

NOTICE
OF
MEETING



CHILDREN'S SERVICES OVERVIEW AND SCRUTINY PANEL

will meet on

TUESDAY, 19TH APRIL, 2016

At 6.30 pm

in the

COUNCIL CHAMBER - TOWN HALL,

TO: MEMBERS OF THE CHILDREN'S SERVICES OVERVIEW AND SCRUTINY PANEL

COUNCILLORS EDWARD WILSON, DAVID EVANS (CHAIRMAN),
CHARLES HOLLINGSWORTH (VICE-CHAIRMAN), LYNNE JONES,
ROSS MCWILLIAMS, MARION MILLS AND WESLEY RICHARDS

VACANCY (OXFORD DIOCESE), MR MOSS (PORTSMOUTH DIOCESE),
TANYA WHITE (SECONDARY HEADTEACHER REPRESENTATIVE), VACANCY
(PRIMARY HEADTEACHER REPRESENTATIVE), MR LOUDEN
(SECONDARY GOVERNORS REPRESENTATIVE), MARGARET BROWN
(SECONDARY GOVERNORS REPRESENTATIVE), MARTIN POST (REGIONAL
SCHOOLS COMMISSIONER)

SUBSTITUTE MEMBERS

COUNCILLORS MALCOLM BEER, HASHIM BHATTI, MAUREEN HUNT,
MOHAMMED ILYAS, ASGHAR MAJEED, HARI SHARMA, JOHN STORY AND
SIMON WERNER

Karen Shepherd - Democratic Services Manager - Issued: Monday, 11 April 2016

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **David Cook**

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
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2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.	7 - 8
3.	<u>MINUTES</u> To consider the Part I minutes of the meeting held on 22 March 2016.	9 - 12
4.	<u>REGIONAL SCHOOL COMMISSIONER</u> For the Regional School Commissioner to address the Panel.	Verbal
5.	<u>DYNAMIC PURCHASING SYSTEM - HOME TO SCHOOL TRANSPORT</u> To inform Members of the trial of a dynamic purchasing system for Home to School Transport.	13 - 24
6.	<u>FINANCE UPDATE</u> To comment on the Cabinet report.	To Follow
7.	<u>NEW PRIMARY SCHOOL PLACES IN ASCOT</u> To comment on the Cabinet report.	25 - 38
8.	<u>PROGRESS REPORT ON EXTENDING GRAMMAR SCHOOL PROVISION INTO THE ROYAL BOROUGH</u> To comment on the Cabinet report.	To Follow
9.	<u>OFSTED IMPROVEMENT PLAN</u> To receive a presentation on the May 2016 Cabinet report.	Verbal
10.	<u>FORWARD PLAN</u> To note the forward plan.	39 - 42
11.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> To consider passing the following resolution:-	

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on item 8 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
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i.	<u>NEW PRIMARY SCHOOL PLACES IN ASCOT</u> To note the Part II appendix. <i>(Not for publication by virtue of Paragraph 2 of Part 1 of Schedule 12A of the Local Governmet Act 1972)</i>	45 - 46

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MEMBERS' GUIDANCE NOTE

DECLARING INTERESTS IN MEETINGS

DISCLOSABLE PECUNIARY INTERESTS (DPIs)

DPIs include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any license to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

PREJUDICIAL INTERESTS

This is an interest which a reasonable fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs your ability to judge the public interest. That is, your decision making is influenced by your interest that you are not able to impartially consider only relevant issues.

DECLARING INTERESTS

If you have not disclosed your interest in the register, you **must make** the declaration of interest at the beginning of the meeting, or as soon as you are aware that you have a DPI or Prejudicial Interest. If you have already disclosed the interest in your Register of Interests you are still required to disclose this in the meeting if it relates to the matter being discussed. A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' has been taken to mean a discussion by the members of the committee or other body determining the issue. You should notify Democratic Services before the meeting of your intention to speak. In order to avoid any accusations of taking part in the discussion or vote, you must move to the public area, having made your representations.

If you have any queries then you should obtain advice from the Legal or Democratic Services Officer before participating in the meeting.

If the interest declared has not been entered on to your Register of Interests, you must notify the Monitoring Officer in writing within the next 28 days following the meeting.

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Public Document Pack Agenda Item 3

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY PANEL

TUESDAY, 22 MARCH 2016

PRESENT: Councillors Edward Wilson, David Evans (Chairman), Charles Hollingsworth (Vice-Chairman), Lynne Jones, Ross McWilliams, Marion Mills and Wesley Richards

Also in attendance: Councillor N Airey and Bicknell

Officers: Edmund Bradley, Kevin McDaniel, Hilary Hall, Anna Trott, Alison Alexander and David Cook.

APOLOGIES FOR ABSENCE

There were no apologies for absence were received. Councillor McWilliams had reported he would be late.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

MINUTES

The Part I minutes of the meeting held on 27th January 2016 were approved as a true and correct record.

STANDARDS AND QUALITY OF EDUCATION IN ROYAL BOROUGH SCHOOLS - A REVIEW OF THE ACADEMIC YEAR 2014/15

The Panel considered the report that examined education performance data from the academic year 2014-15. The report contained analysis against performance of schools in England and year on year performance analysis.

Kevin McDaniel explained the results were from children who had sat examinations in the summer of 2015. As a whole local children achieved well with high standards of attainment compared to national averages across all age groups. Due to a change in the way early years were assessed there had been a slight dip in early years foundation results as they got used to the new criteria.

The Panel were informed that although performance had maintaining its comparable level of attainment the borough's local authority ranking had fallen compared to the other authorities in England. 79% of schools were judged to be Good or Outstanding by Ofsted, lower than the national average of 84%, so there was still work required to improve performance.

One of the challenges identified was the need to support disadvantaged children. Although the data showed that children eligible for free school meals did better at GCSE in the borough than the national average with Charters, Desborough College and Newlands Girls' doing at least 15% better, there were areas where performance was below this and challenge was required.

Chart 3 showed that in primary and middle schools the success of children eligible for free school meals in their SAT tests was lower in the borough than in many other boroughs in England.

A level performance had dipped with less pupils taking 3 A levels, however Newlands Girls School had been successful with a good range of A level, BCA and vocational courses.

The Panel requested that when the Education White Paper was consulted upon the boroughs response be brought to scrutiny before submission.

The Panel felt that the lead Member should explain to Cabinet how attainment 8 was calculated, they also felt it was important to explain to the public that there would be a period of transition as schools move to academies and MATS.

It was noted that the three tier system did not seem to be performing as well as the two tier system and it was questioned how the borough compared in respect to this area to others. The Panel were informed that officers had not seen their data in full but it was known that each transition did have an impact performance, however by the end of the journey performance levels were back up.

(Cllr McWilliams joined the meeting)

The report showed that there was still more work to be done on attainment levels and the Panel felt that there should be specific focus on narrowing the attainment gap for pupils receiving free school meals.

Resolved Unanimously: That the Children's Services O&S Panel considered the report and fully endorsed the recommendations to Cabinet.

RBWM TRANSFORMATION PROGRAMME 2015-18: AN AGILE COUNCIL

The Panel considered the report going to Cabinet on the RBWM Transformation Programme (strategy) 2015-18.

The Managing Director explained the strategy built on past achievements and was required as nationally the way local government was funded and worked was changing. The refreshed RBWM Transformation Programme was designed to respond to these changes

By 2018 the council was expected to be more self-reliant, equipped to work in new ways, quicker to respond and providing a mixed economy of service provision. Through the FSR process the council would be able to understand opportunities and then improve its ability to implement changes in short timescales.

The three key areas of the strategy were noted as:

- Knowing our services
- Having the right people a tools
- Delivering differently

It was noted that what this would mean for Children's Services was an agenda item due to be discussed under PartII.

Resolved Unanimously: That the Children's Services O&S Panel considered the report and fully endorsed the recommendations to Cabinet.

FINANCIAL UPDATE

The Panel considered the report that provided an update on the Council's financial performance with services currently projecting a £281k underspend. However due to four non-service variances totalling £262k there is a net underspend of £543k on the General Fund.

With regards to the Children's Directorate there were reporting a projected year-end underspend of £12k against the net controllable budget of £17.9m, a movement of £37k on the £49k underspend reported to Cabinet in February. This increase mainly come from a further increase of £40k in the projected outturn for home to school transport.

Cllr E Wilson questioned why Windsor Boys had received £10k for repairs to a bike shed and was informed by Cllr N Airey that this was an exception to the rule as a repair was required and the contractor responsible no longer existed.

Resolved Unanimously: That the Children's Services O&S Panel considered the report and fully endorsed the recommendations to Cabinet.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

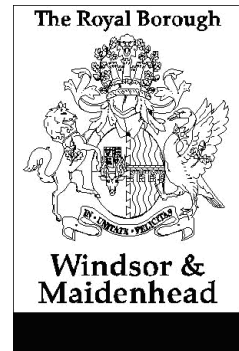
The meeting, which began at 6.30 pm, finished at 9.15 pm

CHAIRMAN.....

DATE.....

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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Dynamic Purchasing System – Business Case
Responsible Officer(s)	Russell O’Keefe, Strategic Director of Corporate and Community Services 01628 796521
Contact officer, job title and phone number	Andrew Brooker, Head of Financial Services, 01628 796341
Member reporting	Cllr Dudley (Finance, including Property and Deputy Leader of the Council), Cllr Bathurst (Principal Member for Policy)
For Consideration By	Cabinet
Date to be Considered	31 March 2016
Implementation Date if Not Called In	May 2016
Affected Wards	All

REPORT SUMMARY

1. This report will consider whether dynamic purchasing is a route the Council wishes to proceed down to procure its services and the options available in the market.
2. A Dynamic Purchasing System (DPS) is a combination of the use of an eProcurement tendering tool and the use of approved/accredited supplier lists. Providers register with the system, the Council would then review their suitability and quality systems and if deemed acceptable they are accredited. Unlike the traditional framework contracts providers can join and leave at any time during the DPS timeframe. Tenders are issued to only accredited providers of the DPS, ensuring a level of quality, however, they are not obliged to submit a quotation.
3. This concept has been discussed at the Policy Committee and the outcomes of the dynamic purchasing task and finish group were established on the 10th September 2015. The group recommended that this report is submitted to Cabinet.
4. These recommendations are being made as the group has concluded there is sufficient evidence to suggest a dynamic purchasing system could improve service quality for residents and potentially lower the Council’s expenditure.

5. The recommendation is to commence a pilot on the usage of a DPS for the recommissioning of the home to school transport contracts and explore the suitability for residential care contracts with the market.
6. It is proposed that there will be a report back to Cabinet on pilot findings and recommendations on any further DPS roll out in October 2016.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Encouraging providers to register could allow more choice to residents for services	September 2016
2. Accreditation process will improve quality of service to the residents	September 2016

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. **Approve the pilot of the Bravo Solutions Dynamic Purchasing System.**
- ii. **Approve the development cost of £4000 for the pilot scheme from the development fund.**
- iii. **Agrees that there will be a report back to Cabinet on the finding of the pilot and recommendations on next steps in October 2016.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 A Dynamic Purchasing System (DPS) is a combination of an eProcurement tool and the use of approved/accredited provider lists. Providers register with the system, the Council then reviews their suitability and quality systems and if deemed acceptable they are accredited. Unlike the traditional framework contracts providers can join and leave at any time during the specified timeframe. eTenders are then issued only to accredited providers of the DPS, they are not obliged to submit quotes for the tenders.

2.2 To ensure the success of any DPS, resource is required for the following tasks:

- I. Agreeing the suitability of the DPS procurement strategy for that spend area and mandating the scope of the DPS.
- II. Setting up the DPS rules including building the accreditation process of each spend area, tender templates and responsibilities for the system.
- III. Market warming events to launch the DPS system which will include developing awareness, system training and understanding of the accreditation process.
- IV. Encouraging provider participation in the tenders posted on the DPS.
- V. Continuous maintenance of the accreditation of new providers and renewals.
- VI. Support to the providers to help them to achieve accreditation quality standard.
- VII. Running all mini tenders through the DPS system in accordance with the contract rules on approval to tender and award.
- VIII. All requirements must be clearly documented in a specification in a language the providers understand for each DPS tender.

- 2.3 It is essential that the market is fully engaged in the DPS and providers have the capability not only to become accredited but also the willingness to respond to tenders via email notifications.
- 2.4 Two types of DPS System have been evaluated as part of this review.

DPS system

- 2.5 Under the Public Contract Regulations 2015 all tenders are required to be electronically available. The Council uses an etendering system with Bravo Solutions to meet this obligation. The etendering licence that we hold includes a DPS system which is not currently being used. The procurement and accreditation process would be managed internally, this web based system includes the purchase of licences to the IT DPS solution and systems support for buyers and providers. The system and support is free to all providers, purchasers pay a licence fee and implementation fee.
- 2.6 Using Bravo Solutions will allow a quick implementation process, no system integration, procurement staff within the Council are already experienced in using the etendering module which the DPS will use when running tenders.

Managed DPS

- 2.7 A managed DPS includes the etendering tool and the outsourcing of the payment processes. Adam (was Matrix) is one of the providers in the market that can offer this solution. Their solution provides market warming support, system support for buyers and providers and manages the payment process to providers. Adam like the above solution does not provide support on the accreditation process with providers.
- 2.8 The Adam payment system requires the Council to be responsible for inputting all variations to the contract price manually and closing down of contracts in the Adam payment system.
- 2.9 Providers will be required to go onto the Adam system and create a service receipt rather than raise an invoice which will be an additional process for working with the Council. The Council would pay Adam against one consolidated invoice and then Adam would pay the contracted providers. The consolidated invoice data can integrate directly into Agresso.
- 2.10 This is a cloud solution which will require further vigour on data security, integration with Agresso, mapping and analysis of current processes, understanding current level of effort and return on investment. Integration with the Council's systems could be a barrier to implementation by being costly and/or time consuming.
- 2.11 A DPS Managed System will take time to investigate the feasibility, process mapping of current processes, review of integration into Agresso and return on investment.

Costs of DPS

2.12 The first year costs for the implementation of one DPS and the licence costs for one year for the above described solution are as follows:

Solution	Annual Licence Fee	Implementation Fee per DPS	Total Annual Cost per DPS
Bravo Solution DPS	2 full user licences £3,000 + 1 read only licence £200 per DPS	£800	£4,000
Adam DPS	£60,000	£25,000	£85,000
Adam Managed DPS	£60,000 + Currently unknown invoicing processing fee	£25,000	£85,000

Key Benefits of a DPS

2.13 The key benefits of implementing any DPS over and above the Councils current procurement processes:

- i. **Potential cost savings** - Dynamic purchasing can create a level playing field where even the smallest local providers can submit bids. This high level of competition has the potential to drive down prices and reduce Council spend. Savings are not expected on the trial but there is a potential to make savings at full roll out stage.
- ii. **Quality control and improvement**– Providers must first be ‘accredited’ against a set of quality criterion through the accreditation process by the Council before being granted entry to the DPS. This can ensure that only high quality providers are permitted to submit bids. A basic accreditation could include Care Quality Commission registration, operator licences, insurances, Disclosure and Barring Service process. A comprehensive accreditation process could review previous contract performance, agreeing terms, internal systems and processes such as health and safety, employment vetting and training. The level will need to be decided during the design phase for each spend area. The aim of the focus on quality of service will provide better outcomes for residents.
- iii. **Transparency** - The Council would have complete visibility over the end-to-end process of procuring its services, a full transparent audit trail. The open, transparent nature of a DPS can also build trust and certainty for providers.
- iv. **Tender paperwork consolidation** - The electronic, automated nature of a DPS means that providers can tender without having to invest hours of time completing forms repetitively making it cheaper to bid.
- v. **No time limit for Providers** - A DPS remains open to new providers during the DPS time period. This will allow new entrants into the market to join the DPS to provide the capacity that is required to meet service demands.
- vi. **Opportunities for expansion** - A wide variety of goods and services can be procured through a DPS. These could include any off the shelf purchases, care packages, facilities management, education support, staff training, transport, taxi services, temporary accommodation and IT applications.

Drawbacks to DPS

2.14 There are however, drawbacks and possible risks to the running of any DPS:

- i. **Market disengagement** - For the DPS to work effectively providers must be engaged to participate. If not many opt to join or meet the quality criteria set in the system, its ability to improve quality standards and achieve savings is diminished. A critical mass of accredited providers that bid on the tenders is essential. All commissions/purchases must be mandated to be advertised on the system and bids only accepted from the system. Market warming on the use of DPS and system training is essential to mitigate this risk.
- ii. **No savings guarantee** - A fall in spend is not a certainty through the DPS. The market may not respond to the DPS as forecasted. In the current market with rising staffing costs it may mitigate market pressures through encouraging competition.
- iii. **Service Description** - If the service description issued to the market is not clear, rates may be inaccurate and not meet the requirement, providers may increase rates because of uncertainty of service provision. Delays may also occur if providers need to ask questions to enable them to provide an accurate rate. To mitigate this risk training, guides and service description templates would need to be created and tested in provider forums.
- iv. **Entirely electronic** - The DPS is entirely electronic and commissioners may therefore need to undertake extensive development work with their providers to ensure they are able to respond.
- v. **Cultural change** - The transition away from a traditional Framework or one large contract to a DPS may deter some larger providers from bidding.
- vi. **Just a system** - The DPS will not revolutionise the local market and guarantee improvement. It would simply be a new, electronic way for accredited providers to approach the Council for work. Etendering is already used on all procurements over the OJEU thresholds.

Application of DPS in Home to School Transport Market

- 2.15 The current contracts are restricted to 21 providers, with 180 contracts in place. Competition is restrictive due to the tendering process that was undertaken. There are daily changes to planned routes, reconciliation is a key process in managing this spend with the providers as incorrect invoicing is common.
- 2.16 The current spend in this area is approximately £2.5m, with overspend against the budget. There are pressures on market rates through the increased pay passenger assistants due to National Living Wage legislation, however reductions in petrol prices may alleviate some of the increase to the Council.
- 2.17 DPS systems have been widely used by other Councils in transport and home to school transport contracts. These are Buckinghamshire, West Berkshire, and Waltham Forest. They use very similar systems to Bravo. There may be an opportunity for Berkshire wide collaboration on DPS in the future.

- 2.18 Advantages of the DPS in this specific spend area are compliance, opening up the market and the ability to bring in new providers anytime during DPS timeframe.
- 2.19 The current homes to school contracts are expiring in July 2016 therefore the recommendation is to use the extension option in the current contracts for an additional academic year to allow tenders via DPS in the future. The intention is to then use the DPS pilot to tender any existing contracts which need significant amendment for September 2016 e.g. for better value, smaller or larger vehicles, combining existing contracts. And to also use DPS tendering for any completely new contracts for the academic year September 2016 – July 2017.
- 2.20 This will then give time to bed in a DPS accreditation process and on-boarding of providers prior to tenders being conducted. The accreditation process will be designed to fit with the market and regulatory conditions such as valid licences, insurances and all staff DBS checked. This will be as simple and straightforward as possible for the providers.
- 2.21 Market warming, training and support on accreditation process are essential for this set of providers. Mandating the DPS so all tenders go through the system is required.

Application of DPS in the Residential Care Market

- 2.22 Residential care market prices are substantially increasing, current spend in residential care is £9.3M. Since 2012 many RBWM providers have not received any inflationary increases, unlike other Councils that have automatically increased rates by an agreed percentage year on year.
- 2.23 There are legislation pressures such as the introduction of the National Living Wage, Minimum wage increases, increase on pension auto-enrolment employer contributions, increase in cost of CQC regulations, nursing staff shortages and reliance on agency staff. The Council has received a significant number of rate increase requests commencing from 1st April 2016, these requests range between 5-7%.
- 2.24 The forecast increase in population and demand for the older people residential care service will increase market costs. Growth in 85-89 and 90+ age cohorts in the Council are faster than the national average. Between 2014 and 2015 4% and 7% respectively compared with 3% and 4% nationally. The growth to 2020 is also ahead of the national figures, 20% for 85-89 compared with 18% nationally, and 31% compared with 28% for 90+.
- 2.25 There are collaboration opportunities with this spend area with other local Councils and CCG's to co-ordinate needs and aggregate demand which may yield benefits to the Council's position in the market. Implementation of a joint DPS will provide a better footing in the market.
- 2.26 Adult Services currently run a basic process to check provider quality which comprises a CQC check and feedback from commissioners and reviewing officers. In the past RBWM have had a more comprehensive accreditation process that has analysed more detail on provider's quality and viability. Given the authorities duty under the Care Act 2014 to safeguard against and manage

provider failure in a borough where there are 46 care homes (the highest volume in any CCG area) resourcing a more comprehensive accreditation and monitoring process would be recommended to set the bar for providers to meet.

Recommendations

2.27 It is proposed that a phased approach is undertaken:

- Phase 1 - A pilot DPS for Home to School Transport providers using Bravo Solutions. Assess the functionality, market response to DPS accreditation and possible additional routes via tender. Further work to be carried on the application of the DPS in Residential Care. A report will be due back to Cabinet on the pilot and suitability of DPS in current Residential care market. Success of the pilot will be measured as follows:
 - (i) Market engagement on the DPS will be measured through the number of accredited providers in the DPS
 - (ii) Market responsiveness through the DPS will be measured through the volume of response to tenders posted
 - (iii) Market competitiveness through the DPS will be measured through cost savings achieved. Major factors in achieving this will be the above market responsiveness and engagement success
 - (iv) Improvements to the quality of service to Residents will be measured through customer survey
- Phase 2 - If the tool proves successful the next step will be tendering for a longer term DPS solution, and exploring any DPS collaboration opportunities with other Councils. Assess and evaluate the outsourcing of the payments process as part of the DPS tool. Reviewing and implementing DPS with other categories of spend that are suitable and could benefit from a DPS solution.

2.28 Additional temporary resource is required for the implementation of the system and pilot. Assessments on resourcing for the running of the accreditation process is dependant on the depth of the accreditation process agreed for each spend area.

Options Summary

Option	Comments
DPS Pilot on Home to School Transport and explore suitability of DPS for Residential Care with Bravo Solutions Recommended	Low cost, quick implementation option to assess local provider appetite and assess benefits.
Implement Adam system Not Recommended	Indicative costs only provided so costs may increase further. Increase in resource is required and system training.
Implement Managed DPS System Not Recommended	Indicative costs only provided so costs may increase further. Return on investment unknown, analysis of current process required, integration into

Option	Comments
	Agresso has not been assessed.
Do nothing Not Recommended	Loss of opportunity on compliance, quality assurance and market competition.

2.29 The Funding for the recommended option will come from the Development Fund.

3 KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
DPS System set up by	After 30th May	30th May	30th April	Before 30th April	31st May 2016
Level of satisfaction of parents of the home to school transport service	< 80%	80%	> 80%	>85%	30 September 2016
% reduction in cost of the home to school transport service	< 5%	5%	> 5%	>10%	30 September 2016

4. FINANCIAL DETAILS

Financial impact on the budget

4.1 The financial impact will be dependant on the approval to implement a DPS and what type of DPS is chosen. New funds will be required to fund the DPS and a decision on how the funding will be spilt by department will depend on the spend categories that use this system. The financial impact for both DPS options are detailed in the below tables.

Bravo DPS – Recommended Option

	2015/16	2016/17	2017/18
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£4	£4
Reduction	£0	£0	£0

	2015/16	2016/17	2017/18
	Capital £'000	Capital £'000	Capital £'000
Addition	£0	£0	£0
Reduction	£0	£0	£0

Adam DPS

	2015/16	2016/17	2017/18
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£85	£60
Reduction	£0	£0	£0

	2015/16	2016/17	2017/18
	Capital £'000	Capital £'000	Capital £'000
Addition	£0	£0	£0
Reduction	£0	£0	£0

5. LEGAL IMPLICATIONS

5.1 The implementation of a DPS would be under the following legislation:

- Regulation 22 of the Public Contracts Regulations 2015 (“PCR 2015”) sets out the general principles relating to the use of electronic and non-electronic means of communication.
- Regulation 59(7) of the PCR 2015 obliges contracting authorities to accept the European Standard Procurement Document (“ESPD”) exclusively in electronic format; however this regulation does not come into force until 18th April 2017.
- Regulation 61 of the PCR 2015 mandates the use of the European online certificates repository; however this regulation does not come into force until 18th October 2018.

6. VALUE FOR MONEY

6.1 A DPS will allow the Council to prequalify providers to a minimum qualification level or further. Encouraging competition through market engagement may mitigate budgetary pressures. Allowing providers to register their interest in working with the Council at any time may increase the number of providers and new entrants to the market as there is no time constrained tender period. Typically the packages that go out to tender via a DPS are smaller which will encourage local and smaller providers to register an interest via accreditation.

7. SUSTAINABILITY IMPACT APPRAISAL

7.1 None

8. RISK MANAGEMENT

8.1

Risks	Uncontrolled Risk	Controls	Controlled Risk
Not enough providers join the DPS	DPS would fail due to lack of competition. 21	Early engagement with providers, training and support. Continuous	Medium

Risks	Uncontrolled Risk	Controls	Controlled Risk
		promotion of the DPS. Mandated usage for all tenders.	
Insufficient resourcing to be able to accredit providers onto the DPS and manage the tenders	DPS would fail if not managed. Market would lose faith the tool. Missed opportunity because not accredited in time.	Sufficient resource to manage the volume.	Medium
The quality of providers in the market does not meet the accreditation process and are therefore excluded from the DPS.	This would prevent DPS going ahead due to lack of competition.	Early engagement with providers, be clear and upfront on RBWM expectations. Supporting providers in improvements to meet accreditation requirements. Accreditation design needs to consider market conditions.	Medium
Expectations of cost savings are over estimated due to DPS being implemented.	Financial forecasting is exceeded because of expectations to significantly save money.	Financial monitoring and controls need to be in place to undertake continuous monitoring and manage expectations.	Medium

9. LINKS TO STRATEGIC OBJECTIVES

9.1 None

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 There are no equalities implications

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 None

12. PROPERTY AND ASSETS

12.1 None

13. ANY OTHER IMPLICATIONS

13.1 None

14. CONSULTATION

14.1 This concept has been discussed at the Policy Committee and the outcomes of the dynamic purchasing task and finish group was established on 10th September 2015. The group recommended that this report is submitted to Cabinet.

14.2 These recommendations are being made as the group has concluded there is sufficient evidence to suggest a dynamic purchasing system could improve service quality for residents and potentially lower the Council's expenditure.

15. TIMETABLE FOR IMPLEMENTATION

15.1 Key stages and deadlines for implementing the recommendation

Date	Details
31 st May 2016	DPS System set up
30 th June 2016	DPS set up for home to school including accreditation process
31 st July 2016	Engage market with providers for accredited process with market warming event
October 2016	Pilot evaluation report to Cabinet

16. APPENDICES

16.1 None

17. BACKGROUND INFORMATION

17.1 The DPS concept has been discussed and procurement strategy developed through the December Policy Committee Meeting Minutes and the Dynamic Purchasing Task and Finish Group.

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Hilary Hall	Head of Commissioning Adult, Children and Health - Adult, Children and Health	17/2/16		No Comment

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
	Directorate			
Nick Davies	Service Lead – Adult commissioning Adult, Children and Health Directorate	17/2/16		No Comment
Lynne Penn	Transport & Access Team Leader - Operations	17/2/16	23/2/16	No Comment
Simon Fletcher	Strategic Director of Operations – Operations	17/2/16		No Comment
Elaine Browne	Legal Services	22/2/16	22/2/16	
Andrew Brooker	Head of Finance	22/2/16		No Comment
Russell O’Keefe	Strategic Director Corporate & Community Services - Corporate & Community Services	17/2/16	25/02/16	Comments included throughout
Cllr Dudley	Cabinet Member for Finance and Deputy	26/2/16	27/02/16	
Cllr Bathurst	Principal Member for Policy	26/2/16	03/03/16	Comments incorporated
Chris Targowski	Cabinet Policy Manager	23/2/16	24/2/16	Throughout
External				

REPORT HISTORY

Decision type:	Urgency item?
Non-key decision	No

Full name of report author	Job title	Full contact no:
Elizabeth Hinchy	Procurement Partner Adult and Children Services	01628 796253

Report for: ACTION



Contains Confidential or Exempt Information	Part I except for Appendix C contains exempt information Not for publication by virtue of paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972.
Title	New Primary School Places in Ascot
Responsible Officer(s)	Alison Alexander, Managing Director and Strategic Director Children's Services
Contact officer, job title and phone number	Kevin McDaniel, Head of Schools and Educational Services, 01628 683592
Member reporting	Cllr Phillip Bicknell Lead Member for Education
For Consideration By	Cabinet
Date to be Considered	28 April 2016
Implementation Date if Not Called In	1 June 2016
Affected Wards	Ascot and Cheapside, Sunningdale, Sunninghill and South Ascot

REPORT SUMMARY

1. The Royal Borough of Windsor and Maidenhead is considering options for the provision of additional primary school places in Ascot. These new school places will enable us to meet the demand arising from families moving into the area and from new housing expected to be built locally. It will also contribute to the borough's aspiration for a school place surplus of 10%, to provide local choice.
2. Consultation on options to expand one or more of the existing primary schools (Cheapside CE Primary School, Holy Trinity CE Primary School Sunningdale, South Ascot Village School) or to explore opening a new primary school is recommended for June 2016.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Residents will have access to local, diverse, high quality school places, maximising parental choice and improving attainment of children and young people.	September 2017

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. Approves public consultation, in June 2016, on options for providing additional primary school places in Ascot in the suggested priority order as follows:
 - Expanding Cheapside CE Primary School from 16 to 30 places per year group.
 - Expanding South Ascot Village School from 30 to 60 places per year group.
 - Expanding Holy Trinity CE Primary School from 30 to 60 places per year group.
 - Opening of a free school on a new, unidentified site.
- ii. Requests a report on the outcome of the consultation on the primary school places to August 2016 Cabinet, with further feasibility and design works proceeding alongside the consultation to allow quick implementation of any approved scheme(s).

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Royal Borough of Windsor and Maidenhead is considering options for the provision of additional primary school places in Ascot. These new school places will enable us to meet the demand arising from families moving into the area and from new housing expected to be built locally. It will also contribute to the borough's aspiration for a surplus of 10%, to provide local choice. Further information about the need for new primary school places in Ascot is contained in Appendix A.
- 2.2 Public consultation on these options is now recommended, with a suggested priority order. It is likely that more than one of these options will need to be implemented over the next decade, and the priority order may need to be revisited as required. Consultation on these proposals will help the Royal Borough to develop a phased, long term plan of action for Ascot primary school places. An early expansion of one school is recommended, so that we can provide enough places for families moving into the area.

Option	Comments
To carry out public consultation on options for providing new primary school places in Ascot. This is the recommended option.	This will allow the borough to consider the views of local residents on the proposed options for providing new primary school places.
To not carry out public consultation. This is not recommended.	Full and fair public consultation on these proposals is required by government legislation and guidance.

3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
A consultation response rate (as a proportion of the consultees) of:	<3%	3-3.9%	4-5%	>5%	31 July 2016

4. FINANCIAL DETAILS

Financial impact on the budget

- 4.1 There are no financial implications arising directly from the recommendations of this report. Costs associated with the consultation have already been budgeted for in the 2016/17 financial year and will be contained within the existing budget.
- 4.2 The initial estimated costs of the options for providing new primary school places in Ascot range from £700k to £1.8m.
- 4.3 Funding for new school places in the borough is provided through the government's 'Basic Need' grant and S106 funding (and, in future, the Community Infrastructure Levy). There is currently a shortfall on the Basic Need grant to fund the secondary school expansion programme, and a primary school expansion in Ascot would add to this. There is currently £201k of S106 available to spend on a primary school scheme in Ascot, which could include expansion.
- 4.4 The capital programme contains a budget for feasibility and design of the projects, but the main capital outlay is not yet budgeted for.

5. LEGAL IMPLICATIONS

- 5.1 Local authorities are under a statutory duty to ensure that there are sufficient school places in their area. This is set out in the Education Act 1996, Section 14, subsections 1 and 2. This responsibility is set to be retained under the government's March 2016 white paper *Excellent Education Everywhere*.
- 5.2 Government guidance sets out the steps that need to be taken in relation to opening a new school and making changes to existing schools, whether local authority maintained or academy.

6. VALUE FOR MONEY

6.1 Government guidance sets out the steps that need to be taken in relation to opening a new school and making changes to existing schools, whether local authority maintained or academy (see section 17).

7. SUSTAINABILITY IMPACT APPRAISAL

7.1 There are no sustainability impacts arising from the recommendations in this report.

8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
That an insufficient number of responses are received to the consultation to provide a fair picture of local views.	Medium	Distribute and market consultation documentation widely, both electronically and in hard copy.	Low

9. LINKS TO STRATEGIC OBJECTIVES

Residents First

- Support Children and Young People
- Work for safer and stronger communities

Value for Money

- Invest in the future

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 No Equalities Impact Assessment has been carried out at this stage.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 There are no staffing/workforce or accommodation implications.

12. PROPERTY AND ASSETS

12.1 There are no property and assets implications arising from the recommendations in this report.

13. ANY OTHER IMPLICATIONS

13.1 There are no other implications at this stage.

14. CONSULTATION

- 14.1 The Royal Borough has had discussions about potential expansion with the five primary schools in Ascot. Officers have also discussed the information about potential new housing in the Ascot area with the Ascot Neighbourhood Plan Delivery Group.
- 14.2 This report recommends that public consultation with parents, local residents, governors, staff and other interested parties now takes place on the following options:
- Exploring opening of a free school on a new, unidentified, site.
 - Expanding Cheapside CE Primary School to 30 places per year group.
 - Expanding Holy Trinity CE Primary School to 60 places per year group.
 - Expanding South Ascot Village Primary School to 60 places per year group.
- 14.3 The consultation will not specify dates for implementation of the expansion proposals, but will seek views on the options, one or more of which could then be carried out as required.
- 14.4 To increase the rate of response to the consultation, compared with previous primary school expansion consultations, it is proposed to run a public information evening to promote and launch the consultation.
- 14.5 The outcome of the consultation is recommended to go to Cabinet in August 2016.

15. TIMETABLE FOR IMPLEMENTATION

- 15.1 The timetable for the next steps.

Date	Details
May 2016	Drafting and approval of consultation document
6 th June 2016	Public consultation starts
8 th July 2016	Public consultation ends
25 th August 2016	Cabinet consideration of outcome of consultation

16. APPENDICES

Paper

- Appendix A: New primary school places in Ascot
Appendix B: Options for new primary school places in Ascot
Appendix C: Letter from Sunninghill Parochial Trust – PART II

17. BACKGROUND INFORMATION

Government guidance

School Organisation Maintained Schools, DfE Guidance, January 2014*

The free schools presumption, DfE Guidance, February 2016

Area Guidelines for mainstream schools, DfE Guidance, April 2014

*This guidance is currently being updated by the Department for Education, and the borough will need to assess it when available.

Previous Cabinet reports

None

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Burbage	Leader of the Council	06/04/16		
Cllr Bicknell	Lead Member	01/04/16	01/04/16	
Russell O'Keefe	Strategic Director Corporate and Community Services			
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	01/4/16	4/4/16	
Simon Fletcher	Strategic Director Operations and Customer Services			
Edmund Bradley	Finance Partner	01/04/16	03/04/16	
Michaela Rizou	Cabinet Policy Officer	01/04/16	01/04/16	
External				

REPORT HISTORY

Decision type:	No	30
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Non-key decision	No
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Full name of report author	Job title	Full contact no:
Ben Wright	Education Planning Officer	01628 796572

APPENDIX A – DEMAND FOR NEW PRIMARY SCHOOL PLACES IN ASCOT

1. BACKGROUND

1.1 Five Royal Borough primary schools serve the Ascot area, providing a total of 136 Reception places each year. The five schools are:

- Cheapside CE Primary School (current Published Admission Number 16).
- Holy Trinity CE Primary School, Sunningdale (30).
- St Francis Catholic Primary School (30).
- St Michael's CE Primary School (30).
- South Ascot Village Primary School (30).

1.2 North Ascot, within the borough, is served by the Bracknell Forest schools, Ascot Heath Infant and Ascot Heath CE Junior, in a similar way that Charters School serves part of the same area for secondary places.

1.3 There have been no permanent expansions to primary school provision in Ascot over the past decade, although there have been two 'bulge' classes, one at South Ascot Village Primary School (2012) and one at Holy Trinity CE Primary School Sunningdale (2015) to cope with temporary increases in demand.

Underlying demand for places

1.4 The underlying demand for primary school places is now set to drop over the next few years, as the birth rate has fallen recently to just 134 in 2012/13. This compares to an average of 160 per year in the period 2008/09 to 2011/12.

Table A1 – Live Births Information for Ascot

Year cohort starts Reception	2011	2012	2013	2014	2015	2016	2017	2018	2019
Live Births in Ascot									
	Year of birth	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14
No.	169	200	162	150	166	161	134	145	n/a

1.5 The falling underlying demand is part of a general fall in the birth rate across England, down from 729,674 in 2012 to 695,233 in 2014¹.

1.6 The intakes into Reception classes in September 2017, 2018 and 2019 are expected, therefore, to be smaller than in recent years. The longer term demographics are unclear as the future cohorts are not yet born. It is quite possible that demand could continue to fall beyond 2019 or indeed rise again.

New housing in the Ascot area

1.7 Set against the current falling birth rate, however, is the impact of new housing in the Ascot area. The Ascot, Sunninghill and Sunningdale Neighbourhood Plan was adopted in 2014 and refers to the historic rate of approximately 60 new dwellings built per year in the area. Projecting this rate forward until 2030 equates to 840 additional

¹ Birth Summary Tables, England and Wales 2014, Office of National Statistics, July 2015

dwellings. A further 740 dwellings could come forward on the strategic sites identified in the neighbourhood plan, listed in Table A2.

Table A2 – Strategic sites for housing in Ascot

Site	Location	Size	Primary school designated area				
			Cheapside	Holy Trinity	St Francis	St Michael's	South Ascot Village
Ascot North ("Village")	Ascot	3.5ha	✓		✓		✓
Ascot South ("Green")	Ascot	5.4ha			✓		✓
Ascot Station	Ascot	1.0ha			✓		✓
Heatherwood	Ascot	18ha			✓		✓
Shorts, St George's Lane	Ascot	5.6ha			✓		✓
Sunningdale Broomhall	Sunningdale	-		✓	✓		✓
Gasholder site	Sunninghill	2.5ha			✓	✓	✓
Sunningdale Park	Sunningdale	4.8ha		✓	✓		✓
Silwood Park	Sunningdale	5.5ha	✓		✓		✓

- 1.8 Not all of these sites will necessarily be developed, and those that are developed may have other uses – employment, retail, healthcare, open space and education – in addition to housing on some or all of the site. The Neighbourhood Plan Delivery Group believe, however, that as many as 1,580 new dwellings may be permitted in the Ascot and neighbourhood plan area up to 2030.
- 1.9 In approving the plan, the local community gave support to *"more houses built that our children could afford, typified as being 3-4 bedroom modest family homes"*².
- 1.10 On the basis of the current pupil yield figures, 1,580 new dwellings might bring between 378 and 735 additional primary age children in total, equivalent to 54 to 105 children per year group:

Table A3 – Pupil yield figures for 1,580 dwellings, illustrative only

Dwelling type and size	No. of primary age children per dwelling	Model 1		Model 2		Model 3	
		No. new dwellings	Yield	No. new dwellings	Yield	No. new dwellings	Yield
1 bed flat	0.00	490	n/a	290	n/a	90	n/a
2 bed flat	0.14	490	69	290	41	90	13
2 bed house	0.68	180	122	290	197	390	265
3 bed house	0.40	180	72	290	116	390	156
4 bed house	0.46	180	83	290	133	390	179
5 bed house	0.53	60	32	130	69	230	122
Total	-	1,580	378	1,580	556	1,580	735
<small>"Note that 1 bed flats are assumed to have no pupil yield.</small>							
Resulting primary age children per year group			54		79		105
Size of primary school needed (Forms of Entry)			1.8		2.6		3.5

- 1.11 These models are not an attempt to set out what the new housing in the area will actually be, but they do give an indication of the additional demand that the new housing might bring. As the new dwellings will be constructed over the lifetime of the

neighbourhood plan, the impact will be spread out over a fifteen year period. It can be seen that the type of dwellings being built will have a significant impact on the level of extra demand for primary school places.

- 1.12 The strategic sites are spread across the Ascot area. Both South Ascot Village School and St Francis Catholic Primary have large designated areas that cover the whole Ascot area (excluding North Ascot).
- 1.13 The Royal Borough expects to be consulting on the full draft Borough Local Plan later in 2016, and this may have an impact on the housing allocations for the Ascot area. The housing assumptions will, therefore, need to be revisited in due course.

Movement in the area

- 1.14 In recent years, most year groups in the five primary schools have been full, or close to full, creating difficulties for families moving into the area. Table 5 shows the spare places in the Ascot primary schools in January 2016.

Table A4 – Places available in Ascot Primary Schools, January 2016

	Year R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Places available	151	136	136	166	136	136	136
Number on roll	154	135	133	147	135	142	134
Empty places	-3	+1	+3	+19	+1	-6	+2
% surplus	-2%	+1%	+2%	+11%	+1%	-4%	1%

- 1.15 So far in the 2015/16 academic year, the Royal Borough’s Fair Access Panel has had to consider six applications for primary school places in Ascot, where there has been no place available locally. Three schools have had to take two extra children each, into year groups that are already full. There is also the risk that children may have to be placed in schools outside the area, and so require expensive home to school transport arrangements, at a cost to the borough.
- 1.16 Whilst this situation may ease as the smaller intake trend continues, this may only be temporary if underlying demand picks up again.

Conclusion on demand

- 1.17 Whilst there may be a short-term easing of demand for Reception places in Ascot, it seems likely that new housing and inward migration to the Ascot area will result in the need for new primary school places. In addition, any revival in the underlying birth rate will bring this need forward. The existing level of surplus places is also well below the 10% sought by the borough, and some families are finding it difficult to get primary school places in Ascot.
- 1.18 It is proposed, therefore, that the Royal Borough consults locally on options to provide new primary school places in the Ascot area. The borough will then have a set of proposals that can be implemented as and when needed.

Options for new primary school places in Ascot

- 1.19 New primary school places in Ascot could either be provided by extending existing schools or by opening a new school.

A new primary school

- 1.20 The Education Act 2011 established a presumption that any new school would be an academy, a state-funded school independent of local authority control. The Department of Education (DfE) refers to these new provision academies as ‘free schools’.

- 1.21 In many cases, free schools are opened by sponsors working directly with the DfE to launch new provision. Where a local authority has identified a need for a new school, however, it should run a competition to find a provider, although this competition can be suspended or run in parallel to any application for a 'central' free school being considered by the DfE.
- 1.22 A new free school developed by the DfE will often be fully funded by central government (including any land purchase, capital and revenue start-up costs), but these costs fall to the local authority if it has identified the need for a new school to meet rising demand. In this case, therefore, the assumption must be that a new free school in the Ascot area would need to be funded by the local authority.
- 1.23 At present, no site for a primary school has been identified, although the ongoing Borough Local Plan process may bring proposals forward. It is proposed that the Royal Borough should consult locally on whether a new school option should be therefore be explored.

APPENDIX B – OPTIONS FOR NEW PRIMARY SCHOOL PLACES IN ASCOT

Expanding the existing primary schools

- 1.1 The Royal Borough has been working with three primary schools in Ascot to develop proposals for expanding the existing schools on their current sites. Initial feasibility work has been carried out at each of the schools.

Table B1 – Potential for expansion at existing schools

School	School Type	Current places per year group	Potential places per year group	Potential increase in places per year group	Latest Ofsted grade	Key Stage 2 results 2015 % achieving L4+ in Reading, Writing and Maths
Cheapside	Voluntary Aided Church of England	16	30	+14	Outstanding (2007)	71%
Holy Trinity Sunningdale	Voluntary Aided Church of England	30	60	+30	Good (2014)	81%
St Francis	Academy Catholic	30	30	-	Outstanding (2013)	97%
St Michael's	Voluntary Aided Church of England	30	30	-	Requires Improvement (2014)	86%
South Ascot Village	Community	30	60	+30	Good (2015)	90%

- 1.2 The three schools currently being considered for expansion are Cheapside, Holy Trinity and South Ascot Village School.
- 1.3 **Cheapside CE Primary School** is the smallest school in the area, with an admission number of just 16. The school has to run mixed age group classes, which can present challenges for teaching the national curriculum. Small classrooms add to this difficulty for some subjects.
- 1.4 The school governors and Headteacher had already approached the borough about an expansion to assist with their longer-term financial viability. They are very keen to expand and will be flexible about a suitable scheme for the school buildings to achieve this. An expansion here would also provide places in all year groups immediately, for families moving into the area.
- 1.5 The school is on a small site, which could be increased to the required size for 30 places per year group through the use of an adjacent parcel of land owned by Sunninghill Parochial Charities. The heavily wooded site would require some clearing to make it suitable, but the school will want to retain it as a wooded area, creating a 'forest school' environment. An approach has been made to the charity, and they have confirmed in principle that they would be willing to lease the site to the school, subject to a satisfactory lease agreement between both parties. A copy of the letter from the charity is provided as Appendix C, which is a Part 2 item.
- 1.6 The school would be increasing by about half a form of entry – 14 children per year group – and would only need three classrooms, associated toilets and a small group room. Staff parking would need to be increased and parental traffic managed; the school are already considering various ways of addressing this. The woodland area would need to be fenced, and the playing pitch area increased.
- 1.7 **South Ascot Village School** has sufficient space on its site to expand to take an

additional 30 children per year group. A bulge class has recently been built there to cope with local demand. The building at the southern end of their site, which already has a nursery class in it, could be extended by a second storey and could accommodate most of the five or six additional classes required, although other options also exist. The school would also need either a hall extension or a second large space. The school would need additional car-parking.

- 1.8 The school are happy to explore expansion further through public consultation.
- 1.9 **Holy Trinity CE Primary School, Sunningdale** has sufficient space on its site to expand to take an additional 30 children per year group. A bulge class has recently been built there to cope with local demand. To expand, therefore, the school would need an additional six classrooms, plus an internal alteration to increase the size of the hall. The classrooms would probably be in a two-storey block. Extra staff car-parking would be required, and the existing arrangements for off-site parental drop-off of children would need to continue. The school are happy to explore expansion further through public consultation, and equally happy not to be expanded yet.
- 1.10 **St Francis Catholic Primary School** and **St Michael's CE Primary Schools** are both on relatively restricted sites with limited opportunities for expansion. Either school could, potentially, be relocated and expanded onto a larger site if one became available and if the school communities agreed, as a longer term possibility.
- 1.11 The outcome of the main consultation on new primary school places is recommended to go back to Cabinet in August 2016.

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FORWARD PLAN

ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
39 Ofsted Improvement Plan	Open -	To provide a further update on progress against the Ofsted improvement plan and to report on the outcome of the Local Government Association safeguarding peer review	No	Lead Member for Youth Services and Safeguarding (Councillor Natasha Airey)	Hilary Hall	Internal process	Children's Services Overview and Scrutiny Panel Via Email	Cabinet 26 May 2016	
Holyport College – Safe Route to School (Petition)	Open -	Council received a petition on 15th December 2015 and resolved the following: i) The council notes the petition, and recognises the need to create and maintain safe routes to school ii) The council notes that £80,000 of highways developer contribution funding awaits a	No	Lead Member for Highways and Transport (Councillor Colin Rayner)	Ben Smith	Public consultation	Highways, Transport and Environment Overview and Scrutiny Panel 18 May 2016	Cabinet 26 May 2016	

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
40		<p>suitable scheme</p> <p>iii) The council recommends that a report be brought to Cabinet in Spring 2016 with potential options to utilise the funding and address the issues raised by the petition, including a full consultation process</p> <p>This report will respond to the Council resolution</p>							
Road Safety Improvements at School – Parking Policy & Practice	Open -	<p>Indiscriminate parking outside schools creates road safety hazards for children.</p> <p>This report will consider policies and initiatives to be introduced, or reinforced to improve road safety.</p>	No	Lead Member for Highways and Transport (Councillor Colin Rayner)	Ben Smith	Consultation with Headteachers / Ward Members and Parish Councils	Highways, Transport and Environment Overview and Scrutiny Panel 18 May 2016; Children's Services Overview and Scrutiny Panel Via Email	Cabinet 26 May 2016	

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
Local Government Association Safeguarding Peer Review	Open -	To report on the outcome of the LGA safeguarding peer review of Children's Services	No	Lead Member for Youth Services and Safeguarding (Councillor Natasha Airey)	Alison Alexander	Internal process	Children's Services Overview and Scrutiny Panel 19 Jul 2016	Cabinet 28 Jul 2016	

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
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DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
429	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

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By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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