

County Council Meeting – 17 March 2015

REPORT OF THE CABINET

The Cabinet met on 3 and 24 February 2015.

In accordance with the Constitution, Members can ask questions of the appropriate Cabinet Member, seek clarification or make a statement on any of these issues without giving notice.

The minutes containing the individual decisions for 3 and 24 February 2015 meeting are included within the agenda at item 14. Cabinet responses to Committee reports are included in or appended to the minutes. If any Member wishes to raise a question or make a statement on any of the matters in the minutes, notice must be given to Democratic Services by 12 noon on the last working day before the County Council meeting (Monday 16 March 2015).

For members of the public all non-confidential reports are available on the web site (www.surreycc.gov.uk) or on request from Democratic Services.

1. STATEMENTS/UPDATES FROM CABINET MEMBERS

None.

2. RECOMMENDATIONS ON POLICY FRAMEWORK DOCUMENTS

A ADMISSION ARRANGEMENTS FOR SEPTEMBER 2016 FOR SURREY'S COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS, CO-ORDINATED SCHEMES AND RELEVANT AREA

1. The Cabinet at its meeting on 24 February 2015 considered the report on the admission arrangements for September 2016 for Surrey's Community and Voluntary Controlled Schools, Co-ordinated Schemes and its Relevant Area. The recommendations and reasons for recommendation s considered by Cabinet are attached as Appendix 1.
2. The full report is available as part of 24 February 2015 Cabinet agenda on the County Council's website.
3. This report covers the following areas in relation to school admissions:
 - Bagshot Infant School (Bagshot) – Recommendation 1
 - Hammond Community Junior School (Lightwater) - Recommendation 2
 - Meath Green Junior School (Horley) – Recommendation 3
 - Wallace Fields Junior School (Ewell) – Recommendation 4
 - Worplesdon Primary School (Worplesdon, Guildford) – Recommendation 5
 - Cranleigh Primary School (Cranleigh) – Recommendation 6
 - Own admission authority schools to be included in assessment of nearest school – Recommendation 7
 - Start date to primary admissions round – Recommendation 8
 - Surrey's Relevant Area - Recommendation 9
 - Published Admission Numbers for other community and voluntary controlled schools – Recommendation 10

- Admission arrangements for other community and voluntary controlled schools
 - Recommendation 11
- Coordinated Admissions Schemes – Recommendation 12

4. The Cabinet RECOMMENDS that the County Council agrees the following Admission Arrangements for September 2016 for Surrey's Community and Voluntary Controlled Schools, Co-ordinates Schemes and its Relevant Area:

- (1) That, subject to Connaught Junior School also agreeing to introduce a reciprocal sibling link with Bagshot Infant School, a reciprocal sibling link for Bagshot Infant School is introduced with Connaught Junior School so that Bagshot Infant School would be described as operating shared sibling priority with Connaught Junior School for 2016 admission.
- (2) That a new criterion for Hammond Community Junior School is introduced for September 2016 to provide priority for children attending either Valley End or Windlesham Village infant schools as follows:
 - a. Looked After and previously Looked After Children
 - b. Exceptional social/medical need
 - c. Children attending Lightwater Village School
 - d. Siblings not admitted under c) above
 - e. Children attending either Valley End CofE Infant School or Windlesham Village Infant School
 - f. Any other children
- (3) That a feeder link from Meath Green Infant to Meath Green Junior School is introduced for September 2016 as follows:
 - a. Looked After and previously Looked After Children
 - b. Exceptional social/medical need
 - c. Children attending Meath Green Infant School
 - d. Siblings not admitted under c) above
 - e. Any other children
- (4) That, in line with the tiered arrangements that currently exist at both schools, a tiered feeder link is introduced from Wallace Fields Infant School to Wallace Fields Junior School for September 2016 as follows:
 - a. Looked after and previously looked after children
 - b. Exceptional social/medical need
 - c. Siblings for whom the school is the nearest school to their home address
 - d. Children attending Wallace Fields Infant School for whom the school is the nearest school to their home address
 - e. Other children for whom the school is the nearest school to their home address
 - f. Other siblings for whom the school is not the nearest school to their home address
 - g. Other children attending Wallace Fields Infant School for whom the school is not the nearest school to their home address
 - h. Any other children
- (5) That admission criteria are introduced for Year 3 entry to Worplesdon Primary School for September 2016 as follows:

- a. Looked after and previously looked after children
- b. Exceptional social/medical need
- c. Siblings
- d. Children attending Wood Street Infant School
- e. Children for whom the school is the nearest to their home address
- f. Any other children

(6) That the Year 3 Published Admission Number for Cranleigh Primary School is removed for September 2016.

(7) That the own admission authority schools to be included in the assessment of nearest school are decided each year according to the policy set out in Section 12 of Enclosure 1, to the Cabinet report.

(8) That following consultation, the start date to the primary admissions round remains as 1 September for 2016 admission rather than 1 November as proposed.

(9) That Surrey's Relevant Area is agreed as set out in Enclosure 2, to the Cabinet report.

(10) That the Published Admission Numbers (PAN) for September 2016 for all other community and voluntary controlled schools are determined as they are set out in Appendix 1 of Enclosure 1, to the Cabinet report, which include the following changes:

- i. Ashford Park Primary - increase in Reception PAN from 60 to 90
- ii. Bishop David Brown Secondary – increase in Year 7 PAN from 150 to 180
- iii. Cranmere Primary – increase in Reception PAN from 60 to 90
- iv. Farncombe CofE Infant School - increase in Reception PAN from 40 to 50
- v. The Greville Primary – increase in Reception PAN from 30 to 60
- vi. Hinchley Wood Primary - increase in Reception PAN from 60 to 90
- vii. Hurst Park Primary - increase in Reception PAN from 30 to 60
- viii. Manby Lodge Infant - increase in Reception PAN from 60 to 90
- ix. Milford School – increase Reception PAN from 50 to 60
- x. North Downs Primary School – introduction of Year 3 PAN of 4
- xi. South Camberley Primary – increase in PAN from 110 to 120
- xii. Stoughton Infant - increase in Reception PAN from 60 to 90
- xiii. West Byfleet Infant - increase in Reception PAN from 60 to 90
- xiv. Worplesdon Primary – introduction of a junior PAN of 30

(11) That the remaining aspects of Surrey's admission arrangements for community and voluntary controlled schools for September 2016, for which no consultation was required, are agreed as set out in Enclosure 1 and its Appendices, to the Cabinet report.

(12) That the Coordinated Admission Schemes for 2016/17 are agreed as set out in Appendix 4 of Enclosure 1, to the Cabinet report.

B SURREY WASTE STRATEGY

1. The authorities in two-tier counties such as Surrey have different responsibilities for managing waste and recycling. The districts and boroughs are responsible for its collection and the County Council is responsible for its treatment and disposal.
2. To ensure that the authorities work together to manage the waste in a coherent way, the law requires two-tier areas to produce a joint strategy for the management of municipal waste, and to keep this under review.
3. In 2006, the Waste Members' Group of the Surrey Local Government Association (SLGA) produced the first Joint Municipal Waste Management Strategy for Surrey, which was adopted by Surrey County Council.
4. The SLGA Waste Members' Group then became Surrey Waste Partnership (SWP). This included all of Surrey's authorities and is the main forum through which waste management matters are discussed and improvement actions are agreed. To reflect the dynamic nature of waste management in Surrey, SWP produced a revision of the joint strategy in 2010.
5. Again, much change has occurred since the 2010 revision and a further revision has now been prepared in order to ensure that the joint actions for the next ten years reflect the current needs and aspirations for the future. This comprehensive revision includes a new aim, objectives and targets which are supported by a new set of specific and measurable actions.
6. The revised strategy was developed by combining the input of:
 - Officers and Members of Surrey Waste Partnership via a project steering group (including the Cabinet Member for Environment and Planning) and scrutiny at Partnership meetings
 - Best practice examples of other joint waste strategies
 - A consultation of residents and other key stakeholders
7. The Environment and Transport Select Committee was also included in the consultation and Members provided their input at their meeting in July 2014.
8. The Cabinet **recommended** that the County Council adopts the new version of Surrey Waste Partnership's Joint Municipal Waste Management Strategy Revision 2 (2015), as set out in Appendix 2 to this report.

3. REPORTS FOR INFORMATION / DISCUSSION

24 February 2015

A SURREY COUNTY COUNCIL AND EAST SUSSEX COUNTY COUNCIL PARTNERSHIP

1. The Council set out its long term strategy, in November 2011, to work in partnership to build resilience, deliver efficiencies and strengthen its service provision for the residents of Surrey. Working in partnership, the Council will take advantage of economies of scale to drive down fixed costs, will build resilience and strengthen skills and knowledge. The Council's business support services have developed effective collaboration with East Sussex County Council through its shared procurement team and transactional service provision in operation since April 2013.
2. Surrey County Council and East Sussex County Council propose to build upon the success to date and deliver significant and transformative change by working in partnership to provide a comprehensive set of business services to both authorities, operating as one function under the management of a Joint Committee. The proposed partnership will deliver resilient and sustainable services whilst providing savings to our authorities. The bringing together of services from Surrey County Council and East Sussex County Council will create sufficient scale to allow the recruitment and retention of the best staff, drive shared efficiencies and invest in new technology that might otherwise be prohibitively expensive for each organisation alone.
3. The partnership is expected to develop and grow over time, attracting further public sector partners (as members of a Joint Committee) and from the pursuit of opportunities to enhance income, undertaken for public sector clients on a contractual basis or by means of specific delegation of function.
4. The working title for the partnership is South East Business Services; there is activity underway to consider an appropriate brand for the partnership for the public sector market. The partnership will incorporate all functions currently provided by Surrey County Council's Business Services Directorate (Human Resources, Shared Services, Property Services, Procurement and IMT) together with Finance and Legal Services.
5. The recommendations satisfy the legal requirements to enable the formation of a Joint Committee, appoint Members to it and to enable staff to be shared with East Sussex County Council. East Sussex County Council will pass similar resolutions and taken together these form the foundations of the governance arrangements for the partnership.
6. **The Cabinet agreed:**
 1. That the proposal to create a new business services partnership arrangement with East Sussex County Council, with effect from 15 April 2015, be approved and pursuant to that arrangement to place those of its staff employed in the delivery of those functions at the disposal of East Sussex County Council.

2. That the functions of the Council, which are within the remit of the services in scope be discharged by a newly constituted Joint Committee, to be established with East Sussex County Council with effect from 15 April 2015.
3. That the Joint Committee will comprise up to three Cabinet Members from Surrey County Council and up to three Members from East Sussex County Council.
4. That the responsibility for agreeing the detail of an Inter Authority Agreement with East Sussex County Council, and other related issues including establishing the Standing Orders of the Joint Committee, be delegated to the Leader of the Council and the Cabinet Member for Business Services, in consultation with the Chief Executive, the Strategic Director for Business Services, the Director of Finance and the Director of Legal and Democratic Services.
5. That the Director of Legal and Democratic Services be requested to prepare amendments to the Scheme of Delegation and to the Constitution to reflect the changes arising from this report and the Inter-Authority Agreement, once it is concluded, and submits them for approval by the Leader of the Council.

**Mr David Hodge
Leader of the Council
6 March 2015**

APPENDIX 1

CABINET IS ASKED TO MAKE THE FOLLOWING RECOMMENDATIONS TO THE COUNTY COUNCIL:

A. ADMISSION ARRANGEMENTS FOR SEPTEMBER 2016 FOR SURREY'S COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS, CO-ORDINATED SCHEMES AND RELEVANT AREA

It is recommended that Cabinet make the following recommendations to the County Council:

Recommendation 1

That, subject to Connaught Junior School also agreeing to introduce a reciprocal sibling link with Bagshot Infant School, a reciprocal sibling link for Bagshot Infant School is introduced with Connaught Junior School so that Bagshot Infant School would be described as operating shared sibling priority with Connaught Junior School for 2016 admission.

Reasons for Recommendation

- It would support families with more than one child as families with a sibling at Connaught Junior School would benefit from sibling priority at Bagshot Infant School
- This proposal is in line with a separate proposal by Connaught Junior School to introduce a reciprocal sibling link with Bagshot Infant School. This recommendation is therefore conditional on Connaught Junior School Governing Body approving their amended policy on 24 March 2015.
- It would provide continuity and a clearer transition for parents, children and schools and would reduce anxiety for parents
- If Connaught also introduce a feeder link from Bagshot as they have proposed, it would enable families to benefit from a sibling link for Reception even if they had a child who was due to leave the infant school before the younger child was admitted
- It would maximise the opportunity for families to keep children together or at schools with agreed links
- It is supported by Connaught Junior School and by the Headteacher and Chair of Governors of Bagshot Infant School

Recommendation 2

That a new criterion for Hammond Community Junior School is introduced for September 2016 to provide priority for children attending either Valley End or Windlesham Village infant schools as follows:

- a. Looked After and previously Looked After Children
- b. Exceptional social/medical need
- c. Children attending Lightwater Village School
- d. Siblings not admitted under c) above
- e. Children attending either Valley End CofE Infant School or Windlesham Village Infant School
- f. Any other children

Reasons for Recommendation

- It would introduce a feeder link for infant schools where currently none exists and in doing so would provide continuity and a clearer transition for parents, children

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- and schools and would reduce anxiety for parents
- It would help ensure that a school within a reasonable distance could be offered to all children within the area
 - It would maximise the opportunity for families to keep children at schools with agreed links
 - It would support viability of Valley End and Windlesham Village infant schools
 - It is supported by the Headteacher and Governing Body of Hammond Community Junior School and by Valley End and Windlesham Village infant schools
 - Eligibility to transport is not linked to the admission criteria of a school and as such attendance at Valley End or Windlesham Village infant schools would not confer an automatic right to transport to Hammond Community Junior School

Recommendation 3

That a feeder link from Meath Green Infant to Meath Green Junior School is introduced for September 2016 as follows:

- a. Looked After and previously Looked After Children
- b. Exceptional social/medical need
- c. Children attending Meath Green Infant School
- d. Siblings not admitted under c) above
- e. Any other children

Reasons for Recommendation

- It would provide continuity and a clearer transition for parents, children and schools and would reduce anxiety for parents
- It would enable families to benefit from a sibling link for Reception even if they had a child who was due to leave the infant school before the younger child was admitted
- It would maximise the opportunity for families to keep children together or at schools with agreed links
- It would be in line with the criteria that exist for most other community and voluntary controlled schools which have feeder and reciprocal sibling links
- It is consistent with Surrey's planning principles set out in the School Organisation Plan
- It is supported by the Governing Body of the school
- Eligibility to transport is not linked to the admission criteria of a school and as such attendance at Meath Green Infant School would not confer an automatic right to transport to Meath Green Junior School

Recommendation 4

That, in line with the tiered arrangements that currently exist at both schools, a tiered feeder link is introduced from Wallace Fields Infant School to Wallace Fields Junior School for September 2016 as follows:

- a. Looked after and previously looked after children
- b. Exceptional social/medical need
- c. Siblings for whom the school is the nearest school to their home address
- d. Children attending Wallace Fields Infant School for whom the school is the nearest school to their home address
- e. Other children for whom the school is the nearest school to their home address
- f. Other siblings for whom the school is not the nearest school to their home address
- g. Other children attending Wallace Fields Infant School for whom the school

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- is not the nearest school to their home address
 - h. Any other children

Reasons for Recommendation

- It would provide continuity and a clearer transition for parents, children and schools and would reduce anxiety for parents
- It would enable families to benefit from a sibling link for Reception even if they had a child who was due to leave the infant school before the younger child was admitted
- It would maximise the opportunity for families to keep children together or at schools with agreed links
- It would help ensure that a school within a reasonable distance could be offered to all children within the area
- It is consistent with Surrey's planning principles set out in the School Organisation Plan
- It is supported by the Headteacher and Chair of Governors of both schools
- There was overall support for this proposal
- Eligibility to transport is not linked to the admission criteria of a school and as such attendance at Wallace Fields Infant School would not confer an automatic right to transport to Wallace Fields Junior School

Recommendation 5

That admission criteria are introduced for Year 3 entry to Worplesdon Primary School for September 2016 as follows:

- a. Looked after and previously looked after children
- b. Exceptional social/medical need
- c. Siblings
- d. Children attending Wood Street Infant School
- e. Children for whom the school is the nearest to their home address
- f. Any other children

Reasons for Recommendation

- As this school now has a Year 3 Published Admission Number (PAN) the local authority has a duty to determine criteria which confirm how children will be admitted
- Other than the feeder link for children attending Wood Street Infant School, it would introduce criteria that are in line with those that exist for the reception intake to the school
- It would provide continuity and reduce anxiety for parents and children of Wood Street Infant School
- It would maximise the opportunity for families to keep children at schools with agreed links
- It is supported by the Governing Bodies of both schools
- Eligibility to transport is not linked to the admission criteria of a school and as such attendance at Wood Street Infant School would not confer an automatic right to transport to Worplesdon Primary School

Recommendation 6

That the Year 3 Published Admission Number for Cranleigh Primary School is removed for September 2016.

Reasons for Recommendation

- It is supported by the Headteacher and Governing Body of the school

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- There will still be sufficient junior places for local children if the PAN is removed
 - It will help support other local schools in maintaining pupil numbers
 - It will alleviate funding, accommodation and staffing issues in the school
 - It will have no impact on children who are currently on roll at the school

Recommendation 7

That the own admission authority schools to be included in the assessment of nearest school are decided each year according to the policy set out in Section 12 of Enclosure 1, to the Cabinet report.

Reasons for Recommendation

- It ensures that there will be a consistent approach in selecting schools to be taken in to account when assessing 'nearest school' when applying the admission arrangements of community and voluntary controlled schools
- It ensures that there is equity in the application of admission arrangements for community and voluntary controlled schools county wide
- It ensures a transparent and open policy that parents can understand
- It does not deliver a significant difference to current practice
- It ensures historical pattern of admission is taken in to account
- It prevents schools from being included due to the admission of a bulge class or a non-standard admission year
- It allows for exceptions to apply where admission authorities change their admission arrangements

Recommendation 8

That following consultation, the start date to the primary admissions round remains as 1 September for 2016 admission rather than 1 November as proposed.

Reasons for Recommendation

- Response rate from schools was insufficient to gauge whether or not there would be general support for this proposal
- This proposal will be deferred until 2017 when a more targeted consultation will be carried out with schools

Recommendation 9

That Surrey's Relevant Area is agreed as set out in Enclosure 2, to the Cabinet report.

Reasons for Recommendation

- The local authority is required by law to define the Relevant Area for admissions
- The Relevant Area must be consulted upon and agreed every two years even if no changes are proposed
- Setting a Relevant Area ensures that any schools who might be affected by changes to the admission arrangements for other local schools will be made aware of those changes
- No significant change has been made to Surrey's Relevant Area but clarity has been provided for faith schools that they should consider the advice issued by their Diocese when considering which other deanery schools to consult with

Recommendation 10

That the Published Admission Numbers (PAN) for September 2016 for all other community and voluntary controlled schools are determined as they are set out in Appendix 1 of Enclosure 1, to the Cabinet report, which include the following

changes:

- i. Ashford Park Primary - increase in Reception PAN from 60 to 90
- ii. Bishop David Brown Secondary – increase in Year 7 PAN from 150 to 180
- iii. Cranmere Primary – increase in Reception PAN from 60 to 90
- iv. Farncombe CofE Infant School - increase in Reception PAN from 40 to 50
- v. The Greville Primary – increase in Reception PAN from 30 to 60
- vi. Hinchley Wood Primary - increase in Reception PAN from 60 to 90
- vii. Hurst Park Primary - increase in Reception PAN from 30 to 60
- viii. Manby Lodge Infant - increase in Reception PAN from 60 to 90
- ix. Milford School – increase Reception PAN from 50 to 60
- x. North Downs Primary School – introduction of Year 3 PAN of 4
- xi. South Camberley Primary – increase in PAN from 110 to 120
- xii. Stoughton Infant - increase in Reception PAN from 60 to 90
- xiii. West Byfleet Infant - increase in Reception PAN from 60 to 90
- xiv. Worplesdon Primary – introduction of a junior PAN of 30

Reasons for Recommendation

- Where an increase in PAN is proposed the schools are increasing their intake to respond to the need to create more school places and will help meet parental preference
- The School Commissioning team and the schools support these changes
- All other PANs remain as determined for 2015 which enables parents to have some historical benchmark by which to make informed decisions about their school preferences

Recommendation 11

That the remaining aspects of Surrey's admission arrangements for community and voluntary controlled schools for September 2016, for which no consultation was required, are agreed as set out in Enclosure 1 and its Appendices, to the Cabinet report.

Reasons for Recommendation

- This will ensure stability and consistency for the majority of Surrey's parents, pupils and schools
- The arrangements enable parents to have some historical benchmark by which to make informed decisions about their school preferences
- The existing arrangements are working reasonably well
- The arrangements enable the majority of pupils to attend their nearest schools and in doing so reduces travel and supports Surrey's sustainability policies
- Changes highlighted in bold in sections 10, 13, 14, 19 and 20 of Enclosure 1, to the Cabinet report, have been made to add clarity to the admission arrangements but do not constitute a policy change
- Changes highlighted in bold in sections 17 and 18 of Enclosure 1, to the Cabinet report, have been made to comply with statutory requirements of the School Admissions Code 2014
- The change highlighted in bold in section 21 of Enclosure 1, to the Cabinet report, has been made to reflect a change to Surrey's Home to School Transport policy
- Changes to PAN that are highlighted in bold in Appendix 1 of Enclosure 1, to the Cabinet report, are referenced in Recommendation 10

Recommendation 12

That the Coordinated Admission Schemes for 2016/17 are agreed as set out in Appendix 4 of Enclosure 1, to the Cabinet report.

Reasons for Recommendation

- The coordinated schemes for 2016 are the same as 2015
- The coordinated schemes will enable the County Council to meet its statutory duties regarding school admissions
- The coordinated schemes are working well