

HAMPSHIRE COUNTY COUNCIL

Officer Decision Record

Decision Maker:	Peter Colenutt
Title:	Head of Strategic Development
Reference:	7691

Tel: 01962 845746

Email: martin.shefferd@hants.gov.uk

1. The decision:

- 1.1. That unconditional approval be given to the following proposal; the publication of a public notice under Section 19 (1) of the Education and Inspections Act 2006:

To make a prescribed alteration to ROMSEY PRIMARY SCHOOL, Mercer Way, Romsey, SO51 7PH (category of school – Community) by enlarging the premises of the school, with effect from September 2018.

2. Reason(s) for the decision:

- 2.1. Following local consultation, the County Council received 15 written comments regarding the proposal to enlarge the school. In considering the responses received the County Council felt that the provision of additional school places was necessary and that comments received did not represent sufficient concern to prevent proceeding with the enlargement. The proposal to enlarge Romsey Primary School from 210 to 420 places with effect from September 2018, should proceed to the next stage of the process.

3. Consultation

- 3.1. Formal consultation took place between 20 June and 15 July 2016. A letter (Appendix A) was sent to consultees as detailed below and a drop-in session was held at Romsey Primary School on Thursday 7 July. The proposal was also included on the County Council's consultation website. A copy of the consultation letter is attached.

- 3.2. Letters were sent to;

- Parents of children attending Romsey Primary School
- Headteacher, school staff and Governing Body of Romsey Primary School
- Headteachers and Chairs of Governors of neighbouring schools
- Test Valley Borough Council – Chief Executive

- Trade union representatives
- Local Dioceses
- MP – Right Honourable Caroline Nokes
- HCC Elected Member – Councillor Mark Cooper
- Tracey Sanders – Manager, Services for Young Children
- Residents within 50 metres of the school boundary (525 letters sent)

4. Consultation responses received

4.1. A total of 15 written comments were received. The key issues raised by consultees can be summarised as follows;

- They expressed concerns regarding parking on roads, particularly by parents around the school at the beginning and end of the school day. What improvements to accessing the school are planned to alleviate this issue?
- Parking for staff and parents on the school site is currently inadequate. Are there plans to provide additional parking as part of the scheme?
- The main road and junction outside the entrance to the primary school presents a significant road safety risk. Are there plans to improve road safety in this area?
- Currently the area in which the school is sited has drainage issues. What steps are being made to prevent the exacerbation of the current drainage issues?

5. Comments on consultation responses received

5.1. With respect to the 12 comments received around parking, there is a process that will be followed to identify issues and seek solutions. As part of the consultation process, officers from Hampshire County Council Highways Group attended the consultation drop-in session to explain the process for developing a School Travel Plan (STP) and to seek the community's views and concerns over parking, travel and transport. These concerns have been captured and will help inform the on-going design process.

5.2. The School Travel Plan is a long-term document produced by the whole school community and any other interested/affected parties. It looks at how children, parents, staff and visitors travel to and from school, and sets out measures to;

- Encourage and enable pupils, parents, guardians and staff to walk, scoot and cycle to school. Where this is not possible, consider public transport, car sharing or 'Park and Stride' to school.

- Encourage and provide educational programmes relating to travel and how this links to the environment, safety and health.
 - Improve the safety of all travelling too and using the school site.
- 5.3. Once the consultation forms have been collated and summarised, the school with the support of the School Travel Planning Team, will then survey pupils, parents and staff as to how they travel, the barriers that they may encounter, and suggestions as to improvements. Using the results of this along with responses from the principle to expand consultation the issues will be summarised and fed back to the whole school community along with possible solutions.
- 5.4. The school and STP team will subsequently work with the various key stakeholders to develop an action plan to target the issues that are preventing pupils, parents and staff from using alternatives to the car. The initiatives identified will be a combination of physical measures such as scooter storage or crossing points, and 'soft' measures relating to education, promotion and enforcement. For those who have no alternative but to use the car, other options will be considered such as 'Park and Stride' sites.
- 5.5. The travel plan will link to a Transport Statement, undertaken by consultants, using additional data acquired from traffic surveys, accident data, parking beat surveys and so on. The outcomes of the Transport Statement will clearly define between measures that are essential to mitigate against the travel impact of the increase in numbers, and desirable measures that will provide a general improvement to routes to school, long term.
- 5.6. The suggested proposals will be taken back to the school community at the pre planning consultation event for further discussion, and possible adjustment, prior to submission of the planning application.
- 5.7. A review of the staff car parking numbers will be undertaken against current parking regulations and if additional places are identified as being required then they will be provided as part of the school expansion project.
- 5.8. The headteacher and governors will be fully involved in the development of the design of the new accommodation and all plans will ensure that pupils are safeguarded both during construction and through the design of the new buildings.
- 5.9. Discussions will be held with staff from Services for Young Children (SfYC) regarding the demand for pre-school places in the area and if it is felt additional places are required opportunities will be considered as to how additional provision can be made.
- 5.10. The organisation of the construction phase of the project will take account of issues of access to the site and the working arrangements on site. A number of measures will be put in place to minimise disruption such as ensuring no deliveries are made to site during the beginning and end of the

school day. Health and safety is a key issue for school expansion projects and will be considered at all stages.

6. Conclusion

- 6.1. Pupil forecasts for Romsey Primary School show numbers growing as a result of increased demand for school places from within the school's catchment area. In order to meet the County Council's statutory duty to ensure sufficiency of school places, this school requires expansion.
- 6.2. The comments received during the consultation will be considered through the development of the school travel plan, the design process for the new school buildings and as part of the planning application process. In considering the responses received, the County Council felt that the provision of additional school places was necessary and that the comments received did not represent sufficient concern to prevent proceeding with the enlargement.

7. Other options considered and rejected:

- 7.1. Not to approve the proposal would mean that there are insufficient primary school places available in the school to meet the demand from within the catchment area.

8. Conflicts of interest:

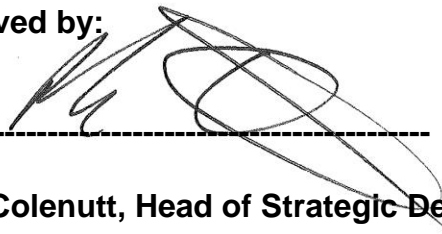
- 8.1. Conflict of interest declared by an Executive Member who is consulted by the officer which relates to the decision:

None

9. Dispensation granted by the Head of Paid Service:

None

Approved by:



Date:

21 July 2016

Peter Colenutt, Head of Strategic Development

On behalf of the Director of Children's Services

Appendix A



Children's Services Department
Elizabeth II Court North
Winchester
Hampshire SO23 8UG

Telephone 0300 555 1384
Textphone 0845 603 5625

Enquiries to **Martin Shefferd**

My reference

Direct Line **01962 845746**

Your reference

Date **20 June 2016**

E-mail **strategicplanningunit@hants.gov.uk**

Dear Consultee

Enlargement of Romsey Primary School, Mercer Way – Consultation

I am writing to invite your views in respect of Hampshire County Council's proposal to permanently enlarge the premises of Romsey Primary School.

Hampshire County Council is proposing to increase the physical capacity of Romsey Primary School to allow them to offer 60 places for Year R (age 4+). This expansion will allow the school to cater for 420 pupils.

The demand for school places is a result of a rise in the number of births in the area and new housing development. It is intended that permanent facilities will be available from September 2018.

Reason for proposal

Hampshire County Council has a statutory duty to provide school places. Owing to an increase in the number of children in the school's catchment area, and in particular demand for future Year R places, there is a need for additional school places to be provided.

Where a Local Authority proposes to permanently enlarge a school's capacity by 25% or more it must follow a procedure set out by the Department for Education. This information and 'Frequently Asked Questions' is available on the following website;

<http://consultations.hants.gov.uk/active.aspx>

Director of Children's Services
Steve Crocker

The Consultation

The primary purpose of this consultation is to seek the view of consultees on the principle of enlarging the school to meet the demand for additional school places in the local area. We understand that you may have some questions regarding how the school buildings will be expanded to accommodate additional pupils and whether there will be an impact on travel to and from the school as a result of accommodating additional pupils. Both of these aspects are important but at this stage these details will not be available as we need to obtain approval to the expansion before detailed work commences. It is important to hear your views at this stage so we can consider them as part of the detailed work to be undertaken should approval to the enlargement be obtained.

This consultation will run from Monday 20 June to Friday 15 July 2016. Officers will then take into consideration all the consultation responses received before deciding whether the proposal should continue to the formal publication stage.

If so, a statutory Public Notice will be published setting out Hampshire County Council's intent to enlarge the school. It is anticipated that this will be published in September 2016.

After the date of publication there will be a four week period in which any representations can be made to the local authority. After the conclusion of this period the County Council will decide whether or not to proceed with the proposal. It is anticipated that a decision will be made by the end of the year.

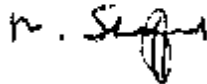
Further Information

A drop-in session where you will be able to discuss the proposal with County Council Officers will take place on **Thursday 7 July** at Romsey Primary School between 3pm and 6pm.

The current proposed building plans are being developed with the Headteacher and governing body. The plans will be posted on the school website once they have been developed and agreed with the school. There will be a further opportunity to discuss the plans in detail at a pre-planning application consultation and we will notify you of the details once arranged.

If you are unable to attend this session or visit the above website and wish to make a comment then please write to Martin Shefferd, Strategic Development Officer, Children's Services Department, Eil Court North, Winchester, Hampshire SO23 8UG or e-mail strategicplanningunit@hants.gov.uk by Friday 15 July.

Yours sincerely



Martin Shefferd
Strategic Development Officer
Children's Services Department