

Notice of Meeting

Cabinet Member for Schools and Learning Decisions

**Date & time**

Wednesday, 12
February 2014 at
11.30 am

Place

Room 107 - County
Hall

Contact

Anne Gowing
Room 122, County Hall
Tel 020 8541 9938

Chief Executive

David McNulty

anne.gowing@surreycc.gov.uk

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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 9938.

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 (6 February 2014).

2b Public Questions

The deadline for public questions is seven days before the meeting (5 February 2014).

2c Petitions

Notice of a petition, "We the undersigned petition Surrey County Council to open a new secondary school in Thames Ditton", containing 205 signatures has been received from Ms Louise McDonagh, Thames Ditton.

A response will be presented at the meeting.

3 WEST BYFLEET INFANT AND JUNIOR SCHOOLS: EXPANSION

(Pages 1
- 6)

There is increasing pressure for primary school places in Woking. In addition to the demand generated by an increasing birth rate, there is a need to provide more school places in the Borough as a result of additional housing and net inward migration. The Local Authority has recently consulted on the proposed expansion of West Byfleet Infant and Junior Schools in partnership with the Governing Bodies of both schools.

4 HURST PARK PRIMARY SCHOOL

(Pages 7
- 12)

School rolls have been rising steadily across Elmbridge Borough since 2002 and there is an immediate requirement for additional places in the Moleseys Primary Planning area. To ensure sufficient provision of primary school places in West Molesey, Surrey County Council is proposing the expansion of Hurst Park Primary School to two Forms of Entry (2FE) with effect from 1 September 2015. This proposal also recommends that Surrey County rebuilds the school on a new site approximately a half a mile away on Hurst Road.

David McNulty
Chief Executive

Published: 4 February 2014

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CABINET MEMBER FOR SCHOOLS AND LEARNING**DATE: 12 FEBRUARY 2014****LEAD
OFFICER:****NICK WILSON, STRATEGIC DIRECTOR OF
CHILDREN, SCHOOLS AND FAMILIES****SUBJECT: PROPOSED EXPANSION OF WEST BYFLEET INFANT AND
JUNIOR SCHOOL FROM 2 TO 3 FORMS OF ENTRY****SUMMARY OF ISSUE:**

There is increasing pressure for primary school places in Woking. In addition to the demand generated by an increasing birth rate, there is a need to provide more school places in the Borough as a result of additional housing and net inward migration. The Local Authority has recently consulted on the proposed expansion of West Byfleet Infant and Junior Schools in partnership with the Governing Bodies of both schools.

RECOMMENDATIONS:

It is recommended that following the period for final representations, the Cabinet Member for Schools and Learning approve the expansion of the infant and junior schools from two to three forms of entry from September 2015.

REASON FOR RECOMMENDATIONS:

The Local Authority has a statutory duty to ensure that there are sufficient school places in Surrey. There is a need for more primary places in Woking and this project is essential to meeting that need. Following the decision by the Cabinet Member for Schools and Learning to publish notices a four week period of representations was given for any further comments on the scheme. There have been no representations made so there are no reasons to reject the implementation of the proposal since notices were published.

DETAILS:**The Proposal**

1. Surrey County Council, in partnership with the Governors of West Byfleet Infant School and West Byfleet Junior School, is proposing that both schools expand from two to three forms of entry with a new Published Admission Number of 90. This would increase the capacity of the infant school from 180 to 270 and the capacity of the junior school from 240 to 360 pupils. The proposal would be effective from September 2015.

Rationale

2. Demand for school places – Demand for school places has increased significantly in Woking in recent years. In 2011, the County Council commissioned over a thousand additional school places in the Borough, permanently expanding primary schools including Maybury Primary School, Westfield Primary, Beaufort Primary, St Dunstan's Primary, The Marist Primary and Goldsworth Primary. Even with these expansions, all primary schools in Woking are expected to be full and to continue to be full in the

future. Three further projects are being planned in the Woking area with the West Byfleet Infant and Junior expansion proposal being one of those projects.

3. There are a number of different factors that can affect the demand for school places in an area. The most important is the birth and fertility rates in an area. Based on figures provided by the Office for National Statistics, births in Woking dipped from 1997 to a low point in 2001. Births then rose quite sharply year on year to 2007 before flattening out through to 2008. Births then rose again in 2009 and 2010. It should be noted that the recent increases in applications are unlikely to be the result of the number of births alone. There are other factors such as additional pupils from housing growth, inward and outward migration, parental preferences and the changing percentage of parents applying for independent or private provision - all of which can affect the number of applications in any given year making applications more difficult to model.
4. Housing development in the Borough - Woking Borough Council is the responsible authority for housing, it is for Surrey County Council to ensure there is sufficient infrastructure associated with population growth from housing. Between the period 2010 and 2027, Woking Borough Council are looking to provide just short of 5000 additional homes in the Borough to meet its housing targets – 35% of this will be affordable housing. Most development will be on previously developed land and, although the expected additional units in West Byfleet are likely to be modest, there is anecdotal evidence of additional units in the area being generated from the existing housing stock (larger houses being divided into two or three units).
5. On top of an increasing birth rate and additional housing, it would appear that Woking has in the past couple of years experienced net inward migration (more people moving into the area than out) which is consistent with the profile of Woking as an urban area with good employment opportunities and transport links to London.
6. In light of the above, it is clear that Woking's population is growing - it is second only to Epsom and Ewell in Surrey in terms of population growth since the last census but its 0-4 population has grown significantly more than any other Borough. There are about 1600 more 0-4 year olds now than in 2001 - a 28% increase. It is crucial that sufficient educational provision is commissioned in the Borough to keep pace with the growing population of school age children.
7. Parental Preferences - the Local Authority has a duty to secure diversity in the provision of schools and to increase opportunities for parental choice when planning the provision of schools. West Byfleet Infant School and West Byfleet Junior School are both popular schools and have been heavily oversubscribed against their published admission number of 60 for the last seven years by about a class of children. The Local Authority has a presumption to expand popular and successful schools where the demand for those places are demonstrable.
8. Location of pupils – The presumption to expand successful schools is not an absolute. The Local Authority must also consider the location of pupils in relation to schools as it also seeks to plan provision as close to the pupil population as possible so that local pupils can attend local schools. In

mapping the location of all 2013 applicants looking for a reception place in Woking this year (and those that will be seeking junior provision in 2016) there were 75 children living within 0.5 miles of the school with 197 pupils living within a mile of the school. The figures were very similar in 2012 with 70 children living within half a mile of the school and 189 living with a mile. There is a large number of pupils within good proximity to the school with a high percentage of those pupils with the potential to walk, scoot or cycle into school.

CONSULTATION:

9. Public consultation was undertaken on this proposal at the start of the academic year. A consultation document was published to all statutory stakeholders including parents and local residents. The document was published on 17 October 2013 with consultation responses required by 21 November 2013. In broad terms, there was very little disagreement with the need for more places – most parents and residents accepted that more school places are needed in the area.
10. Having considered the responses to the consultation, the Cabinet Member published notices on 12 December 2013. Following this notice there have been no representations received.

RISK MANAGEMENT AND IMPLICATIONS:

11. Surrey County Council will be delivering and managing this project. The in-house project management team will have compiled a project risk register and will monitor and update this document at regular intervals. West Byfleet Infant and Junior School are on a very large site but located close to the highway with challenging access arrangements. The current strategy involves creating new staff parking facilities via Leisure Lane which is not currently in the County Council's ownership, which is a significant risk. Early discussions have taken place with the owners of this road which have proved positive but there are no formal agreements at this stage. It will be important that the school, contractor and Surrey County Council project management work closely together to manage the risks in this regard to ensure the site is safe, the compound and access points are sensible and that pupil safety is paramount.
12. Other risks relate to the capital budget and programme for the scheme. A full planning application has not yet been submitted, so it is not yet clear that mitigation measures might be necessary in terms of local amenity and traffic as well as the capital budgets that might be required for their implementation. This risk will be managed by ensuring a contingency sum is budgeted as part of this project. In terms of timescales, September 2015 is considered achievable and there is some allowance in the programme for delays with the planning application or during the construction phase.

Financial and Value for Money Implications

13. The 2014/19 Capital Programme includes this scheme. Funding for the scheme was approved as part of the 2013/18 medium term financial plan and it is expected that the 2014/19 medium term financial plan for the school basic need capital programme will be approved by Full Council in February.

14. A full business case for this scheme will be developed and the full financial implications will be considered at this stage. The estimated scheme costings will be updated as part of the business case development and this will inform future years funding.

Section 151 Officer Commentary

15. The scheme for West Byfleet has approved funding as part of the 2013/18 MTFP and is also included in the 2014/19 capital programme. The 2014/19 MTFP is expected to be approved by Full Council in February 2014.
16. The Section 151 Officer acknowledges that following consultation a full business case for this scheme will be developed and the estimated scheme costings will be updated. This will then inform future years funding requirements.

Legal Implications – Monitoring Officer

17. Section 13 of the Education Act 1996 places a general duty on local education authorities to secure that efficient primary education is available to meet the needs of the population of their area. Section 5 of the School Standards and Framework Act 1998 places a duty to promote high standards. Therefore, there is a duty to provide efficient education and sufficient schools to do so.

Equalities and Diversity

18. 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 school does serve both traveller families and families from the armed services but this proposal ensures that there will be sufficient places for children from these groups to attend school in the future. The proposal does not change the nature of the admissions criteria for the school.
19. The new school building will comply with all DDA (Disabilities Discrimination Act) regulations. The expanded school will provide additional employment opportunities in the area.
20. The school will be for children in the community served by the school. If there is sufficient provision available, then it would be beneficial for all children, including vulnerable children.
21. The school will be expected to contribute towards community cohesion and will be expected to provide the normal range of before and after schools clubs, as are provided in a typical Surrey County Council school.

Climate change/carbon emissions implications

22. The County Council attaches great importance to being environmentally aware and wishes to show leadership in cutting carbon emissions and tackling climate change. The new buildings will comply or exceed Building Regulations. The contractor will be required to provide a Site Waste Management Plan.

WHAT HAPPENS NEXT:

23. A full business case detailing the financial and value for money implications of this proposal will be completed and submitted to Cabinet for their approval as part of the tendering and contracting phase.

Contact Officer:

Kieran Holliday, School Commissioning Officer (North West), 020 8541 7383.

Consulted:

All schools in Woking (including New Haw and the Grange)
Pupils and parents of West Byfleet Infant and Junior School
The Governing Bodies of West Byfleet Infant and Junior School
Local Residents
Local Members

Sources/background papers:

- Proposal to expand West Byfleet Infant and Junior School, October 2013. A copy of this report can be found here on the SCC website by navigating to, or clicking on, the following: [Learning > Schools > Education Consultation and Plans](#)

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SURREY COUNTY COUNCIL**CABINET MEMBER FOR SCHOOLS AND LEARNING****DATE: 12 FEBRUARY 2014****LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR OF CHILDREN, SCHOOLS AND FAMILIES****SUBJECT: TO DETERMINE WHETHER TO PUBLISH STATUTORY NOTICES ON A PROPOSAL TO RELOCATE, REBUILD AND EXPAND HURST PARK PRIMARY SCHOOL IN WEST MOLESEY****SUMMARY OF ISSUE:**

School rolls have been rising steadily across Elmbridge Borough since 2002 and there is an immediate requirement for additional places in the Moleseys Primary Planning area. To ensure sufficient provision of primary school places in West Molesey, Surrey County Council is proposing the expansion of Hurst Park Primary School to two Forms of Entry (2FE) with effect from 1 September 2015. This proposal also recommends that Surrey County rebuilds the school on a new site approximately a half a mile away on Hurst Road.

RECOMMENDATIONS:

It is recommended that:

1. The Cabinet Member should consider whether to publish Statutory Notices to the effect that:
 - Hurst Park Primary School is enlarged by 1 form of entry (from 1 FE to 2 FE) on 1 September 2015
 - The school will be relocated to the former John Nightingale School site on Hurst Road, West Molesey
2. An associated building programme goes ahead to provide a new Hurst Park Primary school

REASON FOR RECOMMENDATIONS:

Based on the most recent forecast of pupil numbers, which projects the requirement for school places up to 2020 and beyond, two additional forms of entry in this planning area would meet the basic need. Expansion of existing schools is the logical and most financially prudent response to this issue.

Hurst Park Primary School is a popular and successful school which delivers a high quality education. It was rated as a good school by OFSTED at its last full inspection (May 2013). The provision of additional places at Hurst Park Primary School meets the Government's policy position to expand successful and popular schools, in order to provide quality places and meet parental preferences.

DETAILS:

Business Case

1. There is a clear need for additional primary school places in the Moleseys planning area. This area is served by five schools: Chandlers Field Primary, St Alban's Catholic Primary School (which is also currently proposing to expand by 1 FE in order to meet the needs of catholic residents in the wider deanery); Orchard Infant, St Lawrence Junior (due to be rebuilt under the government's Priority Schools Building Programme) and Hurst Park Primary School.
2. Hurst Park Primary School has previously expanded temporarily by taking additional reception 'bulge' classes in 2012 and 2013 to help relieve the pressure for places in the area. It therefore already has two cohorts of 60 pupils in the present Reception and Year 1.
3. Hurst Park Primary School is willing to permanently expand in the longer term and is keen to do so with the promise of new accommodation which is designed to enhance the quality of the educational opportunities on offer. The staff and governors have been working closely with Surrey County Council to agree a design for the new school on the John Nightingale site. The governing body is also keen to improve the access to the school for pedestrians and vehicles in response to parents' and residents' concerns about the volume of traffic and safety on Hurst Road. Advice has been taken from Surrey County Council's Highways Department in this regard.
4. A number of residents living adjacent to the proposed new school site have raised concerns about the location of the new school's main entrance and the impact this will have on residents due to parental parking at key times.
5. If the school and County Council receive agreement to go ahead with the expansion a planning application will be made which takes into account the issues outlined above.
6. The Local Authority has a statutory duty to provide sufficient school places. It is not currently possible to expand one of the other local schools in the immediate planning area or to increase the size of Hurst Park on its present site. Building a new school on land already owned by the council seems to be the best option and affords the best educational opportunity, since the new school will benefit from the existing leadership and expertise of a Headteacher and staff with a proven track record for success.
7. Based on the most recent pupil projections the County Council is forecasting a need for two additional forms of entry in the Moleseys in the immediate future. This proposal forms one part of a wider area strategy with a further form of entry planned for St Alban's Catholic Primary School.

CONSULTATION:

8. A public consultation was carried out between 2 December 2013 and 6 January 2014. A consultation document was produced and circulated to all parents and other stakeholders and interested parties. In addition, two meetings were held at the school on 3 December; these were attended by approximately sixty parents and residents. On 27 November the school held

an open presentation meeting for stakeholders to view the draft plans for the design of the new school. This was also well attended. The consultation document was also published on the Surrey County Council website and the local Borough and County Councillors were sent copies of the document.

9. The Council had received 33 written responses in total by the close of the consultation; five responses arrived soon after the deadline and so have been included in this analysis. A summary of all the consultation response forms is given in the table below. **Please note that some residents are also parents of pupils on roll at Hurst Park so will be counted in both categories, therefore the numbers in the individual columns won't always total 38 :**

Respondent	Number of Forms /emails received	Against	For	Don't Know/undecided
Total Responses received	38	5	22	12
Employee of the school	0	0	0	0
HP School governor	1	0	1	0
Parents of children on roll	(5)	0	5	0
Other parents or reps of other schools	0	0	0	0
Residents	37	5	20	12

10. The governing body plus twenty-two respondents are in agreement with the proposal. Twelve people state that they do not know whether or not they are in favour, with a number stating that they want more information about the building development before deciding. Five respondents who sent in forms or emailed comments are against the proposal.
11. The main concerns raised by respondents was the anticipation of parking problems associated with the entrance to the new school building being located on the design plans on Freeman Road, within the Bishop Fox estate. They would prefer this to be on the main Hurst Road served by reinstating the old slip road that existed when the John Nightingale Special School was on this site.
12. The residents on the estate point out that the roads are too narrow to accommodate the volume of traffic and pedestrians a school may bring. Some residents also objected to the potential noise, litter and intrusions to their properties from pupils at the school.
13. Unfortunately the postal delivery to the residents of the Bishop Fox estate did not arrive until after the public consultation meetings at the school. Although the primary purpose of these two meetings was to inform parents about the educational impact of this proposal, and was not to discuss the design or planning issues, some residents who were not parents of children currently on roll at Hurst Park Primary have contacted the Local Authority expressing their dissatisfaction at not being able to attend a meeting and hear about the proposal first hand. The houses that did receive a copy of the consultation document were those that are immediately adjacent to the proposed new building and campus entrances; these being the residents most likely to be affected by the change of school site. Other residents were not leafleted but many people are aware of the consultation via word of mouth and have

access to the document which is published on the Surrey County Council and school websites. Hard copies are also available upon request.

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14. A number of respondents supported the proposal to rebuild on the John Nightingale site; however many also raised concerns about traffic and road safety issues on Hurst Road. Various solutions were put forward and these have been forwarded to our Project Manager and Travel Consultants for their consideration prior to a planning application being made.
15. Those people in support of the proposal recognised the need for more places and welcomed the opportunity to provide these at a purpose built primary school with more space for pupils to play. However, even some of these people expressed reservations about the entrance being on Freeman Drive. Some people qualified their support for expansion on the understanding that traffic management measures would be assured.

RISK MANAGEMENT AND IMPLICATIONS:

16. The key risk to this proposal is the dependency on a successful planning application to develop the site which includes mitigation of the impact of additional school traffic as far as possible.

Financial and Value for Money Implications

17. The 2014/19 Capital Programme includes this scheme. Funding for the scheme was approved as part of the 2013/18 medium term financial plan and it is expected that the 2014/19 medium term financial plan for the school basic need capital programme will be approved by Full Council in February.
18. A full business case for this scheme will be developed and the full financial implications will be considered at this stage. The estimated scheme costings will be updated as part of the business case development and this will inform future years funding.

Legal Implications – Monitoring Officer

19. The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 contain the regulations that apply to prescribed alterations. The DCSF 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. This guidance has been followed.

Equalities and Diversity

20. There are no direct equalities implications arising out of the proposal. The increased provision will be open to all applicants irrespective of race, gender, faith, ethnicity or ability. The Admissions arrangements will give the highest priority to Looked After Children 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. Children with siblings will receive

the next priority, followed by those children living closest to the school. There is no proposal to amend the Admissions criteria.

Safeguarding responsibilities for vulnerable children and adults implications

21. The school has a robust Safeguarding Policy which is monitored by the designated Child Protection Lead Officer, is regularly reviewed by the governing body and is subject to OFSTED inspection. 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. Consultation responses will be taken into account when the final design is submitted.

Climate change/carbon emissions implications

22. The County Council attaches great importance to being environmentally aware and wishes to show leadership in cutting carbon emissions and tackling climate change. A safe walking route to the new site school has been identified for use by children and families. In addition, the design for the new school will include facilities on campus to encourage children to cycle or use scooters to come to school.

23. The additional school provision is centred close to the demographic demand and as a result will enable parents and children to attend a local school and thus should reduce either the need for, or length of school journeys.

24. The design of the new school is energy efficient and follows all local guidance and standards in this respect.

Section 151 Commentary

25. There is approved funding for this scheme in the current 2013/18 medium term financial plan. More detailed costings will be compiled for the business case and Investment Panel approval.

WHAT HAPPENS NEXT:

- Subject to Cabinet Member approval, Statutory Notices stating the Council's intent to rebuild and expand the school will be published. The Cabinet Member will then receive a further report to determine the proposal within two months of the expiration of the Statutory Notices.
- The outcome of this consultation will be published on the Surrey County Council website and parents of pupils at the school will be notified by letter from the Governing Body.

Contact Officer:

Melanie Harris

School Commissioning Officer NE Surrey tel. 020 8541 9556

Consulted:

Parents of pupils and prospective pupils of Hurst Park Primary School
Local Councillors
Local residents via the consultation document published on the SCC website

Annexes: none

Sources/background papers:

School Organisation Consultation Proposal
Consultation responses to be tabled at the meeting
