



## **SCHOOL ORGANISATION ADVISORY BOARD**

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Meeting to be held in the Priestley Room, St George House on  
Thursday, 21st March, 2013 at 1.30 pm

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### **MEMBERSHIP**

#### **DIOCESAN BOARD OF EDUCATION FOR THE DIOCESE OF THE CHURCH OF ENGLAND**

Clive Sedgewick

#### **ROMAN CATHOLIC CHURCH DIOCESE**

Angela Cox

#### **SCHOOLS GROUP**

David Roundtree - Headteacher  
Vacancy  
Vacancy

#### **FURTHER /HIGHER EDUCATION ESTABLISHMENT GROUP**

Vacancy

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**Agenda compiled by:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR**

**John Grieve  
Tel No: 0113 224 3836**

## **SCHOOL ORGANISATION ADVISORY BOARD (LEEDS)**

### **PURPOSE OF THE BOARD**

Leeds City Council as the Local Authority has responsibility to make decisions in relation to certain school organisation statutory proposals.

At the request of the Authority the School Organisation Advisory Board, made up of representatives from the area's education community, has been set up in order to consider and make recommendations to the Authority in relation to school organisation proposals:-

- Where objections have been submitted
- As otherwise requested by the Authority

In making recommendations the Board will have regard to relevant statutes. Statutory Regulations and Guidance

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<b>ELECTION OF CHAIR</b>  To seek nominations for the position of Chair and also the Vice Chair.	
2			<b>APOLOGIES</b>  To receive any apologies for absence.	
3			<b>DECLARATIONS OF INTEREST</b>  To note any declarations of interest.	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4	Hyde Park and Woodhouse; Middleton Park; Otley and Yeadon		<p><b>REPORT ON STATUTORY PROPOSALS TO EXPAND THE PRIMARY PROVISION AT LITTLE LONDON COMMUNITY SCHOOL, SHARP LANE PRIMARY SCHOOL AND RUFFORD PARK PRIMARY SCHOOL FROM SEPTEMBER 2014</b></p> <p>To consider a report by the Legal Advisor to the School Organisation Advisory Board, which explains the role of the Board in considering objections to the expansion proposals, and to make a recommendation to the Executive Board to assist the Executive Board in reaching a decision on the proposals.</p> <p>The proposals subject of the expansion programme are:</p> <ul style="list-style-type: none"> <li>• To expand the physical capacity of Little London Community Primary School from 210 to 630 pupils, with an admission number increasing from 30 to 90 with effect from September 2014 on the adjacent site at Oatland Green (There was one objection to the proposal)</li> </ul> <p>To expand the physical capacity of Rufford Park Primary School from 210 to 315 pupils, with an admission number increasing from 30 to 45 with effect from September 2014 on its existing site (There was one objection to the proposal)</p> <ul style="list-style-type: none"> <li>• To expand the physical capacity of Sharp Lane Primary School from 420 to 630 pupils, with an admission number increasing from 60 to 90 with effect from September 2014 on its existing site. (There was one objection to the proposal)</li> </ul> <p>(Report attached)</p>	1 - 70

Item No	Ward/Equal Opportunities	Item Not Open		Page No
5			<p><b>FUTURE BUSINESS</b></p> <p>To identify future business for the Advisory Board. (If any)</p>	
6			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To identify a date and time for the next meeting of the Board (If appropriate)</p>	

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Originator: Anne Oldroyd  
Legal Advisor to SOAB  
Tel: 0113 3951927

**Report of the School Organisation Advisory Board**

**Date: 14 March 2013**

**Subject: Report on Statutory Proposals to expand the primary provision at Little London Community Primary School, Sharp Lane Primary School and Rufford Park Primary School from September 2014.**

<p><b>Electoral Wards Affected:</b></p> <p><b>N/A</b></p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

**1.0 Purpose of This Report**

To explain to the Board the role of the Board in considering the objections to these proposals and making recommendations to the Executive Board to assist the Executive Board in reaching a decision in relation to the proposals.

**2.0 Background Information**

The public consultation was held from 10 September to 19 October 2012 and responses to the consultation were considered at the Council's Executive Board on 12 December 2012 and permission to proceed to statutory notice was given. The statutory notice for the three proposals was published on 8 February 2013 and expired on 8 March 2013.

**3.0 Changes to Primary Provision at Little London Community Primary School**

To expand the physical capacity of Little London Community Primary School from 210 to 630 pupils, with an admission number increasing from 30 to 90 with effect from September 2014 on the adjacent site at Oatland Green. There was one objection to this proposal.

#### **4.0 Changes to Primary Provision at Rufford Park Primary School**

To expand the physical capacity of Rufford Park Primary School from 210 to 315 pupils, with an admission number increasing from 30 to 45 with effect from September 2014 on its existing site. There was one objection to this proposal.

#### **5.0 Changes to Primary Provision at Sharp Lane Primary School**

To expand the physical capacity of Sharp Lane Primary School from 420 to 630 pupils, with an admission number increasing from 60 to 90 with effect from September 2014 on its existing site. There was one objection received in relation to this proposal.

These three proposals are now submitted to the Board to consider the proposals and the objections received and to make recommendations to the Executive Board.

Members of the Board will have the following documents to consider which are attached to this report:

Documents submitted by Children's Services in support of the proposals;  
Copies of the responses received.

#### **3.0 Recommendations**

The Board is asked to consider the proposals and consider the written objections and any verbal objections made at the meeting of the Board and to make recommendations with reasons for consideration by the Executive Board.



**Report of Capacity Planning and Sufficiency**

**Report to School Organisation Advisory Board**

**Date: 21<sup>st</sup> March 2013**

**Subject: Outcome of statutory notices for the expansion of primary provision in 2014**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Hyde Park and Woodhouse, Otley and Yeadon, Middleton Park		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Executive Summary**

1. Leeds City Council has a statutory duty to ensure sufficiency of school places. In response to rising birth rates, it has implemented a number of proposals for expansion of primary provision in order to meet this duty, and continues to bring forward further proposals. Such changes require a statutory process, which involves first a public consultation, and then a statutory notice period, both of which allow for representations to be made from stakeholders.
2. At its meeting on 12 December 2012, the Executive Board considered a report on the outcome of consultation on proposals to expand Little London Community Primary School, Rufford Park Primary School, Sharp Lane Primary School and Tranmere Park Primary School, and gave permission to publish statutory notices in respect of Little London, Rufford Park and Sharp Lane. The notices were published on 8 February 2013 and expired on 8 March 2013. Five representations were received, one objection to the expansion of Sharp Lane, one objection to the expansion of Rufford Park, one objection to the expansion of Little London and two letters of support were received, one each in relation to Little London and Rufford Park. Under the Education and Inspections Act 2006 a final decision must be made within two months of expiry of the notices, or be referred to the School's Adjudicator for a decision. Any significant change to the proposal at this stage would require the proposal to be rejected, and fresh consultation to begin, precluding the delivery of places for 2014.

3. Leeds City Council's Executive Board is the decision maker for proposals relating to school organisation. It has set up the School Organisation Advisory Board (SOAB) to consider proposals and make recommendations when objections to a statutory notice are received. Children's Services believe that the issues raised throughout the consultation process do not present insurmountable barriers and that these can be addressed. Children's Services asks that SOAB considers the issues raised and recommends to Executive Board that these proposals be approved.

## 1 Purpose of this report

- 1.1 This report describes the representations made to the statutory notices for the three proposals, and asks SOAB to consider these responses and make a recommendation to Executive Board on a final decision on these proposals.

## 2 Background information

- 2.1 The proposals were brought forward as part of a programme of expansions of primary provision to ensure the authority meets its legal duty to secure sufficient school places. The proposals are:

- To expand the physical capacity of Little London Community Primary School from 210 to 630 pupils, with an admission number increasing from 30 to 90 with effect from September 2014 on the adjacent site at Oatland Green;
- To expand the physical capacity of Rufford Park Primary School from 210 to 315 pupils, with an admission number increasing from 30 to 45 with effect from September 2014 on its existing site;
- To expand the physical capacity of Sharp Lane Primary School from 420 to 630 pupils, with an admission number increasing from 60 to 90 with effect from September 2014 on its existing site.

- 2.2 The public consultation was held from 10 September to 19 October 2012 and responses to this consultation were considered at the Council's Executive Board on 12 December 2012 and permission to proceed to statutory notice was given. A fourth proposal to expand Tranmere Park Primary School was also part of this consultation, however, this proposal was stopped to allow officers to carry out further work in this area. The statutory notice for the remaining three proposals was published on 8 February 2013 and expired on 8 March 2013.

## 3 Main issues

- 3.1 Five representations were received, one objection to the expansion of Sharp Lane, one objection to the expansion of Rufford Park, one objection to the expansion of Little London and two letters of support were received, one each in relation to Little London and Rufford Park. A summary of the issues raised in objection are contained in the following paragraphs. Copies of the representations are enclosed with this report, and can also be found at [www.leeds.gov.uk](http://www.leeds.gov.uk). Previous Executive Board reports can be found at <http://democracy.leeds.gov.uk/ieListMeetings.aspx?CId=102&Year=0>.
- 3.2 **Proposal One: Expansion of Little London Community Primary School** from 210 to 630 pupils, with an admission number increasing from 30 to 90 with effect from September 2014. 1 representation was received in support and 1 against. The governing body reaffirmed their support for the proposal.

- 3.3 **Concern: that in principle schools of over 600 pupils are wrong, particularly in areas of social disadvantage and that the needs of pupils should be put first rather than avoiding the need to go out to tender for a new school.**
- 3.4 **Response:** Little London Community Primary School is a successful primary school. There are many examples of successful 3 form entry primary schools across the country, including those in areas of disadvantage. Leeds has several 3 form entry primary schools, including at least one currently rated as outstanding by Ofsted - Westerton Primary School in the south of the city.
- 3.5 Research indicates that size is not the determining factor as regards to those schools which are successful but that the quality of teaching and learning and the quality of leadership and management are the key drivers for success. Little London Community Primary School benefits from both of these.
- 3.6 Larger schools can offer a greater range of activities, staff expertise and career development for staff. One respondent noted during the consultation phase that the creation of a larger school was a positive benefit where it enabled whole local communities remain together.
- 3.7 One respondent during the representation phase commented in support of the proposal emphasising the many benefits to the community from the expansion of the school including employment opportunities, regeneration of the area as well as the creation of additional places for children at a local, popular and successful school.
- 3.8 The opportunity to expand Little London Community Primary was not taken by the Local Authority in order to avoid opening a new school. The proposal to expand a local successful primary school was brought forward to meet rising demographics in the area and at the same time recognising the regeneration requirements for the area adjacent to the school known as the 'community hub, including the shops, a housing office, play space and a community centre. The community hub project seeks to maintain and improve community facilities in the locality and explore how the local retail offer can be refreshed and improved.
- 3.9 **Proposal Two: Expansion of Rufford Park Primary School** from 210 to 315 pupils, with an admission number increasing from 30 to 45 with effect from September 2014. 2 representations were received, 1 in support and 1 against. The governing body confirmed that they welcomed and supported the proposed school expansion to accommodate the growing number of primary school aged children in the area.
- 3.10 Whilst a high percentage of children attending Rufford Park Primary School walk to school (around 70%), the governing body acknowledged the concerns of residents expressed at the public meeting in October 2012 relating to increased nuisance from traffic in Rufford Avenue and requested that officers from Highways take note of these concerns and devise solutions to minimise this nuisance.
- 3.11 Highways colleagues have indicated that initial measures would include a 20mph speed limit on Rufford Avenue and other adjacent roads to the school including Henshaw Avenue and Henshaw Oval. These would probably require physical

traffic calming measures within the 20mph areas; and amendments, where necessary of existing Traffic Regulation Orders and the possible promotion of new Traffic Regulation Orders

- 3.12 Traffic and Highways issues would be considered as part of the planning process should the proposal move forward. Any recommendations from Highways would need to be addressed in the final design solution.
- 3.13 **Concern: that in principle one and half form entry schools are wrong, that they cause the need for mixed age classes making the curriculum harder to deliver.**
- 3.14 Response: There are 11 good and 1 outstanding 1.5 FE primary schools in Leeds. Whilst the expansion would lead to mixed aged teaching, the school is confident that this would be well managed. The proposal was put forward by the school to meet the need for rising demographics in the area closest to the school, in the knowledge that it would expand the school from 1 to 1.5 form entry and create mixed age classes.
- 3.15 Larger schools can offer other benefits such as wider range of staff expertise, increased curricular and extra curricular activities, flexibility in managing classes and greater staff development.
- 3.16 **Proposal Three: Expansion of Sharp Lane Primary School** from 420 to 630 pupils, with an admission number increasing from 60 to 90 with effect from September 2014. 1 representation was received. The governing body put in writing their request that issues relating to the expansion of the school, namely relating to the field adjoining the school, road safety and the new school build were fully considered during the decision making process and these are detailed below. It should be noted that design work commences at risk in the case of all proposals to ensure that a project can be delivered at the school but that the detailed design work and planning approvals cannot be sought until the decision is taken to expand the school.
- 3.17 **Issues relating to the acquisition by the school of the field adjoining the school.** Concern was expressed that the field would not be acquired providing secure access to the additional play space required due to the expansion of the school build on the school site.
- 3.18 **Response:** The inclusion of the field within the secure school site is a core element of the project brief. The field is owned by the Council and currently vested with Parks and Countryside. The process of formally transferring responsibility for the maintenance and management of the field such that it becomes part of the school site is underway and the LA remains committed to ensuring the successful completion of this process. The LA recognises that the support of the governing body is conditional upon the acquisition of the field and the development of a whole school building solution.
- 3.19 **Issues relating to road safety.** Concern was expressed that existing traffic conditions at the beginning and end of the school day would be exacerbated by the increase in pupil numbers. In addition concern was expressed that there

would also be increased traffic in the vicinity of the school due to the planned Asda Superstore adjacent to the school site.

- 3.20 **Response:** Whilst it is customary for the off site design works to commence after planning approval has been sought, in this case colleagues in the Highways Design department have been engaged at a early stage in order that a highways design and building design may be submitted at the same stage, whilst acknowledging that the decision has not yet been taken to expand the school. It is expected that the planning application submitted for the school expansion project will include details of off-site highways work and that any planning approval will be conditional upon this work being completed. This element of the design will take into consideration developments in the local area and their impact on the local road network.
- 3.21 **Issues relating to the new school build.** Governors expressed concern that the building design may compromise the existing provision, and that temporary accommodation would be provided rather than permanent accommodation due to financial constraints. The governing body expressed the view that they had not been sufficiently involved in the design process for the new school.
- 3.22 **Response:** In response to the issues raised by the governing body, regular design team meetings have been arranged with the school to provide updates on key issues e.g. the building design, highways issues, access to the field. Whilst the design process has not been concluded at this stage, options under consideration do not include a series of stand alone modular buildings. The school will be involved in the sign off of all stages of the design and Children's Services will ensure that no key design decisions are made without full consultation with the school.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The consultation and statutory notices have been managed in accordance with all relevant legislation and local good practice. Ward members were formally consulted at the public consultation stage and they have indicated their support for the expansions.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.2 The EDCI impact assessments have been completed and are available on request from the Capacity Planning and Sufficiency Team.

### **4.3 Council policies and City Priorities**

- 4.3.3 These proposals have been brought forward to meet the Council's statutory duty to secure sufficient school places. By providing places close to where children live, these proposals improve accessibility of local and desirable schools, thereby reducing the risk of non attendance and reducing the length of the journey to school.

### **4.4 Resources and value for money**

4.4.4 The estimated cost of delivery is £9.4 million which will be funded from the education capital programme. The funding provides additional accommodation on each school site for the increased number of pupils. Where the school buildings are not all available until September 2014, solutions will be agreed with the schools to deliver the additional places until all the new accommodation is delivered.

#### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 Leeds City Council's Executive Board is the decision maker for proposals relating to school organisation. It has set up the School Organisation Advisory Board (SOAB) to consider proposals and make recommendations when objections to a statutory notice are received.

4.5.2 Under the Education and Inspections Act 2006 a decision must be made within two months of expiry of the notices, or the matter will be referred to the school's adjudicator for a decision. The decision maker can in each case:

- Reject the proposal
- Accept the proposal
- Accept the proposal with a minor modification e.g. change of implementation date
- Approve the proposals subject to them meeting a certain condition e.g. grant of planning permission

4.5.3 The decision maker must give reasons for the decision irrespective of whether the proposals are rejected or approved indicating the main factors/criteria for the decision. SOAB should therefore provide appropriate comment with their recommendations. If the decision maker does not make a decision on the proposals within 2 months of the end of the statutory notice, the Authority must within one week refer the proposals to the Schools Adjudicator for a decision.

4.5.4 Any significant modification to a proposal would require fresh consultation, and prevent places being realised for 2014.

### **5 Conclusions**

5.1 These proposals are required to ensure the authority meets its legal requirements to ensure sufficiency of primary provision for September 2014. There is evidence of local need for these places, and they offer choice and diversity to parents. Any significant change to the proposals at this stage would mean alternative solutions would not be secured in time for September 2014, and any delay would affect the deliverability of the physical accommodation in time.

### **6 Recommendations**

6.1 Children's Services believe that the issues raised throughout the consultation process do not present insurmountable barriers and that these can be addressed. Children's Services asks that SOAB considers the issues raised and recommends to Executive Board that these proposals be approved.

## **7 Background documents<sup>1</sup>**

- 7.1 July 2012 Executive Board report – Permission to consult on primary expansions for 2014;
- 7.2 December 2012 Executive Board report – Outcome of consultation on proposals for expansion of primary provision in 2014;
- 7.3 Consultation booklet for each proposal:
  - Proposal to expand Little London Community Primary School from September 2014
  - Proposal to expand Rufford Park Primary School from September 2014
  - Proposal to expand Sharp Lane Primary School from September 2014
- 7.4 Statutory Notices for the above proposals;
- 7.5 Full proposals in relation to the above schools
- 7.6 Copies of representations received.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



**Report of Director of Children’s Services**

**Report to Executive Board**

**Date: 12<sup>th</sup> December 2012**

**Subject: Basic Need Programme 2014 – Outcome of consultation on proposals for expansion of primary provision in 2014**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Hyde Park and Woodhouse, Guiseley and Rawdon, Yeadon and Otley, Middleton and Belle Isle, Temple Newsam	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. Leeds City Council has a statutory duty to ensure sufficiency of school places. The basic need programme represents the Council’s response to the demographic pressures in primary school provision. Through this programme it has approved 830 new reception places since 2009. In July 2012 the Executive Board gave permission to consult on four statutory proposals. These proposals form part of the Council’s Basic Need Programme that embeds the ‘one council’ approach that has achieved shared ownership of proposed solutions. This approach agrees the overall best use of Council assets and delivers holistic solutions for community improvements.
2. This report presents the outcome of statutory consultation on the proposals to increase primary provision from September 2014 and seeks permission to publish statutory notices for three of these proposals and outlines further work to be completed prior to making a recommendation with regard to the remaining proposal.

**Recommendations**

Executive Board is asked to:

3. Approve the publication of a statutory notice for the expansion of Little London Primary School from 210 to 630 pupils by increasing the reception admission limit from 30 to 90 with effect from September 2014.

4. Approve the publication of a statutory notice for the expansion of Rufford Park Primary School from 210 to 315 pupils by increasing the reception admission limit from 30 to 45 with effect from September 2014
5. Approve the publication of a statutory notice for the expansion of Sharp Lane Primary School from 420 to 630 pupils by increasing the reception admission limit from 60 to 90 with effect from September 2014
6. Note that further work be carried out in relation to the Tranmere Park proposal prior to being brought back to a future meeting of Executive Board.

## **1 Purpose of this report**

- 1.1 This report describes the outcome of the public consultations on the expansion of primary provision across the city, and makes recommendations for the next steps for each of the proposals.

## **2 Background information**

- 2.1 At the meeting on 18 July 2012 the Executive Board considered a report requesting permission to consult on a range of proposals for the expansion of existing primary provision in 2014 and approved those consultations. These proposals were brought forward as part of a range of measures to ensure the authority meets its statutory duty to ensure sufficiency of school places. Under the Education and Inspections Act 2006 these proposals constitute prescribed changes requiring a statutory process, the first step of which is public consultation.
- 2.2 Subject to Executive Board approval, the expansion proposals would be followed by the publication of a statutory notice before a final decision is made.

## **3 Main issues**

- 3.1 The consultation was conducted from 10 September 2012 to 19 October 2012 in line with government guidance and local practice, and all ward members were consulted during the formal consultation period. A number of public meetings were held, and information distributed widely including through schools, early years providers and websites, post offices, libraries, doctors surgeries and area management officers. A summary of the issues raised follows and copies of the written responses, public meeting notes and additional analyses referred to can be found at [www.leeds.gov.uk](http://www.leeds.gov.uk) or requested from the capacity planning and sufficiency team at [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)
- 3.2 **Proposal one. Expansion of Little London Primary School** from 210 to 630 places, by increasing the admission number from 30 to 90 with effect from September 2014. A proposal was brought forward in 2011 regarding the expansion of Little London Primary School utilising the site of the Blenheim Centre and land off Cambridge Road. At that time the Governors made a counter proposal to expand the school on or adjacent to its existing site however the land proposed was not feasible for expansion to the required size due to site size, drainage and planning issues.
- 3.3 This revised proposal addresses the need for school places due to the increasing demographics in the area, at the same time recognising the regeneration requirements for the area adjacent to the school known as the 'community hub', This includes the shops, a housing office, play space and a community centre. The community hub project seeks to maintain and improve community facilities in the locality and explore how the local retail offer can be refreshed and improved.
- 3.4 Working together, officers from Environments and Neighbourhoods, City Development and Children's Services have developed a proposal that could

deliver the required primary school expansion, upgrade the retail provision and improve the community centre facilities and services as part of an integrated community hub solution. This is co-ordinated with the housing PFI that is proposed for the area.

- 3.5 The other elements of the regeneration initiative are subject to their own consultation processes, and this has been co-ordinated with the public consultation to expand the school. Consultation on the approach to the whole community hub, including school expansion, community facilities, neighbourhood housing office and retail provision took place on 6<sup>th</sup> November 2012. The outcome of the consultation was supportive of the principles for the regeneration of the community hub. Ward members have also been briefed and are broadly supportive of the proposals subject to detail of the retail offer being confirmed.
- 3.6 Feasibility work is progressing to consider a range of facilities as outlined above for the Community Hub. A further report will be presented to a future Executive Board meeting.
- 3.7 The subject of this paper is the outcome of the consultation process in relation to the expansion of the primary school. It should also be noted that the school agreed to take, for the second year running, an additional 30 pupils making a total intake of 60 into reception last September. If this proposal proceeds the school will work with the authority to admit extra pupils again in 2013 to ensure continuity for the community and school, and to meet the need for places prior to any permanent solution being agreed.
- 3.8 During the consultation phase, 24 written responses were received, 19 in favour 4 against and 1 was neutral. The governing body are fully supportive of the proposal, although they did stress the view that they wished to continue to explore the need for nursery provision at the school. Those who attended the public meeting were very supportive of the expansion of the school. The following issues were raised in the responses received and in the meetings:
- 3.9 **Concern:** Whether there is sufficient early years provision in the area, particularly in the context of the increased need for primary places.
- 3.10 **Response:** There are currently sufficient early years places available in the area, see data table in Appendix 1. The demand for early years places will however be kept under review and the need for additional places addressed as necessary. This may mean the creation of additional early years places. The governing body have acknowledged that they are happy with this response.
- 3.11 **Concern:** Whether the new housing proposed for the area has been taken into account in the planning of school and early years places.
- 3.12 **Response:.** When planning school places a range of information is taken into account. The primary data source is the births and under 5's information received from the local health authority. This information was published in the consultation document. Housing is another major consideration, but can be difficult to model precisely when it may be built or occupied, or by whom it will be occupied. Working closely with colleagues in City Development, planning applications and

long term housing plans are considered as additional demand for places, using a locally agreed pupil yield formula and are factored into decision making. Other additional local intelligence which may affect demand is also considered. In this area the plans to increase the amount of family housing will support the sustainability of the proposed increase. All these elements are taken into account when planning school places.

- 3.13 **Concern:** That pupil numbers can increase and also decrease. Concern was expressed regarding the impact upon the expanded school should numbers fall in the area, making reference to school closures in previous years.
- 3.14 **Response:** Whilst schools have previously been closed due to falling roles, the birth data available, and long term forecasts from the Office of National Statistics indicates the numbers are increasing and will continue to do so for the foreseeable future. The evidence indicates that places created will be sustainable and are required long term. The expansion of existing primary schools creates a range of options within the area and provides flexibility should numbers diminish in the future.
- 3.15 **Concern:** The increase from one to three form entry creates a significantly larger school. Some expressed concern that this may adversely change the nature of the school.
- 3.16 **Response:** A maximum of 630 children would be on roll once the school has grown over seven years. The proposal would not increase class sizes, which would continue to be based on classes of 30 in line with current funding models. Schools of this size are not uncommon, and there are local examples of very popular and successful three form entry primary schools. Larger schools can offer a greater range of activities, staff expertise and career development for staff. One respondent noted the creation of a larger school was a positive benefit where it enabled whole local communities remain together.
- 3.17 **Concern:** That the area that the school serves would increase when the school expands increasing the distance from home to school for some children and reducing choice.
- 3.18 **Response:** Children would continue to receive priority based on distance to school and their nearest school. There are sufficient children in the area of the school to fill it with local children without the need to draw from further afield, although parents remain free to exercise their preferences to do so.
- 3.19 **Concern:** That the changes, including both increased pupil numbers and also building work would be disruptive to the children's education.
- 3.20 **Response:** Whilst the school would undergo many changes, should the proposal go ahead, support would be available to manage the transition. The change would be incremental. The Local Authority Built Environment team have extensive experience of managing school build programmes around the delivery of the school curriculum and would work very closely with the school during the building design and delivery stages. The School Improvement Team would also work with the school to help manage the process. The school itself has already reorganised

to accommodate additional reception children and has demonstrated the capacity to embrace change.

- 3.21 **Concern:** That the proposal would impact on the nearby retail development and would impact negatively upon the community and reduce space available to the community.
- 3.22 **Response:** The expansion of the primary school is an integral part of the community hub project, which aims to improve and maintain the community offer in the vicinity. Within the hub, retail and community facilities and services would be maintained, if not enhanced. A further report will be presented on the Community Hub in early 2013. There is no intention to remove any existing community provision.
- 3.23 **Concern:** That land is available on the Blenheim Primary School site to expand that from a two to three form entry primary school rather than Little London.
- 3.24 **Response:** Blenheim Primary School was extended from one to two forms of entry in 2010. Whilst the site is relatively large, the majority of it has protected playing pitch status and therefore further physical expansion of the school buildings is not considered to be achievable. The data available indicates greatest demand for places is for children living closest to Little London Primary School.
- 3.25 **Proposal two Expansion of Tranmere Park Primary School and proposal three expansion of Rufford Park Primary School.** Previous reports have identified a shortage of places in the **Guiseley / Yeadon / Rawdon** corridor. It has been previously reported that there is particularly pressure at the extreme edges of the area of Guiseley, leading to the development of two proposals for this area. The pressure was evidenced on primary offer day this year, when for the second year running it was not going to be possible to make reasonable offers to all children within the area, with many of those affected having Tranmere Park as their nearest school. For this reason, a temporary agreement was reached for Tranmere Park to take 15 additional pupils into reception in 2012 and again in 2013 to provide sufficient capacity in the area.
- 3.26 A previous public consultation was undertaken in September and October 2011 in relation to the proposed expansion of Rawdon St Peters C of E Primary School from 45 to 60 places. Considerable concern was raised that this would create significant traffic and highways problems, which would be exacerbated because the children do not live in Rawdon but close to Rufford Park. The Executive Board agreed in January 2012 to gather further evidence to identify appropriate permanent expansion proposals for the whole area. This further work resulted in the current proposal to expand Rufford Park and Tranmere Park.
- 3.27 **Proposal two: To expand Tranmere Park Primary School** from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014. There are more under 5's children with Tranmere Park as their nearest school than places available, and so this proposal would address the need at the far end of the planning area

- 3.28 123 responses were received, 68% from local residents, 12% from parents of children at the school. The remaining responses were from staff, governors and councillors. 95 respondents disagreed, principally on the grounds of traffic and highways issues. Those who supported the proposal argued that children should be able to access their nearest school and that the expansion provided an opportunity to remove mixed age classes. The governing body have indicated their support for the expansion.
- 3.29 **Concern:** That this is not a genuine consultation as the decision has already been made and additional children have already been admitted this year.
- 3.30 **Response:** The school has already agreed to take another additional 15 pupils in 2013 and again in 2014 as a short term measure to meet the need for places whilst consultation on the long term permanent solution takes place. The measure this year was necessary to be able to offer local places to 14 local children who would otherwise have been offered places more than 2 miles away. The measure was agreed for two years to allow the school to manage the bulge cohort through the school more effectively, as it will form a whole class cohort of 30 rather than 15. The two temporary increases can be accommodated in the current school buildings, and so do not require a statutory process. To increase the school size on a permanent basis would require significant additional capacity and therefore this statutory consultation process is needed. The temporary and permanent measures are independent.
- 3.31 **Concern:** Many of the local residents who responded expressed concern regarding the additional volume of traffic which would be generated by the expansion of the school. They expressed concern regarding parking, safety and highways issues and access for emergency vehicles. In addition they argued that the unique nature of the estate, the local design statement, and the position of the school within the estate meant an enlarged school was not appropriate.
- 3.32 **Response:** It is important to note that this proposal is designed to cater for children for whom this is their nearest school, living within walking distance from the school, so minimising any traffic impact. Initial discussions with residents and ward members have highlighted parking/access as concerns. The main issues are the lack of staff parking within the school site and pupils having to walk in the carriageway around the school due to the lack of footways. Initial measures would include the provision of sufficient staff parking within the school site; the provision of a footway along the frontage of the school on Ridgeway and Ridge Close; improvements to the footpath adjacent to the school access which heads northeast; and a 20mph speed limit within the entire Tranmere Park estate and amendments, where necessary, of the existing Traffic Regulation Orders including the formalisation of the existing informal drop-off point on Ridgeway.
- 3.33 **Concern:** That the site is not big enough to accommodate an enlarged school, any expansion would limit the amount of play space and dining/hall facilities.
- 3.34 **Response:** The site, whilst challenging, is sufficiently large to accommodate the expanded school. Additional classrooms would be provided to accommodate the additional children on roll, and the out of school club and other community space can be protected, which are important caveats to the governing body's support.

Play space would be difficult to expand, but can be maximised by managing split play times. Our private sector design partners have indicated that the site is expandable.

- 3.35 **Concern:** That alternative options have not been given due consideration, and this is being brought forward because of a lack of planning by the authority. Specific alternatives raised were the expansion of other local schools, and use of land at Green Meadows, for which options put forward included relocating Tranmere Park Primary School onto the site, a split site Tranmere Park, and building a new school on the site. Other local schools have all been considered, and there is an ongoing dialogue with Guisley Infant School and St Oswald's Junior School about a role they may play in further expansion needed for the area.
- 3.36 **Response:** The land described above is occupied by the North West SILC which operates from two sets of buildings, one off Back Lane, one off Bradford Road, both part of the Green Meadows campus. The accommodation is currently fully occupied. Whilst the opportunity to relocate the provision merits further detailed consideration, the needs of the young people currently educated there are paramount and must be considered in the context of the SEN strategy for the city. Should relocation be possible and appropriate to progress there remain other barriers. The site is too far away from the current Tranmere Park site to operate as a split site school, and the governing body have expressed their strong concerns about such a model. A new school would be in direct competition with Tranmere Park, which could destabilise an excellent existing school, and presents a far more risky way of establishing additional provision than building on current strengths by expanding existing schools. The green space on the site is designated as protected playing field which would create need to be taken into account in the delivery of any additional buildings.
- 3.37 **Concern:** That a new school should have been built on the High Royds estate to accommodate the children living there, that the increasing demographics were not addressed at this stage and that sufficient planning was not carried out when the new housing has been built, and the authority did not discharge its duty to secure developer contributions or a new school. Menston Primary School was supposed to cater for this but it has decreased in size.
- 3.38 **Response:** The number of homes built on the High Royds estate were not sufficient to generate a new school. At the time the development was brought forward, sufficient places existed at Menston, which was the closest school to High Royds, and so contributions could not be secured. The issue is not caused by High Royds children attending Tranmere Park; currently a total of 5 children who attend Tranmere Park Primary School live on the High Royds estate, and there are enough children with Tranmere Park as their nearest school but not living on the High Royds estate, to fill both an expanded Tranmere Park and Hawksworth. Whilst Menston Primary School in Bradford is the nearest school for children living at High Royds. Leeds as a Local Authority has an obligation to provide places for children living within its boundary. Menston Primary School has decreased its admission limit in response to decreasing pupil forecasts, rather than to deny Leeds children a place.



- 3.39 **Concern:** That the school was originally built for children living on the estate and that the expansion would provide places for children living further afield and that it should not provide places for children living in Bradford.
- 3.40 **Response:** The expansion is proposed to cater for Leeds children for whom the school is their nearest school. The data provided shows how there are more than sufficient local children to fill the places. The admissions policy for the school would continue to prioritise those for whom it is the nearest school.
- 3.41 **Concern:** That the expanded school would be too large, this would impact on educational standards and would lead to increased class sizes.
- 3.42 **Response:** There are many examples of successful two form entry primary schools in Leeds, and it is the model for a third of all primary schools in Leeds. It is acknowledged that should the school expand it would undergo change, however change would be gradual. The school would be supported by officers from the Local Authority. The proposal would not lead to an increase in class sizes, except in reception, which would move from two classes of 22/23 to two classes of 30. The expansion would provide the opportunity to move from 1.5 to 2 form entry and therefore move from mixed aged classes. Some welcome this opportunity.
- 3.43 **Concern:** That it would undermine other schools, namely Hawksworth C of E Primary School and planned building work at St Oswald's.
- 3.44 **Response:** The demographic data shows that there are sufficient children already living in the area to justify these additional places without undermining other local schools, and house building in the area is likely to add to this pressure. Discussions are ongoing regarding the building work at St Oswald's, planned in order to provide accommodation for the children who will move into the school in September 2013. This process is independent of the statutory process in relation to Tranmere Park Primary school.
- 3.45 **Concern:** That the proposed expansion would impact upon the current out of school facilities, or mean it has to close.
- 3.46 **Response:** There is no proposal to remove the out of school provision, which is seen to be critical to the school, and a condition of the governors support. The accommodation needs of the out of school club would be considered alongside those of the school during the design process and the out of school club would be fully engaged in this process.
- 3.47 **Proposal three: To expand Rufford Park Primary School** from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2014. The school raised this as a counter proposal during the consultation on Rawdon St Peter's expansion, and it would go some way to addressing the immediate demographic pressure.
- 3.48 29 written responses were received, 12 in favour, 15 against and two were neutral. The governing body of Rufford Park Primary School fully support the proposal. Those who are in favour supported the proposal as it provides school

places for those children for whom the school is their nearest. Many of those who objected to the proposal argued that that Rawdon St Peter's Primary School should be expanded rather than Rufford Park Primary School and that the proposal brought forward previously should be reconsidered.

- 3.49 **Concern:** The Governing Body of Rawdon St Peter's Primary School have submitted a counter proposal arguing that their school site presents a better solution in terms of available space, would address long term building issues and provide enhanced accommodation for pupils including those attending the partnership with the North West SILC and remove mixed age classes. Other respondents commented that Rufford Park, as a PFI school, was already a new build and therefore should not have been selected as a school for expansion.
- 3.50 **Response:** Whilst the previous proposal would have addressed some of the condition issues in the finished design for the expanded school, the school have worked hard to address some of the condition issues within the school since 2011 and benefited from capital maintenance funding to address mechanical issues during summer 2012. The proposal also offered an opportunity to remove the mixed age classes, meet parental demand, and maintain the proportion of CE places on offer in the Rawdon / Yeadon / Guiseley corridor to allow parental choice. The consultation process however brought forward serious concerns about the traffic issues around the school, and highlighted that whilst Rawdon St Peter's may be popular, the bulk of the demographic pressure was actually focussed around Yeadon, and Rufford Park in particular. With many of the children likely to be travelling longer distances to take up the places in Rawdon, an enlarged school would bring with it an increased likelihood of families arriving by car, adding to the traffic problems described. It was on this basis and due to the presentation of a counter proposal by Rufford Park Primary School that a new proposal was developed.
- 3.51 The revised proposal addresses the need to create additional school places to meet the rising demographics in the area, i.e. those children live closest to Rufford Park Primary School and therefore reducing the journey to school. All factors are taken into account when developing proposals particularly the demographic demand and the deliverability of the project. The building work which would take place if this goes ahead would focus on providing the additional class space required rather than creating improvements to the existing building at the school. The existing site has the capacity to be expanded and the fact that it is managed as part of a PFI contract presents no barrier to developing it.
- 3.52 **Concern:** The site is not sufficiently large to accommodate the additional build and that building work would be disruptive to the education of the children.
- 3.53 **Response:** The work undertaken to date indicates that the site is sufficiently large to accommodate the indoor and outdoor space required for the additional children. Local Authority officers have extensive experience of managing building projects on school sites and health and safety issues are paramount at all times.
- 3.54 **Concern:** That when previously built new housing was planned, schools should have been expanded at that point.

- 3.55 **Response:** When house building takes place, the need to create additional school places is always considered and contributions sought from developers as necessary. At the time when the houses were built, sufficient places were available in local schools and the building of a new school could not be justified.
- 3.56 **Concern:** There are already existing traffic and highways issues, parental parking requires improvement, that traffic calming should be introduced and that crossing needs to be improved near the school.
- 3.57 **Response:** By creating the additional places where the children live, traffic would be minimised and children would have the best opportunity to walk to school. Initial concerns about potential increase in on street parking on Rufford Avenue have been raised particularly near the bend in the highway north of the school. Initial measures would include a 20mph speed limit on Rufford Avenue and other adjacent roads to the school including Henshaw Avenue and Henshaw Oval. These would probably require physical traffic calming measures within the 20mph areas; and amendments, where necessary of existing Traffic Regulation Orders and the possible promotion of new Traffic Regulation Orders
- 3.58 The issues raised would be addressed in the planning process. All schools are required to have green travel plans which consider the journey to school. In the case of Rufford Park Primary School, over 70% of children walk to school and the governing body are committed to continuing to encourage this, should the school expand. A number of options are available locally to help facilitate parental drop off. Where parents dropping off children park over resident's drives, enforcement action can be taken by the appropriate officers on the request of local residents.
- 3.59 **Concern:** The community has a right to a smaller school, the previous infant and junior schools should have been retained.
- 3.60 **Response:** There are already schools of varying sizes in the area, including two one form entry schools, one of which is a Catholic school, which provides choice and diversity.
- 3.61 **Concern:** Class sizes would increase due to the proposed expansion.
- 3.62 **Response:** The proposal would not increase class sizes, which would continue to be based on classes of 30 in line with current funding models and infant class size legislation. In reception, there is likely to be a reduction in class size, as there would likely be two classes of 22/23, then the remainder of the school organised into classes of 30.
- 3.63 **Concern:** The expansion of the school would lead to mixed aged teaching which would be difficult to manage and detrimental to the education of the children.
- 3.64 **Response:** Whilst the expansion would lead to mixed aged teaching, the school is confident that this would be well managed. There are many examples of successful 1.5 form entry primary schools. Larger schools can offer other benefits such as wider range of staff expertise, increased curricular and extra curricular activities , flexibility in managing classes and greater staff development.

- 3.65 **Concern:** The nursery provision currently on site would not be retained.
- 3.66 **Response:** There are no plans to remove or replace the existing nursery provision. The accommodation needs of the nursery would be considered alongside those of the school during the design process with nursery staff fully engaged as appropriate.
- 3.67 **Concern:** That there is a lack of accessible Church of England primary places in the Yeadon/Rawdon/Guiseley area.
- 3.68 **Response:** There are two Church of England Primary Schools in the area, Rawdon St Peters and Hawksworth C of E and one junior school, Guiseley St Oswalds. A previous proposal to expand Rawdon St Peter's Primary School encountered a number of planning and technical issues that have to be overcome. Hawksworth CE Primary is located on a very constrained site and would be difficult to develop. Options for a proposal at Guiseley St Oswalds are currently under discussion with the Governing Body and the diocese.
- 3.69 **Proposal four: Expansion of Sharp Lane Primary School** from 420 to 630 places, by increasing the admission number from 60 to 90 from September 2014.
- 3.70 There were four written responses, one strongly agreed, two strongly disagreed, one neither agreed or disagreed. The governing body fully support the proposal conditional upon the acquisition of access to the playing field adjacent to the school and the development of a whole school building solution. The public meeting was well attended with views and concerns raised. The following issues were raised in the responses received and in the meetings:
- 3.71 **Concern:** Some local residents expressed the view that a new school should have been built to accommodate the new housing in the vicinity of the Sharp Lane Primary School.
- 3.72 **Response:** There are a number of reasons why a new school is not the best solution in this instance. There is a lack of available land locally to build a new primary school. The expansion of existing primary schools provides flexibility, and builds on existing successful primary schools rather than a creating new school in the area. Clapgate and Windmill Primary Schools have been expanded from 1.5 to 2 forms of entry to accommodate demand from additional housing across the wider area.
- 3.73 **Concern:** The expansion of the school would undermine other local schools, namely Clapgate Primary School. The governing body at Clapgate Primary School expressed the view that the expansion of Sharp Lane would have a detrimental effect on their pupil numbers and that in addition children from the new housing would access Sharp Lane rather than Clapgate, impacting upon their pupil profile.
- 3.74 **Response:** The underlying demographics of the area demonstrate that the additional places are required to provide sufficient places for the children living closest to Sharp Lane Primary School. The demand for places would continue to be carefully monitored to ensure that sufficient places are available and we are

confident that the additional places at Sharp Lane would not undermine other schools; this will remain under ongoing review.

- 3.75 **Concern:** The larger school would provide places for children from the new housing estate and that they would receive priority over children living in local authority housing.
- 3.76 **Response:** Children would continue to receive priority for places according to the admissions policy. For Community schools, this means those who have it as their nearest school receive priority, and then on straight line distance. Nobody who currently has the school as their nearest would cease to have it as their nearest.
- 3.77 **Concern:** Some expressed the view that the expanded school would be too large and would be overwhelming for the pupils and that the small family ethos would be lost.
- 3.78 **Response:** Leeds has several popular and successful three form entry primaries, including Westerton Primary School, a South Leeds School rated as outstanding. These all provide a safe, friendly environment for their pupils. The Head Teacher, leadership team and governing body of Sharp Lane Primary School are keen to ensure that the ethos of the school is retained. Larger schools may require a different management approach, but can still retain a friendly, welcoming environment for young children.
- 3.79 **Concern:** The field adjacent to the school was felt to be critical to the successful delivery of a building solution. Some expressed the view that the field should be fenced off and be incorporated as part of the school grounds, but be available for community use on evenings and weekends.
- 3.80 **Response:** It is agreed that the field should be secured in order to provide additional recreation and play space. The field is in Leeds City Council ownership and discussions are ongoing with relevant Council departments to ensure safe access for the school. Community access requirements would be considered through the design and formal planning processes. Consideration would also be given to how pedestrian access across the field to local amenities would be managed.
- 3.81 **Concern:** Some expressed the view that that the feeling of being a single school could be lost due if the building was not designed properly. In addition, some expressed the view that the building work would be disruptive and that the non teaching space, such as the playground, dining room etc would not be sufficiently large.
- 3.82 **Response:** The building scheme would be project managed by the Built Environment team who have extensive experience of managing similar projects. They would ensure it is safe by design, and that the school functions as a whole school. This means all factors would be considered; classrooms play and hall space would be all taken into account as part of the design process. Every possible measure would be undertaken to ensure that building work has no detrimental impact on the education or working environment of children or staff currently at the school. The school staff and governors would be consulted as

part of the design process and their views would be integral in the development of the design for the new school extension

- 3.83 **Concern:** That an enlarged school would bring with it increased traffic, and access and highways issues. It was felt that improvements and/or traffic calming measures would be needed on the roads, and that pedestrian and vehicular access should be taken into account.
- 3.84 **Response:** There are current issues related to the parking of vehicles on the grass verges on Sharp Lane in the vicinity of the school. Initial measures would include hardening the verges to formalise lay by parking areas; amendments, where necessary of existing Traffic Regulation Orders and the possible promotion of new Traffic Regulation Orders; and a 20mph speed limit on Sharp Lane in the vicinity of the school in addition to the existing traffic calming measures.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The consultation has been managed in accordance with all relevant legislation and local practice. Ward members in all wards city wide were formally consulted at the public consultation stage, both individually, and through area committee meetings to ensure awareness of all proposals city wide and improved understanding of the impact of proposals in adjoining areas.
- 4.1.2 All respondents are routinely asked for their views on how the consultation process can be improved. The issues raised are summarised in Appendix 2. The cost benefit of these suggestions will be analysed prior to public consultation on any future proposals. Opportunities for increased communication via the local press and through community groups/publications in particular those distributed to local residents are being investigated, taking account of the different communities across the city.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 The EDCI assessments have been completed and are attached.

### **4.3 Council policies and City Priorities**

- 4.3.1 The proposal is brought forward to meet the Council's statutory duty to secure sufficient school places. In providing places close to where children live the proposals will allow improved accessibility of local and desirable school places, and thus reduce any risks of non-attendance.

### **4.4 Resources and value for money**

- 4.4.1 The high level estimated cost delivery of the proposals is £ 9.4 million which will be funded through the education capital programme. Feasibility studies have been commissioned at risk for all projects and the outcomes of this are expected during January 2013. Early highways design work has commenced with the outcomes of this also expected during early 2013

#### 4.5 **Legal Implications, Access to Information and Call In**

4.5.1 The changes described in the proposals constitute prescribed changes under the Education and Inspections Act 2006. The consultations have been managed in accordance with that legislation and with local practice.

#### 4.6 **Risk Management**

4.6.1 In terms of managing highways issues, work is currently being undertaken at risk. An initial Transport Statement is currently being prepared by Highways colleagues for each site. The Transport Statement will provide a full assessment of the existing site and the proposed development and will identify the highway implications of the proposals and the necessary mitigation measures. This will be included with the Planning Application documentation when the proposal is submitted. Together with the Project Brief from Children's Services the Transport Statement will form the initial Highways brief for the preparation of a preliminary design of off-site highway works together with a robust estimate of the cost of the works required.

4.6.2 The Highways Brief will instruct the Councils Highway Design Team to undertake a preliminary design and cost estimate for each site. This will consist of internal consultation with teams within the Councils Highway Services. Specifically with Traffic Management, Road Safety, the Schools Travelwise team and Transport Development Services, although other teams may be consulted if necessary. This will determine any existing issues that have arisen regarding road safety, parking/access, etc. and assess the potential traffic and road safety implications of the proposals.

4.6.3 A plan will be prepared showing the proposed off-site highway works required to address the issues raised together with a robust cost estimate.

4.6.4 This preparatory work is expected to take approximately 3 months from the date of the Highways Brief, and subject to consultation with local Ward Members and Highway Board Approval the design and implementation of required traffic measures can be completed in advance of September 2014.

4.6.5 With all four schemes, early discussions were entered into with planning officers at regular liaison meetings. In terms of the Little London development, planning workshops have been held which have included planning and urban design officers. Ward members and communities will be fully involved in the pre-application process.

4.6.6 The most significant delivery risks are linked to the Little London Primary School proposal. The compatibility of the timeframe for the improvements to the community hub and the building solution required to deliver the additional classroom accommodation is a potential risk. A temporary solution would be required to accommodate the additional children in the short term until the new build is complete. It should be noted however that the school would expand gradually however from reception onwards rather than fill to full capacity immediately, thereby reducing the scope of the temporary solution. A detailed risk register will be kept for each project.

## **5 Conclusions**

- 5.1 The proposals for Little London, Rufford Park and Sharp Lane remain strong ones, which address sufficiency needs in their immediate areas. Whilst there are a number of challenges presented by each of the proposals, information to date suggests these can be addressed satisfactorily. The Little London proposal is widely supported but carries some risk around the complexity of the project, in particular linked to the community hub aspects of delivery. The proposal to expand Rufford Park Primary School remains strong as long as traffic issues can be managed. The proposal in relation to Sharp Lane also remains strong, although again traffic and highways issues would need to be addressed, and inclusion of the field adjacent to the school to provide additional play space would need to be progressed.
- 5.2 The proposal for Tranmere Park was also brought forward to accommodate local children, for whom this is their nearest school. Whilst the authority do believe there are measures available to mitigate concerns about traffic and site issues, it recognises that with discussions with other schools ongoing, and further exploration of the options surrounding Green Meadows site possible, it would be premature to progress the proposal at this stage. There are no alternatives which can be delivered for 2014, and so temporary measures will need to be taken until the permanent solution is agreed. Further recommendations will be brought to Executive Board which take into account all the options in the Guiseley area.

## **6 Recommendations**

- 6.1 Executive Board is asked to:
1. Approve the publication of a statutory notice for the expansion of Little London Primary School from 210 to 630 pupils
  2. Approve the publication of a statutory notice for the expansion of Rufford Park Primary School from 210 to 315 pupils
  3. Approve the publication of a statutory notice for the expansion of Sharp Lane Primary School from 420 to 630 pupils
  4. Agree that further work is carried out in relation to the proposal to expand Tranmere Park Primary School prior to further consideration by Executive Board.

## **7 Background documents<sup>1</sup>**

None.

## **Consultation Documents and Statutory Notices**

### **7.2 Consultation Documents for the four proposals**

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



## Appendix 1 – additional data

### Early Years Provision in Woodhouse Planning Area

School / Setting	No of funded places available for 3 and 4 yr olds	Actual number of claims for Summer Term 2012
Blenheim Primary School	78	51
Kaurtars Kinder Krew	25	29
Leeds Thomas Danby Nursery	32	32
Little London Childrens Centre Daycare	96	78
Quarry Mount Childrens Centre Daycare	94	69
<b>Totals</b>	<b>325</b>	<b>259</b>

## Appendix 2 Consultation Improvements suggested

- Some families expressed the view that the consultation booklet should have been sent home to all families of children attending the schools affected by the proposals. Another respondent expressed the view that the booklets should have been distributed more widely in the community and that the consultation should have been advertised more widely and further opportunities sought to engage with the local community. We will review the cost of the production of additional booklets and carry out a cost benefit analysis but are mindful of the effective use of public resources .
- One respondent commented that the booklet did not focus sufficiently on the impact of the expansion upon the community and local environment. Others commented that the document did not provide sufficiently detailed background to proposals or use the opportunity to set out the benefits. We will take these comments into consideration in the preparation of booklets as part of future consultation exercises.
- Some local residents, particularly those living close to Tranmere Park Primary School expressed the view that the public meeting should have been better advertised and all residents should have been written to individually prior to the meeting. The meetings were advertised in the usual manner to schools, early years providers and families of children in school or early years settings in the area. They were also advertised in post offices, doctors surgeries and libraries, and other community venues through area management officers. We constantly review our methodology to ensure the widest possible audience and will make increased use of local press options to advertise more widely. We will look again at advertising in supermarkets, and other locations at the immediate sites.
- Some respondents commented that they had had difficulty in accessing information regarding the proposal on the website. This has been fed back to the web team.
- Some respondents commented on the lack of detailed design information presented at public meetings regarding school expansion. Another commented on the consistency of delivery of information by panel members at the consultation meetings. There is a balance between the work required and the cost involved in developing detailed designs at consultation stage before the decision is made to proceed. However it is acknowledged that this does cause difficulties for people in terms of feeling that they are able to give an informed response. Pre-application involvement with communities and ward members is recognised as an important part of the planning and development process and it is recognised that this is especially valuable where it is undertaken at an early stage. This will be enhanced in the approach to future school proposals. There are further opportunities for ward members and the community to comment as part of the planning process. Finally, the information presented at such meetings, and the method of delivery by officers is under review to address feedback received.

**Report of Director of Children's Services**

**Report to Executive Board**

**Date: 18 July 2012**

**Subject: Basic Need Programme – Permission to consult on school place expansions for 2014**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Hyde Park and Woodhouse, Guiseley and Rawdon, Otley and Yeadon, Middleton Park, Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: 10.4.(3)		
Appendix number: 1		

**Summary of main issues**

1. In July 2011 Executive Board considered a paper requesting permission to consult on school expansions for 2012 and 2013 as part of the basic need programme. That paper also highlighted some areas where further work was required before proposals could be brought forward. This report contains the outcome of that work, and requests permission to consult on four proposals for permanent expansion of primary schools with effect from September 2014. As these proposals were originally brought forward for 2013 there is potential for unmet demand still in the short term, and where appropriate any interim solutions for 2013 are also addressed. The authority's basic need programme is intended to meet the statutory duty to ensure sufficient school places in response to the growing pre school population.
2. Under the Education and Inspections Act 2006 these proposals constitute prescribed alterations requiring a statutory consultation process. The first step of this process is a public consultation, which would run from 10 Sept 2012 to 19 Oct 2012. This paper seeks permission to start that public consultation.
3. These proposals form part of the ongoing work to address capacity and sufficiency across all of Children's Services, which includes provision for primary and secondary school places, early years, and inclusion. It includes the impact of underlying demographic growth, as well as the core housing strategy. Further papers will be brought forward in autumn of 2012 to address

the emerging sufficiency issues.

#### **4. Recommendations**

Executive Board is asked to note the development of the Little London community hub project, approve the following consultations:

- to expand Little London Primary School from a capacity of 210 pupils to 630 pupils with an increase in the admission number from 30 to 90 with effect from September 2014;
- to expand Tranmere Park Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014;
- to expand Rufford Park Primary School from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2014
- to expand Sharp Lane Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2014

## **1 Purpose of this report**

- 1.1 This report requests permission to consult on four primary school expansions to take effect from September 2014 in order to meet the authority's statutory duty to secure sufficient school places. They include the development of the Little London Community Hub project.

## **2 Background information**

- 2.1 In July 2011 Executive Board considered a paper requesting permission to consult on school expansions for 2012 and 2013 as part of the basic need programme to ensure the authority discharges its statutory duty to secure sufficient school provision. That paper also highlighted some areas where further work was required before proposals could be brought forward. This paper contains the outcome of that work, and requests permission to consult on proposals for permanent expansion with effect from September 2014.
- 2.2 Under the Education and Inspections Act 2006 these proposals constitute prescribed alterations requiring a statutory consultation process. The first step of this process is a public consultation, which would run from 10 Sept 2012 to 19 Oct 2012. This paper seeks permission to start that public consultation.
- 2.3 These proposals have been developed in collaboration with other council directorates and with input from other external partners, which has in some cases necessitated delay from the original aim of 2013 implementation. Solutions have also been explored with schools to identify interim measures to meet likely demand in 2013. New admissions legislation and a new admissions code came into effect in February 2012 which affects the measures available to the authority to address this.
- 2.4 These proposals form part of the ongoing work to address capacity and sufficiency across all of Children's Services, which includes provision for primary and secondary school places, early years, and inclusion. It includes the impact of underlying demographic growth, as well as the core housing strategy. Further papers will be brought forward in autumn of 2012 to address the emerging sufficiency issues.

## **3 Main issues**

- 3.1 Under the Education and Inspections Act 2006 the proposals constitute prescribed changes requiring a statutory process, of which public consultation is the first step. If approved, the consultation would run from 10 September 2012 to 19 October 2012. Dependent on the issues raised it could then be possible to seek approval to move to the statutory notice stage in December 2012, and a final decision in Spring 2013.
- 3.2 Increases in nursery provision are not proposed as part of these expansions. This is because it is considered that there are either already sufficient early years places, or options are available through the private voluntary and Independent sector to increase provision.

- 3.3 **Proposal one; To expand Little London Primary School** from a capacity of 210 pupils to 630 pupils with an increase in the admission number from 30 to 90 with effect from September 2014. In January 2011 consultation started on the expansion of Little London Primary School utilising the site of the Blenheim Centre and land off Cambridge Road for the additional buildings and playing fields. Governors made a counter proposal to expand the school on or adjacent to its existing site, but the land proposed was not feasible for expansion to the required size due to site size, drainage and planning issues.
- 3.4 The existing school site is also located alongside the Little London local centre (known as the 'community hub') that includes, shops, a housing office, play space and a community centre. These were due to be redeveloped and improved as part of the Little London PFI Housing regeneration work, but were removed from that project following a government review in 2011.
- 3.5 There is therefore now an opportunity to consider how the need for school expansion and the remaining need for improvements to the community hub can be addressed in a co-ordinated way, to deliver an holistic site solution as a complement to the wider PFI regeneration of the area. This could retain the required school expansion within the Little London area, maintain and improve community facilities in the locality and explore how the local retail offer can be refreshed and improved.
- 3.6 Working together, officers from Environments and Neighbourhoods, City Development and Children's Services have developed a proposal that could deliver the required primary school expansion, upgrade the retail provision and improve the community centre facilities as part of an integrated community hub solution.
- 3.7 In developing the detail of this approach a communication plan will be agreed and implemented to ensure residents and businesses are engaged in bringing forward these important improvements to local facilities and services. The primary school expansion will be subject to its own separate statutory consultation but public consultation will also be undertaken on the wider project elements to allow full consideration of the whole scheme and its individual elements
- 3.8 The school has for the second year running agreed to take an additional 30 pupils making a total intake of 60 into reception this coming September. If this proposal proceeds they will work with us to admit extra pupils again in 2013 to ensure continuity for the community and school, and to meet the need for places prior to any permanent solution being agreed.
- 3.9 **Proposals two and three, expansion of Tranmere Park and Rufford Park Primary Schools.** Previous reports have identified a shortage of places in the **Guiseley / Yeadon / Rawdon** corridor. The geography of the area means that when the area is full children face long journeys back down the A65 corridor to find vacancies. This is particularly acute for families at the extreme edges of the area in Guiseley, where a large amount of new housing is adding to the underlying demographic pressure. This was evidenced on primary offer day this year, when for the second year running it was not going to be possible to make reasonable offers to all children within the area, with many of those affected

having Tranmere Park as their nearest school. A temporary agreement was made for Tranmere Park to take 15 additional pupils into reception in 2012 to resolve this issue.

- 3.10 A proposal to expand Rawdon St Peter's Primary school was consulted on in Autumn 2011, and based on the feedback received was paused while options for the area were reconsidered as a whole. There is significant pupil movement along the corridor, and the consultation raised concerns about the traffic and highways issues associated with children travelling to that school by car. It was suggested places be provided closer to the area where the children lived. Yeadon is a particular hotspot in terms of the number of children living closest to those schools exceeding their capacity. All schools in the area have been considered for potential expansion in developing these recommendations.
- 3.11 Whilst some degree of surplus capacity is needed to operate the admissions system effectively, and allow scope for families moving into the area, premature or excessive expansion could lead to further inward movement of pupils from other authorities rather than accommodating Leeds pupils, and could also destabilise existing schools. These concerns were raised following the temporary arrangements at Tranmere Park for 2012, and as a result the recommendation for extra capacity is being scaled back from 45 places reported in earlier Executive Board reports, to 30 places. Feasibility work and discussion with governing bodies and the Church Of England Diocesan Board for Education has identified that there is potential for future schemes in the area, although they are not ready to bring forward at this stage. Work will continue to progress these so they can be brought forward should continued house building require further capacity. Short term contingency plans for additional cohorts will also be developed whilst long term capacity is evaluated, allowing over expansion to be avoided.
- 3.12 **Proposal two: To expand Tranmere Park Primary School** from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014. There are more under 5's children with Tranmere Park as their nearest school than places available, and so this proposal would address the need at the far end of the planning area. The school have already agreed to take another additional 15 pupils in 2013, which will provide short term contingency to meet the need for places, and also allow the school to manage the bulge through school more effectively, as it will form a cohort of 30 rather than 15. The governing body have indicated their support for the expansion.
- 3.13 **Proposal three: To expand Rufford Park Primary School** from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2014. The school raised this as a counter proposal during the consultation on Rawdon St Peter's expansion, and it would go some way to addressing the immediate demographic pressure.
- 3.14 **Proposal four: To expand Sharp Lane Primary School** from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2014. Previous reports have identified pressure in the Middleton / Belle Isle area, in part due to the continued house building in the New Forest development. Although schools in the area have been expanded using

S106 contributions, there is a need for further expansion. Sharp Lane is well positioned for this population, is a significantly improving and popular school. Negotiations are underway to secure the use of the field adjacent to the school to enhance this project, allowing continued public access through the school and enhanced facilities for public access through the school. Whilst this adds a degree of complexity to the project, it is felt to be the most deliverable scheme in the area.

- 3.15 Previous reports have also identified an issue in **Temple Newsam**, specifically around Colton Primary. A very small number of children for whom it is their nearest school struggle to gain access each year. Some new housing recently approved is likely to add a further 2-3 children per year group to this pressure. In addition, concerns have been raised about how the nearest school definitions do not fully reflect the village of Colton and the local geography. The overall need for places across the planning area of Temple Newsam is up to 15 places per year, however the data does show some variation, and there is no clear evidence of this need being sustained based on existing population trends.
- 3.16 Although these pressures do collectively suggest some merit in expanding Colton Primary school by 15 places per year group, there is concern that without altering the admissions policy there would be significant negative impact on the adjacent schools, especially Austhorpe and Whitkirk. As the schools in the area are part of a trust they could consider a change to their admissions policy which would allow the expansion without adversely impacting on the other schools.
- 3.17 There is significant new housing planned for the East Leeds Extension which adjoins the area, and after extensive discussion with the Trust they were not happy to take this further at this stage, and preferred to wait to consider the impact of the new housing and the joined up planning to meet that need first. They have agreed to continue to monitor the situation and review it annually with the authority, in a timeframe that will allow for planning temporary cohorts should some of the higher numbers emerge.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The consultation would be conducted in line with statutory guidance and local good practice. In drawing up these proposals all ward members have been engaged in discussions to formulate proposals, and will be included as formal consultees both individually and through area committees. Governing bodies of the schools, and both diocesan education bodies are also aware that we are developing proposal for their areas, and have been engaged in that process. Again, they will be formally consulted as part of the statutory process. The proposed consultation is prescribed under the Education And Inspections Act 2006, and should the proposals progress would require a further statutory notice period prior to final decision being made.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 The EDCl impact assessment was completed and is available on request from Capacity Planning and Sufficiency Team.



### **4.3 Council policies and City Priorities**

- 4.3.1 The proposal is brought forward to meet the Council's statutory duty to secure sufficient school places. In providing places close to where the children live the proposals will allow improve accessibility of local and desirable school places, and thus reduce any risks of non attendance.

### **4.4 Resources and value for money**

- 4.4.1 The school proposals will be funded from the education capital programme. A early estimate of the projected capital costs of the proposals at this stage is £8.42m. This will be subject to significant development at individual project level, and does not fully include fees, inflation, site acquisition costs, or provision for any site specific conditions or risk. It is proposed that the cost be met from the current capital Basic Need allocations. There is sufficient funding in place in the Capital Programme.

Initial conversations have been held with colleagues in Highways and Planning, and have identified where works may be required but the detail has not been developed or costs included. No feasibility work has yet taken place at this stage on any of the proposals.

- 4.4.2 In the case of the Little London Community Hub project separate discussions are being conducted to identify the funding for the retail and community centre aspirations for the overall project. The proposal for the school buildings is to use the existing building as the infant block, and the new building as a KS2 block.
- 4.4.3 The proposal to expand Tranmere Park Primary School Primary school is via the provision of a 2 classroom block with toilets and cloakrooms, requiring the demolition of the former caretakers bungalow to locate the new accommodation on this space. The proposal also includes some additional internal remodelling of the existing building.
- 4.4.4 Due to the constrained nature of the site, options to expand Rufford Park Primary School are limited. However the proposal would require the provision of 4 additional classrooms, toilets and cloakroom provision, and potentially reprovision of the existing hard play area. As the school was delivered through a PFI initiative there are additional long term funding implications in respect of hard and soft facilities management over the remaining 19 years of the PFI contract. The facilities management implications include building maintenance, catering and cleaning. Early discussions have been held with the current provider, which require further development and negotiation. As this could be commercially sensitive the early indicative cost is included in a confidential appendix 1. (Procedure Rule number: 10.4.(3))
- 4.4.5 Sharp Lane Primary is on a constrained site, and development would impact on the school's existing playing fields. Use of green space currently immediately adjacent to the school, vested with Neighbourhoods and Housing, would be needed to make the scheme feasible but presents a potentially significant risk. The scheme would also require substantial internal building reorganisation to the existing buildings.



## **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The proposed change constitutes a prescribed change under the Education and Inspections Act 2006 (EIA 2006). The consultation process has been managed in accordance with that legislation, and local practice.

4.5.2 Access to information:

Appendix 1 to this report is contained in a separate document that is not for publication under Access to Information procedure rule 10.4(3) as it contains the detailed prices submitted by the contractor for the goods supplied. It is, therefore, considered that the public interest in maintaining the content of appendix 1 as exempt outweighs the public interest in disclosing the information contained in Appendix 1, as disclosure would prejudice the commercial interests of the contractor and the prices submitted relates to the financial/business affairs of a particular company.

## **4.6 Risk Management**

4.6.1 These projects are all complex, involving various external and internal partners. Project managers have therefore been assigned to all the projects at this early stage, and discussions have started with some schools about the details of the plans. There is significant risk that some building projects will not be completed for September 2014, and in these cases the plans include contingencies for accommodation until completion. Risk registers are being developed, and if approved will be maintained until completion.

## **5 Conclusions**

5.1 These proposals form part of the authority's ongoing planning to meet the need for school places. That work is ongoing, and involving other council directorates to ensure holistic planning and best use of corporate assets. Secondary planning is forming an increasing part of the work, however discussions continue with schools to release existing capacity, and statutory proposals are not being brought forward at this time.

## **6 Recommendations**

Executive Board is asked to note the development of the Little London community hub project, approve the following consultations:

- to expand Little London Primary School from a capacity of 210 pupils to 630 pupils with an increase in the admission number from 30 to 90 with effect from September 2014;
- to expand Tranmere Park Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014;
- to expand Rufford Park Primary School from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2014
- to expand Sharp Lane Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2014.

## **7 Background documents<sup>i</sup>**

- 7.1 17 June 2009 Expanding Primary Place Provision
- 7.2 22 July 2009 Proposed increases in Admissions Limits for September 2010
- 7.3 19 May 2010 Outcome of statutory notices for changes to primary provision for September 2010, 2011 and 2012
- 7.4 21 July 2010 Outcome of statutory notices for proposals for expansion of primary provision for September 2011, and
- 7.5 Outcome of statutory notices for changes to primary age provision in Horsforth for September 2011
- 7.6 15 Dec 2010 Primary provision for 2012
- 7.7 30 March 2011 Basic Need Programme 2012 – Part A Outcome of consultation on proposals for primary provision for 2012 and Part B Request for Authority to spend.
- 7.8 18 May 2011 Basic Need Programme 2012 – Outcome of consultation on proposals for primary provision in 2012
- 7.9 27 July 2011 Primary Basic Need 2012 – Permission to consult on proposals for expansion of primary provision on 2013 and 2014
- 7.10 4 January 2012 Basic Need Programme 2013 – Outcome of consultation on proposals for expansion of primary provision in 2013
- 7.11 16 July 2012 Basic Need Programme 2013 – Final decision on expansion of Morley Newlands.

### **Officer reports**

- 7.12 21 May 2010 and 5 November 2010 SIB reports
- 7.13 7 May 2010 and 17 September 2010 AMB reports
- 7.14 EDCI impact assessment

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<sup>i</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

**Public consultation**

**Monday 10 September to  
Friday 19 October 2012**

**Proposal to expand  
Little London Community  
Primary School  
from September 2014**



## Key phrases and terms in this booklet

<b>Admissions limit</b>	The maximum number of children a school plans to accept into each year group.
<b>Executive Board</b>	The decision making group formed by the leader of the council and nine other executive members. Representatives of all political parties attend the executive meetings.
<b>Number on roll (NOR)</b>	The total number of children registered at school.
<b>Net capacity</b>	This is the total number of places available at a school. It is calculated by combining the space in a school that is available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.
<b>Reception class</b>	This is the first year group for children starting primary school at age four.
<b>Planning area</b>	Boundaries defined and used by Children's Services to monitor demographics and support the planning of school places.
<b>Statutory notice period or statutory notice</b>	A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

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### Response Form

#### 1. Introduction

This consultation document explains why the local authority is proposing to create additional school places at Little London Community Primary School from September 2014.

Your views are important to us so please take the opportunity to express your opinion on the proposal.

The local authority has a legal duty to ensure there are sufficient places to meet the needs of it's children and families and are now planning the extra places we believe will be needed from September 2014. For several years now there has been a marked upturn in the birth rate and we have had to increase capacity in the last few years to meet the additional demand for school places.

Area Health Authority data on the number of births in Leeds indicates that there will be a continued rise in demand for school places at least up to 2015. The office of National Statistics predicts that this will continue beyond this to at least 2018

#### 2. What is the proposal?

This consultation is asking for your comments on a proposal to create extra places by permanently expanding **Little London Community Primary School** from September 2014.

This would mean increasing the maximum number of children on roll at the school to 630 by:

- increasing the admissions limit in reception from 30 to 90, and
  - increasing the net capacity of the school from 210 pupils to 630 pupils by providing additional accommodation and/or making some internal changes to the existing building.
- It is important to understand that the changes do not mean that the school will increase their number on roll to the full capacity immediately. The increase would only apply to the number of children in reception class each year from September 2014.

The proposal would involve a change to the 'net capacity' of the school. This means making sure the school has the right amount of space available for classrooms as well as essential non-teaching space such as hall, storage and staff rooms. Increasing the net capacity means changing the way the school facilities are used at the moment or adding extra accommodation on school grounds or both.

This consultation does not replace the normal planning application process which would still be followed before any extra accommodation was placed on site.

### 3. How has the proposal been developed?

When developing the right proposals to meet increased need for school places we had to consider:

- our legal duties, which include making sure there are enough places, considering the expansion of popular and successful schools and promoting choice and diversity by ensuring a range of different schools is available to families;
- the areas where the extra places are needed;
- the need to develop proposals in a timely manner so that families with children starting reception in 2014 have all the information they need in time to apply for their preferred school;
- the practical reasons why many schools can't be expanded;
- availability of other council owned land and whether any of this land could contribute to the need for places; and
- how expanding one school might affect the other schools in the area.

We had to identify how many extra places would be needed and where. To do this we looked at:

- Area Health Authority birth data – this is supplied annually at postcode level and allows us to monitor birth patterns in particular areas and plan school places accordingly; and
- latest preference data – the information taken from the latest admissions round tells us how many reception places were applied for across the city and also the various preferences that parents made.

More information on this can be found in the next section.

Due to the demographic evidence of demand for places, we have already expanded Blenheim Primary School. We consulted in 2011 on the expansion of Little London Community Primary School for 2012, however, that proposal involved using land off Cambridge Road and consultation responses suggested this would not be popular; that we should look again at the options using land next to the school.

We have looked again at this with other council departments. We can now bring forward this revised proposal as part of a collection of measures to improve facilities in the area. This consultation concerns the school proposal.

Little London Community Primary School has been admitting extra pupils into reception on a temporary basis in order to meet the need for places until we could bring forward this new proposal. We will continue to work with the schools in the area to admit pupils on a temporary basis until the permanent solution is agreed.

Quarry Mount Primary School is on a small site and could not be permanently expanded.

Initial discussions have been held with the head teacher and governing body and in July 2012 Leeds City Council's Executive Board gave us permission to consult on this proposal.

### 4. Demographic information and data

There are currently three schools offering 120 permanent places in the area. This proposal would mean a total of 180 permanent places.

Table A shows the numbers of children, under 5 years old, currently living within the nearest school boundaries (see map, these are the schools for which children will gain priority for a place under the Admission Policy) and the year they will start school.

**Table A**

School	Year in which children will start school			
	2012	2013	2014	2015
Blenheim PS	28	23	30	27
Little London Community PS	78	90	114	81
Quarry Mount PS	43	77	64	54
<b>Total</b>	<b>149</b>	<b>190</b>	<b>208</b>	<b>162</b>

Table B shows the Area Health Authority Birth Data for the Woodhouse Planning Area (see map) as at September 2011 and also shows the current admission limit for the planning area.

**Table B**

Primary Planning Area	Current Admission Limit	Year Group			
		4-5 yrs	3-4 yrs	2-3 yrs	1-2 yrs
Woodhouse	120	139	136	174	197
					0-1 yrs
					<b>145</b>



## 5. How to comment on this proposal

The consultation runs from Monday 10 September 2012 to Friday 19 October 2012. If you want the Council's Executive Board to consider your views we must receive your comments no later than 4pm on Friday 19 October 2012.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

### **Thursday 13 September 2012 at 6.30pm Little London Community Primary School, Meanwood Street, Leeds LS7 1SR**

This consultation information is also available on our website at [www.leeds.gov.uk](http://www.leeds.gov.uk) or by calling 0113 247 5793. It has been widely distributed across the local area.

You can respond to this proposal in writing, or verbally at the public meeting. We minute all public meetings and publish these minutes on our website. If you can, it is important that you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

To respond in writing you can:

- use the form in this booklet;
- write a letter to the Capacity Planning and Sufficiency team, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT; or
- email: [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

Responses can be anonymous, but if you would like an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on a proposal to create extra places at Little London Community Primary School. We cannot consider your views on any other subject as part of this process.

We are planning for a continued rise in the population and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. You will have the opportunity to comment on any further proposals as they are brought forward.

The map shows Woodhouse Planning Area and Nearest School Polygons for Little London Community Primary School and neighbouring schools.

### Woodhouse Planning Area - with nearest school polygons





**6. What happens to your comments and what are the next steps of the process?**

Date	Key event
18 July 2012	Executive Board gave us permission to consult on this proposal
10 September 2012	Public consultation begins for a period of 6 weeks
13 September 2012	Public meeting at Little London Community Primary School, 6.30pm
19 October 2012	Public consultation ends, last day for submitting responses

After the consultation period ends, all responses to the proposal will be summarised and presented to the Leeds City Council Executive Board, who will then decide whether to proceed with the proposals or to change them in any way. All your comments, whether given in writing, or verbally at the public meeting, will be treated equally.

The earliest the Executive Board can make a decision would be at their meeting on **12 December 2012**. Your opinions will be taken into account when the decision is made, so it is really important that you tell us your views.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published. You will then have the opportunity to comment on the final proposal.

The earliest the Executive Board is likely to make a final decision is spring 2013.

# Proposal to expand Little London Community Primary School from September 2014

## Public consultation response form

Please read the consultation booklet on the proposals and tell us your views. The questions on this form are there to help you, but you do not have to respond to them all.

Responses can also be sent by email to [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk) or by letter to: **Capacity Planning and Sufficiency, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT**. Please return completed forms to this address.

**Responses must be received by 4pm on Friday 19 October 2012.** All of your comments and views will be passed on to the council's Executive Board.

Extra copies of this booklet, along with information on the progress of the proposal, are available at [www.leeds.gov.uk](http://www.leeds.gov.uk).

### Questions

**1. How much do you agree with the following statements? Please tick as appropriate.**

1a) I support the proposed expansion of Little London Community Primary School.

Strongly agree      Agree      Neither agree nor disagree      Disagree      Strongly disagree      Don't know

**Please tell us more about your views and your reasons for them.**

Please use a separate sheet if needed

<p>2. Have you found this booklet useful?</p> <p>How could we improve the booklet?</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p>
<p>3. Have you found the consultation process useful?</p> <p>How could we improve the consultation process?</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p>
<p><b>Your personal details (if you want your response to be formally acknowledged)</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>Email address: _____</p> <p><b>Which school are you associated with?</b></p> <p>Parent/carer of present pupil(s) <input type="radio"/> Member of staff <input type="radio"/></p> <p>Parent/carer of primary school child <input type="radio"/> Local resident <input type="radio"/></p> <p>Other adult relative <input type="radio"/> Elected member <input type="radio"/></p> <p>Pupil <input type="radio"/> Community representative <input type="radio"/></p> <p>Governor <input type="radio"/> Other <input type="radio"/></p> <p><b>Data Protection Act 1998</b> Under the terms of the Data Protection Act 1998 we must inform you of the following. Leeds City Council is seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.</p> <p><b>Please send your reply to:</b> Capacity Planning and Sufficiency, 10th floor west, Merriam House, 110 Merriam Centre, Leeds LS2 8DT</p>	

If you do not speak English and need help in understanding this document, please telephone the number below and state the name of your language. We will then put you on hold while we contact an interpreter.

**Czech:** Jestliže nemluvíte anglicky a potřebujete, aby vám někdo pomohl vysvětlit tento dokument, prosím zavolejte na níže uvedené číslo a uveďte svůj jazyk. Potom vás požádáme, abyste nepokládali(-a) telefon a mezipřímou komunikaci tlučička.

**French:** Si vous ne parlez pas anglais et que vous avez besoin d'aide pour comprendre ce document, veuillez téléphoner au numéro ci-dessous et indiquez votre langue. Nous vous demandons d'attendre pendant que nous contactons un(e) interprète.

**Polish:** Jeżeli nie mówią po angielsku i potrzebują pomocy w zrozumieniu tego dokumentu, prosimy zadzwonić pod poniższy numer telefonu. Po podaniu nazwy swojego ojczystego języka prosimy poczekać – w tym czasie będziemy kontaktować się z tłumaczem.

**Slovak:** Ak nehovoríte anglicky a potrebujete, aby vám niekto pomohol vysvetliť tento dokument, prosím zavolať na nižšie uvedené číslo a uveďte svoj jazyk. Potom vás požiadame, aby ste nepokládali telefón a medzímlym skontaktujeme tlmočníka.

**Somali:** Haddii aadan af Ingiriiska ku hadlin una baahan tahay in fahamka dokumentiga taguugu caawino, fadlan soo wac lambarka telefoonka hoose oo magaca sheeg luqadaadaag. Ka dib baan kugu oran doonaa sug inta aan turjumaan la xiriiroyno.

**Arabic:** إن كنت لا تفهم اللغة الإنجليزية وتحتاج مساعدة لفهم هذا المستند، الرجاء الاتصال بالهاتف على الرقم أدناه، وذكر اسم لغتك. حينئذ سوف نطلب منك أن تنتظر على الخط حتى نتصل بمترجم.

**Bengali:** যদি আপনি ইংরেজিতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে নিচের নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনার সাথে কথা বলে কোন ভাষাটির (ইন্টারপ্রিটার) সাহায্যে যোগাযোগ করব।

**Cantonese:** 如你不懂英語而需要協助以明白本文件，請致電下列電話號碼並說明你的母語。我們將為你轉接以聯絡口譯員。

**Farsi:** اگر شما به زبان انگلیسی صحبت نمی کنید و برای فهمیدن این مدارک نیاز به کمک دارید، لطفاً به شماره زیر زنگ بزنید و نام زبان خود را ذکر کنید. ما سپس از شما خواهیم خواست که تلفظ را بگویید تا ما مترجم تماس بگیریم.

**Hindi:** यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज को समझने में आपको मदद चाहिए, तो कृपया नीचे दिए गए नंबर पर फोन करें और अपनी भाषा का नाम बोलें। उसके बाद अब तक हम किसी दुभाषिय (इंटरप्रेटर) से संपर्क करेंगे। हम आपको होल्ड पर रखेंगे।

**Punjabi:** ਜੇਕਰ ਤੁਸੀਂ ਇੰਗਲਿਸ਼ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਦਸਤਾਵੇਜ਼ ਸਮਝਣ ਲਈ ਸਹਾਇਤਾ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੇਠਾਂ ਦਿੱਤੇ ਨੰਬਰ 'ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਂਅ ਦੱਸੋ। ਫਿਰ ਅਸੀਂ ਤੁਹਾਡੇ ਇੰਤਜ਼ਾਜ ਕਰਨ ਲਈ ਬਰਕਰਾਰ ਹੋ ਕੇ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰੀਟਰ (ਦੁਬਾਸੀ) ਨਾਲ ਸੰਪਰਕ ਕਰ ਸਕਾਂਗੇ।

**Kurdish:** گەر زمانێ ئینگلیزی نازانیت و پێویست بە هاوکاری لە ئینگێشتنی ئەم بەرگەمانە، کەبە ئەوەی ئێوە پێ ئەزانێتە، خوارەوە بە وێستێ ئاوازی خۆت بۆی. ئێمهش ئێو پێدگۆڕین لەسەر ئەمەڵوێکەمان. تا وێرگێڕێکی زمانێ بۆ داداین دەکەین.

**Tigrinya:** እንደደንበኛዎን ዘይብሉ-ብዘ/ዚ, እንተ-የትንታኒ/ኒ, እሞ ነዚ ደክሎ-ምትታ-ዚ/በኑኑ-ዚ, ንምርጫ እ-ሓገዝ ምስ ዘድልዩ/ኒ, ዳንዳንዩ/ኒ, ብም-ክብር እ-ብዚ, እብ-ታ-ኣ-ቲ-ተብሊጹ-ዘሎ-ብደር-ብኣራ-ተኣራ። ደውልልና/ደውልልና። ብድ-ክራኩ ንኣኣፍ እቡተር-ንምይ ከብብ ንረክብ እብ መስጫና ከገደ-ብዎ/ኒ, እ.ኤ.አ.።

**Urdu:** اگر آپ انگریزی نہیں بولتے ہیں اور اس دسٹاویج کو سمجھنے میں آپکو مدد چاہیے، تو کृपया नीचे दिए गए नंबर पर फोन करें और अपनी भाषा का नाम बोलें। उसके बाद अब तक हम किसी दुभाषिय (इंटरप्रेटर) से संपर्क करेंगे। हम आपको होल्ड पर रखेंगे।

**Urdu:** اگر آپ انگریزی نہیں بولتے ہیں اور اس دسٹاویج کو سمجھنے میں آپکو مدد چاہیے، تو کृپया नीचे दिए गए नंबर पर फोन करें और अपनी भाषा का नाम बोलें। उसके बाद अब तक हम किसी दुभाषिय (इंटरप्रेटर) से संपर्क करेंगे। हम आपको होल्ड पर रखेंगे।

Phone: 0113 224 3867

# You are invited to a public meeting

## Proposal to expand Little London Community Primary School from September 2014

- Find out more about the proposal
- Opportunity to have your say
- Chance to ask questions

**Thursday 13 September 2012  
at 6.30pm**

**Little London Community  
Primary School**

Meanwood Street, Leeds, LS7 1SR



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**Public consultation**

**Monday 10 September to  
Friday 19 October 2012**

**Proposal to expand  
Rufford Park Primary School  
from September 2014**



## Key phrases and terms in this booklet

<b>Admissions limit</b>	The maximum number of children a school plans to accept into each year group.
<b>Executive Board</b>	The decision making group formed by the leader of the council and nine other executive members. Representatives of all political parties attend the executive meetings.
<b>Number on roll (NOR)</b>	The total number of children registered at school.
<b>Net capacity</b>	This is the total number of places available at a school. It is calculated by combining the space in a school that is available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.
<b>Reception class</b>	This is the first year group for children starting primary school at age four.
<b>Planning area</b>	Boundaries defined and used by Children's Services to monitor demographics and support the planning of school places.
<b>Statutory notice period or statutory notice</b>	A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

## Contents

1. **Introduction**
  2. **What is the proposal?**
  3. **How has the proposal been developed?**
  4. **Demographic information and data**
  5. **How to comment on the proposal**
  6. **What happens to your comments and what are the next steps of the process?**
- ### Response Form
1. **Introduction**  
This consultation document explains why the local authority is proposing to create additional school places at Rufford Park Primary School from September 2014.  
Your views are important to us so please take the opportunity to express your opinion on the proposal.  
The local authority has a legal duty to ensure there are sufficient places to meet the needs of it's children and families and are now planning the extra places we believe will be needed from September 2014. For several years now there has been a marked upturn in the birth rate and we have had to increase capacity in the last few years to meet the additional demand for school places.  
Area Health Authority data on the number of births in Leeds indicates that there will be a continued rise in demand for school places at least up to 2015. The office of National Statistics predicts that this will continue beyond this to at least 2018.

### 2. What is the proposal?

- This consultation is asking for your comments on a proposal to create extra places by permanently expanding **Rufford Park Primary School** from September 2014.
- This would mean increasing the maximum number of children on roll at the school to 315 by:
- increasing the admissions limit in reception from 30 to 45, and
  - increasing the net capacity of the school from 210 pupils to 315 pupils by providing additional accommodation and/or making some internal changes to the existing building.
- It is important to understand that the changes do not mean that the school will increase their number on roll to the full capacity immediately. The increase would only apply to the number of children in reception class each year from September 2014.
- The proposal would involve a change to the 'net capacity' of the school. This means making sure the school has the right amount of space available for classrooms as well as essential non-teaching space such as hall, storage and staff rooms. Increasing the net capacity means either changing the way the school facilities are used at the moment, adding extra accommodation on school grounds or both.

### 3. How has the proposal been developed?

When developing the right proposals to meet increased need for school places we had to consider:

- our legal duties, which include making sure there are enough places, considering the expansion of popular and successful schools and promoting choice and diversity by ensuring a range of different schools is available to families;
- the areas where the extra places are needed;
- the need to develop proposals in a timely manner so that families with children starting reception in 2014 have all the information they need in time to apply for their preferred school;
- the practical reasons why many schools can't be expanded;
- availability of other council owned land and whether any of this land could contribute to the need for places; and
- how expanding one school might affect the other schools in the area.

We had to identify how many extra places would be needed and where. To do this we looked at:

- Area Health Authority birth data – this is supplied annually at postcode level and allows us to monitor birth patterns in particular areas and plan school places accordingly; and
- latest preference data – the information taken from the latest admissions round tells us how many reception places were applied for across the city and also the various preferences that parents made.

More information on this can be found in the next section.

There is a lot of pupil movement throughout the Guiseley / Yeadon / Rawdon corridor. In 2011 we consulted on a proposal to expand Rawdon St Peters Primary School. Concerns were expressed about this during the consultation and so we have looked again at the whole area. Many of the schools in the area cannot physically be expanded. We are bringing forward proposals for Rufford Park Primary School and Tranmere Park Primary School (see separate consultation) to meet the needs of the whole area.

Initial discussions have been held with the head teacher and governing body, and in July 2012, Leeds City Council's Executive Board gave us permission to consult on this proposal.

### 4. Demographic information and data

Table A shows the numbers of children, under 5 years old, currently living within the nearest school boundaries, as outlined in the map on the next page (these are the schools for which children will gain priority for a place under the Admission Policy) and the year they will start school. It also shows the current admission limits for these schools and the numbers of those who have chosen them as 1st preference for 2011 and 2012.

**Table A**

School	Current Admission Limit	1st pref		Year in which children will start school			
		2011	2012	2012	2013	2014	2015
Guiseley IS	90	91	71	68	66	77	81
Hawksworth C of E PS	15	17	6	80	63	88	54
Tranmere Park PS	45	55	75				
Queensway PS	30	29	25	50	44	57	41
Rufford Park PS	30	26	33	67	83	89	86
Rawdon Littlemoor PS	45	59	56	37	51	40	44
Rawdon St Peters C of E PS	45	53	45	37	32	40	30
Yeadon Westfield IS	60	53	60				
SS Peter and Paul Cath PS, Yeadon	30	36	31	59	59	60	60
<b>Total</b>	<b>390</b>	<b>419</b>	<b>402</b>	<b>398</b>	<b>398</b>	<b>451</b>	<b>396</b>

Table B shows where new housing is either, under construction or, has been granted planning permission but work has not yet started. Each site indicates which is the nearest school to the site; how many dwellings are being developed and the increase in pupils per year group expected.

**Table B**

Nearest primary school to site	Site name	Housing under construction		Housing not yet started	
		Estimated family dwellings left to complete	Increase in pupils per year group	No of dwellings	Increase in pupils per year group
Guiseley IS	Cromptons Netherfield Road, Guiseley	51	2	98	
	Netherfield Road, Guiseley			7	
	Parkside Works, Otley Road, Guiseley			54	
	Springhead Mills, Springfield Road, Guiseley				
<b>Total</b>			<b>159</b>	<b>6</b>	
Tranmere Park PS	High Royds, Bradford Road, Menston	141	5		
Rufford Park PS	Haworth Court, Chapel Lane, Yeadon			21	1
Rawdon Littlemoor PS	Batter Lane, Rawdon	2	0		
Yeadon Westfield IS	Glenlea Road, Yeadon	40	1		
<b>Grand Total</b>		<b>234</b>	<b>8</b>	<b>180</b>	<b>7</b>



## 5. How to comment on this proposal

The consultation runs from Monday 10 September 2012 to Friday 19 October 2012. If you want the Council's Executive Board to consider your views we must receive your comments no later than 4pm on Friday 19 October 2012.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

**Wednesday 19 September 2012 at 6.30pm**  
**Rufford Park Primary School,**  
**Rufford Avenue, Yeadon, LS19 7QR**

This consultation information is also available on our website at [www.leeds.gov.uk](http://www.leeds.gov.uk) or by calling 0113 247 5793. It has been widely distributed across the local area.

You can respond to this proposal in writing, or verbally at the public meeting. We minute all public meetings and publish these minutes on our website. If you can, it is important that you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

To respond in writing you can:

- use the form in this booklet;
- write a letter to the Capacity Planning and Sufficiency team, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT; or
- email: [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

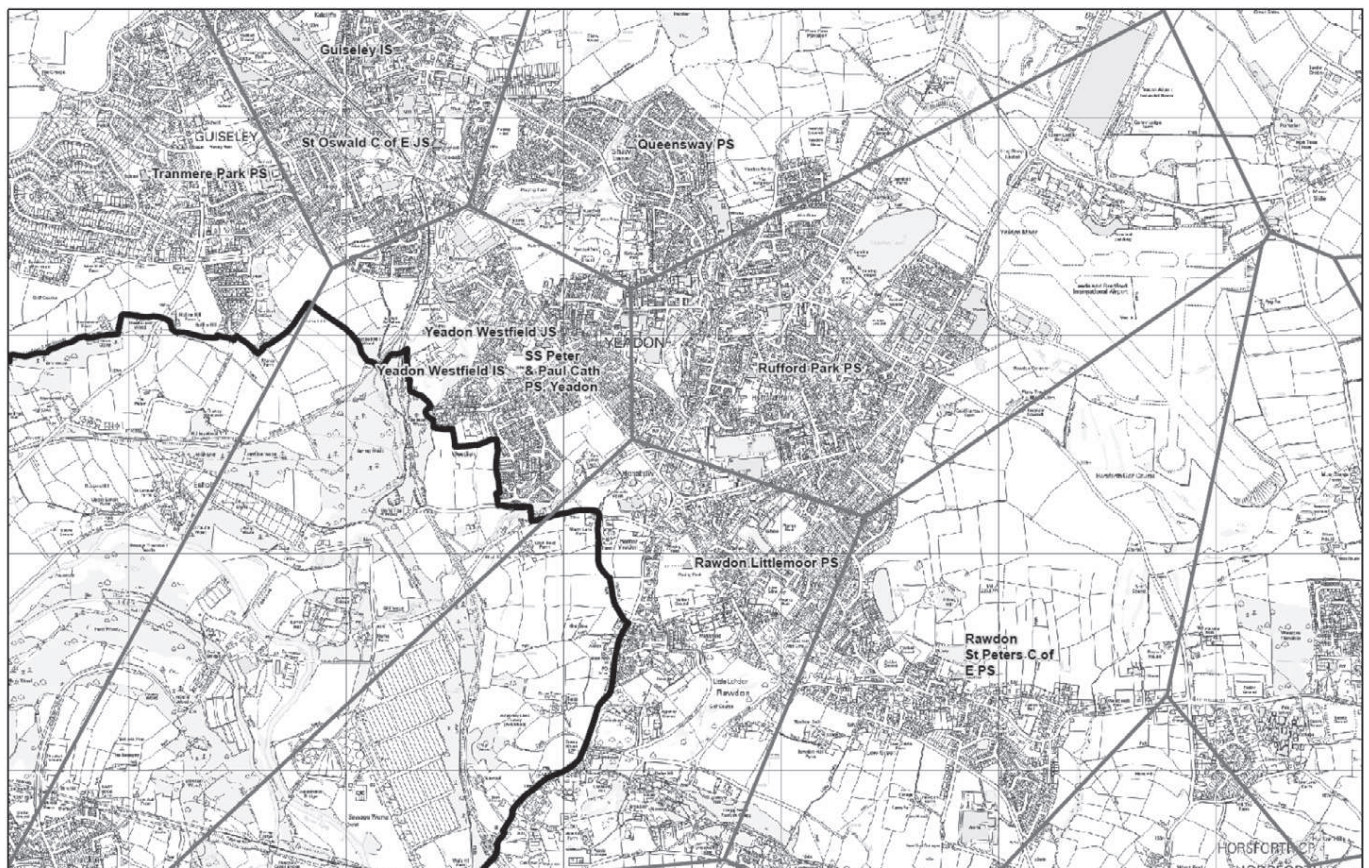
Responses can be anonymous, but if you would like an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on a proposal to create extra places at Rufford Park Primary School. We cannot consider your views on any other subject as part of this process.

We are planning for a continued rise in the population and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. You will have the opportunity to comment on any further proposals as they are brought forward.

The map shows the Nearest School Polygons for Rufford Park Primary School and neighbouring schools

### NEAREST SCHOOL POLYGON MAP





**6. What happens to your comments and what are the next steps of the process?**

Date	Key event
18 July 2012	Executive Board gave us permission to consult on this proposal
10 September 2012	Public consultation begins for a period of 6 weeks
19 September 2012	Public meeting at Rufford Park Primary School, 6.30pm
19 October 2012	Public consultation ends, last day for submitting responses

After the consultation period ends, all responses to the proposal will be summarised and presented to the Leeds City Council Executive Board, who will then decide whether to proceed with the proposals or to change them in any way. All your comments, whether given in writing, or verbally at the public meeting, will be treated equally.

The earliest the Executive Board can make a decision would be at their meeting on **12 December 2012**. Your opinions will be taken into account when the decision is made, so it is really important that you tell us your views.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published. You will then have the opportunity to comment on the final proposal.

The earliest the Executive Board is likely to make a final decision is spring 2013.

# Proposal to expand Rufford Park Primary School from September 2014

## Public consultation response form

Please read the consultation booklet on the proposals and tell us your views. The questions on this form are there to help you, but you do not have to respond to them all.

Responses can also be sent by email to [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk) or by letter to: **Capacity Planning and Sufficiency, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT**. Please return completed forms to this address.

**Responses must be received by 4pm on Friday 19 October 2012**. All of your comments and views will be passed on to the council's Executive Board.

Extra copies of this booklet, along with information on the progress of the proposal, are available at [www.leeds.gov.uk](http://www.leeds.gov.uk).

### Questions

**1. How much do you agree with the following statements? Please tick as appropriate.**

1a) I support the proposed expansion of Rufford Park Primary School.

Strongly agree      Agree      Neither agree nor disagree      Disagree      Strongly disagree      Don't know

**Please tell us more about your views and your reasons for them.**

Please use a separate sheet if needed



# You are invited to a public meeting

## Proposal to expand Rufford Park Primary School from September 2014

- Find out more about the proposal
- Opportunity to have your say
- Chance to ask questions

**Wednesday 19 September 2012  
at 6.30pm**

**Rufford Park Primary School**  
Rufford Avenue, Yeadon, LS19 7QR



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**Public consultation**

**Monday 10 September to  
Friday 19 October 2012**

**Proposal to expand  
Sharp Lane Primary School  
from September 2014**



## Key phrases and terms in this booklet

<b>Admissions limit</b>	The maximum number of children a school plans to accept into each year group.
<b>Executive Board</b>	The decision making group formed by the leader of the council and nine other executive members. Representatives of all political parties attend the executive meetings.
<b>Number on roll (NOR)</b>	The total number of children registered at school.
<b>Net capacity</b>	This is the total number of places available at a school. It is calculated by combining the space in a school that is available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.
<b>Reception class</b>	This is the first year group for children starting primary school at age four.
<b>Planning area</b>	Boundaries defined and used by Children's Services to monitor demographics and support the planning of school places.
<b>Statutory notice period or statutory notice</b>	A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

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  6. **What happens to your comments and what are the next steps of the process?**
- ### Response Form

#### 1. Introduction

This consultation document explains why the local authority is proposing to create additional school places at Sharp Lane Primary School from September 2014.

Your views are important to us, so please take the opportunity to express your opinion on the proposal.

The local authority has a legal duty to ensure there are sufficient places to meet the needs of its children and families, and are now planning the extra places we believe will be needed from September 2014. For several years now there has been a significant increase in the birth rate, and coupled with the effect of considerable new housing in the area, we will need to add more capacity to meet the additional demand for reception places.

Area Health Authority data on the number of births in Leeds indicates that there will be a continued rise in demand for school places at least up to 2015. The Office of National Statistics predicts that this will continue beyond this to at least 2018.

#### 2. What is the proposal?

This consultation is asking for your comments on a proposal to create extra places by permanently expanding **Sharp Lane Primary School** from September 2014.

This would mean increasing the maximum number of children on roll at the school to 630 by:

- increasing the admissions limit in reception from 60 to 90, and
- increasing the net capacity of the school from 420 pupils to 630 pupils by providing additional accommodation and/or making some internal changes to the existing building.

It is also important to understand that the changes do not mean that the school will increase their number on roll to the full capacity immediately. The increase would only apply to the number of children in reception class each year from September 2014.

The proposal would involve a change to the 'net capacity' of the school. This means making sure the school has the right amount of space available for classrooms as well as essential non-teaching space, such as hall, storage and staff rooms. Increasing the net capacity means either changing the way the school facilities are used at the moment, adding extra accommodation on school grounds, or both.

This consultation does not replace the normal planning application process, which would still need to be followed before any extra accommodation is provided on site.

### 3. How has the proposal been developed?

When developing the right proposals to meet increased need for school places, we had to consider:

- our legal duties, which include making sure there are enough places, considering the expansion of popular and successful schools, and promoting choice and diversity by ensuring a range of different schools are available to families;
- the areas where the extra places are needed;
- the need to develop proposals in a timely manner so that families with children starting reception in 2014 have all the information they need in time to apply for their preferred school;
- the practical reasons why many schools can't be expanded;
- availability of other council owned land and whether any of this land could contribute to the need for places; and
- how expanding one school might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. To do this we looked at:

- Area Health Authority birth data – this is supplied annually for each postcode and allows us to monitor birth patterns in a particular area and plan school places accordingly; and
- latest preference data – the information taken from the latest admissions round tells us how many reception places were applied for across the city and the preferences that parents made.

More information on this can be found in the next section.

We are proposing to create more school places in Belle Isle because the birth rate in this area has steadily increased over the past few years, as has the amount of new housing. This has therefore created a need for more school places. We have looked at all schools in the area to determine how and where we can expand provision. We feel we can realistically expand Sharp Lane Primary School in time for September 2014 to meet the need for more school places.

Initial discussions have been held with the head teacher and governing body, and in July 2012, Leeds City Council's Executive Board gave us permission to consult on this proposal.

### 4. Demographic information and data

Table A below shows how many children aged 0-5 live within half a mile, three quarters of a mile and within one mile of Sharp Lane Primary School.

**Table A**

Sharp Lane Primary School	Places available	Year in which children will start school			
		2012	2013	2014	2015
0.5 mile radius	120	96	115	106	139
0.75 mile radius	180	243	248	234	282
1 mile radius	330	370	363	359	408

The map on page 6 shows the area covered by the 0.5, 0.75 and 1 mile distances. The map also shows the nearest school boundaries (children living within these boundaries have the school at the centre as their nearest). These are the schools for which children will gain priority for a place under the admissions policy.

Table B below shows the number of children who currently have either Sharp Lane Primary School or Clapgate Primary School as their nearest school, by the year they will start reception.

**Table B**

School	Places available	Year in which children will start school			
		2012	2013	2014	2015
Sharp Lane	60	65	78	73	102
Clapgate	60	73	59	56	62



## 5. How to comment on this proposal

This consultation runs from Monday 10 September 2012 to Friday 19 October 2012. If you want the council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 19 October 2012.

We are holding meetings to gather the views of schools, families, carers, young people, governors, and the general public. These meetings will give everyone a chance to debate the proposal and ask questions. **There will be a public meeting on**

### **Thursday 27 September 2012 at 6.00pm At Sharp Lane Primary School, Sharp Lane, Leeds LS10 4QE**

This consultation information is also available on our website at [www.leeds.gov.uk](http://www.leeds.gov.uk) or by calling 0113 247 5793. It has been widely distributed across the local area.

You can respond to this proposal in writing, or verbally at the public meeting. We minute all public meetings and publish these minutes on our website. If you can, it is important that you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

To respond in writing you can:

- use the form in this booklet;
- write a letter to the Capacity Planning and Sufficiency team, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT; or
- email: [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

Responses can be anonymous, but if you would like an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on a proposal to create extra places at Sharp Lane Primary School. We cannot consider your views on any other subject as part of this process.

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. You will have the opportunity to comment on any further proposals as they are brought forward.

Map showing distances and nearest school boundaries



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**6. What happens to your comments and what are the next steps of the process?**

Date	Key event
18 July 2012	Executive Board gave us permission to consult on this proposal
10 September 2012	Public consultation begins and lasts for 6 weeks
27 September 2012	Public meeting at Sharp Lane Primary School at 6.00pm
19 October 2012	End of public consultation and last date for submitting your response

After the consultation period ends, all responses to the proposal will be summarised and presented to the Leeds City Council Executive Board, who will then decide whether to proceed with the proposals or to change them in any way. All your comments, whether given in writing, or verbally at the public meeting, will be treated equally.

The earliest the Executive Board can make a decision would be at their meeting on **12 December 2012**. Your opinions will be taken into account when the decision is made, so it is really important that you tell us your views.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published. You will then have the opportunity to comment on the final proposal.

The earliest the Executive Board is likely to make a final decision is spring 2013.

**Proposal to expand Sharp Lane Primary School from September 2014  
Public consultation response form**

Please read the consultation booklet on the proposals and tell us your views. The questions on this form are there to help you, but you do not have to respond to them all.

Responses can also be sent by email to [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk) or by letter to: **Capacity Planning and Sufficiency, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT**. Please return completed forms to this address.

**Responses must be received by 4pm on Friday 19 October 2012**. All of your comments and views will be passed on to the council's Executive Board.

Extra copies of this booklet, along with information on the progress of the proposal, are available at [www.leeds.gov.uk](http://www.leeds.gov.uk).

**Questions**

**1. How much do you agree with the following statements? Please tick as appropriate.**

1a) I support the proposed expansion of Sharp Lane Primary School.

Strongly agree      Agree      Neither agree nor disagree      Disagree      Strongly disagree      Don't know

**Please tell us more about your views and your reasons for them.**

Please use a separate sheet if needed



# You are invited to a public meeting

## Proposal to expand Sharp Lane Primary School from September 2014

- Find out more about the proposal
- Opportunity to have your say
- Chance to ask questions

**Thursday 27 September 2012  
at 6.00pm**

**Sharp Lane Primary School**

Sharp Lane, Leeds LS10 4QE



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Governing Body  
Sharp Lane Primary

Mr Nigel Richardson

Chief Officer

Department of Children's Services

Dear Sir,

I write on behalf of the Governing Body of Sharp Lane Primary School to convey our major concerns over the proposed expansion of the school. Since our meeting over these issues we now have had some addressed at least in part, the Governing Body would still like them noting as part of the consultation process to ensure that they are taken fully into consideration when any decision is taken.

Points of concern:

1. The field adjoining the school.

This would need to be acquired and ownership passed back to the school. This has always been a key issue for the governors. It is vital that the extra playing space be acquired, as present playground/field space will be lost to expansion.

2. Road Safety.

The existing traffic and highways plan is already inadequate. Traffic conditions at the beginning and end of the school day are extremely difficult with current numbers of pupils. If expansion goes ahead there are two factors which will make road safety extremely challenging and these do not appear to have been addressed. They are:

- The increased pupil numbers will inevitably incur increased numbers of vehicles in an already inadequately managed road traffic system
- The planned Asda Superstore adjacent to the SLPS site will bring even more vehicles into an already congested, narrow and inadequate traffic system

The safety of our pupils, parents and staff is paramount.

3. The new school build, assuming the previous two issues have been addressed.

The various proposed schemes give no guarantees to Governors that the existing provision for the education of pupils at SLPS will be maintained nor give the same level of provision to any future pupils. Governors fear that due to current financial constraints, a permanent build solution will be replaced by a temporary one i.e. portakabins (or similar). This is totally unacceptable to the Governing Body.

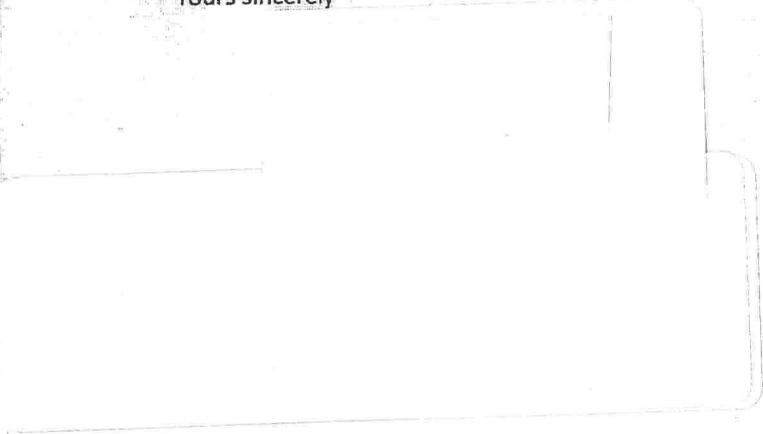


Governing Body  
Sharp Lane Primary

The Governing Body has recently had a meeting with Elizabeth Lowes to reaffirm these points of concern. Ms Lowes assured the GB that she would put these points to the relevant parties. The intention of this letter is to emphatically reinforce the strength of feeling of the Governing Body of Sharp Lane Primary School.

Whilst the GB has democratically agreed to the consultation process, there has been very little Governor Involvement in the proposed plans so far which leads to fear of the schools existing provision in SLPS being substantially compromised, and to the recently created Wildlife Garden being degraded. As a GB it is the education, interests and well being of the pupils of SLPS that are paramount to our concerns and wish to be fully involved.

Yours sincerely



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**Sent:** 13 February 2013 08:14

**To:** EDUC School Organisation

**Subject:** RE: Proposal to expand Little London Community Primary School - Statutory Notice

in principal i believe one and a half form entry schools to be wrong. They cause the need for mixed age classes which makes the curriculum hard to deliver.

in principal i believe primary schools of over 600 pupils are wrong. Particularly in areas of social disadvantage. The needs of pupils should be put first not the need to avoid going out to tender for new schools

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**From:** EDUC School Organisation [educ.school.organisation@leeds.gov.uk]

**Sent:** 12 February 2013 17:30

**Subject:** Proposal to expand Little London Community Primary School - Statutory Notice

Hello all

Please find attached copy of the full proposal and statutory notice, for your information.

Many thanks  
Sharon

Sharon Hurley  
Planning Manager  
Capacity Planning & Sufficiency  
Children's Services  
10th Floor West  
Merrion House

0113 2475793

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**To:** EDUC School Organisation  
**Subject:** Little London Community Primary School Expansion  
**Attachments:**

*Dear Sir/Madam,*

*I am writing to you with regards to the proposed expansion of Little London Community Primary School.*

*I would like to add my support **FOR** this for many reasons, including:*

- *My belief in the school as a parent of a child at it (with SEN-Statemented), the progress he is making due to the class teaching staff is amazing, way and above over the Nationally expected figures on RAISE.*
- *As a parent again, the atmosphere/attitude of the school is relaxed, secure and efficient, making you feel happy that your child is being treated well.*
- *As a member of the Community, the expansion will bring more jobs to the area, both in the construction and later use of the buildings, staff, cleaners etc.*
- *As a member of the Community the expansion will bring more money to the area benefitting local businesses, creating more employment opportunities, even creating new businesses and securing the future of those already established in the area.*
- *While the expansion is to cater for children already in the area, there is no doubt that with the Schools reputation people will move into this area primarily to get their children into this school in preference to the other schools in the The Lantern Learning Trusts (Inner City North, Leeds). This will help with the wonderful ethnic diversity the area already has. I am led to believe that this is already happening (based on conversations with other parents)!.*
- *As an inner city School, parents will come to the area seeking employment in the City which has numerous benefits.*
- *As a supporter of the School, the ethos and beliefs of the school, plus it's wonderful teaching practices, will be made available to far more children bringing benefits not only to those children but to the Community for years to come as these children grow up, – with respect to racial tolerance, anti social behaviour, employment, consideration for their peers and other members of the community etc etc...*
- *Just as the new Arena, and even the Bridge re-opening, has drawn attention to the area, this planned expansion will rejuvenate Little London & bring positive attention to the area benefitting everybody who lives and works here.*
- *As a Leeds resident and supporter for many years, this expansion in this geographical area will reflect positively on Leeds City Council at a time when there is much negative press coverage of Councils making cuts etc. Again the "knock-on" effects previously mentioned will show that LCC is taking responsibility of a situation where there is insufficient school places and taking action to address this in a positive way, rather than forcing people to move to*

area's where there are placements available, or running bus services to them, using temporary classroom/prefab. units, or any number of other less satisfactory and less efficient ways of handling the situation. This in the long term would cause the area to de-populate and ultimately lead it to become like so many other area's in the Country, a home to vandals etc. I appreciate that there have been cuts elsewhere and these are effectively paying for this build, but every single person in the country is having to manage their own budgets, - to pay for essentials, luxuries are sacrificed, LCC's actions here are just an example of this on a larger scale. Our children are our future, we owe them a lot and need to nurture them effectively to secure the prosperity of the Country as a whole and therefore all our securities.

As far as I am concerned, with the exception of construction traffic which cannot be avoided, but I am sure will be managed appropriately (i.e. not allowed during school start and end times etc), there can be no reasons to object to this proposal for this build or see it in a negative way.

Those who complain about changes in the area did not complain when the flats came down, have not complained about the proposed 300 residential builds in the area, yes the new building will change the skyline, but that has already happened with all the old buildings being demolished, the new buildings created (and these are much taller and bigger than the new school building) here so are not really an issue.

**I am more than happy to add my support for this expansion proposal, and also happy to be contacted if I can be of any further help with it or in the promotion of it.**

Yours Sincerely

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**Subject:** comment on expansion of Rufford Park Primary  
For the Attention of the Director of Children Services

Dear Sir

The Governing Body of Rufford Park Primary has requested that I write to you on their behalf to tell you that we welcome and support the proposed expansion of our school. We believe that this expansion is necessary to accommodate the growing numbers of primary school aged children in the Yeadon area. It will also allow greater numbers of local children the ability to access a local school within walking distance of their home.

We sympathise with the fears expressed at a recent public meeting by some residents of Rufford Avenue about increased nuisance from traffic. Indeed, several members of our governing body live on Rufford Avenue themselves. We hope that highways will take note of these concerns and devise solutions to minimise this nuisance. However, a high percentage of our children already walk to school (around 70%) and this expansion will ensure that many more local children will be offered a school place near to home, rather than at schools that require them to be driven through our town to adjacent areas.

Yours Faithfully



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