

**SURREY COUNTY COUNCIL**

**CABINET**

**DATE: 26 MAY 2015**



**REPORT OF: MS DENISE LE GAL, CABINET MEMBER FOR BUSINESS SERVICES**  
**MRS LINDA KEMENY, CABINET MEMBER FOR SCHOOLS AND LEARNING**

**LEAD OFFICER: JOHN STEBBINGS, CHIEF PROPERTY OFFICER**  
**PETER- JOHN WILKINSON, ASSISTANT DIRECTOR FOR SCHOOLS AND LEARNING**

**SUBJECT: HINCHLEY WOOD PRIMARY SCHOOL, ESHER**

**SUMMARY OF ISSUE:**

To approve the Business Case for the expansion of Hinchley Wood Primary School from a 2 Form of Entry Primary (420 places) to a 3 Form of Entry Primary (630 places) creating 210 additional places in Claygate to help meet the basic need requirements in the Claygate area from September 2016.

**RECOMMENDATIONS:**

It is recommended that, subject to the agreement of the detailed financial information for the expansion as set out in agenda item 18 in Part 2 of this agenda, the business case for the provision of an additional 1 Form of Entry (210 places) primary places in Esher be approved.

**REASON FOR RECOMMENDATIONS:**

The proposal supports the Authority's statutory obligation to provide sufficient school places to meet the needs of the population in the Esher area.

**DETAILS:**

**Background**

1. There has been an increasing trend in the demand for places in primary schools in Elmbridge. Despite both temporary and permanent expansions of a number of local schools in The Dittons and Weston Green area there remains a need for one more permanent form of entry. This will ensure a sufficiency of places up to the end of the current forecast period which is 2024.
2. Hinchley Wood Primary is a popular and successful school which delivers high quality education. It was rated by OFSTED at its last inspection (May 2012) as a good school and is consistently over-subscribed. The proposed provision of 210 additional places at Hinchley Wood therefore meets the Government's policy position to expand successful schools in order to meet parental preferences.

3. The Dittons and Weston Green is one of the primary place planning areas most under pressure in Elmbridge Borough. The combined Published Admission Number is 330 Reception class places per year although the Local Authority has been able to increase the local capacity by supplying 390 places in recent years. This has largely been achieved through schools taking temporary expansions or 'bulge' classes.
4. Although the birth rate seems to have now slowed, the forecast data, (which includes proposed new housing that has already been granted planning permission), indicates that there is an ongoing requirement for around 370 places per year up to 2024. Some of this demand will be met by rebuilding Cranmere Primary School and increasing its overall capacity to 630 places in 2016, but there is a clear need for one more permanent form of entry to add capacity and allow for in year admissions.
5. Hinchley Wood Primary School has recently taken a number of 'bulge' classes to help meet the rising demand in the area and has taken additional students in 2012, 2013 and 2014. So, in three of its seven year groups, it is already three forms of entry. It now has just over 500 pupils on roll and if it expands it would have 630. Its Governors and Headteacher have indicated a willingness to permanently expand providing that they are given accommodation to meet their needs. The campus is considered sufficiently large to enable expansion.
6. It is proposed that the school has extensions to provide five new junior classrooms and a new kitchen and a small dining room, which will operate in addition to the existing school hall, which could only accommodate pupils in several sittings. A new kitchen is required as the primary school is no longer able to use the kitchen and dining facilities at the adjacent Academy (Hinchley Wood Secondary School) as the facilities are at their capacity and could not meet the capacity demands of the larger primary school intake. The proposed plan would also entail the removal of the temporary double modular building, which will be utilised on another site.

A planning application has been submitted and a decision is expected at the Planning and Regulatory Committee meeting on 15 July 2015.

#### **CONSULTATION:**

7. Public consultation was undertaken on this proposal in September 2014. A consultation document was published and all statutory stakeholders including parents and local residents were informed. In addition, a public meeting was held at the school on 2 October 2014.
8. The results of the public consultation were summarised in the report to the Cabinet Member for Schools and Learning on 21 November 2014.
9. The consultation meeting was attended by 19 people and the council received fifty written responses of which 20 respondents agreed, 19 disagreed and 11 were undecided. The number of objections were largely based on parents' concerns about being able to transition to Hinchley Wood Secondary School, but that school has since named 'feeders' within its catchment area and has included Hinchley Wood Primary School. There was a detailed written response from the Governing Body of St Mary's Church of England Voluntary Aided Junior School, Long Ditton, objecting to the proposal on the grounds that it would create surplus junior places at their school and pupils would have less

of a chance at securing a place at Hinchley Wood secondary school based on home to school distance. Hinchley Wood has since altered its Admissions Arrangements to include named feeder primary schools including St Mary's. There is no current evidence of excessive surplus junior places in this planning area.

10. Since the publication of notices there have been no formal representations on this proposal.

#### **RISK MANAGEMENT AND IMPLICATIONS:**

11. Hinchley Wood Primary School is on a tight access arrangements which will need careful planning. The preferred option is to extend the existing building in order to suite classrooms into year groups and provide a kitchen and dining facilities. The delivery team will work closely with the school's management and contractor to manage construction risks and ensure the site is safe for pupils, staff and visitors.
12. The planning application will be considered by the Local Authority's Planning and Regulatory Committee at its meeting on the 15 July 2015.
13. There are risks associated with the project and a project risk register has been compiled and is regularly updated. A contingency allowance appropriate to the scheme has been included within the project budget to mitigate for potential unidentified risks.

#### **Financial and Value for Money Implications**

14. The project will be subject to robust cost challenge and scrutiny to drive optimum value as it progresses. Further financial details are set out in the report circulated in Part 2 of the agenda. These details have been circulated separately to ensure commercial sensitivity in the interests of securing best value.

#### **Section 151 Officer Commentary**

15. The funding for this scheme is included in the 2015/20 Medium Term Financial Plan.

#### **Legal Implications – Monitoring Officer**

16. Section 13 of the Education Act 1996 places a duty on a Local Authority (with responsibility for education) to ensure sufficient primary and secondary education provision is available to meet the needs of the population in its area.

#### **Equalities and Diversity**

17. The expansion of the school will not create any issues, which would require the production of an Equality Impact Assessment.
18. The new school building will comply with Disabilities Discrimination Act (DDA) regulations. The expanded school will provide employment opportunities in the area.

19. The school will be for children in the community served by the school. The Admissions arrangements will give the highest priority to Looked After Children and pupils on the Special Educational Needs (SEN) register and/or those who would benefit from a statement of educational need, thus supporting provision for our most vulnerable children. Children with siblings will receive the next priority, followed by those children living closest to the school. There is no proposal to amend the admissions criteria which is fully compliant with the Schools Admissions Code.
20. The school will be expected to contribute towards community cohesion and will be expected to provide the normal range of before and after schools clubs as are provided in a typical Surrey County Council school.

#### **Corporate Parenting/Looked After Children implications**

21. This proposal would provide increased provision for primary places in the area, which would be of benefit to the community served by the school. This means it would therefore also be of benefit to any looked after children who will attend the school.

#### **Climate change/carbon emissions implications**

22. The design philosophy is to create buildings that will support low energy consumption, reduce solar gain and promote natural ventilation. The school will be built to the local planning authority's adopted core planning strategy.

#### **WHAT HAPPENS NEXT:**

If approved, to proceed to complete tenders and subsequent contract award through delegated decision.

#### **Contact Officer:**

Keith Brown, Schools and Programme Manager – tel: 020 8541 8651  
Melanie Harris, School Commissioning Officer – tel: 020 8541 9556

#### **Consulted:**

Tony Samuels, Cabinet Associate for Assets and Regeneration  
Mike Bennison, Local Member: Hinchley Wood, Claygate and Oxshott  
Julie Fisher, Strategic Director for Business Services  
Paula Chowdhury, Strategic Finance Manager – Business Services

#### **Annexes:**

None - Part 2 report with financial details

#### **Sources/background papers:**

- The Education Act 1996
- The School Standards Framework Act 1998
- The Education Act 2002
- The Education and Inspections Act 2006
- Report to Cabinet: Schools Capital Budget Allocations Service update based on latest or most appropriate report year and version



This page is intentionally left blank