

Notice of Meeting

Cabinet



Date and Time

Tuesday, 27
February 2024
2.00 pm

Place

Council Chamber,
Woodhatch Place,
11 Cockshot Hill,
Reigate,
Surrey,
RH2 8EF

Contact

Huma Younis or Sarah
Quinn
huma.younis@surreycc.gov.uk
or
sarah.quinn@surreycc.gov.uk

Web:

[Council and
democracy
Surreycc.gov.uk](#)



@SCCdemocracy

Committee:

Natalie Bramhall, Clare Curran, Kevin Deanus, Matt Furniss, Marisa Heath, David Lewis,
Sinead Mooney, Mark Nuti, Tim Oliver and Denise Turner-Stewart
Maureen Attewell, Jordan Beech, Paul Deach, Steve Bax

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language, please email Huma Younis or Sarah Quinn on huma.younis@surreycc.gov.uk or sarah.quinn@surreycc.gov.uk.

This meeting will be held in public at the venue mentioned above and may be webcast live. Generally the public seating areas are not filmed. However, by entering the meeting room and using the public seating area or attending online, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If webcast, a recording will be available on the Council's website post-meeting. The live webcast and recording can be accessed via the Council's website:

<https://surreycc.public-i.tv/core/portal/home>

If you would like to attend and you have any special requirements, please email Huma Younis or Sarah Quinn on huma.younis@surreycc.gov.uk or sarah.quinn@surreycc.gov.uk. Please note that public seating is limited and will be allocated on a first come first served basis.

AGENDA

1 APOLOGIES FOR ABSENCE

To note any apologies for absence.

2 MINUTES OF PREVIOUS MEETING: 30 JANUARY 2024

(Pages
1 - 10)

To agree the minutes of the last meeting as a correct record of the meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PROCEDURAL MATTERS

a MEMBERS' QUESTIONS

The deadline for Member's questions is 12pm four working days before the meeting (21 February 2024).

b PUBLIC QUESTIONS

The deadline for public questions is seven days before the meeting (20 February 2024).

c PETITIONS

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

d REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE

To consider any representations received in relation why part of the meeting relating to a report circulated in Part 2 of the agenda should be open to the public.

5 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL

To consider any reports from Select Committees, Task Groups and any other Committees of the Council.

6 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING

To note any delegated decisions taken by the Leader, Deputy Leader, Cabinet Members, Strategic Investment Board and Committees in Common Sub-Committee since the last meeting of the Cabinet.

There are no decisions for noting.

7 CABINET MEMBER OF THE MONTH

(Pages
11 - 16)

To receive an update from Denise Turner-Stewart, Deputy Leader and Cabinet Member for Customers and Communities.

8 SECURING A COUNTY DEAL FOR SURREY

(Pages
17 - 26)

In the 2023 Autumn Statement, government set out their intention to expand level 2 non-mayoral county deals to single county areas that do not have a neighbouring or island unitary to form a combined authority with. Surrey County Council was considered eligible. This report sets out the expected timeline for securing a level 2 deal and asks Cabinet to consider, discuss and approve this initial offer, submitting any queries for officers to feed into further discussions with government.

(The decisions on this item can be called -in by the Communities, Environment and Highways Select Committee)

9 PROMOTING AND SUPPORTING SUSTAINABLE ECONOMIC GROWTH IN SURREY (LEP INTEGRATION) (Pages 27 - 38)

From April 2024, the Government will cease providing funding to Local Enterprise Partnerships (LEPs) and the functions previously held by LEPs will transfer to Upper Tier Local Authorities (UTLAs). This report highlights the key progress that has been made with the other UTLAs and LEPs on the disaggregation of programmes, funding, liabilities, and assets, outlines any outstanding issues, and provides more specific details on the implications of the latest government guidance and funding.

(The decisions on this item can be called -in by the Communities, Environment and Highways Select Committee)

10 PROVISION OF PRIMARY SCHOOL PLACES IN THE PLANNING AREA OF REIGATE (Pages 39 - 158)

Cabinet is asked to make a decision regarding the future of primary school provision in Reigate.

(The decisions on this item can be called in by the Children, Families, Lifelong Learning & Culture Select Committee)

11 EARLY YEARS EXPANSION OF ENTITLEMENTS AND SCHOOLS WRAPAROUND PROVISION (Pages 159 - 232)

This report provides a description of the new Early Years Entitlements and Schools wraparound provision announced by Government in March 2023 to be implemented over the next 2 years with the first new entitlement starting in April 2024. The report will present our intended response to this new statutory duty demonstrating how we plan to execute successful delivery of this challenging implementation.

(The decisions on this item can be called in by the Children, Families, Lifelong Learning & Culture Select Committee)

12 LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN PUBLIC REPORT REGARDING CONCERNS ABOUT THE DELIVERY OF EDUCATION FOR CHILDREN WITH ADDITIONAL NEEDS AND DISABILITIES (SEND) (Pages 233 - 250)

The purpose of this report is to bring to Members' attention a public report which has been issued by the Ombudsman.

13 SURREY FIRE AND RESCUE SERVICE FIRE HOUSE AND TRAINING FACILITY (Pages 251 - 258)

Cabinet approval is requested for capital expenditure to redevelop the SFRS fire house and training provision and deliver a new facility which will be capable of providing crucial training for new staff and will facilitate the ongoing training of the existing operational personnel.

(The decisions on this item can be called -in by the Communities, Environment and Highways Select Committee)

N.B There is a Part 2 report at Item 16.

14 MONTHLY BUDGET MONITORING- 2023/24 MONTH 09 (Pages 259 - 270)

This report provides details of the Council's 2023/24 financial position, for revenue and capital budgets, as at 31st December 2023 (M9) and the expected outlook for the remainder of the financial year.

(The decisions on this item can be called-in by the Resources and Performance Select Committee)

15 EXCLUSION OF THE PUBLIC

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

PART TWO - IN PRIVATE

16 SFRS FIRE HOUSE AND TRAINING FACILITY (Pages 271 - 276)

Cabinet approval is requested for capital expenditure to redevelop the SFRS fire house and training provision and deliver a new facility which will be capable of providing crucial training for new staff and will facilitate the ongoing training of the existing operational personnel.

(The decisions on this item can be called -in by the Communities, Environment and Highways Select Committee)

17 PUBLICITY FOR PART 2 ITEMS

To consider whether the item considered under Part 2 of the agenda should be made available to the Press and public.

**Joanna Killian
Chief Executive**

Published: Monday, 19 February 2024

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Members of the public and the press may use social media or mobile devices in silent mode during meetings. Public Wi-Fi is available; please ask the committee manager for details.

Anyone is permitted to film, record or take photographs at Council meetings. Please liaise with the committee manager prior to the start of the meeting so that the meeting can be made aware of any filming taking place.

The use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to any Council equipment or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

Thank you for your co-operation.

QUESTIONS AND PETITIONS

Cabinet and most committees will consider questions by elected Surrey County Council Members and questions and petitions from members of the public who are electors in the Surrey County Council area.

Please note the following regarding questions from the public:

1. Members of the public can submit one written question to a meeting by the deadline stated in the agenda. Questions should relate to general policy and not to detail. Questions are asked and answered in public and cannot relate to “confidential” or “exempt” matters (for example, personal or financial details of an individual); for further advice please contact the committee manager listed on the front page of an agenda.
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman’s discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Cabinet members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Cabinet members may decline to answer a supplementary question.

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 30 JANUARY 2024 AT 2.00 PM
COUNCIL CHAMBER, WOODHATCH PLACE, 11 COCKSHOT HILL,
REIGATE, SURREY, RH2 8EF.**

These minutes are subject to confirmation by the Cabinet at its next meeting.

Members: (*present)

*Tim Oliver (Chairman)
*Natalie Bramhall
*Clare Curran
*Matt Furniss
*David Lewis
*Mark Nuti
*Denise Turner-Stewart
*Sinead Mooney
*Marisa Heath
*Kevin Deanus

Deputy Cabinet Members:

*Maureen Attewell
Paul Deach
Jordan Beech
*Steve Bax

Members in attendance:

Catherine Powell, Residents' Association and Independent Group Leader

**PART ONE
IN PUBLIC**

1/24 APOLOGIES FOR ABSENCE [Item 1]

Jordan Beech and Paul Deach joined the meeting remotely.

2/24 MINUTES OF PREVIOUS MEETING: 11 DECEMBER 2023 AND 19 DECEMBER 2023 [Item 2]

3/24 DECLARATIONS OF INTEREST [Item 3]

There were none.

4/24 PROCEDURAL MATTERS [Item 4]

4/241 MEMBERS' QUESTIONS [Item 4a]

There was one member question. A response was published in a supplement to the agenda.

The Cabinet Member for Children, Families and Lifelong Learning commented in response to part A) of her question, that it was clear that the right monitoring mechanisms had not yet been identified but hoped that we as an authority were able to work alongside national bodies to ensure that the correct Environmental Protection could be put in place. With regards to part B) the Cabinet Member hoped that we are able to have constructive dialogue on the challenges that are facing officers in driving this through.

With regards to part A) the Cabinet Member for Environment stated that as Natural England guidance sets out, chalk streams had a really high biodiversity value and it would be very difficult to recreate any loss. The council was open to engaging with relevant parties on this and doing further work to protect chalk streams and all of those connected issues to do with flooding and pollution as well. With regards to part B) the Cabinet Member for Environment stated that the council was happy to work on this with relevant bodies ensuring constructive dialogue.

5/24 PUBLIC QUESTIONS [Item 4b]

There was one public question. A response was published in a supplement to the agenda.

6/24 PETITIONS [Item 4c]

There were none.

7/24 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

8/24 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

The report was introduced by the Chairman of the budget task group who thanked officers for their engagement with the task group and thanked Cabinet for their response. She explained that the recommendations in the report were in addition to the Select Committee recommendations shared with Cabinet on 19 December 2023. The task group Chairman still remained concerned about the value the council placed on early intervention/ prevention support services but welcomed the additional £5m being spent in this area. There was still concern around SEND schools and the increase in costs which were noted in the recommendations. With regard to EIAs these had been made available in January 2024 although having them available last October would have been welcomed.

The Leader thanked the task group for their work on the budget and made a few comments. He stated that investing in prevention work

went hand in hand with the challenges of funding daily services. £30m had been put into the budget to specifically target early prevention and support. Work needed to be done to clarify what we meant by prevention and what this work entailed. None of the efficiencies being made by the council would impact front line services. An analogy had been drawn up in the press regarding debt levels of the County Council and Woking Borough Council but the Leader explained that the capital budget would focus on building facilities to support and improve outcomes for residents which in turn would generate savings in the future. The capital programme supported the preventative agenda. The Leader also hoped that as there had been more than 20 meetings where members could make suggestions to be included for consideration in the budget process, that there would not be any last minute suggestions being made at the Council meeting when the budget would be approved.

9/24 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]

There was one decision for noting.

RESOLVED:

That the decisions taken since the last Cabinet meeting be noted.

10/24 CABINET MEMBER OF THE MONTH [Item 7]

The Cabinet Member for Adult Social Care provided the Cabinet with an update on the work she and the services she supports had been undertaking. The following points were highlighted:

- The Cabinet Member explained that the Care Quality Commission (CQC) was now responsible for regulating local authorities' delivery of its Care Act duties. This was the first-time local authorities had been assessed on these duties since the introduction of the Care Act in 2014. The CQC had piloted their approach in five authorities with four rated as 'good' and one 'requires improvement'. The CQC had committed to complete assessments on all local authorities in the next two years.
- There had been some significant changes in staffing within Safeguarding in Adults, Wellbeing and Health Partnerships. A new post, Assistant Director, Safeguarding, Assurance, Mental Capacity Act (MCA) and Deprivation of Liberty Safeguards (DoLS) had been established to provide strategic oversight and leadership across Surrey. The post has been recruited to on an interim basis following attempts to recruit permanently.
- Surrey had experienced increased numbers of safeguarding concerns and investigations referred to the local authority. Not all of these after investigation were safeguarding adults' issues,

however the high numbers, in the context of other increased demand had led to an outstanding list of open safeguarding cases which though reducing is currently standing at 3,700. Work was taking place with the Safeguarding Adults Board and other partners to make sure that there was a shared understanding of what is appropriate to be referred as a safeguarding adult's referral. A new safeguarding tracker has been developed to support each area to focus and bring the lists down.

- It was explained that an audit programme had been developed to ensure a quality approach across Adults, Wellbeing and Health Partnerships and regular strategic liaison meetings were taking place with providers.
- An update to the Housing Chapter of the Joint Strategic Needs Assessment had been completed and the delivery of the Accommodation with Care and Support Strategy was moving at a good pace.
- The Leader recognised the good work being undertaken by the Cabinet Member on the Housing, Accommodation and Homes Strategy for Surrey which had been presented at a the LoveLocalGov event which focused on celebrating the best of local government work.

RESOLVED:

That the Cabinet Member of the Month update be noted.

11/24 2024/25 FINAL BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY TO 2028/29 [Item 8]

The report was introduced by the Leader who explained that a draft budget had come to Cabinet in November and would be taken to Full Council on 6 February for approval. At the November meeting a budget gap of £13.5m had been identified, the final budget contained within the Cabinet report addressed this gap. The final budget would assume an increase in the level of core council tax of 2.99% and an increase of 2% in the precept proposed by Central Government to cover the growing cost of Adult Social Care. The increase in council tax would put the council in a robust financial position. A final settlement from Government would be announced on 5 February which indicated an increase of funding by £600m, £500m of this would be ringfenced for adult social care. The lobbying by the council to government had been effective and acted on. The Leader gave special thanks to the Prime Minister, Jeremy Hunt and Michael Gove. The Leader reiterated the need for reform to funding in Local Government and highlighted the services where there were pressures including home to school transport.

The Cabinet Member for Finance and Resources welcomed the final budget, thanking the Leader for his lobbying of government. Officers

were also thanked for helping develop the final budget. Additional funding from government would help the council to support vulnerable residents and invest for the future. Cabinet Members welcomed additional funding from the government especially for children and adults services. The Deputy Leader and Cabinet Member for Customer and Communities welcomed the £40m being made available for Your Fund Surrey from 2023-24 to 2025-26. The projects coming to fruition were supporting the prevention agenda of the council and supporting vulnerable residents.

The Leader noted that recommendation 5 in the report would be updated ahead of the Full Council meeting to reflect that earmarked reserves would no longer be used as additional funding had been received by government.

RESOLVED:

That Cabinet makes the following recommendations to Council on 6 February 2024.

Cabinet recommends that Council:

1. Approves the net revenue budget requirement be set at **£1,197.1 million** (net cost of services after service specific government grants) for 2024/25 (Annex B), subject to confirmation of the Final Local Government Financial Settlement.
2. Approves the total Council Tax Funding Requirement be set at **£914.9 million** for 2024/25. This is based on a council tax increase of 4.99%, made up of an increase in the level of core council tax of 2.99% and an increase of 2% in the precept proposed by Central Government to cover the growing cost of Adult Social Care (Annex E).
3. Notes that for the purpose of section 52ZB of the Local Government Finance Act 1992, the Council formally determines that the increase in core council tax is not such as to trigger a referendum (i.e. not greater than 3%).
4. Sets the Surrey County Council precept for Band D Council Tax at £1,758.60, which represents a 4.99% uplift. This is a rise of £1.61 a week from the 2023/24 precept of £1,675.08. This includes £251.44 for the Adult Social Care precept, which has increased by £33.50. A full list of bands is as follows:

Valuation band	Core precept	ASC precept	Overall precept
A	£ 1,004.77	£ 167.63	£ 1,172.40
B	£ 1,172.24	£ 195.56	£ 1,367.80
C	£ 1,339.70	£ 223.50	£ 1,563.20
D	£ 1,507.16	£ 251.44	£ 1,758.60
E	£ 1,842.08	£ 307.32	£ 2,149.40
F	£ 2,177.01	£ 363.19	£ 2,540.20
G	£ 2,511.93	£ 419.07	£ 2,931.00
H	£ 3,014.32	£ 502.88	£ 3,517.20

5. Approves the use of £5m of earmarked reserves, to enable additional targeted preventative and early intervention investment in the event that the Final Local Government Finance Settlement does not provide any additional funding to that contained in the provisional settlement (paragraph 6).
6. Notes that underlying General Fund Balances are projected to remain at £49 million as of 1 April 2024.
7. Approves the Total Schools Budget of £656.7 million to meet the Council's statutory requirement on schools funding (as set out in Section 9 of the 2024/25 Final Budget and Medium-Term Financial Strategy to 2028/29).
8. Approves the overall indicative Budget Envelopes for Directorates and individual services for the 2024/25 budget (Annex B).
9. Approves the total £1,902.4 million proposed five-year Capital Programme (comprising £1,291.3 million of budget and £611.1 million pipeline) and approves the £404.9 million Capital Budget in 2024/25 (Annex C).
10. Approves the Capital and Investment Strategy (Annex F - Sections 1 to 3), which provides an overview of how risks associated with capital expenditure, financing and treasury will be managed as well as how they contribute towards the delivery of services.
11. Approves the policy for making a prudent level of revenue provision for the repayment of debt - the Minimum Revenue Provision (MRP) Policy (Annex G).
12. Notes that the investment in Transformation required to deliver improved outcomes and financial benefits is built into the proposed Medium-Term Financial Strategy (as set out in section 3 of 2024/25 Final Budget Report and Medium-Term Financial Strategy to 2028/29).
13. Cabinet notes that the Audit & Governance Committee has approved the following at its meeting on the 17th January 2024: Treasury Management Strategy and Prudential Indicators

(Annex F – Section 4) which set a framework for the Council’s treasury function to manage risks, source borrowing and invest surplus cash.

Reasons for Decisions:

Council will meet on 6 February 2024 to agree a budget and to set the Council Tax Precept for 2024/25. Cabinet is required to recommend a budget to Council for consideration at this meeting. The budget directs available resources to support the achievement of the Council’s ambitions and priorities in the 2030 Vision and the Refreshed Organisation Strategy.

The budget will also support the delivery of the continuing transformational changes that are required to ensure that the Council can improve priority outcomes for residents, while managing growing demand for services and ensuring future financial sustainability.

12/24 ADMISSION ARRANGEMENTS FOR SURREY'S COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR SEPTEMBER 2025 [Item 9]

The Cabinet Member for Children, Families and Lifelong Learning introduced the report explaining that this was an annual report regarding the admission arrangements that will apply for Surrey’s community and voluntary controlled infant, junior, primary and secondary schools for admission in September 2025. Surrey County Council was responsible for setting the admission arrangements for 78 community and voluntary controlled schools for 2025. The remaining schools were academies, foundation, free, trust and voluntary aided schools that were responsible for setting their own admission arrangements. The admission arrangements for all community and voluntary controlled schools for 2025 would remain as determined for 2024 therefore no consultation would be required.

RESOLVED:

That Cabinet makes the following recommendations to Council on 6 February 2024.

Cabinet recommends that Council approves:

- 1. The admission arrangements for community and voluntary controlled schools, including the Published Admission Numbers (PANs), for September 2025 as set out in Annex 1 and its appendices.

Reasons for Decisions:

- The local authority has a duty to determine the admission arrangements for all community and voluntary controlled schools by 28 February 2024
- The admission arrangements are working well
- The arrangements enable the majority of pupils to attend a local school and in doing so reduce travel and support Surrey's sustainability policies
- The changes highlighted in bold red text in Sections 10, 11, 14 and 19 of Annex 1 have been made to add clarity to the arrangements and reflect existing practice
- The arrangements remain as they were determined for 2024, which enables parents to have some historical benchmark by which to make informed decisions about their school preferences for 2025 admission
- The arrangements are compliant with the School Admissions Code

13/24 STRATEGIC INVESTMENT BOARD ANNUAL REPORT - FINANCIAL YEAR 2022/23 [Item 10]

The annual report was introduced by the Leader who explained the role of the Strategic Investment Board in overseeing the council's investments and performance of the council's trading companies. Investment return was expected to remain between 2-2.5% of the council's net revenue budget over the next 5 years with reserves to manage any fluctuations. The Leader explained that changes to the Public Works Loan Board lending rules had prevented Councils taking on additional borrowing to invest purely for commercial gain and that the council had not made any such investments since 2018. The asset holdings of the council were regularly reviewed by the Board. The Leader gave an update on the performance of each trading company stating that each was performing well with no financial challenges.

RESOLVED:

1. That Cabinet endorses the Annual Report of the Strategic Investment Board.

Reasons for Decisions:

- To inform the Council about the activities of the Strategic Investment Board
- The Strategic Investment Board has been established in accordance with best practice governance to ensure effective oversight and alignment with the strategic objectives and values of the Council.

(The decisions on this item can be called in by the Resources and Performance Select Committee)

14/24 2023/24 MONTH 8 (NOVEMBER) FINANCIAL REPORT [Item 11]

The report was introduced by the Cabinet Member for Finance and Resources who explained that at Month 8 the Council was forecasting an overspend of £1.7m against the 2023/24 revenue budget, after the application of the contingency budget. At Month 8, capital expenditure of £267.4m was forecast for 2023/24, a variance of £0.9m less than the re-set budget of £268.3m. The capital pipeline budget included £40m for Your Fund Surrey for 23/24 – 25/26, including an allocation available to each Councillor for the small project fund which enables them to support local small capital projects in their community. It was proposed to increase the allocation to individual councillors from £50,000, to a total of £100,000. There had also been a submission from Waverley Borough Council for a reimbursement of the Council's share of the additional council tax raised for specific years from implementing changes to empty homes policies. This was for a total of £575,933.

RESOLVED:

1. That Cabinet notes the Council's forecast revenue budget (after the application of the full contingency budget) and capital budget positions for the year.
2. That Cabinet approves the Empty Homes proposal of £575,933 to Waverley Borough Council relating to 2022, outlined in paragraph 7 – 8.
3. That Cabinet approves the increase to the Your Fund Surrey small project fund allocation for each individual councillor to £100,000.

Reasons for Decisions:

This report is to comply with the agreed policy of providing a monthly budget monitoring report to Cabinet for approval of any necessary actions.

(The decisions on this item can be called in by the Resources and Performance Select Committee)

15/24 EXCLUSION OF THE PUBLIC [Item 12]

RESOLVED: That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

16/24 STRATEGIC INVESTMENT BOARD ANNUAL REPORT - FINANCIAL YEAR 2022/23 [Item 13]

The Leader introduced a Part 2 annex which contained information which was exempt from Access to Information requirements by virtue of Paragraph 3: information relating to the financial or business affairs of any particular person (including the authority holding that information).

There was a short discussion amongst the Cabinet about the properties contained within the commercial portfolio.

RESOLVED:

See Minute 13/24.

Reasons for Decisions:

See Minute 13/24.

17/24 PUBLICITY FOR PART 2 ITEMS [Item 14]

It was agreed that non-exempt information may be made available to the press and public, where appropriate.

Meeting closed at 15:30

Chairman

Cabinet Member of the Month (Feb 2024): Denise Turner Stewart, Customer & Communities

The Customers and Communities Directorate delivers a range of public-facing services which many residents rely on, as well as shaping policies and driving strategies that aim to support the development of thriving communities, ensure a greener future, grow a sustainable local economy, tackle health inequalities and ensure that no-one is left behind. Services within the Directorate include:

- Community Partnerships & Prevention incl. Voluntary, Community and Faith Sector
- Community Investment & Engagement incl. Community Link Officers and Your Fund Surrey
- Local Areas Coordinators (LACs)
- Customer Services and Customer Transformation
- Libraries
- Heritage and Archive Services
- Active Surrey
- Surrey Arts
- Registration & Nationality Services

Community Investment, including Your Fund Surrey: Your Fund Surrey (YFS) has recently had its' third anniversary with 35 large projects having been funded to-date, equating to a total of £17m in value. Many of the funded projects are under construction, while a number are now open to the public. As a consequence, tangible, meaningful benefits are being realised for local communities, which support the County Council's priorities, particularly ensuring no one is left behind.

For example:

- I) Weybridge Men's Shed, supported by YFS, now provides a new community space to pursue practical interests/hobbies, learn new skills and most importantly, encourage social connections and friendships. On average 12 "shedders" attend per session, equating to 1,872 shedder hours per year. The Shed has established regular working arrangements and provides access to its facilities to 3 local charities – Surrey Choices, Cook4Care, The ClubHouse project, as well as providing hands-on training for young adults with learning difficulties.



- II) YFS provided funding that has enabled a specialised sensory room and gym to be created at Leatherhead and Dorking Gymnastics Club, for those who find it overwhelming in the main gym and need time out. The physical and mental well-being benefits for the user group are well-established and clear to see at the Club. On average they have an additional 12 new users using the facility every week and run special one to one classes for children who are severely autistic.



- III) The family garden project in Claygate is receiving over 800 visitors per quarter and has also led to numerous volunteering opportunities being created, including for groups of children who help maintain the planting. The volunteering hours have significantly exceeded the target set out in the YFS application.



- IV) The launch of Pirbright Pavilion was attended by 1500 people, with its popularity exceeding expectations. The new facility has led to a significant increase in membership to all sporting clubs, resulting in waiting lists in some areas. In 2019, there were 26 members, in 2023 there are now 243 members. The pavilion is being used daily and has a full schedule of summer camps and activities planned, as well as being used to host community events.



There have been other benefits too, a group of parents identified a lack of playground equipment for young children in Spelthorne so formed themselves into a CIC to apply for funding from YFS. Following their success, they have realised what a big impact funding can have on the community and are now applying to other funds to improve their local area further.

The two smaller, Member-led community funds have continued to be popular and well-subscribed to. YCCF has now closed for this year with almost 400 funded projects across all areas of the County, with £1.3m having been allocated to projects to support local communities. Subject to the final applications being approved, we anticipate only £2-3k will be unallocated, meaning Members have spent 99% of their allocation (previous years were 92%). Achieving almost 100% allocation is a reflection on the team who have liaised with Councillors and processed applications, but also through the efforts of our Community Link Officers who have encouraged their local Members to spend their allocation and directed community groups their way.

Due to the success of YFS projects, Members have been allocated an additional £50k for small community projects, increasing each Member's allocation to £100k. We have received numerous thank you emails from community groups saying they are certain their projects just wouldn't have happened without Surrey's funding. The number of residents benefitting from the funding is immense and varies from the refurbishment of a community building benefitting the whole community, to specific projects benefitting some of the most vulnerable residents in the County.

Through Your Councillor Community Fund (YCCF), a six month "Be Me Project" course was funded for 6 students at a school in Dorking. These students were struggling with anxiety, confidence and self-esteem. They consulted with the students prior to, and after, their course and saw real evidence of success including increase in confidence, learning to be more open and developing coping strategies. One student said: "Before

I started Be Me, I was very anxious and I wouldn't eat in the morning and I felt horrible. I really struggled at school a lot. After I finished, I feel a lot better. I have now started to eat in the morning, I don't feel sick anymore. I am not very stable with my anxiety but I am slowly getting better. Be Me has helped me a lot and I am very grateful for being in this course."

Community Link Officers Engagement: We introduced the Community Link Officers (CLOs) so we could better connect and understand our communities, they are there specifically to engage with our residents to find out what matters to them the most. They play an essential role, being the glue in the community and being part of the early prevention work envisaged by our Empowered and Thriving Communities ambition. CLOs engage with communities, enabling them to deliver community-led projects, have their say in local decision making, build connections and support each other, and shape the places, services and outcomes they want and need.

CLOs have increased their community engagement this year by over 100% through in-person engagement in key neighbourhoods, towns and villages, with over 7300 face-to-face interactions, as well as via digital channels such as social media. They have joined-up approaches to engagement with partners in health, the Police, and district and borough councils, and have shared insights obtained from communities with internal and external colleagues and organisations, including the Council's recently established Resident Insight Unit (a central function at SCC which will ensure residents' views are used to help shape and deliver policy).

CLOs are helping to encourage communities to do more for themselves which will in turn result in them being less reliant on acute or statutory services in the longer term. As part of this CLOs are making connections between residents and local partners to enable community-led projects to happen. Recent examples of CLOs making a positive impact on the health and wellbeing of residents in key neighbourhoods, towns, and villages include:

- **Elmbridge:** CLO brought a local hoarder/campaigner and a housing association together to raise awareness and reduce stigma for tenants experiencing this mental health problem
- **Epsom & Ewell:** CLO helped places of worship decide how best to target their emotional wellbeing services to residents
- **Mole Valley:** CLO arranged volunteering for 15 employees of international toy manufacturer, Tomy UK, at The Jam Place in North Leatherhead which resulted in Tomy UK donating toys, games and £4000 towards the community venue's special education needs dance classes
- **Tandridge:** A women's craft group started by the Local Area Coordinator (LAC) formed a spin-off Fibromyalgia Warriors support group that is now in talks with a leisure provider identified by our CLO to introduce hydrotherapy sessions to help them manage their condition
- **Woking:** Residents using the public living room space organised by our CLO and LAC have introduced a clothing donation rail for members of their community unable to purchase essential items themselves
- **Waverley:** Parents brought together by our CLO's coffee mornings are undertaking their first litter pick to improve cleanliness, tackle antisocial behaviour, and increase pride in their neighbourhood
- **Spelthorne:** Engagement in Ashford pre-Christmas collected great insights into what residents would like to see on the High Street

Local Area Coordination (LACs): Over 250 residents have now been supported by our LACs who work at a local neighbourhood level to offer individual 1:1, cross-agency support to anyone who might need it for a range of reasons - there are no eligibility criteria, thresholds or time limits, meaning they can build trusted relationships and provide early, highly accessible preventative support.

Our current LACs are based in Sheerwater & Maybury (Woking), Hurst Green (Tandridge), Old Dean & St Micheals (Camberley, Surrey Heath), Horley (Reigate & Banstead), Bellfields & Slyfield (Guildford) and Goldsworth Park (Woking). Following NHS match funding and recruitment alongside partners and community members, two further coordinators started in January in Upper Hale (Farnham, Waverley) and Stanwell (Spelthorne). Examples and feedback from residents about the support LACs have provided to people of all ages and backgrounds to become stronger, healthier, happier, more connected members of their communities include:

- *"I am quite optimistic; I feel better about a lot of things. She's made a huge impact on my life"*

- *“I feel independent, she wants me to be independent, before I didn’t go anywhere by myself and the first time I went on the train outside the area, I didn’t think I could do it, but she said I could do it – I couldn’t believe I could do it”*
- *“I was so reluctant to tell our story to another person, and for them to go ‘I don’t know how to help you’, it took the lady from church a while to tell me to get in touch with her (the local area coordinator), but it was the best thing”*

The strong links that these teams and this work has with positive health outcomes, addressing health inequalities and the Towns and Villages model for local partnership delivery, has prompted the relocation of the CLOs and LACs within the Public Health team. A formal independent evaluation of this approach is being completed and will report in April.

Voluntary Community Faith Sector: The Council has invested £100k into the Community Foundation for Surrey ‘Strategic Transformation Fund’ - which with match-funding creates a total of up to £230k. This fund is available to VCFS organisations to build their capacity and develop new sustainable business models enabling them to become more resilient and better placed to face the challenges and opportunities that may arise.

In addition, we will also be providing the VCFS Infrastructure organisations with the second tranche of one-off **“Sparks Funding”** (£160k) which will enable them to offer direct easy access small grants for community led activity across the 21 key neighbourhoods. We know from the first tranche that this enables the CVSE infrastructure organisations to support community groups with small seed funding that will benefit these neighbourhoods directly. Examples to date include:

- Activities by the Maybury & Sheerwater Community Trust which was enabled by the Sparks Funding, including career support sessions, English tuition sessions, a friendship cafe’, computer tuition sessions and interactive wellbeing sessions and hearing aid maintenance sessions.

Community Prevention: The Independence Skills programme specification was agreed with the Library Service, securing £250,000 to collaborate with community-sector partners and run courses to support residents at risk of escalating care needs to improve their life skills in Libraries across Surrey. A total of 70 programmes will be delivered across Surrey, with 5 programmes delivered within each of the 14 libraries in Banstead, Camberley, Caterham Valley, Dorking, Farnham, Godalming, Guildford, Horley, Leatherhead, Merstham, Oxted, Reigate, Staines and Walton. Each programme will be delivered over a 3-month period, providing pre-course support, 6 weekly face-to-face 2-hour sessions, covering a range of health, wellbeing and independence topics and post course services to access onwards support for residents.

Communities of Practice is a network of Health and Well-Being professionals that we bring together to support their learning development, good practice and opportunities to network with colleagues across Surrey - this January, we had over 60 health and wellbeing professionals take part in a workshop on loneliness and social isolation, coming together to share their insights and help local leaders and commissioners to make informed decisions to shape services in ways that best serves their communities.

Libraries: Use of Surrey Libraries continues to grow with 3.9m visits (physical and digital), 10, 538 events, and membership of 318, 000 residents in 2023. The service launched a video celebrating the work of staff in libraries across the county during the year: https://www.youtube.com/watch?v=v_rMjrEzgDk Libraries ‘Warm Welcome’ spaces continue to be well received and in November there were 4,011 drinks taken across 44 libraries, 118 warm welcome events organised and 194,176 visits to the warm welcome libraries.

‘Super Access’ was launched at Horley Library with 144 people signing up to the extended service offer which has enabled controlled-access use of the library outside of normal opening hours, for an additional 44 hours per week. Increased use by community groups such as the English Conversation Group, Homeschoolers, as well as from SCC staff and customers previously unable to use the library during the staffed opening hours has been recorded. Customer feedback has been positive with one user saying: *“I usually work in London but sometimes I work from home and Super Access means I can use the library from early until late and on Mondays which is great. The library is nice and warm ... The introduction ticked all the boxes and I was able to ask questions. A superb service.”*



Super Access will be rolled out to a further 8 libraries over next 6 months including Camberley, Dittons, Dorking, Egham, Farnham, Godalming, Guildford, Oxted, with Redhill, with Staines, Woking, Epsom delivering alongside their capital improvement works.

Planning is underway for the delivery of a new Domestic Abuse Offer in libraries – including additional training for staff, new and revised webpages detailing support available, promotional material and culminating in a special promotion with events planned around the 16 Days of Action Against Domestic Violence 2024 in late Autumn.

Virtual tours have been created for 30 libraries to improve accessibility and signpost to a range of virtual and in person services/programmes of activity to encourage, promote and inspire current and future library users' engagement with libraries. [Virtual tours of libraries in Surrey - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/virtual-tours)

The service has been awarded a commission through the Community and Prevention Team for delivery of a programme of curated, bespoke skills and personal development courses for residents, aimed at empowering them to live independently for longer. The course will be delivered through local libraries over the next 18 months, including: Banstead, Camberley, Caterham Valley, Dorking, Farnham, Godalming, Guildford, Horley, Leatherhead, Merstham, Oxted, Reigate, Staines, Walton.

Surrey History Centre, which collects and preserves the records of Surrey's past and present from the 12th century to the 21st century, hosted a visit by Her Royal Highness, The Duchess of Edinburgh on 31st January, which involved a tour of the centre and meeting with volunteers and staff, before viewing documents related to Bagshot Park and the Womens Institute.

We are currently delivering the Libraries Capital Programme which entails providing modern, multi-use and flexible libraries which are fit for purpose; these include, Woking Library, Redhill Library, Epsom Library and Staines Hub, Weybridge Hub, and Sunbury Hub. Recent successful engagement events at Weybridge library have enabled residents to be involved in the codesign of the library space.

The securing of Arts Council funding has allowed the completion of mini-refurbishment works at Chertsey, Farnham, Dittons, Egham, Godalming, Haslemere, Oxted and Reigate libraries. Further refurbishment using capital funding will be delivered to Ashted, Leatherhead, Chertsey, Hersham and Molesey later this year.

Arts & Culture: The Cultural Services team recently submitted a bid to Arts Council England for £400k to support the development of the cultural hub in the new Staines library with a focus on youth leadership, and a programme to support progression into the creative industries sectors. As part of that work and building on the success of the Youth & Arts Festival in 2023 in Redhill and Staines, that reached 1481 young people, we are now planning a Surrey Heath Youth & Arts festival for Autumn 2024. A key aim of this work is to advocate for creative skills development through local cultural engagement.



Surrey Arts music team continues to deliver the Youth Music funded 'I Speak Music: Next Generation' programme with refugee communities and is currently working with Reigate and Banstead BC to deliver a programme of activity within a women's refuge, using music as a tool for community cohesion and health and wellbeing.

7

Active Surrey has secured place investment from Sport England into Stanwell, which is in the bottom 10% nationally for inactivity levels. This partnership will focus on strengthening local systems and communities with the aim of increasing activity levels in the local area.

Our Registration & Nationality Service remains one of the busiest in the country, supporting people at key life moments and offering a high quality, efficient and responsive service. Appointments to register births are being offered to customers within one day and 97% of births are being registered within the statutory 42-day timescale; the highest level since March 2020. The digital self-service offer continues to grow, offering more choice and flexibility for customers. For example, citizenship ceremonies can now be booked online, with 394 bookings made since go-live on 1 December 2023 and 98% of couples are now booking their own appointment to give notice of marriage/civil partnership.

Customer satisfaction levels are also high, as demonstrated by the feedback from service users: *"very quick and efficient and we were welcomed with lovely warm smiles!", "very kind and sympathetic staff", "super-friendly and supportive, most appreciated at a sad time", "smooth and informative process, ran to time and very efficient. Thank you for making it a great experience and memory"*.

Customer Services: Last year Customer Services saw a significant increase in calls many of which were driven by the return of parking enforcement and environmental maintenance responsibilities to Surrey from the District and Borough councils. The teams received over 240,000 calls, dealt with over 100,000 emails, c. 10,000 tweets and over 15,000 live chat and there were over 3.8 million website visits. The start of 2024 is being dominated by calls associated with recent storms, with many emergency reports of fallen trees. Many staff worked additional hours to deal with holding calls and ensure all emergency reports were dealt with.

Our community helpline received several calls relating to grants and funding for flood damage to property and the replacement of household goods. In 2023 the helpline supported 3681 residents with enquiries relating to cost of living challenges and mental wellbeing and processed over 2700 applications for the Homes for Ukraine free bus pass scheme, which has been extended again into the next financial year.

Our training team continues to roll out training associated with the refreshed Customer Promise, both to a new customer champions network and more widely to the organisation. They are designing and delivering Handling Challenging Calls and Building Resilience training to approximately 85 members of CFLL staff from various teams throughout January and February.

Customer Transformation: As part of the Council's commitment to regularly look for ways to improve the experience of residents and customers to ensure they are able to engage with and access services as smoothly as possible, a 'Customer Transformation Programme', has been initiated. This significant piece of work which will review how we organise our customer structures, systems and processes so that customers are better able to access what they need in more efficient and effective ways.

The programme will involve ongoing engagement with customers as we design and deliver improvements in access to information, self-service and simpler ways to engage with the Council. The use of technology where appropriate, to manage and respond to queries more effectively than we do now will be a key feature, with the intention that residents and communities will experience a swifter response from us and there will be better use of specialist resources to help those that need it most.

**SURREY COUNTY COUNCIL
CABINET**



DATE: 27 FEBRUARY 2024

REPORT OF CABINET MEMBER: TIM OLIVER, LEADER OF THE COUNCIL

LEAD OFFICER: MICHAEL COUGHLIN, INTERIM EXECUTIVE DIRECTOR FOR CUSTOMERS AND COMMUNITIES

SUBJECT: SECURING A COUNTY DEAL FOR SURREY

ORGANISATION STRATEGY PRIORITY AREA: GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT/ TACKLING HEALTH INEQUALITIES/ ENABLING A GREENER FUTURE/ EMPOWERING COMMUNITIES

Purpose of the report:

In the 2023 Autumn Statement, government set out their intention to expand level 2 non-mayoral county deals to single county areas that do not have a neighbouring or island unitary with which to form a combined authority. Seven local authorities, including Surrey County Council, are considered eligible.

This report sets out the expected timeline for securing a level 2 deal, the stakeholder engagement that has taken place to date as well as planned future engagement, and a summary of the initial 'Draft Framework Agreement' proposed by the Department for Levelling Up, Housing and Communities (DLUHC).

The report asks Cabinet to consider, discuss and approve this initial offer, submitting any queries for officers to feed into further discussions with government. Cabinet is asked to endorse officers progressing discussions to finalise and agree a draft agreement with DLUHC, ahead of the creation of a final County Deal, as and when secondary legislation is made conferring the devolved functions on the Council, which would be subject to a report to and the approval of full Council.

Recommendations:

It is recommended that Cabinet:

1. Note the County Deal Draft Framework Agreement proposed by DLUHC as summarised in the Annex 1 of the report,
2. Endorse officers progressing discussions and negotiations with Government to agree a draft agreement with DLUHC based on this offer,
3. Approve the proposals to continue to engage stakeholders as part of agreeing a Draft Agreement and ahead of securing a final County Deal with government,
4. Delegate authority to the Executive Director for Customers, Digital and Transformation, in consultation with the Leader and Interim Chief Executive, to finalise the Draft Agreement with DLUHC

5. Approve the proposal to bring a full report on the County Deal, including details of the secondary legislation required to devolve and confer functions to the Council, to a full Council meeting, at the earliest opportunity.

Reasons for recommendations:

The government's Levelling Up white paper and subsequent Levelling Up and Regeneration Act present an opportunity for the council to pursue a County Deal for Surrey that will bring new powers, freedoms and flexibilities, better enabling the council to deliver for residents against the 2030 Community Vision, the council's four strategic priorities set out in the Organisation Strategy 2023 - 2028 (Growing a Sustainable Economy; Tackling Health Inequality; Enabling a Greener Future; and Empowering Communities), and work towards the overarching ambition of No One Left Behind.

Background:

1. In February 2022 the government published its Levelling Up White Paper which set out its approach to tackling inequality across the country. It outlined the future landscape for devolution in the UK with a commitment to bring devolution in the form of county deals 'to every part of England that wants one by 2030'. It also included the government's devolution framework which details the functions and powers available for devolution to local authorities.
2. In 2022, two reports on a County Deal for Surrey were presented to Cabinet updating on developments following the release of the White Paper. In the 2023 Autumn Statement, government set out its intention to expand level 2 county deals to single county areas that do not have a neighbouring or island unitary to form a combined authority with.
3. Surrey was named as one of these areas in the Chancellor's Autumn Statement speech. In response, Surrey County Council released a joint public statement with District and Borough Councils confirming Surrey's ambition to progress a level 2 county deal with government and sent a letter of intent to the Secretary of State.
4. An initial discussion between DLUHC officials and Surrey County Council senior officers in January 2024, set out the powers expected to be included in a level 2 deal, the requirements for securing a deal with government, and an indicative sequence of events necessary to secure a County Deal for Surrey.

Powers and Functions included in a Level 2 County Deal:

5. The Devolution Framework set out in the Levelling Up White Paper acts as a mechanism to support the government in offering a devolution deal to every part of England that wants one. The White Paper established upper tier councils (e.g. Surrey County Council) as being the core vehicle to deliver devolution to a county area and as such government has worked at this level of local government to negotiate and develop deals within the context of the framework.
6. The initial framework included three levels of devolution, with a fourth level being added as part of the 2023 Autumn Budget. The levels are based upon the leadership and governance models that areas agree to, with the top levels being made available to areas pursuing a directly elected leader or mayor model. It was agreed by Cabinet in 2022 that the Leader and Cabinet model remained the most appropriate mechanism for local

decision making and therefore a level 2 deal, which does not require any changes to council governance, is being pursued.

7. As DLUHC is looking to agree a single deal with all seven county councils in this wave of devolution it is anticipated that (with the exception of the potential to include a Lead Climate Change Authority function on which discussions are continuing) this single deal will include only the powers detailed as available for level 2 in the devolution framework, as follows:

- **Adult Education Budget (AEB):** Devolving the Adult Education Budget (AEB) to Surrey County Council will allow skills programmes and delivery to meet local economic and resident needs, helping to grow a sustainable economy so everyone can benefit. It is understood that the government's current position is that it will fully devolve the AEB to Surrey County Council from the academic year 2026/27 subject to readiness conditions and Parliamentary approval of the required secondary legislation conferring the appropriate functions. As such any decisions regarding this power will be subject to the approval of full Council.
- **Provide input into the Local Skills Improvement Plan (LSIP):** LSIPs set out the current and future skills needs of the area and how local provision needs to change to help people develop the skills they need to get good jobs and increase their prospects. Working with the designated Employer Representative Body (ERB), and utilising and sharing the local labour market intelligence and analysis, Surrey County Council will be able to formally support and provide input into the LSIP for the area.
- **Strategic Oversight of the UK Shared Prosperity Fund (UKSPF):** The UKSPF replaced European Structural and Investment Funds. In two-tier authorities, lower tier authorities such as district and borough councils received the core UKSPF funding allocated to the area. Surrey received £11m of core funding, split evenly among the 11 district and boroughs within the county, in 2022 to cover the funding period between 2022 and 2025. Subject to funding, policy and delivery considerations at the next government Spending review, the County Council would be granted strategic oversight of the next round of UKSPF coming into Surrey.
- **Integration of Local Enterprise Partnership (LEP) Functions:** The Levelling Up White Paper announced the government's intention to support the integration of Local Enterprise Partnership (LEP) functions and roles into local democratic institutions. In August 2023, government confirmed its previous 'minded to' decision to withdraw central government support (core funding) for LEPs from April 2024 and transfer their functions to local and combined authorities.
- As such, work began in 2023 to engage with key stakeholders including Enterprise M3 and Coast 2 Capital LEPs, Surrey district and borough councils, the One Surrey Growth Board, and neighbouring local authorities to begin preparations for devolving LEP functions to the upper-tier authority. A report on the planned integration of these functions into the County Council is presented elsewhere on this agenda.
- **Land Assembly and Homes England Compulsory Purchase Powers:** Subject to the consent of the Secretary of State, this function would enable Surrey County Council and Homes England to work collaboratively to reduce the barriers to affordable housing delivery, regeneration and wider housing growth. Parliamentary

approval of the required secondary legislation conferring the appropriate functions would be required. As such, any decisions regarding this power will be subject to the approval of full Council.

- **Bus Franchising Powers:** Surrey County Council has implemented an Enhanced Partnership to deliver high quality bus services as part of an integrated local transport system. As such, there are no plans to utilise the devolved Bus Franchising Powers at this time. However, if Surrey County Council decided that bus franchising was likely to deliver better outcomes for residents in the future, franchising powers could be conferred to the council under the Transport Act 2000 to Surrey County Council subject to demonstrable capability and intention.

8. It is understood that DLUHC, in coordination with DEFRA, is considering including a devolved function granting upper-tier authorities the mandate to develop Local Environment Improvement Plans (LEIP). Although the exact nature of this function is still under consideration, it is understood that it would support the county council in providing strategic leadership in planning, advising, convening and/or coordinating action on climate and the environment matters for the county. The local EIP's objective would be to support joined up delivery of these local objectives and delivery of the government's Environmental Improvement Plan (EIP), and its net zero and climate adaptation ambitions.

Indicative next steps for securing a County Deal for Surrey:

9. Following discussions between the Leaders of the seven County Councils, DLUHC and council officers, it is understood that DLUHC's intentions are to agree County Deal Framework Agreements with any of the seven county areas that wish to do so, as soon as possible.
10. Establishing a Framework Agreement with DLUHC would initiate a further round of discussions and next steps, which would include the preparation of the secondary legislation relating to the devolved Adult Education Budget and Land Assembly and Homes England Compulsory Purchase Powers functions. Subject to the timescales involved for these steps, may mean that the final County Deal for Surrey would not be enacted until after a General Election.
11. Conditional upon further information and clarity from government on the anticipated timescales, work will continue on the preliminary preparations and continued discussions with DLUHC to progress the Framework Agreement.

Stakeholder Engagement:

12. Since April 2022, the council has extensively engaged with key local partners in discussions about the opportunities presented by a County Deal for Surrey. Engagement with key local stakeholders was outlined as a priority for DLUHC in the lead up to agreeing a deal and as such continued engagement is planned in the lead up to agreeing a deal in April 2024.
13. District and Borough partners have been engaged throughout the process of scoping a level 2 deal for Surrey. Following a roadshow of discussions in 2022, District and Borough Leaders and Chief Executives have held multiple discussions between 2022 and 2024 on the county deal through the Surrey Delivery Board and later through the Leaders Forum and the Chief Executives group.

14. Surrey Members of Parliament (MPs) were engaged on the council's intentions to pursue a level 2 deal by the Leader in 2023. Following this engagement, no objections were received by any of the MPs, and further engagement is planned in the lead up to agreeing a deal.
15. Stakeholders who will be impacted by, or who will be involved in the implementation of, specific functions expected to be devolved as part of a level 2 deal have also been engaged. These stakeholders include local businesses, LEPs, neighbouring local authorities, education & skills providers, and Homes England.
16. It is the council's intention that following the agreement of a deal with government key stakeholders will, where relevant, continue to be engaged as part of the implementation of devolved powers. Engagement during implementation will be shaped by the needs of the specific functions being devolved and the timelines expected for devolution to the county council.
17. It is also the council's intention that residents of Surrey will be kept informed and in line with this a public statement and Frequently Asked Questions page was published on the council's website following the Autumn Statement.

Consultation:

18. As no legislative or governance changes are required to secure a level 2 deal, there is no statutory requirement to conduct a public consultation prior to agreeing a county deal with government. Key stakeholders are being engaged through appropriate channels on the development and implementation of a deal as has been set out above.
19. Two powers within the deal, the devolution of the Adult Education Budget and the Homes England Compulsory Purchase Powers, require legislative change to be devolved. As such, following the agreement of a level 2 county deal, the process of devolving these powers to Surrey County Council will require Council consent to the legislative change and parliamentary approval. The extent of and approach to engagement on these matters will be developed following conclusion of a Framework Agreement.
20. The council's Communities, Environment and Highways (CEH) Select Committee provided input and scrutiny of the council's approach to developing proposals for a county deal twice in 2022.

Risk Management and Implications:

21. While specific impacts of a final county deal are not known at this stage and will be clearer when a final deal has been drafted, there may be some risks both for the council and for stakeholders. As such the programme management board that has been set up to oversee the development of a County Deal for Surrey have created a risk register to ensure oversight and appropriate mitigation of any risks that may accrue in relation to this programme.

Financial and Value for Money Implications:

22. It is understood that at the point of agreeing a County Deal for Surrey there will be no immediate additional funding as there is no capacity funding attached to a deal at this level. However, the powers and functions expected to be included in a level 2 county deal include the eventual devolution of specific funding streams to Surrey County Council. The exact details of these powers and functions, and the impact on council finances, will be developed during the implementation phase, following the expected agreement of a deal with government in April 2024. Detailed work to understand the finances of the LEPs and the impact on the county council has already begun.
23. In the January 2024 meeting with DLUHC, it was clear that a county deal would only be progressed with county councils with stable finances.
24. The development and agreement of a County Deal for Surrey is currently being managed within existing staff budgets, through existing networks, forums and boards. There is currently no planned direct expenditure linked to these proposals.

Section 151 Officer Commentary:

25. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
26. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
27. The Section 151 Officer notes the powers and functions of the level 2 county deal, notes that detailed work is ongoing and supports the recommendations of this report.

Legal Implications – Monitoring Officer:

28. The template agreement provides a framework for the implementation of a devolution deal. The devolution deal is subject to ratification by the Council and Government and any statutory requirements for making secondary legislation implementing the deal. These requirements include Surrey CC consenting to the secondary legislation implementing aspects of the deal and parliament approving it. Once the legislation is made, the devolution agreement will be confirmed.
29. DLUHC have confirmed that there is no statutory requirement to issue a proposal for the deal and consult on it, however, as the report sets out, some of the functions to be

transferred will require regulations to be made to transfer these powers. The statutory process for the transfer of the powers will require Surrey CC to evidence how the powers will improve economic, social, and environmental well-being of residents and it is expected that some engagement and consultation will be needed to form part of this evidence.

30. The agreement requires that the Council maintains its current Leader and Cabinet model. The devolved functions will be the responsibility of the Leader and Cabinet as executive functions who will be scrutinised by the appropriate select committee following a review of select committee arrangements to incorporate the level 2 deal functions.

Equality and Diversity:

31. A County Deal for Surrey is one mechanism to help deliver the council's ambition of No One Left Behind. It will accelerate and enable work to tackle inequalities within the county, and therefore depending on the details of the final deal, it has the potential to produce net positive impacts on equality, diversity and inclusion.

32. Where relevant, Equality Impact Assessments will be completed relating to individual powers and functions of the county deal.

Report Authors:

Michael Coughlin, Interim Executive Director for Customers and Communities,
michael.coughlin@surreycc.gov.uk, Tel: 07974 212290

Nicola Kilvington, Director of Corporate Strategy and Policy,
nicola.kilvington@surreycc.gov.uk

Hannah Dirks, Strategic Lead for Strategy and Policy, hannah.dirks@surreycc.gov.uk

Annexes:

Annex 1: Summary of the proposed 'Draft Framework Agreement' submitted by DLUHC

Sources/Background papers:

April 2022 Cabinet Report – A Devolution Deal for Surrey

October 2022 Cabinet Report – A County Deal for Surrey

Joint Public Statement with D&Bs

SCC website – County Deal FAQs

2022 Levelling Up White Paper

The Levelling Up and Regeneration Act

This page is intentionally left blank

Summary of the proposed DRAFT 'Level 2 Devolution Framework Agreement' submitted by the Department of Levelling Up, Housing & Communities (DLUHC)

LEVEL 2 DEVOLUTION FRAMEWORK AGREEMENT

Key offers & stipulations

Strategic Growth Levers

- Confirms the integration of LEP functions into the County Council, subject to government endorsement of an integration plan.
- Alignment of UKSPF with devolution deal responsibilities in collaboration with borough and district councils, where relevant, from 2025/26.

Trade and Investment

- Closer working from the Department of Business & Trade (DBT) to make it easier for businesses to access the information, advice and support they need through DBT global and sector offering.

Skills and Education

- Fully devolve the Adult Education Budget (AEB) from 2026/27 subject to readiness conditions and Parliamentary approval of the required secondary legislation conferring the appropriate functions.
- Funding for Free Courses for Jobs will also be devolved and be ring-fenced.
- Working with the designated Employer Representative Body, devolved areas will support and provide input into the Local Skills Improvement Plan (LSIP) for the area.
- The Department for Education will seek to work with the Department for Levelling Up, Housing and Communities, the County Council and other relevant partners to support the continuity of activity within the Careers Hub

Housing and Land

- Access to additional land assembly and compulsory purchase powers for housing and regeneration purposes, subject to the agreement of the relevant local planning authority and the consent of the Secretary of State for Levelling Up, Housing and Communities.
- A Homes England commitment for collaborative working to reduce the barriers to affordable housing delivery, regeneration and wider housing growth, through the development of shared delivery plans for the region (and potential future funding).

Transport

- If an area concludes that bus franchising will deliver better outcomes, the Government will consider conferring franchising powers under the Transport Act 2000 to area institution where it demonstrates capability and intention to deliver their chosen franchise model, and that franchising will deliver better services than their Enhanced Partnership without needlessly delaying benefits to passengers.

Net Zero and Climate Change

- Offer to engage in the national Local Net Zero forum and commitment to ensuring devolved areas have a meaningful role in planning our future energy systems.
- Commitment to explore how funds that target net zero initiatives could be simplified and consolidated at the local level, where this provides the best approach to tracking climate change.
- Proposed draft for the development of Local Environment Improvement Plans (EIPs), to support join up of local objectives and requirements in environmental and other relevant local strategies/plans/statutory duties.

Additional Themes

In addition to the specific powers and functions details, the deal offer includes commitments to enhanced engagement with central government departments and agencies:

- *Department for Business and Trade*
The Department for Business and Trade will work with the County Council, to make it easier for businesses to access the information, advice and support they need, drawing on the DBT global and sector offer to strengthen partnerships and increase economic growth.
- *Department for Work and Pensions*
DWP offers to work together with the County Council on shared strategic employment priorities through a place-based approach.
- *Homes England*
A commitment is included in the deal for collaborative working with the County Council to reduce the barriers to affordable housing delivery, regeneration, and wider housing growth, through the development of shared delivery plans for the region with the potential for future funding.

Governance

- Areas will maintain their current governance arrangements and elections will continue to take place on the same cycle.
- No statutory requirement to issue a proposal and consult upon it locally.
- Strategic partnership governance arrangements are specifically acknowledged as the mechanism for bringing together the County Council as the body holding accountability for the deal powers with Borough and District Councils and other key local stakeholders

SURREY COUNTY COUNCIL**CABINET****DATE: 27 FEBRUARY 2024****REPORT OF CABINET MEMBER: MATT FURNISS, CABINET MEMBER FOR TRANSPORT, INFRASTRUCTURE AND GROWTH****LEAD OFFICER: MICHAEL COUGHLIN, INTERIM EXECUTIVE DIRECTOR FOR CUSTOMERS AND COMMUNITIES****SUBJECT: PROMOTING AND SUPPORTING SUSTAINABLE ECONOMIC GROWTH IN SURREY (LEP INTEGRATION)****ORGANISATION STRATEGY PRIORITY AREA: GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT, THRIVING COMMUNITIES, ENABLING A GREENER FUTURE, NO-ONE LEFT BEHIND****Purpose of the Report:**

The Government announced changes to how economic growth functions will be delivered in local areas in August 2023. From April 2024, the Government will cease providing funding to Local Enterprise Partnerships (LEPs) and the functions previously held by LEPs will transfer to Upper Tier Local Authorities (UTLAs). In Surrey, this means that most economic growth functions previously delivered by Coast to Capital LEP and Enterprise M3 LEP will transfer to the County Council and delivery of economic activity will be undertaken on a single Surrey footprint.

This report builds on a previous Cabinet report in October 2023 and highlights the key progress that has been made with the other UTLAs and LEPs on the disaggregation of programmes, funding, liabilities, and assets, outlines any outstanding issues, and provides more specific details on the implications of the latest government guidance and funding.

Recommendations:

It is recommended that Cabinet:

1. Approves the council becoming an “Accountable Body” from 1 April 2024 for the purposes of collaborating with government on an integration plan and assurance for delivery of core LEP functions and government programmes across Surrey.
2. Notes that from 1st April 2024 SCC will be recognised by Government as the lead for strategic economic planning and the delivery of economic growth functions in Surrey that were previously undertaken by LEPs. The new functions and responsibilities will be integrated within SCC’s existing economic growth function.

3. Notes the progress made in transitioning LEP functions to the County Council from April 2024, through engagement with stakeholders, including relevant upper tier local authorities, Enterprise M3 LEP and Coast to Capital LEP.
4. Delegates authority for concluding the work of transitioning LEP functions to the County Council from April 2024 to the Interim Executive Director for Customers and Communities and the council's Section 151 Officer, in conjunction with the Executive Director for Environment, Infrastructure and Growth, and in consultation with the Cabinet member for Environment, Infrastructure and Growth.

Reason for Recommendations:

To bring the significant strategic decision of the government and its consequent implications and opportunities to the attention of Cabinet and to ensure a smooth and effective approach to the transfer and integration of LEP functions for Surrey into the County Council.

Executive Summary:

Introduction

1. Following the government's announcement in August 2023, a Cabinet report was produced in October 2023, which set out the key implications for the council; proposed a set of principles to guide the approach to LEP integration; and outlined the steps being taken to put the council in a strong position to take advantage of the new functions. It was agreed as part of the report that a further update should be brought to Cabinet on progress.
2. Since then, there has been extensive engagement and work with Enterprise M3 LEP (EM3), Coast to Capital LEP (C2C) and the other senior officers / representatives at the relevant upper tier local authorities (UTLAs) covering the EM3 LEP and C2C LEP geography.
3. On 19 December 2023, Government published [further guidance](#) to support local areas in preparing to take on former LEP functions.
4. The key functions and activity currently being delivered by LEPs, and which are due to be transferred across to UTLAs as part of the LEP transition include:
 - **Growth Hub** – providing support to high growth local businesses.
 - **Careers Hub** – careers/skills support and working with education & skills providers (integration has already happened and Surrey Careers Hub began delivery on a Surrey basis from 1 September 2023 and was officially launched at the Surrey Festival of Skills).
 - **Enterprise Zone EZ³** – three business park sites (one based in west Surrey) that have Enterprise Zone status allowing the retention of business rates growth for reinvestment into the local economy.
 - **Funding Escalator** – revolving “evergreen” investment schemes delivering economic benefits to local businesses.

- **Monitoring and reporting** – any active loan scheme or other government grant funding programme that is not fully resolved by 31 March 2024.
5. In addition, government expects UTLAs to prioritise “business representation” and “local economic planning” as core functions to be delivered from April 2024. Specifically, UTLAs are required to ensure an effective, independent and diverse business voice is a core component of locally democratic decision-making, in respect of economic growth.
 6. From April 2024, government encourages areas to produce (or update) economic strategies on an ongoing basis to support local decision making, furthering the work previously undertaken by LEPs.
 7. This Cabinet report highlights the key progress that has been made with the other UTLAs and LEPs on the disaggregation of programmes, funding, liabilities, and assets, outlines any outstanding issues, and provides more specific details on the implications of the latest government guidance and funding.

LEP Integration Process

8. Government expects the integration of LEP functions into UTLAs to ‘be undertaken as quickly as possible, ensuring a smooth and orderly transition’¹. There is an expectation that decisions on the transfer of assets should be agreed by LEPs, Accountable Bodies, and respective local authorities by March 2024, however the guidance is not prescriptive in the approach local areas should take. There is a significant degree of flexibility given to allow for local solutions to be agreed by relevant parties and the guidance also recognises that practical elements of integration and the transfer process may need to extend beyond March 2024.
9. The process in Surrey is made more complex as the creation of a single delivery model for the county is happening across two LEP areas and involves four UTLAs. As a result, there has been the need for regular engagement across all key stakeholders to ensure progress continues to be made. This has included a number of joint “deep dive” sessions between the LEPs and UTLAs and the sharing of detailed financial and staffing information.
10. In November 2023, Government requested that all LEP areas submit an “Integration Plan Template” (one per current LEP area) detailing the intended geography that the existing LEP functions and programmes will be delivered across, including how UTLAs intended to “embed a strong, independent, and diverse local business voice”. Council officers led on jointly producing with the other UTLAs both templates for the EM3 area and C2C area. The templates

¹ [‘Guidance for Local Enterprise Partnerships \(LEPs\) and local and combined authorities: integration of LEP functions into local democratic institutions’](#), HM Government, (4 August 2023)

were shared with the LEPs for their endorsement, as well as Surrey District and Borough Councils.

11. Further government guidance published in December primarily focused on LEP functions regarding “business representation” and “local economic planning”, but also announced that government will provide ‘up to £240,000 per local authority’² area delivering these functions. The council will be required to submit a funding application and further details are expected in “due course”.

9

Role of Accountable Body

12. Historically, LEPs have been required to have a local authority accountable body to oversee and support the use of public funds to ensure they are used appropriately in accordance with the law, good financial management, and any applicable grant conditions.
13. Hampshire County Council currently acts as the Accountable Body for EM3 LEP and Brighton & Hove City Council for C2C LEP.
14. Government guidance assumes that current LEP ‘loan books and responsibility for ongoing monitoring requirements’³ will move across to the LEPs current accountable body. However, SCC has been clear, through its County Deal proposition, of its desire to take responsibility for LEP functions, and have increased oversight for any residual funding held by LEPs on a Surrey geography. This will be done through formalised enhanced collaboration with both Accountable Bodies.
15. As such, SCC seeks to become an Accountable Body from the 1 April 2024 for the purposes of collaborating with government on an integration plan and providing assurance for delivery of core LEP functions and government programmes across Surrey. As Accountable Body, SCC will become responsible for the delivery of the Surrey Growth Hub, the management of any residential LEP funding transferred across by the current LEP Accountable Bodies and lead for the Longcross Park site, as part of the EM3 Enterprise Zone.
16. In addition, SCC will work with the current LEP Accountable Bodies and UTLAs to agree the disaggregation principles in relation to the Enterprise Zone and Funding Escalator, to ensure the maximum value can be achieved from these funding pots. The detail of these arrangements is currently being negotiated between the relevant UTLAs and Memorandums of Understanding (MOUs) will be put in place with the relevant organisations by the 1st April 2024, to agree SCC’s Accountable Body role in this respect and to ensure that there is clear agreement in those aspects which it is not possible to finalise fully by 1 April.

² [‘Guidance for local authorities delivering business representation and local economic planning functions’](#), HM Government, (19 December 2023)

³ [‘Guidance for Local Enterprise Partnerships \(LEPs\) and local and combined authorities: integration of LEP functions into local democratic institutions’](#), HM Government, (4 August 2023)

17. Subject to Cabinet approval, a funding application will be submitted to Government for the delivery of former LEP functions by SCC across Surrey. In submitting a funding application, the council will be considered by government as an “accountable body”, and the role will require the council to:
- a. submit a funding application form ahead of receiving funding for 2024/25.
 - b. publish a local economic strategy on the website within six months of receiving funding.
 - c. collaborate with government over assurance requirements, which will include the S151 / S73 Officer providing a written statement of grant usage to government. This will include written confirmation of continued value for money/best value represented through the delivery of all aspects of this guidance.
 - d. provide information within the assurance cycle as set out in the assurance process and collaborate with government if required to support further assurance as needed.

Surrey Growth Hub

18. Growth Hubs have been delivered by LEPs on behalf of the Department for Business and Trade. They represent one of the key functions that the council will take on as part of the LEP integration process. Growth Hubs are designed to:
- a. Promote advantages of seeking business support.
 - b. Simplify process of accessing support for SMEs – first entry point and channel nationally-provided scheme into local businesses.
 - c. Improve co-ordination of local business support service in line with local and national economic policy goals.
 - d. Fill any gaps in support services with bespoke offering where needed.
19. Taking over responsibility for the Growth Hub will attract a set, separate level of grant funding from government, which is primarily to support with operational staffing requirements, and there will be an expectation to complete annual performance reports based on nationally agreed Key Performance Indicators. It is still unclear when funding for Growth Hubs will be announced, with the latest guidance from government saying that ‘funding for the delivery of these government programmes will be communicated by the responsible government department as per usual processes’⁴.
20. Despite the uncertainty, preparatory work has been initiated in order to respond swiftly to any future announcements on Growth Hubs. This has included research and engagement with local businesses and stakeholders to better understand their needs, a review of national best practice, and the development and costing of an operating model for the service aligned to the economic priorities in Surrey.

⁴ [‘Guidance for local authorities delivering business representation and local economic planning functions’](#), HM Government, (19 December 2023)

EZ³ Enterprise Zone

21. An EM3 multi-site Enterprise Zone (EZ³) operates across three locations - one in Surrey (Longcross) and two in Hampshire (Basing Hill and Whitehill & Borden). Currently EM3 provide administrative support and oversight for the zone, which involves maintaining a Steering Group to advise the EM3 Board on strategic direction of the programme.
22. As noted in the October Cabinet report, government guidance states that 'where LEPs cease operations, areas should reach locally agreeable and workable solutions to ensure a smooth transition of functions'⁵. Therefore, an agreement is being sought with Hampshire County Council over the future operation of the Enterprise Zone.
23. The ambition is for each ULTA to take on responsibility and leadership for the sites that exist within their boundaries. Further details are being developed on appropriate partnership arrangements and financial mechanisms with Hampshire County Council, district and borough councils where the sites are based, and other stakeholders.
24. A future Cabinet report will be brought forward specifically on the Enterprise Zone to set out all the details about implications for the council and for Cabinet to approve a final agreement with Hampshire County Council.

Local Economic Growth Governance

25. To ensure Surrey is well placed to take on the delivery of LEP functions and to meet governments expectations for maintaining a strong business voice in local decision making in relation to economic growth, work is underway to strengthen existing governance arrangements in this respect.
26. A priority for government through the LEP integration process is to ensure that the role of "effective, independent and diverse business representation" is retained in UTLAs and "embedded into decision-making processes"⁶. This has been made an eligibility requirement for LEP grant funding, Growth Hub funding, and is a key principle of the English Devolution Accountability Framework (which will be applicable to the council if a Level 2 County Deal is agreed with government).
27. The guidance provides UTLAs with a degree of flexibility to define and design a governance structure that aligns best with existing arrangements and local need. In practice, the council will be required to have some form of "business board" with a broad private sector membership base that can meaningfully be involved in constructive check and challenge on local decision making, consultation on key strategies, and provide feedback on the implementation of economic growth programmes and initiatives.

⁵ '[Guidance for Local Enterprise Partnerships \(LEPs\) and local and combined authorities: integration of LEP functions into local democratic institutions](#)', HM Government, (4 August 2023)

⁶ '[Guidance for local authorities delivering business representation and local economic planning functions](#)', HM Government, (19 December 2023)

28. Surrey is well positioned to respond to the requirements from Government due to the effective partnership arrangements which are already in place. It is intended that the existing partnership board for economic growth, the One Surrey Growth Board (OSGB), will become the main business advisory board for helping to steer the County Council's economic growth policy and programmes. The terms of reference for this group, and associated policies, will be updated to ensure greater transparency, given the role of this board in providing advice to inform decision making by the council.
29. The OSGB will continue to bring together a mix of public and private sector representatives, to fulfil a strategic leadership function: informing, advising, and endorsing key decisions regarding Surrey's economic strategies and related activity.
30. The OSGB will be strengthened through its relationship with the Surrey Business Leaders Forum (SBLF), which will have a wider membership and include a diverse, local, business voice related to Surrey's key economic strengths, providing challenge and insight around business impacts of public sector initiatives, and raising awareness of local business and economic needs.
31. Several working groups also exist, which bring partners together to help drive forward the activities identified by the OSGB.

Strategic economic planning

32. From April 2024, government encourages areas to produce (or update) economic strategies on an ongoing basis to support local decision making, furthering the work previously undertaken by LEPs. Government expects areas to publish their (existing, new, or updated) strategy within six months of receiving LEP funding.
33. These strategies should be underpinned by a strong evidence base and look to identify the local economic opportunities (including areas of comparative advantage); challenges; and where there are opportunities for strategic connections across regions.
34. Surrey has an existing economic strategy statement; *Surrey's Economic Future* (Strategy and Delivery Plan), which was approved by Cabinet in December 2020⁷ and developed in consultation with the OSGB. It has been integral in shaping delivery of the council's economic growth work programme but it is recognised that the strategy was developed at a time of uncertainty during the pandemic and the Surrey and UK economy is now in a very different position.

⁷ 'Surrey's Economic Future: Our 2030 Strategy Statement and Invitation to Engage', *Surrey County Council*, (December 2020), <https://mycouncil.surreycc.gov.uk/documents/s74940/2030%20Economic%20Strategy%20Statement%20Cabinet%20Report-%20Final.pdf>

35. It is intended that the economic strategy will be updated in line with the recommendations from Government and in light of the significant changes being brought forward as a result of the LEP integration process. Officers will continue to engage with Members in relation to the development of a refreshed economic strategy and a refreshed strategy will be presented to Cabinet in 2024/25 for consideration by Members.

Financial implications

36. Discussions are ongoing to understand the total scope of the assets, unallocated reserves, and loans that will be disaggregated to UTLAs to take responsibility of. The financial implications of LEP integration are still being worked through and are subject to discussions with Enterprise M3, Coast to Capital, and their Accountable Bodies to reach an agreement.

37. The working assumption is that following a final agreement with the LEPs and UTLAs, there will be an initial financial “settlement” that distributes all “unallocated” funds, and then in subsequent years, further payments will need to be made based on loan repayments (inc. interest) as they are received by the Accountable Body.

38. There is agreement amongst the UTLAs that a Memorandum of Understanding (MoU) for both LEP areas will be necessary to provide clarity and endorsement for a roadmap to conclude the integration process and act as a mechanism to manage ongoing relationships between the UTLAs, including the disaggregation of financial assets.

39. The government has announced revenue funding of up to £240,000 for UTLAs delivering LEP functions, with allocations subject to final business case approval and approval of integration plans. Funding beyond 2024/25 will be subject to future Spending Review decisions. Taking over responsibility for Growth Hub functions will attract a separate set level of grant funding from government, which is primarily to support with operational staffing requirements. Therefore, the recommendations do not commit the Council to additional unfunded costs.

40. Cabinet is asked to delegate authority for concluding the work of transitioning LEP functions to the County Council from April 2024 to the Interim Executive Director for Customers and Communities and the council's Section 151 Officer, in conjunction with the Executive Director for Environment, Infrastructure and Growth, and in consultation with the Cabinet Member for Environment, Infrastructure and Growth.

Risk Management and Implications:
--

41. There are a number of opportunities and risks associated with the process to integrate LEP functions in order to begin delivery from 1 April 2024, including:

Risk	Mitigation
------	------------

Responsiveness of LEPs and engagement with UTLAs to agree disaggregation principles	Maintaining regular engagement with LEPs and Accountable Bodies to ensure continued progress against deadlines to develop a transition plan.
Lack of further or timely government guidance	Started negotiations with LEPs and Accountable Bodies early to help develop as many local solutions as possible.
Delays in government confirmation of funding and the level of funding lower than expected.	Important to manage expectations with local partners about what a future LEP service in Surrey might offer and timings for when the council will be able to provide greater certainty to them.
Capacity within council deliver from 1 April 2024	Started to design programme governance structure and processes with support of finance, legal and People and Change colleagues. Prioritising areas that will enable a smooth transition.

Section 151 Officer Commentary:

42. Significant progress has been made in recent years to improve the Council’s financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.

43. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.

44. The recommendations do not commit the Council to additional unfunded costs. The financial impact of the transition of LEP responsibilities will be concluded and approved prior to transfer. As such the Section 151 Officer supports the recommendations of the report.

Legal Implications – Monitoring Officer:

45. The transfer of functions from LEPs to the Council will take place automatically (subject to final approval by Government) and will be new Council’s statutory functions. The functions will sit as an executive i.e. Leader and Cabinet function and will be subject to scrutiny in the usual way. Any required changes to

portfolio areas or select committee terms of reference will be implemented prior to April 2024.

46. The legal implications are referenced in the body of the report with support being required from resources directorate teams on any TUPE requirements, the novation of any contracts and the division of existing and possible future assets of the LEPs amongst the upper tier authorities.

Equalities and Diversity:

47. At this stage in the integration process an Equality Impact Assessment is not necessary, however it will be important to consider equality implications as part of the design of any future service offers.

What Happens Next:

48. The council will continue to engage with Enterprise M3, Coast to Capital, Upper Tier Local Authorities and work towards an agreement of an MoU across each LEP area by 1 April.
49. The council will submit a funding application to government to take on LEP functions (subject to further details from government), subject to Cabinet approval of SCC becoming an Accountable Body.
50. Governance changes will be implemented with the One Surrey Growth Board and Surrey Business Leaders Forum.
51. Further updates and decisions will be brought to Cabinet as required.

Report Author:

Dawn Redpath, Director of Economy & Growth, dawn.redpath@surreycc.gov.uk, 07812488160

Sources/background papers:

[‘Local Enterprise Partnership \(LEP\) Integration’](#), *Surrey County Council*, (31 October 2023)

[‘Integrating Local Enterprise Partnerships into local democratic institutions’](#), *HM Government*, (31 March 2022)

[‘Guidance for Local Enterprise Partnerships \(LEPs\) and local and combined authorities: integration of LEP functions into local democratic institutions’](#), *HM Government*, (4 August 2023)

[‘Transfer of Local Enterprise partnership \(LEP\) Cor Functions to Combined and Local Authorities’](#), *HM Government*, (4 August 2023)

This page is intentionally left blank

**SURREY COUNTY COUNCIL
CABINET**



SURREY
COUNTY COUNCIL

DATE: 27 FEBRUARY 2024

REPORT OF CABINET MEMBER: CLARE CURRAN, CABINET MEMBER FOR CHILDREN, FAMILIES AND LIFELONG LEARNING

LEAD OFFICER: RACHAEL WARDELL, EXECUTIVE DIRECTOR FOR CHILDREN, FAMILIES AND LIFELONG LEARNING

SUBJECT: PROVISION OF PRIMARY SCHOOL PLACES IN THE PLANNING AREA OF REIGATE

ORGANISATION STRATEGY PRIORITY AREA: NO ONE LEFT BEHIND, TACKLING HEALTH INEQUALITY, EMPOWERING AND THRIVING COMMUNITIES, ENABLING A GREENER FUTURE

Purpose of the report:

Under section 14 of the Education Act 1996, Local Authorities have a statutory duty to ensure that there are sufficient school places for primary and secondary education in their areas.

Surrey County Council's guiding mission is [no one is left behind](#). It is important that there is equity in inclusive accessible school places for all, across Surrey. An important criterion in evaluating options is that the outcome supports Surrey County Council to achieve ambitions set out in Surrey's Community Vision for 2030; that children and young people are safe and feel safe and confident and that everyone benefits from education, skills and employment opportunities that help them succeed in life.

Surrey Council consulted on two options for the future of primary school provision in Reigate between 27 November 2023 and 21 January 2024. These were:

Option 1: Relocate Reigate Priory Junior School to a new site at Woodhatch Place

The school would move out of the current building and transfer to a new site at Woodhatch Place. The site is less than 1 mile from the current site. This option is subject to the necessary planning permission. Since the move would be to a site less than 2 miles from the current site, there would be no obligation for further consultation on this option, if approved. We currently estimate that if this option is adopted and the necessary permissions are obtained, the new site should be open in September 2026.

Option 2: Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.

Surrey County Council would bring together decision makers and representatives across all schools in the primary planning area of Reigate to consider whether school places in Reigate could be re-organised. The five schools in the primary planning area of Reigate are Reigate Priory Junior School, Dovers Green Infant School, Holmesdale Infant School, Sandcross Primary School and Reigate Parish Primary School. The working group would need to identify changes that could be made as Reigate Priory Junior School cannot stay in its current form on the current site. This could include expansions, schools amalgamating and/or changing age ranges to become primary schools, changes in admission arrangements and other reorganisation ideas. We currently estimate that if this option is adopted and the necessary permissions are obtained, the changes could be in place by September 2028. If option 2 is pursued, this could be done in tandem with pursuing the determination of the live planning application at Woodhatch Place to establish if option 1 is viable. This is because of the uncertainties in making all the changes which may be necessary under option 2 and doing so within a reasonable time frame.

Cabinet is asked to review the two options and agree the educational rationale for moving forward with either option 1 or option 2.

- a) Agree option 1. This will start with the submission of additional planning documentation to the live planning application for option 1 (ref: RE22/01796CON) to address the concerns raised by the Planning and Regulatory Committee when it referred the application back to the applicant, then, subject to planning permission being granted, implementing the proposal to transfer Reigate Priory Junior School onto a new site at Woodhatch Place, or
- b) Agree option 2 thereby bringing into effect activities to seek a solution by setting up a working group and exploring re-organisation options in the primary planning area of Reigate. (Further decisions and permissions will be needed dependent on the proposals formed through the working group).

Cabinet may:

Agree either option 1 or option 2.

Agree option 1 or option 2, in either case with modifications. Note that option 2 involves the potential to progress option 1 as well as investigating the possibility of wider re-organisation.

Recommendations:

It is recommended that Cabinet:

1. Pursue option 2, establishing a working group to explore reorganisation for the Reigate Primary Planning Area.
2. Agree the timescales and scope for the working group as outlined in **Annex 1**.
3. Agree to delegate authority to the Director of Land & Property in conjunction with the Executive Director of Children Families and Lifelong Learning to commission initial desk-based viability studies up to £0.6m.
4. Pursue the determination of the live planning application (Reference RE22/01796CON) for option 1, to establish if this is a viable option.

Reason for recommendations:

As the majority of respondents to the consultation selected option 2, the recommendations are to continue to look for alternative solutions and pursue option 2 by establishing a working group to explore re-organisation options as set out in recommendation 1.

It has not been possible to identify any potentially viable sites other than Woodhatch Place, or to identify a solution for Reigate Priory Junior School (RPJS) to remain a 600-place junior school on the current site for the reasons set out in **Annex 2 of this report**. The working group will look at re-organisation options to provide sufficient school places in the area. Possibilities could include the Woodhatch site and the existing school sites, including the potential for a smaller school at Priority Park and other potential sites. The evaluation criteria are set out at Annex 1, this includes the need for any solution under Option 2 to be comparable in cost to Option 1. Cabinet Agreement for the timescales and scope of the working Group is sought under recommendation 2. More information about the role, functions and scope of the working group and timescales is available in **Annex 1: Working Group Terms of Reference**.

Surrey County Council would not ordinarily recommend a closure of a school that provides quality education and continues to meet the needs of local pupils, however, school closure or school closure as part of an amalgamation may be considered by the working group, if an alternative cannot be found, or if a school no longer meets the needs of children.

Recommendation 3 ensures relevant delegated authority to ensure sufficient feasibility is completed for any solution identified by the working group. There may be feasibility studies across multiple schools as part of the agreed option. The original site search for a 5FE (5 Form Entry) Junior school may be refreshed alongside any additional site search as part of option 2.

There is no guarantee of finding viable options and this process will further delay a secure future for RPJS. To ensure a continuity of sufficient school places for children and young people in Reigate, it would be sensible and reasonable that, as set out in Recommendation 4, Surrey County Council pursues determination of the live planning application to relocate Reigate Priory Junior School to Woodhatch Place, (Ref RE22/01796CON), by submitting additional information to address the issues identified by the Planning and Regulatory Committee when referring it back to the applicants. This is in order to fully understand if this option is a viable solution.

Recommendation 4 relates only to proceeding to determination of the planning permission. This is to keep all possible options open for consideration at this time and as a back-up if an alternative cannot be identified or if a more urgent need arises to re-locate RPJS from the current site. This is because of the uncertainties in making all the changes which may be necessary under option 2 and doing so within a reasonable time frame.

A further decision will be required by Cabinet later in 2024 to determine how to proceed, taking into consideration the recommendations of the working group and the outcome of the planning application.

Executive Summary:

Background Information

1. Surrey County Council has a statutory duty to ensure children have access to education that is safe, accessible, and fit for the future. There is a significant impact on the day to day running of the school due to several areas where the current building does not meet modern education standards set by the Department for Education (DfE). The Department for Education agrees that the current RPJS building is not in line with modern learning requirements and restricts any re-provision or redevelopment of a like-for-like school on the same site. Further clarification is set out in **Annex 2**.
2. In August 2023, Surrey County Council submitted a planning application to move the 600 place RPJS to Woodhatch Place (ref RE22/01796CON). The planning application was not approved at the time by the Planning and Regulatory Committee and was referred back to the applicant with reasons why it was not considered acceptable. That application remains 'live'.
3. As concerns were raised during the planning application Surrey County Council re-explored alternative options and published an education consultation with 2 available options, explained above. The consultation took place between 27 November 2023 and 21 January 2024.

Why did the education consultation not include any sites other than Woodhatch Place?

4. Vail Williams, property consultants, were instructed in July 2023 by Surrey County Council to carry out an updated search of the local Reigate market for sites suitable for the development of a school and report all findings together with an assessment of deliverability. The search is an update to one undertaken in February 2022. Woodhatch Place was the only site identified that met all the criteria required to deliver a 600- place junior school building as well as outdoor school spaces.
5. These criteria were:
 - A site of approximately 8 acres and no smaller than 5 acres. Larger sites were included, to ensure maximum coverage and that the development can accommodate a school which accords with the Department of Education standards for new schools.
 - Within 2 miles of the existing school. Sites both off and on market with a range of ownership types, uses, access/location arrangements and sizes, have been considered.
6. The site search carried out in August 2023, identified there were no alternative sites other than Woodhatch Place. This site search included, amongst others, the site west of St Albans Road in existing use as a Playing Field by Micklefield School and Surrey Fire & Rescue Site, Wray Park Road, required by SCC for operational use.
7. The [alternative site assessment in Reigate for Reigate Priory Junior School](#) was made available with the consultation documents and is included as Annex 7 with this report.

Why did the education consultation not include an option to refurbish or re-build Reigate Priory Junior School on the current site?

8. **Annex 2** outlines the reasons that an option for the school to be refurbished or re-built on the current site, it was not included in the consultation.

Needs Analysis

9. An [Education Needs Analysis](#) was published with the consultation documents. The needs analysis has been updated based on latest forecast information produced at the end of December 2023. The updated Education Needs Analysis is available as **Annex 3**.
10. The [School Organisation Plan 2022-2032 and Sustainability Strategy](#) set out Surrey County Council's aims for providing education close to home by local providers, who can successfully support all children and young people to live, learn and grow up locally to achieve their full potential.

11. Surrey County Council has a legal duty to ensure there are sufficient school places across an area. There is a mix of five infant, junior and primary schools in the Reigate area. As of October 2023, there were 2,137 pupils on roll at these schools compared to the capacity of 2,310 places. There were 554 pupils on roll at RPJS as of the school census in October 2023. A 5 Form of Entry (FE) provision means there is capacity of 5 classes of 30 pupils per year group totalling 600.
12. Due to a decline in birth rates Holmesdale Community Infant School reduced from 4 forms of entry (Published Admission Number (PAN) of 120) to 3 forms of entry (Published Admission Number (PAN) of 90). Therefore, the number of places in Year R (Reception) reduced from 330 to 300 in the primary planning area of Reigate in September 2023.

Table 1: Number of places projected in Year R and Year 3 from Sept 2023 to Sept 2030 (Edge forecasts published December 2023)

Reigate							School name		
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit	Year R Places	Year 3 Places	
2024-25	300	267	33	330	296	34	Dovers Green School	90	
2025-26	300	302	-2	330	303	27	Holmesdale Community Infant School	90	
2026-27	300	292	8	330	286	44	Reigate Parish Church School	60	60
2027-28	300	293	7	330	263	67	Reigate Priory School		150
2028-29	300	294	6	330	298	32	Sandcross School	60	120
2029-30	300	294	6	330	290	40	Total places in planning area	300	330
2030-31	300	293	7	330	292	38			
2031-32	300	293	7	330	292	38			
2032-33	300	291	7	330	290	40			

13. The forecasts above show that there is expected to be some surplus in the area in Year 3. It is being considered whether there should a reduction of Junior places in Sept 2026 to match the reduced number of Infant places from Sept 2023. Any reduction in PAN would be subject to consultation in line with the [School Admissions Code](#).
14. Although the current projections for Year 3 show a growing surplus of places, there is less accuracy in the later years of the forecasts and numbers of pupils in the area may rise again based on additional housing in the area or an increase in birth rates. Therefore, while admission authorities may choose to consult to reduce PAN, it would be beneficial to Surrey County Council to maintain current capacity for school places in the area to provide sustainability of places in the future.

Options Appraisal

15. The options appraisal is available as **Annex 4**. The two options have been assessed under agreed evaluation criteria:
- Does the option support Surrey County Council to achieve ambitions set out in the Community Vision that children and young people are safe and feel safe and confident and that everyone benefits from education, skills and employment opportunities that help them succeed in life.

- b) Affordability
- c) Achievability
- d) Sustainable for the future
- e) Legally compliant
- f) Value for money

Key outcomes and benefits for children, young people and families:

- Sufficient places for pupils attending school in the pupil planning area of Reigate, that are fit for purpose and sustainable in the long term.
- Children, young people, and families have access to high quality education wherever they live in Surrey.
- An improved accessible and inclusive learning environment for pupils who attend RPJS, or another configuration of schools in the area in the future.

Consultation:

16. The education consultation was published from 27 November 2023 to 21 January 2024. **Annex 5** Consultation Analysis is an analysis of all responses to the consultation. The consultation methodology and activities are included in the report. The consultation documents are available at [Surrey Says](#). A dedicated [webpage](#) will also continue to be updated throughout the work with primary schools in Reigate.

17. Public engagement exercises and consultations are designed to help inform council decision making. While all contributions are considered, and detailed feedback recorded and reported, the outcome of that public engagement will not solely dictate the final decision. Public opinion, both quantitative and qualitative, is one of several important considerations when deciding how to progress, alongside things like viability, equality impact assessments, cost to the public purse, and wider implications for residents and stakeholders. Although an important part in policy making and decision making, and one way to gauge the level of public support, engagement exercises and consultations do not constitute a binding vote, referendum, or representative polling.

Key points from the consultation:

18. 975 people responded to the consultation. 265 (27%) respondents selected option 1, 665 (68%) respondents selected option 2 and 45 (5%) selected don't know/no opinion.

19. There were three free text questions to allow respondents to share their views on each option. The comments were manually thematically coded by officers.

20. The theme with the highest prevalence for option 1 was negative impact on traffic in the area (391 comments). This was followed by concerns regarding safety of travel to school (329 comments) and negative impact due to increased distance from Holmesdale Community Infant School (203 comments).
21. The theme with the highest prevalence for option 2 was a desire for solutions on the current site (298 comments), followed by positive comments in re-organising to primary schools (rather than infant and junior) (158 comments) and a need to consider other sites (91 comments). This shows the three main themes respondents wanted to see followed up by the working group in option 2. Further ideas are captured in a table at the end of **Annex 5**.
22. Respondents were asked if they had any further comments. The theme with the highest prevalence was distrust in Surrey County Council (118 comments). Respondents mentioned thinking that Surrey County Council had an agenda for RPJS to move to Woodhatch Place and not trusting that there is not a solution on the current site, or another site available. **Annex 2** aims to address the potential on the current site at Priory Park and paragraphs 4 - 7 of this document outline the most recent site search.

Understanding parents' views

23. A table showing all respondents and the option selected is available in **Annex 5** Consultation Analysis.
24. There were 216 responses from parent/carers of a child at RPJS (this includes those who also have a child at one of the infant schools or another school). The majority (77%) selected option 2 as a preferred option. Of the 216 almost half (100) left comments under option 2 that they wanted a solution on site with a small number of the 102 also mentioning another site (10) or to re-organise from infant and junior to primary (16). 31 of the 216 respondents left positive comments on re-organising from infant and junior to primary and 20 wanted to consider sites other than Woodhatch Place for the school. The 19% (40) who selected option 1 commented on a positive future for RPJS, positive impacts if travel and transport could be improved, benefits of a new bespoke building and positive impacts for children.
25. Holmesdale Community Infant School and Dovers Green Infant School are both feeder schools to Reigate Priory Junior School and therefore pupils at these schools are directly impacted by any change to Reigate Priory Junior School.
26. There were 98 responses from parent/carers of child at Holmesdale Infant School (not including those who also have a child at RPJS). The majority (96%) selected option 2 as a preferred option. Of the 98, almost half (46) left comments under option 2 that they wanted a solution on site with a small number of the 46 also mentioning another

site (6) or to re-organise from infant and junior to primary (12). 23 of the 98 respondents left positive comments on re-organising to primary and 12 wanted to consider sites other than Woodhatch Place for RPJS.

27. There were 67 responses from parent/carers of a child at Dovers Green Infant (not including those who also have a child at RPJS). The majority (96%) selected option 1 and left positive comments about re-locating RPJS to Woodhatch Place.

Understanding staff and their views on the current condition of the building

28. There were 35 responses from staff across the schools in Reigate. 71% of all staff selected option 1 and all staff at RPJS School who completed the survey, selected option 1. Staff mentioned difficulties faced in the current building and constraints of the site and positive impacts of re-locating.

Risk Management and Implications:

29. The Local Authority needs to be satisfied that the appropriate fair and open local consultation and or representation has been conducted and that the proposer has given full consideration to all responses received. To ensure that this is the case the consultation and decision-making processes are quality assured.
30. Surrey County Council has worked closely with the schools to ensure that parents, carers and young people know about the consultation proposals and have had sufficient opportunity to share their views through a number of channels including public and stakeholder meetings, written responses, email correspondence and online response forms. Social media, a leaflet drop and public engagement events in the area took place to ensure residents and other interested parties were aware of the consultation.
31. There are risks associated with the current site of RPJS at Priory Park. The school leadership team have risk management plans in place to mitigate the two key areas of safeguarding concern in the public right of way and the use of Priory Park.
32. The school cannot remain in its current form on the current site. Due to the nature of the buildings and related heritage designations the running cost of the school is far higher than for a modern educational establishment whilst the school remains at the current site. If a solution cannot be identified within a suitable timeframe there is a risk of the school becoming financially unviable due to the burden of the maintenance costs. This would result in a pressure on school places in the area with children displaced and educated outside of their community.

33. There is a risk that temporary accommodation could be needed for part or all of the school at any point whilst decisions are being made. Therefore, any delay in moving from the current site increases this risk. Temporary arrangements are already in place for 3 classrooms while work is undertaken to ensure safety of classrooms in the year 6 block.
34. There are risks identified for both options. Risks and issues are identified in **Annex 5** Options Appraisal. A risk register will continue throughout the next steps to ensure risks and issues are captured and mitigations implemented.

Financial and value for money implications:

Financial Reasons to move from the current site.

35. Surrey County Council has a capital maintenance budget for maintained schools where the council is obliged to fund and deliver lifecycle works. Finance figures for the last 5 years demonstrate works delivered at Reigate Priority Junior School (RPJS) cost approximately £181k, which is 1,108% more than an equivalent sized Primary School (The Greville Primary School, numbers on roll 665, which cost approximately £15k). In addition to this a dedicated team has been working with/ at the school to ensure that significant facilities issues continue to be addressed whilst the school remains at its current site. The ongoing premises issues are disproportionate as the school building is not fit for purpose and costs will continue to increase.
36. The school budget is impacted by additional staff time in planning and assessing risk to ensure safety of pupils. There are also higher utility bills without the options to reduce energy usage that would be available in a more modern school. The impacts are greater each year putting pressure on the school budget.
37. There is £10.7m of Priority Schools Building Programme 2 (PSBP2) funding currently committed from the DfE to relocate Reigate Priory Junior School, this funding could be at risk as the programme dates slip further. There is also an increased risk of withdrawal of this DfE funding, should the current funding priorities of the DfE change, which would create a huge and potentially unaffordable pressure on the School Basic Need capital grant fund.
38. The £10.7m of DfE funding from PSBP2 is conditional on direct replacement of a 5 form Entry RPJS and such funding may not be available for other options for future school provision identified via the working group. It may be possible to submit a business case for an alternative re-provision of Reigate Priory School however it is not known at what point the funding would be allocated elsewhere as the PSBP2 has closed.

39. Revenue funding would be needed to fund initial appraisals for option 2. This is estimated at approximately £0.6m. Costs associated with proceeding to feasibility would need to be agreed by the Director of Land & Property in conjunction with the Director for Education and Learning at the point that studies or assessment are needed. Any feasibility costs not directly leading to capital expenditure, will result in an unbudgeted revenue cost.
40. If option 1 or 2 lead to a new school at Woodhatch Place, the development costs will be met from the project budget included in the Capital Programme. If a school is not progressed on the Woodhatch site development costs relating to the site will need to be charged to revenue, resulting in an un-budgeted additional pressure on the Council's revenue budget. The development costs are estimated to be £2.6m (£2.4m incurred to date plus a further £0.2m).

Section 151 Officer commentary:

41. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
42. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
43. The recommendation to pursue option 2 requires consideration of the potential additional revenue costs of up to £3.2m, which would add pressure to the Council's budget, if it results in the school being located elsewhere and option 2 feasibilities do not lead to capital expenditure. This amount consists of £2.6m of development costs relating specifically to the Woodhatch Place site and £0.6m of feasibility costs relating to option 2. In addition, this option puts the £10.7m capital grant at risk.

Legal implications – Monitoring Officer:

44. When considering changes to schools, regard must be had to the January 2023 statutory guidance “Making significant changes (‘prescribed alterations’) to maintained schools”. Local authorities must also adhere to the usual principles of public law when making decisions. Local authorities must act rationally and within their powers, take into account all relevant and no irrelevant considerations and follow a fair procedure.
45. Option 1 contained in the report does not fall within the prescribed alterations contained in Reg 5 of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 as the proposal is to move the School to a site less than two miles from the current main entrance. The statutory consultation procedure does not apply. However, the statutory guidance provides although there is no statutory ‘pre-publication’ consultation period for prescribed alteration changes, there is a strong expectation that local authorities will consult interested parties in developing their proposal prior to publication, to take into account all relevant considerations.
46. The consultation process set out in the report describes the responses from interested persons for members consideration. The general principles for a lawful consultation process must be adhered to:
- It must take place when proposals are still at a formative stage. A final decision has not yet been made, or predetermined, by the decision makers.
 - there is sufficient information to allow consultees to give ‘intelligent consideration.’ The information provided must relate to the consultation and must be available, accessible, and easily interpretable for consultees to provide an informed response.
 - there is adequate time for consideration and response. There must be sufficient opportunity for consultees to participate in the consultation. There is no set timeframe for consultation.
 - ‘Conscientious consideration’ must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account.
47. As well as consultation responses. The other relevant matters to take into account include, but are not limited to: -
- Whether, and if so why, there is need to move in educational terms i.e., educational advantages vs disadvantages
 - why the proposed site has been identified and why it is considered appropriate in physical terms
 - accessibility for pupils and staff. The latter will involve considering transport patterns, the Council’s transport policies, and the availability of transport

- cost/savings and affordability
- plans for effecting the move, and minimising disruption
- equalities implications and in particular the “public sector equality duty” under the Equalities Act 2010 to have due regard to eliminate discrimination, and to advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic and persons who do not share it. In this regard in particular any move to new premises is likely to involve consideration of the impact (beneficial or otherwise) on people with disabilities (physical and other), both through layout of the site and through the availability of transport. This, and other equalities implications, is a matter considered in the Equality Impact Assessment at **Annex 6**.
- the Council’s duty under the Children Act 2004 to make arrangements for ensuring that its functions are discharged having regard to the need to safeguard and promote the welfare of children.
- possible community impact of closure and opening.

Equalities and diversity:

48. The Equality Impact Assessment (EIA) for the proposal is attached to this report as **Annex 6**.

Other implications:

49. The potential implications for the following Council priorities and policy areas have been considered.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	<p>Improving and sustaining availability and accessibility of primary school provision in Reigate supports the Surrey Corporate Parenting Strategy 2020 in ensuring consistent education for children “looked after” by Surrey County Council.</p> <p>Any impacts for looked after children and their carers will continue to be assessed throughout as further decisions are made.</p>
Safeguarding responsibilities for vulnerable children and adults	Safeguarding vulnerable children is a high priority in all Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. The schools will continue to apply good practise around safeguarding as they

	<p>do currently. In addition, safeguarding is a key area for monitoring when Ofsted conducts inspections.</p> <p>The Council has a duty to promote and improve safeguarding in education as well as educational outcomes for all children and young people who are vulnerable or disadvantaged.</p>
Environmental sustainability	<p>Exploring options further to identify school places that are closer to home and/or improving travel and transport will reduce journey times and impacts on traffic in the area.</p> <p>For any project, as part of option 2, requiring planning permission the County Planning Authority will advise the Council (as applicant) on the need for the project to be subject to statutory Environmental Impact Assessment.</p> <p>In regard to the planning application for Woodhatch Place, County Planning Authority issued a formal Environmental Impact Assessment (EIA) Screening Opinion on 8 April 2022 (SCC ref. 2022/0035) concluding that the proposed school development was not 'EIA development'. The County Council as applicant was therefore not required to undertake an EIA prior to the submission of the planning application.</p> <p>Any major refurbishments and new builds design will be guided by the LETI energy standards. The standards promote high standards for energy efficient, maximising onsite renewable energy, and low carbon heating including heat pumps.</p>
Compliance against net-zero emissions target and future climate compatibility/resilience	<p>Design philosophy that has been adopted to create new or refurbish and extend existing buildings will support low energy consumption, reduce solar gain, and promote natural ventilation. Any proposals will be in line with this policy and any new building will be to the standards in the local planning authority's adopted core planning strategy. Commitment to drive forward the transition to a zero-carbon built</p>

	environment, through the pursuit of lower operational energy use, increased supply of renewable energy to Surrey’s buildings and reduced embodied carbon – the GHG emissions associated with non-operational phases like construction.
Public Health	<p>The health of people in Reigate and Banstead is generally better than the England average. Reigate and Banstead is one of the 20% least deprived districts/unitary authorities in England, however about 9.3% (2,470) children live in low-income families. Life expectancy for both men and women is higher than the England average.</p> <p>Provision of sufficient, sustainable, accessible and inclusive primary school places in Reigate, so that all children and young people benefit from an education that helps them succeed in life, is linked to average GCSE attainment which is reported as a “wider determinant of health” in Public Health England Local Area Health Profile. In 2018/19 47.2% of 15-16 year olds in Reigate & Banstead gained average GCSE attainment slightly higher than the national average (46.9%) and slightly lower than the average in Surrey (47.9%).</p>

WHAT HAPPENS NEXT:

50. If Cabinet agree the recommendations the following activities will commence:

Provisional date	Activity
March 2024	Working group described in Annex 1 commences.
March 2024	The planning application for option 1 is re-submitted with amendments to address the reasons for refusal.
April/May 2024	Initial viability for an option or options identified by the working group.

A further report will be submitted to Cabinet following the activities above.

Contact Officer:

Jane Keenan, Commissioning Manager, jane.keenan@surreycc.gov.uk

Consulted:

- Tim Oliver, Surrey County Council, Leader of the Council
- Clare Curran, Surrey County Council, Cabinet Children and Families Lifelong Learning
- Rachael Wardell, Surrey County Council, Executive Director Children Families and Learning
- Liz Mills, Surrey County Council, Strategic Director for Customer Transformation
- Julia Katherine, Surrey County Council, Director of Education and Learning
- Simon Crowther, Surrey County Council, Director of Land & Property
- Carrie Traill, Surrey County Council, Head of Education
- James Painter, Surrey County Council, Programme Director
- Pasqualina Puglisi, Surrey County Council, Contracts Manager
- Mike Singleton, Surrey County Council, Service Manager, Education Place Planning
- Jane Keenan, Surrey County Council, Commissioning Manager, Education Place Planning
- Oliver Moses, Reigate Priory Junior School, Headteacher
- Pamela Hutchinson, Chair of Governors, Reigate Priory Junior School
- Leadership of all schools in the primary planning area of Reigate
- Greensand Trust
- Everychild Partnership Trust
- Public consultation with all members of the community and stakeholders

Annexes:

Annex 1 Working group terms of reference

Annex 2 Why Reigate Priory Junior School cannot remain in its current form at Priory Park

Annex 3 Updated Education needs analysis

Annex 4 Options Appraisal

Annex 5 Consultation analysis report

Annex 6 Equality Impact Assessment

Annex 7 The alternative site assessment in Reigate for Reigate Priory Junior School

Terms of Reference - Working Group to Explore Re-organisation of school places in the primary planning area of Reigate.

1. Role

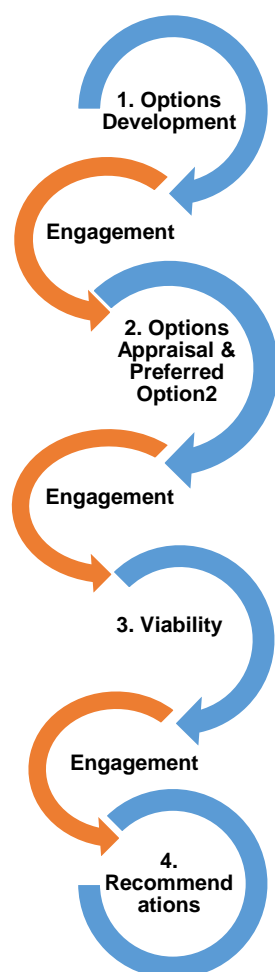
A multi-agency working group involving representatives from the schools and trusts in the Reigate Primary Planning Area and Surrey County Council officers. This will be supported by an Advisory Group.

The purpose of the working group is to find a solution to deliver sustainable long-term primary school places in the pupil planning area of Reigate that can be delivered in the short to medium term within reasonable constraints. This is because Reigate Priory Junior School can no longer remain in its current form on the site at Priory Park.

The working group will work together to engage stakeholders and the wider community to ensure that all voices in the community are heard throughout.

The working group will include representatives from schools and trusts who have the authority to make decisions about potential changes and scope for each individual organisation. The group is not the final decision maker for any change as changes proposed by the group will be subject to local governance agreement (Surrey County Council and relevant planning authority where appropriate) and decision making in line with national legislation (Department for Education).

2. Functions



1.Options Development Ideas generated in recent consultation on the provision of primary school places in Reigate used as starting point to develop re-organisation options for provision of sufficient school places in the Reigate Primary Planning Area. The group may also consider options not raised in the consultation.

Engagement: Feedback session will be hosted to share all options and for stakeholders to provide thoughts. The parent/carer rep group will explore all ideas alongside the feedback from broader stakeholders.

2.Options Appraisal Working group discuss, review, and assess all proposed reorganisation scenarios against the evaluation criteria (set out below). To identify a preferred option to take forward for desk top viability studies (multiple viability studies linked across one re-organisation option).

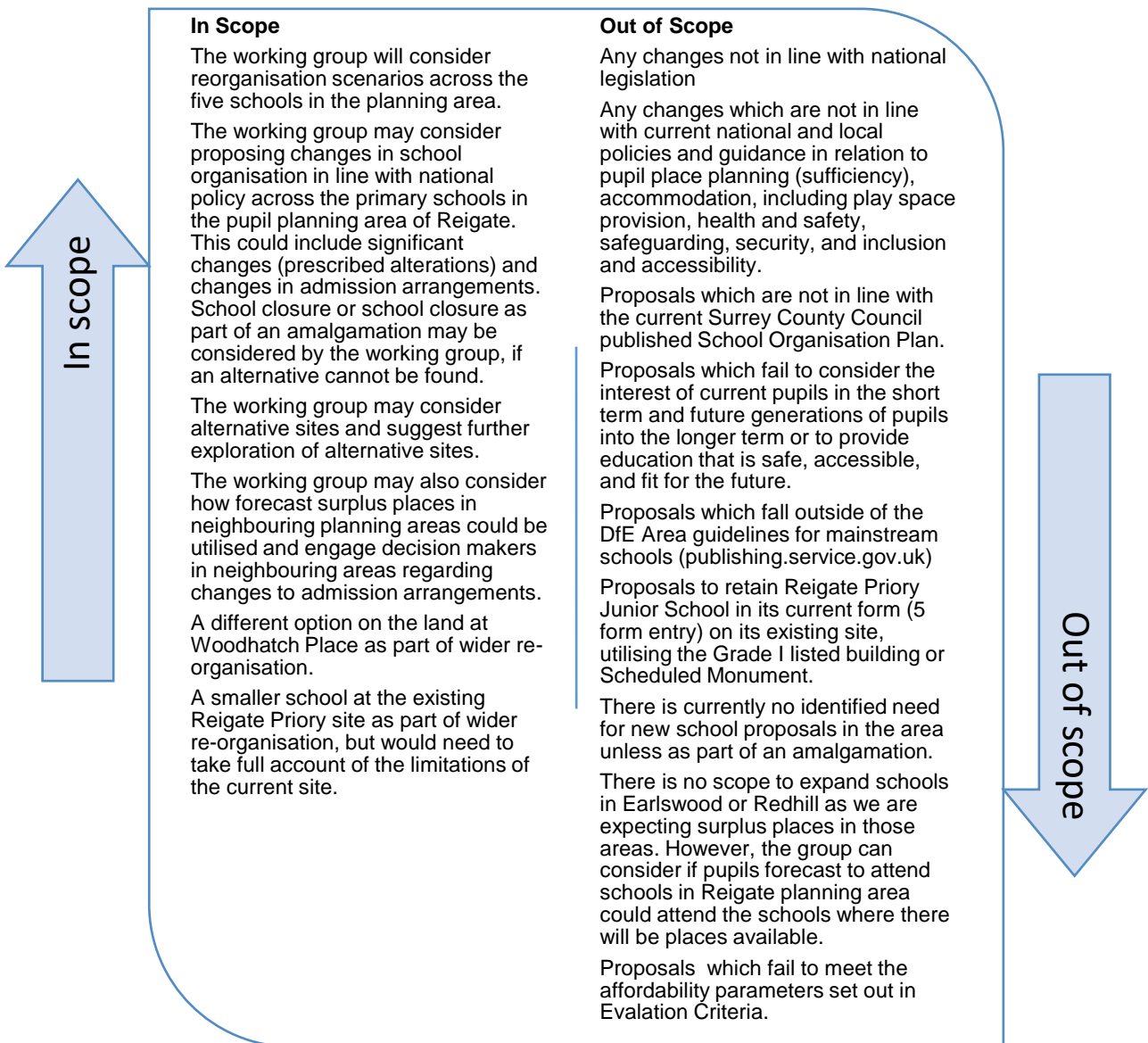
Engagement Feedback Session will be hosted to share working groups preferred option and rationale for choice.

3.Viability studies and any updated site assessment work undertaken. Viability studies can only be commissioned to a defined brief supported by the working group.

Engagement Parent/carer rep group reconvene to discuss the viability study results.

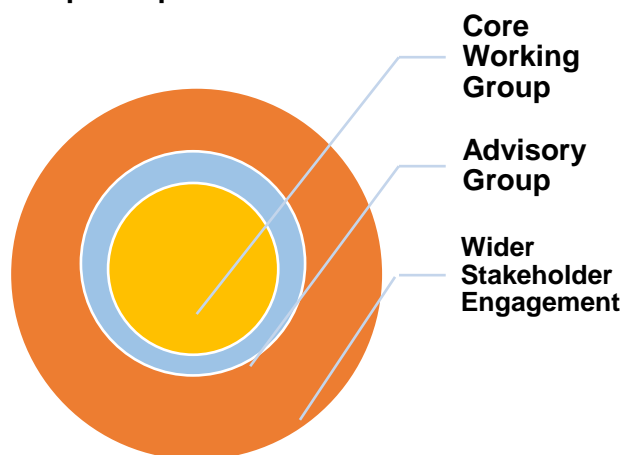
4.Recommendations The working group will reconvene to consider viability studies and formulate recommendations for required changes which secure provision of primary places in Reigate. Cabinet decision to determine how to proceed.

3. Scope



4. Membership

Table 1. Working Group Composition



The Core Working Group

Sponsor: SCC Head of Education

Group members

SCC Commissioning Manager, Education Place Planning

SCC Commissioning Assistant, Education Place Planning

SCC Land & Property Officer/s

All schools and trusts, diocese in the primary planning area of Reigate with a representative of the School Leadership Team and a Member of the Governing Body or Trust, (this may include representation via a Parent Governor), with a total of two representatives per school.

Advisory Group

Additional officers and representatives will be updated on the work of the working group and may be invited to attend to offer specific expertise, experience and guidance to assist the working group. This may include but not be limited to:

- Officers from Reigate and Banstead Borough Council
- SCC Legal and Governance Officers
- SCC Land and Property Officers
- SCC Education Officers
- Department for Education representatives from South East Regional Delivery Directorate.
- SCC User voice and participation scheme
- Parent representative focus group
- Schools and trusts in neighbouring planning areas (Redhill; Earlswood & Salfords; Merstham; Brockham)

Wider Stakeholder Engagement

The working group will utilise the Reigate Primary Planning Area education consultation analysis as a starting point in understanding stakeholder views.

Updates and information shared by the working group will be available on the dedicated webpage for [provision of primary school places in Reigate](#).

There will be engagement with all interested stakeholders throughout the process. The working group will undertake a series of engagement feedback sessions.

For parents/carers we will also establish a small reference group with representation from the local schools. The purpose of this group will be to find consensus and provide key input into ideas and views to support the working group.

5. Operation

Meetings

- The working group is co-ordinated and facilitated by Surrey County Council officers.
- The working group meetings will be held in private and attended by invitation only.
- Meetings may be held in person as workshops, with the option for virtual meetings via MS Teams or Zoom or Hybrid as deemed appropriate.
- An action and decisions log will be updated at each meeting and an action note will be taken and circulated to all participants after each meeting.
- Members of the working group will agree to a communication plan for information sharing, updates and actions outside of meetings.

Recommendations

- Recommendations for consideration will be evidence based, objective and consistent with the DfE criteria and framework.
- The working group will utilise resources across Surrey County Council and the five schools to gather information needed to assess options against the evaluation criteria.
- Recommendations will be agreed on the basis of the evaluation criteria.

Administration

- SCC Officers will facilitate the working group and will be responsible for preparing and circulating papers advising on matters and for the production of action notes.

Confidentiality

- All Members must respect the confidentiality of any papers made available to them for the purpose of meetings or otherwise for so long as those papers remain confidential.

Membership Responsibilities

- Commit to attendance at all meetings or to send apologies in advance.
- Read the papers in advance and draw in wider perspectives where relevant.
- Take an active part in meetings and use expertise and knowledge.
- Support and participate in wider engagement sessions.

Conduct at Meetings

- Members on the working group will uphold the value of mutual respect, recognising that everyone's viewpoint is valued, everybody has a right be heard and to be listened to.
- Participants will observe the Seven Principles of Public Life (also known as the [Nolan](#) principles).
- The member or officer must disclose any personal or financial interest in any matters under consideration and seek appropriate advice.

6. Timescales

The working group will take approximately 4 - 5 months to complete its required tasks.

Table 2: Timescales for the working group

Month	Working Group Key Timescales
March	<p>Options Development Ideas generated in recent consultation on the provision of primary school places in Reigate used as starting point to develop re-organisation options for provision of sufficient school places in the Reigate Primary Planning Area</p> <p>Convening the working group. Establishment of Parent Carer Reference Group</p> <p>Communication and engagement Feedback Session will be hosted to share all options and for stakeholders to provide thoughts. Parent/carers rep group will explore all ideas alongside the feedback from broader stakeholders</p>
April	<p>Options Appraisal Working group discuss, review, and assess all proposed reorganisation scenarios against the evaluation criteria (set out below). To identify a preferred option to take forward for desk top viability studies (multiple viability studies linked across one re-organisation option).</p> <p>Engagement Feedback Session will be hosted to share working groups preferred option and rationale for choice. Updates via Website.</p> <p>Decision point: Delegated officer decision to proceed to viability. (Viability can only be commissioned if there is a defined brief supported by the working group).</p>
May	<p>Viability: Initial viability studies and any updated site assessment work undertaken circa 6 weeks. for completion</p>

Month	Working Group Key Timescales
Mid-June	<p>Recommendations Working group reconvenes to consider viability studies and any technical recommendations from the viability. Working group will make recommendations to Cabinet that may include a recommendation to instruct full feasibility on an option.</p> <p>Engagement Parent/carer rep group reconvene to discuss the viability study results. Updates via website</p>
July Onwards	<p>Cabinet Decision A further decision will be required by Cabinet later in 2024 to determine how to proceed, taking into consideration the recommendations of the working group and the outcome of the planning application.</p>
Next steps	<p>If decision is made to pursue the re-organisation option:</p> <ul style="list-style-type: none"> • Full detailed feasibility • Statutory process for linked proposals if applicable (e.g. public consultation and decision DfE/SCC).

Appendix 1 Evaluation **Criteria Information and measures**

Heading	What is included?	Measure
<p>Proposals must meet modern education standards set by the Department of Education (DfE)</p>	<ul style="list-style-type: none"> - Does this meet DfE guidelines? - Does this meet the needs identified by SCC in the Education Needs Analysis? - Does this meet the needs identified in the School organisation plan and sustainability strategy? 	<p>DfE guidelines BB103 Education Needs Analysis School Organisation Plan Sustainability Strategy</p>
<p>Does the option support Surrey County Council to achieve ambitions set out in the Community Vision that children and young people are safe and feel safe and confident and that everyone benefits from education, skills and employment opportunities that help them succeed in life?</p>	<ul style="list-style-type: none"> - Number of school places delivered per year group. - Increase in accessible school places for pupils with additional needs. - Location – Can pupils access primary school places? - Are any pupils with protected characteristics negatively impacted? - Are the school places in a safe secure site? - Will the solution help all children impacted achieve the benefits from education, skills and future employment opportunities? 	<p>Current PAN against new PAN. Year by Year growth/pupil movement model.</p> <p>Model of new places against current. Viability study of what is achievable.</p> <p>Pupil maps Pupil forecasts (By ward) Education Needs Analysis</p> <p>Equality Impact Assessment</p> <p>DfE standards and guidelines</p>
<p>Affordability</p>	<ul style="list-style-type: none"> - What are the costs? - Is there funding available? - Does the solution achieve reasonable cost containment over the medium and long term in regard to maintenance and running costs. 	<p>Capital costs Revenue costs Funding streams Affordability Parameters would be comparative to estimated headline costs for delivery under Option 1</p>
<p>Achievability</p>	<ul style="list-style-type: none"> - Is it possible? - Is there space? - Is there initial agreement? 	<p>Building Bulletin 103 guidelines Agreement from each school for viability studies Viability study</p>

Heading	What is included?	Measure
	<ul style="list-style-type: none"> - Are there barriers to achieving? - Is there time? - Can we deliver it? - When can it be delivered? 	Year by year growth/pupil movement model
Sustainability	<ul style="list-style-type: none"> - Does the option provide a solution which is fit for the future? - Longevity of the solution? - Are all the schools viable? 	Number of places in each school Leadership governance School budgets 420 places (If not parameters are needed economies of scale across federation or academy trust)
Legally compliant	<ul style="list-style-type: none"> - Are there any legal constraints? 	Education Act 1996 Children and Families Act 2014 Equalities Act 2010 Building regulations Planning regulations
Value for money	<ul style="list-style-type: none"> - Are there cost savings or cost containment within the option? - - Is the cost of the option justified based on the benefits? 	Costs or savings to revenue spending across schools Costs or savings to SCC schools FM (Facilities Management) budget.
Risks and Issues	<ul style="list-style-type: none"> - Safeguarding risks - Time risks - Financial risks - Reputational risks - Current and ongoing risks at Reigate Priory Junior School 	Risk register Timeline Viability study Surveys and reports linked to maintenance of current site.

This page is intentionally left blank

Why the school in its current form cannot remain at Priory Park

As an Education Authority, SCC (Surrey County Council) has a duty to ensure that children have access to education that is safe, accessible, and fit for the future. The consultation proposals which we are asking Cabinet to consider are based on our understanding that the existing site is not able to sustain a 5 Form of Entry (FE) school to modern education standards. Our rationale for this is set out below.

After engagement with the relevant authorities over several years, and with professional judgement, we have concluded that the building and its setting cannot be reasonably adapted to address the deficiency in spaces due to its heritage status and listing.

The heritage designations of the Priory building pose significantly more challenges than most Education developments, and there are numerous other factors that SCC is required to consider, such as pupil place planning (sufficiency), accommodation, including play space provision, health and safety, safeguarding, security, sustainability, inclusion and accessibility.

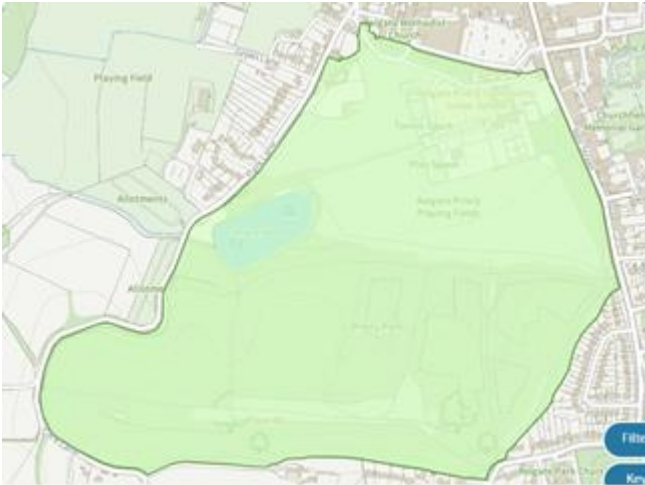
Surrey County Council's position

Heritage / Listing reasons

The constraints of the existing building accommodation, as well as its heritage and listed status, means it is not viable to achieve a modern education environment of the same scale on the current site.

The considerable challenge to re-provide the 600-place Junior school on the existing site is increased due to the heritage status, including the Scheduled Monument, Grade I listed building and assets, all set within a Grade II Registered Park and Garden. All of which make modifications or building work extremely challenging and requires additional planning applications. Due to these designations, applied to preserve buildings which are of exceptional interest (only 2.5% of listed buildings are Grade I) any new proposals would have to meet much stricter design criteria than typical planning applications and be sensitive to the heritage status. In this case, these constraints mean it would be unviable to build a like for like sized school on the existing site. Extensive building work would also result in significant disruption to current pupils through decant processes and temporary accommodation.

All of Reigate Priory Park is a Grade II Registered Park and Garden. See an outline boundary below:

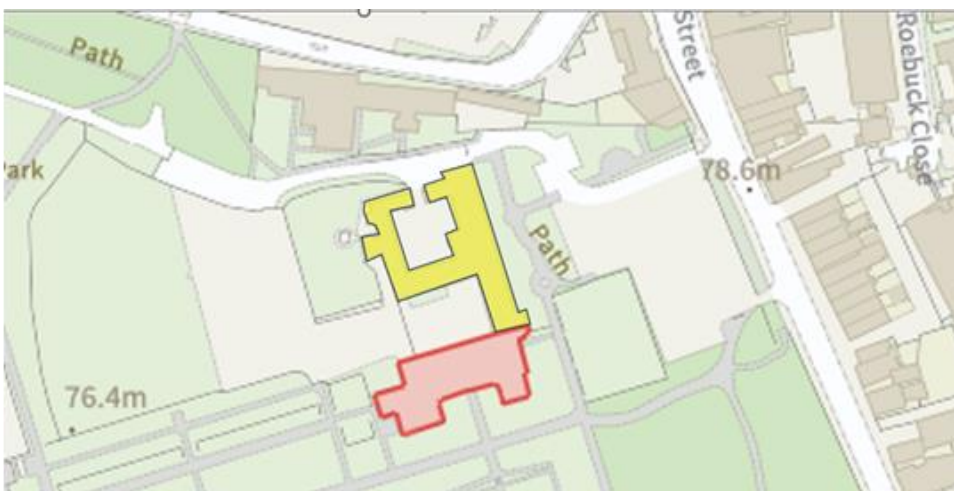


Outline boundary of Grade II Registered Park and Garden

There are a number of individually listed buildings within the Reigate Priory Park and Garden including Reigate Priory School (Grade I), the Gatepiers at the Entrance to Priory Park (Grade II) and the Garden Wall to Reigate Priory (Grade II):

- Reigate Priory – Grade I Listed Building [REIGATE PRIORY, Non Civil Parish - 1188089 | Historic England](#) (see discussion below)
- Gatepiers at Entrance to Priory Park (Grade II) [GATEPIERS AT ENTRANCE TO PRIORY PARK, NEAR NO 7, Non Civil Parish - 1241295 | Historic England](#)
- Garden Wall of Reigate Priory (Grade II) [GARDEN WALL OF REIGATE PRIORY, Non Civil Parish - 1029138 | Historic England](#)
- Priory Lake Cottage (Grade II) [PRIORY LAKE COTTAGE, Non Civil Parish - 1188833 | Historic England](#)

The whole of Reigate Priory (yellow and red shading below) is listed at Grade I and works to the building or within its curtilage (its surroundings), may require listed building consent. The front of the building (shaded red) is registered a Scheduled Monument and works to this part of the building may require Scheduled Monument consent.



The curtilage of Reigate Priory includes any buildings or structures within the wider park and garden constructed before the 1st July 1948. A list of all curtilage listed buildings can be found on Reigate and Banstead Council's website at

https://www.reigate-banstead.gov.uk/downloads/file/380/view_the_list_of_buildings_of_architectural_and_historic_interest

The heritage designation also means it is not fully accessible for pupils with additional needs and disabilities as it is not capable of being adequately adapted throughout.

We therefore believe it is not reasonably possible to develop a scheme within the constraints of the existing site (including cost, time and deliverability) which leaves the existing heritage building intact and provides a big enough new building adjacent to the existing building. Further, such a proposal could not reasonably be expected to achieve planning consent.

Current condition

The existing listed building does not provide suitable accommodation for use by a school. There is a significant impact on the day to day running of the school due to several areas where the current building does not meet modern education standards set by the Department for Education (DfE):

- Classrooms sizes are not sufficient.
- The layout of the building has insufficient circulation including single sided corridors.
- The building amenity does not meet current standards in relation to ventilation, heating and acoustics. Energy systems are outdated and costly.
- Insufficient daylighting to teaching spaces, does not meet current standards. Even with substantial upgrades the building would still not meet current standards.
- The existing school kitchen is significantly undersized. It is 25m² and a school of this size should have a 70m² kitchen.
- The adjacent dining hall in the existing school is only 85m² and it should be 150m².
- Minor works such as signage for safeguarding require specific planning permissions and approvals to be applied for and granted, taking valuable staff time away from educational matters.
- Planning permission needed to display external safety signs and banners including those for health and safety purposes.

The age and condition of the building means it is not fully accessible for pupils with additional needs and disabilities. Therefore, there are barriers for the school to be fully inclusive with some children being unable to apply to attend.

As with all schools there is a continuous need to ensure statutory compliance through regular assessment of health and safety and fire safety matters, and mitigate any risks identified in accordance with regulations. However, due to the age and condition of the building it is much more susceptible to such risks and therefore significant additional mitigations, including resources, are needed to meet the Authority's obligations than in comparison with a similar sized school in a more modern building. One example of this being a recent need to urgently decant four classrooms in the Year 6 block into the school Gym Hall and alternative rooms in the main building due to an unexpected health and safety risk caused by deterioration of

interior roofing panels. This caused significant disruption to children and their education.

Furthermore, maintenance costs for Reigate Priory Junior School are **1,108%** more than an equivalent size school, and consequently it is not value for money for the school to stay in the current building.

Whilst the above list is not exhaustive, we are clear that the building and its setting cannot be reasonably adapted to address the deficiency in spaces due to its heritage status and listing.

Public Right of Way

There is a Public Right of Way (PROW) through the school site, which splits the site in two, with buildings on either side. Attempts to have this closed or re-directed have failed. Reigate Priory Junior School previously tried to object to the PROW and have this closed. However, following a Planning Inspectorate review in 2015 of the definitive map modification order 2014 entitled 'The Surrey County Council Footpaths Numbers 632 and 633 (Reigate)' and associated planning permission for the gates (Reigate and Banstead Planning Reference P/08/01064/F), the Order was confirmed, and the school was subsequently required to comply with it and the respective planning conditions to maintain the PROW. While a redesign of the site in its entirety may be able to resolve this issue and divert the right of way outside of a new school boundary it is consider that this is not able to be achieved as set out above.

Safeguarding

The school leaders continuously review and assess risks according to their safeguarding policy in the same way that all schools do. However, Reigate Priory Junior School faces more challenges to ensure children at the school continue to access education in a safe environment.

As with all schools there is a continuous need to ensure statutory compliance through regular assessment of Health & Safety and Fire Safety matters and mitigate any risks identified in accordance with regulations. However, due to the age and condition of the building it is much more susceptible to such risks and therefore significant additional mitigations, including resources, are needed to meet this Duty of Care than in comparison with a similar sized school in a more modern building.

The school uses Priory Park, which is open to the public, as the sports pitches for the school. The school site sits on an area of land within Priory Park, which is used by the public. There is a low perimeter rail around some of the setting which poses potential safeguarding risk where staff supervision is needed to mitigate risks.

Department for Education position

The DfE considered a range of options to redevelop the existing site for five years between 2015 and 2020 in discussion with all relevant authorities including Reigate and Banstead Borough Council and SCC.

The DfE looked in detail at the specific school space requirements for a 5 Form Entry Junior School in relation to both education and administration when developing its proposals and explored several feasibility options to overcome challenges on the

existing site for re-provision of the 5FE (5 Form Entry) (600-place) Junior school to a pre application stage in 2018/19 and further in 2020 based on these requirements.

It was determined that the Priory Building was unsuitable to meeting the modern standards of current teaching practices and that given the heritage constraints, it could not be re-modelled to provide an acceptable school environment. That the challenges of the building could not be overcome to provide a satisfactory level of accommodation. The level of design intervention is not possible or would cause significant harm to the heritage assets.

The 2020 proposal from the DfE relating to the current site which addressed the required school space requirements, was deemed potentially to be inappropriate on heritage terms by Reigate & Banstead Borough Council Planning.

The latest update received from the DfE in December 2023 regarding re-provision of Reigate Priory Junior School, stated:

"We considered options for addressing the condition need at the current Priory Junior School site and our assessment was that planning and heritage requirements and other constraints meant that any development to the site would be challenging. We concluded that even if a deliverable solution were identified, it would be compromised and would not fully meet the school's long-term needs. The new accommodation will give children the best possible accommodation for their education.

To clarify, the DfE explored the hybrid option of complete new build, part new build/ part refurbished, retained, existing solution and concluded that this was not viable for the re-provision of a 5-form-entry (5FE) Junior School. The assessment was that planning and heritage requirements and other constraints meant that any development to the site would be challenging. This conclusion was arrived at following consultation with Reigate and Banstead Borough Council Planning and Conservation Officers, along with Historic England. The DfE scheme required a new 3-storey building to be provided on the site of the current 1950s Year 6 Block. The feedback from Reigate & Banstead Borough Council and Historic England was unequivocal in that a 3-storey building would not be acceptable. This led the DfE to conclude that in order to sustain Reigate Priory Junior School in its current 5FE configuration, re-provision on an alternative site is the best option and that even if a deliverable solution were identified, it would not fully meet the school's long-term needs."

Is there any option to stay on the site?

There may be potential to accommodate Reigate Priory as a smaller school at the existing site, which could form part of the Option 2 scenarios, and it would require some wider reorganisation of school place provision in the Reigate area which would be examined via a working group looking at all reorganisation options.

If reviewing the potential to accommodate a smaller school at the existing Reigate Priory site, as part of any wider reorganisation of school place provision in the Reigate area, the working group would need to fully consider the limitations of the current site from an educational perspective and in line with the wider criteria set out at Annex 1.

This page is intentionally left blank

Education needs analysis of primary school places in Reigate and neighboring areas.

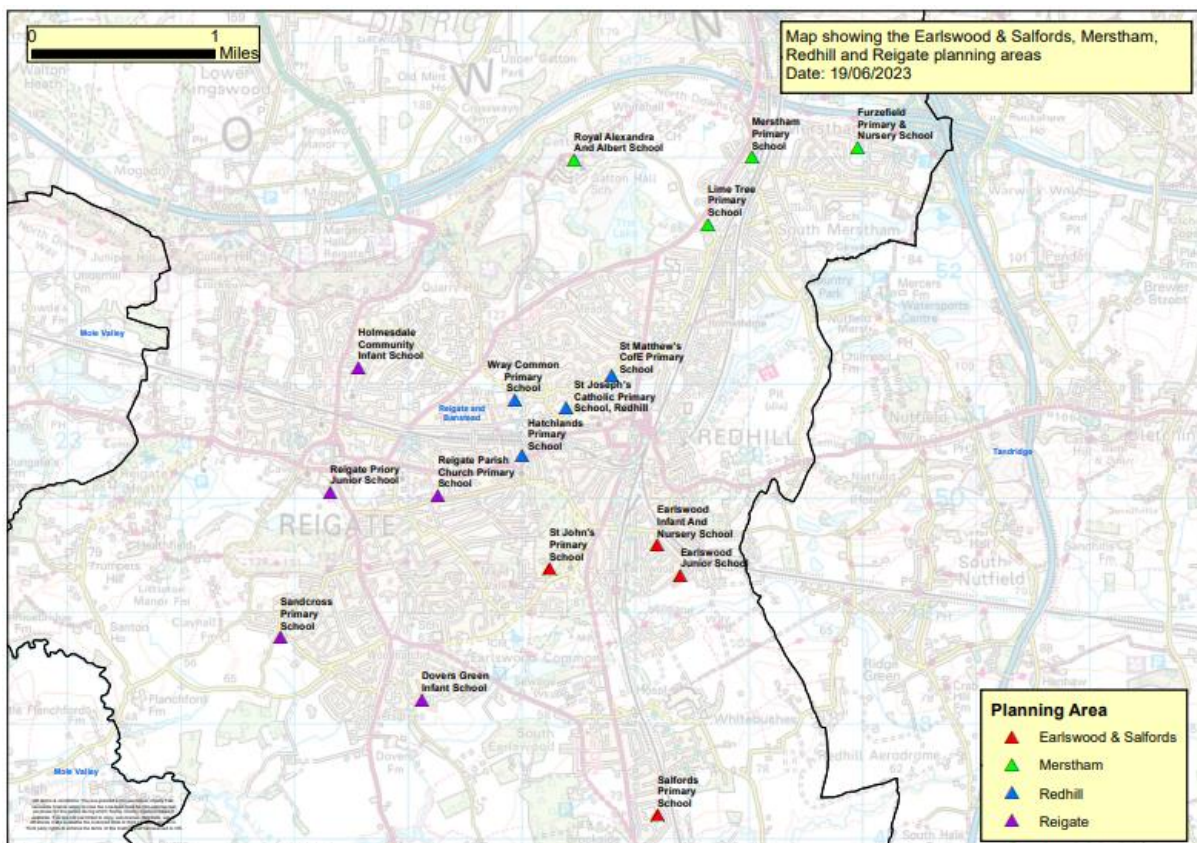
This document is an updated version of [Annex 4](#) of the consultation papers for provision of primary school places in Reigate, published on 27 November 2023. The previous version was based on data from the School Census in January 2023 and forecasts produced in November 2022; this version is updated with data from the School Census in October 2023 and forecasts produced at the end of December 2023.

Current situation

Reigate Priory Junior School is in the pupil planning area of Reigate. The neighbouring pupil planning areas are Redhill, Earlswood & Salfords, and Merstham. A pupil planning area is a group of schools within the local authority which is used for the purpose of assessing current and future pupil demand for school place provision.

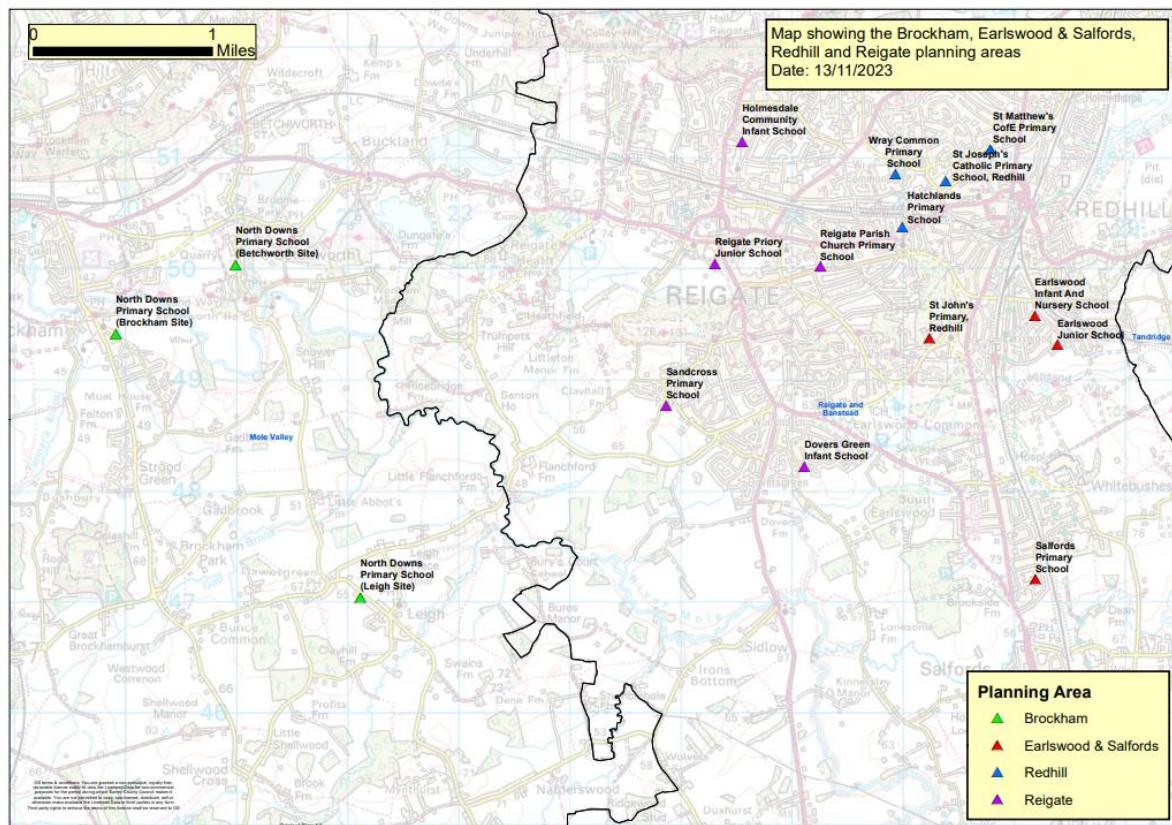
The map below shows Reigate primary pupil planning area and neighbouring pupil planning areas within Reigate & Banstead.

Map 1: Primary planning areas map – Reigate, Redhill, Earlswood & Salfords and Merstham



Map 2 below shows the planning area of Brockham which is the nearest planning area to the west of Reigate. North Downs Primary School is a two-form entry school on three sites shown below. All pupils in years 3 to year 6 are based at the Brockham site which is over 5 miles away from schools in the Reigate planning area. A small number of pupils who live in the wards of Reigate and South Park & Woodhatch attend North Downs Primary School.

Map 2: Primary planning areas map – Reigate, Redhill, Earlswood & Salfords and Brockham



Sustainability Strategy and School Organisation Plan

The [Sustainability Strategy](#) sets out Surrey County Council's approach and commitment to ensuring the sustainability of all our settings and schools. Following national trends, falling birth rates mean that the number of school places needed is expected to fall in primary schools in most areas across Surrey over the forecast period. As schools receive per pupil funding and plan staffing and resources based on their published admission number (PAN), if there are too many school places in an area schools become vulnerable to financial difficulties. Therefore, Surrey County Council shares forecasts annually with schools across planning areas to consider increasing or reducing the number of places in an area.

The [School Organisation Plan 2022-2032](#) sets out Surrey County Council's plans for providing education close to home. It highlights the likely demand for school places over a 10-year forecast period and likely strategies or changes that may be required

to both meet the statutory duty to provide sufficient school places and ensure the sustainability of all schools. Admission Authorities publish admission arrangements annually and any reduction in PAN is subject to public consultation in line with the [School Admissions Code 2021](#).

Current capacity in the Reigate planning area

There are 5 schools in the primary planning area of Reigate. 2 Infant Schools, 1 Junior School and 2 Primary Schools (1 with an additional intake in Year 3).

There is capacity for 11 forms of entry (330 places per year group) across the 5 schools. The forecasts show a sustained need for 10 forms of entry in the area (300 places per year group). 7% vacant places were reported across all schools in the planning area in the School Census October 2023. The number of pupils is lower in year R to 2 following a fall in birth-rates hence the reduction in PAN at Holmesdale Community Infant School from September 2023. This is expected to stabilise, forecasting a need for around 300 places in Year R over the forecast period.

Figure 1: School census October 2023 – number of pupils at schools in the Reigate planning area

	Yr R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr R - Yr 6
Total Number of pupils in planning area	284	308	297	306	313	311	318	2137
Capacity	330	330	330	330	330	330	330	2310
Vacant Primary Places	46	22	33	24	17	19	12	173
Vacant Primary Places (%)	14%	7%	10%	7%	5%	6%	4%	7%

Current capacity in the Redhill planning area

Redhill planning area is the closest neighbouring area to north Reigate and Holmesdale Community Infant School. There is capacity for 9 forms of entry (270 places per year group) across the 4 schools. The School Census October 2023 shows that currently with 9 forms of entry in the area there is 8% vacant places across all schools. The number of pupils is lower in year R to 2 following a fall in birth-rates. The forecasts predict between 1 to 2 forms of entry surplus places in year R over the forecast period.

Figure 2: School census October 2023 – number of pupils at schools in the Redhill planning area

	Yr R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr R - Yr 6
Total Number of pupils in planning area	245	247	249	262	245	234	229	1711
Planned Primary Places	270	270	270	270	270	270	240	1860
Vacant Primary Places	25	23	21	8	25	36	11	149
Vacant Primary Places (%)	9%	9%	8%	3%	9%	13%	5%	8%

Forecasts for the Reigate primary planning area

The table below shows the number of children expected to come forward into Reception and year 3 over the forecast period, alongside the number of places available in those year groups across all schools in the planning area of Reigate.

The forecasts include demographic trends, the birth rate and mid-year population estimates, and the effects of pupil movement trends (between schools, in and out of boroughs/districts/county etc) as well as additional pupil yield from housing calculated from housing permissions and trajectories provided by the borough/district council. This projection shows forecast pupil numbers if all housing comes forward as and when planned, but this cannot be guaranteed.

The school-based report allows us to show how many pupils are predicted to need a mainstream school place across a group of schools in a planning area. Residence based reports are included later in this document and allow us to show how many pupils living in a ward in Surrey are expected to need a mainstream school place across the whole of Surrey.

Figure 3: Number of places forecast in year R and year 3 from Sept 2024 to Sept 2032 (Edge forecasts published December 2023)

Reigate						
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit
2024-25	300	267	33	330	296	34
2025-26	300	302	-2	330	303	27
2026-27	300	292	8	330	286	44
2027-28	300	293	7	330	263	67
2028-29	300	294	6	330	298	32
2029-30	300	294	6	330	290	40
2030-31	300	293	7	330	292	38
2031-32	300	293	7	330	292	38
2032-33	300	291	7	330	290	40

School name	Year R Places	Year 3 Places
Holmesdale Community Infant School	90	
Dovers Green School	90	
Reigate Priory Community Junior School		150
Sandcross Primary School	60	120
Reigate Parish Church Primary School	60	60
Total places in planning area	300	330

It is noted that due to a decline in birth rates Holmesdale Community Infant School reduced from 4 forms of entry (Published Admission Number (PAN) of 120) to 3 forms of entry (Published Admission Number (PAN) of 90). Therefore, the number of places in year R reduced from 330 to 300 in the primary planning area of Reigate in September 2023. It is being considered whether there should a reduction of junior places in Sept 2026 to match the reduced number of infant places from Sept 2023. Any reduction in PAN would be subject to consultation in line with the [School Admissions Code](#). A reduction in PAN is not permanent and admission authorities can increase back to the original capacity in future years.

Neighbouring planning areas

Figure 4 shows the forecasts for the four primary planning areas closest to Reigate. There are expected to be 18% to 22% surplus places in year R in Redhill over the forecast period, 5% to 18% in Earlswood & Salfords, 0% to 20% in Merstham and -6% to 25% in Brockham. The forecasts below are school based which means they predict the number of pupils who are expected to need a school place across a

group of schools. As there is over 1 form of entry surplus places forecast in Redhill, schools in this area may need to consider reducing their published admission number. The forecasts are based on trends in pupil movement. As the number of places available increases pupil movement is likely to change based on parental preference. In the short-term there may be a need to reduce the number of places across Reigate and the three planning areas below to ensure schools are sustainable. However, the later years of the forecast are less accurate, and it is not yet known if there will be a long-term need to reduce the number of places across the 4 planning areas. It is Important to maintain capacity for future years when numbers could increase.

Figure 4: Number of places forecast in year R and year 3 from Sept 2024 to Sept 2032 in neighbouring planning areas (Edge forecasts published December 2023)

Redhill						
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit
2024-25	270	212	58	270	239	31
2025-26	270	232	38	270	242	28
2026-27	270	225	45	270	252	18
2027-28	270	224	46	270	215	55
2028-29	270	224	46	270	236	34
2029-30	270	222	48	270	229	41
2030-31	270	221	49	270	229	41
2031-32	270	221	49	270	227	43
2032-33	270	220	49	270	224	46

School name	Year R places	Year 3 places
St Matthew's CofE Primary School	60	60
Hatchlands Primary School	60	60
Wray Common Primary School	60	60
St Joseph's Catholic Primary School, Redhill	90	90
Total places in planning area	270	270

Key	
Over 5 surplus places	
Between -5 deficit and 5 surplus places	
Over -5 deficit places	

Earlswood & Salfords						
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit
2024-25	210	172	38	210	158	52
2025-26	210	199	11	210	192	18
2026-27	210	193	17	210	187	23
2027-28	210	193	17	210	162	48
2028-29	210	192	18	210	188	22
2029-30	210	191	19	210	182	28
2030-31	210	191	19	210	182	28
2031-32	210	191	19	210	180	30
2032-33	210	190	19	210	179	31

School name	Year R places	Year 3 places
Salfords Primary School	60	60
Earlswood Infant and Nursery School	120	
Earlswood Junior School		120
St John's Primary School	30	30
Total places in planning area	210	210

Key	
Over 5 surplus places	
Between -5 deficit and 5 surplus places	
Over -5 deficit places	

Merstham						
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit
2024-25	148	119	29	208	154	54
2025-26	148	147	1	208	153	55
2026-27	148	141	7	208	149	59
2027-28	148	140	8	208	131	77
2028-29	148	139	9	208	161	47
2029-30	148	137	11	208	156	52
2030-31	148	135	13	208	154	54
2031-32	148	133	15	208	152	56
2032-33	148	131	15	208	149	59

School name	Year R places	Year 3 places
Lime Tree Primary School	60	60
Merstham Primary School	30	30
Furzeffield Primary School	60	60
Royal Alexandra and Albert School		60
Total places in planning area	150	210

Key	
Over 5 surplus places	
Between -5 deficit and 5 surplus places	
Over -5 deficit places	

Brockham						
School year	Year R places	Year R Forecast	Surplus / Deficit	Year 3 places	Year 3 Forecast	Surplus / Deficit
2024-25	60	64	-4	64	64	0
2025-26	60	48	12	64	65	-1
2026-27	60	48	12	64	56	8
2027-28	60	48	12	64	69	-5
2028-29	60	47	13	64	54	10
2029-30	60	47	13	64	53	11
2030-31	60	46	14	64	53	11
2031-32	60	46	14	64	53	11
2032-33	60	45	15	64	52	12

School name	Year R Places	Year 3 Places
North Downs Primary School	60	4
Total places in planning area	60	4

Key	
Over 5 surplus places	
Between -5 deficit and 5 surplus places	
Over -5 deficit places	

Residence Based Forecasts

The residence-based report shows pupils living in a particular ward who are expected to need a mainstream school place anywhere in Surrey. Only pupils expected to attend mainstream schools in Surrey are included. Pupils expected to attend schools in neighbouring boroughs within Surrey County Council are included but pupils expected to attend a specialist school or SEN (Special Educational Needs) Unit in Surrey or attend any out of county or independent school are not included.

Figure 5 shows the number of year R pupils living in each of the local wards surrounding Reigate who attended any mainstream school in Surrey in the previous 4 years and what the expected change is over the next 4 years. The table shows there is expected to be a decrease in the number of places needed in all wards represented on the table apart from Redhill East.

Figure 5: Residence based report showing number of pupils in year R living in each ward who attended a mainstream school in Surrey in the last 4 years against the number forecast to need a year R place for the next 4 years.

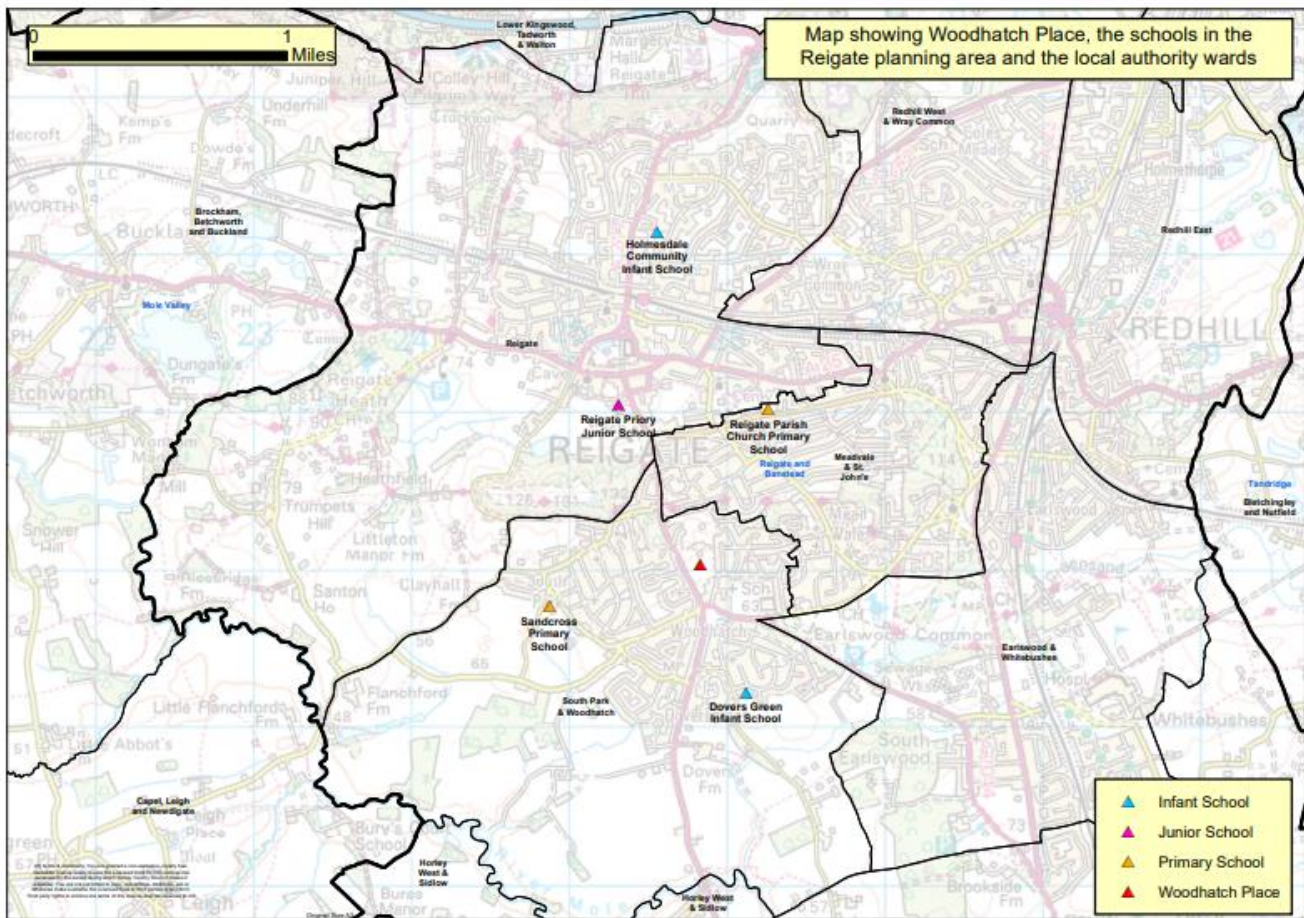
Planning Area	Ward	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	Averages		Increase	
										2020 - 2023	2024-2028	Number of pupils	Percent
Reigate	South Park & Woodhatch	126	150	108	90	94	112	109	109	118.6	105.9	-12.7	-11%
	Meadvale & St John's	111	93	96	88	84	93	89	88	97.0	88.7	-8.3	-9%
	Reigate	100	83	90	103	85	95	92	93	93.9	91.4	-2.6	-3%
	Totals	337	326	294	281	263	300	290	291	309	286	-24	-8%
Redhill	Redhill East	134	119	116	126	115	143	138	136	123.8	133.3	9.5	8%
	Redhill West & Wray Common	106	118	132	138	109	104	101	102	123.5	104.0	-19.5	-16%
	Totals	240	237	248	264	225	247	239	238	247	237	-10	-4%
Earlswood & Salfords	Earlswood & Whitebushes	133	111	142	143	116	137	134	134	132.4	130.0	-2.4	-2%
Merstham	Hooley, Merstham & Netherne	125	132	134	124	105	135	129	128	128.7	124.1	-4.6	-4%

Figure 6 shows the number of year R pupils living in each of the local wards surrounding Reigate who attended any mainstream school in Surrey in the previous 4 years and the forecasts up to 2031/32. The table shows there is expected to be a decrease in the number of places needed by pupils in most wards represented on the table, between the first year of the forecast (2023/24) and the last year (2032/33). The only area with an increase is the wards close to the pupil planning area of Reigate, however this is based on a 16% expected increase in Southpark & Woodhatch which is following a decrease in numbers and not expected to increase to pupil numbers in 2020/21 and 2021/22.

Figure 6: Residence based report showing number of pupils in year R living in each ward who attended a mainstream school in Surrey in the last 3 years and the forecasts for up to 2032/33

Planning Area	Ward	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	Difference	
															Number of pupils	Percent
Reigate	South Park & Woodhatch	126	150	108	90	94	112	109	109	111	110	109	107	105	14	16%
	Meadvale & St John's	111	93	96	88	84	93	89	88	87	86	86	85	85	-3	-3%
	Reigate	100	83	90	103	85	95	92	93	94	94	95	96	97	-6	-5%
	Totals	337	326	294	281	263	300	290	291	292	291	290	289	287	6	2%
Redhill	Redhill East	134	119	116	126	115	143	138	136	134	133	133	132	130	4	3%
	Redhill West & Wray Common	106	118	132	138	109	104	101	102	102	102	102	102	103	-35	-26%
	Totals	240	237	248	264	225	247	239	238	237	235	234	234	233	-31	-12%
Earlswood & Salfords	Earlswood & Whitebushes	133	111	142	143	116	137	134	134	133	132	132	132	132	-12	-8%
Merstham	Hooley, Merstham & Netherne	125	132	134	124	105	135	129	128	127	124	121	118	117	-7	-5%

Map 3: Map of schools in the primary planning area of Reigate against local wards



10

Reigate Priory Junior School is in the Reigate ward, close to the borders of South Park & Woodhatch, Meadvale & St Johns and Redhill West & Wray Common. The trends across these wards follow national trends in that the number of pupils needing a school place is expected to fall in comparison to the previous 5 years. Both the school-based and residence-based reports show a sustained need for around 300 places per year group (10FE) in the Reigate planning Area.

This page is intentionally left blank

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Table 1: Summary

	Support Surrey County Council achieve ambitions set out in the Community Vision	Affordable	Achievable	Sustainable	Legally compliant	Deliver Value for Money
Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place	<p>Education offer that is fit for the future. Reduces safeguarding risks and provides improved modern learning space.</p> <p>Improved inclusion for pupils with additional needs.</p> <p>Need to mitigate impacts for pupils who have to travel further to school and improve safety in the walking route to school.</p> <p>Only 27% respondents selected this option.</p>	<p>Yes (currently with DfE funding contribution as part of the Priority Schools Building Programme 2)</p>	<p>Feasibility studies have deemed this option feasible. It is achievable, subject to planning permission.</p>	<p>A new building has been designed that would be the first operationally Net Zero Carbon school in Surrey. It has been designed to be fit for the future.</p>	<p>Yes</p> <p>Legal advice will continue to be sought throughout any project.</p>	<p>The new building would provide a modern learning environment with reduced maintenance and upkeep costs for the school.</p>
Option 2 Explore re-organisation options in the primary planning area of Reigate	<p>Potential for an education offer that is fit for the future with reduced safeguarding risks and improved modern learning space.</p> <p>Potential for continuous education offer at the same setting from Year R – Year 6</p> <p>Risks of disruption impacting multiple schools in the planning area.</p> <p>68% of respondents selected this option.</p>	<p>Not known</p> <p>Viability studies would provide estimated costs for options put forward by the working group.</p>	<p>It is achievable to start the process of looking at options for re-organisation.</p> <p>Further development with contribution from all decision makers is needed.</p> <p>Viability and feasibility studies would be needed.</p>	<p>Further work would be needed to explore what would be sustainable.</p>	<p>Yes</p> <p>Legal advice will continue to be sought throughout any project.</p>	<p>In the long-term there is potential for Value for Money in re-organisation.</p> <p>Risks that costs could escalate if expansion is needed for existing buildings and if temporary accommodation is needed.</p>

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Table 2: Option 1

Option 1 Relocate Reigate Priory Junior School to a new site at Woodhatch Place	
Does the option support Surrey County Council to achieve ambitions set out in the Community Vision that children and young people are safe and feel safe and confident and that everyone benefits from education, skills and employment opportunities that help them succeed in life?	<p>The option would mean no change to the current number of primary school places in the Reigate planning area and no change to school leadership and structure of primary schools in the area.</p> <p>A new bespoke building would provide full accessible and modern learning environment.</p> <p>Improved security and safeguarding.</p> <p>This option enables the school to consider future opportunities that are not possible on the current site (such as converting to an Academy, establishing an SEN (Special Educational Needs) Unit, lowering the age range to become a primary school and/or establishing a nursery).</p> <p>Opportunities to amend and improve the planning application. Opportunities to shape and improve the transport and travel offer based on responses to this consultation.</p>
Affordability Is there funding available for the option?	Circa £15m Capital Costs for Surrey County Council from the Basic Need Grant. £10.5m DfE funding
Achievability Is it possible? Do we know how? Are there barriers to achieving?	<ul style="list-style-type: none"> At time of publication, Woodhatch Place is the closest feasible site, to the current school site, identified through a site search completed in August 2023. The designs can be amended based on the planning application refusal reasons as handed back to applicant in February 2023. Improvements can be made to travel and transport planning to improve journeys between the infant schools and the junior school. Only achievable with planning permission
Sustainability Does the option provide a solution which is fit for the future. Longevity of the solution	A new building would mean provision of places for the long-term
Legally compliant Are there any legal constraints?	Making significant changes ('prescribed alterations') to maintained schools (publishing.service.gov.uk) states that a school transfer onto a new site only requires the local authority to follow the statutory process Where the main entrance of the proposed new site for a school would be more than 2 miles from the main entrance of the current school site, or if the proposed new site is within the area of another local authority. Outside of the statutory process local authorities and governing bodies are nevertheless required to adhere to the usual principles of public law.

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Option 1 Relocate Reigate Priory Junior School to a new site at Woodhatch Place	
	The option is subject to planning permission.
Value for money Are there cost savings or cost containment within the option. Is the cost of the option justified based on the benefits?	<ul style="list-style-type: none"> • Cost containment as the current building costs 1,108% more to run than an equivalent sized Primary School. • No revenue cost implication for the provision of temporary accommodation whilst the new school is constructed.
Risks and Issues	<p>Planning application may be refused.</p> <p>Uncertainty about the future of Reigate Priory Junior School is unsettling for pupils, their families and staff.</p> <p>Only 27% respondents to the education consultation selected this option as a preferred option. Impacts on traffic and transport, safety of travel to school and increased distance from Holmesdale Infant were the main reasons respondents gave against this option.</p> <p>The increased distance from Holmesdale Infant School means that some journeys will increase, particularly for parents where one child attends Holmesdale Infant School and one child attends Reigate Priory Junior School.</p> <p>Risk due to the status and condition of the building that there would be an urgent need to find school places for up to 600 pupils if conditions deteriorate on the current site. This could mean temporary accommodation on the current site or the proposed new site.</p>

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Table 3: Option 2

Option 2 Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.	
Does the option support Surrey County Council to achieve ambitions set out in the Community Vision that children and young people are safe and feel safe and confident and that everyone benefits from education, skills and employment opportunities that help them succeed in life?	<p>The option would provide the opportunity for a working group, with representatives from each of the schools in the Reigate planning area, to explore options for the future. The group would look for a solution that supports Surrey County Council to achieve the ambitions.</p> <p>There would be scope to consider expansions, schools amalgamating and/or changing age ranges to become primary schools. If a school moved as a primary school onto a new site a new bespoke building would provide full accessible and modern learning environment.</p> <p>There is opportunity to reduce the number of places in the Reigate planning area, however this would rely on parental choice for school places in neighbouring areas.</p> <p>This option enables partnership across schools. A new site or amalgamating with an existing school would allow Reigate Priory Junior School to consider future opportunities that are not possible on the current site (such as converting to an Academy, establishing an SEN Unit, lowering the age range to become a primary school and/or establishing a nursery).</p>
Affordability Is there funding available for the option?	<p>Funding available would be dependent on the option identified. Potential £15m Capital funding from Surrey County Council Basic Need Grant.</p> <p>Cabinet would need to commit circa 30k for each viability appraisal per school, for any options proposed.</p>
Achievability Is it possible? Do we know how? Are there barriers to achieving?	<p>It is feasible to set up a working group to consider and work up different option appraisals. The working group will explore different ideas for re-organising and expanding existing schools in the Reigate Planning Area. They may also liaise with schools in neighbouring areas to consider changes to admission arrangements.</p> <p>It is not known if it is feasible to make sufficient changes (other than moving to a new site) that could ensure school places that are fit for the future across the planning area.</p> <p>Multiple decision makers and statutory decision-making process needed before changes could be made.</p> <p>A new site may be needed to amalgamate or expand existing schools or if Reigate Priory Junior School were to change age range to become a primary.</p>
Sustainability Does the option provide a solution which is fit for the future. Longevity of the solution	<p>Sustainability would be a consideration in any viability appraisal.</p> <p>If the option has a reduced number of places, there would need to be scope to expand further if birthrates increase again.</p>

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Option 2 Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.	
<p>Legally compliant Are there any legal constraints?</p>	<p>There would be scope to consider expansions, schools amalgamating and/or changing age ranges to become primary schools. Any option the working group identifies that includes changes to existing schools would be subject to further feasibility studies and formal decision making. Surrey County Council would not recommend a closure of a school that provides quality education and continues to meet the needs of local pupils, however, school closure or school closure as part of an amalgamation may be considered by the working group, if an alternative cannot be found.</p> <p>The statutory process for expanding or changing the age range of community, voluntary aided, voluntary controlled or foundation schools involves a consultation, followed by a 4-week Statutory Notice period and a decision by the Cabinet Member for Education and Learning.</p> <p>The statutory process for expanding or changing the age range of academies involves a consultation followed by an Academy Trust making a business case to the Department for Education for decision.</p> <p>The statutory process for the closure of a maintained school involves a statutory consultation followed by Cabinet Member for Education and Learning decision, then a 4-week Statutory Notice period followed by Leader of the Council decision.</p> <p>Any changes proposed to admission arrangements must be published and should be consulted on in line with the School Admissions Code 2021.</p> <p>Outside of the statutory process local authorities and governing bodies are nevertheless required to adhere to the usual principles of public law. Any expansions or new sites would be subject to relevant land acquisitions, planning permission or other permissions.</p>
<p>Value for money Are there cost savings or cost containment within the option. Is the cost of the option justified based on the benefits?</p>	<p>Cost containment as the current building costs 1,108% more to run than an equivalent sized Primary School.</p>
<p>Risks and Issues</p>	<p>Disruption across all schools in the planning area.</p> <p>Uncertainty about the future of Reigate Priory Junior School is unsettling for pupils and their families and staff.</p> <p>Increased risk due to the status and condition of the building that there would be an urgent need to find school places for up to 600 pupils if conditions deteriorate on the current site.</p>

Annex 4: Options Appraisal: Provision of Primary School Places in Reigate

Option 2 Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.

	<p>Risks in delaying decision making and potential missed opportunity for DfE funding to move the school.</p> <p>Without a sustainable option for the future, there is a significant risk that Reigate Priory Junior School becomes financially and operationally unviable.</p> <p>Potential loss of experienced staff and potential loss of a school that serves the local community providing quality education to pupils.</p> <p>Potential displacement of pupils and potential need for temporary accommodation while changes are in progress. As there are two infant schools and two schools with a junior intake there is not a simple solution to expand existing schools to a size where all pupils could stay at their existing school.</p> <p>The working group may not identify a deliverable option.</p> <p>The working group may identify the best option is to relocate Reigate Priory Junior School, which would mean proceeding with something similar to option 1 at a higher cost due to delays.</p>
--	---

Consultation Analysis

Provision of primary school places in the
planning area of Reigate

Consultation Analysis - Provision of primary school places in the planning area of Reigate

Introduction

This report is an analysis of responses to the consultation on provision of primary school places in the planning area of Reigate. The education consultation proposed two options for changes to the provision of school places in the primary planning area of Reigate:

- Option 1: Relocate Reigate Priory Junior School to a new site at Woodhatch Place
- Option 2: Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.

This report will be submitted to Surrey County Council Cabinet as part of the Cabinet report, for consideration in the decision on 27 February 2024.

Consultation Summary

The consultation was open from 27 November 2023 to 21 January 2024. The associated documentation was published on the [Surrey County Council 'Surrey Says' website](#) and circulated to local stakeholders. Interested parties were invited to return responses to the consultation via an online form or alternatively email or post responses. A dedicated webpage was established for the consultation.

An Equality Impact Assessment is being completed and will be published with the Cabinet report. Responses to the consultation will influence the Equality Impact Assessment.

Public Meeting and Engagement activities

During the consultation period there was a public meeting and a series of drop ins and Question & Answer events. The purpose of these events was to allow anyone who wishes to, an opportunity to ask questions related to the consultation. These were informal and not minuted. All participants were encouraged to fill in the consultation survey to share their views. Questions asked at the public meeting on 6 December and additional questions asked at the other sessions have been published as Frequently Asked Questions on the website.

Table 1: Events throughout the consultation period

Date and time	Event	Consultation group
27 November 3pm	Drop in Q&A session at Holmesdale Community Infant School	Parent/carers
30 November 9am	Online Q&A session for parent/carers at Reigate Parish Primary School	Parent/carers
30 November 4.30pm	Drop in Q&A session at Sandcross Primary School	Parent/carers
6 December 6.30pm	Public Meeting at Reigate Priory Junior School	Open to all (subject to booking)
7 December 8.40am	Drop in Q&A session at Dovers Green Infant School	Parent/carers

11 December 9am and 2pm	Drop in Q&A sessions at Reigate Priory Junior School	Parent/carers
12 December 11am	Drop in Q&A sessions at Reigate Library	Open to all
13 December 2pm	Drop in Q&A session at Holmesdale Community Infant School	Parent/carers
9 January 3.30pm	Drop in Q&A session at Sandcross Primary School	Parent/carers
10 January 8.40am	Drop in Q&A session at Dovers Green Infant School	Parent/carers
11 January 11am	Drop in Q&A sessions at Reigate Library	Open to all
12 January 10.30am	Drop in Q&A session at Holmesdale Community Infant School	Parents/carers
12 January 2.40pm	Drop in Q&A session at Reigate Parish Primary School	Parents/carers
15 January 8.40am and 2pm	Drop in Q&A sessions at Reigate Priory Junior School	Parent/carers
16 January 10.30am	Drop in Q&A session at Reigate Methodist Toddler Group	Parent/carers of under 5s attending the toddler group.
16 January 2pm	Drop in Q&A session at Woodhatch Community Centre	Open to all
17 January 9.45am	Drop in Q&A session at Reigate Baptist Toddler Group	Parent/carers of under 5s attending the toddler group.
18 January 9.45am	Drop in Q&A session at Reigate Baptist Toddler Group	Parent/carers of under 5s attending the toddler group.
18 January 6.30pm	Drop in Q&A session at Reigate Community Centre	Open to all

Key points from the consultation responses:

1. 975 people responded to the consultation. 27% of respondents selected option 1, 68% of respondents selected option 2 and 5% selected do not know/no opinion.
2. The theme with the highest prevalence for option 1 was negative impact on traffic in the area (391 comments) followed by concerns regarding safety of travel to school (329 comments).
3. The theme with the highest prevalence for option 2 was a desire for solutions on the current site (298 comments), followed by re-organising to primary schools (rather than infant and junior) (158 comments).
4. The theme with the highest prevalence in further comments was distrust in Surrey County Council (118 comments), followed by collaborate and listen (75 comments).

Analysis Method

Responses have been collated on Surrey Says (a consultation database). This report is a combination of the quantitative data (the number of responses and the selection) and qualitative data (thematic analysis of the comments). Respondents could alternatively print a consultation response form and send by post, there were no responses received by post.

The quantitative data from Surrey Says is produced automatically and crosschecked manually and any duplicate responses were merged.

The comments have been thematically coded manually by officers, to produce the qualitative data. All data in this section is directly reported from the responders and should inform evidence-based discussions and decision making.

10

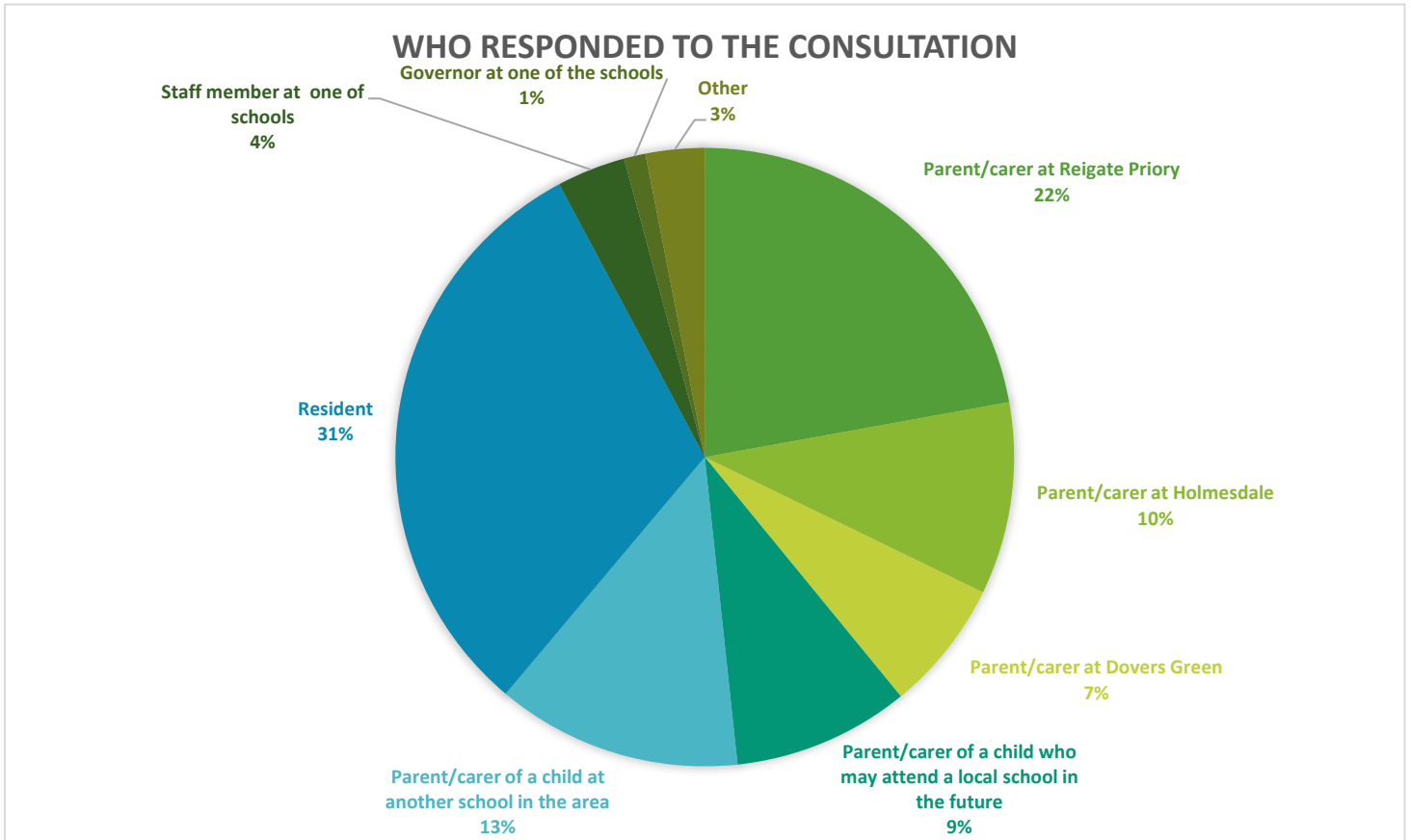
Quantitative Analysis

There were 9 questions in the survey. Questions 1, 2, 3, 4, and 5 were optional. Questions 1, 2 and 5 asked for respondent's name, email address and postcode. The information shared is not included in this document.

Questions 3 and 4 asked respondents to share information about who they are to help analyse responses.

Figure 1: Who responded to the consultation? (Table and pie chart showing who responded to the consultation)

Responder	Number	Percentage %
Parent/carer at Reigate Priory (Total including the two lines below)	216	31%
Parent/carer at Reigate Priory and Holmesdale	95	10%
Parent/carer at Reigate Priory and Dovers Green	19	2%
Parent/carer at Holmesdale (excluding above)	98	10%
Parent/carer at Dovers Green (excluding above)	67	7%
Parent/carer of a child who may attend a local school in the future	90	9%
Parent/carer of a child at another school in the area	125	13%
Resident (who did not also select parent/carer)	303	31%
Staff member at one of schools	35	4%
Governor at one of the schools	11	1%
Other	30	3%



10

Question 6: After reviewing the consultation documents do you have a preferred option to deliver sufficient school places in the primary planning area of Reigate (select from the following):

- Option 1, relocate Reigate Priory Junior School to Woodhatch Place
- Option 2, set up a working group to explore re-organisation of infant, junior and primary schools in Reigate
- Don't know/no opinion.

Respondents could only tick one of the three statements above.

There were 975 responses.

27% (265) of respondents selected option 1, relocate Reigate Priory Junior School to Woodhatch Place.

68% (665) of respondents selected option 2, set up a working group to explore re-organisation of infant, junior and primary schools in Reigate.

5% (45) of respondents selected don't know/no opinion.

Table 2: Respondents’ selections by individual groups

	Total responses	Option 1	Option 2	Don't Know
A governor at one of the schools	11	64%	36%	0%
A parent/carer of a child at another school	125	36%	61%	3%
A parent/carer of a child at Dovers Green	67	96%	4%	0%
A parent/carer of a child at Holmesdale Infant	98	5%	92%	3%
A parent/carer of a child at Reigate Priory Junior School	216	19%	77%	4%
A parent/carer of a child who may attend a local school in the future	90	31%	62%	7%
A resident in the local area	302	15%	80%	5%
A staff member at one of the schools or local primary school nearby	35	71%	20%	9%
Other	30	23%	63%	13%

Qualitative Analysis

Questions 7, 8 and 9 gave the opportunity for respondents to add comments at the end of the survey.

Question 7 Do you have any comments about impacts of option 1?

Out of 975 respondents 801 submitted comments for this question.

Comments left in reply to free-text question were tagged drawing on 20 possible tags, which were grouped into sub-themes. Each response could have more than one tag attached. The overall frequency of each of the tags provides an indicator of respondent’s views on Option 1.

Table 3: Themes and sub-themes for Question 7

Subthemes	Tag	Number of responses	Prevalence (%out of total 801 comments)	Prevalence (% out of 975 total responses)
Negative impacts: Travel and transport	Negative - Increased distance from Holmesdale	203	25%	21%
	Negative - impact for North Reigate	157	20%	16%
	Negative - Parking	105	13%	11%
	Negative - Safety of travel to school	329	41%	34%
	Negative impact on traffic in the area	391	49%	40%
Negative impacts: For children, community and environment	Negative impact for children	47	6%	5%
	Negative impact on community	151	19%	15%
	Negative impact on environment	146	18%	15%

Other Negative Impacts	Negative - other	145	18%	15%
Positive impacts: Building and location	Positive improvement to current building conditions	48	6%	5%
	Positive - new bespoke building	49	6%	5%
	Positive - location	31	4%	3%
Positive impacts for children and the school	Positive future for Reigate Priory Junior School	39	5%	4%
	Positive impacts for children	29	4%	3%
Other positive impacts	Positive impacts if travel and transport improved	92	11%	9%
	Positive - other	68	8%	7%
About the process	Not listened to at planning refusal	121	15%	12%
	Distrust in Surrey County Council	72	9%	7%
Ideas and questions	Ideas	80	10%	8%
	Questions	22	3%	2%

10

The 5 tags with the highest prevalence were: negative impact on traffic and transport (391), safety of travel (329), increased distance from Holmesdale Community Infant School (203), negative impact for North Reigate (157), Negative impact on community (151).

Negative Impacts Travel and Transport

In this subtheme respondents shared comments about difficulties of travelling to the site proposed in option 1, and negative impact on traffic in the area.

“Negative impact on traffic in the area” was the most prevalent tag for this question (40% of total respondents). Respondents mentioned the current delays and traffic in the area and the expected increase of parents travelling by car.

“The traffic calming measures proposed for Cockshot Hill / the A217 would cause serious traffic issues across Reigate since it's such a main road that is already clogged at almost all times of day.”

“Overall, I agree 1) that the current site is unsuitable and a change must happen 2) that the Woodhatch site offers an almost perfect option. The big issue is that of access and traffic.”

“Woodhatch place will naturally produce a massive amount of traffic movement onto an already Congested Cockshot Hill, Trehaven Parade and the “Angel” junction.”

“The proposal would give rise to a harmful increase in traffic and congestion.”

“The new location will force us into cars”

The second most prevalent tag was “safety of travel to school” (34% of all respondents). Respondents mentioned narrow pathways and concern about pupils walking along an “unsafe” and “dangerous road.”

“I do not feel safe walking on A217”

“unsafe for children on Cockshot Hill due to the narrow pavements and volume of pedestrians”

“The road safety element is also a great concern to me it is not safe to walk as a group of pedestrians with small children up Cockshot Hill”

10

“if the speed limit was reduced that would help - people do speed”

“There’s no way I’d ever allow my child to walk on Cockshot Hill where trucks go at a 30mph.”

Negative impacts for children, community and environment

In this subtheme respondents shared comments about impacts for children, impacts of increased pollution and impacts on the environment. They also shared impacts to the community of Reigate Priory Junior School moving away from Priory Park.

The 4th most prevalent tag overall was impact for community (19% of all respondents). Respondents commented of Reigate Priory Junior School moving away from Priory Park.

“Even though there is plenty of space at this new site it will not be a school that is at the heart of the community.”

“Moving the school out of the park will negatively effect the community spirit in Reigate.”

Respondents felt there could be an impact on local businesses if the school moved.

“The town centre businesses rely on the school being at the heart of town, the high street would suffer considerably.”

“The impact on the high street. Reigate has already started going downhill after covid, with so much business leaving or closing. Moving the school will further damage the local economy.”

18% of respondents mentioned negative impacts on the environment with the majority commenting on the impacts of traffic pollution. Some responders also mentioned the impact of building on Woodhatch Place.

“The higher levels of air pollution will impact the health of the children in particular and we risk seeing an increase in bronchitis, asthma and respiratory diseases in the future.”

“Woodhatch place has an abundance of Wildlife that reside there. In order for you to build the School all Trees will have to be removed, large banks of Earth removed and Habitats such as the ponds etc would have to be obliterated.”

6% of respondents commented on negative impacts for children. Respondents mentioned the loss of learning opportunities in a historic building, concern that children wouldn't be able to travel independently to school.

"I think it's a magical space for a school offering a unique learning environment. No parent with a child at the school is calling for this."

"this will restrict the physical activity which is so important to developing bodies and minds at the start and end of a school day."

"As an ex-pupil, it was so wonderful spending time learning about the buildings past, I think it engages children with a school curriculum as they can see the relevance of history."

Other negative impacts

18% of respondents mentioned other negative impacts such as perceived impact on house prices, negative impacts for working parents, concerns about secondary schools, comments suggesting a preference for another site or remaining on the current site and concerns if admission arrangements changed.

"If this move goes ahead, it will devalue house prices and drive families out of the area."

"Would have to give up my job as couldn't do 2 school drop offs and pick-ups per day."

"Moving the school to a lower cost area will actually reduce the value of properties in Reigate and reduce the perceived value of the Priory."

"the catchment area of Priory shifting would impact families in parts of Reigate who may then have to seek other options for schools."

Positive Impacts: Building and location

In this subtheme respondents shared comments about positive impacts of a new building, improvements compared to the current conditions and positive comments about the location.

6% of respondents mentioned positive improvement to the current building with comments about the conditions of the current building, restrictions of the current site and need for improvement.

"The school needs to move, not just because the building is unfit, but for the pupils, staff and local community to benefit from a purpose-built school and not any 'bolt on ' solution."

"To know our children are safe and not having the public walk through our school grounds or be able to walk right up to a year 3 classroom and look or throw something in a window would set many minds at rest."

"Smells from the sewers can last for days and force evacuation from some rooms. It is freezing cold in winter and boiling hot in summer. Windows don't open and the fire risks are well known. Kitchen staff battle to feed hundreds of children out of a kitchen smaller than most Reigate residents use to cook for a family of four."

"I have physically been in the school building a number of times, and the corridors and classrooms are always cold."

6% of respondents commented on “positive impacts - new bespoke building” mentioning the positives of a new modern building that is inclusive and accessible.

“The facilities it would/ could offer a local primary school would be second to none in a local Reigate school and could be a thriving community location.”

“The school building is clearly no longer fit for purpose. The simplest solution which delivers the best educational outcome for the children of Reigate is a new, purpose-built school in the beautiful surrounds of Woodhatch Place.”

4% of respondents submitted positive comments about the location.

“perfect location for a school given the space and existing infrastructure”

“Finding another location isn't feasible and logistical for Reigate based parents closer to Dovers Green.”

“Open green space and still perfectly accessible on foot or by car (with the right access points)”

Positive Impacts for children and the school

In this subtheme respondents shared positive comments about the future of Reigate Priory Junior (4% of all respondents) and positive impacts for children (3% of all respondents).

“I think it would be better to retain the school ethos and culture”

“Children are used to this school and enjoy this school I truly believe moving location will be less disruptive.”

“The benefit of this option is retaining the profile of Reigate Priory School as outstanding and maintaining the number of places available without affecting the other schools.”

“It's really the best option for the children.”

“Children deserve to have a new school and not be taught in an old school which is over 100 years old which is not fit for purpose.”

“I hope that my child and future students of Reigate Priory will be able to enjoy better school facilities in the future.”

Other positive impacts

9% of all respondents commented that option 1 would be positive but there needed to be improvements to travel and transport where the school is moving further from one of the infant feeder schools. Respondents also talked about other positive impacts such as

“Option 1 has amazing facilities & would be ideal for the relocation provided access to the school at drop off & pick up were safer. Pavement too narrow right now for weight of traffic/footfall & road already very busy. Additional access options required. Create new footpaths from the rear to link up with neighbouring areas.”

“Perhaps consideration could be given to walking buses from the infant schools and a staggered starting time if need be”

“The traffic issue is real and should be thought through with bus provision etc, but it should not stop children from getting the school they deserve.”

7% of all respondents mentioned other positive impacts such as “*easiest quickest option*” and “*most suitable solution*”. Respondents also mentioned accessibility for pupils with additional needs.

“school that is also accessible would be the most inclusive option.”

“Reigate needs more accessible school provision, not just more physical space for a primary school.”

About the process

In this subtheme respondents commented on the process of consulting now and felt that an education consultation that included relocation to Woodhatch Place as an option meant the reasons for planning refusal had not been listened to. There was also distrust in Surrey County Council and a feeling the consultation was biased towards option 1.

10

12% of all respondents commented that they did not feel comments made during the planning application had been listened to.

“The location of the move has already been rejected by planning. It's not a good location.”

“Option 1 has already been rejected by SCC (Surrey Conty Council) Planning and isn't a viable option for many reasons.”

“The planning application has already been fought and lost. All the criticisms raised during that planning application are still valid.”

5% of all respondents commented that they had distrust in Surrey County Council.

“What a shame SCC decided to spend over £50 million of taxpayer money without consulting Reigate residents, business owners and parents of school aged children FIRST. What a terribly irresponsible way to manage public funds.”

“Clearly motivated by money and perceived easy options instead of serving the community.”

“This consultation seems quite biased including in the way it is worded with option 1 clearly being worded in a more preferred way. A third option should be to explore the possibilities to expand and improve the existing school.”

“It's also very clear that council DID NOT conduct a thorough review of alternative sites, despite what it said.”

Ideas and Questions

In this subtheme respondents shared “ideas” (8% of all respondents) and questions (2% of all respondents)

Ideas have been collated at the end of this document and the frequently asked questions raised during the consultation are published [here](#).

Question 8 Do you have any comments about impacts of option 2? Or do you have ideas you would like to be considered by the working group described in option 2?

Out of 975 respondents 670 submitted comments for this question. Comments left in reply to this free-text question were tagged drawing on 14 possible tags, which were grouped into sub-themes. Each response could have more than one tag attached. The overall frequency of each of the tags provides an indicator of respondent’s views on Option 2.

Table 4: Themes and sub-themes for Question 8

Subthemes	Tag	Number of responses	Prevalence (%out of total 670 comments)	Prevalence (% out of 975 total responses)
Negative impacts	Negative - impacts for other schools	87	13%	9%
	Negative - not practical	41	6%	4%
	Negative - uncertainty and delay	55	8%	6%
	Negative financial impacts	14	2%	1%
	Negative - other	62	9%	6%
Positive impacts	Positive - collaborative and listening	35	5%	4%
	Positive impacts for children	4	1%	0%
	Other	53	8%	5%
Positive impacts: Solutions within option 2	Re-organise from infant and junior to primary model	158	24%	16%
	Solutions on the current site	298	44%	31%
	Consider other sites	91	14%	9%
About the process	Distrust in Surrey County Council	49	7%	5%
Ideas and questions	Ideas	144	21%	15%
	Questions	27	4%	3%

The 5 tags with the highest prevalence were: consider solutions on the current site (298), to consider re-organising from infant and junior to a primary model (158), ideas (144), to consider other sites (91) and the negative impacts on other schools (87).

Negative Impacts

In this subtheme respondents shared comments about the negative impact option 2 will have on other schools and how moving the Reigate Priory students to local schools is not practical. “Negative impacts for other schools” was the 5th most prevalent tag for this question (13% of total respondents). Respondents mentioned that if Reigate Priory was to close, existing schools in the Reigate area are already full and that we cannot overburden already stretched schools.

“I would be interested to hear more information on how the large number of pupils from Reigate priory could fit into the already full existing schools in the Reigate area.”

“This is not a viable option and Priory School should continue to exist. Overburdening other schools is not a real option and should not be offered.”

“These schools are already stretched and should not be forced to accommodate more pupils and more age groups...”

10

Positive Impacts

5% of respondents mentioned how option 2 has positive impacts as it has the opportunity to allow collaborative working and listening to each other.

“I am supportive of Option 2, provided that the Working Group is composed of the full range of interested parties and stakeholders, with both county and local council representatives. The working group must have representatives from those directly impacted by the changes (e.g. parents and prospective parents, and local businesses) rather than groups (e.g. existing schools) who are not necessarily incentivised to make changes to their existing operations and/or whom have wider funding incentives to resist change...”

“...On the working group, participation by community representative will also be key. Parents, business and other local community groups should be represented...”

Positive Impacts: Solutions within option 2

In this subtheme respondents shared comments about the positive impacts of option 2 with a focus on solutions, such as discussions around solutions on the current site, re-organising to a primary model and considering other sites.

Solutions on the current site was the most prevalent tag for this question (44% of total respondents). Respondents mentioned the hybrid plan and removing obstacles to keep the school on its current site.

“The resistance to redeveloping the current site has never been fully explained to the community other than “it cannot happen” responses. Option 2 should be a working group on how the site can be redeveloped to house the school for the future with all issues addressed and explored.”

“There is a new hybrid plan that parents have sourced which could resolve all issues and this needs to be fully reviewed by SCC and not just dismissed. If this is not viable the review of it needs to be shared with parents...”

“The hybrid plan created in 2020 was not viable but a new hybrid plan for the school has been sketched out and showed to both Reigate council and DfE (Department for Education) both of whom thought it could resolve some of their issues. SCC need to review this version thoroughly, working with the community to make this option viable.”

“I would like the working group to put genuine and serious consideration into removing obstacles to keep the school on the current site. This has been supported by RBBC (Reigate and Banstead Borough Council) and is the only option that fulfils all needs of the community, children and staff. Plans have been created to demonstrate how this solution can work and I would like the working group to take these on and work towards implementing in the current grounds.”

“There have been plans drawn up by a local architecture firm that explore a hybrid option where the school on the current site is redeveloped. This seems like the best option and I believe this should be pursued and looked into.”

“The impact of option 2 is also massive and the community understand this. However, if a working group was formed, the scope should not be limited to what is laid in the consultation material for option 2. The scope should also include a third option of building on the current site. There are some very viable options for the year six block and also some options discussed by Reigate and Banstead Council’s Heritage Officer. There needs to be a willingness from Surrey to listen to the community and hear the alternatives to what is laid in this consultation.”

10

The second most prevalent tag was to re-organise from infant and junior schools to a primary model (24% of all respondents). Respondents mentioned that the current model is *“inconvenient”* and *“outdated,”* and they’d support expanding existing schools in the area.

“I have long been frustrated by the split age group system in Reigate for separate infants and junior schools. It is inconvenient for families travelling between two sites at an age where children still need to be accompanied to school.

It worked very well making Parish school into a full primary school and alleviated some of the pressure on school places at Priory. Surely it would make sense to develop Holmesdale and Dovers Green infants schools into full primary schools, and close Reigate Priory as a facility?”

“This review can also address current issues with the school system. For example, reviewing the outdated infant and junior school system that most other local authorities have moved away from in recent years. This additional school change creates unnecessary upheaval for children and has the potential to significantly disrupt their early years learning.”

“The adaptation or expansion of existing schools offers the opportunity to build upon the existing strong provision being offered, whilst ensuring the right number of places are available in the right parts of the town.”

“As a parent of 3, there is no way I can have 3 children in 3 places with such distances, lack of safety by commuting on foot. Therefore, we would welcome the fact to explore other school provisions/re-organisations.”

“Consider other sites” was the fourth most prevalent tag for this question (14% of all respondents). Respondents mentioned the Fire Station and looking further into other site options.

“Building a new school at the existing Fire Station Headquarters.”

“I also would like to see a better validation of other, central Reigate options for a new location.”

“3. Consideration of other sites in the area 4. Relocation to Surrey Fire Service and Reigate Police Station to Cockshot Hill site, releasing current locations for redevelopment and school projects.”

“There are pieces of land to the north of the town that could be reallocated to school use. For example, the land around the fire station would be large enough for a school and outside play area. Children should be valued. When places are needed, they should be available in the area where they are needed.”

About the Process

7% of respondents submitted comments about their distrust in Surrey County Council throughout the process.

“SCC are failing to consider the community and refusing to consider the option of staying at the current site (the hybrid plan that has been shared but not been allowed to be part of this consultation).”

“The resistance to redeveloping the current site has never been fully explained to the community other than “it cannot happen” responses.”

“This is poorly considered. Sandcross is a trust so SCC surely can't state that they can be part of this option, this is misleading. Not giving people all of the information is a potential failure of the principles governing consultation.”

Ideas and Questions

The 3rd most prevalent tag overall was ideas (21% of all respondents). Respondents made comments around ideas on the current site, other sites and re-organisation to a primary model. 3% of all respondents also had questions about the consultation.

Ideas have been collated at the end of this document and the frequently asked questions raised during the consultation are published [here](#).

Question 9 Do you have any other comments?

In addition to questions 8 and 9, which related specifically to Options 1 and 2 respectively, respondents had the opportunity to provide other, more general, comments concerning the consultation and consultation process.

Out of 975 respondents 380 submitted comments for this question.

Comments left in reply to this free-text question were tagged drawing on 10 possible tags, which were grouped into sub-themes. Each response could have more than one tag attached. The overall frequency of each of the tags provides an indicator of respondent’s views.

Table 5: Themes and sub-themes for Question 9

Subthemes	Tag	Number of responses	Prevalence (% out of total 380 comments)	Prevalence (% out of 975 total responses)
Further comments about the two options	Option 1 Enablers	52	14%	5%
	Option 1 Barriers	97	26%	10%
	Option 2 Enablers	17	4%	2%

	Option 2 Barriers	12	3%	1%
Other solutions	Solutions on the current site	58	15%	6%
	Consider other sites	15	4%	2%
About the process	Collaborate and listen	75	20%	8%
	Distrust in Surrey County Council	118	31%	12%
Ideas and questions	Ideas	44	12%	5%
	Questions	26	7%	3%

10

The 5 tags with the highest prevalence were: Distrust in Surrey County Council (118), Option 1 Barriers (97), Collaborate and listen (75), Solutions on the current site (58), Option 1 Enablers (52).

Further comments about the two options

Within this sub-theme, enablers and barriers to both Option 1 and Option 2 were identified. Of these tags, the most prevalent was “option 1 barriers”, presenting in 95 comments (10% of all respondents).

Option 1 barriers and enablers

“There is always a way and Woodhatch is not suitable for a school, the traffic, the distance from the Infant school is already putting pressure on other Reigate Schools.”

“There are no circumstances whereby the Woodhatch proposal would be preferable.”

“I can’t understand the objection. If the new school building will still have same teachers staff etc then does it matter where it is relocated too. It’s the quality of the education, resource and environment that is important.”

“I love the idea of a new, purpose-built school for The Priory and Woodhatch Place seems ideal, it just needs more consideration for families who will have to drive and what impact that will have on the larger community.”

Option 2 barriers and enablers

“The reorganisation of so many local schools could cause a number of issues both with the local area (traffic etc) which it’s unlikely can be resolved and create issues with the challenges of managing reorganised schools, when they’re already delivering good outcomes.”

“Expanding Holmesdale or Dovers will create more traffic round our streets in those areas and neither schools have the right space to make a really good school like priory.”

“Please now take your Option 2 to get all heads together to work out a workable solution for children/parents and Reigate as a whole.”

“I can see the need for priory to move to a new building but feel they are missing an opportunity to form a complete primary school. This would be better for parents and students who attend.”

Other solutions

6% of all respondents commented that they would like to see a solution on the current site.

“A third option should be to redevelop the site adjacent to the Priory building.”

“The consultation should be focusing on ideas put forward in 2022 for a new hybrid plan and other solutions which allows a junior school in North Reigate.”

“Listen to the locals living here. Represent our voices and our lives. Develop the existing site.”

2% of all respondents commented they would like Reigate Priory Junior School to be relocated to a site other than Woodhatch.

“Is the site of the Surrey Fire Brigade not an option? Is there land to the rear of this that could house a junior school?”

“Please reconsider other sites as an option to relocate this primary school.”

“I suggest looking at buildings in central Reigate which could be converted to become a school.”

“Are there no options to the west of Reigate?”

About the process

In this subtheme respondents commented on distrust in Surrey County Council and a need for the process to be collaborative and for Surrey County Council to listen to the responses to this consultation.

The tag with the highest prevalence for this question was “distrust in Surrey County Council” (12% of all respondents).

“There is real confusion over the County Council's role as education authority and as planning authority. The council should not grant itself planning permission for any development which it would not approve if submitted by a private developer.”

“Surrey County Council's Cabinet will only "consider" feedback from the consultation, alongside the viability of any solutions, to make a final decision on the best option to take forward. This means they'll do what they want anyway. Yet another example of the biased nature of this process.”

“It is believed Surrey have done this to help balance the books on the purchase of Canon Place.”

“Whilst it has been put forward as a consultation all meetings I have attended, and all documents presented are biased towards Option 1”.

“No-one wants this move aside for SCC!!! Do your job and listen to the residents and community you serve!”

8% of respondents commented that they want to collaborate and be listened to.

“I am thoroughly disappointed in SCC and their lack of listening to the local community on this issue.”

“Please include parents and residents, we want to help find a solution that works for all!”

“Work with the parents in this area”

Ideas and Questions

In this subtheme respondents shared ideas (8% of all respondents) and questions (2% of all respondents)

Ideas have been collated at the end of this document and the frequently asked questions raised during the consultation are published [here](#).

10

Summary of Ideas shared

The following table shows a summary of ideas shared by respondents.

Table 6: Ideas shared.

<p>Ideas Q7: Option 1</p>	<p>Improved parking “Parent parking/drop off possible at the site” “To reduce traffic, have a one-way system drop off on site at the Woodhatch centre.” “Short term 30 min parking permits provided around Sandcross Lane to aid parents vehicles at drop off in addition to Woodhatch car park” “‘park and ride’ school with only disabled/emergency drop offs allowed.” “drive in a drop off system” “drive through drop off and pick-up”</p> <p>School transport “school transport provided for children living in North Reigate.” “alternatively, a school bus to collect children to reduce traffic” “Electric buses should operate from sites in the north and south of the borough to service the school.” “school bus from North Reigate” “Could there be a shuttle bus service from Holmesdale for older siblings to travel to Woodhatch Place?” “school bus service, possibly via subscriptions or subsidised costs”</p> <p>Changes to drop off/pick up time and wrap around care “- Such as a shorter lunch earlier finish as with Reigate High - A start time drop off window as such with St John’s (doors open at 8:45, close at 8:55 giving a more flexible window)” “pre/after school club options” “better start and finish times to stagger it for people with children in feeder infant schools” “drop off and pick up times could be staggered”</p> <p>Improved traffic “I have often thought a bypass was needed.” “Local bus capacity should increase and bus lanes should be utilised on some of the main or secondary roads in order to encourage parents to take kids to school car-free” “consider a ULEZ (Ultra Low Emission Zone) or similar zone, or even a more targeted approach such as a bypass method to relieve north-south through traffic” “perhaps another inbound road could be created to the north of the site to reduce the concentration of cars on the hill?”</p> <p>Improved safety of travel and access</p>
---------------------------	---

“perhaps if the speed limit was reduced that would help”
 “Extend the 20mph speed limit for cars from the town centre through to Woodhatch, extending to cover Dovers Green School, Reigate School and Sandcross School.”
 “I wondered if there could be a safe footpath and cyclepath built on the land to the west of Cockshot Hill and south of Park Lane East.”
 “Improvement to pavements”
 “Widened footpath and cycle path”
 “Is there potential to offer foot access to the site via Isbells Dr. or Smoke Lane?”
 “Consideration of access to Woodhatch Place from Smoke Lane, Hornbeam Rd, and Holly Rd can take an equal priority against challenges presented by access via Cockshot Hill.”
 “Conversion of paths from Smoke Lane thru Wood's/ thru Surrey Council site / old Pottery quarry site west of A217 to hard surface and slightly levelled routes.”
 “Could access be opened to the rear for community along Blackthorn Road?”
 “There needs to be a metal railing placed all the way along to protect pedestrians or the path widened and railings.”

Changes to admission criteria

“a clear catchment is provided for the new site (e.g. priority given to families north of the park and as far as the top of Reigate Hill)”
 “The catchment will need to be reviewed.”

Design of the proposed new building

The design of the school could be improved, particularly it's aspect from the South/Woodhatch traffic lights.

Changes to other schools

“Increase capacity at Wray Common School. The current Fire Station site near both schools offers significant scope for this.”

Rebuild or refurbish on the current site at Priory Park

“It would make a lot more sense to develop a perfectly good site in the current position the Priory school sits”
 “the hybrid extension of priory school in its current site”
 “There is plenty of room at the existing Priory School for extra classrooms”
 “I believe there is a museum adjacent to the school although it has been closed, I think for the entire five years I have lived in Reigate. Surely it would be easier to relocate this and expand the school into the museum's space.”
 “Redevelopment for the 1950s buildings and Grade II courtyard”
 “Reigate Priory building could be extended.”
 “Planning laws should be suspended to permit rebuilding on the current site.”
 “Consider hybrid option on existing site.”

Ideas relating to option 2

“Build a new school at Woodhatch place but make it a full primary (YR-Y6).
 Turn Holmesdale into a full primary (YR-Y6) but with a smaller intake (1-2 forms per year).”
 “Reorganise the schools to allow Holmesdale to become an all-through school.”
 “I wonder if alongside option 1, the main consideration should be to increasing capacity for Holmesdale school to offer up to year 6.”
 “If Holmesdale Infant School could get planning to become a double story school on its current site/make capacity somehow then that would be amazing”
 “Make it a through school from reception to yr. 6”
 “Expand the footprint of one or more of the existing primary or infant schools.”
 making the new site a 3-form entry primary school, and converting Holmesdale to a “two form primary school”
 “I think they are both options to be explored. I think including schools in Redhill could expand the opportunity of option 2.”
 “Expansion of an existing school seems like a much better provision.”
 “Extending capacity for Holmesdale to have junior school provision, or alternative locations nearer to the existing site and to Holmesdale school.”

Other sites

“Should look at repurposing buildings at Wray Park.”
 “The nearby site (fire station) land must be explored for possible extension for the school.”

	<p>“The fire station site has a lot of redundant space and buildings” “have you considered been part of Reigate college if they have room on their site” “Moving the fire service out of its central location and using that land to build a new school.”</p> <p>Other uses for Woodhatch Place “I urge the council to consider other possible uses for the site. E.g. could it not be used by Reigate Valley College, instead of the Park Hall site? Could it be used by Reigate Police, who need a new home given RAAC (Reinforced Autoclaved Aerated Concrete) in the existing police station? Or even by the fire service, freeing up the Wray Park site?” “Perhaps the land at Woodhatch would better serve as a Doctors Surgery for the residents of South Park.” “Use that area for the Fire Station.” “Why cannot the cannon site be open to the public for walking around as there is lovely country space and ponds with fish and lots of parking spaces.”</p> <p>Other uses for the current school building “School should move out and building should be renovated and transformed into a space that can serve the whole community, e.g. a museum and a coffee shop or performance venue.”</p> <p>Other ideas “If the school were to move to Woodhatch Place, then it should be built on the car park to the north of the council offices. This would enable the open space to remain undeveloped and opened as a public park.” “My hope is that even though Reigate Priory Junior school will have located to a better more fit for purpose home, it will still have links to the old building” “Please change the school names from Reigate School (Secondary) to Woodhatch Secondary School and similarly Reigate Priory Junior school to Woodhatch Priory Junior school” “The Albert Road north industrial estate would be a fantastic place for a school with plenty of space, there’s more and more empty business units”</p>
<p>Ideas Q8: Option 2</p>	<p>Holmesdale and/or Dovers Green to become Primary “Develop Holmesdale / Dovers Green into a primary school” “Turn Holmesdale School and Dovers Green Schools into full primary schools rather than just infant schools. You have shown with the recent expansion of Reigate Parish School that this can be successful on a small site.” “develop Holmesdale and Dovers Green infants schools into full primary schools” “doubling the size of Holmesdale (a second storey?)” “either making Holmesdale a full “through” primary school, or stagger opening times.” “If Holmesdale school could become an 'all through school' for the children living in north Reigate” “Holmesdale school could become a primary school with some alterations - including using the woodland area for expanded playing fields / sports facilities” “use the Fire station HQ site if still available and move Holmesdale there to make it a through school to 11”</p> <p>Reigate Priory Junior School to become a primary school on a new site alongside changes to other schools “If I could guarantee Reigate Priory School could become a primary school AND move to Woodhatch Place, I would do that” “Holmesdale and Dovers Green. Holmesdale could be a two-form entry school and Dovers one. Sandcross could become 3 form entry from reception. If additional school places were still required, despite falling birth rates and spare places in Redhill, a new all through school could be created at Woodhatch place.” “I would look to make all Infant schools, Primary School with Sandcross having equal numbers all the way through. Dovers would therefore be 2/3 form Primary as there is room to build on their site. Sandcross 3 form Primary and Holmesdale/ Priory a 3 form Primary on the current fire brigade site and move the fire brigade to the Woodhatch site.” “Make Holmesdale school a primary school for children who live in the catchment. Children who live closer to Woodhatch place attend there instead - also a primary school”</p>

	<p>“consider changing the age profile of Holmesdale to include juniors and have a separate school at Woodhatch”</p> <p>“both move Priory and make it an all through primary along with Holmesdale and Dovers Green (which could then both have a smaller reception intake)”</p> <p>“It would appear to make more sense to make Holmesdale into a through Primary school up to age 11 and if a school is to be built at Woodhatch Place, that could also be a through Primary for children who live close by.”</p> <p>“Holmesdale and Dovers Green could both become straight through Primary Schools but with fewer form entries. Again, they could do this either in isolation from Priory, or with Priory also becoming a full primary with fewer form entries alongside them.”</p> <p>Re-organise to primary model (general)</p> <p>“think the schools could be rearranged to all become all through primary schools”</p> <p>“Close Reigate Priory School and increase provision to 90 pan for Reigate Parish and turn Holmesdale into 90 pan primary school to serve local area.</p> <p>Turn Dovers Green into 60 place primary school.”</p> <p>“A through school that incorporates Reigate Priory School and Holmesdale seems like an option that should be considered. With potentially Dovers Green and Sandcross as a potential through school serving Reigate residents too.”</p> <p>“Have two through schools in Reigate, in both the north and south of the town. Then consolidate Holmesdale / Priory and Woodhatch / Sandcross.”</p> <p>“Dover green could expand to go all the way through reception -6 it has the land or floor could be added etc & would benefit children not having to move schools at yr. 3 which children struggle with. An extra class per yr. in the other schools.”</p> <p>“two primary schools (one in North Reigate and one in Woodhatch)”</p> <p>“Have two through schools in Reigate, in both the north and south of the town. Then consolidate Holmesdale / Priory and Woodhatch / Sandcross.”</p> <p>Other re-organisation</p> <p>“consider building two smaller junior schools to service the south and north of Reigate”</p> <p>“This should be considered in conjunction with option 1.”</p> <p>“Could the new school be built to accommodate children in the South of Reigate and Woodhatch area and a smaller school be built for those moving up from Holmesdale? Either rework the existing site in the park or build a smaller school on a plot in north Reigate like the fire station for example?”</p> <p>“House the Year 1 age group in an Annex as close as possible to rest of school - if absolutely necessary this to be at Woodhatch Place if nowhere else is suitable more local to the main Priory estate.”</p> <p>“Perhaps a combination of this option and then a smaller school at Woodhatch Place is something that could be a workable compromise.”</p> <p>“More year 3 places could be offered in schools within walking distance of North Reigate, such as Wray Common or Parish.”</p> <p>“Perhaps Dovers Green / Sandcross kids can all be placed into a primary school in Woodhatch. And Reigate Priory can take only the children from Holmesdale.”</p> <p>“Reduce capacity of existing Priory school, one less class?”</p> <p>Extend Holmesdale and Dovers Green to cater for Y3, so students go to Priory for Y4-6 Y6 students to be educated by Priory staff but on a senior school site e.g. Reigate”</p> <p>“I believe a smaller school to be achievable if the project is approached with an open mind.”</p> <p>“a SMALLER Reigate Priory Junior School (RPJS) at Woodhatch Place, which would provide a through-Primary education primarily for the feeder Infant school of Dover’s Green (for approximately 70 children per year group, so c280 in total across Years 3-6) and ALSO to create a NEW “Holmesdale Junior School” (HJS), to be located on the site of the existing RPJS Year 6 block and playgrounds in Priory Park, and linked to and overseen by the existing Holmesdale Infant school on Alma Road”</p> <p>“Option 2 should be including the Redhill schools too as families living in Redhill but close to Wray Common will be affected.”</p> <p>“If, for example, the school could split into a 2FE and a 3FE school, this would open up a range of more suitable sites that are local to Reigate families. This might include a redeveloped Priory site alongside a smaller Woodhatch Place school, or a smaller school at the Park Hall site. It could also involve building a state-of-the-art site for Brooklands or for the proposed Reigate Valley College relocation at Woodhatch Place”</p>
--	--

<p>“Could there be another option which covers a middle school provision? Years 5 and 6 at Reigate Priory Junior where children could be more responsible for safety and years 3 and 4 provided through a review.”</p> <p>“As well as making Holmesdale and Dovers Green into primary schools a 3rd smaller site could be found and considered. For example, on park hall road.”</p> <p>“I would favour converting Holmesdale Infant School to a 2-form primary to serve the Northern side of Reigate, perhaps in combination with re-siting Priory School to Woodhatch Place in its current capacity as a junior school.”</p> <p>“turning both Holmesdale into a full primary by reducing the yearly intake to 2 classes (it has already reduced from 4 to 3 in 2023). This needs to be done in conjunction with building a new school on the canon site that is also a full primary, not just a junior school”</p> <p>Solutions on the current site</p> <p>“utilise the current year 6 block”</p> <p>“The current site should be reconfigured to divert the existing right of way that passes from the Bell Street car park and between the Year 6 block and the main school. This would allow redevelopment of this area to provide improved facilities and a more secure school site.”</p> <p>“hybrid update to the current building.”</p> <p>“move the school but still on the park site”</p> <p>“the Reigate community would be willing to utilise additional area from the park.”</p> <p>“developing the year 6 block at Reigate Priory”</p> <p>“Could the listed Priory be used by the Library, Registrar etc, in addition to the school hall and meeting rooms for community groups? (This could free up the library site for redevelopment (and funds).) Presumably, many of the ancillary buildings could be demolished to provide more space for new school buildings”</p> <p>“Consider the option of a new building on the current site. Remove the right-of-way from the school grounds”</p> <p>“use the year 6 block for a new building”</p> <p>“Renovation of the victorian part of the building. Demolition of the single storey building and erection of a 2.5 storey building (in keeping and sympathetic to its surroundings) with state-of-the-art facilities and disabled access and lifts.”</p> <p>“renovation of part of the existing Priory site to make it suitable for a smaller number of children”</p> <p>“build onto existing site, perhaps making a walkway under new buildings on the Morrison’s side.”</p> <p>Changes to admission criteria</p> <p>“Parish school is currently a church school. Could you consider changing that as it effects catchments”</p> <p>“More community places at Reigate Parish.”</p> <p>Improvements to option 1</p> <p>“parent parking/drop off possible at the site or school transport provided for children living in North Reigate”</p> <p>“if the shared use path were extended from Westvale Park, Children could cycle here via Priory Park.”</p> <p>Other sites</p> <p>“Could some of the cricket pitch land be brought from Surrey fire service? Empty buildings/offices by Reigate station, or community centre, Or the abandoned Willis Watson towers building which has parking”</p> <p>“Building a new school at the existing Fire Station Headquarters.”</p> <p>“Try the fire brigade site.”</p> <p>“If the fire service moved to Woodhatch Place, could this be used to free up the Wray Park site for a school instead”</p> <p>“Use other SCC land such as Reigate Fire Station or Police Station.”</p> <p>“How about relocating the sixth form college to Woodhatch and moving Priory to the current college site”</p> <p>“combining schools within existing developments such as Waterside, along the Dorking Road or in the grounds of Reigate College.”</p> <p>“Micklefield sports fields on St Albans Road was not fully explored in the site assessment”</p> <p>“the site near Blackborough Road/Chart Lane that’s up for sale”</p>

	<p>“move Reigate town hall and move priory to the town hall site” “Use empty office buildings in the town centre (Kimberly Clark / towers watson) for a north Reigate junior school.”</p> <p>Ideas for the set up of the working group “that local school governing bodies, parents and prospective parents, and local businesses have the opportunity to join the group” “Add between two and four parents per school to the consultation, helping to provide a balanced group.” “The working group must be given the decision, please remove the decision from the Cabinet.” “include parents, resident and the community in this process” “Key criteria should be proximity, walkability, building efficiency and, of course, quality of education.” “Health and safety should be the first and foremost priority in selecting a site”</p> <p>Other ideas for Woodhatch Place “Woodhatch place should be residential houses and flats.”</p> <p>Other ideas “Why not sell the land in Brokes Road and use the money to finance the improvements for the Priory?” “A new NON CHURCH secondary school also needs to be explored.”</p>
<p>Ideas Q9: Other comments</p>	<p>Ideas for option 1 “I think it would be a good idea to perhaps put on a bus for children who live Holmesdale side of Reigate to get them safely to Woodhatch Place.” “the new school should be given access via Hazel Close and Smoke Lane to alleviate traffic - potentially for walkers and cyclists” “Traffic can be additionally reduced by opening a second entrance to the school from Holly Road.” “Can a high coin be added to the new site at Woodhatch place to accommodate the increasing SEND (Special Educational Needs) needs in the county?” “Parking needs to be considered with a car park for staff needed on site also perhaps a one way drop off system like Reigate St Mary's has will reduce the traffic flow on Cockshot Hill” “school buses or walking groups for children (at a low cost)” “I think putting railings in place on Cockshot Hill will help with safety.” “A drop of and go can help with parking and traffic.”</p> <p>Ideas for option 2 “making Holmesdale an all through primary for those living in the north of Reigate and building a new all through Priory primary on Woodhatch Place.” “current infant schools should become through schools so no infant/junior provision to avoid the double school run.” “This is a project that needs to be looked at across all school provision, i.e. infant, junior and PRUs (Pupil Referral Unit), so that a comprehensive traffic plan can be developed for the area and access for education across the area is divided up across the area and not all put in one location.”</p> <p>Solutions on the current site “Raise council tax to help pay for Priory in present location.” “negotiate with Morrisons and build a new two storey car park, extend the school into the bell street car park, extend any single storey sections of the school building by adding further floors.” “Include the hybrid proposal.” “development of the existing excellent location whilst respecting the Grade 1 element”</p> <p>Other sites “Has it been considered to move local council Reigate and Banstead to the Woodhatch place site and convert the current town hall to the junior school?” “relocate to the fire station site” “Reigate and Banstead council offices/town hall”</p>

	<p>Other ideas for the listed building “Priory needs to be a museum and a location for hire i.e. weddings etc not a school”</p> <p>Other ideas for Woodhatch Place “Build flats and/or houses at Woodhatch Place” “Use the land at Woodhatch for a very large nursing / residential home / council housing” “a new public green space in the Woodhatch Place area would ease the burden on Priory Park”</p>
--	---

Equality Impact Assessment for proposals for the provision of primary school places in the planning area of Reigate

Did you use the EIA Screening Tool?

Yes

1. Explaining the matter being assessed

This is a:

- A change to a service or function

Surrey County Council has published an education consultation about proposed changes to the provision of school places in the primary planning area of Reigate. It is unlikely that any changes would occur before September 2026.

The consultation directly impacts Reigate Priory Junior School as the school cannot remain as a 5FE (5 Form Entry) Junior School on the current site for the long-term:

School	Age-range	Type of School	Feeder relationships
Reigate Priory Junior School	Junior 7 – 11 years old	Community School	Dovers Green Infant School Holmesdale Infant School

The consultation impacts many pupils who attend the school currently and pupils who may attend the school in the future, and their families. It will also impact staff at the school.

Other schools in the primary planning area of Reigate who may be impacted by the outcome of this consultation:

School	Age-range	Type of School	Feeder relationships
Dovers Green Infant School	Infant 4 – 7 years old	Academy Greensand Multi-Academy Trust	Reigate Priory Junior School Sandcross Primary School
Holmesdale Infant School	Infant 4 – 7 years old	Academy Greensand Multi-Academy Trust	Reigate Priory Junior School Sandcross Primary School
Sandcross Primary School	Primary 4 – 11 years old	Academy Everychild Partnership Trust	Dovers Green Infant School Holmesdale Infant School

Equality Impact Assessment

Reigate Parish Primary School	Primary 4 – 11 years old	Voluntary Aided Diocese of Southwark	N/A
-------------------------------	-----------------------------	---	-----

The consultation may also indirectly impact schools in neighbouring planning areas.

The current proposed options are:

Option	Summary
1	<p>Relocate Reigate Priory Junior School to a new site at Woodhatch Place</p> <p>The school would move out of the current building and transfer to a new site at Woodhatch Place, the only available site which met the criteria in a site search completed in August 2023. The site is less than 1 mile, from the current site. This option is subject to the necessary planning permission. Since the move would be to a site less than 2 miles from the current site, there would be no obligation for further consultation on this option, if approved. We currently estimate that if this option is adopted and the necessary permissions are obtained, the new site should be open in September 2026.</p>
2	<p>Set up an education working group to explore re-organisation options for schools in the primary planning area of Reigate.</p> <p>Surrey County Council would bring together decision makers across all schools in the primary planning area of Reigate to consider whether school places in Reigate could be re-organised. The five schools in the primary planning area of Reigate are Reigate Priory Junior School, Dovers Green Infant School, Holmesdale Infant School, Sandcross Primary School and Reigate Parish Primary School. The working group would need to identify changes that could be made to schools, as Reigate Priory Junior School cannot stay on its current site in its current form without a substantial reduction in numbers. This could include expansions, schools amalgamating and/or changing age ranges to become primary schools, changes in admission arrangements and other reorganisation ideas. It could take six months to a year before agreed proposal(s) are formulated, and they would then be subject to further consultation. We currently estimate that if this option is adopted and the necessary permissions are obtained, the changes could be in place by September 2028.</p> <p>If option 2 is pursued, this could be done in tandem with pursuing the planning application at Woodhatch under option 1. This is because of the uncertainties in making all the changes which may be necessary under option 2 and doing so within a reasonable time frame.</p>

The decision taken by Cabinet will impact:

- Parents and families of pupils currently attending Reigate Priory Junior School or likely to attend the school in the future.
- Staff at Reigate Priory Junior School
- Pupils and their families who wish to attend Reigate Priory Junior School in the future.

Equality Impact Assessment

- Current and future pupils and their families of local infant schools that feed into Reigate Priory (Dovers Green School and Holmesdale Infant School)
- Current and future pupils and their families of pupils at Sandcross School and Reigate Parish Primary
- Local residents

The proposal could also impact:

- Parents and families of pupils currently attending other schools in neighbouring primary planning areas, or likely to attend schools in those areas in the future.
- Staff at other schools and Multi Academy Trusts in the neighbouring planning areas of Reigate or neighbouring areas

How does your service proposal support the outcomes in [the Community Vision for Surrey 2030](#)?

- Children and young people are safe and feel safe and confident.
- Everyone benefits from education skills and employment opportunities that help them succeed in life.
- Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life.

Are there any specific geographies in Surrey where this will make an impact?

- Reigate and Banstead

Assessment team

Detail here who you have involved with completing this EIA:

- Rachael Wardell, Surrey County Council, Executive Director Children Families and Learning
- Liz Mills, Surrey County Council, Director of Education and Learning
- Carrie Traill, Surrey County Council, Head of Education
- James Painter, Surrey County Council, Programme Director
- Mike Singleton, Surrey County Council, Service Manager, Education Place Planning
- Jane Keenan, Surrey County Council, Commissioning Manager, Education Place Planning
- Kim O'Malley, Surrey County Council, Commissioning Assistant, Education Place Planning
- Oliver Moses, Reigate Priory Junior School, Headteacher
- Pamela Hutchinson, Chair of Governors, Reigate Priory Junior School
- Leadership of all schools in the primary planning area of Reigate

Consultation Information:

An education consultation was published 27 November to 21 January.

Equality Impact Assessment

The consultation analysis is available [here](#) and will be published with the Cabinet papers for 27 February 2024.

Key points from the consultation responses:

1. 975 people responded to the consultation. 27% of respondents selected option 1, 68% of respondents selected option 2 and 5% selected do not know/no opinion.
2. There were three free text questions to allow respondents to share their views on each option. The comments were manually thematically coded by officers.
3. The theme with the highest prevalence for option 1 was negative impact on traffic in the area (391 comments). This was followed by concerns regarding safety of travel to school (329 comments) and negative impact due to increased distance from Holmesdale Community Infant School (203 comments).
4. The theme with the highest prevalence for option 2 was a desire for solutions on the current site (298 comments), followed by re-organising to primary schools (rather than infant and junior) (158 comments) and a need to consider other sites (91 comments).
5. Respondents were asked if they had any further comments. The theme with the highest prevalence was distrust in Surrey County Council (118 comments), respondents mentioned thinking that Surrey County Council had an agenda for Reigate Priory Junior School to move to Woodhatch Place and not trusting that there is not a solution on site or another site available. Annex 1 aims to address the potential on the current site at Priory Park and paragraphs 7 – 10 of this document outline the site search.

Who responded to the consultation?

	Total responses	Option 1	Option 2	Don't Know
A governor at one of the schools	11	64%	36%	0%
A parent/carer of a child at another school	125	36%	61%	3%
A parent/carer of a child at Dovers Green	67	96%	4%	0%
A parent/carer of a child at Holmesdale Infant	98	5%	92%	3%
A parent/carer of a child at Reigate Priory Junior School	216	19%	77%	4%
A parent/carer of a child who may attend a local school in the future	90	31%	62%	7%
A resident in the local area	302	15%	80%	5%
A staff member at one of the schools or local primary school nearby	35	71%	20%	9%
Other	30	23%	63%	13%
Total	975	68%	27%	5%

Understanding parent's views

6. There were 216 responses from parent/carers of a child at Reigate Priory Junior School (this includes those who also have a child at one of the infant schools or another school). The majority (77%) selected option 2 as a preferred option. Of the 216 almost half (100) left comments under option 2 that they wanted a solution on site with a small number of the 102 also mentioning another site (10) or to re-organise to primary (16). 31 of the 216 respondents left positive comments on re-organising to primary and 20 wanted to consider sites other than Woodhatch Place for the school. The 19% (40) who selected option 1 commented on a positive future for Reigate Priory Junior School, positive impacts if travel and transport could be improved, benefits of a new bespoke building and positive impacts for children.
7. There were 98 responses from parent/carers of child at Holmesdale Infant School (not including those who also have a child at RPJS). The majority (96%) selected option 2 as a preferred option. Of the 98, almost half (46) left comments under option 2 that they wanted a solution on site with a small number of the 46 also mentioning another site (6) or to re-organise to primary (12). 23 of the 98 respondents left positive comments on re-organising to primary and 12 wanted to consider sites other than Woodhatch Place for RPJS.
8. There were 67 responses from parent/carers of a child at Dovers Green Infant (not including those who also have a child at RPJS). The majority (96%) selected option 1 and left positive comments about re-locating Reigate Priory Junior School to Woodhatch Place.

Equality Impact Assessment

2. Service Users / Residents

Who may be affected by this activity?

There are 9 protected characteristics (Equality Act 2010) considered in the proposal. These are:

1. Age including younger and older people
2. Disability
3. Gender reassignment
4. Pregnancy and maternity
5. Race including ethnic or national origins, colour or nationality
6. Religion or belief including lack of belief
7. Sex
8. Sexual orientation
9. Marriage/civil partnerships

Surrey County Council recognises that there are other vulnerable groups who are or may not all be protected by the Equality Act 2010, which significantly contribute to inequality across the county and therefore impacts on them they should also be considered within alongside the EIAs (Equalities Impact Assessment)

- Members/Ex members of armed forces
- Adult and young carers*
- Those experiencing digital exclusion*
- Those experiencing domestic abuse*
- Those with education/training (literacy) needs
- Those experiencing homelessness*
- Looked after children/Care leavers*
- Those living in rural/urban areas
- Those experiencing socioeconomic disadvantage*
- Out of work young people) *
- Adults with learning disabilities and/or autism*
- People with drug or alcohol use issues*
- People on probation
- People in prison
- Migrants, refugees, asylum seekers
- Sex workers
- Children with Special educational needs and disabilities*
- Adults with long term health conditions, disabilities (including SMI) and/or sensory impairment(s)*
- Older People in care homes*
- Gypsy, Roma and Traveller communities*
- Other (describe below)

(*as identified in the Surrey COVID Community Impact Assessment and the Surrey Health and Well-being Strategy) Impacts have been identified under the protected characteristics **Age including younger and older people** and **Disability including children with additional needs and disabilities** and **those experiencing socioeconomic disadvantage**.

Equality Impact Assessment

Disability

(Including Children with Special Educational Needs and Disabilities and adult and young carers).

Pupils at the school

There are 554 pupils currently on roll at Reigate Priory Junior School as of the October census 2023.

Number of Pupils on roll at Reigate Priory Junior School by National Curriculum Year (NCY) Group October 2023

	Year 3	Year 4	Year 5	Year 6	Total
Number of pupils currently at Reigate Priory Junior School	128	141	140	145	554

10

Approximately 10 pupils have an Education Health and Care Plan and 74 pupils receive SEN (Special Educational Needs) support at Reigate Priory Junior School.

Pupils who may attend the school in the future

Less than 5 pupils have an Education Health and Care Plan and less than 10 pupils receive SEN support at Holmesdale Infant School.

Dovers Green Infant School is a mainstream infant school with an SEN Unit for autistic pupils and those with communication and interaction needs. 22 pupils have an Education Health and Care Plan and 43 pupils receive SEN support at Dovers Green Infant School.

Pupils attending the SEN Unit who need a SEN Unit provision in Year 3 usually move to the SEN Unit at St Matthews School, Redhill. Pupils may also move on to mainstream or specialist provision identified at key stage transfer as part of the EHCP (Education, Health and Care Plans) process.

Equality Impact Assessment

	Positive Impacts	Negative Impacts
Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place.	<p>Modern building accessible for pupils with physical and sensory needs</p> <p>More accessible for autistic pupils (including pupils who have attended Dovers Green Infant School and need a mainstream school place in Year 3)</p> <p>Opportunity to look at further developments in accessibility and inclusion across the area</p> <p>Impacts for young carers if distance to travel to school is reduced. (Both as a pupil or an elder sibling with responsibility of supporting school drop-off/pick up)</p>	<p>Impacts of change if the new site is further distance to travel. Change can be particularly challenging for autistic pupils and those with communication and interaction needs.</p> <p>Impacts for young carers if distance is further to travel to school. (Both as a pupil or an elder sibling with responsibility of supporting school drop-off/pick up)</p>
Option 2 No immediate change but explore re-organisation options in the primary planning area of Reigate.	<p>Opportunity to look at accessibility and inclusion across the area.</p> <p>Opportunities for further engagement with children and young people and their families.</p>	<p>Delay in more accessible places for pupils in the area.</p> <p>Impacts of change if changes are made across a number of schools.</p> <p>The changes are not yet known and will need to continue to be assessed. Change can be particularly challenging for autistic pupils and those with communication and interaction needs.</p>

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Transition plans for pupils with additional needs in both options particularly for autistic pupils who made need extra support to manage change.

Equality Impact Assessment

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

The Department for Education Regional Director approved the significant change to expand the SEN Unit at Dovers Green Infant School at [Advisory Board](#) in April 2024, from 16 places to 24 places for 4 – 7 year olds. The project is within phase 4 of the SEND (Special Educational Needs) Capital Programme.

[202303_SEND Capital Programme 2023-24 Delivery Tranche Part 1 FINAL.pdf \(surreycc.gov.uk\)](#)

Any negative impacts that cannot be mitigated?

Within option 2 the changes are not yet known. Any proposed changes would be subject to further consultation and decision making as per the statutory process, with an updated Equality Impact Assessment.

Equality Impact Assessment

Age including younger and older people.

The proposal impacts pupils aged 7 to 11 years old a mainstream school.

	Positive Impacts	Negative Impacts
Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place.	<p>Sustainability of junior places to match the number of infant places.</p> <p>Pupils living in south Reigate age 7 – 11 may have a shorter journey to school.</p> <p>A new site creating sustainable places could enable opportunities for further partnership between infant and junior schools or re-organisation in the future.</p>	<p>Pupils living in north Reigate age 7 – 11 may have to travel further to school.</p>
Option 2 No immediate change but explore re-organisation options in the primary planning area of Reigate.	<p>Opportunity to look at accessibility and inclusion across the area.</p> <p>Opportunity to look at all options in the future.</p> <p>Opportunities for further engagement with children and young people and their families.</p>	<p>Delay could be a risk to places for 7 – 11 year olds in the future.</p> <p>The changes are not yet known and will need to continue to be assessed.</p>

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Mitigations will be followed up further depending on the option taken forward. Transport and travel considerations needed for both options.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Any negative impacts that cannot be mitigated?

Within Option 2 the changes are not yet known. Any proposed changes would be subject to further consultation and decision making as per the statutory process, with an updated Equality Impact Assessment.

Sex and Pregnancy and Maternity

Women may be more impacted by changes to school drop off and pick up than men as women may take on more caring responsibilities than men.

Equality Impact Assessment

Parent/carers of pupils at any of the schools impacted may be pregnant at the time changes are made.

	Positive Impacts	Negative Impacts
Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place.	The new site may be a shorter distance for some families.	Impacts if the new site is further distance to travel. There were responses to the consultation from women who advised they may need to change work arrangements.
Option 2 No immediate change but explore re-organisation options in the primary planning area of Reigate.	New arrangements may make drop off and pick up easier for parent/carers.	New arrangements may make drop off and pick up more challenging for parent/carers.

10

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Mitigations will be followed up further depending on the option taken forward. Transport and travel considerations needed for both options. Pregnancy/maternity could be considered if an additional criteria for transport is added outside of the transport policy.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Any negative impacts that cannot be mitigated?

Within option 2 the changes are not yet known. Any proposed changes would be subject to further consultation and decision making as per the statutory process, with an updated Equality Impact Assessment.

Equality Impact Assessment

Socio economic disadvantage

Who is impacted?

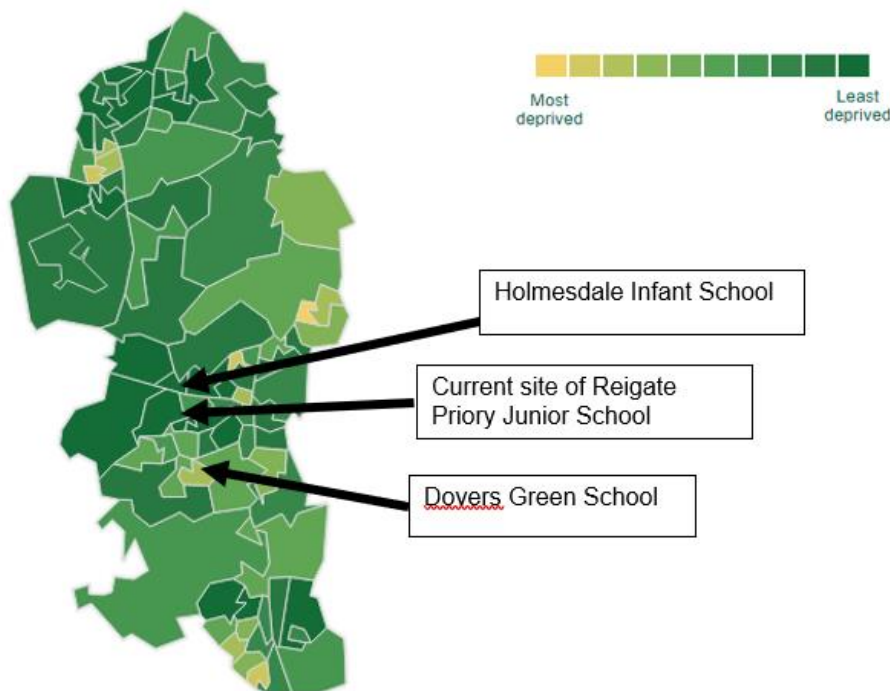
- Approximately 80 (14%) out of 554 pupils on roll at Reigate Priory Junior School are eligible for free school meals.
- Less than (3%) 10 out of 291 pupils on roll at Holmesdale Infant School are eligible for free school meals.
- Approximately 40 (15%) out of 265 pupils on roll at Dovers Green Infant School are eligible for free school meals.
- Approximately 135 (21%) out of 658 pupils on roll at Sandcross Primary School are eligible for free school meals.
- Approximately 22 (5%) out of 419 pupils on roll at Reigate Parish Church Primary School are eligible for free school meals.

[The Indices of deprivation 2019](#) finds that 4 out of 86 Lower Layer Super Output Areas (LSOA) in Reigate and Banstead are between 10%-30% least privileged in the country. Only 15 out of 86 areas are less privileged than 50% of England. 22 out of 86 LSOAs in Reigate and Banstead are in the most privileged 10% in the country.

Reigate Priory Junior School's current site is situated in LSOA 012D, in most privileged 10% in the country. Woodhatch Place, the proposed new site for the Reigate Priory School sits in LSOA 013A which is in the 50-60% range of deprivation in the country. Dovers Green is situated in LSOA 015E which is in the 30-40% least privileged areas in the country. Holmesdale Infants is in LSOA 009F, in the most privileged 10% of the country.

Figure 1: English Index of Multiple Deprivation Reigate and Banstead

Map of Reigate and Banstead



Source: Indices of deprivation 2019 in Surrey by Surrey-i helpdesk

Equality Impact Assessment

	Positive Impacts	Negative Impacts
<p>Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place.</p>	<p>Pupils living in south Reigate where socio disadvantage is higher may have a shorter journey to school for junior places.</p> <p>Approx 40 pupils at Dovers Green Infant are eligible for free school meals. Around 80% of those live closer to the proposed school site at Woodhatch than the current site for Reigate Priory Junior School.</p> <p>Around 80 pupils at Reigate Priory Junior School are eligible for free school meals. Around 55% of those live closer to the proposed school site at Woodhatch than the current site for Reigate Priory Junior School than.</p>	<p>Transport options needed for any pupils that may have barriers to access transport due to deprivation.</p> <p>Less than 10 pupils at Holmesdale Infant are eligible for free school meals. Around 80% of those live closer to the current site for Reigate Priory Junior School than the proposed school site at Woodhatch.</p> <p>Data from schools census January 2023 showed 45% of pupils eligible for free school meals could have further to travel to school.</p>
<p>Option 2 No immediate change but explore re-organisation options in the primary planning area of Reigate.</p>	<p>Opportunity to look at all options in the future.</p> <p>Opportunities for further engagement with children and young people and their families.</p>	<p>The changes are not yet known and will need to continue to be assessed.</p> <p>Risk that pupils from more disadvantaged areas may have to travel further to school.</p>

10

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Mitigations will be followed up further depending on the option taken forward. Transport and travel considerations needed for both options.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Any negative impacts that cannot be mitigated?

Within Option 2 the changes are not yet known. Any proposed changes would be subject to further consultation and decision making as per the statutory process, with an updated Equality Impact Assessment.

Equality Impact Assessment

3. Staff

Staff at the five schools across the planning area of Reigate could be impacted by the decisions made. Mitigations may be needed for staff who are pregnant or on maternity leave and/or staff with additional needs or disability. Further consideration of the impact for staff from all protected groups must be considered in any changes.

Some of the impacts to be considered are listed in the table below:

	Positive Impacts	Negative Impacts
Option 1 Relocate Reigate Priory Junior School onto a new site at Woodhatch Place.	Some staff may have a shorter distance to travel to work. Improved accessibility in a modern building.	Some staff may have further to travel to work.
Option 2 No immediate change but explore re-organisation options in the primary planning area of Reigate.	Opportunity to look at all options in the future. Opportunities for improved accessibility in a modern building.	The changes are not yet known and will need to continue to be assessed. Risk that more staff could be impacted if changes to multiple schools. Changes for staff could include change to work location, potential change to role if changing age range of a school. There is no proposal for closure at this stage.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Communication and consultation with staff throughout the decision-making process.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Any negative impacts that cannot be mitigated? No.

4. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

- **Outcome One: No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken.
- **Outcome Two: Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
- **Outcome Three: Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:
 - Sufficient plans to stop or minimise the negative impact.
 - Mitigating actions for any remaining negative impacts plans to monitor the actual impact.
- **Outcome Four: Stop and rethink the policy** when the EIA shows actual or potential unlawful discrimination. (For guidance on what is unlawful discrimination, refer to the [Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act](#) concerning employment, goods and services and equal pay).

Recommended outcome: Outcome Two: Adjust the policy/service/function

- Pursue option 2 within a specified timescale.
- Pursue planning for option 1 in order to understand viability and mitigate impact of further delay. Consider if potential transport options in addition to what is covered by the transport policy are needed to mitigate any negative impacts.
- Continue to assess impacts as proposals are evaluated.

Explanation:

- There are positive and negative impacts for both options.
- Whilst there is no option for there to be no change the recommended next steps aim to keep all options open to mitigate negative impacts of taking time to pursue option 2.
- Pursuing option 2 whilst continuing to apply for planning permission for option 1 keeps the maximum flexibility and equalities impacts can be considered further as we move forward.

5. Action plan and monitoring arrangement

Action	Review
Decision on recommendations	Cabinet decision 27 February 2024
Plan for continued assessment by the working group within the working group terms of reference (dependent on decision on 27 February 2024).	March 2024

Version control

Version Number	Purpose/Change	Author	Date
0.1	Draft	Kim O'Malley	24/05/2023
0.2	Draft updates	Jane Keenan	04/09/2023
0.3	Amendments to draft once consultation options agreed	Jane Keenan	27/11/2023
0.4	Amendments to draft at end of consultation	Jane Keenan	31/01/2024
0.5	Final draft	Jane Keenan	8/02/2024
1	Final version for Cabinet Decision Meeting	Jane Keenan	14/02/2024

Equality Impact Assessment

6b. Approval

Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

Approved by	Date approved
Head of Service - Liz Mills	5 Feb 2024
Executive Director – Rachael Wardell	5 Feb 2024
Cabinet Member – Clare Curran	5 Feb 2024
Directorate Equality Group	4 January 2024

EIA author: Jane Keenan, Commissioning Manager, Education Place Planning

6c. EIA Team

Name	Job Title	Organisation	Team Role
Jane Keenan	Commissioning Manager	SCC	Author, Project Manager
James Painter	Programme Director	SCC	Programme Manager
Kim O'Malley	Commissioning Assistant	SCC	Project Group member
Mike Singleton	Service Manager	SCC	Service Manager
Oliver Moses	Headteacher	Reigate Priory Junior School	Service Expert
Liz Mills	Director of Education and Learning	SCC	Sponsor

If you would like this information in large print, Braille, on CD or in another language please contact us on:

Tel: 03456 009 009

Textphone (via Text Relay): 18001 03456 009 009

SMS: 07860 053 465

Email: contactcentre@surreycc.gov.uk

This page is intentionally left blank

Alternative Site Assessment in Reigate for Reigate Priory School

Report date: August 2023

10

Prepared for:
Surrey County Council Land & Property

Prepared by:
Mikael Goldsmith
07435 829861
Mgoldsmith@vailwilliams.com

Contents

1	Summary	1
2	Search Parameters	1
3	Methodology	1
4	Sites Identified	2
5	Conclusion	8

Appendices

Appendix 1	Site Plans
Appendix 2	Requirement Circular

10

Executive Summary

Instructions

Our instructions are to carry out an updated search of the local Reigate market for sites suitable for the development of a 600 place junior school and report all findings together with an assessment of deliverability. The search is an update to the one undertaken in February 2022.

Search Parameters

A site of approximately 8 acres has been sought, although the search parameters extend to no smaller than 5 acres. The search considers larger sites, to ensure maximum coverage and that the development can accommodate a school which accords with the Department of Education standards for new schools. The site must be within the built-up area of Reigate with good road access within 2 miles of the existing school. We have considered sites both off and on market with a range of ownership types, uses, access/location arrangements and sizes.

Methodology

The updated search was completed during July and August of 2023.

A requirement circular was circulated to the local and regional property market (see Appendices); we have liaised with all relevant agents; researched market listings and undertook investigations using online digital mapping and property database software.

Results

Our report includes a table identifying potential sites, with comment on their deliverability based on size, location, access, ownership and planning. The key parameters are availability, achievability, and deliverability.

Due to the specific requirements of the search, particularly the size of site within a built-up area, the number of deliverable options are very limited. Taking into account ownership and ability to acquire, together with the size, access, planning and locational requirements of the school, there are very limited feasible options.

The only site we have identified as suitable for the proposed development is Land South of Woodhatch Place. We have commented on the deliverability concerns and recommendations pertinent to each site in the report for ease of the reader see **table 1 below**.

Table 1: Summary conclusions – Availability, Achievability and Deliverability

Site	Available	Achievable	Deliverable
1. Land west of St Mary’s Preparatory and Choir School, RH2 7RN	No	No	No
2. Reigate Rugby Club and Land west of Park Lane, RH2 8JX	No	No	No
3. Land east of Lonesome Lane, RH2 7QH	No	No	No
4. Land south of Woodhatch Place, RH2 8EF	Yes	Yes	Yes
5. Land north of Woodhatch Place, RH2 8EF	Yes	No	No
6. Site west of St Albans Road, RH2 9LN	No	No	No
7. Land north of Courtyard Business Centre, RH2 7QT	No	Yes	No
8. Shepherds Lodge, Park Lane, RH2 8LA	No	No	No
9. Land south of Sandcross Primary School, RH2 8HH	No	Yes	No
10. Land at Hartwood Sports Ground, 160 Dovers Green Road, RH2 8BY	No	No	No
11. Surrey Fire & Rescue Site, Wray Park Road, RH2 0EJ (entire site)	No	Yes	No
12. Hope Cottage - land east of Dovers Green and Sidlow	No	No	No
13 Watson House & car park, Willis Towers Watson, RH2 9PQ	No	No	No
14. Redhill Reserves Centre, 1 Batts Hill, Redhill, RH1 1DS	No	No	No
15. Industrial Estate at Albert Road North, RH2 9RS	No	No	No
16. Dunottar School, High Trees Road, RH2 7EL	No	No	No
17. Lower Duxhurst Farm, Sidlow, Reigate, RH2 8QH	Yes (noting it is under offer)	No	No
18. Malling Health South Park Surgery, 42b Prices Lane, Land lying to the north of Prices Land, RH2 8AT	No	No	No

1 Summary

- 1.1. The updated site analysis took place during July and August 2023 and found 18 potential sites for the proposed relocation of the Reigate Priory Junior School. The sequential analysis of the sites has identified Land South of Woodhatch Place as the only suitable, achievable and deliverable site which is also within the existing catchment area of Reigate Priory Junior School and already under the ownership of Surrey County Council.
- 1.2. The site is available for development within a reasonable timeframe without requiring negotiation with third parties, vacant possession or land assembly to achieve the required minimum size of site. It is a deliverable site with less in the way of constraints compared with other sites, which could impact on the deliverability of the proposed school building and grounds. The vision for the school of being fit for the future, together with educational requirements having led to this search. The baseline assumption is that, due to the age and various heritage designations of the existing school building, it is not viable to undertake the works required to bring the site up to the required standards. Therefore, to ensure the future sustainability of the school, it must be relocated to an alternative site.

2 Search Parameters

- 2.1. Our instructions are to identify potential sites suitable for the delivery of a new school development within Reigate.
- 2.2. We understand the school is requiring a site that is a minimum of 8 acres.
- 2.3. Notwithstanding the above we have included sites 5 acres and over.
- 2.4. We have carried out a search of the Reigate market for a development site based on the following criteria:
 - Suitable for development of a 600 place school facility to replace Reigate Priory School which is not fit for the future.
 - To ensure maximum coverage and to ensure the site can provide a school which accords with Department for Education brief.
 - Within the built-up area of Reigate and within 2 miles of the existing school with suitable road access.
- 2.5. There is a very limited number of suitable sites given the specific use, size and geographic parameters of this search. We have therefore included a broad range of options, many of which have deliverability concerns relating to ownership/availability, access/position and planning uses and constraints, which would require further investigation or negotiation in order to provide more detailed comment. A number of the larger sites identified are on the outer southern edge search parameters from the existing site.

3 Methodology

- 3.1. The search was undertaken during the course of Q2 of 2023 by Mikael Goldsmith and Steve Berrett, property agents active in Reigate and wider market and working from Vail Williams' Agency team. Vail Williams is one of the major agents within the wider region and operates within a broader team of property specialists including Development and Valuation who were also aware of the search parameters in case they were aware of other land.
- 3.2. The search has been carried out on a desktop basis and has relied upon local knowledge, active investigations of the market and online property database/mapping software. Indicative location and plans of the identified sites are included at **Appendix 1**.
- 3.3. Our search was undertaken in three phases:
 - A. Requirement Circular
Included at **Appendix 2** is an example copy of the search requirement. The circular was published via online agent databases/subscriptions and emailed to relevant agents including commercial, development and estate agents based locally, regionally and in London. Requirement circulars are recognised in the market as a standard part of a commercial site/property market search, reach a wide range of agents and generally see a good level of response.
 - B. Market Search
Our search included an investigation of all listings/marketing websites relating to Reigate. Clearly only available 'on market' options would be identified this way. We have furthermore liaised with relevant property and estate agents to follow up leads and probe for 'off market' opportunities.
 - C. Ownership Search

Given the specific nature of the property requirement, the response to our circular and market investigations was limited. It was therefore necessary to explore further 'off market' options, albeit that these would require further examination and, in many cases, approaches to owners in order to secure. Notwithstanding the 'market search', the land within the ownership of Surrey County Council has also been assessed dispassionately and several sites are analysed within the report below (see sites 'owned' by Surrey County Council). Our 'off market' search utilised online databases and software including: -

- Landstack - Source and assumed land ownership detail (land registry information)
- Promap - OS Mapping system

- Google Maps

These platforms were used to identify sites in the search area based on tenure/ownership and from an aerial view, and also to measure areas and check means of access.

4 Sites Identified

- 4.1. The results of our search are listed in the below table. Further information is available at **Appendix 1** where we include an indicative location/area plan of each site identified.
- 4.2. For each site we include an address with postcode and have measured its approximate size using digital mapping software.
- 4.3. Three key elements for assessing the deliverability of sites are access, ownership and the planning designations and constraints.
- 4.4. We have provided commentary on existing points of access and connection to public highway. We have identified, where possible, land ownership and tenure including any leasehold interests over sites. Our planning colleagues have provided comment on planning history and policy where relevant.

	Address	Current Use	Est. Size	Access	Flooding	Green Belt	Urban Land	Distance (Approx – as crow flies centre of school to nearest site boundary)	Ownership	Deliverability (General, Timescale, Other)	RAG Assessment
1	Land west of St Mary's Preparatory and Choir School RH2 7RN	Playing fields	6 acres	No obvious access routes other than narrow points of entry from A217 and Lesbourne Road. Close proximity to existing school.	Part Floodzone 2 and 3	No	Yes	0.12 miles	Freehold Title SY322956 owned by Reigate Grammar School with leasehold over part of site to same owner.	<p>General Concerns over potential access. There is a potential access point off Lesbourne Road but any access from Chart Lane would be problematic due to the narrow nature of the road and existing congestion.</p> <p>Timescale The site is not on the market, and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Other The site is Urban Open Space, and the policy resists the loss of open space however there is a criteria that may allow the loss for school expansion. Partially within a Floodzone.</p>	<p>Not available would require land assembly or negotiation with third parties.</p> <p>Not achievable due to poor access.</p> <p>Not deliverable in a reasonable time.</p>
2	Old Reigation Rugby Club and Land west of Park Lane RH2 8JX	Playing fields	Total 40 acres But SY95988 alone is 15.5 acres	Two possible access routes from Park Lane via Old Reigatians Rugby Club and another to the north – both part of SY95988. 0.5 miles of existing school by road.	Part Floodzone 2 and 3	Yes	No	0.34 Miles	Three separate freehold Titles: SY95988 – Old Reigatians Rugby Football Club SY821281 – Old Reigatian Rugby Football Club SY267868 – Reigate Learning Alliance	<p>General Access inadequate Very special circumstances required due to Green Belt designation. Car park is existing but increased access and modelling required especially with minor modifications under SSW2 that proposes a one-way system.</p> <p>Timescale The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents. Greenbelt designation considerably hinders timescales.</p> <p>Other SY95988: Consider discussions with Reigate Learning Alliance as to dual use and conversion of the building as well as replacement facilities by existing building and car park may assist. SY821281: Too far from road and within flood zone 3 as well as Green Belt and Area of Great Landscape Value (AGLV).</p>	<p>Not available would require land assembly or negotiation with third parties.</p> <p>Not achievable due to flood zones and Green Belt and AGLV.</p> <p>Not deliverable in a reasonable time.</p>

3	Land east of Lonesome Lane RH2 7QH	Recreation Ground and parkland	60 acres	From Lonesome Lane. 1.5 miles by road from existing school.	Part Floodzone 3	Yes	No	1.36 Miles	Reigate and Banstead Borough Council freehold ownership of SY786323	<p>General Access good. Located at edge of the town.</p> <p>Timescale The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Other The site is in Green Belt and would need very special circumstances but if LNR and SNCI can be avoided then possibility of adding to end of development area or edge of town.</p>	<p>Not available would require land assembly or negotiation with third parties.</p> <p>Not achievable due to Green Belt and nearby ecological designations.</p> <p>Not deliverable in a reasonable time.</p>
4	Land south of Woodhatch Place, RH2 8EF	Open fields – linked to SCC Offices	9 acres	From Cockshot Hill A217. Close proximity to existing school.	No	No	Yes	0.49 Miles	SCC Ownership SY40276	<p>General Deliverable based on size, ownership and access.</p> <p>Timescale The site is owned by SCC and is available for development.</p> <p>Other The site is Urban Open Space and the policy resists the loss of open space however there is a criteria that allows for school ‘expansion’, complies with broader planning aims from both National Government and Local Plan Policy. The Planning balance would need to be outlined within any Planning submission. A Planning Application would need contain a full case in respect of landscaping, trees, sustainability, design and any other Planning matters.</p>	<p>Available (controlled by SCC).</p> <p>Achievable.</p> <p>Deliverable within a reasonable time.</p>
5	Land north of Woodhatch Place, RH2 8EF	Open fields – linked to SCC Offices	20.6 acres	From Cockshot Hill A217. Close proximity to existing school.	No	No	Yes	0.49 Miles	SCC ownership Freehold Title SY37412 in SCC ownership.	<p>General Deliverable based on size, ownership and access.</p> <p>Timescale The site is owned by Surrey County Council.</p> <p>Other Ancient Woodland to the northeast would require a buffer zone which would reduce the area available for development. The site is Urban Open Space and the policy resists the loss of open space however there is a criteria that may allow for school expansion. The topography of the site would result in a prominent development and could impact on the landscaped of the site. Ecological and tree constraints. Possible visual intrusion.</p>	<p>Available as is in control of SCC.</p> <p>Achievable, but delivery would be hindered by Ancient Woodland, topography, ecology and site prominence with far reaching views.</p> <p>Deliverable in a reasonable time.</p>
6	Site west of St Albans Road RH2 9LN	Playing field	5.8 acres	Site adjacent to St Albans Road with wide frontage. 1 mile by road from existing school.	No	No	Yes	0.57 Miles	Freehold title SY741221 SCC ownership Subject to lease to Micklefield School (Reigate) Ltd.	<p>General Access, location and size are suitable.</p> <p>Timescale Negotiations with Micklefield School (Independent School) would be required to obtain full or partial vacant possession, however the site is operational. As it is currently used by another school there are no opportunities for dual use and alternative relocation opportunities for Micklefield.</p> <p>Other Whilst access is existing the residential nature of the site would require highway improvements. The site is Urban Open Space and the policy resists the loss of open space however there is a criteria that may allow school expansion. Sports England would likely resist the loss of playing fields. It is not considered a suitable site given the lease and matters relating to loss of playing fields (Sports England objection).</p>	<p>Not available as it would require vacant possession.</p> <p>The property is currently under lease.</p> <p>Not achievable as Micklefield School use the site and it would result in loss of playing fields and Urban Open Space.</p> <p>Not deliverable in a reasonable time.</p>

Page 131

7	Land north of Courtyard Business Centre RH2 7QT	Open field	10 acres	Wide frontage along Lonesome Lane. 1.5 miles from existing school.	No	No	Yes	1.26 Miles	Freehold Title SY663356 with unknown ownership.	<p>General</p> <p>Access good.</p> <p>Located to edge of search area to south of built-up area.</p> <p>Timescale</p> <p>The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Other</p> <p>Site forms part of housing allocation SSW9 within the DMP.</p> <p>Consider discussions with R&B over alternative use to housing but principle of removing from greenbelt has been secured through DMP.</p> <p>Alternative use may require further release of Green Belt to provide sufficient land supply for housing.</p>	<p>Not available.</p> <p>Achievable but would result in loss of housing land supply by virtue of the allocation.</p> <p>Not deliverable within a reasonable time.</p>
8	Shepherds Lodge, Park Lane RH2 8LA	Open field	22 acres	Wide frontage to Park Lane and existing access track to Shepherds Lodge building on the site. In close proximity of existing school.	No	Yes	No	0.49 Miles	Freehold Title SY437853 with unknown ownership.	<p>General</p> <p>The site slopes significantly, with a valley in the middle. There are access issues that would need to be addressed and the site is very close to the existing Sandcross School.</p> <p>Access issues as a result of SSW2 sustainable urban extension one-way system.</p> <p>Park Lane is a single lane road, and access via Searle Road would be problematic due to it being a cul-de-sac.</p> <p>Timescale</p> <p>The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Other</p> <p>Greenbelt requires very special circumstances to be met. Adjacent to AGLV.</p>	<p>Not available.</p> <p>Not achievable due to poor access, Green Belt and adjacent to AGLV.</p> <p>Not deliverable in a reasonable time frame.</p>
9	Land south of Sandcross Primary School RH2 8HH	Open fields	36.4 acres	Wide frontage to Whitehall Lane and further access from Sandcross Lane. 1 mile by road from existing school.	No	No	Yes	0.96 Miles	Freehold Title SY422935 but unknown ownership.	<p>General</p> <p>Synergy with existing primary school to north.</p> <p>Good access and size.</p> <p>Site part of DMP allocation SSW2.</p> <p>Timescale</p> <p>The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents. The ownership is unknown and a 'cold' approach to the owner is therefore problematic.</p> <p>Other</p> <p>Site identified as being suitable for Sustainable urban extension under DMP and not allocated for educational use.</p> <p>Alternative use may require further release of Green Belt land in the future to provide sufficient land supply for housing.</p>	<p>Not available.</p> <p>Achievable but would result in loss of housing land supply.</p> <p>Not deliverable within a reasonable time.</p>
10	Land at Hartwood Sports Ground, 160 Dovers Green Road RH2 8BY	Playing field and open field	Total 51 acres or splits into 8, 7, 13 and 38 acre fields	Wide frontage to Dovers Green Road A217 but not to 8 or 7 acre fields which would rely on the 13 acre site or existing access to Hartwood Sports Ground.	Part Floodzone 3	Yes	No	1.29 Miles	Four freehold titles: Reigate Grammar School own SY165046 (8 acre field), SY558517 (7 acre field)	<p>General</p> <p>Site large enough on its own or could merge with Land to North of Hartwood Lodge on west side of Dovers) SY165046.</p> <p>Long distance away from catchment and from settlement boundaries, so sequentially there are better sites available.</p> <p>Timescale</p> <p>The site is operational and not on the market. We have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p>	<p>Not available due to significant land assembly issues.</p> <p>Not achievable due to Green Belt issues, and loss of playing fields.</p> <p>Not deliverable in a reasonable time frame.</p>

				1.5 miles by road from existing school.					and SY558517 (13 acre field) Unknown ownership of SY598159 (38 acre field)	<p>Other</p> <p>Owners of additional land to the south also could be approached, although ownership unknown and may not be required.</p> <p>SY558517: Site adjacent to new Sustainable urban extension in the DMP. Therefore, would be adjacent to new development.</p> <p>In Green Belt so would require very special circumstance to be demonstrated.</p> <p>SY165046: Site adjacent to new Sustainable urban extension in the DMP. Therefore, would be adjacent to new development.</p> <p>Site would need to be merged with Site 13 to ensure access – South Land on the west side of Dovers Green Road (Land Adjacent to Hartswood Playing fields) SY558517.</p> <p>Would result in the loss of playing fields and sports England would be unlikely to support such proposals.</p>	
11	Surrey Fire & Rescue Site, Wray Park Road RH2 0EJ	Partially built up, mainly grounds to Fire & Rescue building	Entire site 14 acres but operational	Access along existing Wray Park Road. 1 mile by road from existing school.	No	No	Yes	0.5 Miles	Surrey County Council Freehold Title SY117688 owned by SCC.	<p>General</p> <p>There are a number of access opportunities to the site that may need be discussed further with the Highways Authority.</p> <p>Access, size and location are adequate, and the site should be able to accommodate the school whilst being in the central Reigate catchment area.</p> <p>Timescale</p> <p>We have been advised the site will not be available and is not for sale given operational requirements.</p> <p>Owned by SCC but relies on relocation of Surrey Fire & Rescue which has no plans to vacate in the near future.</p> <p>Other</p> <p>The site is one of the main sites used by SCC for emergency contingency planning – required by Government.</p> <p>The site is also used for training of Surrey Fire and Rescue and relocation of the training centre would be required to make the site available.</p> <p>The training centre is one of very few in the country which has an unrestricted license to carry out fire training and burn hazardous materials for training.</p> <p>Part of the site is Urban Open Space and the policy resists the loss of open space however there is a criteria that may allow for school expansion.</p> <p>Given the unrestricted licensing there is likely to be potential land contamination issues. This could impact on viability and deliverability.</p> <p>There are amenity issues with the retention of the fire and rescue training centre and Surrey Fire and Rescue and locating a School adjacent to these uses in terms of fumes and noise and disturbance from the blue light operations.</p> <p>Health and safety matters pertaining to operational site adjacent to a school together with safeguarding matters.</p>	<p>Not available in the near future as required by SCC for other Surrey Fire and Requirements.</p> <p>Achievable though has significant constraints in terms of the retention of Surrey Fire and Rescue.</p> <p>Not deliverable in a reasonable time frame and potential contamination issues may affect viability.</p>
12	Hope Cottage - land east of Dovers Green and Sidlow	Open fields	923.7 acres	Access from Dovers Green Road or Clayhall Lane or Sliphatch Road. Situated south of built-up area of Reigate. 1.5 miles from existing school.	Flood Zone 3 in part	Yes	No	1.3 Miles	Freehold Title SY198212 but unknown ownership.	<p>General</p> <p>Large freehold title, although freeholder unknown. This site is included given size and single ownership, although access and location are not ideal.</p> <p>Not sustainable location.</p> <p>Timescale</p> <p>The site is not on the market and we have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Other</p> <p>Site constrained to south or north to avoid impact on SNCI and Ancient Woodland.</p>	<p>Not available.</p> <p>Not achievable due to Green Belt, ecological designations.</p> <p>Not deliverable in reasonable time frame.</p>

										Consider developing adjacent to edge but still would need to demonstrate very special circumstances due to Green Belt designation.	
13	Redhill & Reigate Golf Course RH1 6LB	Golf Course	176.50 acres Clubhouse and car park 1.10 acres	Access is suitable off Pendleton Road and Woodhatch Road. 1.5 miles from site	No	Yes	No	1.03 Miles	Common Land (controlled by Reigate & Banstead) Freehold Title SY792181 owned by Reigate and Banstead Borough Council.	<p>General</p> <p>Redhill & Reigate Golf Course has closed.</p> <p>The site is common land and this would preclude the development of the golf course.</p> <p>Further possibility of clubhouse site to north of Pendleton Road</p> <p>Title SY467828 Clubhouse has been marketed via Fleurets and is not large enough for the requirement.</p> <p>The site is not available and is common land and RBBC have confirmed that they would not allow development on this site.</p> <p>Other</p> <p>Site is Green Belt and would require very special circumstances to be demonstrated.</p> <p>LNR and SINC designations would require significant mitigation measures.</p>	<p>Available</p> <p>Not achievable due to Green Belt, SNCI and Common Land.</p> <p>Not deliverable and would require significant mitigation due to SNCI</p>
14	Redhill Reserves Centre, 1 Batts Hill, Redhill, RH1 1DS	Buildings and Land of Reserves Centre	9.8 acres	Existing access from Batts Hill 1.5 miles from existing school	No	No	Yes	1.17 Miles	Two freehold titles - SY743733 owned by Southeast Reserve Forces & Cadets Assoc Reigate & Banstead BC – SY777440 (subject to lease to DIBC 2002)	<p>General</p> <p>The site is operational and not on the market. We have uncovered no evidence of past or anticipated marketing from our enquiries and liaison with local agents.</p> <p>Timescale</p> <p>Relies on co-operation from separate owners and land assembly.</p> <p>Other</p> <p>Outside the Reigate target catchment area being located in Redhill.</p> <p>Vacant possession would be required from the elements of the estate which are subject to leases.</p>	<p>Not available.</p> <p>Not achievable or suitable due to distance from existing school.</p> <p>Not deliverable in a reasonable time frame.</p>
15	Industrial Estate at Albert Road North RH2 9RS	Industrial Estate	5.75 acres	Existing access of Albert Road North. 1 mile from existing school.	No	No	Yes	0.59 Miles	Multiple freehold titles under separate ownerships.	<p>General</p> <p>Unlikely to be deliverable given multiple ownerships on estate, although possibly the site could be divided so that not all owners are required to be co-operative.</p> <p>Existing access compromised and poor-quality road into estate.</p> <p>Timescale</p> <p>The site is operational and only a very small proportion is on the market at the time of reporting. The fragmented ownership make assembly unviable.</p> <p>Vacant possession would be required from the elements of the estate which are subject to leases.</p> <p>Other</p> <p>Potential land contamination issues could impact on viability of school.</p> <p>Amenity issues in terms of noise from railway and neighbouring uses.</p>	<p>Only small part of whole site is currently available for sale</p> <p>Not achievable due to land contamination issues and noise issues.</p> <p>Not deliverable in a reasonable time frame.</p>
16	Dunottar School, High Trees Road RH2 7EL	School site and playing fields	15.4 acres (incl existing school building)	Existing access from High Trees Road. 1 mile from existing school.	No	No	Yes	1 Mile	Two separate Titles - SY665565 SY186888 Both owned by United Church Schools Foundation Ltd	<p>General</p> <p>Would impact on Grade II Listed Building setting and grounds.</p> <p>Of a size whereby it could be split to include a further school and grounds.</p> <p>Timescale</p> <p>Site is in use and occupation by existing school.</p> <p>Other</p> <p>Site is Urban Open Space.</p>	<p>Not available.</p> <p>Not achievable due to Listed Building and loss of significant tree cover and loss of playing field.</p> <p>Not deliverable in a reasonable time frame.</p>

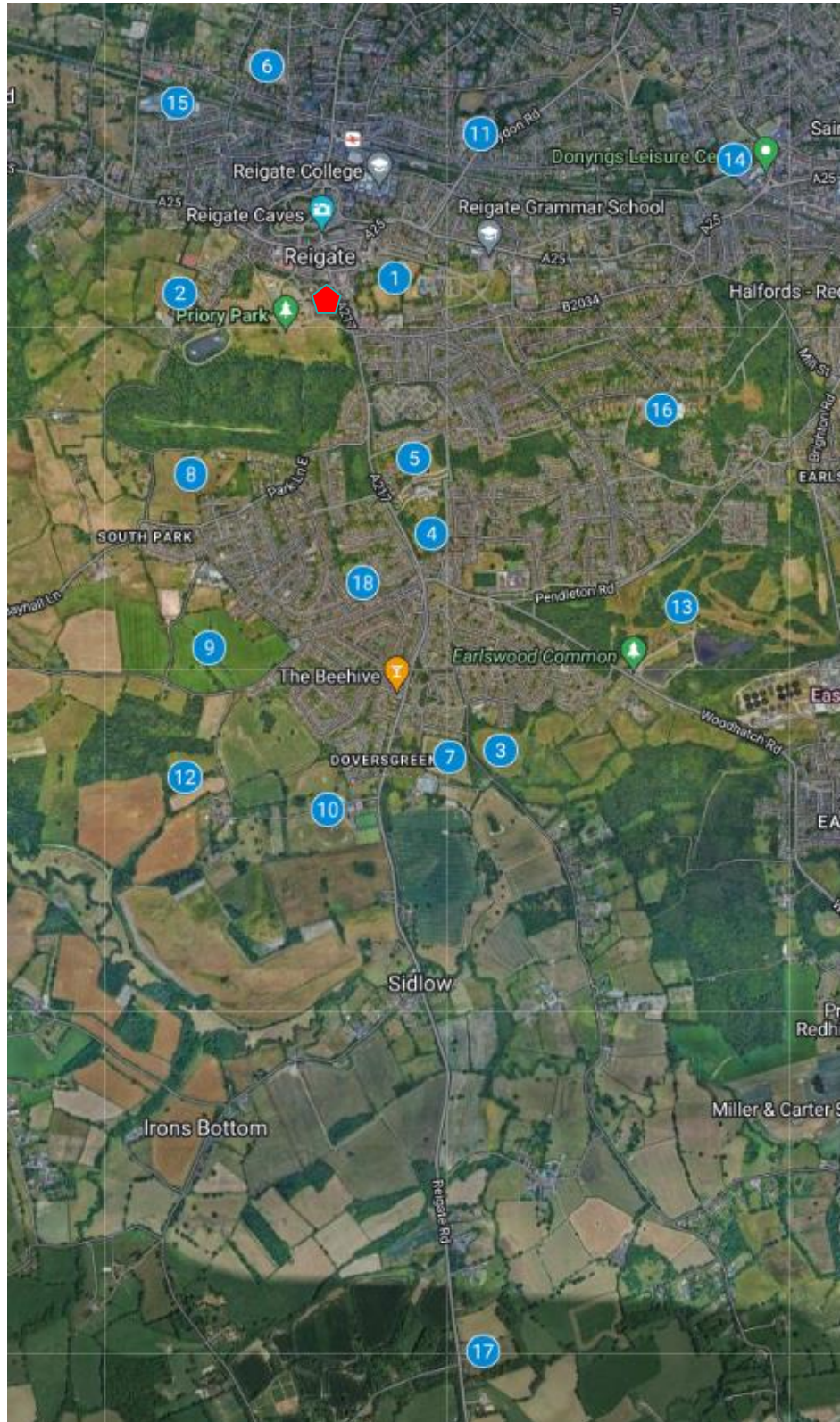
										<p>The site has significant tree coverage and would require mitigation for removal of trees.</p> <p>Loss of playing fields Sports England would likely resist development.</p>	
17	Lower Duxhurst Farm, Sidlow, Reigate RH2 8QH	Detached 3 Bedroom Farmhouse with a range of traditional and modern farm buildings	48.19 acres	Existing access off Reigate Road 3 miles from existing school	Floodzone 2 and 3	Yes	No	2.93 Miles	Freehold title SY111382	<p>General Outside Catchment Area.</p> <p>Timescale Agricultural land. On the open market for sale freehold asking price £1.75m. Under offer at the time of reporting.</p> <p>Other Green Belt will need to demonstrate Very Special Circumstances.</p>	<p>Under Offer</p> <p>Not achievable due to Green Belt and outside catchment area.</p> <p>Not deliverable in a reasonable time.</p>
18	Malling Health South Park Surgery, 42b Prices Lane, Land lying to the north of Prices Land RH2 8AT	Former Health centre, house and allotment fields	5.12 acres	Existing direct access off Prices Lane Close proximity to school of 1 mile	No	No	Yes	0.77 miles	3-4 separate titles Allotment - SY58928 - owned by the Mayor Aldermen & Burgesses of the borough of Reigate. Surgery - SY636296 – freeholder unknown - lease to Malling Health South UK House - SY658573 - Owner Hyde Housing Association	<p>General Care facility which closed as a surgery in 2017, with adjoining detached house. Existing vehicle access to allotments also off Prices Lane between the retirement homes and 42b. Falls within the catchment area of the school close to Woodhatch junction.</p> <p>Timescale Three separate owners and not on the market. All three sites would need to be merged and the allotments sit immediately adjacent to Churchill retirement homes.</p> <p>Other Would result in the loss of allotments and Urban Open Space. Would require land assembly from various owners.</p>	<p>Not available and would require land assembly.</p> <p>Not achievable would result in loss of allotments and Urban Open Space.</p> <p>Not deliverable in a reasonable time frame.</p>


5 Conclusion

- 4.5. The above table sets out detail in relation to availability, achievability, and deliverability of each site, and we will not repeat those findings here.
- 4.6. As may be expected in such a built-up area, our search has uncovered very few deliverable sites. As detailed above, whilst several sites are identified as being suitable in regard to location, size and accessibility, few are suitable in all those regards.
- 4.7. Primarily sites have been discounted due to ownership concerns or, purchase challenges (e.g. under offer, not on the market etc), our enquiries not uncovering current availability or, even historic marketing.
- 4.8. Some sites are operational with legally binding leases in place and would require vacant possession negotiations. Other primary reasons for discounting sites are location (being outside a suitable distance of the town or the existing Priory School site) and size.
- 4.9. The only site we consider deliverable are those at the Land South of Woodhatch Place. In conclusion, we therefore recommend the Land South of Woodhatch Place site as the most suitable options for the proposed acquisition and development from a planning perspective. This recommendation is based upon the size, location, ownership, and access (plus core criteria of being available, achievable and deliverable).

Appendix 1 - Site Plans

Location Map

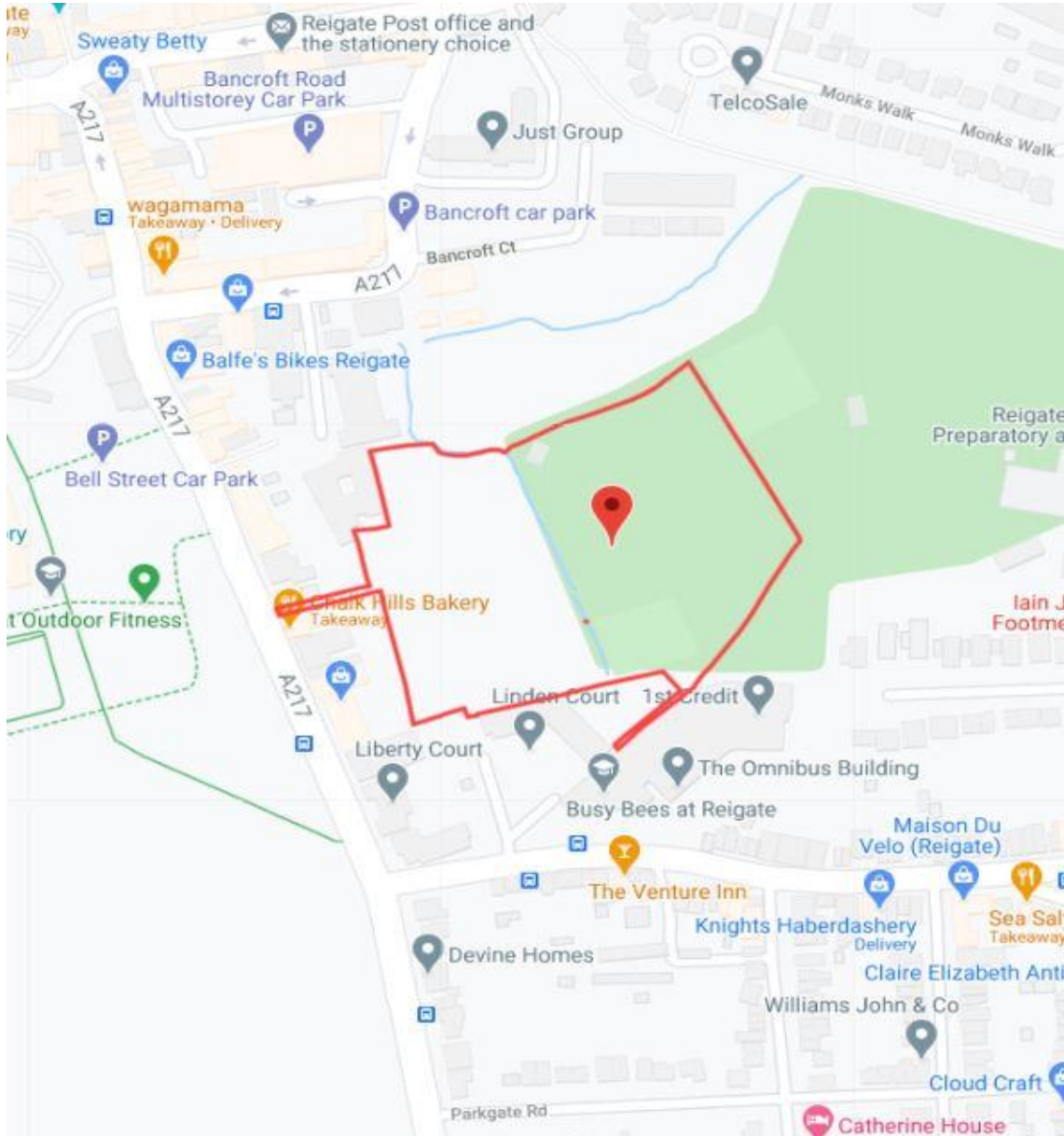


 = Existing Reigate Priory School site

No: 1

Land west of St Mary's Preparatory and Choir School (east of Bell Street) RH2 7RN

6 Acres



No: 2

Reigate Rugby Club and Land west of Park Lane RH2 8JX

15.5 – 40 Acres



10

No: 3

Land east of Lonesome Lane RH2 7QH

60 Acres



10

No: 4

Land south Woodhatch Place, Cockshot Hill, Reigate, RH2 8EF

9 Acres



10

No: 5

Land north of Woodhatch Place, Cockshot Hill, Reigate, RH2 8EF

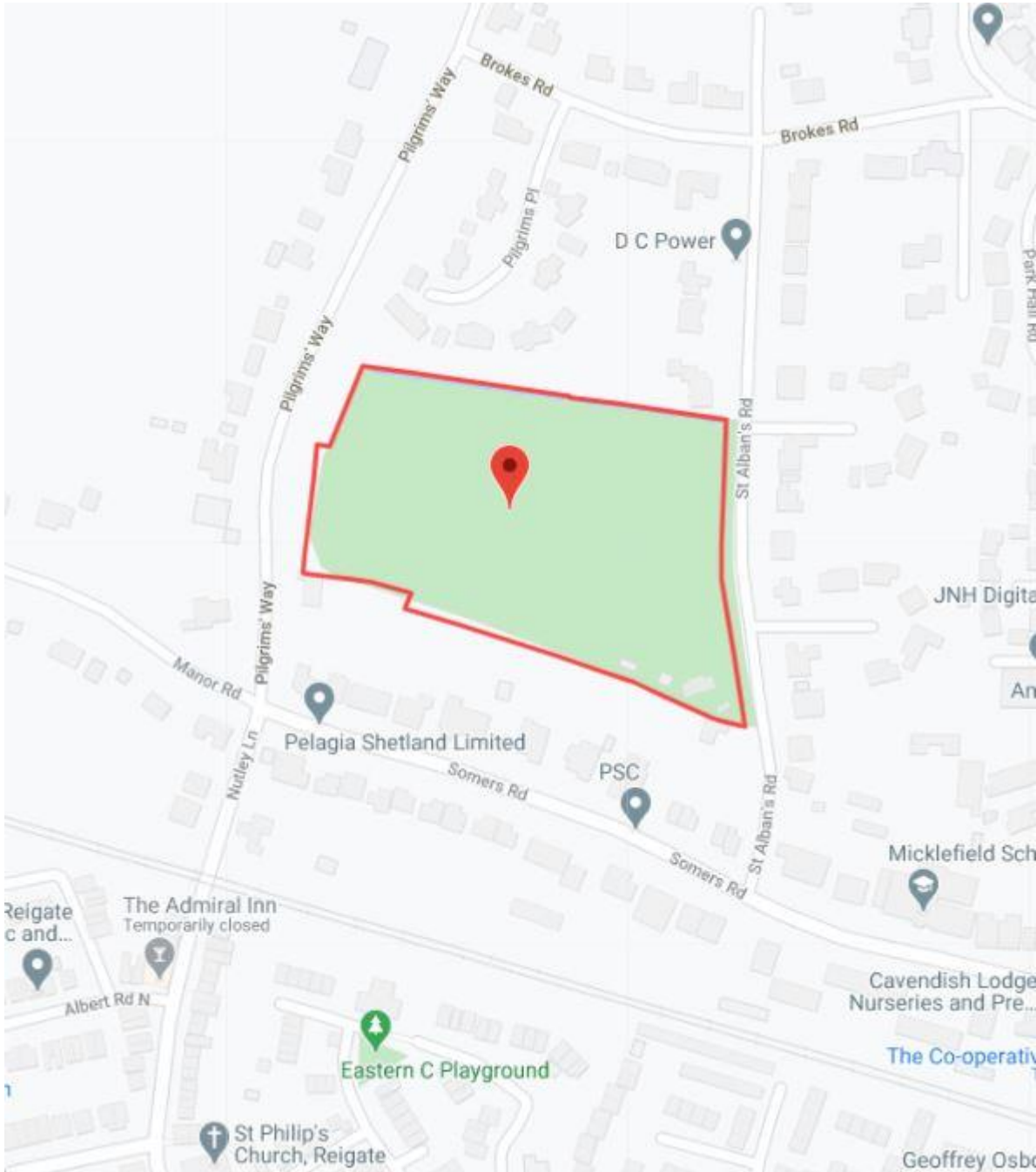
20.6 Acres



No: 6

Site west of St Albans Road RH2 9LN

5.8 Acres

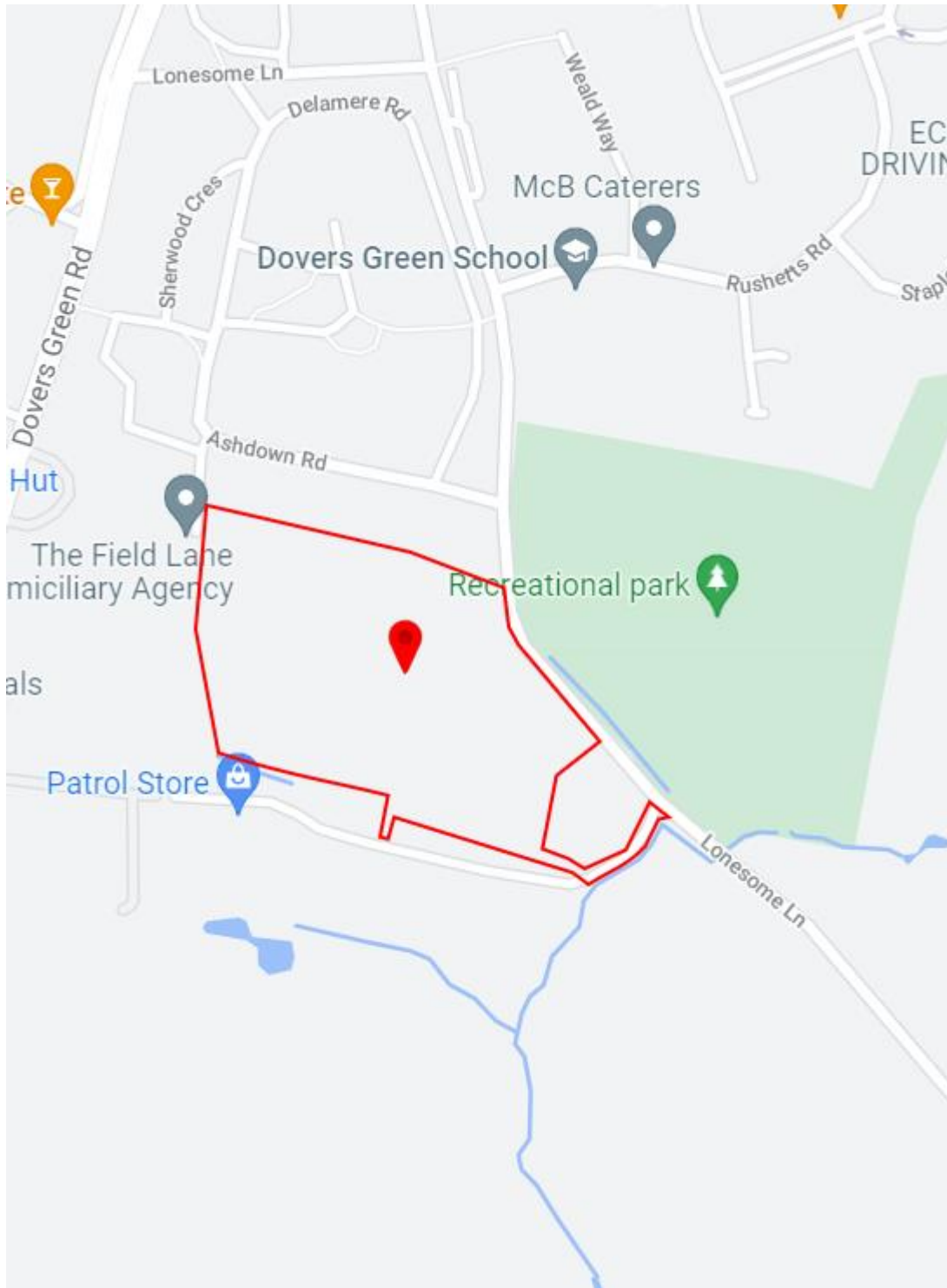


10

No: 7

Land north of Courtyard Business Centre RH2 7QT

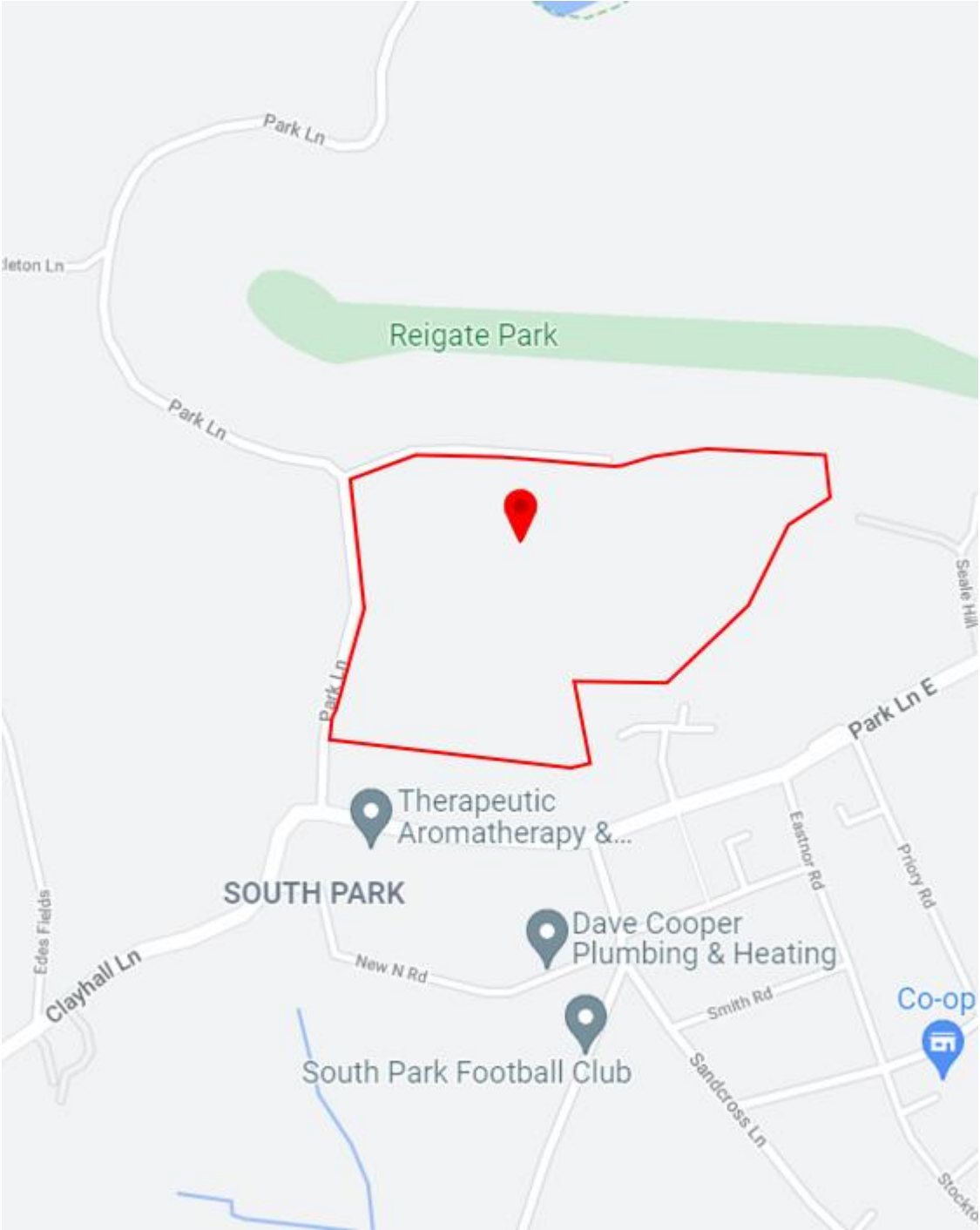
10 Acres



No: 8

Shepherds Lodge, Park Lane RH2 8LA

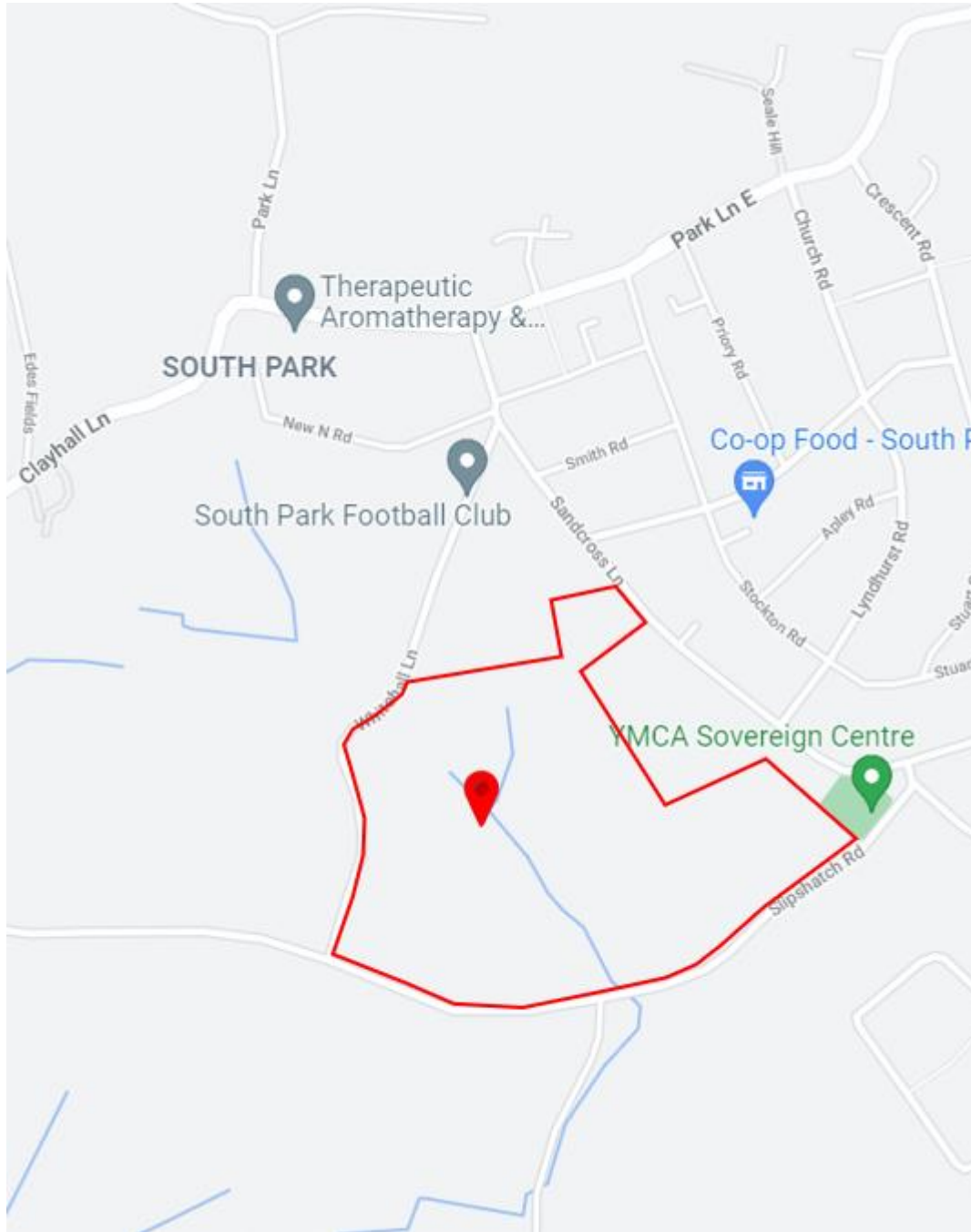
22 Acres



No: 9

Land south of Sandcross Primary School RH2 8HH

36.4 Acres



10

No: 10

Land at Hartswood Sports Ground, 160 Dovers Green Road RH2 8BY

51 Acres (Total)

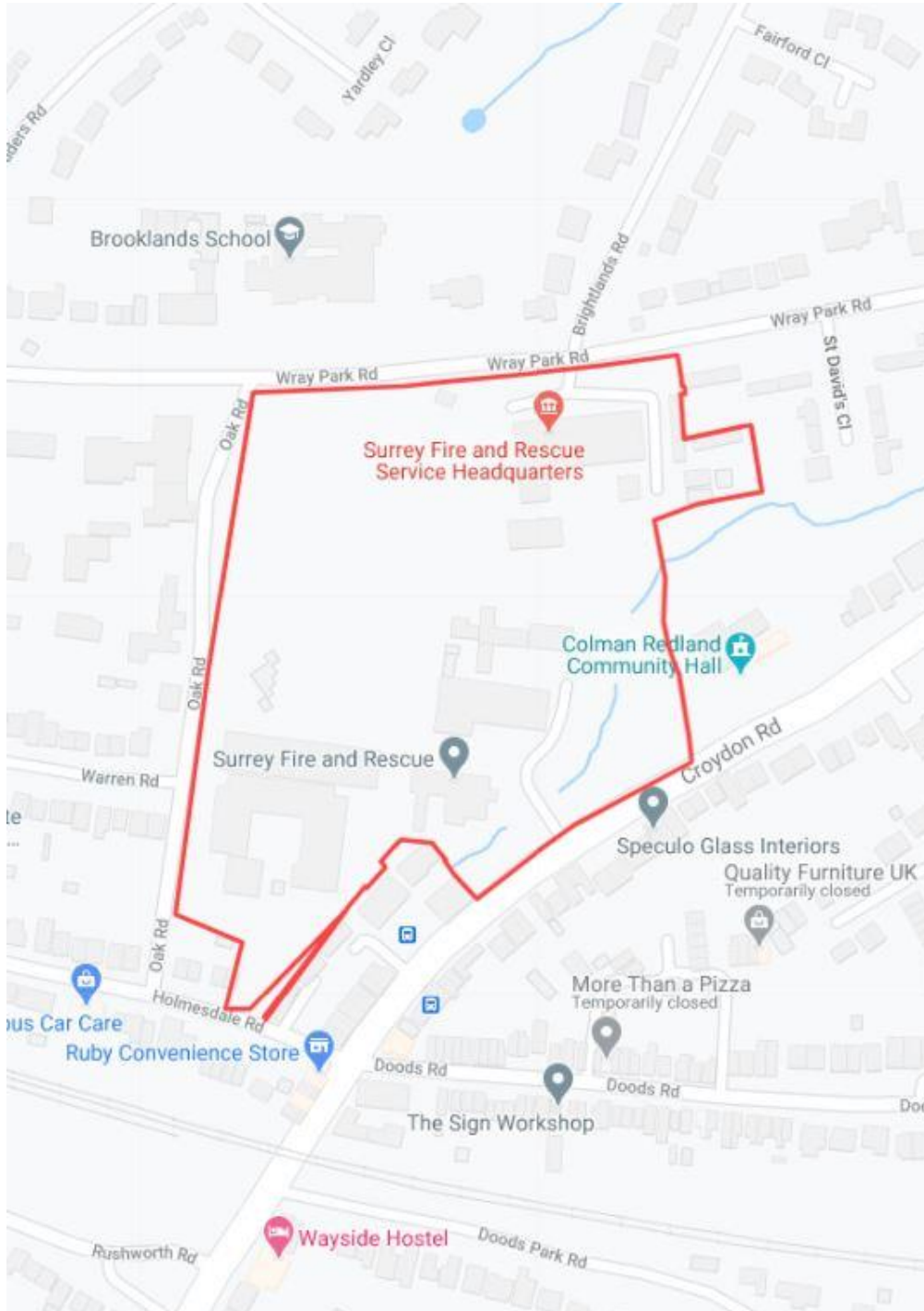


10

No: 11

Surrey Fire & Rescue Site, Wray Park Road RH2 0EJ

14 Acres



10

No: 12

Hope Cottage - land east of Dovers Green and Sidlow

923 Acres

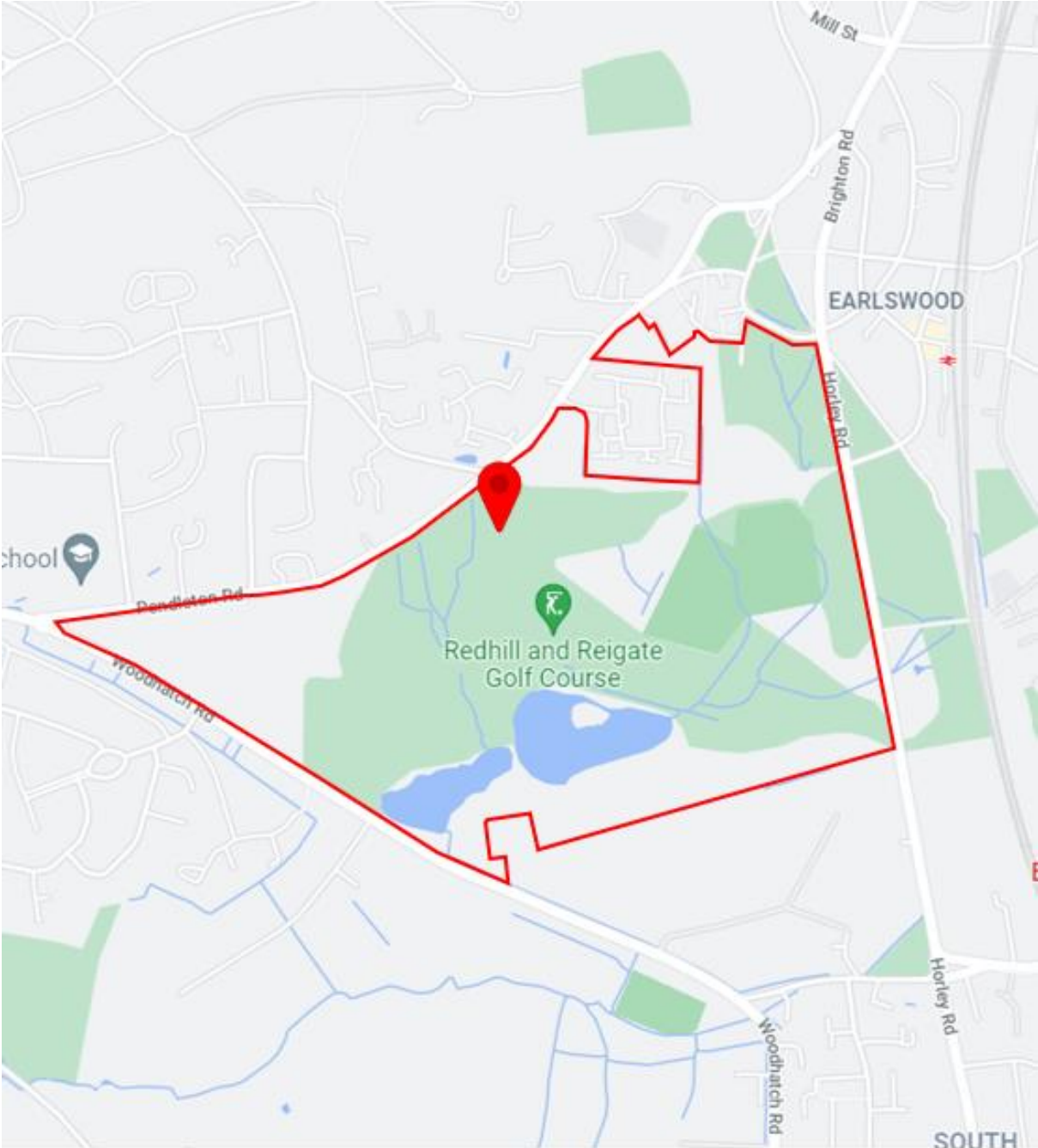


10

No: 13

Redhill & Reigate Golf Course RH1 6LB

176 Acres

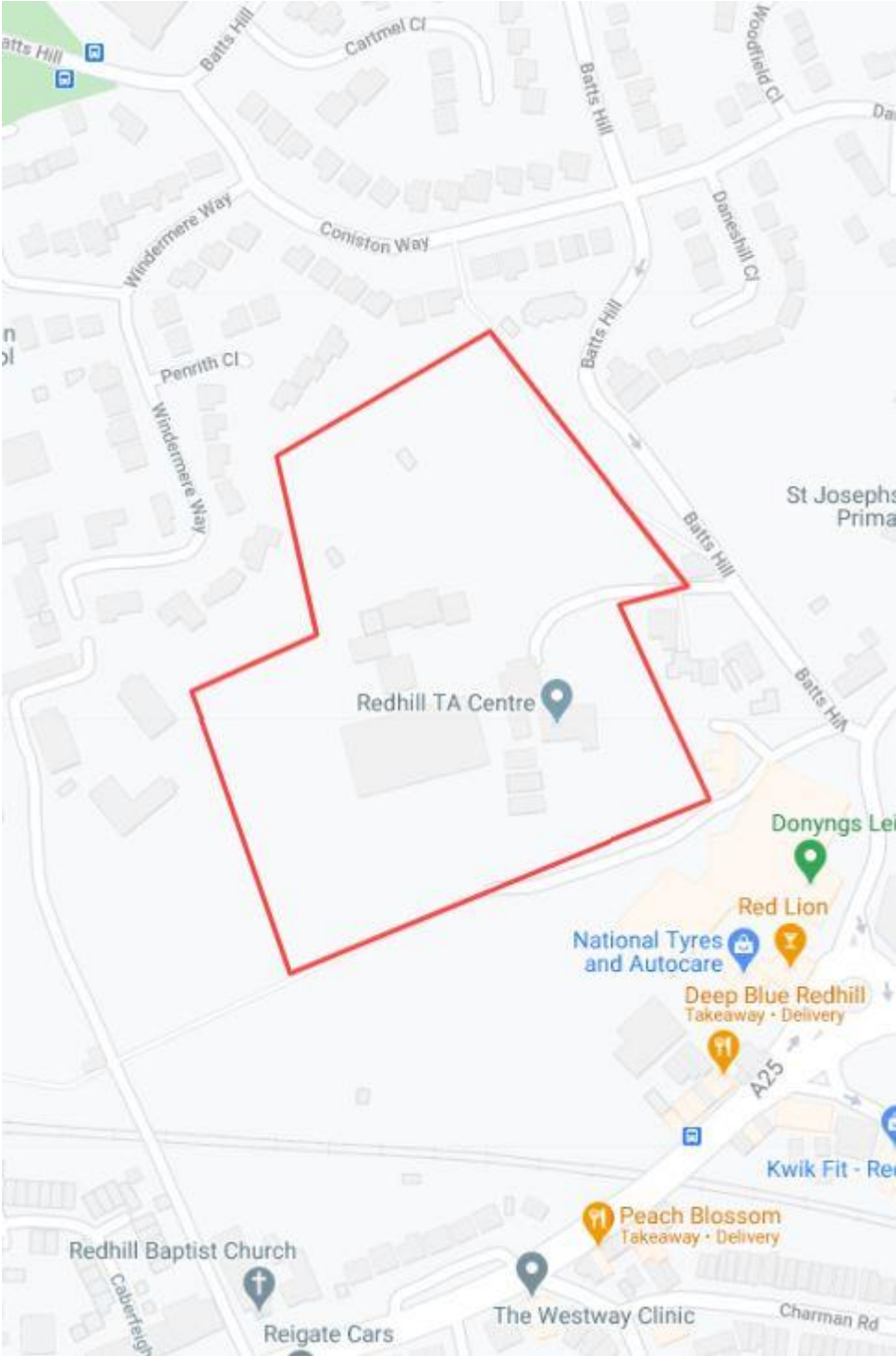


10

No: 14

Redhill TA Centre (1 Batts Hill, RH1 1DS)

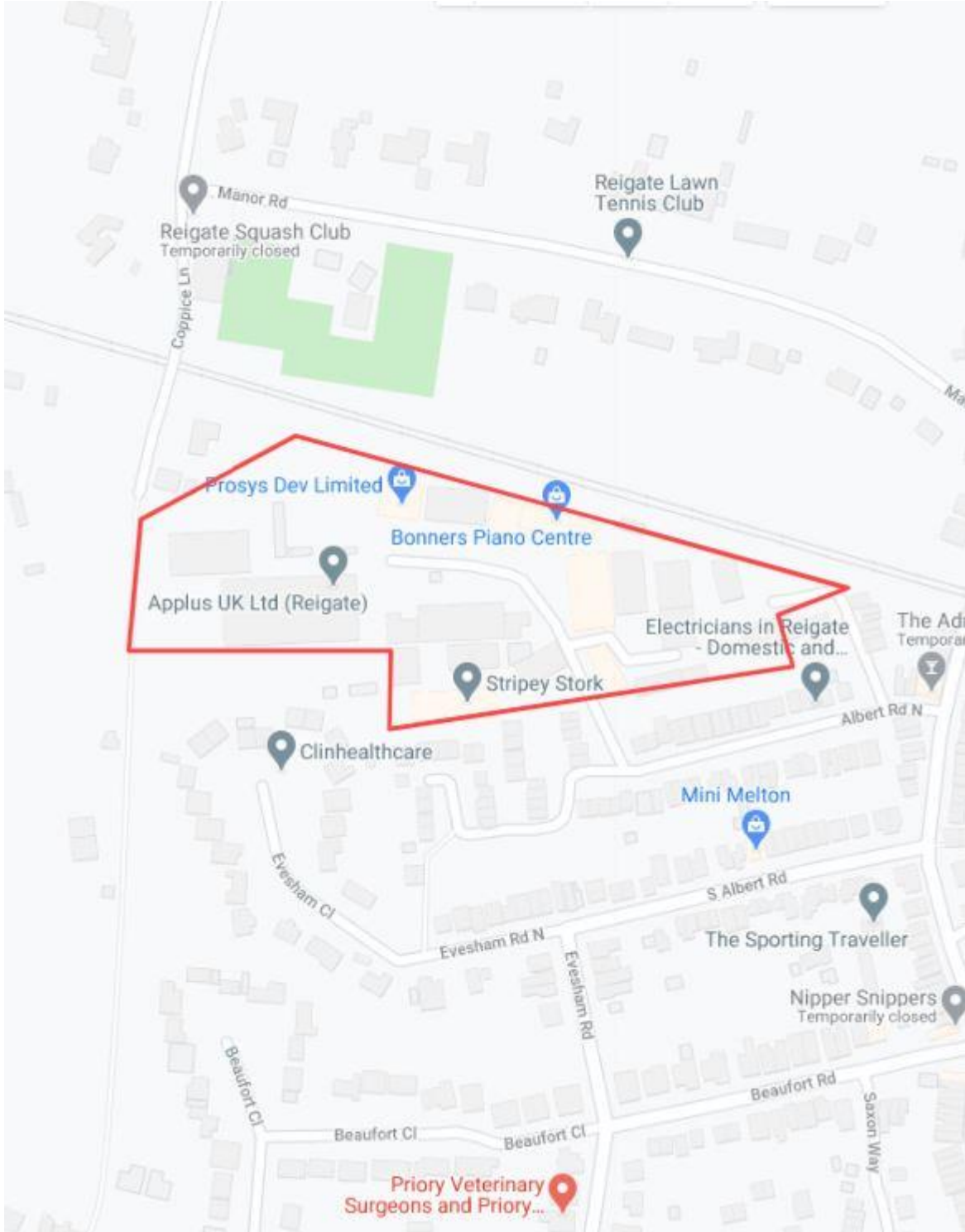
9.8 Acres



No: 15

Industrial Estate, Albert Drive Road RH2 9RS

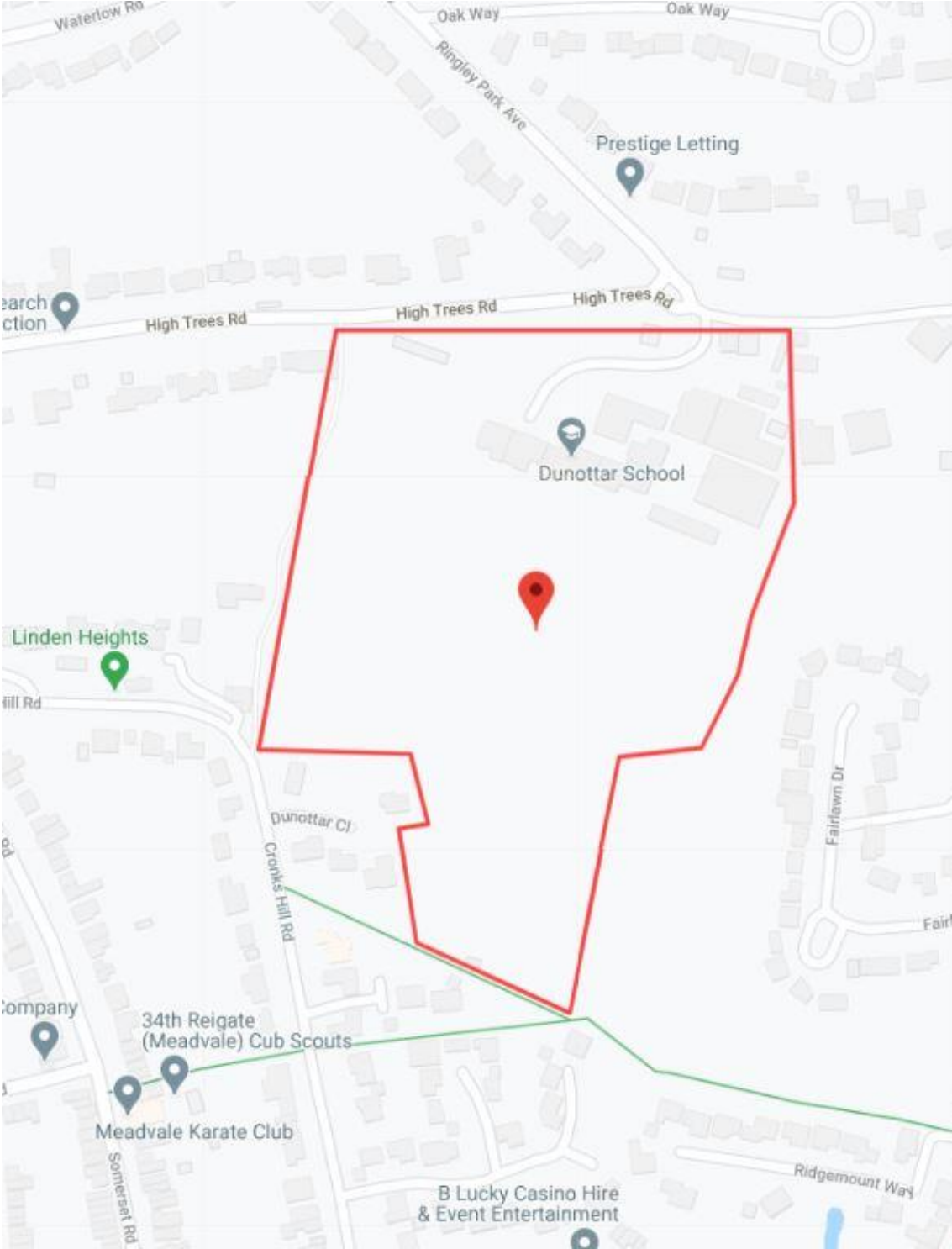
5.75 Acres



No: 16

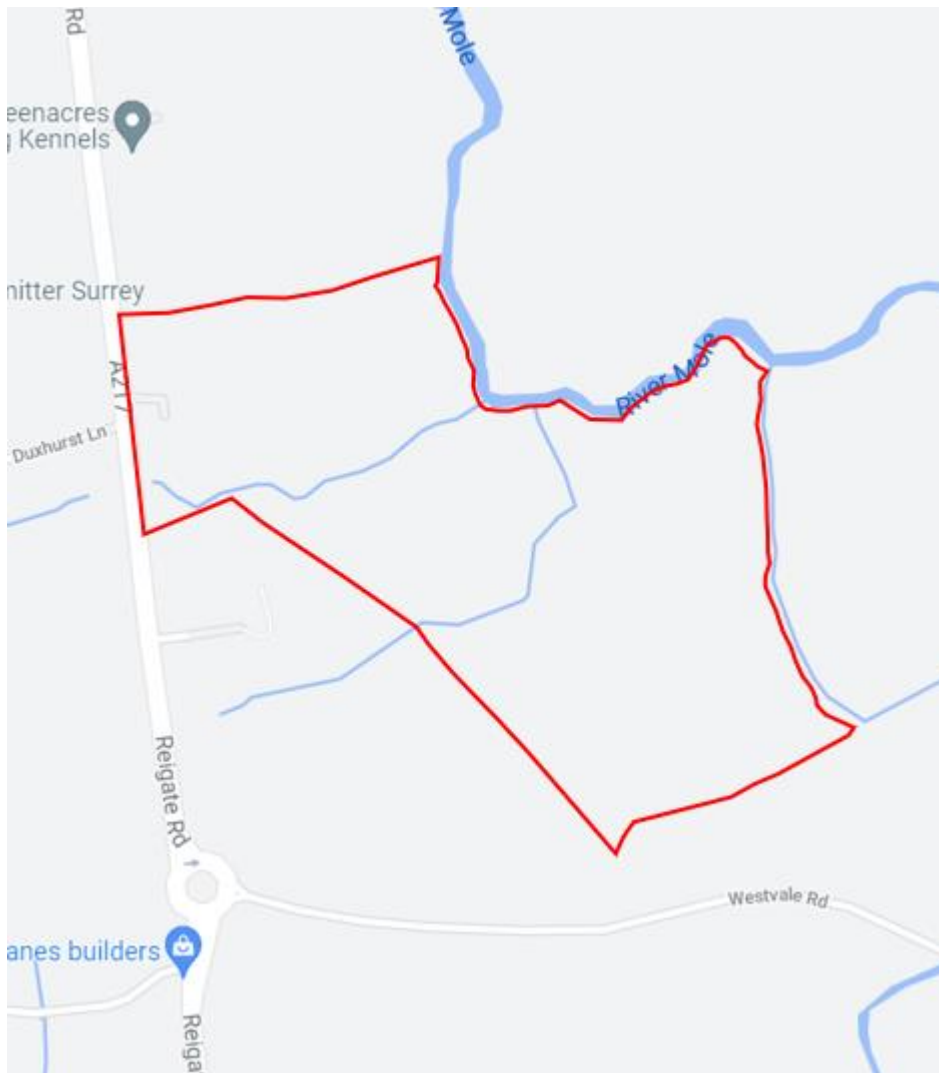
Dunottar School, High Trees Road, RH2 7EL

15.4 Acres



10

No. 17
Lower Duxhurst Farm, Sidlow, Reigate, RH2 8QH
48.19 Acres



10

No: 18


Malling Health South Park Surgery, 42b Prices Lane, Land lying to the north of Prices Lane, RH2 8AT


5.12 Acres



10

Appendix 2 Requirement Circular

 Agents Society




Looking for 5 To 14 Acres of D1 (Non Residential Institutions), Development Land, Education in Reigate (+ 2 miles)

Listed by:
Vail Williams

"Land required for new educational facility

Sites with existing buildings considered

Reigate ONLY"



Mikael Goldsmith Vail Williams
07435 829881

A quick summary

Tenure: For Sale

Size: 5 to 14 Acres

Property type(s): D1 (Non Residential Institutions), Land

Reporting date: 2nd August

Target occupancy: Q4 2024

Expertise

Related Services

Agency – Renting & Letting

Comprehensive commercial property search and acquisition / letting service, designed to help you to achieve the best possible property outcome - whether occupier or landlord.

Buying & Selling

Support throughout the process of acquiring or selling freehold commercial premises or development land.

Business Rates

Expert support to navigate the increasingly complex world of business rates, exploring opportunities to save you money at every turn.

Building and Project Consultancy

Technical property services designed to support you throughout the lifecycle of your property needs, whether occupier, landlord, investor, developer, or lender.

Building Surveying

Professional technical building surveying services, to provide insight for evidence-based property decision-making.

Property Development

Advice for landowners and property developers and their professional teams, to realise best development value in line with your objectives, for commercial, residential, and mixed-use schemes.

Lease Advisory

Commercially astute, detailed strategic advice on all aspects of commercial property leases for occupier and landlords - from pre-contract negotiations and rent reviews, to lease renewal and exit strategy.

LPA Receivership

Specialist advice for lenders with non-performing loans, to recover money owed on defaulted loans, with a clear strategy and in the most efficient way possible.

Marine & Leisure

Full-service property advice to help occupiers, landlords and investors throughout the lifecycle of their marine and leisure asset needs - from buying and selling, to fundamentals like income, profitability and cashflow.

Occupier Advisory

Full-service advice for occupiers of commercial property, to ensure property strategy is aligned with business needs, either managing properties for you, or supporting in-house teams to ensure your portfolio becomes a true asset.

Planning

Advising landowners, developers, and their teams, on the most appropriate planning strategy to achieve planning consent, ensuring the successful delivery of your project in line with your objectives.

Project Management

Working with developers, owner occupiers, tenants and funders, to plan, budget, oversee and document all aspects of your project, to ensure successful delivery on time and on budget.

Property Asset Management

Bespoke property asset management services for local authorities, private individuals, property companies and trust funds, delivered by a team of over 25 client accountants, facilities managers, and surveyors.

Property Investment

Working with institutional investors, property companies and private investors, as well as over 45 local authorities across the UK, to acquire property investments, maximise their value and ongoing return, or achieve the best possible returns upon their sale.

Residential Property

Understanding the full dynamics of residential property as an investment, our team of over 40 planners, property valuation experts, building surveyors, investment advisers and development consultants, will ensure your residential projects happen.

Valuation

Accurate property valuation assessments delivered by experienced surveyors across a variety of sectors and asset classes, for secured lending, acquisition, tax or financial reporting purposes.

Our Offices and Regions:

Gatwick Region

Crawley

Unit 4 Peveril Court
6-8 London Road
Crawley, West Sussex
RH10 8JE
T: +44 (0)129 361 2600

Brighton

Projects
8-9 Ship Street
Brighton
East Sussex
BN1 1AD
T: +44 (0)129 361 2600

London Region

London

2nd Floor
33 Cavendish Square
Marylebone
London
W1G 0PW
T: +44 (0)203 589 0050

Midlands and North Region

Birmingham

Edmund House
12-22 Newhall Street
Birmingham
B3 3EF
T: +44 (0)121 654 1065

Leeds

Princes Exchange
Princes Square
Leeds
LS1 4HY
T: +44 (0)113 322 6246

South Coast Region

Southampton

Savannah House
3 Ocean Way
Ocean Village
Southampton
SO14 3TJ
T: +44 (0)238 082 0900

Portsmouth

Lakeside North Harbour
Western Road
Portsmouth
PO6 3EN
T: +44 (0)239 220 3200

Bournemouth

170 Magna Road
Bournemouth
Wimborne
BH21 3AP
T: +44 (0)120 255 8262

Surrey Region

Woking

One Crown Square
Woking
Surrey
GU21 6HR
T: +44 (0)148 344 6800

Thames Valley Region

Reading

550 Thames Valley
Park Drive
Reading
RG6 1PT
T: +44 (0)118 909 7400

Heathrow

450 Bath Road
West Drayton
Heathrow
UB7 0EB
T: +44 (0)208 564 8300

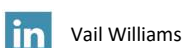
Our services:

- Building Consultancy
- Business Rates Consultancy
- Commercial Property Investment
- Lease Advisory
- LPA Receivership
- Marine and Leisure
- Occupier Advisory
- Property Acquisition and Disposal
- Property Asset Management
- Property Development Consultancy
- Property Planning Consultancy
- Property Valuation

Vail Williams LLP, a Limited Liability Partnership, registered in England (number OC319702). Registered office: Savannah House, 3 Ocean Way, Ocean Village, Southampton, SO14 3TJ. Any reference to a Partner means a Member of Vail Williams LLP or an employee or consultant with equivalent standing and qualifications. A full list of Members is open for inspection at the registered office.

Regulated by RICS

www.vailwilliams.com



Vail Williams



@vailwilliams



Vail Williams

SURREY COUNTY COUNCIL

CABINET



DATE: 27 FEBRUARY 2024

REPORT OF CABINET MEMBER: CLARE CURRAN, CABINET MEMBER FOR CHILDREN AND FAMILIES, LIFELONG LEARNING

LEAD OFFICER: RACHAEL WARDELL, EXECUTIVE DIRECTOR FOR CHILDREN, FAMILIES AND LIFELONG LEARNING

SUBJECT: EARLY YEARS EXPANSION OF ENTITLEMENTS AND SCHOOLS WRAPAROUND PROVISION

ORGANISATION STRATEGY PRIORITY AREA: NO ONE LEFT BEHIND / GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT / TACKLING HEALTH INEQUALITY / ENABLING A GREENER FUTURE / EMPOWERED AND THRIVING COMMUNITIES HIGH PERFORMING COUNCIL

11

Purpose of the Report:

This report provides a description of the new Early Years Entitlements and Schools wraparound provision announced by Government in March 2023 to be implemented over the next 2 years with the first new entitlement starting in April 2024. The report will present our intended response to this new statutory duty demonstrating how we plan to execute successful delivery of this challenging implementation. There are no expected costs to the council as the entitlements and the implementation process will be fully funded through Dedicated Schools Grant (DSG) and an additional Section 31 grant. The new entitlements offer us exciting new opportunities to support our youngest residents at the earliest opportunity to improve their life chances through early identification and good quality inclusive early education.

This piece of work helps Surrey County Council meet key objectives as described below:

No One Left Behind – Ensuring that all Early Years provision in Surrey is inclusive and accessible.

Growing sustainable Economy So Everyone Can Benefit – All communities will benefit from the significant injection of additional funds and families will be enabled to return to work and training. Additional employment opportunities.

Tackling Health Inequality – Integrated commissioning with health, education and social care work with Best Start for Surrey programme to identify and support children at risk of multiple disadvantage

Enabling A Greener Future - Accessing provision within their own community means that children can be educated closer to home. This means most families can walk thus protecting the environment

Empowered and Thriving Communities – Both Early Years and Wraparound provision will enable parents to work and create additional employment opportunities in each community.

High Performing Council – Meeting this new statutory duty to ensure sufficiency of provision and maintaining our excellent Early Years sector which has earned 97% Ofsted outcomes of GOOD or OUTSTANDING.

Recommendations:

It is recommended that Cabinet:

1. Notes the new funded entitlements for parents and the LA statutory duty to ensure a sufficiency of Early Years and Wraparound provision and the intended response to meet that obligation.
2. Notes the expansion of teams within Children, Families and Lifelong Learning required in order to manage the implementation of the new entitlements and the strategic approach adopted to assure alignment with council priorities.
3. Notes the intended grants and funding distribution process designed to effectively support schools and settings to deliver the entitlement.

Reason for Recommendations:

This is a new statutory duty that we are required to deliver and is fully funded by the Department for Education (DfE).

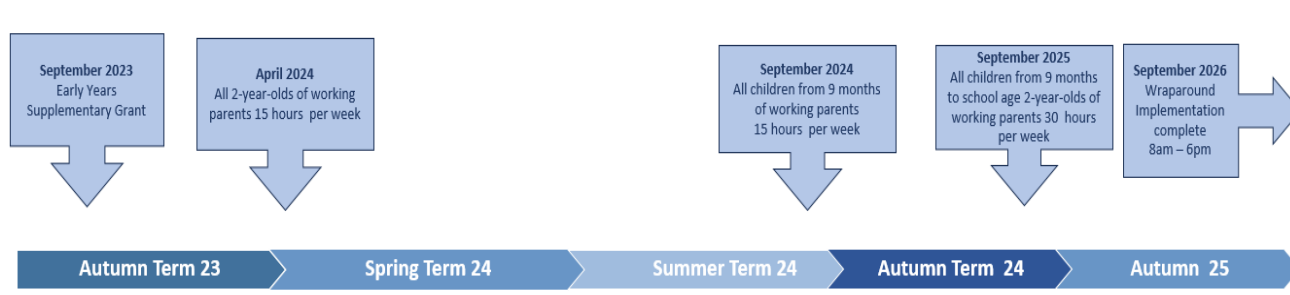
Executive Summary:

1. With the expansion to Early Years Funded Entitlements; the Commissioning for Transformation Team will be responsible for a budget projected to be over £134 million in 2024/25, which reflects an increase of £50 million from 2023/24. This includes an additional £2.7 million to support the SCC infrastructure and to implement the new entitlements and over £3.2 million in DfE Implementation Funding to enable the sector to deliver the additional places required.
2. **All additional costs will be met through Implementation funding or through Early Years Centrally Retained Funds of the Dedicated Schools Grant (DSG)**
3. We have engaged and consulted with our stakeholders and partners to ensure that our implementation is collaborative and meets the needs of families.
4. This expansion comes with many opportunities for us to benefit our families and communities providing excellent quality, inclusive provision for our youngest residents and their families. We have developed our Implementation proposals to grow our teams to meet the increased demand and to ensure that the funding is used effectively. We have also included new and innovative roles and activities which we believe will benefit children, especially those at risk of being left behind. Below we have described in brief how we plan to meet this new statutory duty.

Background and Context

5. Currently Early Years Education Entitlements provide funded hours for pre-school children as follows:
 - All 3 and 4 year olds are entitled to 15 hours funded education for 38 weeks per year.
 - 3 and 4 year olds of working parents are entitled to 30 hours funded entitlement for 38 weeks per year.
 - 2 year olds identified as disadvantaged are entitled to 15 hours for 38 weeks per year.

6. In March 2023 Government announced new Early Years and childcare entitlements to be phased in between September 2023 and September 2026. This represents a period of significant change and a new statutory duty for Local Authorities.



- **September 2023 – Implemented Already** - Early Years Supplementary Funding to significantly increase the hourly rate paid to Early Years providers to deliver existing Early Years Funded Entitlements. These covered the period from September 2023 to end of March 2024.
- **April 2024** – New entitlement for children aged 2 years (from the term after their 2nd birthday) of working parents for 15 hours of funded provision for 38 weeks per year. This entitlement is in addition to the existing entitlement for disadvantaged 2 year olds (FEET).
- **September 2024** – New entitlement for children aged from 9 months (from the term after they become 9 months) of working parents for 15 hours of funded provision for 38 weeks per year.
- **September 2025** – Early Years funded entitlement for children of working parents from the age of 9 months to three years increased to 30 hours per week for 38 weeks per year.
- **September 2026** – Wraparound provision in every community for school age children between 8am and 6pm. Please note that there is DfE implementation funding allocated to each LA including revenue and capital funding between 2023 to 2026 but that the expectation is that the ongoing costs of this provision will be parent funded and not funded from DSG. Wraparound expansion although a statutory duty is therefore not within the purview of Schools Forum.

The Early Years Sector in Surrey

7. In Surrey we have 1,661 childcare providers offering 33,597 childcare places. This can be broken down into:
- 521 group based early years providers,
 - 112 school based early years providers
 - 1,028 childminders
8. Approximately 25% of Early Education is delivered by Maintained Schools or Academies. The remaining 75% is delivered by private, voluntary and independent providers.
9. Financial and Value for Money Implications: **There should not be any cost implications for Surrey County Council as these new entitlements will be fully funded by DSG and additional grants. This includes both capital and revenue Implementation funding over a 3 year period.**
10. This expansion will have a significant impact on the overall Early Years Block Budget and we have consulted with the Early Years sector with the proposal on how we treat and distribute the Early Years funding and associated supplements for 2024/25. The fast pace of change and the way in which information and guidance has been published by DfE has meant that some changes have needed to be made to the proposals since the consultation was published as new information has come to light. All changes were subsequently taken to Early Years Phase Council and were then approved by Schools Forum on 9 January 2024. [**Please see Schools Forum Paper and summary of responses to Consultation*](#)

Funding rates

11. Funding rates have been significantly increased from the 2023/24 rate. This includes a short-term uplift in funding from September 2023 to March 2024 in the form of the Early Years Supplementary Grant (EYSG) which was designed to pump prime the sector to encourage engagement with the programme.

DfE Hourly rates paid to SCC £/hr	2023/24	2023/24 With EYSG	2024/25
3 and 4 year olds	£5.81	£6.40	£6.77
2 year olds	£6.87	£9.79	£9.61
Under twos	n/a	n/a	£13.04
Maintained Nursery Schools supplement	£5.17	£5.47	£6.05

12. Please note that these are not the hourly rates paid to providers, but notional hourly rates for the purposes of calculating the total sum paid to Surrey by DfE to cover all aspects of the programme. The allocation towards centrally retained funds and supplements to the hourly rate such as Early Intervention Funding (EIF) will need to be deducted before we calculate the actual final rates to be passed through to providers. We have committed to publishing indicative rates at the earliest

opportunity. This is essential for the sector so that they can engage with the expansion and work with SCC in order to ensure that we have sufficient places to meet the needs of Surrey families. This needs to be very carefully managed and we expect to be able to publish indicative rates in early February 2024 with clear commitment to providers that they will be paid at no less than those rates but that it might be higher, to be confirmed mid-March 2024.

13. All Local Authorities are permitted to retain up to 5% of the Early Years budget to provide support for the sector and to administrate distribution of the funded entitlement. Surrey has agreed to continue to retain 5% of budget. The additional entitlements will mean a considerable increase to Centrally Retained Funds available for SCC to use to provide support for the sector.

Financial Year	2023/24	2024/25	2025/26
Total Early Years Block	£84.6m	£134.4m	£188m (est)
Early Years revenue funding	£205,115		
Wraparound revenue implementation funding	£22,013	£1,520,072	£705,933
Capital funding for both EY and Wraparound	£1,755,053		
Additional Centrally Retained Funds @ 5%		£2,702,225	£5,509,445
Total Additional Funds available for Implementation and sector support	£1,982,181	£4,222,297	£6,215,378

11

Support for the Sector

What will the sector need to do to meet the new demand?

14. We estimate that over the next 3 years the sector in Surrey will need to expand by up to 12,000 places. This will be partly through expanding existing provision and through the development of new settings. Growth will be staggered as initially we expect that the majority of take-up will be from children already in nursery but parent funded who will convert to funded entitlements as they are launched. In anticipation of September 2025 when the entitlement increases to 30 hours per week from the age of 9 months we will need to support the sector to meet the significant increase in demand and to ensure that every community in Surrey has access to the places that they need.

Start-up grant funding

15. DfE has not provided any additional revenue funding for Early Years for 2024/25. Once the allocation for 2023/24 has been committed we will need to support settings to deliver additional places through centrally retained funds. We will fund Wraparound provision using the funds provided by DfE. We have an allocation of £1,755,053 capital funding which is shared between Early Years and Wraparound

expansion. We have designed a package of funding which will enable schools and providers to apply for a combined offer of capital and revenue grant. The revenue element can be used to contribute to start-up costs including staffing and marketing. The capital element can be used to purchase appropriate, good quality resources and equipment to ensure that our youngest children are in safe, rich and stimulating environment. This funding will be supported by the Early Education Quality and Inclusion Team. [*Please see Early Years Expansion Grant Funding](#)

The Early Years Teams

16. The expansion will require an increase in all of the Early Years teams but also creates the need to extend and develop the support that we offer to schools and private voluntary and independent (PVI) providers. We have both increased the capacity of existing roles and created new roles based on what our schools and providers have told us they would value and that we believe will have the most impact on outcomes for children. These changes will enable us meet the new statutory duties. [*Please see full Service Structure](#)

Implementation Team for Co-ordination and project management
New Service Team Manager to provide additional strategic leadership
New proposed name for the service of Early Years Education, Quality and Inclusion Service

Early Years Commissioning Team Sufficiency, sustainability and Compliance, Market management, Financial planning and business management	Early Years Educational Effectiveness Team Inclusion and quality of provision, safeguarding, EYFS, vulnerable and disadvantaged	Early Years SEND Team Supporting settings to support children with additional needs to access mainstream provision. Early Identification of need	SEND, Education and Early Years Team Allocation and distribution of EIF, monitoring and evaluation. Pipeline into Reception	Early Years Funding Team Distribution of funded entitlement to providers including all supplements, supporting all children under assessment for transition into Reception.
Mapping of existing provision to understand sufficiency. Management and distribution of implementation funding to schools and settings. Consultations for sector, schools and families.	Development of Language and communication universal offer and support for emotional well-being. Supporting safeguarding and quality on new provision for 2 year olds and under 2s. Workforce development training to support	Providing support at the earliest opportunity. Reducing reliance on diagnoses and EHCPs. Enabling more children to access their early education in mainstream in their local community	Managing the increased volume of applications for EIF Creating new post to support transition into Reception for children under assessment.	Managing increased volume of funding to be distributed using new IT systems due to go live Sept 24

Safeguarding Children

17. We have created a new post within the Early Years Quality and Inclusion Team of dedicated safeguarding lead. The new entitlements are targeted at 2 years and under and we feel it is essential that we have a focus on ensuring that these pre-verbal and therefore vulnerable children are safeguarded. We already have a dedicated officer affiliated with the Virtual School who holds responsibility for children who are looked after, are in need or have a social worker. The Quality Development Advisors will have a key responsibility for ensuring that new provision is set-up correctly. Due to the way in which Ofsted operates and inspects, it is possible that some new and expanded provision may not be visited for between 3 and 6 years. It is therefore imperative that this team is able to visit regularly to ensure compliance with regulations and EYFS and that children are kept safe. Although Ofsted are the sole arbiters of quality we hold a key responsibility to ensure that all provision meets our high expectations. This along with our statutory duty to ensure compliance with DfE operational statutory guidance presents a significant challenge for our teams. Our planned new team structure will facilitate this work in partnership with our Early Years providers. The cost of the Team will be met from the additional centrally retained funds.

Early Intervention Fund (EIF)

18. This funding supports children who are experiencing barriers to making developmental progress, whatever the reason. This can include social, environmental, economic and special educational need as well as the impact of early trauma. It has been agreed that we will allocate 1% of the under 2's budget and 3% of the 2 year old budget to create EIF for the children accessing the new entitlements. The budget for 3 and 4 year olds will remain at 5%. This reflects our commitment to ensuring that all Early Years provision is inclusive and accessible to all.

Implementation Activities so far

- [Expansion Implementation Board created with ToR](#)
- Task & Finish Groups for key priorities
- Recruited Implementation Lead and Team
- [Created Communication Plan](#)
- [Workforce Strategy development and training plan](#)
- Light touch consultation with sector and schools
- Detailed financial modelling and forecasting
- [Schools Forum approved funding proposals January 2024](#)
- Sufficiency mapping underway
- Review of impact on SCC infrastructure
- [New staffing structure proposed to expansion Early Years Teams](#)

- [Designed Grants and Funding model for providers](#)

Consultation

19. We have fully co-designed our Implementation Plan with the sector, families and partners.
20. The Early Years Funding Paper went out for consultation prior to approval by Schools Forum and received 134 responses with overall support for the proposals – * [Please see Schools Forum Paper for summary of responses](#). The Implementation Board has representation from multiple agencies and the sector. Some light touch consultation took place with providers to ascertain the likely demand for the entitlements starting April 2024. We are now embarking on in depth consultation with schools, settings and families to understand our sufficiency requirements and the level of demand from parents so that we can understand where the gaps are. These are in the form of Surrey Says Surveys, Engagement events, On-line webinars and Family Focus Groups. Please see the full itinerary in annexes. We will also be carrying out consultation and with the existing and potential future workforce as we recognise recruitment and retention as a significant barrier to achieving sufficiency.
21. Councillor Clare Curran, the Cabinet Member for Children, Families and Lifelong Learning has been involved in planning and discussions and has been regularly briefed on developments and progress.
- [*Please see calendar](#)

Risks Management and Implications

22. **Principle for financial risk management** for forecasting and fund allocation – In the knowledge that DfE intend to reduce the amount that LAs can retain within the next few years we have adopted the principle that we will only commit a maximum of 3% with a 10% contingency to be reviewed half termly. Please note that all the figures above are based on a no growth model and are therefore conservative. The intention is to monitor take-up and adjust accordingly. **There is not expected to be any financial impact on the council and no contribution required.**
23. It should be noted that as the expectation for Wraparound is that after 2026 all provision will be fully funded by parents therefore we have not committed any permanent expenditure to this programme.

Risk	Mitigation
IT and payment systems will not be able to manage the increased requirements	Manual payments in place in the event of system breakdown
Capacity of SCC Early Years Teams to support the fast-expanding sector	Re-design of the SCC Early Years infrastructure to meet the increased and

	changed needs. Urgent recruitment underway.
New Statutory Guidance and a new Early Years Foundation Stage framework published in Jan 24 will require promotion and training delivered by EY Teams putting additional pressure on available resources	Increase teams to provide training with emphasis on 2's and under
That the sector will not engage with the new entitlements	See engagement and activity calendar
That parents will not be able to find funded places	Comprehensive mapping of provision, grant funding opportunities, support from EY Commissioning Team on Business and Financial management.
Recruitment and retention crisis exacerbated by increase in minimum wage	Dedicated recruitment and retention advisor, training programme, engagement with colleges and apprenticeship programme. Promotional activity aligned to DfE programme
That providers will seek to prioritise places for working families and that those only entitled to the Universal offer and those 2 year olds eligible due to disadvantage will be further disadvantaged. Risk to 2 year olds who do not meet any criteria.	Encourage and promote supporting places for disadvantaged families. Bespoke brokerage of places when needed.
The demand for EIF will increase beyond the planned budget	Consider contingency top-up from centrally retained funds if available. Review budgets for next year.
Alterations required to SCC schools or academies to deliver additional places	Focused allocation of 106 contributions and Community Infrastructure Levy (CIL) capital allocations and use of Implementation capital
Availability of suitable premises	Work with districts and boroughs to identify premises. Negotiating on business rates and rent. Work with third sector organisations to share accommodation.

Section 151 Officer Commentary:

24. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium

term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.

25. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.

26 The significant expansion of the early years programme is supported by both increases in allocations of the Dedicated Schools Grant (DSG) and additional revenue and capital grants to support the roll out over the three year period. There is therefore no expected cost to the general fund or impact to the medium financial outlook.

27. With the increase in DSG additional staff costs will be covered within the allowed 5% central retention, The decision to keep permanent appointments to 3% DSG retention supports a prudent position for possible future changes to Government policy.

Legal Implications – Monitoring Officer:

28. There is a LA statutory duty in the Childcare Act 2006 (as amended) to ensure a sufficiency of Early Years and Wraparound provision and this report sets out the LA's response to meet this duty given the new Early Years and childcare entitlements which are being phased in between September 2023 and September 2026.

Equalities and Diversity:

29. EIA completed and being circulated for consultation to Diversity Equality and Governance group, ATLAS and Family Voice Surrey

30. Equality, diversity and inclusion is a key priority in Early Years. We prioritise ensuring equal access for children who might be disadvantaged for any reason whether financial, economic, social or due to an additional need or disability.

31. We are acutely aware that the new entitlements present a risk that children not meeting the criteria will be further disadvantaged from potentially being excluded from accessing education due to the employment status of their parents. We will strongly promote the continued support for provision for disadvantaged 2 year olds (FEET) and will continue to work to increase take-up of provision in areas of disadvantage. *[*Please see EIA](#)*

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	Dedicated team member funded by VS
Safeguarding responsibilities for vulnerable children and adults	Dedicated safeguarding team member
Environmental sustainability	No significant implications arising from this report
Compliance against net-zero emissions target and future climate compatibility/resilience	No significant implications arising from this report
Public Health	No significant implications arising from this report

Report Author:

Carol Savedra, AD Commissioning for Transformation, carol.savedra@surreycc.gov.uk

Consulted:

The Early Years Expansion Implementation Board was formed as a body representing stakeholders and the broad membership has facilitated wide and in depth consultation. The membership includes:

- Early Years SCC Teams
- Early Years Sector
- Early Years Phase Council
- Public Health
- Children with Disabilities Team
- Virtual School
- Family Voice Surrey
- Children & Family Health Surrey
- SCC Finance
- Primary Phase Council

We have carried out a number of consultations with both the Early Year sector, schools and Wraparound providers to ascertain the level of engagement and capacity to meet the new entitlements. We have also carried out numerous consultations and engagement activity with parents to understand likely demand for the new provision. See Annex A and Annex J.

Annexes:

[Annex A – Calendar of events](#)

[Annex B - Communication and Engagement Strategy Plan](#)

[Annex C - Position Statement](#)

[Annex D – Early Years Expansion Implementation Board Terms of Reference and Membership](#)

[Annex E - Task and Finish – Membership](#)

[Annex F – School Forum Paper](#)

[Annex G - Workforce Strategy](#)

[Annex H - Equality Impact Assessment \(EIA\)](#)

[Annex I - Early Years Expansion Grant Funding](#)

[Annex J - Consultation](#)

[Annex K – Service Structure](#)

Annex A – Calendar of events

Calendar of events September-December 2023			
SEPT	OCT	NOV	DEC
25 September 2023 14:00-15:15 Additional Needs Task and Finish group	Wed 18/10/2023 1.00-3.00pm EY Expansion - EY Quality, workforce and children with multiple vulnerabilities (T&F group)	1st November Implementation manager in post	
EY Expansion - Provision for children under two (T&F group) 27 September 2023 14:00-15:15	19th December Additional Needs Task and Finish group	6th November EY Expansion SCC group	December 6th Expansion Implementation Board meeting
26 September 2023 14:00-15:15 Educational Effectiveness Task and Finish group		23rd December EY Expansion - EY Quality, workforce and children with multiple vulnerabilities (T&F group)	EY Expansion Update Staff 12th December
		Surveys sent out to EY Providers CM and schools to find out about 2 yr old places	Expansion drop in for SCC Staff 15th December
			Expansion drop in for SCC Staff 19th December
	Tue 31/10/2023 EY Expansion - Provision for children who are two and under (T&F group)	27th November Additional needs task and finish group	20th December Proposal to CFLL LT - Business

11

Calendar of events Jan-April 2024			
JAN	FEB	MARCH	APRIL
15th January Cabinet Checklist – will need to be submitted to Democratic Services once signed off by Rachael and Clare	February 1st 2.00-3.30pm School Bursar/ Business Manager meeting	5th March Tandridge EY Network Managers and Senco network	1st April 24: All eligible working parents of children the term after they turn two years can access 15 hours funded entitlement per week 
16th January slides will need to be signed off by Rachael and submitted	February 1st 4.30-6.00pm Virtual session information and consultation	6th March R&B EY Network Managers and Senco network	
January 17th Family Centre and Family Support Programme Practice Session 9.30-10.45am	7th Feb HAF Conference	7th March Runnymede & Spelthorne Managers and Senco network	
18th January 9.30-12.00. Information and Consultation Session with EY Providers Leatherhead Leisure Centre	February 8th 7.30-9.00pm Virtual session information and consultation	14th March Mole Valley EY Network Managers and Senco network	
January 19th Early Years Expansion Team meeting Fairmount FO1 11-3pm	14th February Full report for Cabinet		
January 23rd CLT- meeting slides ICAB – submit slides to Rachael and Clare	February 21st Epsom and Ewell Managers and Senco network		
January 23rd 7.30-9.00pm Virtual session information and consultation			
January 27th Virtual session information and consultation 9.30-11.00			
January 29th ICAB meeting slides			
January 29th Guildford Family Centre Information and Consultation Session with EY Providers			
January 30th School Bursar/ Business Manager meeting	Feb 28th Expansion Implementation Board		
January 30th Draft report for Cabinet	February 29th Elmbridge, Surrey Heath and Woking Managers and Senco network		

Annex B - Communication and Engagement Strategy Plan

Early Years Expansion Communication and Engagement Strategy 2023- 25



Purpose : to build awareness of the Early Years Expansion Programme among a defined group of audiences and user groups. These include parents/carers, schools, private, voluntary and independent providers, local authority staff and partners.

Key messages and outcomes of the strategy

For external audiences:

- increased awareness of the Early Years Expansion offer across a wide demographic
- easy access to information
- increased awareness of the opportunity for parents/carers to seek employment or undertake training for improved employment opportunities and greater economic activity
- increased awareness of career opportunities within the sector
- a high number of registrations for places and full take up of the offer

For internal/partner audiences

- increased awareness of the initiative, and the delivery programme
- collaborative working to achieve targets

Target audiences

- Parents, carers and families
- Early Years Providers including childminders and schools.
- External and Internal stakeholders

What have we done so far?

- Sent out a dedicated Ebulletin on the expansion of the funded entitlements. **December 2023**
- Attended some team meetings with partners to inform them of the Expansion Early Support and family centre team meetings **January 2024**
- Developed a Campaign Brief with our Comms team. **January 2024**
- Next steps?**
- Developing a Professionals guide to go out to all Early Years Providers and Partners. **February 2024**
- Sending out surveys to parents/ carers, childcare providers, schools, childminders to support us to map supply and demand and to identify any barriers. **January 2024**
- Delivering virtual and in person information and consultation meetings to Early Years providers, Childminders and Schools **January/ February 2024**

Communications and engagement activity

Online

- social media campaigns
- information pages on Council and partner websites
- multi-media information e.g. videos
- regular newsletter inserts for partner organisations and groups

Print

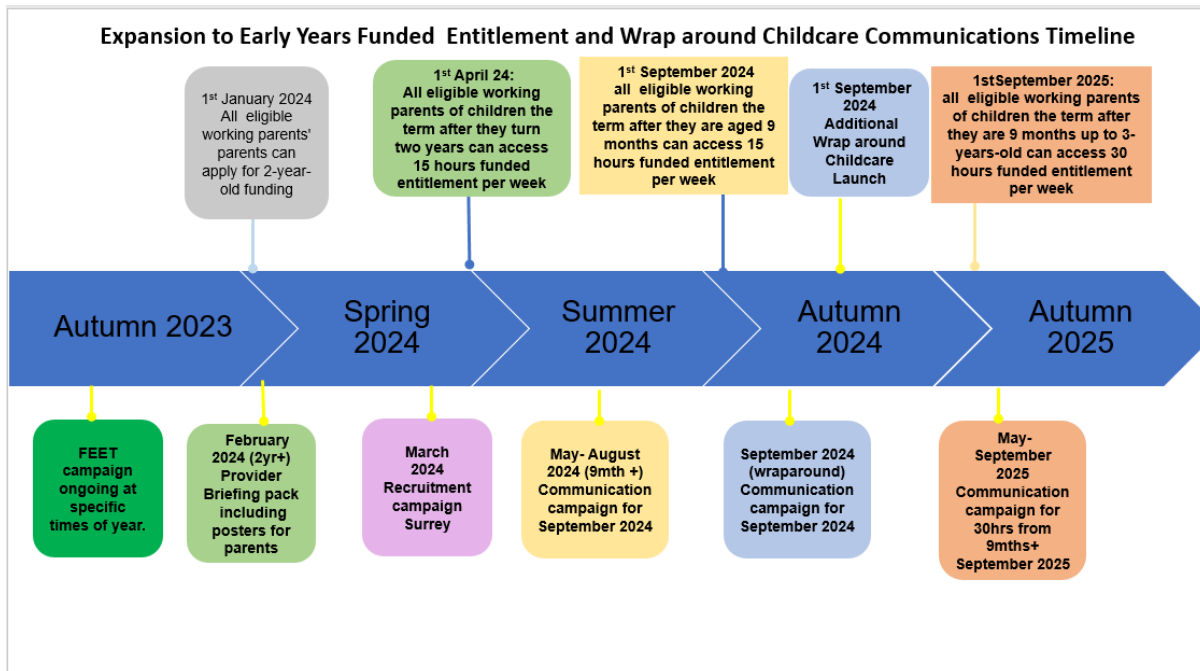
- Posters
- Banners
- Information leaflets

Community and parental engagement

- promotion and discussion opportunities/meetings with a wide range of community-based groups in a variety of settings, particularly early year's users and providers, along with others who can play a key role in promoting uptake.
- direct consultation and engagement with eligible parents/carers and groups as part of the phased roll out
- promotion and discussion opportunities in terms of recruitment and retention of the early [years](#) workforce.

11

Communications Timeline



Surrey Early Years Position Statement:

Early Years Entitlements

Safeguarding Statement

Surrey County Council (SCC) believe the safety and well-being of children and young people is of paramount importance and that they have a fundamental and equal right to be protected from harm regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation. We fully recognise our statutory responsibility for safeguarding: the safety, protection and well-being of all children and young people that Surrey County Council supports and interacts with, is paramount and has priority over all other interests. This includes responding immediately and appropriately where there is a suspicion that any young person under the age of 18 years old may be a victim of bullying, harassment, abuse (including physical, sexual, emotional) or neglect. All breaches in requirements will be notified to the appropriate agencies. If a member of staff sees anything or is informed of anything relating to the safety of children, we will make the necessary notifications to the required agencies. The provider will be informed of such notification.

In Surrey the safeguarding and welfare of children is paramount. Surrey County Council have high expectations of all those who provide early education and childcare in the county. Therefore, in line with the provider agreement Surrey County Council will only provide funded entitlement to those settings who are judged by Ofsted to be 'good' or 'outstanding' and in settings judged by Ofsted to be 'requires improvement' if the setting shows commitment to developing their practice and where there are not significant safeguarding concerns. All those in receipt of funding will be required to complete a safeguarding conversation/audit with the Early Years Educational Effectiveness Team biennially and to provide termly monitoring of vulnerable and disadvantaged children data to the LA. Surrey County Council will consider withdrawal from the directory of providers for any providers in breach of the safeguarding requirements of the provider agreement or those set the Surrey Safeguarding Children Partnership.

Quality:

Surrey County Council are committed to sustaining and developing high quality inclusive early education and childcare across the county. Research shows that the quality of provision has a direct correlation with improved outcomes for children. All setting on the directory of providers in Surrey have access to the support from the Early Years Educational Effectiveness Team who are available to assist settings with developing the quality of their provision and practice.

All those providing early education and childcare for children under the statutory school age must be correctly registered with Ofsted, a childminding agency or the Independent Schools Inspectorate. In line with the provider agreement Surrey County Council will only provide funded entitlement to those settings who are judged by Ofsted to be good or outstanding and in those settings judged by Ofsted to be requires improvement if the setting shows commitment to developing their practice and where there are not significant safeguarding concerns.

Surrey County Council work with other key agencies to ensure that all legal requirements are being met. If a member of Surrey County Council staff observes any breaches in requirements, they have a statutory duty to report to the appropriate agency. Surrey County Council will make every effort to discuss concerns with the registered person or setting manager before notifying agencies.

If Surrey County Council are made aware of any breaches in requirements by a third party, we reserve the right to act on the information given and notify any relevant agency. In these cases, we will advise the complainant to

follow the settings complaint policy and/or to make a direct notification to the relevant agency. In these instances, we may not make the provider aware of such notification due to confidentiality.

Inclusion –

Funded entitlement:

Surrey County Council is committed to safeguarding early years education and childcare places for children at risk of disadvantage, including those in receipt of FEET funding, EYPP, or those known to social care or with a disability or additional need, details of the expectations on providers and the Local Authority will continue to be published in the SCC Provider Agreement in line with Statutory Guidance. Where possible SCC will seek to encourage and support schools and other early years providers to develop, prioritise and safeguard fully funded places for children meeting these criteria and to be flexible in their offer and approach.

Providers should offer the funded entitlements consistently to all parents. Surrey County Council will work with settings to ensure that children are supported to access their entitlement and that hours are not restricted due to additional needs. It is expected that providers will make 'reasonable adjustments' and make their offer inclusive to all children and families.

Early Intervention Funding:

Surrey County Council is required to have a Special Educational Needs Inclusion Fund as an element of the Early Years National Funding Formula to support three and four-year-olds with additional needs to access their funded entitlement. In Surrey we refer to this as Early Intervention Funding (EIF). Surrey County Council also offers access to EIF for children eligible for Funded Early Education for Two-year-olds (FEET). This budget has been minimal over the past three years, however from April 2024 will increase in line with the new eligibility for funded entitlements for children aged two.

Early Intervention Funding supports children with any barrier to their learning. We consult with the sector each year and receive very positive feedback in how the funding is distributed and supports better outcomes for children.

From April 2024, EIF will align to the new funded entitlements. This will ensure settings have the financial support required to provide enhanced ratio and interventions for children with additional needs and SEND.

Early Years Governance Panel:

The panel holds the remit for allocating specialist school nursery places to children in their –1NCY which is the year before they take up their statutory school place in Reception. Surrey do not advocate for children in younger years to attend a specialist provision as so much support and intervention can be put in place for our children in their local mainstream nurseries. Where children have 30-hour eligibility funding codes and the specialist school nursery is offering a 15 hour place, panel will discuss these children and their circumstances on a case-by-case basis to ensure we are keeping to our position that if children can be educated/cared for in mainstream, then that is where they should take their full entitlement. All children who are being considered for a specialist provision or where parents have indicated a preference may have an Early Years Inclusion Pathway Planning (EYIPP) meeting so that parents/carers, current nursery and all involved health and education professionals can discuss options. Then a request for placement can be submitted to the Early Years Governance Panel which sits in May each year.

Vulnerable and Disadvantaged Children -

Surrey County Council are committed to continuing to protect funded early education places for our most vulnerable families and children, including those in receipt of FEET, EYPP and those with Additional Needs and Disabilities. Settings are encouraged to share this commitment and to ensure that when allocating places, they reflect the needs of the children and their families.

Surrey County Council officers will work closely with schools and early years providers in their area to ensure that there are enough high-quality places available in the most appropriate settings for vulnerable and disadvantaged children to reduce inequalities.

Wider Partners

Maintained and Academy schools:

In usual circumstances SCC would not support the development of governor run early years provision under Section 27 of the Education Act 2002 and would be in favour of schools formally lowering their school age, to include early years children as pupils of the school. This mitigates the risk of further complications in relation to liabilities and the academisation process should a school seek to join an academy trust. SCC would also not usually support academy schools to deliver early years provision through a separate limited company owned by the trust. However, should a trust seek to do so they must follow the correct Ofsted guidance regarding early years registration and exemptions.

Under 2's

In usual circumstances SCC would not be in support of maintained, academy, or independent schools registering on the Ofsted Early Years register in order to deliver provision for children aged under 2 years. However, should a significant need for provision be identified and a school decide to proceed with providing care and education for children under 2 years of age they will be able to access support from Surrey County Council Early Years Services to ensure the provision is inclusive and high quality.

Provision on school sites:

In usual circumstances, SCC would not be in support of private and voluntary early years providers operating from premises within a school site. This mitigates the risk of further complications in relation to lease arrangements, access, safeguarding, and the impact of Ofsted outcomes for both the school and early years provider. However, should a significant need for provision be identified and a provider and school decide to operate in this way they will be able to access support from Surrey County Council Early Years Services to ensure the provision is inclusive and high quality.

Local plans and infrastructure development

Local boroughs and districts consult with SCC Early Years Teams regarding new housing developments and local plans. Where a future need for additional early years places is identified SCC will always request a contribution towards section 106 or Community Infrastructure Levy capital funding. This will support SCC to continue to meet its statutory sufficiency duty. This may include nominating a maintained school with space to create or expand nursery provision, or another suitable provider within the local area.

Partnership with Parents

Surrey County Council (SCC) engage with parents and carers via the Early Years sector by providing advice, support, training and modelling of how to work with parents. Key messages from partners that are aimed at parents and carers are shared with the sector via the Early Education and Childcare E-bulletin and Schools Bulletin, who ensures information is shared with parents/carers. Surrey County Council encourage settings and schools to engage with parents/carers regularly and communicate using different communication methods should they be required. The teams encourage home learning and investigate any complaints in a timely manner and remain neutral between the parents and provider.

SCC request annual sufficiency information from early years providers to understand how parents/carers are choosing to take up their funded entitlement, patterns of attendance, private and funded hours.

SCC will be consulting with parents/carers to find out their views on the expansion of the funded entitlements.

SCC supports parents to understand the funded offer at their early years provider and will investigate where a parent feels there are barriers to accessing their funded entitlement or where the offer is not compliant with statutory guidance.

SCC fund services for early years children with complex additional needs through Early Intervention Funding such as Supporting Targeted Education and Play Skills (STEPS) and the Specialist Early Education Service (SEES). Both teams carry out parent confidence assessments and feedback questionnaires to tailor the support that is provided. SCC also run an extensive consultation with our Early Years Providers on the use of EIF each year that asks for the parent experience of the funding and what they have felt has been the impact of any interventions and support for their child.

Early Years Inclusion Pathway Planning meetings (EYIPP) bring together parent and carers with the early years settings to help consider the educational pathway for the child. There is more information about the EYIPP in the Early Years Governance section of this statement. Parents have completed questionnaires before and after the EYIPP meetings and the feedback has been overwhelmingly positive regarding the meeting, the information provided and the follow up.

Through the Best Start for Surrey Strategy, the multi-agency team (Health, Education, Early Help and Social Care) will be creating Parent/Carer forums to listen to parents/carers that will inform our work across the wider system. Within the Best Start Team, we advocate that services should be joined up and work together to support all families from conception to the end of reception. The Best Start Team look to champion families who are seldom heard from, disadvantaged or are a minority as these are our parents that often fall between services.

Annex D – Early Years Expansion Implementation Board Terms of Reference and Membership

Early Years Expansion Implementation Board: Terms of Reference

The purpose of the Operational Working Group is to provide a forum to commence the Task and Finish (T&F) groups, identify what T&F groups are required; and a place for the leads to come together to:

- Create an implementation plan with clear timelines
- Recruit an implementation team – 1 x Implementation Lead 1 x Project Manager
- Support the transformation and implementation process ensuring sufficiency of provision
- Share information and intelligence about priorities and areas of focus from the T&F groups
- Engage with sector to understand what they need to deliver the new entitlements
- Engage with families to identify level of need and appetite in taking up the entitlements
- Identify cross-cutting opportunities with partners to collaborate and maximise impact
- Identify and map interdependent activity across the system including partners and internal teams.
- Support each other with problem solving and unblocking challenges.
- Support each other with risk and issue identification and mitigation.

Behaviours and Ways of Working

Agreed messages for sponsor, programme Lead and all Task and Finish Group Leads and Members
Start and finish on time, all members are active participants to the meeting (no phone calls or emails)

Be open, honest and curious

Champion and embed a bold

Individual members are responsible for delivering agreed actions. If members are unable to join a meeting, they should delegate to a colleague to provide action updates on their behalf

Members will offer support and constructive challenge to colleagues within this forum

Come prepared – read any materials circulated in advance, and be ready to provide updates on your area of work

Stay on topic, making the best use of our time together.

Decision Making and Escalation Protocol

Working Group members to make decisions and unblock challenges subject to limits of delegated authority.

Task and Finish groups feed back into the Working Group.

First line of escalation will be to the Programme Manager. Second line of escalation will be to the Programme Sponsors

Senior Responsible Officer: Carol Savedra – Assistant Director for Early Years, Education, Additional Needs and Disabilities. Commissioning for Transformation - SCC

CORE Membership*

Carrie Trail - SCC

Philippa Gray – SCC

Olivia Bunn – SCC

Lisa McMahon – SCC

David Green - SCC

Wendy Simpson – SCC Implementation Lead –
Project Manager – to be recruited

Lisa Holloway/Chloe B - SCC

Anna Maio-Price – SCC

Helen Hale – SCC

Jennie Brickell – SCC

Elaine Andrews – SM looked after children
Donna Harwood-Duffy –Executive Head of Dorking and Chertsey MNS
Penny Macland – MNS Senco
Family Voice rep
Kat Link - SCC
Kathryn Hollins – Child and Family Psychiatrist
Pauline Bigwood - CFHS
Lisa Andrews/ Adam Letts
Michael Pipe – SCC
Sue Turton – SCC
Laura Styles– Foundations Nursery
Danielle - Fennies/EY Phase Council
Nicola Ruffle - Childminder/EY Phase Council
Shellan Majid – Speech and Language CFHS
Justine Whelen-Cox – PSS, SCC

11

Invited attendees when needed:

- Liz Mills – SCC – From Jan 2024, Julia Katherine
- Jan Hagara – EYES SCC
- Jane Gupta – Autism Lead SCC
- Sarah Viney - Moving & Handling - SCC
- Healthwatch
- Foster care team or association
- Third sector rep
- Safeguarding team rep
- Additional guest speakers to be invited as the meeting agenda dictates and implementation of expansion Comms Team
- Co-production Team

Task and Finish Group Members		
Additional Needs Conversation		
Lisa McMahon	Early Years SEND Team Manager	Lisa.McMahon@surreycc.gov.uk
Carol Savedra	Assistant Director – Early Years, AND & Early Years	Carol.savedra@surreycc.gov.uk
Julie Barker	Service Manager – SEND, Education and Early Years Commissioning	Julie.Barker@surreycc.gov.uk
Kat Link	Best Start for Surrey Strategy Lead	Kat.Link@surreycc.gov.uk
Wendy Simpson	Early Years Expansion Implementation Lead	Wendy.Simpson@surreycc.gov.uk
Lisa Andrews	Public Health Principal	Lisa.Andrews@surreycc.gov.uk
Donna Harwood-Duffy	Head Teach at Mole Valley Family Centre	head@dorking.surrey.sch.uk
Olivia Barton	Early Years Commissioning Manager	Olivia.Barton@surreycc.gov.uk
Penny Macland	SENCO at The Warf Nursery School	senco@wharf.surrey.sch.uk
Adam Letts	Public Health Lead	Adam.Letts@surreycc.gov.uk
Fiona Clifton	Family Voice	Fiona.c@familyvoicesurrey.org
Justine Whelan-Cox	Service Manager – Physical and Sensory Support	Justine.Whelan-Cox@surreycc.gov.uk
Shellan Majid	Service Manager – Children and Family Health Surrey	Shellan.majid@nhs.net
Nicola Ruffle	Childminder and Owner of Little Sweethearts	nicolaruffle@hotmail.com
Laura Styles	Owner of Foundations Pre-school (3 Sites in Woking)	laura@foundationspreschool.org.uk
Rachel Clement	Early Years Advisor for Children who are Looked After and Children with a Social Worker	Rachel.Clement@surreycc.gov.uk
Vicky Plowman	Commissioning Support Officer – SEND, Education and Early Years	Vicky.Plowman@surreycc.gov.uk
Lucy Bower	Commissioning Support Officer – SEND,	Lucy.Bower@surreycc.gov.uk

	Education and Early Years	
Karen Telling	Senior Early Years SEND Advisor	Karen.Telling@surreycc.gov.uk
Kate Goode	Family Voice	kate.g@familyvoicesurrey.org
Sarah Wilkinson-Smith	Manager and SENCO at Round and Round the Gardens	manager.randrg@gmail.com
Suzanne Dawe	Owner and Manager at Round and Round the Gardens	owner.randrg@gmail.com
Tamsyn Hendry	Manager at Bramley House	tammyhendry@yahoo.co.uk
Sarah Viney	Moving and Handling Advisor	Sarah.viney@surreycc.gov.uk

Provision for the 2years olds and Under		
Pippa Gray	Early Years Senior Quality and Education Manager	Philippa.gray@surreycc.gov.uk
Carol Savedra	Assistant Director – Early Years, AND & Early Years	Carol.savedra@surreycc.gov.uk
Julie Barker	Service Manager – SEND, Education and Early Years Commissioning	Julie.Barker@surreycc.gov.uk
Adam Letts	Public Health Lead	Adam.Letts@surreycc.gov.uk
Lisa Andrews	Public Health Principal	Lisa.Andrews@surreycc.gov.uk
Charlotte Jones	Senior Early Years SEND Advisor	Charlotte.jones@surreycc.gov.uk
Debbie Bullock	Senior Early Years SEND Advisor	Deborah.bullock@surreycc.gov.uk
Wendy Simpson	Early Years Expansion Implementation Lead	Wendy.Simpson@surreycc.gov.uk
Kat Link	Best Start for Surrey Strategy Lead	Kat.Link@surreycc.gov.uk
Laura Styles	Owner of Foundations Pre-school (3 Sites in Woking)	laura@foundationspreschool.org.uk
Tanya Overman	Senior Early Years Advisor	Tanya.overman@surreycc.gov.uk
Lisa McMahan	Early Years SEND Team Manager	Lisa.McMahan@surreycc.gov.uk
Pauline Bigwood	Clinical Transformation Manager Children and Families, Specialist Practitioner Health Visitor	Pauline.Bigwood@nhs.net

Kathryn Hollins	Consultant Parent, Child and Family Psychiatrist and Psychotherapist	Kathryn.Hollins@sabp.nhs.uk
Nicola Ruffle	Childminder and Owner of Little Sweethearts	nicolaruffle@hotmail.com
Danielle Lilley	Manager at Fennies	danielle.lilley@fennies.com
Jessica Faulkner	Senior Commissioning Officer – Early Years Commissioning	Jessica.faulkner@surreycc.gov.uk
Charlotte Hards	Senior Commissioning Officer – Early Years Commissioning	Charlotte.hards@surreycc.gov.uk
Melissa Tome	Senior Commissioning Officer – Early Years Commissioning	Melissa.tome@surreycc.gov.uk
Jayne White	Lead for 0-19 Services for CFHS	jayne.white1@nhs.net

Quality, Workforce and Children with Multiple Vulnerabilities		
Pippa Gray	Early Years Senior Quality and Education Manager	Philippa.gray@surreycc.gov.uk
Carol Savedra	Assistant Director – Early Years, AND & Early Years	Carol.savedra@surreycc.gov.uk
Julie Barker	Service Manager – SEND, Education and Early Years Commissioning	Julie.Barker@surreycc.gov.uk
Carrie Traill	Service Manager – Educational Effectiveness	Carrie.traill@surreycc.gov.uk
Donna Wilkins	Family Centre Advisor	Donna.wilkins@surreycc.gov.uk
Debbie Bullock	Senior Early Years SEND Advisor	Deborah.bullock@surreycc.gov.uk
Donna Harwood-Duffy	Head Teach at Mole Valley Family Centre	head@dorking.surrey.sch.uk
Wendy Simpson	Early Years Expansion Implementation Lead	Wendy.Simpson@surreycc.gov.uk
Kat Link	Best Start for Surrey Strategy Lead	Kat.Link@surreycc.gov.uk
Lisa McMahan	Early Years SEND Team Manager	Lisa.McMahan@surreycc.gov.uk
Louise Holloway	Parenting Coordinator – Early Help Partnership	Louise.Holloway@surreycc.gov.uk
Rachel Clement	Early Years Advisor for Children who are Looked After and	Rachel.Clement@surreycc.gov.uk

	Children with a Social Worker	
Helen Hale	Assistant Headteacher for Virtual Schools	helen.hale@surreycc.gov.uk
Fran Smith	Senior Early Years Advisor	frances.smith@surreycc.gov.uk
Pauline Bigwood	Clinical Transformation Manager Children and Families, Specialist Practitioner Health Visitor	Pauline.Bigwood@nhs.net
Laura Styles	Owner of Foundations Pre-school (3 Sites in Woking)	laura@foundationspreschool.org.uk
Nicola Ruffle	Childminder and Owner of Little Sweethearts	nicolaruffle@hotmail.com
Olivia Barton	Early Years Commissioning Manager	Olivia.Barton@surreycc.gov.uk
Melissa Tome	Senior Commissioning Officer – Early Years Commissioning	Melissa.tome@surreycc.gov.uk
Gess Diprima	Senior Commissioning Officer – SEND, Education and Early Years	Gessica.Diprima@surreycc.gov.uk

Item 9

Surrey Schools Forum

9 January 2024

For support (part) and approval (of central expenditure)

Lead officer: Carol Savedra

Outcome of early years funding consultation, including approval of central spend

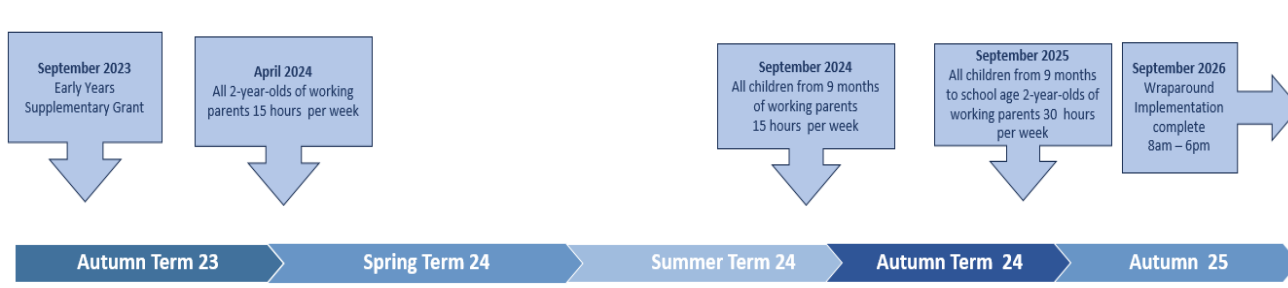
Summary

This paper summarises the financial aspects of changes to early years entitlements for 2024/25. The Forum is asked to approve proposed levels of central expenditure on early years for 2024/25, proposed levels of early intervention fund and the basis for setting hourly rates for providers. Final hourly rates for providers will be set later, when updated takeup data is available. The paper covers both existing entitlements and the new entitlements starting in April 2024 and September 2024.

Proposals were subject to consultation with providers during the autumn term. The funding consultation was well received with a total of 132 responses compared to 84 last year. All proposals were supported by the sector and the majority of comments were positive. A summary of questions and responses is provided as Annex 1 and a full analysis will be shared separately.

Principles for Early Years Funding 2024/2025

This financial year represents a period of significant change due to the Expansion of Early Years Entitlement as described below.



In March 2023 Government announced new Early Years and childcare entitlements to be phased in between September 2023 and September 2026.

- **September 2023 – Implemented Already** - Early Years Supplementary Funding to significantly increase the hourly rate paid to Early Years providers to deliver existing Early Years Funded Entitlements. These covered the period from September 2023 to end of March 2024.
- **April 2024** – New entitlement for children aged 2 years (from the term after their 2nd birthday) of working parents for 15 hours of funded provision for 38 weeks per year. This

entitlement is in addition to the existing entitlement for disadvantaged 2 year olds (FEET).

- **September 2024** – New entitlement for children aged from 9 months (from the term after they become 9 months) of working parents for 15 hours of funded provision for 38 weeks per year.
- **September 2025** – Early Years funded entitlement for children of working parents from the age of 9 months to three years increased to 30 hours per week for 38 weeks per year.
- **September 2026** – Wraparound provision in every community for school age children between 8am and 6pm. Please note that there is DfE implementation funding allocated to each LA including revenue and capital funding between 2023 to 2026 but that the expectation is that the ongoing costs of this provision will be parent funded and not funded from DSG. Wraparound expansion although a statutory duty is therefore not within the purview of Schools Forum.

11 The Early Years Sector in Surrey

In Surrey we have 1,661 childcare providers offering 33,597 childcare places. This can be broken down into:

- 521 group based early years providers,
- 112 school based early years providers,
- 1,028 childminders.

Approximately 25% of Early Education is delivered by Maintained Schools or Academies. The remaining 75% is delivered by private, voluntary and independent providers.

Financial Impact

There will be no cost implications for Surrey County Council as these new entitlements will be fully funded by DSG. This includes both capital and revenue Implementation funding over a 3-year period.

Summary of funding for 2023/24 and provisional funding for 2024/25 and 2025/26

Early Years Block			
Financial Year	2023/24	2024/25	2025/26
Budget	£84.6 million	£134.4 million	£184 million (est)

DfE Hourly Rates Paid to Surrey £/hr	2023/24	2023/24 With EYSG	2024/25
3 and 4 year olds	5.81	6.40	6.77
2 year olds	6.87	9.79	9.61
Under twos	n/a	n/a	13.04
Maintained Nursery Schools supplement	5.17	5.47	6.05

This expansion will have a significant impact on the overall Early Years Block and requires us to agree on what position we will take on how we treat and distribute the funding and associated supplements. The fast pace of change and the way in which information and guidance has been

published by DfE has meant that some changes have needed to be made to the proposals since the last Schools Forum and since the consultation was published as new information has come to light.

We have committed to publishing indicative rates at the earliest opportunity. This is essential for the sector so that they can engage with the expansion and work with SCC in order to ensure that we have sufficient places to meet the needs of Surrey families. This needs to be very carefully managed and we expect to be able to publish indicative rates at the end of January 2024 with clear commitment to providers that they will be paid at **no less than** those rates but that it might be higher, to be confirmed in March 2024.

It should be noted that while Surrey will be expected to fund providers on a termly count basis for all entitlements, for at least 2024/25 whilst the new entitlements are being embedded, funding for Surrey will be calculated by DfE using 2 different methods:

- 3 and 4 year olds will be funded to Surrey according to January census as usual
- FEET funded 2 year olds will be funded to Surrey according to January census as usual
- New entitlements will be funded to Surrey according to termly head-count.

There is no indication as to what will happen to the funding count after the implementation period.

It should be noted that there is a potential risk that if in future DfE decide to fund according to how existing entitlements are calculated, using January census, If January takeup is lower than termly average then Surrey might need to reduce hourly rates to contain costs within funding received from DfE.

Funding proposals.

3 and 4 year olds - Rate from DfE £6.77/hr

We propose to continue to fund providers in line with the DfE increase in funding. That is to say that we will continue to retain 5% of this budget and that deprivation will continue to be linked to EYPP criteria and funded at a rate of £2.81 per hour. We propose to pass on an additional 3p per hour in the basic hourly rate which we estimate should remove the recurring historic underspend.

When we consulted with the sector we proposed an allocation to the Early Intervention Fund (EIF) at a rate of 5.7% of total funding. However now that we have received the funding rates from DfE we would like to amend the proposal to an allocation of 5%. The reason for this is that due to the increase in funding rates from DfE and with consideration for the fact that entitlements are not changing for this cohort we would like to prioritise maintaining a higher hourly rate to support financial sustainability for the sector. The actual level of funding for EIF will not decrease.

We propose that funding for free school meals provision for entitled 3-4 year olds in state maintained schools should continue to be linked to the mainstream school free meals funding rate.

Please see Centrally Retained Funds below

2 year olds – Rate from DfE £9.61/hr

For the first time we will have 2 cohorts of 2 year olds accessing entitlements according to 2 different eligibility criteria, i.e.

Disadvantaged 2 year olds (FEET) and 2 year olds of working parents.

We propose to fund both cohorts at the same basic hourly rate. We were not permitted to retain any of the Early Years Supplementary Funding and had previously chosen to pass through 100% of FEET funding. For this reason the hourly rate payable to providers will reduce in April as we propose to retain 5% centrally and to create a dedicated EIF budget to support children with additional needs. *Please see end of year consultation responses for EIF.* Providers were informed that this was likely to be the case and we recognise the need to ensure that the hourly rate is kept as high as possible. It is important to note that the population of funded 2 year olds will initially be skewed with a disproportionate number being identified as disadvantaged. Although not all FEET children will meet the criteria for EYPP we estimate that around 50% will. This compares to approximately 14% of the 3 – 4 year old population. For this reason we propose that the deprivation finding be allocated at a rate of £1 per hour, linked to EYPP criteria, to make this affordable whilst continuing to target support for the most vulnerable families. This will continue to be reviewed as the cohort balances over the next few years.

11 Funding for free school meal provision for entitled 2 year olds in state maintained schools would continue to be linked to the mainstream school free meals funding rate.

Previously we have provided a small EIF budget for FEET children of £215k from Centrally Retained Funds. We propose to create a dedicated EIF budget for entitled 2 year olds at a rate of 3% of total 2 year old funding, to be reviewed annually as we better understand levels of demand, particularly for the new cohort.

9 months to 2 year olds – Rate from DfE £13.04/hr

This new entitlement will begin part way through the financial year, from September 2024. This is problematic due to the way in which DfE pay us compared to how we fund providers. DfE will pay us for 7/12 of the year which equates to 22 weeks out of 38 weeks of the academic year. We pay providers for 25 weeks between September and the financial year. This represents a disparity of just over 10%. If we create an hourly rate in line with the other entitlements and pay for the 25 weeks we will technically be retaining more than the prescribed maximum of 5% of the DfE hourly rate for under 2 year olds. This would require us to make a technical disapplication to operate outside of the regulations, even though we would still be passing on 95% of funding. We have requested clarification from DfE as we must assume that this is the same for all LAs.

We propose to fund Disadvantage in line with the 2 year olds at a rate of £1 per hour and linked to EYPP criteria.

We propose to create a dedicated EIF budget for eligible under 2 year olds at 1% of total funding for under twos, to be reviewed as we gain further understanding of demand.

Maintained Nursery School Supplementary Funding (3-4 year olds only)

Maintained nursery school additional funding will remain (with an increase in hourly rate) in 2024/25 and the same basis of allocation is proposed as in 2023/24 (except that the supplement for teacher pay and pensions will increase) i.e.

- Fund business rates at estimated actual cost (less community focused space)
- Fund split site allocation for Guildford Nursery
- Fund teacher pay and pension supplement (at an increased hourly rate, estimated at 63p/hr compared to 33p in 2023/24) For maintained nursery schools, DfE has included

the additional funding for the 2024/25 teacher pension cost increase within the maintained nursery schools supplementary funding rate, rather than the basic hourly LA funding rate

Divide the remainder equally between the four maintained nursery schools.

Teachers pay and pension supplement (3-4 year olds only)

In 2023/24 an additional 27p/hr was paid as a “quality supplement” to maintained and academy providers employing teachers in the teacher pension scheme. This was in lieu of the former teacher pay and pension grants which were assimilated into DSG in 2023/24

For 2024/25 DfE has included a 5p increase in the hourly rate paid to LAs, to cover the former teacher pay additional grant introduced in Sept 2023 plus the additional cost of the 5% increase in employer contributions to the teacher pension scheme from April 2024. Once again the LA proposes to recognise the purpose of the additional funding, by distributing it to maintained and academy schools which employ nursery teachers who are in the teacher pension scheme and for whom the cost increases are unavoidable. This is estimated to support a 27p increase in the teacher pay and pension supplement for these providers (subject to reviewing the proportion of hours taken up in state provision). Separate arrangements apply to maintained nursery schools (see above).

Centrally Retained Funds

In 2023/2024 Centrally Retained Funds for 3 and 4 year olds were approximately £3,890,555. Please note that we have not previously retained any funds from the 2 year old budget .

These funds are used to fund the necessary infrastructure to support the Early Years sector in Surrey.

All Local Authorities are permitted to retain up to 5% of the gross funding. This budget is used to fund the following teams which support the Early Years sector, make all the payments, ensure that Surrey and all providers are compliant with statutory requirements and ensure that there are sufficient places for Surrey families.

- Early Years Commissioning Team
- Early Year Educational Effectiveness Team
- Early Years SEND Team
- Early Years SEND, Education and EY Team (distributing EIF)
- Early Years Funding Team
- Contributions to other teams including Safeguarding, data and analysis etc

We also currently provide a budget for Early Intervention Fund for 2 year olds and a small budget for expenses for the Early Years Phase Council.

The projected total of Centrally Retained Funds for 2024/2025 is estimated to be £6,592,780 – an increase of £2,702,780.

These additional funds will be used to increase the staffing of the Early Years Teams to manage the development and implementation of the new entitlements. It will also be invested to create new transformational activity to support our collective priorities to support our most vulnerable children and families and to provide the support that our schools and settings are telling us that they need. The design and development of the new posts and projects has been carried out through the Early Years Implementation Board with partnership engagement from the maintained and Private and Voluntary sectors as well as our professional internal and external

partners. The new team structures and the recruitment to the new posts are subject to cabinet approval in February 2024.

It should be noted that DfE have indicated that once the new entitlements have been embedded they are proposing to cap centrally retained funds at 3%. For this reason we have limited our permanent commitment to 3% of current budgets, with a 10% contingency, to be reviewed as budget grows.

Remaining Centrally Retained Funds will be used for implementation of the new provision with a focus on:

- Sufficiency grants including both revenue and capital packages for schools and settings to develop additional places.
- Workforce development and training
- Safeguarding and quality development of provision for 2s and under
- Language and communication development
- Transitions

11

DfE Implementation grant funding

	2023/24	2024/25	2025/26
EY Revenue Funding	£205,115	£-	£-
Wraparound Revenue	£22,013	£1,520,072	£705,933
Capital Funding for both EY and Wraparound		£1,755,053	

Recommendations

That the Forum approves the proposed central expenditure for all early years age groups

That the Forum supports the proposals for early years formula funding rates (including supplements and maintained nursery schools supplementary grant) and for early intervention fund

Annex 1 to item 9 Summary of consultation questions, responses and main comments

1. Do you support the central retention of 5% of Early Years DSG?

	3 and 4 year olds	2 year olds	Under 2 year olds
Yes	56.8%	53%	39.4%
No	24.2%	28%	28%
No views	19%	19%	32.6%

Comments

We rely on the Early Years Teams, they are always a considerable help. We do not want to lose them!

As a private setting these teams are invaluable to us and ensure we are compliant and that families are being fully supported.

2 Do you agree that there should be a further increase of an estimated 3p/hr in the basic rate for three and four year olds, over and above the DfE increase in order to eliminate the historic recurrent underspend?

	3 and 4 year olds
Yes	91.7%
No	2.3%
No views	6%

Comments

Yes, rates are impossible - not keeping up with min wage/salaries/pensions/training and the demands put on nurseries. Change wording to Free Funding - parents are feeling that they are not receiving what they are entitled to with the 'free' funding

It is still not enough to bring into line with actual costs. I will be better off refusing to take funding.

3 Do you support the proposed levels of funding in relation to deprivation?

Option	3 and 4 year olds (£2.81)	2 year olds (£1)	Under 2 year olds (£1)
Yes	73.5%	68.2%	57.6%
No	6.8%	12.1%	10.6%
No views	19.7%	19.7%	31.8%

Comments

I agree that the number of FEET children would make the deprivation funding enormous if this was matched to the 3 and 4 year olds and the higher rate received for the 2 year olds helps cover this.

11

Seems too little however I understand the budgeting needs

4 Do you support the proposed proportion of funding allocated to Early Intervention Funding (EIF)?

	3 and 4 year olds (5.7%)	2 year olds (3%)	Under 2 year olds (1%)
Yes	64.4%	57.6%	47.7%
No	15.2%	21.2%	14.4%
No views	20.4%	21.2%	37.9%

Comments

We feel really well supported through EIF, and without this additional money, we wouldn't be able to meet the needs of the huge number of SEND children in our setting, so for our setting, this is the better use of the funds as we benefit well

This is crucial funding which should not be lowered.

5 Do you support the proposal to maintain the same principles for maintained nursery school supplementary funding allocation? That is to deduct the business rates costs, deduct split site allowance and then divide the balance equally.

Yes	22%
No	9%
No views	69%

Comments

A portion of this should be based on numbers of children per school before splitting 4 ways. Why should nurseries get a higher rate than childminders when we are all governed by OFSTED and implement the EYFS?



Early Years Workforce Strategy 2024- 26

Purpose :to support the sector to remove barriers to attracting, retaining and developing the early years workforce. It is now well established that a skilled and well-qualified workforce is essential to delivery high quality, inclusive, childcare and education for all children in Surrey.

Key messages and outcomes of the strategy

- We want early years settings and training providers to be able to recruit people who have a passion for working with children and have the right skills and knowledge to offer high quality early education and childcare.
- We want the early years to be a career of choice and for careers advice to reflect the diversity of roles available, providing information to students and career changers to help them make informed decisions about routes into the sector.
- We want to improve staff retention and encourage previous employees to return to the early years sector.
- We want to support employers and self-employed childminders to access good quality, affordable CPD.
- We want to develop a sustainable approach to quality improvement as it is vital to provide a continuous focus on quality to ensure that we deliver the best possible outcomes to children from birth to five.
- We want all early year’s practitioners to feel confident that they can support a child with additional needs and disabilities to access and enjoy their early years setting.
- It is also important for staff to have the ability to work effectively with other professionals to meet a child’s needs and engage parents positively.

Communication and Engagement activities?

Recruitment

the creation of publicity and information sharing that is designed to reach the wider workforce and support them to consider careers working with children.

- social media campaigns
- information pages on Council and partner websites
- multi-media information e.g. videos
- regular newsletter inserts for partner organisations and groups
- recruitment fairs and events

Retention

the promotion of continuous professional development that is of good quality and affordable

- Provide clear pathways and ensure that training is aimed not just at beginner level.
- Provide refresher trainer for practitioners who are returning to the early years sector

Target audiences

- Managers of nurseries and other pre-school settings, and schools.
- Early years practitioners and teachers
- Childminders
- Training providers
- Employers

Next steps

- to identify clear pathways to access full and relevant training and CPD. **February 2024**
- to develop a promotion campaign with support from our Comms team. **January 2024**
- to complete an analysis of current staffing and qualifications in Surrey and identify what further staffing is needed for all three phases of the expansion roll out. **February 2023**
- to contact FE colleges and training providers to find out how we can work with them to support the sector **February 2024**
- meet with DWP and partners **January 2023**

Early years – Expansion of funded places in childcare and education provision

Did you use the EIA Screening Tool? (Delete as applicable)

No

1. Explaining the matter being assessed

In the Spring 2023 Budget, the government announced several measures to support education and help parents with childcare so they can return to work. Eligible working parents will be able to access 30 hours of funded childcare per week, for 38 weeks of the year from the term after their child is 9 months old to when they start school.

The entitlement will be phased in as follows:

- From April 2024: eligible working parents of 2-year-olds can access 15 hours per week from the term after they turn two.
- From September 2024: eligible working parents of children aged 9 months up to 3-year-olds can access 15 hours per week from the term after they turn 9 months.
- From September 2025: eligible working parents of children under five can access 30 hours funded childcare per week.

The EIA is needed to identify a proposed change to a strategy, policy, service, and function, and how it will affect residents or Surrey County Council (SCC) staff. We will identify residents and staff affected by the proposals as an insight to help “break down the barriers” that residents and staff may face. This will help us meet our commitment to ensure “no one is left behind”.

The changes proposed will mean the following:

- Changes to an existing strategy or policy
- Changes to a or service or function
- A new strategy policy

We are seeking the views of stakeholders through surveys and in-person engagement sessions. A survey was undertaken to gain views of SCC staff who are impacted.

How does your service proposal support the outcomes in [the Community Vision for Surrey 2030](#)? [Community vision for Surrey in 2030 - Surrey County Council \(surreycc.gov.uk\)](#)

- Children and young people are safe and feel safe and confident.
- Everyone benefits from education, skills and employment opportunities that help them succeed in life.
- Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life.
- Businesses in Surrey thrive.

Are there any specific geographies in Surrey where this will make an impact?

This will impact at county-wide level.

Assessment team –

- Children’s Commissioning. Early Years, Education, Additional Needs & Disabilities. Senior Responsible Officer and Assistant Director Service Manager
- Children’s Commissioning. SEND, Education and Early Years. Service Manager
- Educational Effectiveness Team. Service Manager.
- Early Years Quality, Education and Inclusion. Service Manager.
- Senior Commissioning Officer. SEND, Education and Early Years Commissioning Team
- Early Years Implementation Lead. SEND, Education and Early Years Commissioning Team
- Commissioning Manager. Early Years Commissioning Team
- Senior Commissioning Officer – The Best Start for Surrey Strategy Lead
- Early Years SEND Manager, Surrey Early Years SEND Team

Clarify advice from:

Family Voice Surrey

Surrey Youth Focus

Early Years Phase Council and Primary Phase Council

Disability and Equality Governance

2. Service Users / Residents

Who may be affected by this activity?

There are 9 protected characteristics (Equality Act 2010) to consider in your proposal. These are:

1. Age including younger and older people
2. Disability
3. Gender reassignment
4. Pregnancy and maternity
5. Race including ethnic or national origins, colour or nationality
6. Religion or belief including lack of belief
7. Sex
8. Sexual orientation
9. Marriage/civil partnerships

Though not included in the Equality Act 2010, Surrey County Council recognises that there are other vulnerable groups which significantly contribute to inequality across the county and therefore they should also be considered within EIAs. If relevant, you will need to include information on the following vulnerable groups (Please **refer to the EIA guidance** if you are unclear as to what this is).

- Members/Ex members of armed forces and relevant family members (in line with the Armed Forces Act 2021 and [Statutory Guidance on the Armed Forces Covenant Duty](#))
- Adult and young carers*
- Those experiencing digital exclusion*
- Those experiencing domestic abuse*
- Those with education/training (literacy) needs
- Those experiencing homelessness*
- Looked after children/Care leavers*
- Those living in rural/urban areas
- Those experiencing socioeconomic disadvantage*
- Out of work young people)*
- Adults with learning disabilities and/or autism*
- People with drug or alcohol use issues*
- People on probation
- People in prison
- Migrants, refugees, asylum seekers
- Sex workers
- Children with Special educational needs and disabilities*
- Adults with long term health conditions, disabilities (including SMI) and/or sensory impairment(s)*
- Older People in care homes*
- Gypsy, Roma and Traveller communities*
- Other (describe below)

(*as identified in the Surrey COVID Community Impact Assessment and the Surrey Health and Well-being Strategy)

1. Age including younger and older people

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

Details on the service users/residents that could be affected. What information (data) do you have about them? How might they be impacted in a positive or negative way? (try to be as specific as possible)

Considerations:

The expansion of the Early Years entitlements, phased in between April 24 and September 25, will enable all eligible children to take up a funded early education place in a setting or school from the age of 9 months. SCC have been working with partners and the sector to understand the impact for them and for their children and families. SCC have the statutory duty to ensure sufficiency of places. With the additional eligibility criteria, more early education and childcare places will be required. SCC Early Years teams will continue to monitor sufficiency and will target areas that are low on places and provision and work to support the sector to grow in the right areas.

From April 2024, there will be two distinct eligibility criteria for 2 year olds. The first already exists and relates to children aged 2 years who are identified as disadvantaged, often due to economic factors but also children with additional needs and disabilities. The new criteria relates specifically to the working status of the child's parents for children aged from 9 months to the age of 3 years when they become eligible for the universal offer for 3 year olds and the pre-existing offer for working parents of children aged 3 years to school age. This potentially creates a gap for children who meet neither criteria. We will need to be mindful and will monitor the number of children who will fall into this category and the potential gap in learning and lack of opportunity up until they are able to take up their universal childcare offer, the term after their third birthday.

SCC also have the responsibility for compliance to statutory guidance for providers. This will ensure that providers do not charge 'top-up' fees or over-charge parents which might preclude poorer parents from taking up their entitlements

Impact for children:

Many Surrey early years settings take pre-school age children (over three years of age) and above; and have not considered, before now, taking younger children or they restrict the number of places for children under 3 years. Any changes to taking younger children or babies would need careful and considered planning for both the education environment and the staffing to make sure the outcomes were positive.

All eligible children will also have access to Early Intervention Funding which will ensure that children with additional needs and disabilities will be able to take up their entitlements. This includes any barrier to learning and good progress including social, economic, special educational need and early trauma.

Good quality early years provision (early education and childcare) can generate sustained and significant improvements on children's outcomes, reducing disparities in later life. Not only does good quality provision have a positive impact on children's development, it also ensures that parents and carers can feel confident to access childcare. Securing enough high-quality childcare for children to get the places they need is something we need to invest our time and

Equality Impact Assessment

energy into. A mixed early years and childcare market can ensure there is flexibility to meet the needs of children and their families. Local authorities have an essential role in getting this right.

Impact for adults (parents/carers):

The changes to the funded entitlement will enable more people to get into or back to work because they will have access to an increased and earlier offer of funded childcare. Parents and carers who work could be of any age.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

To safeguard places for our most vulnerable and disadvantaged children, we will be encouraging our early years settings to think carefully about their admissions policy. This is to enable Funded Early Education for Two (FEET) year olds to continue to access places that could be filled with children whose parents are eligible under the working families criteria. Settings can draw down additional funding in the form of Early Years Pupil Premium and Deprivation Funding for children who meet the criteria. In Surrey we have linked EYPP and deprivation funding so that the additional funding is targeted to individual children rather than settings to provide that dedicated support for every eligible child.

Many settings will be increasing the number of two-year-olds accessing provision or taking two-year-olds for the first time. To minimise any negative impact of settings not having previously had babies we have planned the following additional support:

- increase Baby Room Training and mentor settings to support less experienced practitioners.
- increased the Terrific Twos training and developed the offer to include targeted mentor support to those who attend.
- support, mentor and train the settings to provide knowledge regarding the importance of healthy child-practitioner relationships. All of our training, networks and support offer will increase from April 2024.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

If so, please detail your awareness of whether this will exacerbate impacts for those with protected characteristics and the mitigating actions that will be taken to limit the cumulative impacts of these changes.

- Children Family and Health Surrey (CFHS) are currently not seeing children for a speech and language referral until they are 30 months old. Health teams are trying to utilise universal services such as their Community Nursery Nurses to support younger children to enable the Speech therapist to see more children aged 3 and over. Access to earlier education and childcare could support children with low-level speech and language difficulties, however children with more severe needs may be disadvantaged by not having more specialist advice. Our EY Settings will be trying to support these children and will require advice and training from the Educational Effectiveness Team and the EY SEND Team.
- With children being in EY provision from an earlier age, the Specialist Early Education Service (SEES) could see an increase in referrals to their services from EY providers. This would not just impact Portage and the Communication and Play Programme (CAPP), which are for younger children, they could also see an increase in demand for

Equality Impact Assessment

the Local Early Autism Programme (LEAP) as more children would be in EY provision for their –2 year which is when referrals are made.

Any negative impacts that cannot be mitigated?

Identify negative impacts that can't be mitigated and explain why, together with evidence.

- None for this group

2. Disability

Considerations:

- Increased number of two years olds and under with disabilities will be taking up the new funded entitlement when, due to previous eligibility (age and the funded criteria) they were not eligible.
- Settings who employ staff with disabilities or provide placements for students or volunteers with disabilities will be supported to make the necessary arrangements in place to ensure that staff, students and volunteers are fully supported. Setting owners and managers will ensure that they have a full understanding of any additional needs or disabilities that staff, students and volunteers may have and will access support from external agencies where needed.

Mitigations:

- Settings will have access to support from the Early Years Teams, including access to the Early Intervention Funding to support the children.
- Early Intervention Funding Impact visits support EY providers with areas they may be struggling to highlight good practice. Good practice and trends can be shared with the sector, through the provider networks and the Childcare Bulletin.
- Training provided will be tailored to meeting the needs of children with disabilities.
- Work within the Best Start for Surrey Strategy will enable practitioners to come together to discuss any barriers that children with disabilities have accessing EY provision.
- The parent carer panel developing within the Best Start for Surrey Strategy will capture the voice of parent/carers who are struggling with EY provision and will highlight examples of good practice within EY provision.
- Task and finish groups to continue to meet ensuring that we are forward planning and know some of the issues that might arise. These groups include provider and parent representation.
- Increase in amount of Disability Access Funding (DAF) – provided to the setting as soon as possible, without delay to support reasonable adjustments to be made.
- Create document for EY providers that have good examples of how to use the DAF.
- Early Years Inclusion Pathway Planning (EYIPP) Meetings are multi-agency meetings held with parents to look at the support and provision within an EY setting for a child with identified additional needs. These meetings promote the best practice and inclusion. They can also identify funding and referrals needed to support the child.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

If so, please detail your awareness of whether this will exacerbate impacts for those with protected characteristics and the mitigating actions that will be taken to limit the cumulative impacts of these changes.

- An increase in number of children accessing funded entitlements and from a younger age may mean that other services will be impacted – either positively or negatively. We will be monitoring this carefully and will continue to review as we meet with other services and teams throughout this year and through the expansion implementation.

Any negative impacts that cannot be mitigated?

Identify negative impacts that can't be mitigated and explain why, together with evidence.

Equality Impact Assessment

- None for this group

5. Race including ethnic or national origins, colour or nationality

Gypsy, Roma and Traveller Communities tend not to take up a place in an early year's provision unless setting is trusted in the eyes of the community. This is due to cultural barriers and how educational provision is perceived, the impression that the education is of a formal nature. We work closely with our Surrey's Race Equality and Minority Achievement (REMA) team who support our GRT Communities. The support takes many forms but mostly Observations and feedback in the parent's home language, which is called a First Language Assessment, Training the Early years settings in culture and supporting children from ethnic minorities or some interpreter services. Support for settings to buy in REMA services happens through the Early Intervention Funding.

EY Commissioning Teams work with Surrey Minority Ethnic Forum (SMEF), visiting groups discussing what the early years setting looks like and what they can provide for children. This work is detailed in the FEET Strategy

Mitigations:

We can increase the EIF awards in line with any applications that come in from settings to support settings and children that require the services from REMA.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

If so, please detail your awareness of whether this will exacerbate impacts for those with protected characteristics and the mitigating actions that will be taken to limit the cumulative impacts of these changes.

- None.

Any negative impacts that cannot be mitigated?

Identify negative impacts that can't be mitigated and explain why, together with evidence.

- None for this group

3. Staff

All Staff

Positive impacts

Continuing and increased staff training on all areas of child development to enable better support for the sector. This must include: understanding babies and what they need to thrive, attachment and trauma informed practice.

Enabling all staff to develop their learning, increase career prospects, and improve job satisfaction.

More staff employed in order to support the sector.

11

Negative Impact

Sector may feel that by increasing the SCC Teams we are taking staffing from them. We feel the impact is minimal compared to the number of staff needed for the expansion

Mitigations

SCC will be employing a Workforce Development Officer to support the sector and the DfE's campaign to bring more practitioners into/or return to childcare careers.

4. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

- **Outcome One: No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken
- **Outcome Three: Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:
 - Sufficient plans to stop or minimise the negative impact
 - Mitigating actions for any remaining negative impacts plans to monitor the actual impact.
- **Outcome Four: Stop and rethink the policy** when the EIA shows actual or potential unlawful discrimination. (For guidance on what is unlawful discrimination, refer to the [Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act](#) concerning employment, goods and services and equal pay).

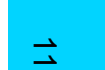
Recommended outcome:

Outcome Two

Explanation:

Through the work of the Expansion Implementation Board, working parties and task and finish groups a set of actions have been designed that will be implemented over the coming year.

Many Equality, Diversity and Inclusive policies are already implemented within the Surrey Early Years Teams and we strive to work to support children from vulnerable, disadvantaged and minority communities. Some policies simply need a small revision or an addition to support the funded criteria now being expanded for children aged from 9 months.



5. Action plan and monitoring arrangements

Insert your action plan here, based on the mitigations recommended.

Involve you Assessment Team in monitoring progress against the actions above.

Item	Initiation Date	Action/Item	Person Actioning	Target Completion Date	Update/Notes	Open/Closed
1	Feb '24	Increase Baby Room Training and mentor settings to support less experienced practitioners.	Phillipa Gray (PG)	September '25		Open
2	Feb '24	Increased the Terrific Twos training and developed the offer to include targeted mentor support to those who attend.	PG	September '25		Open
3	Feb '24	Support, mentor and train the settings to provide knowledge regarding the importance of healthy child-practitioner relationships.	PG	September '25		Open
4	March '24	Create document for EY providers that have good examples of how to use the DAF.	LM	July '25		Open

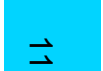
6a. Version control

Version Number	Purpose/Change	Author	Date
1		Gess Diprima/Julie Barker	14.02.24

The above provides historical data about each update made to the Equality Impact Assessment.

Please include the name of the author, date and notes about changes made – so that you can refer to what changes have been made throughout this iterative process.

For further information, please see the EIA Guidance document on version control.



6b. Approval

Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

Approved by	Date approved
Head of Service	Carol Savedra
Executive Director	Rachael Wardell (TBC)
Cabinet Member	Cllr Claire Curren (TBC)
Directorate Equality Group/ EDI Group (If Applicable) (arrangements will differ depending on your Directorate. Please enquire with your Head of Service or the CSP Team if unsure)	

Publish:

It is recommended that all EIAs are published on Surrey County Council's website.

Please send approved EIAs to: equalityimpactassessments@surreycc.gov.uk

EIA author: Gess Diprima

6c. EIA Team

Name	Job Title	Organisation	Team Role
Gess Deprima	Senior Commissioning Officer	SCC	EIA Lead
Carol Savedra	Assistant Director	SCC	EIA Lead
Julie Barker	Service Manager	SCC	EIA imputer
Philippa Gray	Service Manager	SCC	EIA imputer
Wendy Simpson	EY Implementation Lead	SCC	EIA imputer
Olivia Barton	Team Manager	SCC	EIA Imputer
Lisa McMahon	Team Manager	SCC	EIA Imputer
Kat Link	Senior Commissioning Officer	SCC	EIA Imputer

If you would like this information in large print, Braille, on CD or in another language please contact us on:

Tel: 03456 009 009

Textphone (via Text Relay): 18001 03456 009 009

SMS: 07860 053 465

Email: contactcentre@surreycc.gov.uk

Annex I - Early Years Grant Funding

Early Years Expansion Grant - What to [expect](#)
January 2024



Before you start

- If you are thinking of making an application for the Early Years Expansion Grant, please read through the Guidance Document to ensure your request meets the criteria for this grant.
- Look through the questions found on the application form to consider information that will need to be provided as part of your application.
- It is expected you will have completed some background work prior to making an application i.e. market research, consultation, future business planning, financial modelling etc.

Discussion stage

- Contact the Early Years ExpansionTeam at eyexpansion@surreycc.gov.uk with any questions you have around your proposed application for the Early Years Expansion Grant.
- This is an opportunity to have a conversation around whether the Early Years Expansion Grant may be appropriate for your provision.
- A Team member will be able to help you decide if your application is likely to meet criteria and whether to formally apply.

Making an application

- Complete the application form in as much detail as possible and provide the evidence requested on the submission checklist. Providing all the requested information straight away ensures that an informed decision can be made at the earliest opportunity.

Considered by Early Years Commissioning

- Your application will be considered by the Early Years Commissioning Team who will evaluate your evidence against a number of criteria. These criteria directly link back to the specific use of the Early Years Expansion Grant as detailed within the Guidance Document.

Panel decision

- The Early Years Commissioning Team will submit your application and evidence to the panel who will make a decision as to whether you are successful in your application.
- Grant awards will be banded at either £15,000 or £20,000 and determined on the basis of the number of places being created or safeguarded, and the identified need in the area, including for places of specific types and age groups. Grant funding will be apportioned specifically to capital and revenue.
- You will be notified of any decision and on-going support available within 10 working days.

Release of funds

- If successful, a letter will be sent with a Conditions of Grant form, providers will need to formally accept the award and any Terms & Conditions attached.
- The Conditions of Grant form includes the timetable for release of funds.

Follow up support

- The Early Years Commissioning Team may carry out a visit to monitor expenditure of the grant.
- It is requirement that you keep all receipts of purchases made using the awarded grant funding for auditing purposes.
- The Early Years Commissioning Team are always available to support providers with any questions regarding the process.

Early Years Expansion Grant: Guidance Notes



What is the purpose of the Early Years Expansion Grant?

This grant is to support the Local Authority's statutory duty by providing a contribution to ensure the sufficiency of early years places in Surrey, enabling families to access their funded entitlement.

This includes (Funded Early Education for Two Year olds (FEET), Universal Funded Entitlement (15 hours) and Extended Entitlement (30 hours) for 3 & 4 year olds, and the new expanded entitlements for children from the term after they are 9 months which will be introduced in phases from April 2024.

Grant awards will be banded at either £15,000 or £20,000 and determined on the basis of the number of places being created or safeguarded, and the identified need in the area, including for places of specific types and age groups. Grant funding will be apportioned specifically to capital, and revenue.

The Early Years Commissioning Team will only consider making a contribution to extending provision or funding new childcare places where there is an identified need in the area.

Providers may apply for a contribution towards running costs, as well as capital, including pooled resources, and training from a specified list (please see attached list for examples).

Your application must fall into at least one of the following categories:

A: To support the creation of new early years places – a contribution to support the initial start-up costs of new early years provision offering funded places.

Funding will be awarded as a contribution towards specific categories such as:

- Initial running costs, essential resources, equipment, and training.

B: To support the development and expansion of existing early years provision – a contribution to help existing early years providers develop and expand their provision. For example, to support providers to extend their current age range or number of places available in order to implement the new funded entitlements, or to extend the hours of operation to offer a service that better reflects and meets the needs of the local community. Any expansion must offer an increased number of funded places per session.

Funding will be awarded as a contribution towards specific categories such as:

- Running costs, essential resources, equipment and training.

C: To safeguard existing early years places – a contribution to support an existing early years provider to safeguard current funded places.

Examples of how funding could be used are:

- Support with short term unexpected running costs, essential replacement resources and equipment, training, or relocation expenses.

Who can apply:

- Private, voluntary and independent early years providers on the Ofsted Early Years Register and currently registered on Surrey County Council's Directory of Providers to deliver funded early education for 2,3 and 4 year olds.
- Maintained and academy schools, nursery schools or nursery classes funded by SCC.
- Independent schools and free schools which are exempt from registration with Ofsted as an early years provider.
- Applicants must be aged 18 years or older.
- Applicants must not have previously been declared bankrupt.
- An application cannot be made under Criteria C if a successful grant application has been made under the same criteria within the past two years.
- For category B or C applications: The applicant must be able to evidence that they have delivered the funded entitlement in the 2023/24 academic year
- Current Outstanding/Good/Requires Improvement OFSTED judgement for an existing setting or other owned or led settings.
- The applicant must have been working with and continue to engage with Surrey Early Years Teams to ensure an effective use of the grant in line with the Conditions of Grant.
- Where applying to create new places, the applicant cannot have had a business that has resulted in closure within the last 12 months.

Completed applications must include:

- Applications must be completed **in full**, accompanied by all requested additional information.
- Details of any other funding being received, or expected to be received, over the next twelve months (excluding Early Years Funded Entitlement).

Application process:

- Contact the Early Years Expansion team for an application pack at eyexpansion@surreycc.gov.uk The 'What to Expect' document includes a timeline for the Early Years Expansion Grant process.
- Completed applications will be considered at an Early Years Expansion Grant panel.
- Grant awards will form a contribution towards resources, equipment, and training. Contributions will be banded between £15,000 and £20,000 and are determined on the basis of clear and robust evidence which outlines the number of places being created or safeguarded, as well as data to support the identified need in the area, including for places of specific types and age groups.
- Funds will not be awarded retrospectively, nor for professional costs or for consumable items such as paint, paper and cleaning products.

The Panel will assess complete applications against the following criteria; a minimum score must be met for each criteria:

- An area of identified high need for the type of provision being proposed (or currently offered)
- The amount of funded early education operational places per age group for under 2s, 2 year Expanded Entitlement, FEET and FEE (Universal 15 hour and Extended 30 hour places).
- An area identified as providing high numbers of Funded Early Education for Two year olds (FEET) and Early Years Pupil Premium places.
- Support for vulnerable children including those with Special Education Needs and Disabilities.
- Delivering inclusive funded early education places at times and in patterns that support parents to maximise the use of their child's funding and meets the needs of the local community.
- The impact on other provision in the area.
- The previous and current OFSTED judgements (as applicable).
- Sustainability of the business and level of financial risk.

What happens once a decision has been made?

- No funds will be released until the Conditions of Grant form has been signed and returned. Payment terms will be determined at the Panel and may include where appropriate, staged payments.
- A review may take place following the grant award. You will be expected to provide evidence measuring the impact of the grant. Upon request, copies of receipts will need to be provided.

- If you are unsuccessful, the reasons will be set out in the decision letter so please discuss the issues raised with a member of the Early Years Commissioning Team. Information will also be sent regarding the appeals procedure.
- If your application requires further information before a decision can be made, this will be requested.
- Where significant changes are required, a new application should be submitted.
- A full audit of your accounts may be requested.

For an initial discussion on your plans please contact: eyexpansion@surreycc.gov.uk

Please note: This information was correct at the time of printing. The Early Years Expansion Grant is limited by the funds available and will cease once these have been allocated.

Early Years Expansion Grant: Application Form 2023-2024



<p>Name of Setting:</p> <p>Setting Address:</p> <p>Post code:</p> <p>Type of setting:</p> <p>Ofsted URN:</p> <p>DFE URN: <i>(typically starts with 5 or 6)</i></p>	<p>Name of contact:</p> <p>Current and/or proposed age range of children:</p> <p>Current and/or planned total capacity: <i>(max. number of children according to space and staffing structure attending at any one time)</i></p> <p>Legal Status (e.g limited company, charity, sole trader):</p> <p>Current Ofsted rating and date of inspection:</p> <p>Previous Ofsted rating and date of inspection:</p>
--	--

11

The Early Years Expansion Grant is intended to provide a contribution towards:

- Capital, including pooled resources from a specified recommended list
- Running costs, such as staffing
- Training, from a specified recommended list

Grant awards will be banded at either £15,000 or £20,000 and determined on the basis of the number of places being created or safeguarded, and the identified need in the area, including for places of specific types and age groups. Grant funding will be apportioned specifically to capital and revenue.

This contribution is designed to support the sufficiency and sustainability of early years and childcare places in Surrey. Applications must fall into at least one of the categories below, please check 'guidance notes' for further explanation.

Please tick which is applicable to your application.

A. To support the creation of new funded early years places

B. To support the development and expansion of existing funded early years provision

C. To safeguard existing funded early years places

Please complete the table below with your current offer, number of places, and planned expansion if appropriate.

	✓	Current capacity	Planned capacity
0 – 2 years			
2 years expanded entitlement (working families)			
FEET			
FEE 3 & 4 years Universal Entitlement (15 hrs)			
FEE 3 & 4 years Extended Entitlement (30 hrs)			
School wraparound for children aged 4yrs+			

	Current opening hours	Planned opening hours
0 – 2 years		
2 years expanded entitlement (working families)		
FEET		
FEE 3 & 4 years Universal Entitlement (15 hrs)		
FEE 3 & 4 years Extended Entitlement (30 hrs)		
School wraparound for children aged 4yrs+		

Funded Entitlements and Childcare support

Do you currently offer fully funded places for 2 year olds? Yes No

Do you currently offer fully funded places for 3 and 4 year olds? Yes No

Do you currently accept Tax Free Childcare payments? Yes No

Do you currently apply a consumables charge to funded hours? Yes No
If yes please state additional charge: £

Do you plan to make any changes to your funded offer? Yes No
If yes please describe the changes:

Area of identified high need for the type of provision

Please explain how you have determined the continued or increased demand for places / level of need within your local community, including any market research or consultation.

Application submission checklist

For existing providers please include the following with your application:

- 6 months business bank account statements
- Evidence of any reserve funds (e.g. if these are held in a separate account)
- Evidence of any other funding being received, or expected to be received, over the next twelve months (e.g. charity or business grants, business loans, crowd funding, donations)

For new providers please include:

- Evidence of opening balance and reserve funds
- Evidence of Ofsted registration and application to register on the Surrey County Council directory of providers (Early Years)
- Evidence of any other funding being received, or expected to be received, over the next twelve months (e.g. charity or business grants, business loans, crowd funding, donations)

Declaration: (To be considered please sign the application)

- I am over 18 years old.
- My application meets the criteria detailed in the guidance notes.
- I have read the guidance notes and the application is true and accurate at the time of completion.
- I understand that this grant is funded by Surrey County Council determined on an annual basis (1st April – 31st March). Grants will be awarded on a first come first served basis until the funding has been fully allocated.

Signed:

Date:

Print name:

Position:

Return completed form with relevant documents using Egress to: eyexpansion@surreycc.gov.uk

Data Protection Statement - We respect your rights and are committed to ensure that we protect your details and the information about your dealings with us. In accordance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR), we will use your information for the purpose of processing your application for the Early Years Revenue Grant.

We may share your information (but only the minimum amount of information necessary and only where it is lawful to do so) with Surrey County Council and other agencies (including schools, other councils, central government departments, law enforcement agencies, statutory and judicial bodies, contractors that process data on our behalf and medical advisors). We may also use and disclose information that does not identify individuals for research and strategic development purposes. You can find out more about how we manage

your data on our website. [Children, Families and Lifelong Learning - Privacy Notice - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/children-families-and-lifelong-learning/privacy-notice)

FOR OFFICE USE ONLY

Panel Decision

Date of Panel:

Total amount of award: £

Budget Code:

Approved by:

Signed:

Position:

Print name:

Annex J – Consultation

Brief Analysis of survey of schools who offer Wrap around Provision November 2023

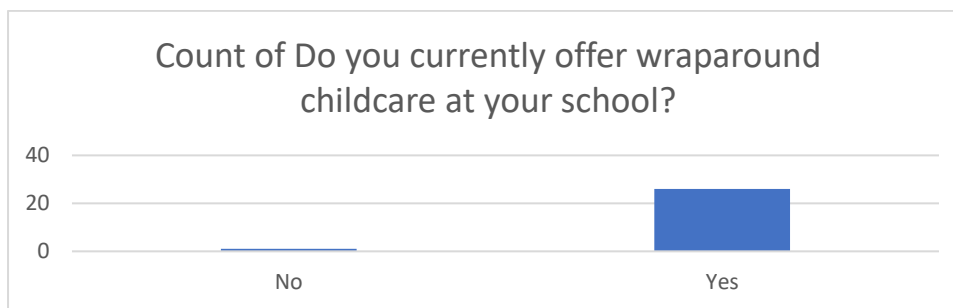
27 responses in total

Q1. Do you currently offer wraparound childcare at your school?

26 yes.

1 no.

Row Labels	Count of Do you currently offer wraparound childcare at your school?
Yes	26
No	1
Grand Total	27



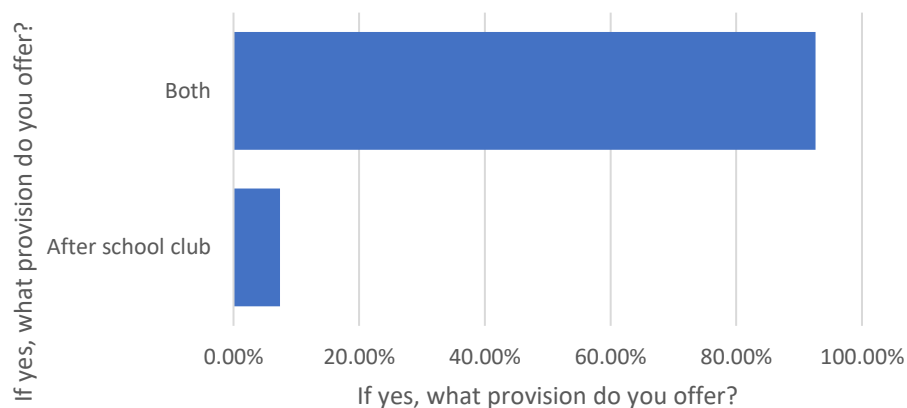
Q2. If yes, what provision do you offer?

25 offer breakfast and afterschool club

2 offer afterschool club

Row Labels	Count of If yes, what provision do you offer?
Both	92.59%
After school club	7.41%
Grand Total	100.00%

Percentage distribution of 'If yes, what provision do you offer?'



Row Labels	Count of Field1
Directly school managed	65.38%
Private Provider on school site	30.77%
Private provider not on school site	3.85%
Grand Total	100.00%

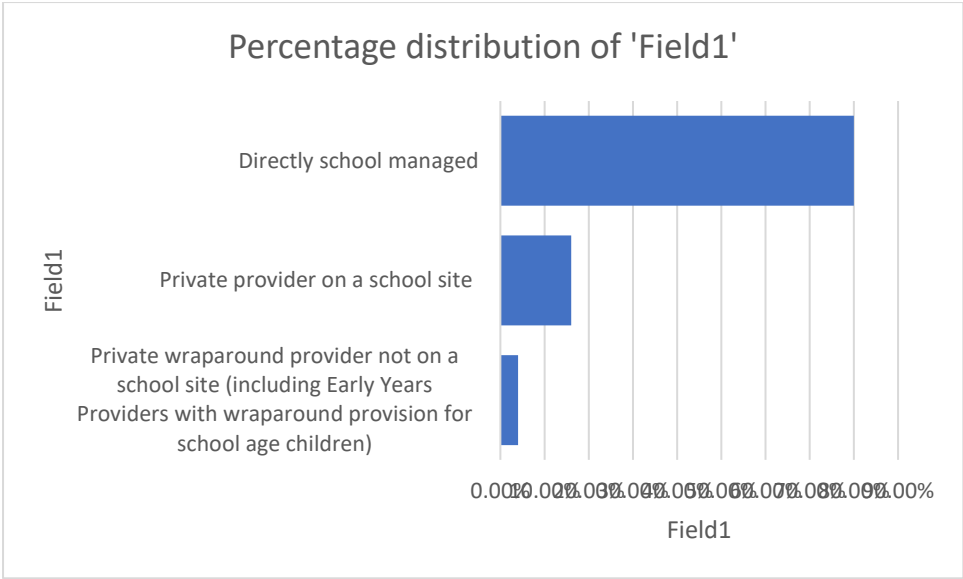
Q3. Which of the following best describes your **breakfast club** provision, please tick all that apply:

21 directly school managed.

5 private providers on a school site

1 private provider not on a school site

Row Labels	Count of Field1
Directly school managed	80.00%
Private provider on a school site	16.00%
Private wraparound provider not on a school site	4.00%
Grand Total	100.00%

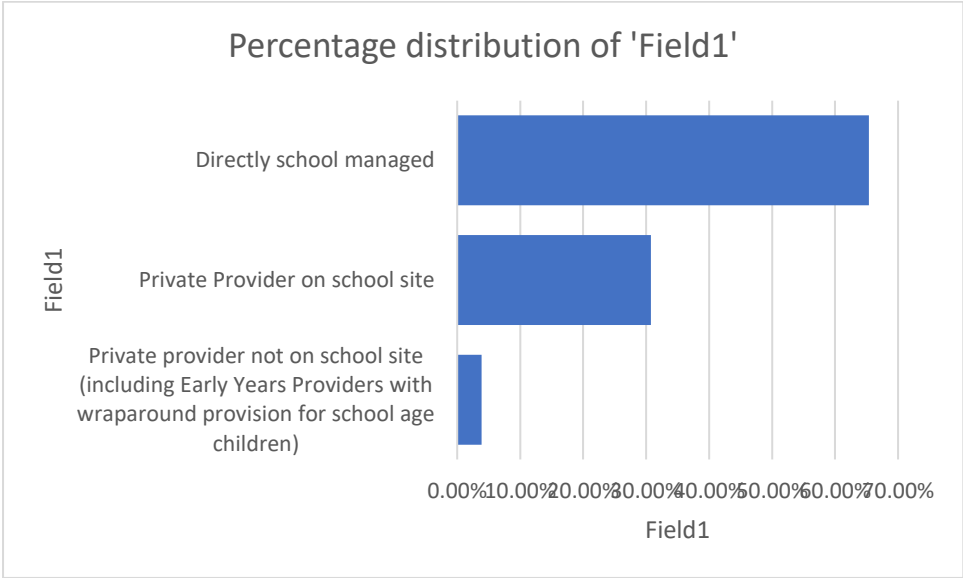


Q4. Which of the following best describes your **after-school club** provision, please tick all that apply:

17 directly school managed.

9 private providers on a school site

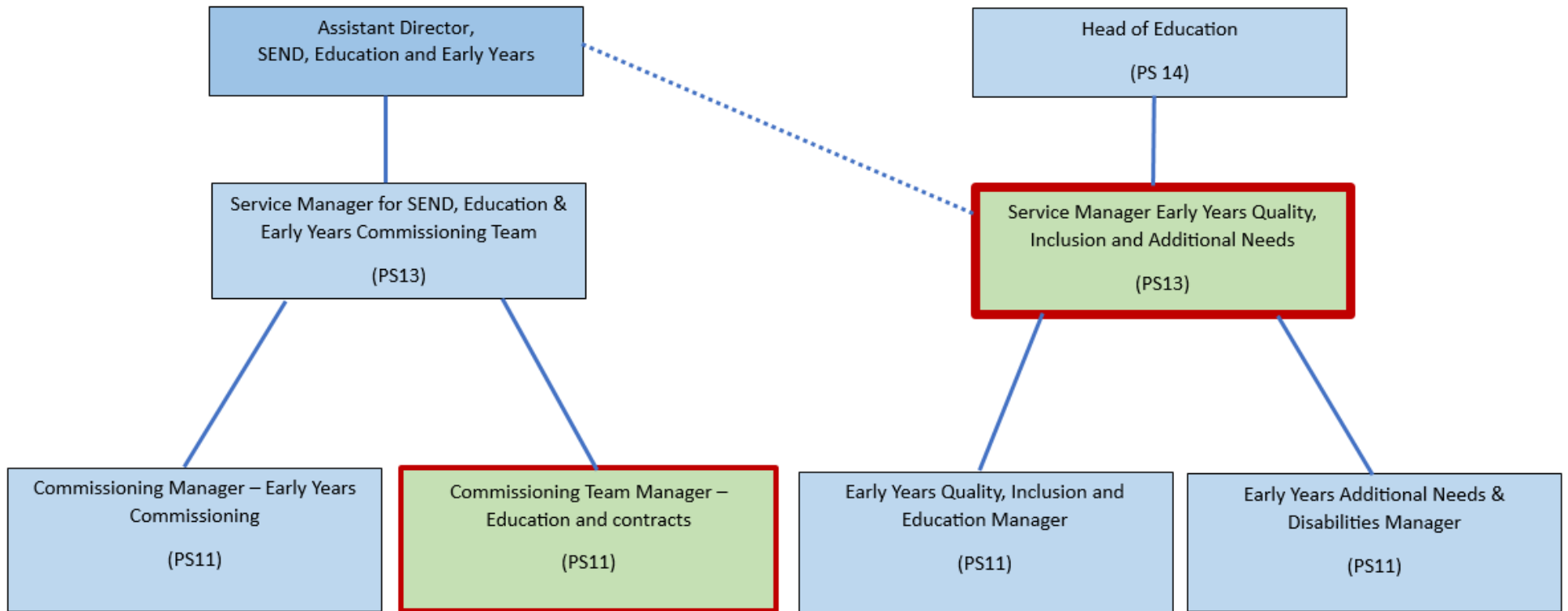
1 private provider not on a school site



Row Labels	Count of Field1
Directly school managed	65.38%
Private Provider on school site	30.77%
Private provider not on school site	3.85%
Grand Total	100.00%

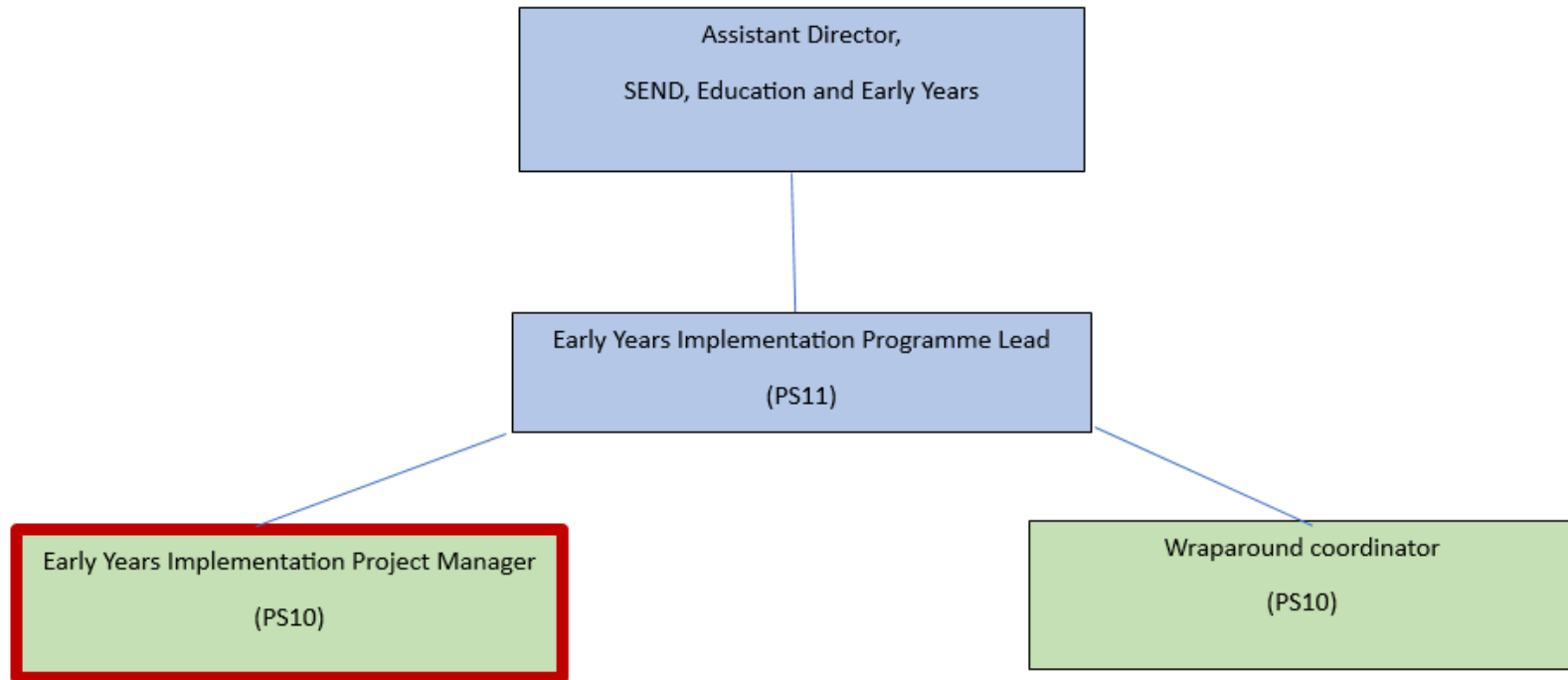
Annex K – Service Structure

Early Years Leadership structure





Early Years and Childcare Implementation Team



**SEND, Education and Early Years Commissioning Team
Current Structure**

Service Manager for
SENDEDEY
(PS13)



Senior Commissioning
Officer
(PS10)

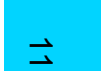
Senior Commissioning
Officer
(PS10)

Commissioning Officer
(PS9)

EIF Governance
Coordinator
(PS8)





Commissioning
Support Officer
(PS7)

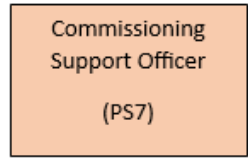
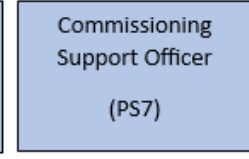
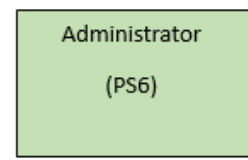
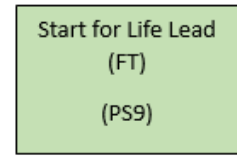
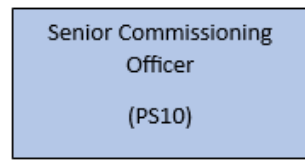
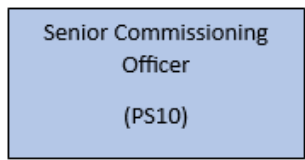
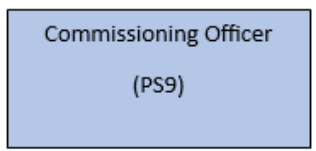
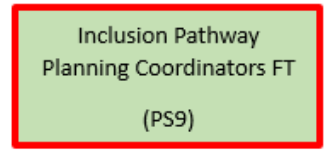
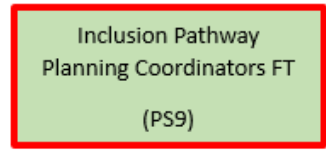
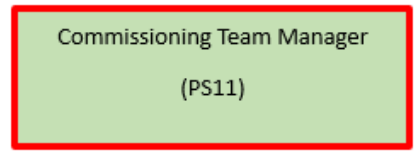
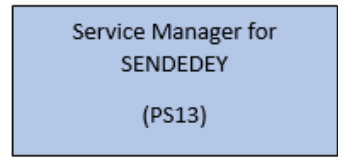
Commissioning
Support Officer
(PS7)



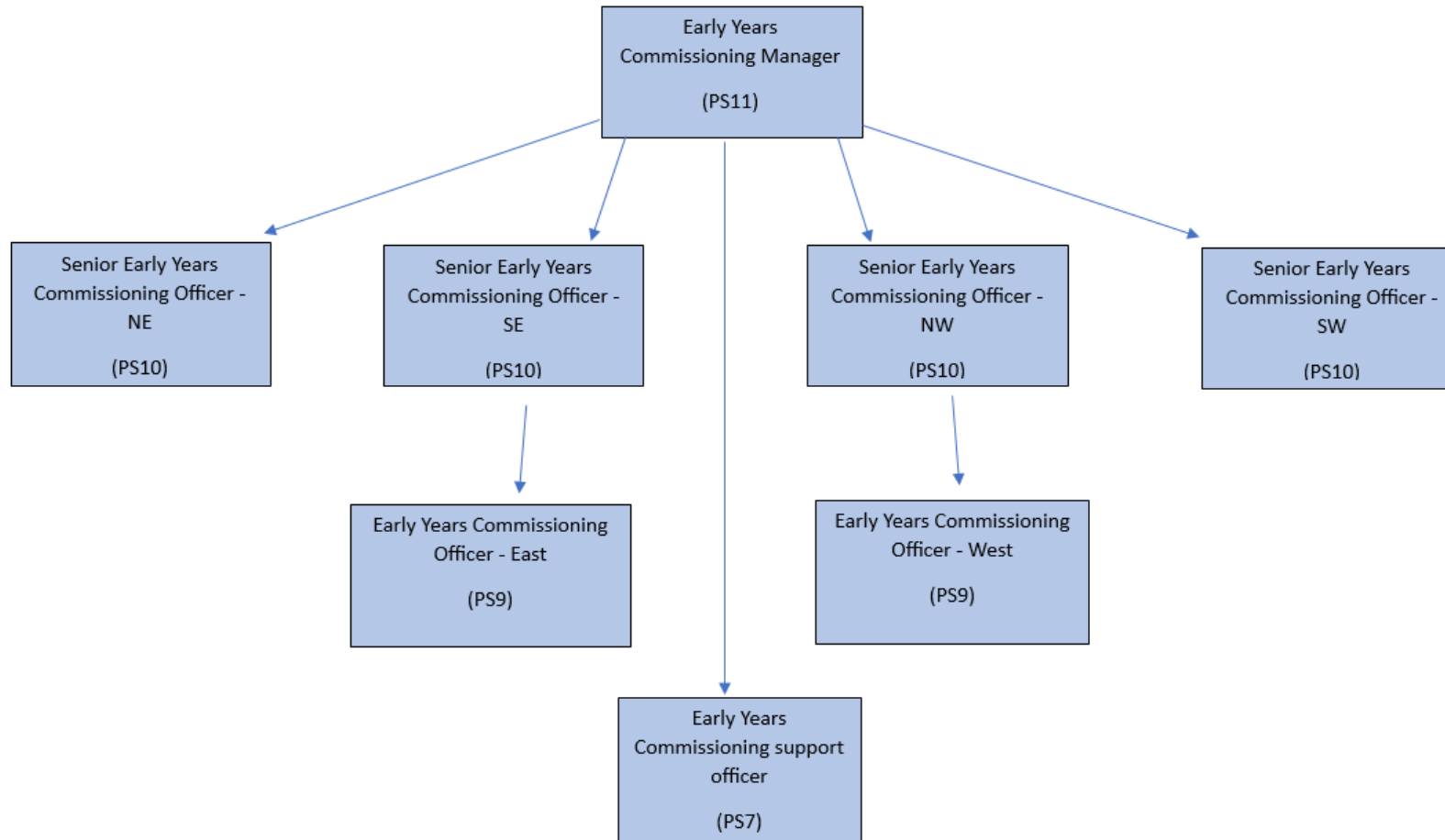
SEND, Education and Early Years Commissioning Team

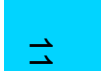
Proposed Structure

	In post
	New position
	Additional capacity
	Urgent recruitment



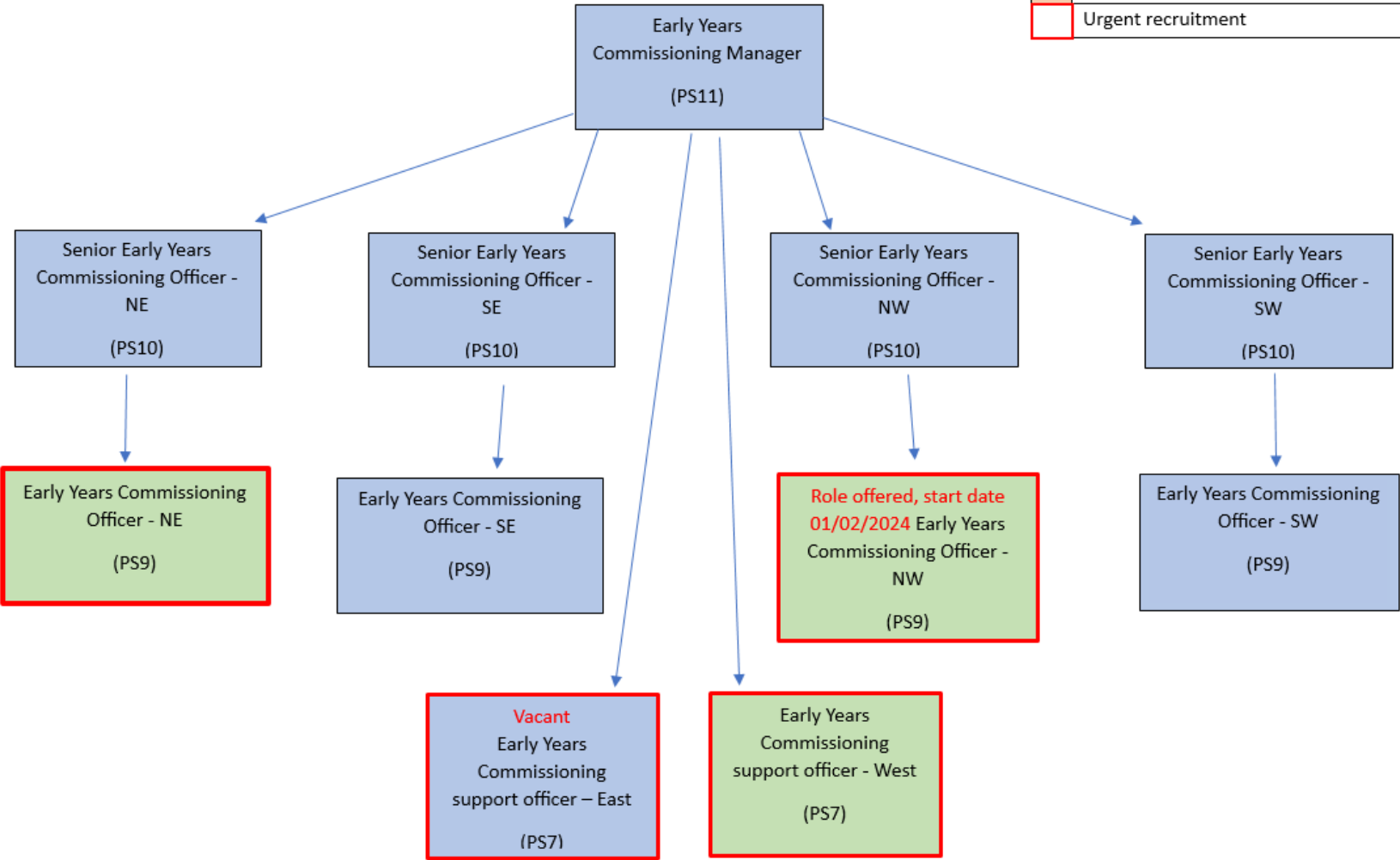
Early Years Commissioning Team current structure



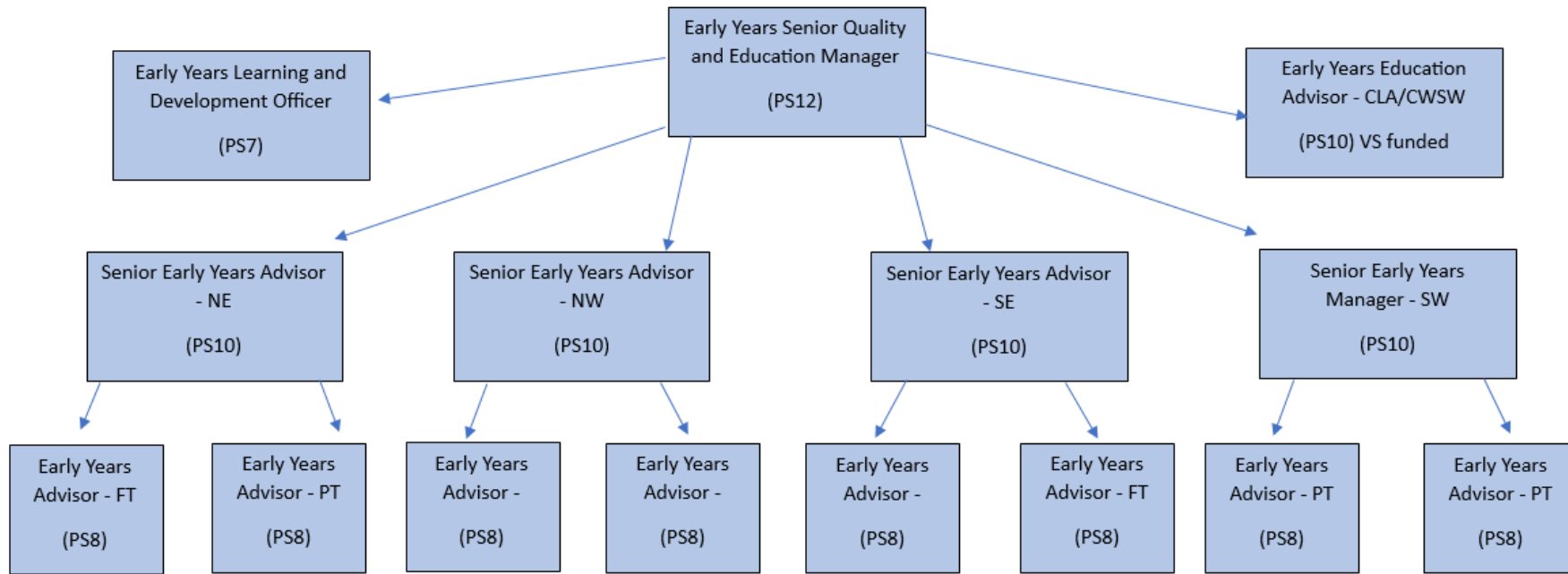


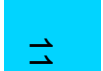
Early Years Commissioning Team proposed structure

	In post
	New position
	Additional capacity
	Urgent recruitment



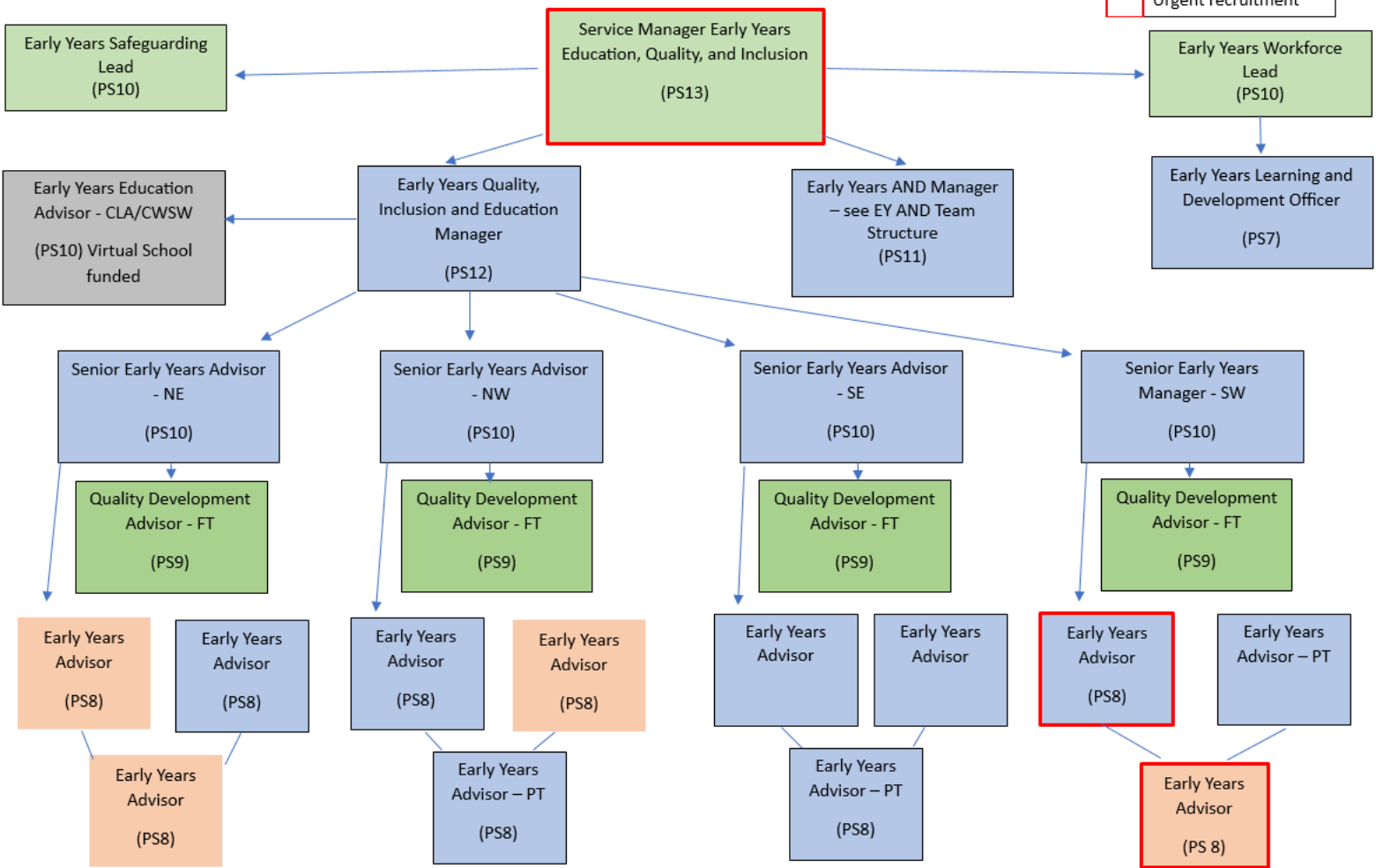
Early Years Educational Effectiveness Team current structure



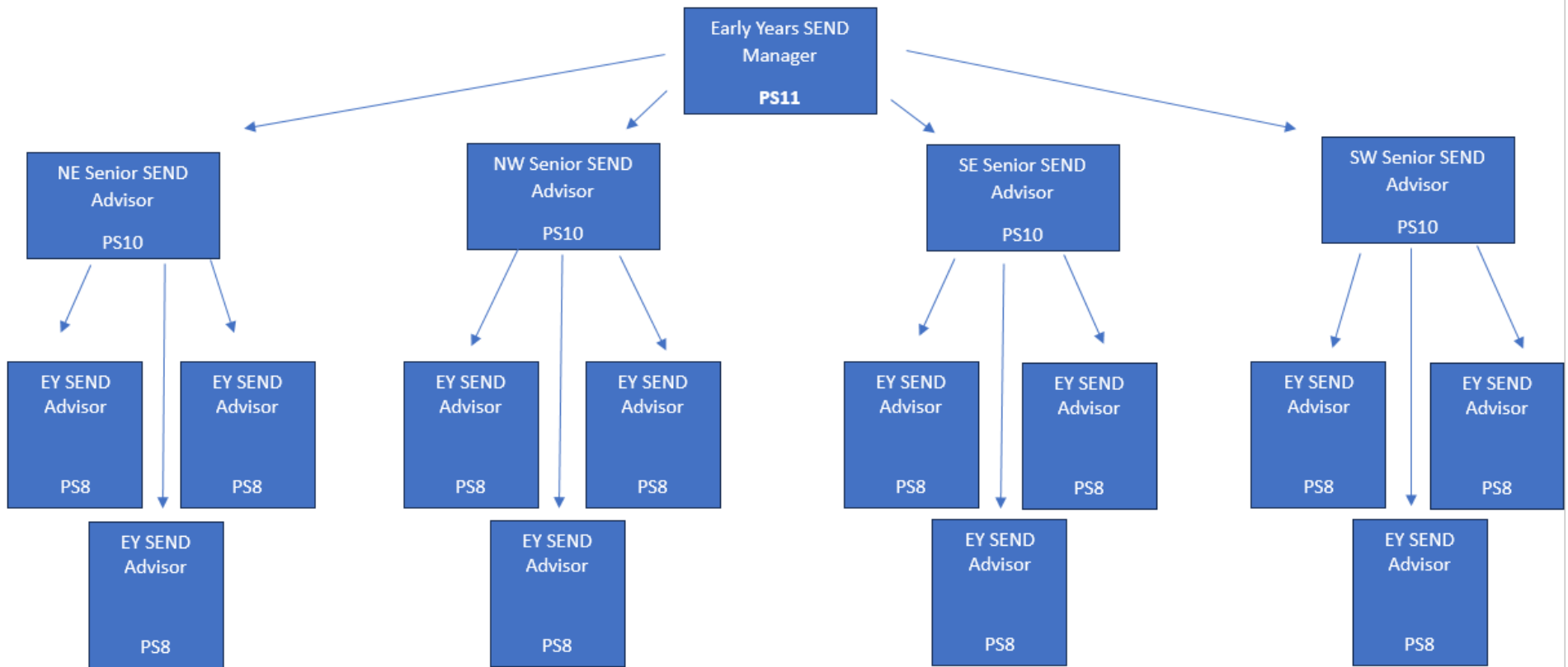


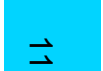
Early Years Educational Effectiveness Team proposed structure.

In post
New position
Additional capacity
Urgent recruitment



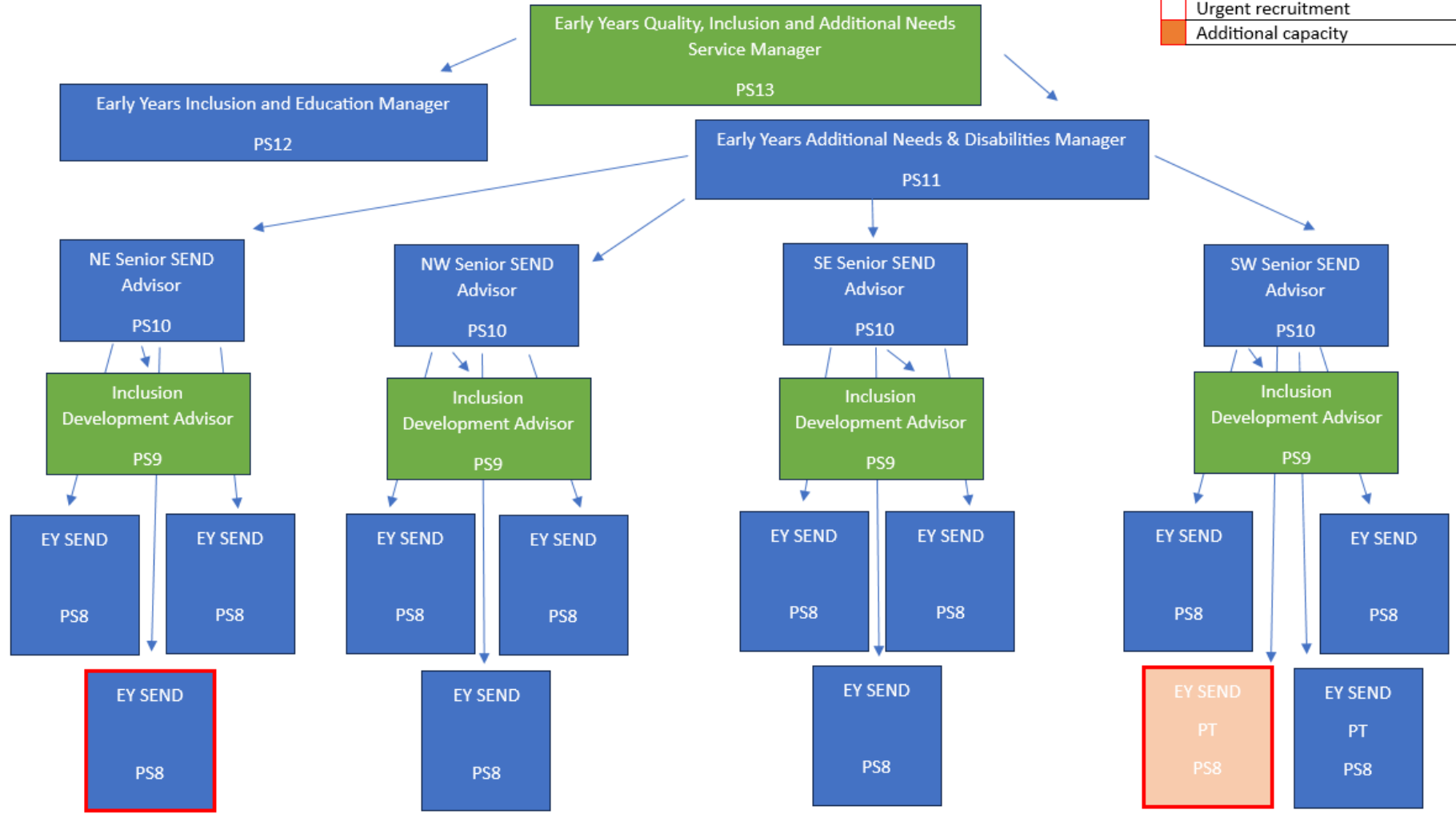
Early Years SEND Team- Current Team Structure





Early Years SEND Team- Proposed Structure and Team Name Change to Early Years Additional Needs & Disabilities Team

Blue	In post
Green	New position
Red	Urgent recruitment
Orange	Additional capacity



**Funded Early Education Team
Current Structure**

Finance Manager x 1
CD
(PS10)



Senior Team Leader x 1
LH/CB
(PS9)

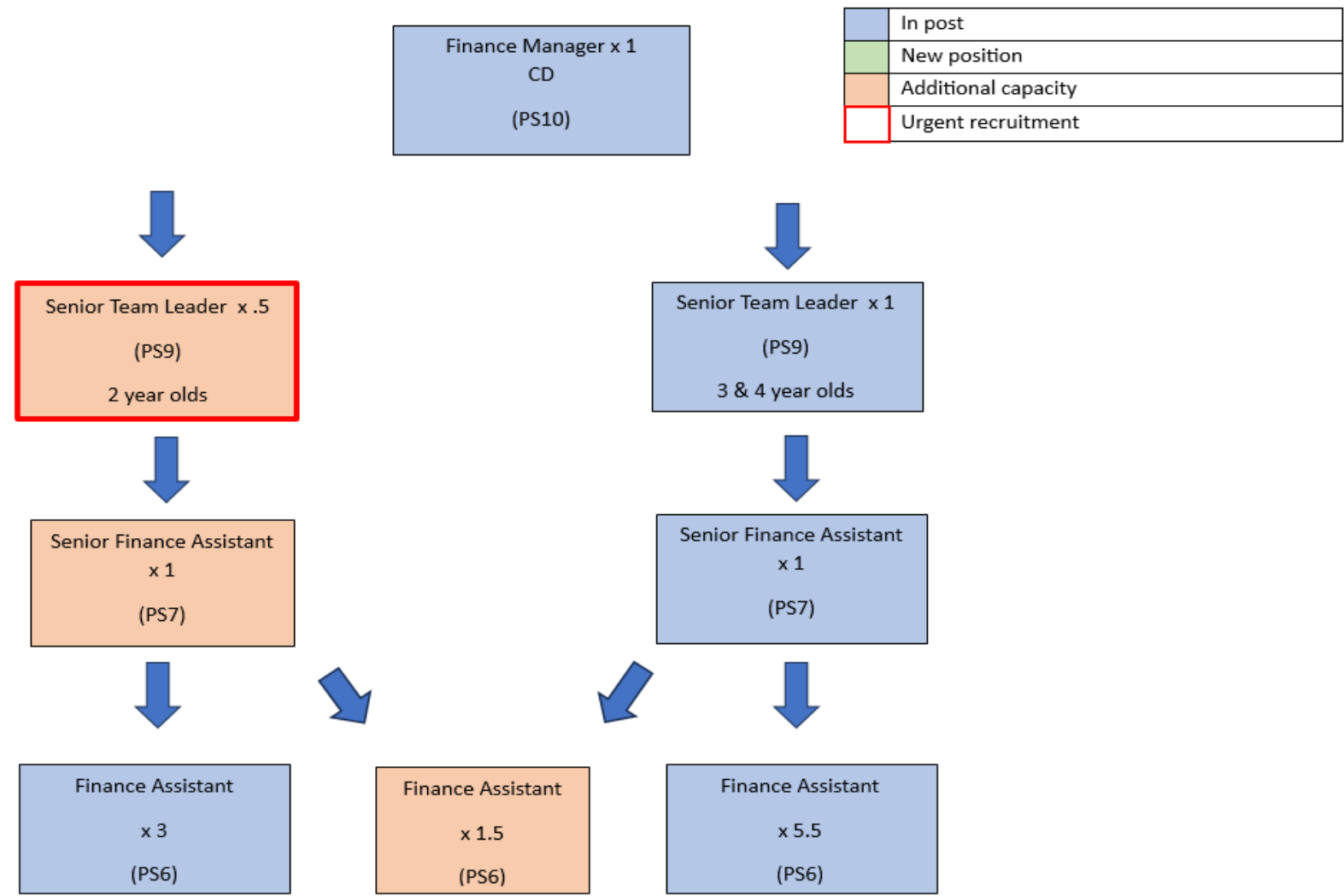


Senior Finance Assistant x 1
PL
(PS7)



Finance Assistants
X 8.5
(PS6)

Funded Early Education Team Proposed Structure



**SURREY COUNTY COUNCIL
CABINET**



SURREY
COUNTY COUNCIL

DATE: 27 FEBRUARY 2024

**REPORT OF CABINET CLARE CURRAN, CABINET MEMBER FOR
MEMBER: CHILDREN, FAMILIES AND LIFELONG LEARNING**

**LEAD OFFICER: JULIA KATHERINE, DIRECTOR EDUCATION AND
LIFELONG LEARNING**

**SUBJECT: LOCAL GOVERNMENT AND SOCIAL CARE
OMBUDSMAN PUBLIC REPORT REGARDING
CONCERNS ABOUT THE DELIVERY OF EDUCATION
FOR CHILDREN WITH ADDITIONAL NEEDS AND
DISABILITIES (SEND)**

**ORGANISATION EMPOWERING COMMUNITIES
STRATEGY PRIORITY
AREA:**

Purpose of the Report:

The purpose of this report is to bring to Members' attention a public report which has been issued by the Ombudsman. In this report, the Ombudsman has found the Council to be at fault for the following reasons:

- The Council failed to meet the statutory 20-week deadline for K education, health and care (EHC) needs assessment. This has been mainly due to a delay in obtaining advice from its educational psychology service .
- In response to complaints, the Council agreed to give Mrs J a contact officer who would keep in touch with her, but that did not happen. As a result of this, the Council's communications are judged to have been poor. The Council failed to provide Mrs J with updates as agreed in its complaint response.
- The impact of this on the child is that they were not able to access education. There has also been a negative impact on the family, causing uncertainty and frustration as a direct result of the delay. K was at the end of their Key Stage and due to the delay in completing the assessment, K was unable to attend taster days at mainstream schools that Mrs J felt were unsuitable.

The Council accepts the Ombudsman's recommendations. The apology letter and financial remedy have now been actioned.

Recommendations:

It is recommended that Cabinet:

1. Considers the Ombudsman's report and the steps that have been taken by the Service to address the findings;
2. Considers whether any other action should be taken; and
3. Notes that the Monitoring Officer will be bringing this report to the attention of all Members of the Council.

Reason for Recommendations:

There is a statutory requirement for the Monitoring Office to bring to Members' attention any public report issued by the Ombudsman about the Council which identifies it is at fault and has caused injustice as a result.

Executive Summary:

1. The Local Government and Social Care Ombudsman has investigated a complaint made by a parent of a child with additional needs and disabilities. A report into the investigation will be published by the Local Government and Social Care Ombudsman. The identity of the family in question is not made publicly available.
2. The Ombudsman has ruled that the Council has delayed the education, health and care (EHC) needs assessment for Mrs J's child, K. This has been mainly due to a delay in obtaining advice from its educational psychology service. It had also not prioritised K's application, despite them being in Y2, which is a change of Key Stage. In response to complaints, the Council agreed to give Mrs J a contact officer who would keep in touch with her. But that did not happen. Mrs J says the impact on K is that they have not been able to access education. The whole family has had counselling, as a direct result of the delay. K was at the end of their Key Stage. And, due to the delay, K attended taster days at mainstream schools, despite the schools saying a placement would not work for them.
3. When the Council agreed to assess K, in September 2022, to ascertain whether they needed an EHCP, the Council was not operating a risk assessment system for EP assessments. At the point that the allocation system was introduced, the statutory deadline for Key Stage Transfer had passed, so the case was then not allocated based on that priority. There were no other indicators that suggested the need for a priority assessment.
4. The Council responded to a Stage 2 complaint in March 2023, and undertook to communicate regularly with the family in relation to the status of their case. This regular communication was not proactively undertaken. Since this case, the Council has established the expectation that all families who are waiting receive regular, proactive communications from the SEN team, and the area managers are expected to check and review that this is in place. Additionally, the Council is in the process of training a new helpdesk team to support with communications to families and other stakeholders.

The Council's Recovery Plan

5. A comprehensive multi-agency recovery plan is underway with the objective of achieving an overall Education Health and care needs assessment timeliness rate of around 60% by the end of May 2024. This target surpasses the national timeliness percentage and aligns closely with Surrey County Council's 2021 performance.
6. The approach being undertaken is to address overdue assessments and ensure timely assessments for children with higher risks.

7. To support this initiative a £15 million investment has been allocated for Special Educational Needs (SEN), Educational Psychology (EP), and early intervention capacity over a three-year period.
8. The plan encompasses three key objectives:
 - Reducing Long Waiting Times: To complete the EHC needs assessments for all children, young people, families, and schools who have been waiting longer than the statutory timescales as soon as practically possible.
 - Better Support While Waiting: To support children, young people, families, and schools as effectively as possible whilst they are having to wait longer than they should.
 - Securing a Sustainable Service Model: The goal is to restore a sustainable service quickly, ensuring that the majority of EHC needs assessments are completed within statutory timescales, beginning with achieving a 60% rate and ultimately striving for 100%.
9. Targets have been set against each objective and progress is being rigorously monitored.
10. To date there has been an increase of over 100 EP assessments being completed per month, continuing the reduction in the backlog of unallocated EP assessments. The number of unallocated cases has reduced from 1014 cases in May 2023 to 130 at the end of January 2024.
11. It is ensured that EP assessment requests made prior to mid-2023 have been allocated and those from the second half of the year are now being worked through.
12. All 2022 assessments have now been completed, and all assessments requested before July 2023 are either completed or allocated. 95% of assessment requests from July 2023 are either completed or allocated, and 86% of assessment requests from August 2023.
13. Alongside work to increase EP assessment capacity, work is underway with external providers including Children and Family Health Services and Mindworks to ensure their timeliness is monitored and does not impact overall timeliness of EHCNA's.
14. Better support is also being provided to children and their families whilst waiting. Specialist Teachers for Inclusive Practice are providing proactive outreach support to children and families awaiting an overdue needs assessment through regular visits to all schools.
15. The need to ensure services are sustainable is recognised and a business case for the EP service is being developed to ensure that it is right sized for the future. In addition, an end-to-end review of the SEN service is being carried out to ensure there is sufficient capacity to manage workloads and improve communication with families. It is regrettable that these measures were not having an impact at the time of Ks assessment.

16. The Ombudsman is issuing this report to highlight the difficulties faced by Surrey County Council, which are similar to those experienced by several other councils in England. There is an acknowledged national shortage of educational psychologists and an increase in demand for EHC needs assessments. The Ombudsman has provided details of K's case in this report to illustrate those affected by this and the approach being taken regarding service failure and recommendations for the injustice caused and any service improvements the Ombudsman might request are made. It is important to note that the Ombudsman has investigated many other similar complaints across several councils. Government statistics show that for the 2023 reporting period, only 49.2% of EHC Plans in England were issued within the statutory 20-week deadline.
17. Where the Ombudsman finds fault, it recommends that an organisation makes improvements to its service. In this case, the Ombudsman is satisfied at this stage that the Council fully considered the matter at meeting of its Cabinet on 25 July 2023 and through its publicised Recovery Plan. So, the recommendations for service improvements are limited to recommendations regarding democratic oversight and public information.

Council Response

18. The Council has accepted the outcome of the Ombudsman's investigation as follows:
- The Council has agreed to pay £1000 to Ms J to remedy the enduring injustice resulting from the Council's failures for the distress to her for the delays in issuing K's EHCP plan.
19. The Council has also agreed to:
- To prepare quarterly reports to its relevant committee, to ensure democratic oversight of its Recovery Plan.
 - To publish updates on its website, so those affected by delays can track progress.

Consultation:

20. The Chief Executive and S151 Officer have been consulted on this report in accordance with the statutory requirements.

Risk Management and Implications:

21. The Ombudsman's findings highlight service failures that caused injustice to a vulnerable child and their family. The Council has agreed to prepare quarterly reports to its relevant committee, to ensure the democratic oversight of its Recovery Plan; and to publish updates on its website, so those affected by delays can track progress

Financial and Value for Money Implications:

22. The Council will pay £1000 to the family as recommended by the Ombudsman. Despite being linked to spend within SEND, as a symbolic financial remedy payment this is to be funded from the General Fund.

Section 151 Officer Commentary:

23. Although significant progress has been made to improve the Council's financial position, the financial environment remains challenging. The UK is experiencing the highest levels of inflation for decades, putting significant pressure on the cost of delivering our services. Coupled with continued increasing demand and fixed Government funding this requires an increased focus on financial management to ensure we can continue to deliver services within available funding. In addition to these immediate challenges, the medium-term financial outlook beyond 202/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority in order to ensure stable provision of services in the medium term.
24. The Section 151 Officer supports the payments in line with the recommendations of the Ombudsman.

Legal Implications – Monitoring Officer

25. The Ombudsman has made a finding of fault (described in law as maladministration) causing injustice. The inadequacies identified include failures on the part of Children's Services to comply with statutory duties placed upon them. The Local Government and Housing Act 1989 places a duty on the Monitoring Officer to report these findings to the Cabinet and draw his report to the attention of each Member of the Council.
26. Ombudsman's recommendations are not legally enforceable although it is extremely unusual for an authority not to accept them. In this instance Officers have accepted the findings of the Ombudsman, agreed to pay the amounts recommended as compensation and have agreed to make an apology.

Equalities and Diversity:

27. The Council must have due regard to its equality duties under the Equality Act 2010 and to consider the impact of its decisions and actions on individuals with protected characteristics. Particularly relevant here are the characteristics of disability and age (in so far as this concerns a young person with special educational needs). The duties relating to special educational needs are enshrined in law to ensure that such children get the support that they require to help them with their education. Members will no doubt wish to consider whether there are any other lessons to learn to avoid any future similar adverse impact on children with disabilities, those who care for them and their families. The potential implications for the following council priorities and policy areas have been considered.

Other Implications:

28. The potential implications for the following council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area Assessed	Direct Implications
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Environmental sustainability	No significant implications arising from this report
Public Health	No significant implications arising from this report

What Happens Next:

- 29. An apology letter was sent to the family from Julia Katherine, Director of Education and Lifelong Learning on 12 of January 2024.
- 30. The Ombudsman’s recommended financial remedy was taken forward on the 12 January 2024 and family received this on the 17 January 2024.
- 31. Evidence and impact of the Council’s EHCNA Accelerated Recovery Plan performance is being considered and scrutinised at the Council’s Select Committee on 15 February and details will be sent to the Ombudsman.

Report Author:

Liz Whitby, CFLL Customer Relations Manager, 07891001205

Annexes:

Annex 1 LGSCO Public Report Reference 23 000 8

12

This page is intentionally left blank

**Report by the Local Government and Social Care
Ombudsman**

12

**Investigation into a complaint about
Surrey County Council
(reference number: 23 000 875)**

8 January 2024

The Ombudsman's role

For almost 50 years we have independently and impartially investigated complaints about councils and other organisations in our jurisdiction. If we decide to investigate, we look at whether organisations have made decisions the right way. Where we find fault has caused injustice, we can recommend actions to put things right, which are proportionate, appropriate and reasonable based on all the facts of the complaint. We can also identify service improvements so similar problems don't happen again. Our service is free.

We cannot force organisations to follow our recommendations, but they almost always do. Some of the things we might ask an organisation to do are:

- > apologise
- > pay a financial remedy
- > improve its procedures so similar problems don't happen again.

We publish public interest reports to raise awareness of significant issues, encourage scrutiny of local services and hold organisations to account.

Section 30 of the 1974 Local Government Act says that a report should not normally name or identify any person. The people involved in this complaint are referred to by a letter or job role.

Key to names used

Mrs J	The complainant
K	Her daughter

Report summary

Education/SEN assessments and reviews

The Council has delayed its education, health and care (EHC) needs assessment for Mrs J's daughter, K. This has been mainly due to a delay in obtaining advice from its educational psychologist. The Council's communications have been poor.

Mrs J says the impact on K is that she has not been able to access education. The whole family has had counselling, as a direct result of the delay. K is at the end of her Key Stage. And, due to the delay, K attended taster days at mainstream schools, despite the schools saying a placement would not work for her.

Finding

Fault found causing injustice and recommendations made.

Recommendations

The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this. (Local Government Act 1974, section 31(2), as amended)

The Council should, within three months of the date of this report, start to:

- prepare quarterly reports to its relevant committee, to ensure democratic oversight of its Recovery Plan; and
- publish updates on its website, so those affected by delays can track progress.

To remedy the personal injustice, the Council should, within one month of the date of this report:

- apologise to Mrs J for the avoidable distress, frustration, and time and trouble caused by the delay. We have published [guidance on remedies](#) which sets out our expectations for how organisations should apologise effectively to remedy injustice. The Council should consider this guidance in making the apology; and
- pay Mrs J a symbolic payment of £1,000 for the distress to her for the delay in issuing K's EHC Plan.

The Council has agreed the recommendations and should provide us with evidence it has complied with them.

The complaint

1. The Council has delayed its education, health and care (EHC) needs assessment for Mrs J's daughter, K. This has been mainly due to a delay in obtaining advice from its educational psychologist. It has also not prioritised K's application, despite her being in a change of Key Stage year.
2. In response to complaints, the Council agreed to give Mrs J a contact officer who would keep in touch with her. But that did not happen.
3. Mrs J says the impact on K is that she has not been able to access education. The whole family has had counselling, as a direct result of the delay. K was at the end of her Key Stage. And, due to the delay, K attended taster days at mainstream schools, despite the schools saying a placement would not work for her.

Legal and administrative background

The Ombudsman's role and powers

4. We investigate complaints of injustice caused by 'maladministration' and 'service failure'. In this report, we have used the word fault to refer to these. Service failure can happen when an organisation fails to provide a service as it should have done because of circumstances outside its control. We do not need to show any blame, intent, flawed policy or process, or bad faith by an organisation to say service failure (fault) has occurred. (Local Government Act 1974, sections 26(1), as amended)
5. We must also consider whether any fault has had an adverse impact on the person making the complaint. We refer to this as 'injustice'. If there has been fault which has caused an injustice, we may suggest a remedy. (Local Government Act 1974, sections 26(1) and 26A(1), as amended)
6. The law says we cannot normally investigate:
 - most complaints about what happens in schools. (Local Government Act 1974, Schedule 5, paragraph 5(2), as amended)
 - a complaint when someone can appeal to a tribunal about the same matter. However, we may decide to investigate if we consider it would be unreasonable to expect the person to appeal. (Local Government Act 1974, section 26(6)(a), as amended)
7. The First-tier Tribunal (Special Educational Needs and Disability) considers appeals against council decisions regarding special educational needs. We refer to it as the SEND Tribunal in this report.
8. Under the information sharing agreement between the Local Government and Social Care Ombudsman and the Office for Standards in Education, Children's Services and Skills (Ofsted), we will share this decision with Ofsted.

Relevant law and guidance

9. Children with special educational needs may have an EHC Plan. The EHC Plan is set out in sections. We cannot direct changes to the sections about the type and amount of educational provision or to name a different school. Only the SEND Tribunal can do this.

-
10. Councils are the lead agency for carrying out assessments for EHC Plans and have the non-delegable statutory duty to secure special educational provision in an EHC Plan. (Children and Families Act 2014, Section 42)
 11. Statutory guidance 'Special Educational Needs and Disability Code of Practice: 0 to 25 years' ('the Code') sets out the process for carrying out EHC needs assessments and producing EHC Plans. The Code is based on the Children and Families Act 2014 and the SEND Regulations 2014. It says:
 - where a council receives a request for an EHC needs assessment it must give its decision within six weeks whether to agree to the assessment;
 - the process of assessing needs and developing EHC Plans "must be carried out in a timely manner". Steps must be completed as soon as practicable; and
 - the whole process – from the point when an assessment is requested until the final EHC Plan is issued – must take no more than 20 weeks.
 12. As part of the EHC assessment councils **must** gather advice from relevant professionals. (SEND 2014 Regulations, Regulation 6(1)) This includes:
 - the child's education placement;
 - medical advice and information from health care professionals involved with the child; and
 - psychological advice and information from an educational psychologist. The Code says the psychologist should normally be employed or commissioned by the local authority.
 13. Those consulted have six weeks to provide the advice.
 14. Once the required EHC needs assessment reports are in, if the council goes on to:
 - refuse to issue an EHC Plan, the law says it must complete the process within 16 weeks from the date it received the initial request for an assessment;
 - agree to issue an EHC Plan, the law says it must complete the process by 20 weeks from the date it received the initial request for an assessment.
 15. When a council sends a draft EHC Plan to a child's parent or young person it must give them at least 15 days, beginning with the day on which the draft plan was served, in which to make representations about the content of the draft plan, and to ask that a particular school or other institution be named in the plan. It must then consult with schools and allow them 15 days to respond. (SEND Regulations, Regulation 13(1))
 16. At the stage when a council refuses to issue an EHC Plan, or when it issues a final EHC Plan, parents have a right to appeal to the SEND Tribunal if they disagree with the council's decision, or the content of the plan. They have two months to lodge an appeal.

How we considered this complaint

17. We produced this report after examining relevant documents and speaking to Mrs J. We also considered our guidance on remedies.
18. We gave the complainant and the Council a confidential draft of this report and invited their comments. We took the comments into account before finalising the report.

-
19. We are issuing this report to highlight the difficulties faced by Surrey, which are similar to those experienced by several other councils in England. There is a reported national shortage of educational psychologists and an increase in demand for EHC needs assessments. We have provided details of K's case in this report to illustrate those affected by this and the approach we are taking regarding service failure and our recommendations for the injustice caused and any service improvements we might make. Nevertheless, it is important to note that we have investigated many other similar complaints across several councils. [Government statistics](#) show that for the 2023 reporting period, only 49.2% of EHC Plans in England were issued within the statutory 20 week deadline.

What we found

Background: Delays in educational psychology assessments in Surrey

20. The Council told us it has a backlog of around 1,000 EHC needs assessments awaiting an educational psychologist assessment. It explained how its Educational Psychology Service had seen a 64% increase in referrals (since 2020) for Education, Health and Care Plans. It noted a national shortage of qualified educational psychologists and other key professionals who provide advice as part of the needs assessment process. The core Educational Psychology Service staffing was at 50%. As a result, there had been high demand for assessments but a reduced capacity in the teams that undertake assessment work.
21. We have seen an increase in complaints about this Council's (and several other councils') delays in its educational psychologists' assessments for EHC needs assessments. In the year before May 2023, the Council says it upheld all 124 of the complaints it received about delayed educational psychologist assessments, which in turn delayed completion of EHC assessments.
22. The Council explained how its Service had taken several actions to address the delays and improve adherence to the statutory timescales. These included:
- prioritising statutory assessment work over other work;
 - advertising both locally and nationally to fill positions;
 - extending the use of locum and associate educational psychologists;
 - commissioning an external provider to support this work;
 - from May 2023 (for a limited period), allowing, subject to certain criteria, submission of independent educational psychologist assessments (commissioned by parents) in place of an assessment by its own educational psychologists (see paragraph 12).
23. On 25 July 2023, the Council's Cabinet approved the Council's EHCP Timeliness Recovery Plan to try to deal with the issues it has been experiencing due to a lack of capacity in its Educational Psychology Service and Special Educational Needs Team. This report and Recovery Plan is publicly available. The report also explains the Council had only been able to issue EHC Plans within the statutory 20 weeks in 27% of cases in June 2023.
24. The Council has acknowledged that, in teams with staffing vacancies, there have been gaps in communications with parents. It has produced an information leaflet for parents who are awaiting assessment, advising them of the reasons for the delays. It also says it would provide parents with an update every three weeks.

Prioritisation of cases

25. From January 2023, the Council has introduced a triaging system for new requests for an EHC needs assessment. It now uses a 'vulnerability matrix' to assess priority. The children it has assessed as a priority included those:
- at a Key Stage Transfer;
 - in 'Education Other Than At School';
 - with attendance below 60%;
 - who had been excluded (fixed term and permanent);
 - out of education;
 - experiencing self-harming or suicidal ideation; or
 - on a Child Protection Plan, Child in Need or Looked After Children.
26. In the time before it introduced its triaging system, the Council said it had reviewed every child waiting for an EHC needs assessment that might be a priority.

K's case

27. K attends a mainstream primary school. She has special educational needs (SEN) and a diagnosis of an Autism Spectrum Disorder (ASD). Mrs J asked the Council to carry out a EHC needs assessment for K in July 2022. Mrs J says, at that time, K had been struggling to cope in school. K was due to move to secondary school in September 2023.
28. The Council agreed to carry out an EHC needs assessment in September. On 13 September it requested advice, including from its Educational Psychology Service.
29. In November 2022, January and February 2023, Mrs J emailed the Council, seeking an update. The Council's officer replied promptly, advising K's assessment was still awaiting assignment to an educational psychologist.
30. In February Mrs J complained to the Council. It replied at stage one of its complaints procedure acknowledging a delay. It advised:
- until it had completed its EHC needs assessment Mrs J and K would need to apply for a secondary school place through its mainstream admissions, as there was no guarantee it would issue an EHC Plan;
 - if it did issue an EHC Plan, its SEND Team would start consulting with schools;
 - it would provide Mrs J with regular updates (at least every three weeks) with a named officer.
31. Mrs J asked to escalate her complaint to stage two of the Council's procedure. Its reply accepted it had exceeded the statutory timescales for making a decision, so it upheld the complaint. It advised that, within 14 working days, it would nominate an officer to keep Mrs J updated on the progress of the EHC needs assessment and agree a communications protocol regarding the frequency of updates.
32. The Council completed its educational psychologist assessment in July. It decided to issue an EHC Plan and sent a copy of the draft plan to Mrs J for her comments in August.
33. The Council issued K's final EHC Plan on 22 September 2023.

Conclusions

34. We expect councils to follow the statutory timescales set out in the law and the Code which is statutory guidance. We measure a council's performance against the Code and we are likely to find fault where there are significant breaches of timescales.
35. The Council decided to carry out an EHC needs assessment in mid-September 2022, and its SEND Team requested educational psychologist advice on 13 September. This means the educational psychologist's report should have been available by 25 October 2022 to comply with the six-week timeframe. The educational psychologist's report was not completed until 12 July 2023 – a delay of around 37 weeks. We note the Council's explanation of the problems facing its Educational Psychology Service. We also note its Recovery Plan. But the delay was not in line with the Code and was service failure.
36. This also meant the Council failed to issue a final EHC Plan within the 20 weeks statutory time-limit from the date of Mrs J's July 2022 request. It should have issued K's final plan around mid-December 2022. It issued the plan on 22 September 2023, a delay of over nine months. Failure to meet the 20 week deadline was service failure.
37. Mrs J says she did not receive updates from the Council, so she had to contact officers in the SEN team several times for updates. The Council's officer did respond and give updates. And, in response to Mrs J's stage one complaint, the Council said it would provide her with updates every three weeks. In its stage two response the Council said again its officer would contact her and agree a communications protocol. Mrs J says this did not happen. Based on this evidence, the Council failed to provide Mrs J with updates as agreed in its complaint response, which was fault.
38. Mrs J's application for an EHC needs assessment pre-dates the Council introducing its triaging, in January 2023, of which EHC needs assessments to prioritise for educational psychologist advice. The Council says it was reviewing priority before then. But in K's case, this did not result in a final EHC Plan before she moved to secondary school, a change in Key Stage (which the Council recognises as a priority). That was fault.
39. As there is fault in this case, we have to consider the injustice caused to Mrs J and K and recommend a remedy. The delay has caused Mrs J and K uncertainty and frustration. Mrs J says the Council's delay, during this key year, has contributed to K's distress. She says K attended taster days at schools that she felt were unsuitable.
40. In our draft report we recommended the Council make Mrs J a symbolic payment of £100 for every month of delay over the statutory timescale until the final EHC Plan was issued.
41. In response to our draft report, the Council advised it had completed the EHC Plan. So we have recommended a payment of £1,000, calculated at £100 for each month of delay.
42. If Mrs J feels the educational support set out in the EHC Plan or school named does not meet her daughter's current needs, she has a right of appeal to the SEND Tribunal. We cannot direct changes to the sections about education or name a different school. Only the Tribunal can do that.

-
43. Where we find fault, we go on to recommend an organisation makes improvements to its service. In this case we are satisfied at this stage the Council has fully considered the matter at a recent Cabinet meeting and through its public Recovery Plan. So our recommendations for service improvements are limited to recommendations regarding democratic oversight and public information.

Recommendations

44. The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this. (Local Government Act 1974, section 31(2), as amended)
45. In addition to the requirements set out above, the Council has agreed, within three months of the date of this report, to start to:
- prepare quarterly reports to its relevant committee, to ensure democratic oversight of its Recovery Plan; and
 - publish updates on its website, so those affected by delays can track progress.
46. To remedy the personal injustice, the Council has agreed, within one month of the date of this report to:
- apologise to Mrs J for the avoidable distress, frustration, and time and trouble caused by the delay. We publish [guidance on remedies](#) which sets out our expectations for how organisations should apologise effectively to remedy injustice. The Council should consider this guidance in making the apology we have recommended in our findings; and
 - pay Mrs J a symbolic payment of £1,000 for the distress to her for the delay in issuing K's EHC Plan.
47. The Council has agreed the recommendations and should provide us with evidence it has complied with them.

Final decision

48. We uphold the complaint. There was fault by the Council which caused an injustice to Mrs J and K. It has agreed to our recommendations so we have completed our investigation.

This page is intentionally left blank

SURREY COUNTY COUNCIL

CABINET



DATE: 27 FEBRUARY 2024

REPORT OF CABINET MEMBERS: NATALIE BRAMHALL, CABINET MEMBER FOR PROPERTY WASTE AND INFRASTRUCTURE
KEVIN DEANUS, CABINET MEMBER FOR FIRE AND RESCUE AND RESILIENCE

LEAD OFFICERS: KATIE STEWART, EXECUTIVE DIRECTOR FOR ENVIRONMENT, INFRASTRUCTURE & GROWTH

DAN QUIN, CHIEF FIRE OFFICER, SURREY FIRE & RESCUE

SUBJECT: SFRS FIRE HOUSE AND TRAINING FACILITY

ORGANISATION STRATEGY PRIORITY AREA: GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT/ TACKLING HEALTH INEQUALITY/ ENABLING A GREENER FUTURE/ EMPOWERING COMMUNITIES

Purpose of the Report:

Cabinet approval is requested for capital expenditure to redevelop the SFRS fire house and training provision and deliver a new facility which will be capable of providing crucial training for new staff and will facilitate the ongoing training of the existing operational personnel.

The current facilities are no longer fit for purpose and without this investment the service will no longer be able to provide the necessary training to enable the operational personnel to carry out their role safely and efficiently.

In line with the Council's priorities, this facility will help **enable a greener future** by reducing our carbon output and also improve organisational effectiveness by being **outcomes focused** and investing in **our people**.

Recommendations:

It is recommended that Cabinet:

1. Approves capital funding from the pipeline to redevelop the Surrey Fire and Rescue Service (SFRS) fire house and training facility and design and construct a new fire house and training facility on the existing site. The capital funding required to develop the new facilities is commercially sensitive at this time and is set out in the Part 2 report.
2. Approves procurement of appropriate supply chain partners to deliver the design, build and fit out of the new structures in accordance with the Council's Procurement and Contract Standing Orders.
3. Notes that, regarding the procurement of supply chain partners, the Executive Director for Environment, Infrastructure and Growth and the Director of Land and Property are authorised to award such contracts, up to +5% of the budgetary

tolerance level and any other legal documentation required to facilitate the approvals within this report.

Reason for Recommendations:

- Essential capital investment is required to enable the redevelopment of one of the SFRS critical assets – SFRS live fire training facility.
- The existing fire house and drill towers at this facility are reaching the end of their useful life. Parts for the ventilation system are no longer readily available due to this type of system being obsolete, requiring replacement parts to be refurbished or remade from second hand items. This has resulted in significant periods when the facility is non-operational.
- There are several significant Health and Safety (H&S) concerns including internal linings falling from the ceiling, insufficient smoke extraction and ventilation which demonstrate that the facility is no longer fit for purpose.

Executive Summary:

Background:

1. To maintain optimal Fire and Rescue Service response provision, protecting the lives of Surrey residents, SFRS employs around 500 operational personnel (firefighters). These firefighters use the training facilities at Wray Park both during their initial onboarding process and at various points throughout their career to ensure compliance with current legislation and maintain up to date skills and knowledge.
2. Each new firefighter undergoes between 8 and 13 weeks of residential training at the training centre. A fundamental part of this training includes working at height, use of breathing apparatus, confined space working as well as live fire behaviour training. The working at height and fire behaviour training is undertaken within the fire house and drill towers at the centre. To simulate real life situations during the training process, wood is burned in specialised cradles within the fire house and towers every day for at least 48 weeks of the year.
3. The fire house was built in the early 1980s and requires substantial funding each year to maintain the facility to enable its use. Several shipping containers were added to the site in 2010 to further support the statutory training requirements and fill the gap where the fire house cannot support essential training operations. There are currently three potential options for the fire house system, and the most cost-effective option in terms of outlay and future running/maintenance costs will be chosen during the next design stage. This will ensure that the ongoing revenue costs are kept as low as is reasonably achievable.
4. Redeveloping the site also presents an opportunity to significantly reduce the Council's carbon footprint in a facility that is currently the highest carbon emitting asset within the council's estate. Sophisticated smoke capture and scrubbing technology will be employed within the new facility to drastically reduce the environmental impact on neighbouring Surrey residents. It is estimated that emissions will reduce by over 90% from the current levels. The level of reduction will be more accurately quantified as the design develops.

5. The development of the fire house also gives SFRS the opportunity to potentially generate additional income utilising the extra capacity within the facility. There is potential to work with the Fire Service College as a satellite training centre providing courses for the fire sector and other Fire and Rescue Services as well as private sector organisations.

Options considered:

1. Do nothing
This option does not allow for critical infrastructure required to ensure ongoing operational needs are met.
2. Optimal delivery. This option requires the full demolition and re-plan/re-build of the entire site including a larger structure and changes to the access roads leading to enhanced planning and budget risk.
This option is not achievable within the budget allocation.
3. Site redevelopment. This option is a compromise between the two previous options providing all the Service requirements on a smaller scale to suit the site parameters whilst aligning with allocated budget.
This is the preferred option as it achieves the service requirements within existing budget.

The Proposal:

6. The proposal is to deliver option 3, 'site redevelopment'. This will allow for the service to continue to deliver the following, operational critical facilities:
 - a. New, multi-level live fire training building containing 9 separate 'burn rooms' to allow for a multitude of training scenarios to be carried out.
 - b. Separate cold smoke building to enable training with breathing apparatus, confined space, and entanglement training to take place concurrently with the live fire training.
 - c. A training area for foam firefighting, a specialist Road Traffic Collision (RTC) training site and Large Goods Vehicles (LGV) and forklift training areas, training tower for ladder drills and a steel training structure with roof for working at height.
 - d. A robust investment solution to resolve escalating maintenance costs.
 - e. An asset that contributes to the Greener Futures agenda and Surrey County Council's (The Council) Net Zero Carbon (NZC) commitments.

Consultation:

7. The Council recognises that pre-application consultation is a key requirement for planning proposals. The approach to engagement for the project will seek to meet prevailing best practice in community engagement on a project of this scale and nature. The Council will aim to be clear, open, and honest in our engagement and consultation with stakeholders and the community. The overall consultation objectives for the project are to:
 - Raise awareness of what is proposed and give community, business, and political stakeholders an opportunity to comment on and potentially influence the proposals.

- Involve stakeholders in identifying issues which are material to our proposals.
 - Embrace a range of communication and engagement methods to ensure the process is open and accessible to everyone.
 - Create opportunities to feedback on the proposals and be clear what there is to influence.
8. A flexible approach to consultation will be maintained so that issues identified throughout the process can be considered and necessary changes made prior to a proposal being finalised.
9. The following have been consulted and had input into this proposal:
- SFRS senior management and staff, including Learning and Development (L&D) staff who work out of Wray Park.
 - Executive Directors within the Council.
 - The Cabinet Member for SFRS.
 - The Cabinet Member for Property and Waste.
 - SCC officers within the Land and Property, Finance and Legal teams.

Risk Management and Implications:
--

	Risk description	Mitigation action/strategy
a.	Insufficient budget to deliver fit for purpose training facilities to meet SFRS requirements.	<ul style="list-style-type: none"> • There will be close working with the SFRS team to understand their minimum requirements. • Design team have simplified the design and construction of the proposals as far as is reasonable.
b.	The existing utilities capacities are not sufficient for the redevelopment of the site.	<ul style="list-style-type: none"> • Pick Everard have procured the necessary surveys to identify utilities capacities on site. • Atkins are developing the MEP designs to understand the utilities requirements of the developments.
c.	Challenges with access to site during construction period.	<ul style="list-style-type: none"> • Early engagement will be undertaken with the contractor to develop an access strategy. • Pick Everard will engage with a transport and highways consultant.
d.	Planning permission is refused or must be withdrawn.	<ul style="list-style-type: none"> • Vail Williams will apply for pre-app advice once there is sufficient certainty over the designs.

Financial and Value for Money Implications:
--

10. This report proposes the decommissioning of an existing, old, and run-down facility replacing with modern, fit for purpose, new training facilities. This will save on high future costs of maintaining current buildings and provide facilities that contribute to meeting the Council's NZC ambitions.
11. The potential of a joint training facility with other Fire authorities was investigated but it was discounted at an early stage due to the high level of usage that SFRS requires the facility to meet their training obligations.
12. This project forms one of several capital investments required to enable SFRS's statutory requirements to be delivered. It forms part of a phased programme which

includes the replacement fire station, fire house and ongoing refurbishment to the training centre.

13. The capital investment and financial modelling to deliver the new building is allocated within the Medium-Term Financial Strategy (MTFS) and is commercially sensitive. This is set out in the Part 2 report.

Section 151 Officer Commentary:

14. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
15. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
16. The recommendation to transfer from capital pipeline to budget and the revenue impact of both the borrowing and future running costs are provided for in the current MTFS. As such, the Section 151 Officer supports the recommendations of this report.

Legal Implications – Monitoring Officer:

17. This paper seeks Cabinet approval for capital expenditure for redevelopment of the SFRS fire house and training facility, and for approval for the procurement of supply chain partners.
18. When considering the proposed expenditure, Cabinet is under fiduciary duties to local residents in utilising public monies and Cabinet Members will want to satisfy themselves that it represents an appropriate use of the Council's resources.
19. In relation to the redevelopment works, under Section 2(1) of the Local Authorities (Land) Act 1963 a local authority has extensive development powers and may, for the benefit or improvement of its area, erect, extend, alter or re-erect any building and construct or carry out works on land.
20. With regard to the procurement of the redevelopment works and related supply chain partners, the relevant officers must ensure that all procurements are carried out in full compliance with the Council's Procurement and Contract Standing Orders (PCSOs) and the Public Contracts Regulations 2015 as appropriate. Legal Services will advise on appropriate forms of contract and provide legal support throughout the procurement process(es) where requested.
21. Legal advice should be sought prior to the commencement of the works, to ensure that the Council meets its legal obligations and obtains any necessary consents.

Equalities and Diversity:

22. A People Impact Assessment is not required as the training will not be affected throughout the build because adequate training facilities will continue to be maintained throughout.

Other Implications:

23. The potential implications for the following Council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/ Looked After Children	N/A
Safeguarding responsibilities for vulnerable children and adults	N/A
Environmental sustainability	The development will be designed and built to a high sustainability standard in relation to the Council's commitments on NZC emissions, waste minimisation, supporting biodiversity and 'urban greening,' resilience to future heat stress and flood risk and sustainable transport/accessibility.
Compliance against net-zero emissions target and future climate compatibility/resilience	Consistent with the Council's NZC target, the building will be designed with the ambition to be operationally NZC and be future proofed to be resilient to the impacts of climate change. The key features of an operationally NZC building include high thermal efficiency, a low carbon heating system and maximising the generation and use of on-site renewable energy. Materials and construction emissions will be reduced where feasible. The next design stages will address the Green Agenda within the budget allowance for the project and with design solutions address the Green Agenda, e.g., Sustainability, and the Application of Sustainable Drainage Systems (SuDs); opportunities for rainwater harvesting; irrigation solutions; biodiversity net gain, landscape boundary treatments, etc.
Public Health	The current facility is the highest carbon emitting asset within the council's estate. Sophisticated smoke capture and scrubbing technology will be employed within the new facility to drastically reduce the environmental impact on neighbouring Surrey residents.

What Happens Next:

24. Should Cabinet approve the report's proposal, the high-level timescales are as set out below:

Key milestones	Date
Cabinet approval	27 February 2024
Planning application submission	June 2024
Planning decision received	January 2025
Contract award	January 2025
Construction commencement	April 2025
Construction completes	May 2026

Report Author:

Darren Humphreys, Contract Manager – Corporate Resourcing and Lifelong Learning.
07815994124

Paul Williams, Senior Development Manager – L&P. 07977295642

Consulted:

Details of who has been consulted on the issue, external and internal (including officers, members, public, stakeholders, partners, etc).

Cabinet Member for Property and Waste

Cabinet Member for SFRS

Ward councillors for Reigate

SCC Director for Land and Property

SCC AD for Capital Projects Land and Property

SCC AD for Property Strategy and Management

SCC Legal team

SCC Finance Business Partner

SFRS staff – property, operational and administrative – have assisted in the design and requirements.

Annexes:

Part 2 report

Sources/background papers:

None

This page is intentionally left blank

SURREY COUNTY COUNCIL

CABINET



DATE:	27 FEBRUARY 2024
REPORT OF CABINET MEMBER:	DAVID LEWIS, CABINET MEMBER FOR FINANCE AND RESOURCES
LEAD OFFICER:	LEIGH WHITEHOUSE, DEPUTY CHIEF EXECUTIVE AND EXECUTIVE DIRECTOR FOR RESOURCES (S151 OFFICER)
SUBJECT:	2023/24 MONTH 9 (DECEMBER) FINANCIAL REPORT
ORGANISATION STRATEGY PRIORITY AREA:	NO ONE LEFT BEHIND / GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT / TACKLING HEALTH INEQUALITY / ENABLING A GREENER FUTURE / EMPOWERED AND THRIVING COMMUNITIES / HIGH PERFORMING COUNCIL

Purpose of the Report:

This report provides details of the Council's 2023/24 financial position, for revenue and capital budgets, as at 31st December 2023 (M9) and the expected outlook for the remainder of the financial year.

Regular reporting of the financial position underpins the delivery of all priority objectives, contributing to the overarching ambition to ensure No One Left Behind.

Key Messages – Revenue

- Local government continues to work in a challenging environment of sustained and significant pressures. **At M9, the Council is forecasting an overspend of £3.3m against the 2023/24 revenue budget, after the application of the contingency budget. This is a £1.5m deterioration since M8.** The details are shown in Annex 1 and summarised in Table 1 (paragraph 1 below).
- In October 2023, Cabinet agreed the use of the £20m corporate contingency budget to reduce the overall in-year forecast overspend position for 2023/24. This was to allow a focus on mitigating the residual forecast overspend. However, the in-year position has worsened over recent months and there is an increased risk that it will continue to do so.
- In response to this worsening in-year financial position, the residual level of risk for the remainder of the financial year and a significant medium term budget gap, the immediate implementation of spending control measures is being proposed (paragraph 4).
- Alongside, the identification of these areas of focus, the Council has assessed the level of reserves, balancing the need to ensure ongoing financial resilience with the need to ensure funds are put to best use. The level of reserves held by the Council provides additional financial resilience should the residual forecast overspend not be effectively mitigated.

Key Messages – Capital

- At month 9, capital expenditure of £270.9m is forecast for 2023/24, a variance of £2.6m more than the re-set budget of £268.3m. This is an increase of £3.5m from the forecast at M8. There are a number of offsetting variances within this position and further details are set out in paragraphs 7-11.

Each quarter, key balance sheet indicators are reported; these are set out in Annex 2.

Recommendations:

It is recommended that Cabinet:

- Notes the Council's forecast revenue budget (after the application of the full contingency budget) and capital budget positions for the year.
- Notes the implementation of spending controls in order to reduce the forecast overspend position and contain costs within the available budget.
- Notes the quarter end Balance Sheet Indicators as set out in Annex 2.

Reason for Recommendations:

This report is to comply with the agreed policy of providing a monthly budget monitoring report to Cabinet for approval of any necessary actions.

Executive Summary:

- At M9, the Council is forecasting a full year overspend of £3.3m against the revenue budget. This is a £1.5m deterioration since M8. Table 1 below shows the forecast revenue budget outturn for the year by Directorate (further details are set out in Annex 1):

Table 1 - Summary revenue budget forecast variances as at 31st December 2023

	M9 Forecast £m	Annual Budget £m	Forecast Variance £m
Adult Social Care	441.4	439.4	2.1
Public Service Reform & Public Health	37.9	38.1	-0.1
Children, Families and Lifelong Learning	284.9	257.9	27.0
Environment, Transport & Infrastructure	154.8	154.3	0.5
Surrey Fire and Rescue	38.8	38.7	0.1
Customer & Communities	20.9	20.8	0.1
Resources	84.3	83.3	1.0
Communications, Public Affairs and Engagement	2.2	2.2	0.0
Prosperity, Partnerships & Growth	2.1	2.2	-0.1
Central Income & Expenditure	38.2	45.5	-7.3
Directorate Position	1,105.5	1,082.2	23.3
Contingency	0.0	20.0	-20.0
Corporate Funding	-1,102.2	-1,102.2	0.0
Overall	3.3	0.0	3.3

- The £3.3m forecast overspend is made up of an overspend of £23.3m on Directorate positions, offset by the application of £20m contingency budget, as previously approved by Cabinet. The £23.3m underlying forecast overspend relates primarily to the following:

- **Adult Social Care - £2.1m overspend, £1.0m deterioration since last month.** There is significant pressure on care package budgets due to demand and market pressures and the forecast impact of assessed fees & charges debt across the year. An overspend of £8.1m is forecast for ASC's care package budget, which is being partially mitigated by additional grant funding and underspends elsewhere. The £1m deterioration since last month largely relates to increased Older People care package expenditure.

Within the latest position there is a £3.7m shortfall across efficiencies relating to strengths based practice, demand management, changing care models and funding related to Section 117 aftercare and Continuing Health Care. The delivery of these efficiencies has been challenging and the service is refocusing in order to mitigate the underachievement as far as possible. Forecast overachievement of £2.9m for efficiencies relating to in-house delivered care services, primarily related to the closure of in-house Older People care homes, is part of the mitigation.

- **Children, Families and Lifelong Learning - £27.0m overspend, £6.5m deterioration since last month.** The increase from last month is due to an increase in the Home to School Travel Assistance (H2STA) pressures (price and volume) of £3m and the achievability of demand management stretch targets.

The full year adverse outturn position is largely due to:

- i. social care placements and allowances (£16.1m pressure), with a national lack of market sufficiency and price inflation having a significant impact on external agency placements;
- ii. legislation that requires matching of special guardianship rates paid to those of fostering allowances (£1.7m pressure);
- iii. demand pressures within children with disability care budgets (£1.5m), reflecting a continuation of the demand experienced in 2022/23; and
- iv. growth in pupil numbers in excess of budgeted volumes along with significant price increases in H2STA (£7.7m pressures).

This pressure is partially mitigated by improvements in costs for Unaccompanied Asylum Seeking Children (UASC) of £1.4m due to an increase in grant funding, an underspend on in-house fostering of £1.5m due to a lower number of children supported through in-house foster carers and a £0.7m underspend on in-house residential provision with staffing vacancies.

- **Environment, Transport & Infrastructure - £0.5m overspend, £0.7m improvement since last month.** Existing pressures include a net £0.2m within Highways & Transport due to a range of items including additional staffing (including inspectors), reduced income related to the housing market and delayed parking enforcement, partly offset by concessionary fares saving due to lower patronage and release of winter maintenance contingencies; £0.2m in Environment primarily due to treatment of ash dieback; and £0.1m in the Planning, Performance & Support service due to additional capacity to support service improvements and legislative change and resources to support community engagement. In addition, Highways & Transport has

other pressures that are being monitored but are currently expected to be contained within the overall service budget envelope.

- **Surrey Fire and Rescue £0.1m overspend, £0.1m improvement since last month.** There is a £0.7m pressure due to a backdated national pay award agreed in March at a higher rate than budgeted for, partly mitigated by management of vacancies (£0.5m) and savings through partnership working (£0.1m).
 - **Resources - £1.0m overspend, £0.2m deterioration since last month.** The increase this month is due grounds maintenance services. The responsibility for grounds maintenance transferred from Environment to Land & Property in November, however the spend in the first seven months was higher than budgeted due to contract increases and volumes leaving a pressure in Land & Property of £0.2m for the remainder of the year. Overall, there are several variances across the directorate. There is an overspend relating to an expected reduction in income of £0.3m from the provision of payroll services, due to decreases in customer numbers. There are also staffing pressures in Business Services (£0.2m), and an overspend on the reasonable adjustments budget in People & Change (£0.2m) and delayed facilities management efficiencies in Land & Property (£0.3m). These overspends are offset by staffing vacancies in other services (£0.2m).
 - **Public Service Reform and Public Health - £0.2m underspend, unchanged since last month,** relating to recruitment delays within the Analytics & Insight team.
 - **Customer & Communities - £0.1m overspend, unchanged since last month.** The overall overspend position is due mainly to under recovery of income in Libraries, offset by staffing underspends. The libraries' income budget was set at 2019/20 levels as footfall continued to recover after the pandemic, however it is now considered unlikely that income will fully recover.
 - **Central Income & Expenditure - £7.3m over-recovery, £5.2m improvement since last month,** relating to one-off additional business rate income from both the business rates pool gain and additional business rate multiplier compensation grant due to higher than forecast inflationary compensation. In addition, there is reduced spend against the corporate redundancy budget and a reduced uptake of the empty property subsidy. The increase in interest rates has resulted in pressures on the interest payable budget which is more than mitigated by the impact of reduced capital spend and increased interest income from the Council's short term cash investments, resulting in a net over-recovery against interest budgets.
3. In addition to the forecast overspend position, emerging risks and opportunities are monitored throughout the year. Directorates have additionally identified net risks of £12.4m, consisting of quantified risks of £13.4m, offset by opportunities of £1m. These figures represent the weighted risks and opportunities, taking into account the full value of the potential risk or opportunity adjusted for assessed likelihood of the risk occurring or opportunity being realised.
 4. Directorates are expected to take action to mitigate these risks and maximise the opportunities available to offset them, in order to avoid these resulting in a forecast overspend against the budget set. In recognition of the worsening financial position, immediate in-year spending controls are being proposed to contain spending within available resources. The controls will include recruitment and procurement controls, including a freeze on non-essential spend. In addition, there will be 'deep dives' carried out into spend on Home to School Travel Assistance and Adults Social Care to ensure the

drivers for continued increasing pressures are understood and further mitigations identified. An action plan is being developed.

Dedicated Schools Grant (DSG) update

- The table below shows the projected forecast year-end outturn for the High Needs Block. The forecast at month 9 is in-line with the budget.

Table 2 - DSG HNB Summary

2023/24 DSG HNB Summary	Budget £m	Forecast £m
Education and Lifelong Learning	231.7	231.7
Place Funding	22.7	22.7
Children's Services	2.3	2.3
Corporate Funding	2.0	2.0
Total expenditure	258.7	258.7
DSG High Needs Block	(218.3)	(218.3)
Deficit	40.4	40.4

- As reported in Month 8, the second monitoring report for the safety valve agreement in 2023/24 was approved by the Department for Education, with a further £3m funding paid to SCC. This brings the total DfE contributions to date to £6m in this financial year and £70m in total. Reporting requirements are now for 3 submissions during each financial year with the latest one made in December. The report confirmed that the Council remains on track with its agreed trajectory, although also noted continued pressures both within the system and through rising inflation. DfE approval of the latest monitoring report will result in the final financial year payment of £3m, bringing the total DfE contribution to date to £73m.

Capital Budget

- The 2023/24 Capital Budget was approved by Council on 7th February 2023 at £319.3m, with a further £92.7m available to draw down from the pipeline and £10m budgeted for Your Fund Surrey. After adjustments for 2022/23 carry forwards and acceleration, the revised budget was £326.4m.
- During August a re-set of the capital budget was undertaken, to ensure that the budget reflected spend profiles more accurately, taking into account known delays, additional in-year approvals and reflecting the current supplier market and wider economic conditions impacting on programme delivery. The re-set budget is **£268.3m**.
- Capital expenditure of **£270.9m** is forecast against this budget, which represents a forecast variance of £2.6m (an increase of £3.5m since month 8), as summarised below.
- The Capital Programme Panel is leading an exercise to further review the areas of significant slippage to identify common risks and barriers to delivery and identify potential mitigations.

Table 3 - Summary capital budget

Strategic Capital Groups	Annual Budget	2023-24 Outturn Forecast at M9	M9 Forecast Variance	M8 Forecast Variance	Change from M8 to M9	Increase / Decrease / Unchanged
	£m	£m	£m	£m	£m	
Property						
Property Schemes	101.8	108.1	6.3	(0.7)	7.0	Increase
ASC Schemes	1.6	1.6	0.0	0.0	0.0	Unchanged
CFLC Schemes	2.4	2.4	0.0	0.0	0.0	Unchanged
Property Total	105.8	112.1	6.3	(0.7)	7.0	Increase
Infrastructure						
Highways and Transport	121.9	123.5	1.6	(0.0)	1.6	Increase
Infrastructure and Major Projects	15.9	14.0	(2.0)	(0.4)	(1.6)	Decrease
Environment	9.5	9.1	(0.3)	0.2	(0.5)	Decrease
Surrey Fire and Rescue	6.0	5.0	(1.0)	0.0	(1.0)	Decrease
Infrastructure Total	153.4	151.6	(1.7)	(0.2)	(1.5)	Decrease
IT						
IT Service Schemes	9.2	7.1	(2.1)	0.0	(2.1)	Decrease
IT Total	9.2	7.1	(2.1)	0.0	(2.1)	Decrease
Total	268.3	270.9	2.6	(0.9)	3.5	Increase

11. The overall variance is attributable to the following:

- **Property Schemes - £6.3m variance over budget.**

The variance reflects the inclusion of spend in relation to the Agile Office Programme which was not in the re-set budget. In addition, there is acceleration of £1.3m on Looked After Children Schemes to reflect the acquisition of Homes of Multiple Occupancy for care leavers accommodation.

This is offset by significant slippage across a number of schemes including Independent Living (£1.4m), SEND (£5.1m), Extra Care (£3.4m) and Alternative Provision (£2.8m), delays are caused in the main by the planning process much of which is outside the control of the council's planning team. These delays do not impact on MTFs 2024/25 efficiencies. In addition, there is a delay of c£2m on Depots following a decision to delay works until after the gritting season.

The majority of the reduced SEND spend this year relates to the new Hopescourt school scheme (-£2m), the new school building remains on track to open in May 2025. The school will open as planned in September 2024 on the temporary site of the former Hurst Park Primary site. There are also smaller reductions due to delays relating to several other schools. The cost containment targets aligned with the Safety Valve Agreement for Financial Year 2023/24 are forecast to be on track, subject to all 234 additional places brought on from September 2023 places being filled. Along with the phasing in of additional places from projects delivered in previous years, the programme will create around 270 new places from September 2024.

- **Infrastructure - £1.7m variance under budget** due to a number of offsetting cases of acceleration and slippage. Significant variations within Highways & Transport include acceleration of bridge strengthening (£2.8m), flooding & drainage (£1.3m) and safety barrier schemes (£1.4m) offset by slippage on the acquisition of ultra low emission buses (£3.3m) and local transport schemes (£0.8m). Within Infrastructure Planning & Major Projects there is £1.1m of slippage in relation to the A320 works and smaller variations on other schemes. Slippage of £1m is forecast on purchase of fire engines due to the timing of stage payments for appliances which have been ordered.

IT - £2.1m variance under budget due to delays to the planned laptop refresh, following the outcome of the pilot and test phase.

Consultation:

12. Executive Directors and Cabinet Members have confirmed the forecast outturns for their revenue and capital budgets.

Risk Management and Implications:

13. Risk implications are stated throughout the report and each relevant director or head of service has updated their strategic and or service risk registers accordingly. In addition, the Corporate Risk Register continues to reflect the increasing uncertainty of future funding likely to be allocated to the Council and the sustainability of the Medium-Term Financial Strategy. In the light of the financial risks faced by the Council, the Leadership Risk Register will be reviewed to increase confidence in Directorate plans to mitigate the risks and issues.

Financial and Value for Money Implications:

14. The report considers financial and value for money implications throughout and future budget monitoring reports will continue this focus.

Section 151 Officer Commentary:

15. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
16. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
17. The Council has a duty to ensure its expenditure does not exceed the resources available. As such, the Section 151 Officer confirms the financial information presented in this report is consistent with the Council's general accounting ledger and that forecasts have been based on reasonable assumptions, taking into account all material, financial and business issues and risks.

Legal Implications – Monitoring Officer:

18. The Council is under a duty to set a balanced and sustainable budget. The Local Government Finance Act requires the Council to take steps to ensure that the Council's expenditure (that is expenditure incurred already in year and anticipated to be incurred) does not exceed the resources available whilst continuing to meet its statutory duties.
19. Cabinet should be aware that if the Section 151 Officer, at any time, is not satisfied that appropriate strategies and controls are in place to manage expenditure within the in-year

budget they must formally draw this to the attention of the Cabinet and Council and they must take immediate steps to ensure a balanced in-year budget, whilst complying with its statutory and common law duties.

Equalities and Diversity:

20. Any impacts of the budget monitoring actions will be evaluated by the individual services as they implement the management actions necessary. In implementing individual management actions, the Council must comply with the Public Sector Equality Duty in section 149 of the Equality Act 2010 which requires it to have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
21. Services will continue to monitor the impact of these actions and will take appropriate action to mitigate additional negative impacts that may emerge as part of this ongoing analysis.

What Happens Next:

22. The relevant adjustments from the recommendations will be made to the Council's accounts.

Report Author: Leigh Whitehouse, Executive Director of Resources,
leigh.whitehouse@surreycc.gov.uk

Consulted: Cabinet, Executive Directors, Heads of Service

Annexes:

Annex 1 – Detailed Outturn position

Annex 2 - Balance Sheet indicators – Q1 2023/24

Detailed Revenue Outturn Position

Annex 1

Service	Cabinet Member	Gross budget	Net budget	Forecast	Outturn variance
Family Resilience	C Curran	£58.4m	£58.4m	£58.3m	(£0.1m)
Education and Lifelong Learning	C Curran	£28.2m	£28.5m	£28.6m	£0.1m
Commissioning	C Curran	£69.6m	£70.1m	£78.0m	£7.9m
Quality & Performance	C Curran	£10.3m	£10.3m	£10.0m	(£0.3m)
Corporate Parenting	C Curran	£94.1m	£94.1m	£108.6m	£14.5m
Exec Director of CFLL central costs	C Curran	-£3.4m	-£3.4m	£1.3m	£4.8m
Children, Families and Lifelong Learning		£257.1m	£257.9m	£284.9m	£27.0m
Public Health	M Nuti	£35.8m	£35.8m	£35.8m	£0.0m
Public Service Reform	D Lewis	£2.3m	£2.3m	£2.2m	(£0.2m)
Public Health and PSR		£38.1m	£38.1m	£37.9m	(£0.2m)
Adult Social Care	S Mooney	£439.7m	£439.4m	£441.4m	£2.1m
Highways & Transport	M Furniss	£67.2m	£67.4m	£67.6m	£0.2m
Environment	M Heath/ N Bramhall	£82.6m	£81.5m	£81.7m	£0.2m
Infrastructure, Planning & Major Projects	M Furniss	£2.8m	£2.8m	£2.8m	(£0.0m)
Planning Performance & Support	M Furniss	£1.9m	£2.1m	£2.2m	£0.1m
Emergency Management	K Deanus	£0.5m	£0.5m	£0.6m	£0.0m
Environment, Transport & Infrastructure		£155.0m	£154.3m	£154.8m	£0.5m
Surrey Fire and Rescue	K Deanus	£38.7m	£38.7m	£38.8m	£0.1m
Armed Forces and Resilience	K Deanus	£0.1m	£0.1m	£0.1m	(£0.0m)
Communications	T Oliver	£2.1m	£2.1m	£2.1m	(£0.0m)
Communications, Public Affairs and Engagement		£2.2m	£2.2m	£2.2m	(£0.0m)
PPG Leadership	T Oliver	£0.3m	£0.3m	£0.3m	(£0.0m)
Economic Growth	M Furniss	£1.8m	£1.8m	£1.7m	(£0.1m)
Partnerships, Prosperity and Growth		£2.2m	£2.2m	£2.1m	(£0.1m)
Community Partnerships	D Turner-Stewart	£1.9m	£1.9m	£1.8m	(£0.1m)
Customer Services	D Turner-Stewart	£3.0m	£3.0m	£3.1m	£0.1m
Customer Experience	D Turner-Stewart	£0.5m	£0.5m	£0.5m	£0.0m
Cultural Services	D Turner-Stewart	£8.3m	£8.3m	£8.9m	£0.6m
Customer and Communities Leadership	D Turner-Stewart	£2.2m	£2.2m	£1.8m	(£0.4m)
Registration and Nationality Services	D Turner-Stewart	-£1.5m	-£1.5m	-£1.5m	(£0.0m)
Trading Standards	D Turner-Stewart	£1.9m	£1.9m	£1.8m	(£0.1m)
Health & Safety	D Turner-Stewart	£0.0m	£0.0m	£0.0m	£0.0m
Coroners	K Deanus	£4.5m	£4.5m	£4.5m	(£0.0m)
Customers and Communities		£20.8m	£20.8m	£20.9m	£0.1m
Land & Property	N Bramhall	£26.4m	£25.1m	£25.7m	£0.5m
Information Technology & Digital	D Lewis	£20.2m	£20.2m	£20.2m	£0.0m
Twelve15	D Lewis	-£1.1m	-£1.1m	-£1.2m	(£0.1m)
Finance	D Lewis	£7.7m	£7.7m	£7.5m	(£0.2m)
People & Change	T Oliver	£7.8m	£7.8m	£8.1m	£0.2m
Legal Services	D Lewis	£5.9m	£5.9m	£5.9m	(£0.0m)
Joint Orbis	D Lewis	£6.2m	£6.2m	£6.2m	£0.1m
Democratic Services	D Lewis	£3.8m	£3.8m	£3.9m	£0.0m
Business Operations	D Lewis	£0.8m	£0.8m	£1.3m	£0.5m
Executive Director Resources (incl Leadership Office)	D Lewis	£3.6m	£3.8m	£3.9m	£0.1m
Corporate Strategy and Policy	D Lewis	£1.2m	£1.2m	£1.1m	(£0.1m)
Transformation and Strategic Commissioning	D Lewis	£1.7m	£1.7m	£1.6m	(£0.1m)
Procurement	D Lewis	£0.1m	£0.1m	£0.1m	£0.0m
Performance Management	D Lewis	£0.2m	£0.2m	£0.2m	£0.0m
Resources		£84.4m	£83.3m	£84.3m	£1.0m
Central Income & Expenditure	D Lewis	£47.4m	£45.5m	£38.2m	(£7.3m)
Directorate position		£1,085.5m	£1,082.3m	£1,105.6m	£23.3m
Contingency	D Lewis	£20.0m	£20.0m	£0.0m	(£20.0m)
Corporate Funding			-£1,102.2m	-£1,102.2m	£0.0m
Overall		£1,105.5m	£0.1m	£3.4m	£3.3m

Annex 2 – Balance Sheet indicators – Q3 2023/24

Prudential Indicators (capital expenditure, borrowing and commercial & service investments)

1. The Council measures and manages its capital expenditure, borrowing and commercial and service investments with reference to the following indicators, which are reported to Cabinet on a quarterly basis.

Table 1: Estimates of Capital Expenditure

	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
	£m	£m	£m	£m	£m	£m	£m
Capital Programme - Budget	202	268	405	344	231	164	147
Capital Programme - Pipeline	0	68	121	250	127	60	53
Sub-total Capital Programme	202	336	526	594	359	223	201
Capital investment	0	0	23	2	0	0	0
TOTAL	202	336	549	596	359	223	201

Estimates of Capital Financing Requirement

2. The Council's cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure on service delivery and on investments and reduces by the annual Minimum Revenue Provision and capital receipts used to replace debt.

Table 2 :Estimates of Capital Financing Requirement

As at 31 st March	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
	£m	£m	£m	£m	£m	£m	£m
Capital Programme	935	1,069	1,390	1,713	1,861	1,939	2,015
Investment Programme	448	439	453	446	437	428	420
TOTAL CFR	1,382	1,508	1,844	2,159	2,298	2,367	2,435

Proportion of Financing Costs to Net Revenue Stream

3. This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs. The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from council tax, business rates and general government grants.

Table 3: Proportion of Financing Costs to Net Revenue Stream

	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
Ratio of Net Financing Costs to Net Revenue Stream	2.2%	2.1%	3.4%	4.9%	6.1%	6.9%	7.6%

Net Income from Commercial and Service Investments to Net Revenue Stream

4. This is an indicator of affordability and highlights the net financial impact on the authority of its entire non-treasury investment income.

Table 4: Net Income from Commercial and Service Investments to Net Revenue Stream

	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
Total net income from service and commercial investments	17	19	19	19	19	19	19
Proportion of net revenue stream	1.6%	1.7%	1.6%	1.6%	1.6%	1.6%	1.6%

Treasury Management – Borrowing

- The Council borrows to finance its capital spending that is not funded from grants, third party contributions, capital receipts or reserves. The Council's long-term debt stands at £463.3m and has not increased this year.
- As at 31 December 2023, the weighted average interest rate of the Council's long term debt portfolio is 3.66%. The Treasury Strategy, approved by County Council in February 2023, continued the policy of internal borrowing and where necessary, to borrow short-term to meet cash flow liquidity requirements. Table 5 below shows a net £112m increase in the Council's short-term borrowing activity since 30 September 2023.

Table 5: Short term borrowing as at 30 September 2023

	£m
Debt outstanding as at 30 September 2023	110
Loans raised	142
Loans repaid	(30)
Quarter movement	112
Current Balance as at 31 December 2023	222

Note: Figures are for Surrey Council only and do not include Surrey Police

- The weighted average interest rate of the Council's short term external debt is 5.44% at 31 December 2023 (2.91% at December 2022).

Investments

- The Council's average daily level of investments has been £100.7m during 2023/24 (up to the end of Q3), compared to an average of £124.2m during 2022/23 (up to the end of Q3). The lower cash investment balances reflect management of the Council's cash flow and the higher borrowing costs incurred currently for short-term borrowing.
- The Bank of England (BoE) base rate has not increased during the quarter and remains at 5.25%. The Council invests temporary cash surplus exclusively through the use of money market funds (MMF). Other investment facilities are available, including: brokers, direct dealing with counterparties through the use of call accounts or direct deal facilities, or with the government's Debt Management Office (DMO). No new fixed term deposits have been agreed during 2023/24, MMF investments ensure sufficient liquidity and to reduce credit risk exposure.

10. Table 6 shows the weighted average return on all investments the Council received in the quarter to 31 December 2023 is 5.29%. This compares to a 5.25% average Bank of England (BoE) base rate for the same period.

11. Table 6: Weighted average return on investments compared to Bank of England (BoE) base rate.

Period	2023/24		2022/23		2021/22	
	Average BoE Base Rate	Weighted return on investments	Average BoE Base Rate	Weighted return on investments	Average BoE Base Rate	Weighted return on investments
Quarter 4 (Mar)	-	-	0.95%	0.77%	0.10%	0.01%
Quarter 3 (Dec)	5.25%	5.29%	1.61%	1.48%	0.10%	0.02%
Quarter 2 (Sep)	5.16%	5.02%	2.82%	2.56%	0.13%	0.03%
Quarter 1 (Jun)	4.44%	4.33%	3.85%	3.67%	0.45%	0.28%

Note: All numbers in all tables have been rounded - which may cause a casting difference

Debt

12. During the three months to 31 December 2023, the Council raised invoices totalling £69.2m. Overdue debt is the total debt less those balances not immediately due (i.e. less than 30 days old). There was a total £57.4m of overdue debt at the end of December, an increase of £10.7m since the last quarter. General debt increased has increased by £7.7m since the last quarter. Integrated Care Board debt has also increased by £1.9m since the last quarter.

13. Unsecured social care overdue debt has increased by £0.2m over the quarter. The Financial Assessments & Income Collection Team in ASC responsible for the recovery of social care debt take a range of actions to recover unsecured debts. In addition to undertaking probate searches, the team agree instalment arrangements, pursue recovery action, including via the Council's legal services team if necessary, and take action to secure the debt where possible.

Table 7: Age profile of the Council's debt as at 31 December 2023

Account group	<1	1-12	1 to 2	over 2	Gross	Overdue	Q2 Overdue	
	month	months	years	years	debt	debt	debt	Change
	£m	£m	£m	£m	£m	£m	£m	£m
Care debt – unsecured	4.6	11.0	5.7	5.7	26.9	22.3	22.1	0.2
Care debt – secured	0.4	5.3	2.8	3.9	12.3			
Total care debt	5.0	16.3	8.4	9.6	39.2	22.3	22.1	0.2
Schools, colleges and nurseries	1.3	1.9	0.1	0.0	3.3	2.0	2.4	(0.3)
Integrated Care Boards	-4.0	17.6	1.2	0.2	15.0	19.0	17.1	1.9
Other local authorities	0.5	1.4	0.1	0.0	2.1	1.5	0.4	1.1
General debt	2.3	10.6	0.9	0.9	14.8	12.5	4.8	7.7
Total non-care debt	0.2	31.6	2.2	1.1	35.2	35.0	24.6	10.4
Total debt	5.1	47.9	10.6	10.7	74.4	57.4	46.7	10.7
Q2 2023/24	29.6	37.8	10.4	10.2	87.9	46.7		
Change	(24.4)	10.1	0.3	0.5	(13.5)	10.7		

* Secured care debt does not become due until either the property is sold or after 90 days following the death of the resident, whichever is earlier. Note: All numbers have been rounded - which might cause a casting difference

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank