 Hindu school representative</li> <li>• 1 RC school representative</li> <li>• 1 CofE school representative</li> </ul>
(b) One representative from each body representing the religious denomination of any foundation or voluntary schools in the area	<ul style="list-style-type: none"> <li>• 1 representative of the Church of England Diocese</li> <li>• 1 representative of the Roman Catholic Church Diocese</li> <li>• 1 representative of the Jewish faith</li> <li>• 1 representative of the Hindu faith</li> </ul>
(c) At least one parent member	2 parent governor representatives
(d) At least one person who appears to the members appointed under categories (a) to (c) above to represent the interests of any section of the community, and who is not eligible for appointment under those categories.	<ul style="list-style-type: none"> <li>• 2 Councillors</li> <li>• 1 representative of HCRE</li> <li>• 1 Early Years Development Partnership representative</li> <li>• 1 Children's Services representative</li> </ul>
<b>TOTAL MEMBERSHIP</b>	<b>18 members</b>

5. Cabinet, at its meeting on 14 May 2009, re-appointed the existing members of the Forum to the positions set out under categories (a) to (c) above (with the exception of the representatives from the Jewish and Hindu faiths, and from the Krishna Avanti school, which are new positions on the Forum and for which nominations will be sought). Cabinet also made provision for existing members under category (d) to be re-appointed, subject to the agreement of the Forum. The Forum's formal approval to the membership set out in above is therefore sought.

6. The membership will need to be kept under review in light of any future school re-organisation in Harrow, to ensure continued compliance with the Code and Regulations.

### Financial Implications

7. None.

### Risk Management Implications

8. The membership of the Forum needs to be brought in line with the requirements of the new Regulations and the School Admissions Code, as failure to do so could result in a referral to the Schools Adjudicator for non-compliance and any future decisions of the Forum could otherwise be open to challenge.

### Section 3 - Statutory Officer Clearance

Name:	Jennifer Hydari	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date:	3 July 2009		
Name:	Elaine McEachron	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date:	1 July 2009		

### Section 4 - Contact Details and Background Papers

Contact: Claire Vincent, Senior Professional – Democratic Services, tel: 020 8424 1637

Background Papers: No unpublished documents.

If appropriate, does the report include the following considerations?

1.	Consultation	N/A
2.	Corporate Priorities	N/A