



Delegated Decisions by Cabinet Member for Education & Cultural Services

Wednesday, 13 May 2020 at 10.00 am

Please note that due to guidelines imposed on social distancing by the Government this meeting will be held virtually.

For further information on this please contact the Committee Officer (details below) bearing in mind the information set out at Item 3 on this Agenda.

If you wish to view proceedings please click on this [live stream link](#). However, that will not allow you to participate in the meeting.

Items for Decision

The items for decision under individual Cabinet Members' delegated powers are listed below, with indicative timings, and the related reports are attached. Decisions taken will become effective immediately.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

These proceedings are open to the public

A handwritten signature in blue ink, appearing to read 'Yvonne Rees'.

Yvonne Rees
Chief Executive

May 2020

Committee Officer: **Lucy Tyrrell**
Tel: 07741 607834; E-Mail: lucy.tyrrell@oxfordshire.gov.uk

Note: Date of next meeting: 10 June 2020

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

Items for Decision

1. Declarations of Interest

2. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

3. Petitions and Public Address

This Cabinet Member for Education and Cultural Services Decisions meeting will be held virtually in order to conform with current guidelines regarding social distancing. Normally requests to speak at this public meeting are required by 9 am on the day preceding the published date of the meeting. However, during the current situation and to facilitate these new arrangements we are asking that requests to speak are submitted by no later than 9 am four working days before the meeting i.e. 9 am on Thursday 7 May. Requests to speak should be sent to lucy.tyrrell@oxfordshire.gov.uk together with a written statement of your presentation to ensure that if the technology fails then your views can still be taken into account. A written copy of your statement can be provided no later than 9 am 2 working days before the meeting.

Where a meeting is held virtually and the addressee is unable to participate virtually their written submission will be accepted.

Written submissions should be no longer than 1 A4 sheet.

4. Expansion of Radley CofE Primary School (Pages 1 - 24)

Forward Plan Ref: 2020/041

Contact: Barbara Chillman, Service Manager – Pupil Place Planning Tel: 07554 103418

Report by Director for Children's Services (**CMDECS4**).

This report follows the publication of a Statutory Notice relating to the county council's proposal to expand Radley Church of England Primary School.

As set out under Rule 19(a) of the Scrutiny Procedure Rules, this decision is exempt from Call-In as it is deemed urgent and any delay would seriously prejudice the Council's interests, in that any delay could mean the decision would be taken away from Oxfordshire County Council.

The Cabinet Member for Education and Cultural Services is RECOMMENDED to permanently expand Radley Church of England Primary School to 1 form of entry, increasing its admission number from 15 to 30 and its capacity from 105 to 210 places.

This page is intentionally left blank

Division(s): Kennington & Radley

**CABINET MEMBER EDUCATION & CULTURAL SERVICES
13 May 2020**

**REPORT ON THE PROPOSED EXPANSION OF RADLEY CHURCH OF
ENGLAND PRIMARY SCHOOL**

Report by Director for Children's Services

RECOMMENDATION

1. **The Cabinet Member is RECOMMENDED to approve the expansion of Radley Church of England Primary School to 1 form of entry with effect from 1 September 2021, increasing its capacity from 105 to 210.**

Executive Summary

2. Under Section 19 of the Education and Inspections Act 2006, a local authority can propose the expansion of all categories of maintained school. It is proposed to expand Radley Church of England Primary School to 1 form of entry, which would involve an increase in Radley's admission number in September 2021 from 15 to 30 on a permanent basis.
3. Such expansion requires a statutory consultation and decision-making process. The decision must be made in accordance with the *Education and Inspections Act 2006 (as amended)*, *The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013* and decision makers must have regard to the statutory guidance, "*Making significant changes ('prescribed alterations') to maintained schools*", October 2018 ("the Guidance"). Further details of the relevant legislation and guidance are set out below.
4. A statutory notice has been published, and the required representation period has ended. 5 responses were received, all of which expressed overall support for the proposed expansion.
5. Pupil Census Data from October 2019 shows that, at this time, Radley CE Primary School had 106 pupils on roll, so has already exceeded its capacity of 105. Current pupil forecasts (calculated summer 2019) indicate that numbers are expected to grow rapidly at the school, with an increasing shortage of places if the school does not expand. Reception pupil numbers are also forecast to persistently exceed the current admission number of 15.

Introduction

6. This report follows the publication of a Statutory Proposal/Notice (Stage 1) and a Representation (Stage 2 formal consultation) period relating to the county council's 'prescribed alteration' proposal to expand Radley Church of Primary School. The proposal is made with the support of the school's leadership team

and Governing Body. The Cabinet Member is now required to make a decision on the proposals in accordance with the statutory prescribed alteration procedures.

7. Although there is no longer a statutory 'pre-publication' consultation period for prescribed alteration changes, there is a strong expectation that schools and local authorities will consult interested parties in developing their proposal prior to publication, to take into account all relevant considerations. In accordance with this expectation, Oxfordshire County Council ran an initial public consultation between 13 January and 10 February 2020. The initial consultation received 12 responses. Of these responses, 8 raised queries or concerns, as follows:
 - Concerns about traffic and parking, and about the infrastructure required to enable children to travel safely to school from new housing developments.
 - These issues are being considered by Radley Parish Council as part of wider planning processes in Radley. Traffic and parking issues will be addressed in detail through the planning process when the planning application is submitted. As part of the Planning Approval process there will also be a requirement for the school's Travel Plan to be updated to take account of the additional pupils.
 - Concerns about whether the other areas of the school, such as the hall, would be also be expanded if pupil numbers at the school were to increase.
 - The County Council is currently exploring the detailed accommodation needs should the proposed expansion of the school be approved. As part of this, the council is looking at the potential to expand the school hall. If it is not possible to include the expansion of the school hall in the works required to provide the necessary additional classroom spaces, the council will ensure that the ability to expand the hall at a later date, should additional funding become available, is not compromised by the expansion project.
 - Concerns about the impact of the proposed expansion on other local primary schools with spare capacity.
 - The scale of the proposed expansion has been planned in line with housing development in Radley and Kennington, and subsequent population growth in the area. The only schools within walking distance of the planned developments are Radley CE Primary School and St Swithun's CE Primary School in Kennington. The latter school has already expanded to 2 form entry and numbers are increasing rapidly. Expansion of Radley CE Primary School is therefore required to ensure that children moving into new housing can attend a school close to where they live.
8. It should be noted that, despite some individuals also raising queries, 8 of the 12 respondents expressed support for the proposal overall.
9. A meeting was also held at the school on 29 January 2020 to discuss the proposal with parents.

10. School capacity is being planned strategically across the Kennington and Radley areas. Expansions of both primary schools in this area (Radley CE Primary School and St Swithun's CE Primary School) are required to accommodate the expected increase in demand from housing growth. The expansion of St Swithun's Primary School from 1.5 form entry to 2 form entry has already been completed, and the county council is now proposing to expand Radley CE Primary School. Between them, these schools will jointly serve the needs of housing planned and permitted across the parishes of Radley and Kennington.

Publication of the proposal

11. The statutory notice (Annex 1) was published in the Oxford Mail on 2 March 2020 and was also posted on the county council website. The Representation period ran until 30 March 2020, which is the statutory 4-week period required under the relevant legislation. The statutory notice was accompanied by a Full Proposal document (Annex 2), which was available to read online at the Oxfordshire County Council public website, or by request.

Representations

12. 5 responses were received during the 4-week statutory Representation period. Of these responses, all were in support of the proposal. However, 4 of these supportive responses also raised queries or concerns about the proposed expansion.
13. 2 respondents raised concerns regarding traffic and/or parking.
 - The County Council is currently exploring the detailed accommodation needs should the proposed expansion of the school be approved. This will include a review of the on-site car parking arrangements to see if there are opportunities to provide additional spaces. As discussed above under Paragraph 7, traffic and parking issues will be considered in detail as part of the planning application process, and these issues are also being considered by Radley Parish Council. If the proposed expansion of the school is approved, then as part of the Planning Approval process there will be a requirement for the school's Travel Plan to be updated to take account of the additional pupils. If the proposed expansion is approved, then the updated Travel Plan for the school would aim to reduce car use, manage traffic-related issues, and encourage a mix of walking, cycling and bus journeys to school, as appropriate for that individual school, in the context of the proposed expansion.
14. 1 respondent queried whether the provision of before and after school childcare was being considered as part of the proposed expansion.
 - The proposal to expand the school relates to the provision of additional school places. The issue of childcare has been raised with the school for consideration, and will be looked at separately to this proposal.

15. 1 respondent stated that the proposed expansion should also involve the expansion of the school hall, and expressed concerns about the potential for the expansion to involve a standalone block (stating their preference instead for an extension to the existing school building).
- As discussed above under Paragraph 7, the potential for expanding the school hall is currently being considered by the Council. If this is not possible at this time, it will be ensured the current expansion project will not prevent the potential expansion of the hall at a later date, if additional funding becomes available.
 - A detailed feasibility study is currently assessing the options for expansion of the school, and, once a decision has been made, a detailed design will be submitted for planning permission. Comments about the design of the additional accommodation are to be submitted through the planning permission consultation.

Legal background

16. Local authorities have a statutory duty under section 14 of the Education Act 1996 to ensure there are sufficient schools for their area. This duty will be met with the expansion of Radley CE Primary School, in order to address the expected increase in demand for places across the parishes of Radley and Kennington from housing growth in these areas.
17. Expansion of schools is covered by *The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013* ('the Prescribed Alterations Regulations') which should be read in conjunction with Parts 2 and 3 and Schedule 3 of the *Education and Inspections Act (EIA) 2006* (as amended by the *Education Act (EA) 2011*) and *the Prescribed Alterations Regulations*.
18. The expansion of a maintained school is subject to the "Guidance", as set out in "*Making Significant Changes ('Prescribed Alterations') to maintained schools*" published October 2018. This Guidance is for proposers and decision-makers. The Guidance states that the statutory proposal must contain sufficient information for interested parties to make a decision on whether to support or challenge the proposed change. The proposal should be accessible to all interested parties and should therefore use 'plain English'. The full proposal must be published on a website (e.g. the school or LA's website) along with a statement setting out:
- (a) how copies of the proposal may be obtained;
 - (b) that anybody can object to, or comment on, the proposal;
 - (c) the date that the representation period ends;
 - (d) and the address to which objections or comments should be submitted.
- A brief notice (including details on how the full proposal can be accessed e.g. the website address) must be published in a local newspaper. Within one week of the date of publication on the website, the proposer must send a copy of the proposal and the information set out in the paragraph above to the governing body and any other body or person that the proposer thinks are appropriate.

19. The representation period must last for four weeks from the date of the publication. During this period, any person or organisation can submit comments on the proposal to the LA to be taken into account by the decision-maker. It is also good practice for representations to be forwarded to the proposer to ensure that they are aware of local opinion.
20. The county council confirms that it has adhered to the above Guidance.

Decision-making

21. The decision-making power in terms of determining the proposal in this case lies with the Cabinet Member for Education & Cultural Services. In considering the proposals for a school expansion, the Cabinet Member can decide to:
 - reject the proposals;
 - approve the proposals without modifications;
 - approve the proposals with such modifications as the local authority thinks desirable, having consulted the governing body;
 - approve the proposal – with or without modification – subject to certain conditions (such as the granting of planning permission) being met.
22. Where a LA is the decision maker, it must make a decision within a period of two months of the end of the representation period. Where a decision is not made within this time frame, the LA must refer the proposal to the Schools Adjudicator for a decision.
23. The *Guidance* states that “decision-makers will need to be satisfied that the appropriate fair and open local consultation and/or representation period has been carried out and that the proposer has given full consideration to all the responses received. Decision-makers should not simply take account of the numbers of people expressing a particular view. Instead, they should give the greatest weight to responses from those stakeholders likely to be most affected by a proposal – especially parents of children at the affected school(s)”.
24. The *Guidance* sets out the following factors which should be considered in deciding this proposal.
25. **Education standards and diversity of provision:** Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the needs of parents; raise local standards and narrow attainment gaps.
26. Radley CE Primary School has an Ofsted rating of “Good”. The guidance states that it is expected that additional places will only be provided at schools that have an overall Ofsted rating of “Good” or “Outstanding”. The expansion will be supportive of high educational standards and parental choice and would increase the number of places available at good schools.
27. **Equal opportunities issues:** The decision-maker must comply with the Public Sector Equality Duty (PSED), which requires them to have “due regard” to the need to advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it. The characteristics that

are protected in relation to the Public Sector Equality Duty are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

28. Expansion of this school would increase equality of opportunity in terms of access to school places. It would ensure that children in the parishes of Radley and Kennington can obtain access to a school place close to home. If sufficient places are not available within the heart of the community this can affect access to out of school activities, social contact with peers, and travel distances.
29. **Community cohesion:** When considering a proposal, the decision-maker should consider its impact on community cohesion.
30. Expansion of this school would help to enable children in the parishes of Radley and Kennington to attend a school in their local community, which is a key element in creating community cohesion.
31. **Travel and accessibility:** Decision-makers should satisfy themselves that accessibility planning has been properly considered and the proposed changes should not adversely impact on disadvantaged groups. The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes. A proposal should also be considered on the basis on how it will support and contribute to the LA's duty to promote the use of sustainable travel.
32. Expansion of this school would prevent the need for children to be transported to schools further afield and help to minimise journey times and vehicular transport.
33. **Funding:** The decision-maker should be satisfied that any necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement.
34. The proposed expansion will involve the construction of 4 new classrooms and other related accommodation.
35. The cost of expanding the school will be met from money secured from housing developers (Community Infrastructure Levy) and capital funding provided by the county council. These costs are still to be finalised.
36. The school will receive grants from the county council totalling £66,000 towards the additional revenue costs it will incur as a result of setting up new classes.

Financial and Staff Implications

37. The financial implications of this report are linked to the capital works that will be carried out should the proposal be approved. These capital works will be subject to formal approval in accordance with OCC Capital Governance requirements. The grants provided by the county council as discussed above

will be subject to approval in accordance with the conditions for this funding set by Schools Forum.

38. The school will need to meet any additional costs for staffing, curriculum resources and maintenance costs from its delegated budget share. The funding formula on which the school's budget share is calculated will allocate additional financial resources based on increased pupil numbers. It is anticipated that moving to 1 form of entry will also, over time, enable the school to achieve increased efficiency by amending its internal organisation.

Equalities Implications

39. As outlined above, expansion of this school would increase equality of opportunity in terms of access to school places and help maintain the viability of a small rural school. It would therefore have a positive impact on children living in the villages of Radley and Kennington, and on these rural communities more generally.
40. A Service and Community Impact Assessment (SCIA) has been completed for this proposal (Annex 3).

Sustainability Implications (Environmental Impacts – Reducing our Climate Impact)

41. Expansion of this school would prevent the need for children to be transported to schools further afield, and help to minimise vehicular transport. If insufficient school places are available in the local area, there would be a greater climate impact resulting from the increased population attracted by housing developments.
42. This report relates to the principle of expanding the school, rather than the specific building solution. The construction works are being procured by the county council and will be designed in accordance with the council's specification for new buildings. This will be subject to planning permission and formal approval in accordance with OCC Capital Governance requirements.

JANE PORTMAN

Interim Director for Children's Services

Annexes: Annex 1: Public Notice
 Annex 2: Full Statutory Proposal Document
 Annex 3: Service and Community Impact Assessment (SCIA)

Contact Officer: Barbara Chillman, Pupil Place Planning Manager, 07554 103418

May 2020

This page is intentionally left blank



**OXFORDSHIRE
COUNTY COUNCIL**

PUBLIC NOTICE

Proposed Expansion of Radley CE Primary School

Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that Oxfordshire County Council intends to make a prescribed alteration to Radley CE Primary School, Church Road, Radley, Abingdon, OX14 3QF from 01 September 2021.

The Local Authority, working with the leadership team of the school, is proposing to expand Radley CE Primary School to a 1 form entry size, rising from the current Published Admission Number (PAN) of 15 to one of 30 from September 2021 onward.

This Notice is an extract from the full proposal, which can be viewed under the Current Consultations listings on the Oxfordshire County Council public website at <http://www.oxfordshire.gov.uk/radleyexpansion>. Copies can also be requested by contacting:

Joanne Booker (School Organisation Officer)

Oxfordshire County Council, Access to Learning, 4th Floor, County Hall, New Road, Oxford OX1 1ND

Tel: 07393 001258 **or Email:** school.planning@oxfordshire.gov.uk

Within four weeks from the date of publication of this Notice, any person may object to or make comments on the proposal by sending them to the Local Authority using the online feedback form located on the Oxfordshire County Council website as detailed above, or by email or post to the above addresses.

Signed: Lucy Butler, Director of Children's Services

Publication Date: 02 March 2020

This page is intentionally left blank



FULL STATUTORY PROPOSAL

The School Organisation (Prescribed Alterations to Maintained Schools) (England)
Regulations 2013

Expansion of Radley Church of England Primary School

1. School and LA details

School: Radley Church of England Primary School
Address: Church Road, Radley, Abingdon OX14 3QF
Local Authority: Oxfordshire County Council

2. Description of alteration

Oxfordshire County Council, working with the leadership team of the school, proposes to expand Radley Church of England Primary School to 1 form of entry. This would mean an increase in Radley's admission number in September 2021 from 15 to 30 on a permanent basis.

The proposed expansion of the school means that each year group that starts at the school from September 2021 onward would consist of up to 30 places, making a maximum total of 210 pupils in Reception to Year 6 across the whole school eventually.

From September 2021, total numbers would grow gradually each year as up to 30 children are admitted into the Reception classes, allowing the school to adjust to the larger size. Should there be a demand for places in older year groups as a result of children moving into the village and needing school places, the school will review whether it is able to speed up the expansion of the older year groups.

This proposal has been informed by the 4-week informal consultation held between 13 January and 10 February 2020.

To accommodate this expansion, the county council would provide 4 additional classrooms and other related accommodation. This accommodation may be through a standalone block or through an extension to the existing building. A detailed feasibility study is currently assessing the options, and once a decision has been made, a detailed design will be submitted for planning permission. Comments about the design of the additional accommodation should be submitted through the planning permission consultation.

During the informal consultation, queries were raised regarding the potential for expanding the school hall, and this is currently being considered by the Council. If this is not possible at this time, it will be ensured the current expansion project will not prevent the potential expansion of the hall at a later date, if additional funding becomes available. Additional land

has been made available for the school's expansion as part of a S106 agreement between OCC and Radley College, in order to provide sufficient site area to meet the government and the council's requirements for a 1 form entry school.

3. Evidence of demand

At the time of writing, outline planning permission has been granted for 240 new homes in Radley, as allocated in the Vale of the White Horse District Council Local Plan, with full planning permission also granted for 283 homes in South Kennington. While the latter dwellings will be closer in distance to St Swithun's CE Primary School in Kennington, they will sit within the designated area for Radley CE Primary School and so are likely to increase demand for places at Radley as well as at St Swithun's (which has recently been expanded to 2 form entry and is unable to expand further). In recent years nearly all children admitted have lived within the designated area for Radley CE Primary School; in some years the school has already had to refuse places to children living within the designated area. The county council therefore considers it essential to expand Radley CE Primary School to ensure sufficient pupil places are available in Radley. The school's Governing Body wants to be able to meet the needs of the local community, and a decision now needs to be taken as to whether to permanently expand the school from an annual intake of 15 to one of 30.

The need for the school's expansion is noted in the Radley Neighbourhood Plan, and is supported by Radley Parish Council. The school also offers nursery provision, and the proposed expansion would increase the number of nursery places provided from 48 part-time equivalent to 52 part-time equivalent.

Pupil Census Data from October 2019 shows that, at this time, Radley CE Primary School had 106 pupils on roll, so has already exceeded its capacity of 105. Current pupil forecasts (calculated summer 2019) indicate that numbers are expected to grow rapidly at the school, with an increasing shortage of places if the school does not expand. Reception pupil numbers are also forecast to persistently exceed the current admission number of 15.

Expansion of school capacity is needed to meet the forecast demands of the growing population in the area, and to allow for population fluctuations and movement into the area by new families, including into new homes planned to be built around the village. To enable the county council to meet its statutory duty to ensure sufficient pupil places for the growing population in Radley, a permanent expansion of Radley CE Primary School is now sought.

If Radley CE Primary School expands to 1 form entry (30 children per year group) on a permanent basis, the county council considers there will be sufficient places to meet the scale of currently forecast population growth.

To inform this proposal, Oxfordshire County Council ran an initial public consultation between 13 January and 10 February 2020. The initial consultation received 12 responses. Of these responses, 8 raised queries or concerns, as follows:

- Concerns about traffic and parking, and about the infrastructure required to enable children to travel safely to school from new housing developments.
 - These issues are being considered by Radley Parish Council as part of wider planning processes in Radley. Traffic and parking issues will be addressed in

detail through the planning process when the planning application is submitted. As part of the Planning Approval process there will also be a requirement for the school's Travel Plan to be updated to take account of the additional pupils.

- Concerns about whether the other areas of the school, such as the hall, would be also be expanded if pupil numbers at the school were to increase.
 - The County Council is currently exploring the detailed accommodation needs should the proposed expansion of the school be approved. As part of this, as discussed above under Section 2, the council is looking at the potential to expand the school hall. If it is not possible to include the expansion of the school hall in the works required to provide the necessary additional classroom spaces, the council will ensure that the ability to expand the hall at a later date, should additional funding become available, is not compromised by the expansion project.
- Concerns about the impact of the proposed expansion on other local primary schools with spare capacity.
 - The scale of the proposed expansion has been planned in line with housing development in Radley and Kennington, and subsequent population growth in the area. The only schools within walking distance of the planned developments are Radley CE Primary School and St Swithun's CE Primary School in Kennington. The latter school has already expanded to 2 form entry and numbers are increasing rapidly. Expansion of Radley CE Primary School is therefore required to ensure that children moving into new housing can attend a school close to where they live.

It should be noted that, despite some individuals also raising queries, 8 of the 12 respondents expressed support for the proposal overall.

A well-attended meeting was also held at the school on 29 January 2020 to discuss the proposal with parents.

4. Objectives

The proposed expansion would:

- Ensure the county council meets its statutory duty to secure sufficient school places, in an area where demand is expected to increase rapidly due to the cumulative effect of planned and permitted housing development.
- Be supportive of high educational standards and parental choice. Radley CE Primary School is rated Good by Ofsted (last inspected February 2019).
- Maintain parental choice for existing families and those moving into the Radley area.
- Provide necessary additional infrastructure to support local housing growth.
- Prevent unnecessary increases in travel time and costs for families in the area, who would otherwise have to accept places at schools outside Radley.

5. The effect on other schools, academies and educational institutions within the area

A concern was raised during the informal consultation regarding the impact of the proposed expansion on other nearby schools. However, as discussed above under Section 3, Radley

CE Primary School is expanding in line with expected population growth in the area and will provide places for pupils from new developments that would otherwise be putting pressure on surrounding schools. It is not, therefore, expected to have a negative impact on other schools.

6. Project costs and funding

The capital cost of expanding the school will be met from money secured from housing developers (Community Infrastructure Levy) and capital funding provided by the county council.

The school will also receive grants from the county council totalling £66,000 towards the additional revenue costs it will incur as a result of setting up new classes.

Once pupil numbers increase, the school's budget will increase in line with pupil numbers.

7. Implementation and any proposed stages for implementation

From 1 September 2021, the school will increase its intake into the Reception class from 15 to 30. It may choose to also admit into older year groups, if local population growth requires this.

8. Objections and comments

Comments or objections must be received by the local authority by **30 March 2020**.

Respond by:

- using the online questionnaire at <http://www.oxfordshire.gov.uk/radleyexpansion>
- emailing school.planning@oxfordshire.gov.uk (please quote 'Radley Expansion' in the subject line)
- handing in a written response at the reception office of Radley CE Primary School
- posting a written response to **Joanne Booker, Access to Learning, Oxfordshire County Council, County Hall, Oxford OX1 1ND**, marking your envelope RADLEY EXPANSION

9. Decision-making

The decision-maker for this proposed expansion is Oxfordshire County Council. The decision will be made by the Cabinet Member for Education and Cultural Services at a meeting which is open to the public, and publicised on the county council's website. The decision must be made within a period of two months of the end of this representation period, and is currently expected on 13 May 2020.

Service and Community Impact Assessment (SCIA)

Front Sheet:

Directorate and Service Area:

**People
Sufficiency & Access**

What is being assessed (e.g. name of policy, procedure, project, service or proposed service change):

Expansion of Radley Church of England Primary School

Responsible owner / senior officer:

Barbara Chillman

Date of assessment:

February 2020

Summary of judgement:

Oxfordshire County Council, working with the leadership team of the school, proposes to expand Radley Church of England Primary School to 1 form of entry, which would involve increasing its admission number from 15 to 30 from September 2021 onward. Expansion of Radley CE Primary School is necessary to ensure the provision of sufficient school places across the Radley and Kennington areas, to accommodate increased demand for school places as a result of planned and permitted housing growth.

The proposed expansion would improve access to education for the local community, and would therefore have a positive impact for the local community.

Detail of Assessment:

Purpose of assessment:

Due to population growth and an increase in demand for school places across the Radley and Kennington areas, expansion of Radley Church of England Primary School to 1 form of entry is proposed. This SCIA is intended to provide an assessment to guide the process of expanding the school.

You should also include the following statement to clearly set out the reasons and context for undertaking the assessment:

Section 149 of the Equalities Act 2010 (“the 2010 Act”) imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person’s disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability
- gender reassignment

- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Social Value

Under the Public Services (Social Value Act) 2012 the Council also has an obligation to consider how the procurement of services contracts with a life value of more than £173,934¹ might improve the economic, social, and environmental well-being of the area affected by the proposed contract, and how it might act to secure this improvement. However, it is best practice to consider social value for all types of contracts, service delivery decisions and new/updated policies. In this context, 'policy' is a general term that could include a strategy, project or contract.

Context / Background:

School capacity is being planned strategically across the Radley and Kennington area, which contains two schools, Radley CE Primary School and St Swithun's CE Primary School. At the time of writing, outline planning permission has been granted for 240 new homes in Radley, as allocated in the Vale of the White Horse District Council Local Plan. It is estimated that, when fully occupied, this development will result in approximately 65 additional primary school pupils in the village.

Full planning permission has also been granted for 283 homes in South Kennington. While the latter dwellings will be closer in distance to St Swithun's CE Primary School in Kennington, they will sit within the designated area for Radley CE Primary School and so are likely to increase demand for places at Radley as well as at St Swithun's (which has recently been expanded to 2 form entry and is unable to expand further).

In recent years nearly all children admitted have lived within the designated area for Radley CE Primary School; in some years the school has already had to refuse places to children living within the designated area. The county council therefore considers it essential to expand Radley CE Primary School to ensure sufficient pupil places are available in Radley.

Expansions of both the primary schools in this area are therefore necessary so that, between them, these schools will jointly serve the needs of housing planned and permitted across these parishes and the schools' designated areas. The expansion of St Swithun's CE Primary School from 1.5 form entry to 2 form entry has already been approved and completed. The school's site area would not support further expansion.

¹¹ [EC Procurement Threshold for Services](#)

Proposals:

The expansion of Radley CE Primary School is proposed to meet the current and future demand for places at the school, including the forecast demands of the growing population in the area, and to allow for population fluctuations and movement into the area by new families, including into new homes planned and permitted to be built across the parishes of Radley and Kennington.

Pupil Census Data from October 2019 shows that, at this time, Radley CE Primary School had 106 pupils on roll, so has already exceeded its capacity of 105. Current pupil forecasts (calculated summer 2019) indicate that numbers are expected to grow rapidly at the school, with an increasing shortage of places if the school does not expand. Reception pupil numbers are also forecast to persistently exceed the current admission number of 15.

Expansion of the school would also enable the school to admit children in forms of 30. Pupils would then potentially stay in those single age classes as they progressed up through the school, rather than being taught in mixed-age classes. As such, the proposed expansion is expected to support the effectiveness of teaching at the school. It will also help improve the school's financial viability in future, due to increased pupil funding and economies of scale.

If Radley CE Primary School expands to 1 form of entry (30 children per year group) on a permanent basis, the county council considers there will be sufficient places to meet the scale of currently forecast population growth in the area.

The school also offers nursery provision, and the proposed expansion would increase the number of nursery places provided from 48 part-time equivalent to 52 part-time equivalent.

Radley CE Primary School is rated Good by Ofsted (last inspected February 2019), so the proposed expansion would be supportive of high educational standards and parental choice. It would also maintain parental choice for existing families and those moving into the village and the surrounding area, and prevent unnecessary increases in travel time and costs for families in the area, who might otherwise have to accept places at schools further away from where they live.

Evidence / Intelligence:

Approximately 523 new homes are permitted across the Radley and Kennington areas, with an expected pupil generation of approximately 145 pupils from these developments. Radley CE Primary School is already at full capacity, and pupil numbers have risen at St Swithun's CE Primary School since its expansion. As of October 2019, St Swithun's had 26 spare places.

School admissions data provide evidence of parental preference for schools, and show that, for the 2018 and 2019 Reception intakes, Radley CE Primary School

received more first preference applications than places available. In 2018, some children living within the school's designated area were unable to obtain a place at the school.

Annual pupil forecasts are calculated, based on demographic forecasts and planned housing growth, to identify where additional school places will be needed. These show that pupil numbers in the Abingdon North planning area (in which Radley is located) are expected to continue to increase.

Given the scale of local housing growth, further additional capacity is necessary to ensure parents have a satisfactory choice of local school places, and Radley's expansion will offer an additional 105 places. St Swithun's CE Primary School's site area would not support further expansion.

Although the additional places from Radley's expansion is less than the expected pupil generation of the two housing developments, St Swithun's will be able to accommodate the balance. Although the school currently only has a few spare places, some of the pupils attending St Swithun's live outside of the catchment area, particularly in Oxford. This is partly a legacy from earlier years when there was a shortage of school places in Oxford. There is now sufficient capacity within Oxford, so that future pupils will not need to travel to St Swithun's. and this will free up capacity for pupils living in Kennington.

The Ofsted report on the most recent inspection of Radley CE Primary School assesses the educational standards and effectiveness of provision at the school, and notes that the school continues to be good. The school has been rated Good at every Ofsted inspection since November 2009.

An initial consultation into the proposed expansion was carried out from Monday 13 January to Monday 10 February 2020. The consultation was hosted on the OCC public website, with relevant stakeholders informed, including local county and district councils, parish councils, the local MP and headteachers of nearby schools. A link was provided to the consultation on the school website, and a meeting was also held at the school in January 2020 to discuss the proposal with parents. Feedback received has been used to inform the proposal and judgements about impact.

Alternatives considered / rejected:

The county council has a statutory duty to ensure sufficient school places. Given the current and expected growth in the school age population in this area, doing nothing would have led to failure to meet this statutory duty.

The only other school within walking distance of the planned housing developments is St Swithun's CE Primary School in Kennington. This has already expanded to 2 form entry, and its site area does not support further growth. Pupil generation estimates indicate this will not be sufficient to meet the needs of all the housing growth.

The number of additional places confirmed as being required in the area would not necessitate provision of a new school. To meet the needs of housing already underway, therefore, an expansion of Radley CE Primary School is the most appropriate option.

Impact Assessment:

Impact on Individuals and Communities:

Age

The proposed expansion will help to enable pupils living in the areas of Radley and Kennington to attend a school close to where they live, and will therefore have a positive impact. If school places are not available within the heart of the community for children living on new housing developments this can affect access to out of school activities, social contact with peers, travel patterns and community cohesion. Radley CE Primary School is rated “Good” by Ofsted so its expansion will ensure more children are able to attend a good school.

The increase in nursery provision at the school as a result of the expansion will enable more children living in the Radley area to access early years education close to where they live, and will therefore also have a positive impact for pre-school age children and their families.

Disability

Radley CE Primary School is a mainstream school. The expansion is not expected to have an impact on provision for children with disability and Special Educational Needs attending this school, or who may attend the school in the future.

Religion/belief

Oxfordshire’s education providers include a balance of Church of England, Roman Catholic and non-faith schools. The only specific religions provided for, therefore, are CE and RC. Children of other faiths may choose a secular education or Christian education, or be educated outside the state sector. Radley CE Primary School provides faith-based education, however other nearby schools offer secular education, so the proposed expansion is not expected to have a significant impact on the balance of parental choice in the area.

Sex

Radley CE Primary School offers coeducational provision, as do other nearby primary schools (the only single sex schools in the county are two secondary schools in Didcot), so the expansion is not expected to have an impact in this respect.

Rural communities

Rural communities, as a result of the more dispersed population, typically experience a smaller choice of schools within a reasonable distance than schools in urban areas. If rural parents are unable to secure a place at their local school

they are likely to face a longer journey to an alternative school than is the case in urban areas, and as a result may have to choose vehicular travel to school rather than walking or cycling. As a rural school, the expansion of Radley CE Primary School would help improve the chances of parents living in the villages of Radley and Kennington of securing a place at a nearby school, reducing travel distances and improving community cohesion.

Rural schools, such as Radley, are often small, and face more challenging financial circumstances. Expansion of small schools, where supported by local population growth, helps to maintain their viability and ensure continued village education provision.

No specific impact has been identified on the following groups:

- Gender reassignment
- Race/nationality
- Pregnancy and maternity
- Sexual orientation
- Marriage and civil partnership
- Areas of deprivation

Risks	Mitigations
Insufficient special school places are created at the expanded school	Annual pupil forecasting and close cooperation with district councils to forecast as accurately as possible future demand. The size of the proposed school expansion has been determined based on analysis of current and future demand for school places in the area.

Impact on Staff:

Staff

Where schools have to turn away children due to a shortage of capacity, Admissions staff may experience stress, and negative behaviour from angry and upset parents.

Risks	Mitigations
Insufficient school places are created at the expanded school, resulting in staff experiencing negative responses from parents.	Annual pupil forecasting and close cooperation with district councils to forecast as accurately as possible future demand. The size of the proposed school expansion has been determined based

	on analysis of current and future demand for school places in the area.
--	---

Impact on other Council services:

Other council services
 Transport – if school places are not available close to where children live, more parents will drive their children to school, exacerbating traffic problems. If children have to be allocated schools beyond walking distance, the county council will need to fund transport.
 Strategic planning – if sufficient school places cannot be agreed to meet the needs of housing growth, there will be a detrimental impact on strategic planning links with local planning authorities.

Risks	Mitigations
There is a mismatch between where school places are available and where parents live, resulting in increased traffic and transport costs.	Expansion of school capacity serving the Radley and Kennington areas will enable children living in these villages to attend schools closer to their home. The need for additional school capacity has been considered in line with housing growth across these areas.
Expansion of school capacity does not meet the needs of housing growth in the area.	Close working relationships between School Organisation & Planning, the county council strategic planning team, and district council planning teams to identify the scale and timing of the new school provision required and secure sufficient developer contributions.

Impact on providers:

Providers: schools
 Where other school in the area have to turn away children due to a shortage of capacity, school staff may experience stress, and negative behaviour from angry and upset parents.
 Insufficient school places in the area could require schools to take additional intakes at short notice, with negative organisational and financial impacts.
 If surplus places are created, existing schools may see a reduction in pupil numbers, and hence budgets. Even where the creation of new places is in line with the scale of population growth, the initial impact of school expansions may have a destabilising effect on pupil numbers at other nearby schools.

--

Risks	Mitigations
Insufficient school places are created at the expanded school, resulting in staff experiencing negative responses from parents.	Annual pupil forecasting and close cooperation with district councils to forecast as accurately as possible future demand. The size of the proposed school expansion has been determined based on analysis of current and future demand for school places in the area.
The school expansion may lead to a reduction in pupil numbers at other nearby schools, especially in the short-term	The demand and supply for school places in the area are monitored, considering planned and permitted housing growth. Admission data on preferences for schools in the area has been analysed. The scale of expansion in this case is small, and unlikely to have a significant impact on other schools given the scale of local housing growth.

Social Value

If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area.

How might the proposal improve the economic well-being of the relevant area?

The proposed expansion may require additional staff at the school, thus creating jobs in the area.

How might the proposal improve the environmental well-being of the relevant area?

Provision of additional school places within walking distance of families living in Radley will reduce the need for pupils to travel to school by car or bus. For families living in Kennington, who may choose to attend the expanded school instead of one further away, travel distances will be reduced.

Action plan:

Summarise the actions that will be taken as a result of the assessment, including when they will be completed and who will be responsible. It is important that the

officer leading on the assessment follows up to make sure the actions are completed, and updates the assessment as appropriate. Any significant risks identified should also be added to the appropriate service or directorate risk register, to ensure they are appropriately managed and reviewed.

Action	By When	Person responsible
Statutory notice on expansion consultation	2 - 30 March 2020	Barbara Chillman
Decision on expansion consultation	13 May 2020	Cabinet Member for Education & Cultural Services
Increase in the school's admission (if approved by Cabinet Member for Education & Cultural Service)	1 September 2021	Barbara Chillman

Monitoring and review:

Try to be as specific as possible about when the assessment will be reviewed and updated, linking to key dates (for example when consultation outcomes will be available, before a Cabinet decision, at a key milestone in implementation)

Person responsible for assessment:

Version	Date	Notes (e.g. Initial draft, amended following consultation)
2020.1	February 2020	Initial draft
2020.2	April 2020	Review following statutory representation period – no changes made