

Notice of Meeting

Cabinet Member for Schools and Learning Decisions

**Date & time**

Wednesday, 9
October 2013 at
2.30 pm

Place

Committee Room B -
County Hall, Kingston-
upon-Thames, Surrey,
KT1 2DN

Contact

Anne Gowing
Room 122, County Hall
Tel 020 8541 9122

Chief Executive

David McNulty

anne.gowing@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email anne.gowing@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Anne Gowing on 020 8541 9122.

Cabinet Member for Schools and Learning
Mrs Linda Kemeny

AGENDA

1 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

2 PROCEDURAL MATTERS

2a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (3 October 2013).

2b Public Questions

The deadline for public questions is seven days before the meeting (2 March 2013).

2c Petitions

The deadline for petitions was 14 days before the meeting, and no petitions have been received.

3 ONSLOW INFANT SCHOOL EXPANSION: DECISION

(Pages 1
- 6)

Numbers of children starting school in Guildford have been increasing in recent years. In order to meet the local need for primary school places it is proposed that Onslow Infant School permanently expand from two to three forms of entry from September 2014.

4 ST BARTHOLOMEW'S COFE PRIMARY SCHOOL PROPOSED EXPANSION: DECISION

(Pages 7
- 12)

St Bartholomew's Church of England Primary School is one of the schools that has been identified for expansion. It is proposed that the school will expand to become a two form entry (2 FE) primary school with 420 places; the school currently has 375 places (1.5 FE at infant phase, 2 FE at junior phase).

5 GRAYSWOOD COFE (AIDED) INFANT SCHOOL - EXPANSION TO PRIMARY: DECISION

(Pages
13 - 20)

Grayswood Church of England Infant School is one of the schools that has been identified for expansion to meet the need for places in the local area. It is proposed that the school will expand from a one form entry (1FE) infant school with 90 places to become a 1FE primary school with 210 places.

6 APPROVAL OF BUDGET VIREMENTS IN EXCESS OF £250,000

(Pages
21 - 24)

Cabinet Member approval is required to budget virements in excess of £250,000.

David McNulty
Chief Executive

Published: 1 October 2013

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SURREY COUNTY COUNCIL**CABINET MEMBER FOR SCHOOLS & LEARNING****DATE: 9 OCTOBER 2013****LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR FOR CHILDREN, SCHOOLS AND FAMILIES****SUBJECT: ONSLOW INFANT SCHOOL EXPANSION - DECISION****SUMMARY OF ISSUE:**

Numbers of children starting school in Guildford have been increasing in recent years. In order to meet the local need for primary school places, it is proposed that Onslow Infant School permanently expand from two to three forms of entry from September 2014.

An initial consultation has been undertaken and approved by the Cabinet Member for Schools and Learning. A statutory notice stating the Council's intent to increase the school as described has been published and requires determination so that the proposal can be implemented.

RECOMMENDATIONS:

It is recommended that:

1. The Statutory Notice stating the Council's intention to expand Onslow Infant School is determined, such that the school becomes a three form entry (3FE) infant school with a published admission number (PAN) of 90 from 1 September 2014.
2. Additional accommodation is built and a suitable travel plan is agreed.

REASON FOR RECOMMENDATIONS:

There is an immediate requirement for additional infant places in Guildford, as shown by place planning data. Additional temporary classrooms have been provided in 2013 but the proposal to permanently expand Onslow Infant School is in response to the ongoing need for places in the area.

Onslow Infant School is an outstanding school and it is appropriate that it should be expanded. This would be of benefit to the increased number of children in the community that would be able to attend the school.

DETAILS:**Business Case**

1. Onslow Infant School is a small school that serves communities mainly in the Onslow Village area of Guildford, but also further afield in the Guildford Town wider area.

2. The Guildford Town wider area is divided into four planning areas; this also includes Worplesdon. Onslow Infant School is in the South Guildford primary planning area, but there is some pupil movement across the boundaries of the four planning areas.
3. Pupil numbers are forecast to increase steadily for at least five years. The forecast assumes increasing births and includes the effects of new housing.
4. Births in the Guildford Town area decreased from 1999 to 2001, but have increased steadily since and this upward trend is likely to continue. The number of births is now significantly higher than ten years ago.
5. In terms of housing, there is a large development which includes staff accommodation at Surrey University, although there may not be many families coming to live there. There are also two large housing sites in the town centre that have been identified for future housing. These are located in the South Guildford planning area.
6. Increases in births over the last ten years combined with recent and planned housing developments mean that more children have needed a school place over recent years than the number of places available.
7. Additional permanent primary provision has been provided in other parts of Guildford, but not yet in the South Guildford area that includes Onslow Village. Owing to demand for places, Surrey County Council provided an additional 'bulge' class of 30 reception places at Onslow Infant School in September 2012 and September 2013.
8. An expansion of primary provision by another two forms of entry (2FE) to serve the Guildford Town area is needed. Expansion of provision at Onslow Infant School would partially meet this need for additional primary school places.
9. Onslow Infant School has been judged "Outstanding" by Ofsted and it is appropriate to expand the provision there.

CONSULTATION:

10. Full statutory consultation for a prescribed alteration has taken place. A consultation booklet was issued and two public meetings were held at the school in May 2013.
11. The Council received 23 responses to the public consultation; 15 of these were from parents of children attending Onslow Infant School. The parental response rate was estimated to be less than 10%, which is very low.
12. Of all the responses received, the majority of respondents were in opposition to the proposal. 17% supported the expansion proposal, 13% neither supported nor opposed the proposal and 57% opposed the proposal; a further three respondents (13%) did not indicate their support or otherwise, but returned comments.
13. The main concerns raised by the respondents were traffic and parking; the size of the site and the building provision; and the behaviour and safety of the

pupils. A small number of respondents also suggested that the former St Francis Westborough site should be re-instated as a primary school.

14. A report on the proposed expansion, incorporating an analysis of the consultation responses, was presented to the Cabinet Member for Schools and Learning on 10 July 2013. The Cabinet Member considered the responses to the consultation and determined on 18 July 2013 that Statutory Notices should be published.
15. Statutory Notices were published and closed on 16 August 2013. No further representations have been received.

RISK MANAGEMENT AND IMPLICATIONS:

16. A project to provide additional classrooms for September 2014 will be required. A scheme has been produced including viability studies with a short construction period.
17. The project will be monitored closely to remain on track for delivery in September 2014.

Financial and Value for Money Implications

18. There are insufficient permanent reception places in the Guildford Town area. If additional places were not to be provided at the school, then a number of children would be allocated places at distant school, for example in Godalming. If a school place is not offered within 2 miles of the child's home, and a preference was expressed for the nearest school to their home, then the children would be eligible for home to school transport, which could be a liability of the order of £5,000 per child per year.
19. The scheme is on the Schools Basic Need Programme and has approved funding in the 2013/18 medium term financial plan. All schemes are expected to remain within the funding which has been allocated to them in the MTFP and will be regularly monitored by Property Services. More detailed costings will be compiled as the scheme progresses to full business case.

Section 151 Officer Commentary

20. The Section 151 Officer confirms that the funding for this scheme is included in the current 2013/18 medium term financial plan. More detailed costings for the schemes will be developed as the scheme progresses to tender, but the Section 151 Officer expects the costs to be contained within the agreed funding levels.

Legal Implications – Monitoring Officer

21. Section 13 of the Education Act 1996 places a general duty on local education authorities to ensure that efficient primary education is available to meet the needs of the population of their area. Section 14 of the Education Act 1996 places a duty on local education authorities to ensure that sufficient schools for providing primary education are available in their area.
22. The *School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007* contains the regulations that apply to prescribed

alterations. The Department for Education (DfE) has published two pieces of Guidance relating to prescribed alterations: *Expanding a Maintained Mainstream School or Adding a Sixth Form* and *Making Changes to a Maintained Mainstream School (Other than Expansion)*. These contain both statutory guidance (i.e. guidance to which proposers and decision makers have a statutory duty to have regard) and non-statutory guidance on the process for making changes to school provision. These regulations have been followed.

Equalities and Diversity

23. A full equalities impact assessment has not been undertaken on this proposal as it is unlikely that the proposal would have a negative impact on any groups with protected characteristics. The proposal does not change the nature of the admissions criteria for the school.
24. This educational provision would be for children in the community served by the school. The increase in provision will be open to all applicants with the highest priority given to Looked After Children (LAC) and pupils on the SEN register and/or those who would benefit from a statement of educational need, thus supporting provision for our most vulnerable children.
25. The proposal is for an expansion of provision, so more staff would be employed. Employment opportunities would increase with a larger school and there would also be greater professional development opportunities.

Corporate Parenting/Looked After Children implications

26. This proposal would provide increased provision in the area, which would be of benefit to all in the community served by the school.
27. Looked After Children currently have a high priority in the Admissions criteria for both schools and as such may benefit from additional available school places in Guildford.

Safeguarding responsibilities for vulnerable children and adults implications

28. Safeguarding vulnerable children is a high priority in Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. The school would continue to apply good practice in the area of safeguarding. Safeguarding is monitored when Ofsted carries out inspections of schools.
29. The school has already put into place strategies for enhancing the safety of children and we are confident that the safety of children would continue to be paramount were it to be permanently expanded. Site access and security, both during the proposed building programme and afterwards, have been considered and addressed in the planning and design of this building project.

Climate change/carbon emissions implications

30. A planning requirement for the proposed expansion is a revised travel plan which will include strategies for reduction of car journeys and increase in sustainable modes of transport. The school has produced a comprehensive

travel plan to mitigate the potential effects of more children travelling to the school.

WHAT HAPPENS NEXT:

31. Subject to approval the proposal will proceed to ensure that sufficient accommodation is in place at Onslow Infant School for September 2014.
32. The outcome of this report will be communicated to the school by letter and to the general public via the Surrey County Council website.

Contact Officer:

Dr Kathy Beresford
School Commissioning Officer (South West)
020 8541 9689

Consulted:

- David Hodge, Leader of the Council;
- David Goodwin, Member for Guildford South West;
- Nick Wilson, Strategic Director – Children Schools & Families;
- Julie Fisher, Strategic Director – Business Services;
- The public and parents

Sources/background papers:

- The Education Act 1996; the Education Act 2002; the Education Act 2005; the Education and Inspections Act 2006.
 - Consultation Booklet regarding the changing Onslow Infant School into a Primary School
 - Onslow Infant School Expansion Consultation Analysis
 - Statutory Notice for Onslow Infant School (July 2013)
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SURREY COUNTY COUNCIL**CABINET MEMBER FOR SCHOOLS & LEARNING****DATE: 9 OCTOBER 2013****LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR FOR CHILDREN, SCHOOLS AND FAMILIES****SUBJECT: ST BARTHOLOMEW'S PRIMARY SCHOOL PROPOSED EXPANSION – DECISION****SUMMARY OF ISSUE:**

There is an increasing demand for infant places in the Haslemere and Hindhead planning area. There are not enough permanent primary places in the area.

St Bartholomew's Church of England Primary School is one of the schools that has been identified for expansion. It is proposed that the school will expand to become a two form entry (2 FE) primary school with 420 places; the school currently has 375 places (1.5 FE at infant phase, 2 FE at junior phase).

An initial consultation has been undertaken and the Governing Body has published Statutory Notices stating the intent to increase the school as described. The Statutory Notice requires determination so that the proposal can be implemented.

RECOMMENDATIONS:

It is recommended that:

1. The Statutory Notice stating the Governing Body's intention to expand St Bartholomew's Church of England Primary School is determined, such that the school becomes a two form entry (2FE) primary school with a published admission number (PAN) of 60 from 1 September 2014.
2. St Bartholomew's Church of England Primary School no longer has an admission into Y3 in September 2015.
3. The Governing Body of St Bartholomew's Church of England Primary School implement the proposal, with funding for the building provided by Surrey County Council.

REASON FOR RECOMMENDATIONS:

There is an increasing demand for infant places in the Haslemere and Hindhead planning area. Numbers of children starting school in the area have been increasing over recent years. Additional classes have been provided at a number of schools including an additional half a class of reception places at St Bartholomew's Church of England Primary School in both 2012 and 2013. There are not enough permanent primary places in the area.

St Bartholomew's Church of England Primary School is an outstanding school and it is entirely appropriate to expand successful and popular schools in line with government policy.

<u>DETAILS:</u>

Business Case

1. Births in the Haslemere and Hindhead area dipped during 2000 and 2001 but then increased to a peak in 2005 and 2006. Since 2008, births have been relatively stable but with a gradual increase that is forecast to continue. Births are now about 10% higher than ten years ago. This means that the number of children requiring a school place has also gradually increased over the last ten years.
2. There are a number of housing developments taking place and more are proposed for the area. Families moving into new housing developments result in increased demand for school places in the area.
3. Pupil numbers entering reception in the Haslemere and Hindhead area have steadily increased apart from a slight dip in 2009. The extra demand for reception places in 2011 and 2012 was equivalent to half a class (0.5 FE).
4. To cope with the extra demand for places, an additional class was provided at Shottermill Infant School in both 2010 and 2011. A further half a class of reception places was provided at St Bartholomew's Church of England Primary School in both 2012 and 2013. An additional class has also been provided at Beacon Hill Primary School for 2013. There are not enough permanent primary places in the area.
5. St Bartholomew's Church of England Primary School is a popular school and for several years the numbers applying for reception places have exceeded the number of places available.
6. St Bartholomew's Church of England Primary School has been judged "Outstanding" by Ofsted and it is entirely appropriate to expand successful and popular schools.
7. In addition to parental demand, the expansion of the school would increase the number of places that would be available for local children. This is likely to result in a reduction in travel, including car journeys, as fewer children would travel to more distant schools.

<u>CONSULTATION:</u>

8. Statutory consultation for a prescribed alteration has taken place with all relevant stakeholders. A consultation booklet was issued and two public meetings were held at the school in June 2013.

Consultation responses

9. Twenty four consultation responses were received. Fifteen of these were in support of the expansion (63%), eight disagreed (33%) and one did not know.
10. The large majority of those in support of the expansion were either parents of children at the school; parents of prospective pupils; staff or governors at the school. A small number were local residents.

- 11. Seven of the eight respondents who disagreed with the proposal were local residents.
- 12. The only theme and concern raised by the consultation was that of traffic and parking. This was the reason stated by all those who disagreed with the proposal but was also raised by three respondents who agreed with the proposal.
- 13. The majority of responses identified concerns that an increase in the size of the school would result in an increase in the traffic arriving at the school, causing further degradation to the un-adopted road outside the school. Inconsiderate or illegal parking by parents and carers were mentioned by several respondents and the potential safety concerns related to children needing to cross a busy road with many cars parked on either side.
- 14. Many of the respondents suggested that the expansion should only proceed if the road condition were improved as part of the plans and that a suitable travel plan be put in place for school drop-off and collection times.

Comments on responses

- 15. The planning application required for the programme of building work for the expansion will draw out specific aspects of the traffic and access issues related to St Bartholomew’s Church of England Primary School.
- 16. A further requirement for the planning application is a revised travel plan which will include strategies for reduction of car journeys and increases in sustainable modes of transport. It is likely that the expansion of the school will result in an increase in places for children who live locally; this should reduce the number of children travelling to more distant schools and therefore decrease the number of car journeys.

Statutory Notices

- 17. The Governing Body considered the responses to the consultation and determined that Statutory Notices should be published. Statutory Notices were published and closed on 23 August 2013.
- 18. Six further representations have been received; all stated objection to the proposal on the basis of the condition and the safety of the un-adopted road outside the school and how it will be affected by an increase in the size of the school.
- 19. At least half of the representations stated that the proposals should only go ahead if the condition and safety of the road were to be collectively addressed by all involved parties, including the school, the Council and the Diocese.
- 20. As stated in points 16 and 17, these issues will be required to be considered as part of the planning application.

RISK MANAGEMENT AND IMPLICATIONS:

- 21. A project to provide additional buildings will be undertaken by Guildford Diocese and as such there are risks associated with this proposal. There is a risk that the project will not complete within the timescales outlined above and

there may be site abnormalities not identified as part of the initial feasibility exercise.

- 4
22. Should the approval of additional school places not be granted there is the risk that Surrey would fail to meet its statutory duty in providing sufficient school places, without mitigation at another site.

Financial and Value for Money Implications

23. The scheme is on the Schools Basic Need Programme and has approved funding in the 2013/18 medium term financial plan. The scheme will be implemented by the Governing Body of the school in partnership with Guildford Diocese and Surrey County Council. All schemes are expected to remain within the funding which has been allocated to them in the MTFP.

Section 151 Officer Commentary

24. The Section 151 Officer confirms that the funding for this scheme is included in the current 2013/18 medium term financial plan. More detailed costings for the schemes will be developed as the scheme progresses to tender, but the Section 151 Officer expects the costs to be contained within the agreed funding levels.

Legal Implications – Monitoring Officer

25. Section 13 of the Education Act 1996 places a general duty on local education authorities to ensure that efficient primary education is available to meet the needs of the population of their area. Section 14 of the Education Act 1996 places a duty on local education authorities to ensure that sufficient schools for providing primary education are available in their area.
26. The *School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007* contains the regulations that apply to prescribed alterations. The Department for Education (DfE) has published two pieces of Guidance relating to prescribed alterations: *Expanding a Maintained Mainstream School or Adding a Sixth Form* and *Making Changes to a Maintained Mainstream School (Other than Expansion)*. These contain both statutory guidance (i.e. guidance to which proposers and decision makers have a statutory duty to have regard) and non-statutory guidance on the process for making changes to school provision. These regulations have been followed.

Equalities and Diversity

27. A full equalities impact assessment has not been undertaken on this proposal as it is unlikely that the proposal would have a negative impact on any groups with protected characteristics. The proposal does not change the nature of the admissions criteria for the school.
28. This educational provision would be for children in the community served by the school. The increase in provision will be open to all applicants with the highest priority given to Looked After Children (LAC) and pupils on the SEN register and/or those who would benefit from a statement of educational need, thus supporting provision for our most vulnerable children.

- 29. The proposal is for an expansion of provision, so more staff would be employed. Employment opportunities would increase with a larger school and there would also be greater professional development opportunities.
- 30. It is intended that the school will promote cohesion of the local communities in the area served by the school through extended services to enhance the well-being and future opportunities of those children in the area.

Corporate Parenting/Looked After Children implications

- 31. This proposal would provide increased provision in the area, which would be of benefit to all in the community served by the school.
- 32. Looked After Children currently have a high priority in the Admissions criteria for both schools and as such may benefit from additional available school places in the Haslemere and Hindhead area.

Safeguarding responsibilities for vulnerable children and adults implications

- 33. Safeguarding vulnerable children is a high priority in Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. The school would continue to apply good practice in the area of safeguarding. Safeguarding is monitored when Ofsted carries out inspections of schools.
- 34. Site access and security, both during the proposed building programme and afterwards, will be considered and addressed in the planning and design of this building project.

Climate change/carbon emissions implications

- 35. A planning requirement for the proposed expansion is a revised travel plan which will include strategies for reduction of car journeys and increase in sustainable modes of transport.

WHAT HAPPENS NEXT:

- 36. Subject to approval, the Governing Body of the school in partnership with Guildford Diocese and Surrey County Council will proceed with the proposal to ensure that sufficient accommodation is in place at St Bartholomew’s Church of England Primary School for September 2014.
- 37. The outcome of this report will be communicated to the school by letter and to the general public via the Surrey County Council website.

Contact Officer:
 Dr Kathy Beresford
 School Commissioning Officer (South West)
 020 8541 9689

Consulted:

- David Hodge, Leader of the Council;
- Nikki Barton, Local Member for Haslemere
- Nick Wilson, Strategic Director – Children Schools & Families;
- Julie Fisher, Strategic Director – Business Services;
- The public and parents

Sources/background papers:

- The Education Act 1996; the Education Act 2002; the Education Act 2005; the Education and Inspections Act 2006.
 - Consultation Booklet regarding increasing the PAN of St Bartholomew's C of E Primary School
 - Consultation responses for St Bartholomew's C of E Primary School
 - Statutory Notice for St Bartholomew's C of E Primary School (July 2013)
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SURREY COUNTY COUNCIL**CABINET MEMBER FOR SCHOOLS & LEARNING****DATE: 9 OCTOBER 2013****LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR FOR CHILDREN, SCHOOLS AND FAMILIES****SUBJECT: GRAYSWOOD INFANT SCHOOL EXPANSION TO PRIMARY – DECISION****SUMMARY OF ISSUE:**

The Governing Body of Grayswood Church of England Infant School is responding to the increasing demand for infant places in Haslemere and Hindhead. This demand will result in a shortage of junior places in September 2015.

Grayswood Church of England Infant School is one of the schools that has been identified for expansion to meet the need for places in the local area. It is proposed that the school will expand from a one form entry (1FE) infant school with 90 places to become a 1FE primary school with 210 places.

An initial consultation has been undertaken and the Governing Body has published Statutory Notices stating the intent to increase the school as described. An alteration to the proposal, to bring the expansion forward by one year, was put to the Governing Body by parents following the initial consultation. This has been investigated by the Council and a need for additional Year 3 places in the area is likely to arise in September 2014.

The Statutory Notice requires determination so that the proposal can be implemented. It is recommended that the Statutory Notice be determined with modifications.

RECOMMENDATIONS:

It is recommended that:

1. The Statutory Notice stating the Governing Body's intention to extend the upper age limit of Grayswood Church of England Infant School is determined, such that the school becomes a one form entry (1FE) primary school with a published admission number (PAN) of 30 and a total of 210 primary places.
2. The proposal is moderated such that the expansion is brought forward by one year and is implemented on 1 September 2014, rather than 1 September 2015.
3. The upper age limit of Grayswood Church of England Infant School increases from Year 2 (age 6+) to Year 3 (age 7+) on 1 September 2014.
4. The age range would extend by a further year each subsequent year from 1 September 2015 until the upper age limit is Year 6 (age 10+).
5. The Governing Body of Grayswood Church of England Infant School implement the proposal, with funding for the building provided by Surrey County Council.

REASON FOR RECOMMENDATIONS:

There is an increasing demand for infant places in the Haslemere and Hindhead planning area. Numbers of children starting school in the area have been increasing over recent years. Additional classes have been provided at a number of schools including an additional half a class of reception places at St Bartholomew's C of E Primary School in both 2012 and 2013. There are not enough permanent primary places in the area.

Grayswood Church of England Infant School is one of the schools that has been identified for expansion. It is an outstanding school and it is entirely appropriate to expand successful and popular schools in line with government policy. In addition, a village primary school would serve the local community by securing long term local education for local children and would reduce travel movements as junior age children would not need to be transported to other schools.

DETAILS:

Business Case

1. Births in the Haslemere and Hindhead area dipped during 2000 and 2001 but then increased to a peak in 2005 and 2006. Since 2008, births have been relatively stable but with a gradual increase that is forecast to continue. Births are now about 10% higher than ten years ago. This means that the number of children requiring a school place has also gradually increased over the last ten years.
2. There are a number of housing developments taking place and more are proposed for the area. Families moving into new housing developments result in increased demand for school places in the area.
3. Pupil numbers entering reception in the Haslemere and Hindhead area have steadily increased apart from a slight dip in 2009. The extra demand for reception places in 2011 and 2012 was equivalent to half a class (0.5 FE).
4. To cope with the extra demand for places, an additional class was provided at Shottermill Infant School in both 2010 and 2011. A further half a class of reception places was provided at St Bartholomew's Church of England Primary School in both 2012 and 2013. An additional class has also been provided at Beacon Hill Primary School for 2013.
5. There are not enough permanent primary places in the area. In addition, there are fewer junior places than infant places, which reduces the number of children able to stay on now that demand for places has increased.
6. Grayswood Church of England Infant School has been judged "Outstanding" by Ofsted and it is entirely appropriate to expand successful and popular schools.
7. A primary school also has the following advantages:
 - A seamless transition from Key Stage 1 (Infants) to Key Stage 2 (Juniors)
 - greater opportunities for curriculum development

- greater opportunities for staff development
 - greater flexibility with a larger budget to deploy staff and curriculum resources effectively
 - greater opportunities for staff recruitment
 - a larger school is more sustainable as it has a larger budget
8. In addition to parental demand, the expansion of the school would increase the number of places that would be available for local children. This is likely to result in a reduction in travel, including car journeys, as fewer children would travel to more distant schools.

CONSULTATION:

9. Statutory consultation for a prescribed alteration has taken place and all relevant stakeholders were consulted. A consultation booklet was issued and two public meetings were held at the school in June 2013.

Consultation responses

10. There was a high level of support for the proposed expansion. 130 responses were received of which 92% (120 responses) were in favour of the expansion. Six responses were opposed to the change and three did not express a preference.
11. Two main positive themes of the responses were acknowledgement of the outstanding provision (expressed in 76% of the responses) and the benefits that extending to all-through primary provision would bring; and the potential benefits that the expansion may bring for the local community (mentioned in 40% of the responses).
12. The main concern raised in the responses was related to traffic and parking; this was raised by many in support of the expansion as well as it being the main issue for those opposed to the proposal. Key concerns were the current lack of parking and how this would be addressed were the school to increase in size; traffic flow within the village at school drop-off/collection times; inconsiderate parking; and the safety of children when moving from car to school.

Comments on responses

13. The planning application required for the programme of building work for the expansion will draw out specific aspects of the traffic and access issues related to Grayswood Church of England Infant School.
14. A further requirement for the planning application is a revised travel plan which will include strategies for reduction of car journeys and increases in sustainable modes of transport. It is likely that the expansion of the school will reduce the number of children travelling to more distant schools for junior provision, and the number of parents dropping children at two different schools for infant and junior provision, and therefore decrease the number of car journeys.

15. A number of respondents to the consultation mentioned the positive impact that the new walking bus (started in June 2013) had already had on traffic flow within the village. Several additional ideas were suggested during the consultation and these will be considered as part of the travel plan.

Statutory Notices

16. The Governing Body considered the responses to the initial consultation and determined that Statutory Notices should be published for an expansion to primary in September 2015.
17. Statutory Notices were published and closed on 13 September 2013. No further representations have been received.

Early expansion (September 2014)

18. Thirteen respondents to the initial consultation suggested that the expansion should be brought forward to September 2014. Following the consultation, a parental proposal was put to the Governing Body by parents of children in the current Year 2 class to bring forward the date of the expansion.
19. This proposal has been considered by the Council in coordination with the Governing Body and the Diocese. Recent data has been examined and this indicates that there is likely to be a basic need for Year 3 places in the Haslemere and Hindhead area in September 2014. This is due to the current limited surplus capacity of places across the primary phase in the area and also related to the number of late applications received Admissions, which is likely to happen again in 2014.
20. Creating additional Year 3 places in the area in September 2014, by bringing forward the expansion by one year, will further relieve some of the pressure on primary places in the Haslemere and Hindhead area.

RISK MANAGEMENT AND IMPLICATIONS:

21. A project to provide additional buildings will be undertaken by Guildford Diocese and as such there are risks associated with this proposal. There is a risk that the project will not complete within the timescales outlined above and there may be site abnormalities not identified as part of the initial feasibility exercise. The Diocese is confident that additional building work can be completed to accommodate the early expansion in September 2014.
22. Should the approval of additional school places not be granted there is the risk that Surrey would fail to meet its statutory duty in providing sufficient school places, without mitigation at another site.

Financial and Value for Money Implications

23. The scheme is on the Schools Basic Need Programme and has approved funding in the 2013/18 medium term financial plan. The scheme will be implemented by the Governing Body of the school in partnership with Guildford Diocese and Surrey County Council. All schemes are expected to remain within the funding which has been allocated to them in the MTFP.

Section 151 Officer Commentary

24. The Section 151 Officer confirms that the funding for this scheme is included in the current 2013/18 medium term financial plan. More detailed costings for the schemes will be developed as the scheme progresses to tender, but the Section 151 Officer expects the costs to be contained within the agreed funding levels.

Legal Implications – Monitoring Officer

25. Section 13 of the Education Act 1996 places a general duty on local education authorities to ensure that efficient primary education is available to meet the needs of the population of their area. Section 14 of the Education Act 1996 places a duty on local education authorities to ensure that sufficient schools for providing primary education are available in their area.
26. The *School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007* contains the regulations that apply to prescribed alterations. The Department for Education (DfE) has published two pieces of Guidance relating to prescribed alterations: *Expanding a Maintained Mainstream School or Adding a Sixth Form and Making Changes to a Maintained Mainstream School (Other than Expansion)*. These contain both statutory guidance (i.e. guidance to which proposers and decision makers have a statutory duty to have regard) and non-statutory guidance on the process for making changes to school provision. These regulations have been followed.

Equalities and Diversity

27. A full equalities impact assessment has not been undertaken on this proposal as it is unlikely that the proposal would have a negative impact on any groups with protected characteristics. The proposal does not change the nature of the admissions criteria for the school.
28. This educational provision would be for children in the community served by the school. The increase in provision will be open to all applicants with the highest priority given to Looked After Children (LAC) and pupils on the SEN register and/or those who would benefit from a statement of educational need, thus supporting provision for our most vulnerable children.
29. The proposal is for an expansion of provision, so more staff would be employed. Employment opportunities would increase with a larger school and there would also be greater professional development opportunities.
30. It is intended that the school will promote cohesion of the local communities in the area served by the school through extended services to enhance the well-being and future opportunities of those children in the area.

Corporate Parenting/Looked After Children implications

31. This proposal would provide increased provision in the area, which would be of benefit to all in the community served by the school.

32. Looked After Children currently have a high priority in the Admissions criteria for both schools and as such may benefit from additional available school places in the Haslemere and Hindhead area.

Safeguarding responsibilities for vulnerable children and adults implications

33. Safeguarding vulnerable children is a high priority in Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. The school would continue to apply good practice in the area of safeguarding. Safeguarding is monitored when Ofsted carries out inspections of schools.
34. Site access and security, both during the proposed building programme and afterwards, will be considered and addressed in the planning and design of this building project.

Climate change/carbon emissions implications

35. A planning requirement for the proposed expansion is a revised travel plan which will include strategies for reduction of car journeys and increase in sustainable modes of transport. The introduction of the 'walking bus' in June 2013 has already had a positive impact on the reduction of car journeys for children attending the school.
36. The proposal is likely to reduce some local journeys as children will be staying on at the school, rather than travelling further afield for junior provision. The proposal is also likely to reduce the number of parents who will be dropping one younger child at the school before transporting an older sibling to another school with junior provision.

WHAT HAPPENS NEXT:

37. Subject to approval, the Governing Body of the school in partnership with Guildford Diocese and Surrey County Council will implement the proposal.
38. The outcome of this report will be communicated to the school by letter and to the general public via the Surrey County Council website.

Contact Officer:

Dr Kathy Beresford
School Commissioning Officer (South West)
020 8541 9689

Consulted:

- David Hodge, Leader of the Council;
- David Harmer, Local Member for Waverley Western Villages
- Nick Wilson, Strategic Director – Children Schools & Families;
- Julie Fisher, Strategic Director – Business Services;
- The public and parents

Sources/background papers:

- The Education Act 1996; the Education Act 2002; the Education Act 2005; the Education and Inspections Act 2006.
 - Consultation Booklet regarding the expansion of Grayswood C of E Infant School to a 1FE primary school
 - Consultation responses for Grayswood C of E Infant School
 - Statutory Notice for Grayswood C of E Infant School (August 2013)
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SURREY COUNTY COUNCIL

CABINET MEMBER FOR SCHOOLS AND LEARNING

DATE: 9 OCTOBER 2013

LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR OF CHILDREN, SCHOOLS AND FAMILIES

SUBJECT: APPROVAL OF BUDGET VIREMENTS IN EXCESS OF £250,000



SUMMARY OF ISSUE:

Cabinet Member approval is required to budget virements in excess of £250,000.

RECOMMENDATIONS:

It is recommended that:

1. A virement of £4.448m of DSG funded budget be approved from the Schools and Learning budget to the Schools Budget representing a correction to the budget for Pupil Referral Units and the Surrey Alternative Learning Programme (SALP) Boards.
2. A virement of -£1.6m reducing both the expenditure and DSG income budgets for SEN agency placements be approved to reflect the impact of the school funding reforms on the funding of non maintained special schools (NMSS).

REASON FOR RECOMMENDATIONS:

Virements are proposed to reflect the implications of the 2013/14 school funding reforms in the budget for 2013/14.

DETAILS:

Business Case

1. This report describes virements that are required to correct DSG funded budgets as a result of the school funding reforms implemented by the Department for Education (DfE) in 2013/14. Both of the virements described relate to the introduction of "place plus" for high needs settings whereby schools receive a fixed amount per pupil plus a top up based on each students individual needs.
2. In 2013 Pupil Referral Units (PRUs) received delegated budgets for the first time and the place element of the PRU budget was transferred to the schools budget. The top up funding for PRUs and that managed by the Surrey Alternative Learning Programme (SALP) Boards to commission provision remained in the Schools and Learning budget pending clarification on how those budgets would be managed. It is now felt that these budgets sit more appropriately in the Schools budget and a virement of the £4.448m budget and the associated DSG income from the Schools and Learning to the Schools Budget is requested.

3. The place plus approach has also been applied to those non maintained and independent (NMI) special schools designated as “Non Maintained Special Schools” (NMSS). These schools now receive direct place funding from the Education Funding Agency (EFA). The EFA has made a downward adjustment to Surrey’s DSG allocation to reflect the funding NMSS schools now receive directly - £10,000 for each pre 16 place. The fees paid to NMSS schools have been reduced accordingly.
4. To date the budget has been set and monitored on the basis of historic full fees pending:
 - Confirmation of the DSG adjustment from the EFA. This has now been confirmed (July 2013) at -£2.153m broadly based on pupil placements at Jan 2012.
 - Clarification of the actual saving in fees and the impact on the SEN agency budget based on the number of NMSS placements this financial year
5. The actual fee reduction, based on known 2013/14 placements is -£2.097m. This reduction relates to pre and post 16 pupils for the summer term 2013 and to pre16 pupils only for the remaining two terms of this financial year.
6. The change in DSG for post 16 pupils from August 2013 will form part of a separate adjustment to reflect the transfer of responsibility for all post 16 students with SEN to local authorities. A further DSG adjustment and virement report will be required to give effect to these changes once the destinations of young people and the cost of their placements are known with greater certainty from October 2013.
7. In contrast to the reduction in DSG for place funding Surrey now receives directly £0.497m DSG representing grants that were previously paid directly to NMSS schools by the DfE/EFA. Therefore, a virement reducing both the expenditure and DSG income budgets for SEN agency placements of -£1.6m is proposed (being -£2.097m for place funding and +£0.497).

CONSULTATION:

8. The proposed virement has been discussed with the Assistant Director for Schools and Learning.

RISK MANAGEMENT AND IMPLICATIONS:

9. All budgets in the Children Schools and Families Directorate are being monitored during 2013/14 in line with a risk based approach that ensures appropriate emphasis is placed on high risk items including the SEN agency budget which is monitored on a monthly basis.

Financial and Value for Money Implications

10. The virements are requested to reflect the 2013/14 school funding reforms in the Schools and Learning and Schools budgets and are within Surrey’s DSG allocation for 2013/14.

Section 151 Officer Commentary

11. This is primarily a finance report in order to ensure the budget correctly reflects revised funding arrangements for 2013/14.

Legal Implications – Monitoring Officer

12. There are no specific legal implications arising from this report.

Equalities and Diversity

13. This is a technical finance report seeking to reflect DSG changes in the budget with no direct impact on provision for pupils with SEN. Therefore an EIA is not required.

WHAT HAPPENS NEXT:

The budget will be adjusted in line with the approved virement.

Contact Officer:

Deirdre Linehan, Senior Principal Accountant, 020 8213 2684

Consulted:

Peter-John Wilkinson, Assistant Director for Schools and Learning
David Hodge, The Leader of the Council

Annexes: None

Sources/background papers:

- Council's Medium Term Financial Plan
 - DfE calculations of 2013/14 DSG
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