

**SURREY COUNTY COUNCIL****CABINET MEMBER FOR SCHOOLS, SKILLS AND  
EDUCATIONAL ACHIEVEMENT****DATE: 28 JULY 2015****LEAD OFFICER: JULIE FISHER, DEPUTY CHIEF EXECUTIVE****SUBJECT: PROPOSED EXPANSION OF ST. JOSEPH'S CATHOLIC  
PRIMARY SCHOOL****SUMMARY OF ISSUE:**

The Governing Body of St. Joseph's Catholic Primary School, in partnership with Surrey County Council (SCC) and the Diocese of Arundel & Brighton, has consulted on a proposal to expand the school by one form of entry from September 2016. The Education Consultation was conducted between 1 June 2015 and 29 June 2015.

On the basis of the education rationale for the expansion and in view of the comments received during the consultation period, the Governing Body of the school voted to proceed with the expansion project. The Cabinet Member is asked to review the summary of the consultation process provided within this report and associated Annexes and, on that basis, determine whether to ratify the decision made by the school from Surrey County Council's perspective.

**RECOMMENDATIONS:**

It is recommended that the formal decision of the Governing Body of St. Joseph's Catholic Primary School to expand by 1 Form of Entry (1 FE) be ratified by the Cabinet Member.

**REASON FOR RECOMMENDATIONS:**

There is an increasing demand for primary school places around Redhill and the wider Reigate area which reflects a rise in the primary-age population over recent years. In order to meet this demand, SCC is overseeing an ongoing school expansion programme, designed to increase the capacity of the school estate. The proposal to expand the capacity of St. Joseph's Catholic Primary School by 1 FE is a core element of SCC's strategy to deliver additional places in this area. In line with this, the Governing Body of the school have undertaken the requisite statutory consultation process and, on this basis, have made the formal education decision to expand the school. For these reasons, it is recommended that the Cabinet Member formally ratify the decision of the school in this respect so as to provide the necessary platform on which to proceed with the project.

**DETAILS:****The Proposal**

1. On 1 June 2015, the Governing Body of St. Joseph's Catholic Primary School, in cooperation with the Diocese of Arundel & Brighton and SCC, published a proposal to:

- Enlarge St. Joseph's Catholic Primary School from two forms of entry (2 FE) at Reception to three forms of entry (3 FE) at Reception, to allow for a roll of 630, comprising three classes of 30 pupils in each year group.
  - Build additional permanent classrooms and ancillary space to facilitate this.
2. It was proposed that the above enlargement would be effective from 1 September 2016. It was proposed that the school would grow incrementally, year-on-year, as the higher intake of 90 pupils worked its way progressively through the age range. As such, the school would effectively reach its new capacity of 630 places in September 2022. The incremental expansion in capacity is shown in the table below:

Year	YR	Y1	Y2	Y3	Y4	Y5	Y6	Total
2016/17	90	60	60	60	60	60	60	<b>450</b>
2017/18	90	90	60	60	60	60	60	<b>480</b>
2018/19	90	90	90	60	60	60	60	<b>510</b>
2019/20	90	90	90	90	60	60	60	<b>540</b>
2020/21	90	90	90	90	90	60	60	<b>570</b>
2021/22	90	90	90	90	90	90	60	<b>600</b>
2022/23	90	90	90	90	90	90	90	<b>630</b>

### Reasons for the Proposal

3. Reigate and Banstead is experiencing a significant increase in the demand for school places, reflecting both a rise in birth rate and increased house building and migration within the area. Births in the Borough in 2013 were 21.1% higher than births in 2005. A significant number of primary school places have been provided reflecting this demand and further growth is anticipated in the period up to 2022, which needs to be accommodated via further expansions of school provision.
4. Within the Redhill Planning Area, there is presently provision for 240 places per year in Reception, composed of the following:
- Lime Tree Primary School (offering 60 Reception places per annum);
  - St. Joseph's Catholic Primary School (offering 60 Reception places per annum);
  - St. Matthew's Church of England Primary School (offering 60 Reception places per annum); and
  - Wray Common Primary School (offering 60 Reception places per annum).
5. Demand for primary school places has been rising in Redhill in line with the general increase across the whole of the Reigate and Banstead Borough. Projections of future demand for school places are presented in the below table:

Year	Inf. PAN	Inf. Projection	Deficit	Jun. PAN	Jun. Projection	Deficit
2015/16	240	271	31	240	214	- 26
2016/17	240	292	52	240	282	42
2017/18	240	285	45	240	275	35
2018/19	240	289	49	240	282	42

2019/20	240	296	56	240	303	63
2020/21	240	301	61	240	300	60
2021/22	240	302	62	240	307	67
2022/23	240	304	64	240	313	73
2023/24	240	306	66	240	316	76
2024/25	240	308	68	240	317	77

6. As can be seen from the above, there is a sustained need for additional Infant places in the area. Whilst SCC is managing the immediate pressure for September 2015 in this and the wider area, via the delivery of a number of “bulge” year expansions, the need for permanent expansions will remain. A core component of the strategy devised to meet this need is the proposed expansion of St. Joseph’s by a Form of Entry, which (if approved) would reduce all of the above projected deficits by 30 places.
7. There is also good evidence to suggest that there are currently insufficient Catholic places available in the area to meet demand. The Redhill Deanery consists of three Catholic parishes. St. Joseph’s principally serves the Redhill, Reigate and Merstham area (Parish of the Nativity of the Lord). To the north, the Sacred Heart Parish (Caterham, Whyteleafe and Godstone) is served by St. Francis Catholic Primary School, which has a Published Admission Number (PAN) of 60. As there is no Catholic primary school in the Oxted or Warlingham area, parishioners there can apply to either St. Francis or St. Joseph’s.
8. Baptismal numbers provide a reasonable indication of potential demand at the primary school entry point. These numbers for the Redhill Deanery are provided below:

Parish	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Nativity of the Lord (Redhill, Reigate, Merstham)	96	70	69	124	93	86	114	100	57	77
Caterham	43	51	47	59	49	43	53	67	75	73
Oxted & Warlingham	16	19	22	29	21	19	31	18	26	11
<b>Total</b>	<b>155</b>	<b>140</b>	<b>138</b>	<b>212</b>	<b>163</b>	<b>148</b>	<b>198</b>	<b>185</b>	<b>158</b>	<b>161</b>

9. As can be seen from the above, the number of baptisms across the Deanery has typically exceeded the available Catholic PAN in the area (this being a combined total of 120 places). Even disregarding any potential intake from Oxted and Warlingham, the historic figures (which will likely be augmented by rising birth rates) indicate that there is sufficient local Catholic demand within the area that St. Joseph’s principally caters for (Redhill/Reigate/Merstham) to warrant a 1 FE expansion of this school.
10. The school site is located close to pupil demand and the specific demand from baptised Catholics in the area. Where possible, the SCC’s strategy is to expand high quality provision that meets parental demand, whilst also ensuring that there is a diverse pattern of provision, so as to provide families with some element of choice. The most recent Ofsted report on the school,

from March 2012, rates the school as 'Good'. In particular, this report noted that; "school leaders and governors are ambitious and they have high expectations for staff and pupils. Teamwork is strong and staff morale is high. Procedures for monitoring the quality of teachers' work are systematic and are used well to improve the quality of teaching. This has resulted in teaching which is good and improving". The evident quality of education provision at St. Joseph's was a key reason underpinning the move to expand this school and thereby increase the provision of high-quality school places to the local community.

### **School Building Requirements**

11. The school site has sufficient capacity to enable expansion in its existing location. Naturally, though, a building programme will be required to provide the permanent facilities to allow for the increase in pupil intake. To this end, SCC has allowed for an appropriate capital sum for this project, within the Basic Need Capital Programme element of its Medium Term Financial Plan (MTFP)
12. Following a series of design workshops with the school to develop the building proposal, a planning application for the associated scheme was submitted in April 2015. This planning application will be considered by the Planning and Regulatory Committee on 30 July 2015. Consequently, a Business Case for the scheme is due to be taken to SCC's Cabinet on 29 July 2015. The full details of the proposed scheme will be the subject of that Business Case.

### **CONSULTATION:**

13. As a Voluntary Aided school, the increase in admission number was the subject of a school-led consultation process which was held for a 4-week period, between 1 - 29 June 2015. This process engaged a range of interested stakeholders, including the school community, local residents, local admissions authorities and the Surrey School Admissions Forum. On 23 June 2015, the Governing Body held a consultation evening at the school, to which all interested parties were invited. A summary of the feedback from the entire consultation process is appended to this report as Annex 2.
14. Ultimately, as St. Joseph's Catholic Primary School is a Voluntary Aided School, the statutory decision in respect of the expansion proposal rests with the school Governing Body. On the basis of the education rationale for the expansion and in view of the comments received during the consultation period, the Governing Body of the school voted to proceed with the expansion project and this decision was published on the school's website on 9 July 2015. The record of this decision is appended to this report as Annex 1.

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

15. As the education consultation has been completed and the associated decision made, in compliance with the relevant legislation governing such decisions, there is no outstanding risk in this respect. However, it should be noted that there was a degree of opposition to the proposals that manifested in the feedback to the consultation process. It was felt that, in large part, the root of these concerns lay in the fact that there was the perception that there had been insufficient engagement with stakeholders throughout the process.

The Project Team and Governing Body are looking at ways to address this concern, as the project moves forward.

16. There are naturally risks associated with the building project required to facilitate this expansion. Ultimately, these are, in large part, related to cost and programme, i.e. the capacity to deliver the requisite project within the defined financial parameters, in time for the opening of the new provision by September 2016. A Risk Register is being maintained and updated on a regular basis by the Project Manager of the scheme and this should serve to both mitigate risk (in part) and to provide early foresight of any issues as they materialise. A contingency allowance appropriate to the scheme has been included within the project budget to mitigate for potential identified risks.

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

17. The building project associated with this proposal is included in SCC's Basic Need Capital Programme element of its 2015-20 MTFP. A scheme of works has been developed by Property Services and this is due to go to Cabinet for approval on 29 July 2015.

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

18. The S151 Officer confirms that the basic need expansion scheme for this school is included in the 2015-20 MTFP.

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

##### **Public Sector Equality Duty**

19. The public sector equality duty (Section 149 of the Equality Act 2010) applies to the decision to be made by the Cabinet Member in this report. There is a requirement when deciding upon the recommendations to have due regard to the need to advance equality of opportunity for people with protected characteristics, foster good relations between such groups and eliminate any unlawful discrimination. These matters are dealt with in the equalities paragraphs of the report.

##### **General Decision-Making**

20. In coming to a decision on this issue the Cabinet Member needs to take account of all relevant matters. The weight to be given to each of the relevant matters is for the Cabinet Member to decide. Relevant matters in this context will include the statutory requirements, the policy considerations, the impacts of the options on service provision, the MTFP, the Council's fiduciary duty, any relevant risks, the results of the consultation and the public sector equality duty.

##### **Fiduciary Duty**

21. The Council owes a fiduciary duty to its Council Taxpayers, analogous to that owed by trustees responsible for looking after property belonging to other people. Accordingly in deciding to spend money a local authority must take account of the interests of Council Tax payers who have contributed to the Council's income and balance those interests against those who benefit from

the expenditure. It will also need to act in a prudent way having regard to the short and long term consequences of the decision.

### **Best Value Duty**

22. The best value duty is contained in s3 of the Local Government Act 1999 as a result of which the Council is under a duty to make arrangements to secure continuous improvement in the way in which functions are exercised, having regard to a combination of economy, efficiency and effectiveness. The relevant guidance states that Councils should consider overall value, including economic, environmental and social value when reviewing service provision.

### **School Expansion**

23. Section 13 of the Education Act 1996 places a general duty on the Council to secure that efficient primary and secondary education is available to meet the needs of the population in its area. In doing so, the Council is required to contribute to the spiritual, moral, mental and physical development of the community. Section 14 of the Education Act 1996 places a duty on the Council to secure that sufficient schools for providing primary and secondary education are available in its area. There is a legal duty on the Council therefore to secure the availability of efficient education in its area and sufficient schools to enable this.
24. The School Organisation (maintained schools) Guidance for Proposers and Decision-makers January 2014 and the School Admissions Code 2014 set out the requirements for governing bodies of Voluntary Aided schools in school expansions where PAN will increase. As there was no actual requirement to consult, the governing body have gone over and above the duties set out under these statutory documents.
25. This report sets out how the Authority will meet its duties in response to the increasing demand for school places in Redhill.

<b>Equalities and Diversity</b>
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26. The expansion of the school will not create any issues that would require the production of an Equality Impact Assessment (EIA), as no group with protected characteristics will be adversely affected as a consequence of its approval, or otherwise.
27. The new school building will comply with Disability Discrimination Act (DDA) regulations.
28. The Admissions arrangements give the highest priority to Baptised Looked After Children (LAC) and Baptised children with exceptional medical or social needs, thus supporting provision for the county's most vulnerable children. Baptised Catholic children receive the next priority, followed non-Catholic LAC and children with exceptional medical or social needs. Priority is then given (in order) to children of other faiths; siblings; and distance from home to school. There is no proposal to amend the admissions criteria, which are fully compliant with the School Admissions Code.

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

29. 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 would therefore also be of benefit to any Looked After Children who have the opportunity of attending the school with this grouping of children receiving the highest priority ranking within the school's admission arrangements once faith-based factors have been taken into account.

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

30. 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. In addition, the provision of additional school places to meet local demand is likely to have a positive impact on reducing journey times (and therefore carbon emissions), relative to the scenario of not so doing.

### **WHAT HAPPENS NEXT:**

31. Subject to Cabinet Member approval of the recommendation of this report, the next steps are:
- To take a Business Case for the associated capital works scheme to SCC's Cabinet on 29 July 2015.
  - If approval to the above referenced Business Case is granted, the project will move to delivery, with a view to having the expanded school facilities ready to accommodate the new 3 FE pupil cohort in September 2016.

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#### **Contact Officer:**

Oliver Gill, School Commissioning Officer, Tel: 020 8541 7383

#### **Consulted:**

St. Joseph's Catholic Primary School Governing Body  
Parents of pupils attending the school  
Local residents  
Diocese of Arundel & Brighton  
Local Headteachers  
Peter-John Wilkinson, Assistant Director for Schools and Learning  
Natalie Bramhall, Local County Council Member for Redhill West and Meadvale  
Reigate & Banstead Borough Council  
Unions (NAHT, NASUWT, NUT, GMB, UNISON)  
School Admissions Forum

#### **Annexes:**

Annex 1 – Governing Body Decision Letter  
Annex 2 – Summary of Consultation Feedback

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

- St. Joseph's Catholic Primary School Statutory Notice
  - St. Joseph's Catholic Primary School Consultation Document
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