

Mr Burrett, Cabinet Member for Education and Skills (and Deputy Leader)	Ref No: ES20 (18/19)
March 2019	Key Decision: Yes
Expansion of Shelley Primary School, Broadbridge Heath	Part I
Report by Executive Director Economy, Infrastructure and Environment and Director of Education and Skills	Electoral Division: Broadbridge
<p>Summary</p> <p>The County Council has a statutory duty to provide sufficient school places for all children who need a place. This report seeks approval for the allocation of capital funding from the Basic Need Capital Programme to undertake an expansion project at Shelley Primary School that will provide 140 additional school places for primary aged pupils from September 2019, to meet the demand of growing pupil numbers in the Broadbridge Heath and Horsham locality.</p>	
<p>West Sussex Plan: Policy Impact and Context</p> <p>This proposal is in accordance with the Best Start In Life Policy within the West Sussex Plan. It will ensure access to education meeting the needs of the community.</p>	
<p>Financial Impact</p> <p>This proposal will reduce the amount of unallocated Basic Need funding as shown in the table in paragraph 4.1. Extra pupils and building space will create higher revenue costs; however these will be funded by additional per pupil funding from the Government as the places created fill up.</p>	
<p>Recommendations</p> <p>The Cabinet Member for Education and Skills is asked to:-</p> <ol style="list-style-type: none"> (1) Approve the allocation of £2.446m from the Basic Need Capital Programme to complete the design services, and to fund the expansion works and the completion of a procurement process for the delivery of works at Shelley Primary School as detailed in paragraphs 2.2 and 4.3. (2) Delegate authority to award and enter into the contract for carrying out the works detailed in the report to the Executive Director Economy, Infrastructure and Environment. 	

PROPOSAL

1. Background and Context

- 1.1 The County Council has a statutory duty to provide sufficient primary and secondary school places for all children who need a place. In its strategic role as commissioner of school places, the County Council must respond to changes in demand over time by increasing or removing capacity. It discharges this duty in partnership with Diocesan authorities and other

providers. In deciding the need for places it considers the capacities of existing schools and the forecast number on roll within a locality (family group of schools).

- 1.2 School places need to be available to pupils for the start of each school year, with projects planned and delivered, wherever practicable, by the summer in the relevant year. The Basic Need requirements are reviewed annually to identify the next tranches of projects and to ensure planned projects are still required following reviews of the projection data of pupil numbers.
- 1.3 In order to accommodate the rise in pupil numbers in the Horsham and Broadbridge Heath area, in August 2018 the Cabinet Member for Education and Skills amended a previous decision (decision reference [ES14\(12/13\)](#)) to enable the expansion of Shelley Primary School on its existing site. This expansion will enable the school to increase its admission number from 40 pupils in each year group to 60 pupils in each year group (decision reference [ES09 \(18/19\)](#)).
- 1.4 The project to provide additional places at Shelley Primary School will be procured utilising a two stage design and build approach via the SCAPE¹ National Minor Works Framework with the County Council's Multi-Disciplinary Consultant (MDC) providing project management and technical services.

2. Proposal Details

- 2.1 The proposal is to expand Shelley Primary School. The expansion will enable the school to increase its admission number in September 2019 from 40 to 60 pupil places and provide the appropriate teaching accommodation for this increase. The school has recently taken bulge classes and therefore some year groups are already at 60. The remaining additional places are required to complete the expansion to 2 Form Entry (420 places).
- 2.2 To meet the needs of the increased number of pupils, the school requires:
 - 4 classrooms (net increase of 2)
 - Internal remodelling of two existing classrooms to create a studio and staffroom
 - Extension to staff and administration areas
 - Additional hard play area
 - Pupil, staff and accessible WCs.
- 2.3 The proposed expansion will ensure that the County Council meets its statutory duty to provide sufficient primary school places in the locality and meets its statutory responsibility with regard to the provision of school places in safe and properly maintained buildings.

FACTORS TAKEN INTO ACCOUNT

3. Consultation

¹ A framework used across the public sector to help with new build, maintenance and refurbishment programmes

- 3.1 The project has been designed and agreed in full consultation and agreement with the school.
- 3.2 The project has been submitted for planning permission.
- 3.3 The details of the proposal have been shared with the local Member representing the Broadbridge Division.
- 3.4 The Cabinet Member for Finance and Resources has been consulted on this proposal.

4. Financial (Revenue and Capital) and Resource Implications

4.1 The table shows the phasing of Basic Need funding as per the Capital Programme approved by County Council on 15 February 2019. This shows the overall amount of Basic Need funding available in the 5 year Capital Programme is £48.091m after the approval of the three schemes listed in the table. Any assumptions around future assumed Basic Need settlements not yet confirmed have been removed. The phasing of the Basic Need funding can be accelerated or slipped depending on the development of plans. The table below shows that an amount of acceleration will be required from 2020/21 to 2019/20 to fund the schemes requested. This will be enacted in the budget monitor and the overall amount of Basic Need funding available will not change.

	2019/20	2020/21	2021/22-2022/23	Total
	£m	£m	£m	£m
Basic Need Grant per Capital Programme	6.650	14.500	34.935	56.085
Previously committed (since Capital Programme set)	-2.255			-2.255
Required for Sompting expansion	-2.100			-2.100
Required for Shelley expansion	-2.446			-2.446
Required for Nyewood	-1.193			-1.193
Uncommitted	-1.344	14.500	34.935	48.091

4.2 The County Council’s Multi-Disciplinary Consultant (MDC) was appointed to undertake the initial design work necessary for the production of a planning application. Kier Construction, via the SCAPE National Minor Works

Framework, has also been appointed under an initial Project Order. The cost of this initial stage is £176,000, and this has already been funded from an initial capital allocation of £200,000 approved by the Executive Director Economy, Infrastructure and Environment.

- 4.3 Robust estimates have now been sought from the MDC for completion of the works required for this project. The MDC has advised and concluded that a budget in the sum of £2,006,081 will be sufficient for the building works. The remaining fees required for the project manager, technical adviser, Clerk of Works, further surveys and further design services are £325,819. A further budget for ICT, loose furniture and equipment, and statutory fees is required in the sum of £138,100.
- 4.4 The cost of this expansion is around £18,900 per place created; this is in line with the average primary expansion, the cost of which is £19,000 per place.
- 4.5 The gross budget requirement to complete the remainder of the project is therefore £2.446m funded from the Basic Need allocation.

5. Risk Assessment Implications and Mitigations

- 5.1 The County Council is under a statutory duty to secure safe and sufficient education provision within the area. This project will ensure that the County Council meets its statutory duty to provide sufficient primary school places in the locality and meets its statutory responsibility with regard to the provision of school places in safe and properly maintained buildings.
- 5.2 The delivery of the project is subject to receipt of planning permission. Pre-application meetings and public information events have been held with planners, parents and local residents to minimise the risk.

6. Other Options Considered

- 6.1 One alternative is not to undertake the project. This would mean that the County Council cannot meet its statutory requirement to provide sufficient primary school places in the area.

7. Equality and Human Rights Assessment

- 7.1 The proposal has been assessed against the criteria in respect of the Equality Act 2010. The inclusion of the accessible WC within the proposal will have a positive impact in relation to facilities for those with disabilities.
- 7.2 Everyone has the right to respect for private and family life, home and correspondence under Article 8 of the Human Rights Act. The impact of any proposed changes on the right to family life will be taken into consideration. Article 2 of the First Protocol is the right to education. No person shall be denied the right to education. The proposals therefore support this right as school places will be available in the Broadbridge Heath and Horsham area for all children of primary school age.

8. Social Value and Sustainability Assessment

8.1 Not applicable.

9. Crime and Disorder Reduction Assessment

9.1 None.

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Background papers

None