

CABINET APPENDICES

Monday, 11th April, 2011
at 5.00 pm

APPENDICES ATTACHED TO THE LISTED REPORTS

Members

Councillor Smith, Leader of the Council
Councillor Moulton, Cabinet Member for Children's
Services and learning
Councillor Baillie, Cabinet Member for Housing
Councillor Dean, Cabinet Member for Environment
and Transport
Councillor White, Cabinet Member for Adult Social
Care and Health
Councillor P Williams, Cabinet Member for Local
Services and Community Safety
Councillor Hannides, Cabinet Member for
Resources, Leisure and Culture

(QUORUM – 3)

Contacts

Cabinet Administrator
Judy Cordell
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Agendas and papers are now available via the Council's Website

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Friday, 1 April 2011

SOLICITOR TO THE COUNCIL

SOUTHAMPTON CITY COUNCIL CHILDRENS' SERVICES AND LEARNING

CONSULTATION HOME TO SCHOOL AND POST 16 TRANSPORT POLICY 2011-12 ACADEMIC YEAR

This document gives details of various options that are being considered and seeks your views. No decisions have been made yet, and final decisions will be made taking account of feedback to these options.

1. WHY WE ARE CONSULTING?

- 1.1 Southampton City Council is currently looking at all the services it provides, particularly in the light of the very difficult budget position we are all facing.
- 1.2 Local Authorities must by law provide transport help for some students, but may also decide to provide transport help for others. We are consulting about whether we should provide extra help over and above what we must do legally.

2. WHY IS THIS CHANGE BEING CONSIDERED NOW?

- 2.1 The Council would prefer not to reduce or remove services altogether but it has to be realistic about what can it continue to provide when the budget will be so much smaller in the years to come.
- 2.2 The Council needs to review what is necessary to support parents and children attending school / college against availability of learning places, how easy it is to get around the city, the availability of public transport and school and college travel plans.
- 2.3 All our decisions will be made in the light of the Council's priorities for the city of economic development, education and skills, well-being and sustainable communities.

3. DETAILS OF WHAT WE MUST PROVIDE BY LAW (STATUTORY ENTITLEMENT), AND WHAT WE CURRENTLY CHOOSE TO PROVIDE (SOUTHAMPTON CITY COUNCIL'S DISCRETIONARY POLICY)

In this section we outline the transport we must provide by law for different age groups and that we also choose to provide

3.1 Special Educational Needs (SEN) Early Years

There is no legal requirement to provide transport support for early years; however Southampton City Council supports transport to specialist nurseries for pre-school aged disabled children.

3.2 Mainstream Primary

3.2.1 The legal requirement for free home to school transport is as follows:

- Pupils in Year R to 8 years old who live over 2 miles from the school, and attend their catchment school.
- Pupils aged 9 years old to Year 6 who live over 3 miles from the school, and attend their catchment school.
- Pupils aged 9 years old to Year 6 who live between 2 and 3 miles from the school, attend their catchment school and meet means testing criteria.

3.2.2 Southampton City Council's policy is as follows:

- Pupils in Year R to Year 6 who live over 2 miles from the school and attend their catchment school.
- Pupils in Year R to Year 6, who live over 2 miles from the school, attend their nearest faith school and meet means testing criteria.

3.3 **Mainstream Secondary**

3.3.1 The legal requirement for free home to school transport is as follows:

- Pupils who live over 3 miles from the school and attend their catchment school.
- Pupils who live over 2 miles / under 6 miles from the school, attend one of their three nearest schools and who meet means testing criteria.
- Pupils who live over 2 miles / under 15 miles from the school, attend their nearest faith school and meet means testing criteria.

3.3.2 Southampton City Council's policy is as above, plus:

- Pupils in Year 10 or Year 11 who move schools, live over 3 miles from the school and were previously attending catchment school.

3.4 **Special Educational Needs (SEN) Primary & Secondary**

3.4.1 The legal requirement for free home to school transport is as follows:

- Pupils in Year R to 8 years old who live over 2 miles from the school and attend their nearest appropriate school.
- Pupils aged 9 years old to Year 11 who live over 3 miles from the school and attend their nearest appropriate school.
- Pupils aged 9 years old to Year 11 who live over 2 miles / under 6 miles from the school, attend 1 of their 3 nearest appropriate schools and meet means testing criteria.

3.4.2 Southampton City Council's policy is as follows:

- All children attending Rosewood and Cedar Schools are provided with transport.

- Primary: Pupils who live over 2 miles from the school and attend the nearest appropriate school are provided with transport.
- Secondary: Pupils who live over 2 miles from the school but less than 6 miles and attend one of the three nearest appropriate schools are provided with transport.

3.5 **Post- 16**

3.5.1 There is no general legal requirement to provide free transport to students over the age of 16.

3.5.2 The Apprenticeships, Skills, Children and Learning Act 2009 requires councils to consider a students' ability to attend further education up to 19, including considering provision for those with learning difficulties and / or disabilities up to the age of 25.

3.5.3 As an urban authority with a good range of provision and good transport links the council may consider that there is enough transport to enable students to access learning of their choice within Southampton.

3.5.4 Southampton City Council provides transport as follows:

- Mainstream: students aged 16 -19 who live over 4 miles from the college, attend their nearest appropriate college and receive a full Education Maintenance Allowance (EMA).
- SEN: students aged 16 - 21 who live over 3 miles from the college and attend their nearest appropriate college.

N.B. If a school / college is full the next nearest school / college will be considered.

4. **PROPOSED CHANGES FOR EARLY YEARS, MAINSTREAM PRIMARY AND MAINSTREAM SECONDARY**

We are asking you to comment on Option 1A and Option 1B, giving reasons if appropriate.

4.1 **OPTION 1A: EARLY YEARS, MAINSTREAM PRIMARY AND MAINSTREAM SECONDARY:**

REMOVE TRANSPORT FUNDING WHICH WE DO NOT HAVE TO PROVIDE BY LAW

4.1.1 **WHO WILL BE AFFECTED BY THIS CHANGE?**

Special Educational Needs (SEN) Early Years

- There are a small number of children of pre- school age currently travelling across the city to attend specialist nurseries. However, if another placement could be made available closer to their homes, the City Council could withdraw this transport support as there is no legal requirement to provide transport assistance for pre- school children.
- Currently, 13 pupils are transported at a cost of £35,000 per year.

Mainstream Primary

- This would affect children aged 9 years old to the end of Year 6 living 2 - 3 miles from their catchment school who do not meet means testing criteria. No children currently qualify so there would not affect anyone at this time.

Faith schools

- A number of other Councils across the country are consulting on removing entitlement to travel to faith schools. It is considered that there are alternative suitable non-faith schools locally.
- The City Council currently supports 7 pupils at Primary Faith schools at cost of £2,100 per year and 123 pupils at Secondary Faith Schools at a maximum cost of £40,000.

Mainstream Secondary

- Stop funding transport for children who move school in Year 10-11.
- The City Council currently supports 16 pupils at a cost of £8,000 per year.

Special Educational Needs (SEN) Primary & Secondary

- This would increase the qualifying distance from 2 to 3 miles from the school for pupils aged 9 to year 11 who do not meet means testing criteria.
- Savings in this area are likely but difficult to quantify as a large number of the pupils affected by this change may well qualify for transport support under exceptional grounds

4.1.2 Total savings from Option 1A are at least £45,100 per year.

4.2 *OPTION 1B: EARLY YEARS, MAINSTREAM PRIMARY AND MAINSTREAM SECONDARY:*

AS OPTION 1A, BUT REMOVE ALL FUNDING WHICH IS NOT LEGALLY REQUIRED FOR 'NEW' PUPILS.

4.2.1 Current students would continue to receive funding until they cease to be eligible, or finish their current phase of education.

4.2.2 Total savings from Option 1B are calculated as at least £45,100 per year by 2018.

5. PROPOSED CHANGES FOR POST- 16 STUDENTS

We are asking respondents to comment on Option 2A, Option 2B, Option 2C and Option 2D, giving reasons if appropriate.

5.1 *OPTION 2A: POST -16 MAINSTREAM STUDENTS*

REMOVE ALL POST-16 TRANSPORT FUNDING FOR MAINSTREAM STUDENTS.

5.1.1 There are currently 39 young people travelling at a cost of £37,000 per year.

5.2 OPTION 2B: POST- 16 MAINSTREAM STUDENTS

REMOVE ALL POST-16 FUNDING FOR 'NEW' MAINSTREAM STUDENTS.

5.2.1 Current students would continue to receive funding until they cease to be eligible, or finish their current phase of education.

5.2.2 Total savings from Option 2B are calculated as £37,000 per year by 2014.

5.3 OPTION 2C: POST- 16 MAINSTREAM AND SEN STUDENTS

KEEP THE CURRENT POLICY OF SUPPORTING POST-16 STUDENTS BUT INTRODUCE A GRADED CONTRIBUTION SYSTEM.

5.3.1 In order to qualify, mainstream students must demonstrate that a suitable course is not available locally.

5.3.2 Most of the post-16 transport support is provided for those with learning difficulties and / or disabilities, and an option to remove this has not been included. However, a contribution may be sought as follows:

- Band A up to 3 miles from College - £250 per year (2 payments of £125). There are currently 19 students, so this would come to £4,750 per year.
- Band B over 3 miles from College - £500 per year (2 payments of £250). There are currently 79 students, so this would come to £39,500 per year.

5.3.3 Total income from Option 2C is calculated as £44,250 based on current student numbers.

5.4 OPTION 2D: POST 16 MAINSTREAM AND SEN STUDENTS:

KEEP THE CURRENT POLICY OF SUPPORTING POST-16 STUDENTS BUT INTRODUCE A GRADED CONTRIBUTION SYSTEM FOR 'NEW' STUDENTS.

5.4.1 Current students would continue to receive funding until they cease to be eligible, or finish their current phase of education.

5.4.2 Total income from Option 2D is calculated as £44,250 per year by 2014.

6. WHAT HAPPENS NEXT?

- 6.1 We would very much like to hear your views on the options mentioned above.
- 6.2 As well as giving your comments, please could you choose whether you would prefer Option 1A or Option 1B, Option 2A or Option 2B and Option 2C or Option 2D giving reasons if appropriate.
- 6.3 Please send your choices and comments on the proposals, to Nicky Brooks by 1 March 2011 to the email or address below:

transport2011@southampton.gov.uk

Southampton City Council
Ground Floor, Southbrook Rise
4-8 Millbrook Road East
Southampton SO15 1YG

- 6.3 The consultation is being carried out over 28 days ending on 1 March and we would like to hear from as many people as possible, including those directly affected and the wider public.
- 6.4 We can then report a summary of all issues raised during the consultation to Southampton City Council's Cabinet in April 2011. The Cabinet will be asked to make the final policy decision.
- 6.5 The target timetable is as follows:

25 January 2011	Consultation starts
1 March 2011	Consultation finishes.
11 April 2011	Cabinet meeting where the final policy decision will be made.
31 May 2011	Publish policy.

**Thank you for taking the time to consider these options
and letting us know your views**

Summary of responses

Subject	Number of responses	Summary	Considered response
Special Education Needs (SEN) Early Years	3	<ul style="list-style-type: none"> (i) Chose Option 1B – allowing children to complete current phase of education. (ii) Only specialist provision is in Weston. Parents unable to pay for travel. (iii) Only maintained SEN Unit for speech and language difficulties is based in Weston. Will discriminate against vulnerable. Fewer children will have access to high quality provision early. 	<p>This specialist provision is only available in one location. It may be preferable to have a range of local services but this will take time to plan and implement. Therefore, it is recommended that this discretionary support continues for the academic year 2011-12 whilst a full review is undertaken.</p> <p>Recommendation (i) Retain discretionary Special Education Needs (SEN) early years transport provision to Weston Shore, whilst a full cost benefit review and options appraisal is undertaken.</p>
Mainstream Primary	1	<ul style="list-style-type: none"> (i) Pressure on Primary school places may lead to less provision close to home. 	<p>Transport to be considered in primary place planning.</p>
Mainstream Secondary (all comments related to faith schools)	7	<ul style="list-style-type: none"> (ii) Faith education was of high importance when deciding which school to apply to. Some parents unable to pay for travel, particularly single parents. (iii) Families will have already planned transport around the support being offered. The scheme was set up to support families with faith. (iv) Questions of discrimination and Human Rights Act implications. (v) Faith school achievement is greater than catchment secondary school. (vi) As a catholic, the child has a right to an education in a catholic school. Children are already settled and a move to another school would cause upheaval. (vii) Children are baptised and take their faith seriously. Their freedom of choice is being compromised. (viii) Decision could have huge impact on lives of pupils. 	<p>Current eligibility will remain for those currently at school.</p> <p>Recommendation (iv) Remove all assistance for ‘new’ pupils for travel to faith schools that is not statutory from September 2012.</p> <p>Therefore, no change in current policy for the 2011-12 academic year.</p>

Subject	Number of responses	Summary	Considered response
Special Educational Needs (SEN) Primary and Secondary	11	<ul style="list-style-type: none"> (i) Is transport to special school a statutory requirement? (ii) Concerns that responses will not be taken into consideration. (iii) Children that attend special schools have difficult conditions, which is why they must attend that school. Change can affect them badly. Children need to be accompanied and parents who work part-time may need to leave their jobs. Children may not understand danger or what is right or wrong. SEN post-16 students should contribute to travel. (iv) Son is severely disabled and transport is crucial. There must be other ways to save money. (v) Family has one car which is used for work and it would be virtually impossible to take and collect child. (vi) Child attends special school and sibling attends mainstream school with the same hours. Parent cannot transport both without one being late / early. They would seek social services support if they did not receive transport. (vii) Massively affect special school's attendance figures if parents could not afford to pay. Parents will be able to challenge through an SEN tribunal. (viii) The child receives transport as part of their daily routine. They are autistic and change would lead to anxiety. (ix) Document was not parent-friendly. Difficult to tell who would be affected. (x) Child goes to special school and parent doesn't drive. (xi) Children need to attend suitable provision and their parents do not drive. 	<p>Whilst it would be legally possible to amend this entitlement, it is recommended that the current provision is maintained as many children and young people would qualify under exceptional circumstances. Savings are therefore difficult to quantify.</p> <p>Recommendation (iv) Retain current SEN primary and secondary transport provision.</p>

Subject	Number of responses	Summary	Considered response
Post-16 mainstream	2	<p>(i) Equal opportunities concerns and ability to choose. Council should make savings elsewhere. Current students should be given funding to complete their studies. If a student is from a low income family, no charge should be made. Proposed savings are minimal. Aspirations and careers should be maximised.</p> <p>(ii) Young person attends Sparsholt and requires transport support – public transport is not suitable due to timings.</p>	<p>It is recommended that current students retain eligibility and this is phased in for new students starting their studies in September 2011. They will therefore be able to complete their courses and new students will be able to choose given the full information available.</p> <p>Recommendation (vi) Remove all post-16 assistance for ‘new’ mainstream students attending a mainstream establishment from September 2011, whilst undertaking a review of personal budgets and the possible introduction of a ‘local payment’.</p>
Post-16 Special Educational Needs (SEN)	1	<p>(i) Vulnerable young person attends Taunton’s and has a disability preventing her from using public transport. She would have to stop going to college and this would affect her confidence and independence.</p>	<p>It is recommended that current students retain eligibility and this is phased in for new students starting their studies in September 2011. They will therefore be able to complete their courses and new students will be able to choose given the full information available.</p> <p>Recommendation (vi) Remove all post-16 assistance for ‘new’ mainstream students attending a mainstream establishment from September 2011, whilst undertaking a review of personal budgets and the possible introduction of a ‘local payment’.</p>
General comments	1	<p>(i) Question regarding whether the savings are real to the Council.</p>	<p>These are real and necessary savings.</p>

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Agenda Item 9

Comments:

Wordsworth Infants has a great ethos, is very popular and expansion would be an excellent move. It would also be utilising the best of the surrounding land as there is a big chunk of land there and would enable more community involvement too. However, parking and access to the school must be improved the dairy makes travelling to the back of the school difficult and residences make parking and front access also difficult. This should be taken into considering as it will increase traffic.

Also, my two children with special needs (statemented) went to Wordsworth, because they have a large amount of experience and knowledge with SEN it would be good to have a dedicated unit there for early and primary years.

Hello James, thanks very much for your speedy response.

I guess I'm particularly aware as I had to drive my children to school as we lived out of catchment but because they are disabled they are unable to walk very far. It is a particular problem with Wordsworth but also with Foundry Lane, which is my own local school and where my eldest son and daughter went and within walking distance.

Dear Sirs,
Re: Wordsworth School Proposal

I would like to submit my objection to this proposal simply on the facts that none of the roads that feed this school are unable to take an increase of traffic.

The path in Ridding Close is too narrow for more than 2 people to walk side by side and at school times it is always necessary to walk in the road, with parents rushing to get there in time both on foot and in vehicles. They try to turn in the road and parents and children are trying to cross the road between the cars.

In Stratton Road and Hyde Close the problem is that Stratton Road is a narrow road and is intended only to lead to Hyde Close. Parents then leave their cars in Hyde Close, blocking drives and parking dangerously on the corner outside the school gates.

With the increase of pupil places I feel that this situation will only get worse as this issue is not addressed in the plans and these roads are simply not able to take an increase in traffic

I have to speak up with regards to the proposals for Wordsworth School. I would be against this as currently the infrastructure for traffic is not adequate to accommodate the existing requirements when children are dropped off and collected. When you walk down Ridding Close at these times you get pushed aside by parents, children and pushchairs, you get car doors opened up in your path without regard for pedestrians It is like an obstacle course at school times currently, let alone increasing it. At the top entrance in Stratton Road you get parents cars parked randomly as well as in Hyde Close, often making it difficult to manoeuvre round the corner.

Living in Hyde Close you also get the cars using it as a turning point as it is a dead end. Church Street and Wordsworth Road have cars parked inconsiderately on a daily basis right up to the corners which I believe contravenes Traffic legislation, from parents leaving cars to take their children to Shirley Junior and Middle School. This causes extreme safety issues when you come into or try to get out of Wordsworth Road on to Church Street. The blind spots that are caused are dangerous to children who walk to and from school who cross these roads as well as traffic coming up Church Street.

Considering the above and taking into account the 40' refrigerated container lorries that go to the Dairy in Stratton Road, there is a serious, if not FATAL accident waiting to happen.

The traffic infrastructure cannot cope now....let alone increasing it!! We don't want more the expansion! There are sufficient schools in the area already!

I object to the plans.

3 DAYS NOTIFICATION IS AN INSULT!!

If the above mentioned proposals **were** posted on the 11th January 2011 the coverage must have been **Totally Inadequate!**

We may not have conducted our own scientific poll but **none** of the neighbours we spoke with had heard **anything** about expansion proposals for Wordsworth Infant School!

WHY DID THE SCHOOL GOVERNORS FAIL TO WRITE TO US INDIVIDUALLY?

We all receive plenty of unsolicited, less important, information this way. We, therefore, **strongly** suspect that it was deemed unnecessary to do so because those with a **VESTED INTEREST** in these proposals would be too worried about the inevitable **OUTCRY** that would come about as a result of informing **all** of the residents who would be likely to be most affected. Indeed, you can bet your bottom dollar that the said residents would be in **OPEN REVOLT!!**

Why do we say this? We do so because when we asked a local Petitioner, who was collecting signatures from those of us who would be opposed to these proposals, "**Of the people who were actually at their home(s) when you asked them whether or not they wished to sign, how many of them actually signed?**" His answer was "**ALL OF THEM!**" **WHAT DOES THAT TELL YOU?**

IT, THEREFORE, SEEMED TO US THAT THIS IS A FORGONE CONCLUSION!

Furthermore, what we want to know is: Has anyone taken the trouble to come down to Ridding Close to see:-

- The Traffic chaos?
- The Full-to-overflowing residents' car parks?
- Parking on the pavements and anywhere in the road?
- The frightening number of near-misses when the "School-Run" traffic turns into Ridding Close from Victor Street who, in turn, have to immediately navigate around the often numerous disabled peoples' cars which are frequently parked (understandably) very close to Victor Street Surgery?
- At the end of the School-Run both in the morning and again in the afternoon the traffic builds up from top to bottom of Ridding Close?
- When the older children go to their relevant schools, they do so oftentimes, screaming and shouting and frequently in groups of 3 to 8 persons at a time?
- When returning back from their schools, including Bellemoor Road Secondary School, it gets even worse; with gangs of children numbering 13 to 20 at a time on occasion. This really intimidates the elderly who are unfortunate enough to get caught up in the melee?

THIS IS NOW!

WHAT WILL IT BE LIKE WHEN YOUR PROPOSALS GET STARTED AND, GOD FORGIVE US, WHEN THEY ARE COMPLETED?

It goes without saying, that on top of all this, it will be an **ABSOLUTE NIGHTMARE** for the residents with:-

- Contractors' vehicles to-ing and fro-ing all day long!
- The Bin Men (who are only doing their job after all) getting caught up in all this traffic!
- Added to which there are a good number of delivery vehicles going about their business too (often with great difficulty to the extent that we don't always receive our goods and parcels)!

What worries us **even more** is that if any of the **EMERGENCY SERVICES** are required, which does happen from time to time; under your new proposals... **HOW DO YOU EXPECT THEM TO GET THROUGH WHEN, BY THEN, THE TRAFFIC AT THAT TIME COULD VERY WELL BE FOURFOLD!?**

DO ANY OF YOU, WHO ARE INVOLVED IN PUSHING ALL THIS THROUGH, KNOW HOW

NARROW RIDDING CLOSE REALLY IS?

Yours faithfully,

15 Hyde Close
Shirley
Southampton
SO15 5QA
21/02/2011

School Organisation (Wordsworth Infant Consultation)
Children's Services and Learning
Southbrook Rise
Millbrook Road East
Southampton
SO15 1YG

OBJECTION TO PROPOSED WORDSWORTH SCHOOL EXTENSION

WE, the undersigned residents of the immediate surrounding area wish to lodge our objection to the proposed extension to Wordsworth School to increase its size of pupil intake and to become a 4-11 yr school.

There is currently inadequate traffic infrastructure for the current size of the school when parents are dropping off or collecting their children. Both access roads to the entrances (Stratton Road and Ridding Close) are both dead ends and there is random parking from the existing parents. Also when trying to walk down the pavements at home time there is problem with parents with push-chairs and children who have no regard for other pedestrians or disabled scooters that frequent the pavements.

As well as this, the construction traffic which will be inevitable, will add to the traffic chaos that will increase the disruption caused by the 40' refrigerated containers that access the Dairy in Stratton Road for delivery already.

Wordsworth School is anticipating increasing its intake some three-fold plus, with a larger range of children with presumably different starting times which will cause traffic chaos for the two access roads. There are already dangerous areas at the end of Wordsworth Road and Church Street where parents collect from Shirley Infants and Junior School park right up to the corners causing blind spots for traffic trying to emerge or access from Church Street. The same issue is raised by residents of Ridding Close who state the junction of Ridding Close and Victor Street has the same problem exacerbated by the cars that park on the roadside adjacent to the doctors' surgery. There is a high risk of an accident or fatality currently, let alone increasing the traffic situation.

Please take these objections into account when considering the proposal.

Yours sincerely
The undersigned residents

For contact: Mr J Ward. Tel: 07595 946425 or at the above address for correspondence.

P.S. There are many residents that we did not have the opportunity to consult but given more time the majority would feel the same.

Name	Address	Signature
MR. J. WARD	15 HYDE CLOSE	J. Ward
D BECKETT	20 HYDE CLOSE	D Beckett
JULIE BECKETT	20 HYDE CLOSE	J Beckett
D Harris.	19 HYDE CLOSE	D Harris
S Coen	8, HYDE CLOSE	S Coen
R Seaman	11 Hyde close	R. Seaman
J A DOWNER	16 Hyde close	J A Downer
T. M. Webster	18 Hyde close	T. M. Webster
Clonana - Pige Angelina	17 Hyde close	Angelina
G. J. Piggott	17 Hyde close	G. J. Piggott
G. A. Briggs	17 Hyde Close	G. A. Briggs
A. W. H. H. H. H. H.	9 HYDE CLOSE	A. W. H. H. H. H.
W. W. W. W. W.	14 Hyde Close	W. W. W. W. W.
ELAINE SMITH	45 STRATTON ROAD	E. Smith
J. HATCH	6 RIDDING CLOSE	J HATCH
A SHEPHERD	23 RIDDING CL	A SHEPHERD
Anita Eche	11 Riddling Close	A Eche
IVAN STICKLEY	12 Riddling Close	Ivan Stickley
PAT STICKLEY	12 " "	Mrs P P Stickley
SUSIE WHITE	17 Riddling Close	S White
DAVID WHITE	17 RIDDING CLOSE	D White
SIMON DAY	19 RIDDING CLOSE	S Day
ALAN BALL	37 RIDDING GLOSE	A Ball

Name	Address	Signature
RITA LUTTON	6 HYDE CLOSE	R Lutton
Radoslaw Tomaszka	1 HYDE CLOSE	Tomaszka
Sharon Skoats	2 Hyde Close	S. Skoats
REMA WYSE	2A HYDE CLOSE	REMA WYSE
D & Cattermole	7 HYDE CLOSE	D & CATTERMOLE
P MAIR	43 STRATTON RD	P Mair
R MAIR	" "	REMA
M HANLEY	53 STRATTON RD	M. Hanley
K GARNER	55 STRATTON RD	K Garner
B DOSWELL	5 HYDE CLOSE	B. Doswell
K DOSWELL	5 HYDE CLOSE	K Doswell
J. McCroony	9 RIDING CLOSE	J. McCroony
R DAVIS	24 RIDING CLOSE	R DAVIS
SUSAN DAVIS	24 RIDING CLOSE	S. Davis
Marie Windsor	32 RIDING CLOSE	Marie Windsor
SHARON ROBINSON	30 RIDING CLOSE	Sharon Robinson
KEITH ANSTIS	10 RIDING CLOSE	KEITH ANSTIS
B C ZIMMARD	16 RIDING CLOSE	B C ZIMMARD

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Wordsworth Infant School
Minutes of School Management Committee meeting
Friday 11th March 2011

1. Appointment of minute taker.

IA took the minutes

2. Welcome, Attending, Apologies and Absences

Present:

Janet Price
Nicola McArdle
Paul Betteridge
Izabel Allen

Apologies:

Nick Smith

Absences:

Margaret Ferrier

3. Primary review:

Due to timing constrains, governors agreed at the whole governing body meeting on the 10th February 2011 that the management committee should proceed with the ratification of the school statutory proposal, should there be no comments received during the statutory proposal consultation period.

However, comments were received during the statutory proposal period and were e-mailed to governors for information. Governors were also asked for their comments and whether they were still happy for the management committee to proceed with the ratification. 9 governors responded and were all in agreement for the Management committee to proceed with it. 3 governors did not respond.

Governors felt that procedures for consultation were correctly followed (as confirmed by the Local Authority) and Chair confirmed that she was happy to keep residents up-to-date with developments.

Governors felt that objections were more about planning than the expansion as such. Governors believe that residents will have a chance to make their views known again at the planning stage and welcome their comments.

Governors unanimously agreed to proceed with the following proposal, which will be presented to the cabinet on the 11th April 2011:

Wordsworth Infant School to expand from a two form infant school to a three form primary school in September 2012.

Letter from governing Body

11th March 2011

To the Cabinet members

Wordsworth Infant School expansion proposal

We are writing to you to confirm that the governors of Wordsworth Infant School have ratified the following Wordsworth School expansion proposal on the Friday 11th March 2011.

As a Foundation school, Wordsworth has some responsibility for making changes to the number of pupils who attend the school. Having considered the issue of rising birth rates and the shortage of junior school places, the Governing Body decided to hold a consultation on becoming a primary school and increasing the number of classes in each year group.

The school currently admits 60 pupils to Year R each year, which means it has up to 180 children across all its year groups. We are proposing that an extra 30 places are added to Year R at Wordsworth Infant School from September 2012. As pupils admitted to Year R in September 2012 move through the school, the size of each year group would increase to 90. In addition to this, we are proposing that the school increases its age range from 4-7 to 4 -11, thus changing from an infant to an all through primary school. The school would admit its first Year 3 classes from September 2015. This means the number of places at the school would increase to 630 by September 2018.

If taken forward this proposal would allow more children from the Shirley area to attend a school close to their home. It would also balance the number of infant and junior school places in the Shirley area. There are currently more infant places than junior places, so some children have to find alternative schools outside of the area.

We hope that you will consider favourably this proposal and remain at your disposal, should you have any questions.

Yours Sincerely,

A handwritten signature in black ink that reads "Izabel Allen". The signature is written in a cursive style with a horizontal line underneath the name.

Izabel Allen
Chair of Governors

WORDSWORTH INFANT SCHOOL

MINUTES OF MEETING OF FULL GOVERNING BODY

Date: Thursday 10th February
Time: 7.00pm

8	Primary review update	
	<p>Statutory consultation period will be finishing on the 22nd February. School and LA have received no response so far. IA suggests that the proposal is ratified at the next management meeting, should there be no comments received. LA requested the ratification be minuted and send to them by the 15th March. In view of tight schedule, it was agreed that the management committee will ratify the proposal. The cabinet meeting is scheduled for 11th April – this is the first day of Easter break. IA will be away, PB will attend, KS will also attend in support. IA to check what time the cabinet meeting will take place. NS, PB and IA gave feedback on discussion that took place when Colin Floyd came to visit the school and talked about plans.</p>	IA

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Wordsworth Infant School Expansion Proposals

Notice is given in accordance with section 19(3) of the Education and Inspections Act 2006 that the Governing Body of Wordsworth Infant School intends to make the following prescribed alterations to Wordsworth Infant School (Foundation School) Stratton Road, Shirley, Southampton, SO15 5RA from 1 September 2012:

- (i) To increase admissions to Wordsworth Infant School by admitting a further 30 pupils to Year R (age 4) from 1 September 2012 and continuing each school year until all years have been expanded, and
- (ii) To change Wordsworth from an infant school to an all through primary school by changing the age range of pupils to be admitted from 4-7 year olds to 4-11 year olds from 1 September 2015.

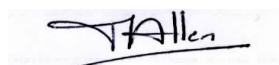
In order to achieve the change of age range up to 90 pupils will be permitted to transfer from Year 2 (age 6) to Year 3 (age 7) from 1 September 2015 and in subsequent school years or be admitted as casual vacancies to Year 3 (age 7) from 1 September 2015 and in subsequent school years. This will have the effect of enlarging the school from 180 places to 630 places by 1 September 2018.

The current net capacity of the school is 180 and the proposed net capacity will be 630 statutory school age places. The current number of pupils registered at the school is 173. The current admissions number is 60 and the proposed admission number will be 90.

This proposal will be wholly implemented by Southampton City Council in consultation with the Governing Body of Wordsworth Infant School.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained by writing to: Wordsworth Infant School, Stratton Road, Shirley, Southampton, SO15 5RA or School Organisation (Wordsworth Infant School Consultation), Children's Services & Learning, Southampton City Council, 3rd Floor Southbrook Rise, Southampton SO15 1YG or online at: www.southampton.gov.uk/primaryreview and <http://www.wordsworth.southampton.sch.uk/school/index.htm>

Within six weeks after the date of publication of the proposal for Wordsworth Infant School, any person may object to or make comments on the proposal by sending their representations to School Organisation (Wordsworth Infant School Consultation), Children's Services & Learning, Southampton City Council, 3rd Floor Southbrook Rise, Southampton SO15 1YG or by emailing: primary.schools.review@southampton.gov.uk.



Izabel Allen
Chair of Governors, Wordsworth Infant School

Publication Date: 11 January 2011

Explanatory Notes

This notice relates to proposals made by the Governing Body of Wordsworth Infant School, having carried out a consultation on the future of primary education in the area in which the school is based. These proposals have been made following the review to secure sufficient key stage 1 and key stage 2 places in this area of the city. Pupil forecasts indicate that extra places are required in this area of the city by 2012. This area of the city also suffers from a lack of key stage 2 places. At present 3 forms of entry from Shirley infant and 2 forms of entry from Wordsworth infant currently feed into 4 forms of entry at Shirley junior. If Wordsworth changed from 2FE to 3FE infant this would exacerbate the lack of junior school places in the area. Therefore the change from an infant to a primary would provide children in the local area with a better chance of getting a school place close to their home throughout their primary education.

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PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal

Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):

In respect of a Governing Body Proposal: School and governing body's details

1. The name, address and category of the school for which the governing body are publishing the proposals.

Wordsworth Infant School (foundation school), Stratton Road, Shirley, Southampton, SO15 5RA

In respect of an LEA Proposal: School and local education authority details

1. The name, address and category of the school .

N/A

Implementation and any proposed stages for implementation

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

The Governing Body of Wordsworth Infant School are proposing that the school expand from 2 forms of entry to 3 forms of entry from 1 September 2012 and continuing each year until all year groups have expanded. We are also proposing to change the age range of the school from 4-7 to 4-11, thus changing from an infant to a primary school, from 1 September 2015. In order to achieve the change of age range up to 90 pupils will be permitted to transfer from Year 2 (age 6) to Year 3 (age 7) from 1 September 2015 or be admitted as casual vacancies to Year 3 (age 7) from 1 September 2015 and in subsequent school years increasing the size of the school from 180 pupils to 630 pupils by 1 September 2018.

Objections and comments

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education authority; and

- (b) the address of the authority to which objections or comments should be sent.

These proposals were published on 11 January 2011. Any objections or comments should be sent within 6 weeks from the date of publication of these proposals to: School Organisation (Wordsworth Infant Consultation), Children's Services and Learning, 3rd Floor Southbrook Rise, Millbrook Road East, Southampton, SO15 1YG or by emailing primary.schools.review@southampton.gov.uk.

Alteration description

4. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

The school would admit 30 extra children to year R from 1 September 2012, continuing each year until all year groups have been expanded, thus changing the PAN of the school from 60 to 90. The age range of the school would change from 4-7 year olds to 4-11 year olds from 1 September 2015 by allowing 90 children to transfer from year 2 (age 6) to year 3 (age 7) from 1 September 2015 and in subsequent school years or be admitted to as casual vacancies to year 3 (age 7) from 1 September 2015 and in subsequent school years.

School capacity

- 5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also include —

- (a) details of the current capacity of the school and, where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current net capacity of the school is 180 and the proposed net capacity of the school will be 630 by 1 September 2018.

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

The current number of pupils admission number is 60 and the proposed admission number will be 90 from 1 September 2012.

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

90 pupils will be admitted to year R from 1 September 2012 and in subsequent years until all year groups have been filled. From 1 September 2015 90 pupils will be allowed to transfer from year 2 (age 6) to year 3 (age 7) from 1 September 2015 and in subsequent school years or be admitted to as casual vacancies to year 3 (age 7) from 1 September 2015 and in subsequent school years.

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

N/A

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

The number of pupils currently registered at the school is 173.

Implementation

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

These proposals will be implemented by Southampton City Council.

Additional Site

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

N/A

(2) Where proposals relate to a foundation (or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

N/A

Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

- (a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

N/A

(b) the arrangements for safeguarding the welfare of children at the school;

N/A

(c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision; and

N/A

(d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

N/A

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

(a) the number of pupils for whom boarding provision will be removed if the proposals are approved; and

N/A

(b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

N/A

Transfer to new site

9. Where the proposals are to transfer a school to a new site the following information—

(a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

N/A

(b) the distance between the proposed and current site;

N/A

(c) the reason for the choice of proposed site;

N/A

(d) the accessibility of the proposed site or sites;

N/A

(e) the proposed arrangements for transport of pupils to the school on its new site; and

N/A

(f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in the school area will be discouraged.

N/A

Objectives

10. The objectives of the proposals.

These proposals have been made following the review to secure sufficient key stage 1 and key stage 2 places in this area of the city. Pupil forecasts indicate that extra places are required in this area of the city by 2012. This area of the city also suffers from a lack of key stage 2 places. At present 3 forms of entry from Shirley infant and 2 forms of entry from Wordsworth infant currently feed into 4 forms of entry at Shirley junior. If Wordsworth changed from 2FE to 3FE this would exacerbate the shortage of junior school places. Therefore the change from an infant to a primary would provide children in the local area with a better chance of receiving a school place close to their home address throughout their primary education.

Consultation

11. Evidence of the consultation before the proposals were published including—

- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

(a) The following groups were consulted: parents, prospective parents, pupils, local ward councillors, Local MP's, other residents, headteachers of all Southampton schools, Governing Bodies of all Southampton schools, SCC Children's Services and Learning Staff, local media

(b) N/A

- (c) N/A
- (d) All applicable statutory requirements in relation to the proposals to consult were complied with.
- (e) See appendix 1. This information was displayed at the school and at the local library and housing office.

Project costs

12. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

Due to the costs involved, a feasibility study of the work required to convert Wordsworth from a 2FE infant into a 3FE primary will not be carried out until a decision has been made on whether or not to implement the proposals. Using the DfE cost multiplier of £11,000 for each school place added to an existing school, we estimate that the maximum cost of the project would be in the region of £5 million. However It is clear that that the final proposal will have to match the resources available to the council and the final cost is likely to be substantially lower than this. The cost of this project would be phased over a number of years and would be reviewed on a yearly basis. If cabinet approval is given to implement this proposal a detailed feasibility study will be undertaken from April 2011, after which the LA will be able to provide a more accurate cost.

Central Government announced on 14 December 2010 that Southampton City Council will receive approximately just over £8 million in school capital grant allocations for 2011-2012 to spend on capital projects. This money will be used to pay for any capital works on primary, secondary and special schools and at this stage it is unclear how much money will be available for this project.

The majority of the cost of expanding the school will be incurred by the Local Authority. It is not intended that costs of implementation should be met by the governing body of the school, although the governing body may be required to make a contribution to the costs of building works from their Devolved Formula Capital allocations. Discussions will take place, after a decision on whether or not to implement the proposals has been made, between the Local Authority and the school regarding if and how the school may contribute to the project

13. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

N/A

Age range

14. Where the proposals relate to a change in age range, the current age range for the school.

The current age range for the school is 4-7 year olds. If implemented the age range of the school would change to 4-11 year olds.

Early years provision

15. Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

N/A

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

N/A

- (c) evidence of parental demand for additional provision of early years provision;

N/A

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school; and

N/A

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

N/A

Changes to sixth form provision

16. (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and

(iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

N/A

(b) A statement as to how the new places will fit within the 16-19 organisation in an area;

N/A

(c) Evidence —

(i) of the local collaboration in drawing up the proposals; and

(ii) that the proposals are likely to lead to higher standards and better progression at the school;

N/A

(d) The proposed number of sixth form places to be provided.

N/A

17. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

N/A

Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

(a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

N/A

(b) any additional specialist features will be provided;

N/A

(c) the proposed numbers of pupils for which the provision is to be made;

N/A

(d) details of how the provision will be funded;

N/A

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

N/A

(f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

N/A

(g) the location of the provision if it is not to be established on the existing site of the school;

N/A

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children; and

N/A

(i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

N/A

19. Where the proposals are to discontinue provision for special educational needs—

(a) details of alternative provision for pupils for whom the provision is currently made;

N/A

(b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

N/A

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision; and

N/A

- (d) a statement as to how the proposer believes that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

N/A

20. Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (c) improved access to suitable accommodation; and
- (d) improved supply of suitable places.

N/A

Sex of pupils

21. Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single sex-education in the area;

N/A

- (b) evidence of local demand for single-sex education; and

N/A

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

N/A

22. Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area; and

N/A

- (b) evidence of local demand for single-sex education.

N/A

Extended services

23. If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

N/A

Need or demand for additional places

24. If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

Southampton is currently experiencing a dramatic increase in the number of children being born in the city and the Local Authority are currently in the process of adding approximately 2500 primary school places in the city over the next 7 years. Shirley, to the west of the city centre and the area in which Wordsworth Infant School is located, is therefore seeing an increase in the demand for school places. This area of the city also suffers from a lack of junior school places as 3 forms of entry from Shirley infant and 2 forms of entry from Wordsworth infant feed into 4 forms of entry at Shirley junior, which often leaves children in the area without a junior school place within a reasonable walking distance from their home. If implemented, these proposals would provide extra year R places in the city and would give children in the local area a better chance of getting a school place close to their home throughout their primary education.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

N/A

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

N/A

25. If the proposals involve removing places—

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice; and

N/A

- (b) a statement on the local capacity to accommodate displaced pupils.

N/A

Expansion of successful and popular schools

25A. (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

N/A

Wordsworth Infant School

CHANGES ARE HAPPENING TO YOUR LOCAL SCHOOL

Between 1 November and 13 December Wordsworth Infant School is consulting on expanding to 90 children per year group and becoming an all through primary school

More information is available at
www.southampton.gov.uk/primaryreview

A drop-in session will be held at the school on 17 November between 7pm and 8pm, at which you can find out further information about the proposals

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department for
children, schools and families

Extract of

Decision Makers' Guidance for:

Expanding a Maintained Mainstream School by Enlargement or Adding a Sixth Form

For further information:

School Organisation & Competitions Unit
DCSF
Mowden Hall
Darlington
DL3 9BG

Tel: 01325 735749

Email: school.organisation@education.gsi.gov.uk

Website: www.dcsf.gov.uk/schoolorg/guidance.cfm?id=5

EXPANDING A MAINTAINED MAINSTREAM SCHOOL BY ENLARGING OR ADDING A SIXTH FORM - A GUIDE FOR LOCAL AUTHORITIES AND GOVERNING BODIES

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STAGE 4

This guidance is extracted, for ease of reference by decision makers, from the full version of the “Expanding a Maintained Mainstream School by Enlarging or Adding a Sixth Form” guide - www.dcsf.gov.uk/schoolorg/guidance.cfm?id=5. The statutory guidance sections are indicated by shading, the word **must** in bold refers to a requirement in legislation, whilst the word **should** in bold is a recommendation.

Stage 4

Decision Makers’ Guidance on Expanding a Maintained Mainstream School by Enlarging or Adding a Sixth Form (Paragraphs 4.1-4.80)

Who Will Decide the Proposals? (Paragraphs 4.1-4.4)

4.1 Decisions on school organisation proposals are taken by the LA or by the schools adjudicator. In this chapter both are covered by the form of words “Decision Maker” which applies equally to both.

4.2 Section 21 of the EIA 2006 provides for regulations to set out who **must** decide proposals for any prescribed alterations (i.e. including expansions). The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (SI:2007 No. 1289) (as amended) make detailed provision for the consideration of prescribed alteration proposals (see in particular Schedules 3 and 5). Decisions on expansions will be taken by the LA with some rights of appeal to the schools adjudicator. Only if the prescribed alteration proposals are “related” to other proposals that fall to be decided by the schools adjudicator, will the LA not be the decision maker in the first instance.

4.3 If the LA fail to decide proposals within 2 months of the end of the representation period the LA **must** forward proposals, and any received representations (i.e. not withdrawn in writing), to the schools adjudicator for decision. They **must** forward the proposals within one week from the end of the 2 month period.

4.4 The Department does not prescribe the process by which an LA carries out their decision-making function (e.g. full Cabinet or delegation to Cabinet member or officials). This is a matter for the LA to determine but the requirement to have regard to statutory guidance (see paragraph 4.15 below) applies equally to the body or individual that takes the decision.

Who Can Appeal Against an LA Decision? (Paragraphs 4.5-4.6)

4.5 The following bodies may appeal against an LA decision on school expansion proposals:

- the local Church of England diocese;

STAGE 4

- the bishop of the local Roman Catholic diocese;
- the LSC where the school provides education for pupils aged 14 and over;
- the governing body of a community school that is proposed for expansion; and
- the governors and trustees of a foundation (including Trust) or voluntary school that is proposed for expansion.

4.6 Any appeals **must** be submitted to the LA within 4 weeks of the notification of the LA's decision. On receipt of an appeal the LA **must** then send the proposals, and the representations received (together with any comments made on these representations by the proposers), to the schools adjudicator within 1 week of the receipt of the appeal. The LA **should** also send a copy of the minutes of the LA's meeting or other record of the decision and any relevant papers. Where the proposals are "related" to other proposals, all the "related" proposals **must** also be sent to the schools adjudicator.

Checks on Receipt of Statutory Proposals (Paragraph 4.7)

4.7 There are 4 key issues which the Decision Maker **should** consider before judging the respective factors and merits of the statutory proposals:

- Is any information missing? If so, the Decision Maker **should** write immediately to the proposer specifying a date by which the information **should** be provided;
- Does the published notice comply with statutory requirements? (see paragraph 4.8 below);
- Has the statutory consultation been carried out prior to the publication of the notice? (see paragraph 4.9 below);
- Are the proposals "related" to other published proposals? (see paragraphs 4.10 to 4.14 below).

Does the Published Notice Comply with Statutory Requirements? (Paragraph 4.8)

4.8 The Decision Maker **should** consider whether the notice is valid as soon as a copy is received. Where a published notice does not comply with statutory requirements - as set out in The School Organisation (Prescribed Alterations)(England) Regulations 2007 (SI:2007 - 1289) (as amended) - it may be judged invalid and the Decision Maker **should** consider whether they can decide the proposals.

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Has the Statutory Consultation Been Carried Out Prior to the Publication of the Notice? (Paragraph 4.9)

4.9 Details of the consultation **must** be included in the proposals. The Decision Maker **should** be satisfied that the consultation meets statutory requirements (see Stage 1 paragraphs [1.2](#)–1.5). If some parties submit objections on the basis that consultation was not adequate, the Decision Maker may wish to take legal advice on the points raised. If the requirements have not been met, the Decision Maker may judge the proposals to be invalid and needs to consider whether they can decide the proposals. Alternatively the Decision Maker may take into account the sufficiency and quality of the consultation as part of their overall judgement of the proposals as a whole.

Are the Proposals Related to Other Published Proposals? (Paragraphs 4.10-4.14)

4.10 Paragraph 35 of Schedule 3, and Paragraph 35 of Schedule 5, to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended) provides that any proposals that are “related” to particular proposals (e.g. for a new school; school closure; prescribed alterations to existing schools i.e. change of age range, acquisition of a Trust, addition of boarding, etc; or proposals by the LSC to deal with inadequate 16-19 provision) **must** be considered together. This does not include proposals that fall outside of School Organisation Prescribed Alteration or Establishment and Discontinuance regulations e.g. removal of a Trust, opening of an Academy, federation proposals. Paragraphs 4.11-4.14 provide statutory guidance on whether proposals **should** be regarded as “related”.

4.11 Generally, proposals **should** be regarded as “related” if they are included on the same notice (unless the notice makes it clear that the proposals are not “related”). Proposals **should** be regarded as “related” if the notice makes a reference to a link to other proposals (published under School Organisation and Trust regulations). If the statutory notices do not confirm a link, but it is clear that a decision on one of the proposals would be likely to directly affect the outcome or consideration of the other, the proposals **should** be regarded as “related”.

4.12 Where proposals are “related”, the decisions **should** be compatible e.g. if one set of proposals is for the removal of provision, and another is for the establishment or enlargement of provision for displaced pupils, both **should** be approved or rejected.

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4.13 Where proposals for an expansion of a school are “related” to proposals published by the local LSC¹ which are to be decided by the Secretary of State, the Decision Maker **must** defer taking a decision until the Secretary of State has taken a decision on the LSC proposals. This applies where the proposals before the Decision Maker concern:

- the school that is the subject of the LSC proposals;
- any other secondary school, maintained by the same LA that maintains a school that is the subject of the LSC proposals; or
- any other secondary school in the same LA area as any FE college which is the subject of the LSC proposals.

4.14 The proposals will be regarded as “related” if their implementation would prevent or undermine effective implementation of the LSC proposals.

Statutory Guidance – Factors to be Considered by Decision Makers (Paragraphs 4.15-4.16)

4.15 Regulation 8 of The Regulations provides that both the LA and schools adjudicator **must** have regard to guidance issued by the Secretary of State when they take a decision on proposals. Paragraphs 4.17 to 4.73 below contain the statutory guidance.

4.16 The following factors **should not** be taken to be exhaustive. Their importance will vary, depending on the type and circumstances of the proposals. All proposals **should** be considered on their individual merits.

EFFECT ON STANDARDS AND SCHOOL IMPROVEMENT

A System Shaped by Parents (Paragraphs 4.17-4.18)

4.17 The Government's aim, as set out in the Five Year Strategy for Education and Learners and the Schools White Paper Higher Standards, Better Schools For All, is to create a schools system shaped by parents which delivers excellence and equity. In particular, the Government wishes to see a dynamic system in which:

- weak schools that need to be closed are closed quickly and replaced by new ones where necessary; and

¹ References throughout this document to the LSC only apply up to April 2010. The Apprenticeships, Skills, Children and Learning Act (ASCL) Act 2009 will transfer the responsibilities of the LSC in respect of 16-19 education and training to LAs, supported by the Young People's Learning Agency. This guidance will be revised by April 2010 to take account of these changes.

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- the best schools are able to expand and spread their ethos and success.

4.18 The EIA 2006 amends the Education Act 1996 to place duties on LAs to secure diversity in the provision of schools and to increase opportunities for parental choice when planning the provision of schools in their areas. In addition, LAs are under a specific duty to respond to representations from parents about the provision of schools, including requests to establish new schools or make changes to existing schools. The Government's aim is to secure a more diverse and dynamic schools system which is shaped by parents. The Decision Maker **should** take into account the extent to which the proposals are consistent with the new duties on LAs.

Standards (Paragraphs 4.19-4.20)

4.19 The Government wishes to encourage changes to local school provision which will boost standards and opportunities for young people, whilst matching school place supply as closely as possible to pupils' and parents' needs and wishes.

4.20 Decision Makers **should** be satisfied that proposals for a school expansion will contribute to raising local standards of provision, and will lead to improved attainment for children and young people. They **should** pay particular attention to the effects on groups that tend to under-perform including children from certain ethnic groups, children from deprived backgrounds and children in care, with the aim of narrowing attainment gaps.

Diversity (Paragraphs 4.21-4.23)

4.21 Decision Makers **should** be satisfied that when proposals lead to children (who attend provision recognised by the LA as being reserved for pupils with special educational needs) being displaced, any alternative provision will meet the statutory SEN improvement test (see paragraphs 4.69-4.72).

4.22 The Government's aim is to transform our school system so that every child receives an excellent education – whatever their background and wherever they live. A vital part of the Government's vision is to create a more diverse school system offering excellence and choice, where each school has a strong ethos and sense of mission and acts as a centre of excellence or specialist provision.

4.23 Decision Makers **should** consider how proposals will contribute to local diversity. They **should** consider the range of schools in the relevant area of the LA and whether the expansion of the school will meet the aspirations of parents, help raise local standards and narrow attainment gaps.

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Every Child Matters (Paragraph 4.24)

4.24 The Decision Maker **should** consider how proposals will help every child and young person achieve their potential in accordance with “Every Child Matters” principles which are: to be healthy; stay safe; enjoy and achieve; make a positive contribution to the community and society; and achieve economic well-being. This **should** include considering how the school will provide a wide range of extended services, opportunities for personal development, access to academic and applied learning training, measures to address barriers to participation and support for children and young people with particular needs, e.g. looked after children or children with special educational needs (SEN) and disabilities.

SCHOOL CHARACTERISTICS

Boarding Provision (Paragraphs 4.25-4.26)

4.25 In making a decision on proposals that include the expansion of boarding provision, the Decision Maker **should** consider whether or not there would be a detrimental effect on the sustainability of boarding at another state maintained boarding school within one hour’s travelling distance of the proposed school.

4.26 In making a decision on proposals for expansion of boarding places the Decision Maker **should** consider:-

- a. the extent to which boarding places are over subscribed at the school and any state maintained boarding school within an hour's travelling distance of the school at which the expansion is proposed;
- b. the extent to which the accommodation at the school can provide additional boarding places;
- c. any recommendations made in the previous CSCI/Ofsted reports which would suggest that existing boarding provision in the school failed significantly to meet the National Minimum Standards for Boarding Schools;
- d. the extent to which the school has made appropriate provision to admit other categories of pupils other than those for which it currently caters (e.g. taking pupils of the opposite sex or sixth formers) if they form part of the expansion;
- e. any impact of the expansion on the continuity of education of boarders currently in the school;
- f. the extent to which the expansion of boarding places will help placements of pupils with an identified boarding need; and

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g. the impact of the expansion on a state maintained boarding school within one hour's travelling distance from the school which may be undersubscribed.

Equal Opportunity Issues (Paragraphs 4.27)

4.27 The Decision Maker **should** consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example, that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there needs to be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

NEED FOR PLACES

Creating Additional Places (Paragraphs 4.28-4.30)

4.28 The Decision Maker **should** consider whether there is a need for the expansion and **should** consider the evidence presented for the expansion such as planned housing development or demand for provision. The Decision Maker **should** take into account not only the existence of spare capacity in neighbouring schools, but also the quality and popularity with parents of the schools in which spare capacity exists and evidence of parents' aspirations for places in the school proposed for expansion. The existence of surplus capacity in neighbouring less popular or successful schools **should not** in itself prevent the addition of new places.

4.29 Where the school has a religious character, or follows a particular philosophy, the Decision Maker **should** be satisfied that there is satisfactory evidence of sufficient demand for places for the expanded school to be sustainable.

4.30 Where proposals will add to surplus capacity but there is a strong case for approval on parental preference and standards grounds, the presumption **should** be for approval. The LA in these cases will need to consider parallel action to remove the surplus capacity thereby created.

Expansion of Successful and Popular Schools (Paragraph 4.31-4.34)

4.31 The Government is committed to ensuring that every parent can choose an excellent school for their child. We have made clear that the wishes of parents **should** be taken into account in planning and managing school estates. Places **should** be allocated where parents want them, and as such, it **should** be easier for successful and popular primary and secondary schools to grow to meet parental demand. For the purposes of this guidance, the Secretary of State is not proposing any single definition of a successful and popular school. It is for the

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Decision Maker to decide whether a school is successful and popular, however, the following indicators **should** all be taken into account:

- a. the school's performance;
 - i. in terms of absolute results in key stage assessments and public examinations;
 - ii. by comparison with other schools in similar circumstances (both in the same LA and other LAs);
 - iii. in terms of value added;
 - iv. in terms of improvement over time in key stage results and public examinations.
- b. the numbers of applications for places;
 - i. the Decision Maker should also take account of any other relevant evidence put forward by schools.

4.32 The strong presumption is that proposals to expand successful and popular schools **should** be approved. In line with the Government's long standing policy that there **should** be no increase in selection by academic ability, this presumption does not apply to grammar schools or to proposals for the expansion of selective places at partially selective schools.

4.33 The existence of surplus capacity in neighbouring less popular schools **should not** in itself be sufficient to prevent this expansion, but if appropriate, in the light of local concerns, the Decision Maker **should** ask the LA how they plan to tackle any consequences for other schools. The Decision Maker **should** only turn down proposals for successful and popular schools to expand if there is compelling objective evidence that expansion would have a damaging effect on standards overall in an area, which cannot be avoided by LA action.

4.34 Before approving proposals the Decision Maker **should** confirm that the admission arrangements of schools proposed for expansion fully meet the provisions of the School Admissions Code. Although the Decision Maker may not modify proposed admission arrangements, the proposer **should** be informed that proposals with unsatisfactory admission arrangements are unlikely to be approved, and given the opportunity to revise them in line with the Code of Practice. Where the LA, rather than the governing body, is the admissions authority, we will expect the authority to take action to bring the admission arrangements in to line with the School Admissions Code.

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Travel and Accessibility for All (Paragraphs 4.35-4.36)

4.35 In considering proposals for the reorganisation of schools, Decision Makers **should** satisfy themselves that accessibility planning has been properly taken into account. Facilities are to be accessible by those concerned, by being located close to those who will use them, and the proposed changes **should not** adversely impact on disadvantaged groups.

4.36 In deciding statutory proposals, the Decision Maker **should** bear in mind that proposals **should not** have the effect of unreasonably extending journey times or increasing transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable routes e.g. for walking, cycling etc. The EIA 2006 provides extended free transport rights for low income groups – see Home to School Travel and Transport Guidance ref 00373 – 2007BKT-EN at www.teachernet.gov.uk/publications. Proposals **should** also be considered on the basis of how they will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

16-19 Provision (Paragraphs 4.37-4.39)

4.37 The pattern of 16-19 provision differs across the country. Many different configurations of school and college provision deliver effective 14-19 education and training. An effective 14-19 organisation has a number of key features:

- standards and quality: the provision available **should** be of a high standard – as demonstrated by high levels of achievement and good completion rates;
- progression: there **should** be good progression routes for all learners in the area, so that every young person has a choice of the full range of options within the 14-19 entitlement, with institutions collaborating as necessary to make this offer. All routes **should** make provision for the pastoral, management and learning needs of the 14-19 age group;
- participation: there are high levels of participation in the local area; and,
- learner satisfaction: young people consider that there is provision for their varied needs, aspirations and aptitudes in a range of settings across the area.

4.38 Where standards and participation rates are variable, or where there is little choice, meaning that opportunity at 16 relies on where a young person went to school, the case for reorganisation, or allowing high quality providers to expand, is strong.

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4.39 Where standards and participation rates are consistently high, collaboration is strong and learners express satisfaction that they have sufficient choice, the case for a different pattern of provision is less strong. The Decision Maker therefore will need to take account of the pattern of 16-19 provision in the area and the implications of approving new provision.

Addition of post-16 provision by “high performing” schools (Paragraphs 4.40-4.51)

4.40 The Government remains committed to the principle that high performing 11-16 schools **should** be allowed to add post-16 provision where there is parental and student demand, in order to extend quality and choice. But the context in which this principle will operate is changing. From April 2010, the Apprenticeships, Skills, Children and Learning Act 2009 will transfer the responsibility for 16-19 planning and funding from the LSC to LAs. LAs will be responsible for maintaining an effective and coherent system of 14-19 organisation which delivers the new entitlement – to a new curriculum and new qualifications, including all 17 Diploma lines from 2013 and an Apprenticeship place for those who meet the entry criteria - to all young people in their area. Collaboration will be a key feature of 14-19 provision.

4.41 So, while there is still a strong presumption of approval for proposals from high performing schools, that decision **should** now be informed by additional factors: the need for local collaboration; the viability of existing post-16 providers in the local area; and the improvement of standards at the school that is proposing to add post-16 provision. Only in exceptional circumstances* would these factors lead Decision Makers not to approve a proposal. If the Decision Maker were minded not to approve a proposal, he **should** first consider whether modification of the proposal would enable the proposer to comply with these conditions (see paragraph 4.49).

** Exceptional circumstances in which the Decision Maker might reject the proposal to add a sixth form to a presumption school would include if there is specific evidence that a new sixth form was of a scale that it would directly affect the viability of another neighbouring, high quality institution that itself was not large in comparison to other institutions of that type. Exceptional circumstances might also include a situation where there are a number of presumption schools in the same area at the same time and/or where there is clear evidence that the scale of the aggregate number of additional 16-18 places far exceeds local need and affordability and is therefore clearly poor value for money.*

4.42 There **should** be a strong presumption in favour of the approval of proposals for a new post-16 provision where:

- a. the school is a high performing specialist school that has opted for an applied learning specialism; or
- b. the school, whether specialist or not, meets the DCSF criteria for ‘high

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performing' and does not require capital support.

4.43 The school **should** ensure that, in forwarding its proposals to the Decision Maker, it provides evidence that it meets one of the criteria at paragraph 4.42 above.

4.44 Where a new sixth form is proposed by a specialist school that has met the 'high performing' criteria and which has opted for an applied learning specialism, capital funding may be available from the 16-19 Capital Fund.

4.45 This presumption will apply to proposals submitted to the Decision Maker within:

- a. two years from the date a school commences operation with applied learning specialist school status; or
- b. two years from the date a school is informed of its Ofsted Section 5 inspection results which would satisfy DCSF criteria for 'high performing' status as set out at <http://www.standards.dcsf.gov.uk/specialistschools/guidance2007/?version=1>

NOTE: 'submitted to the Decision Maker' above refers to when proposals and representations are with the Decision Maker, following the end of the representation period.

4.46 The increase in the period in which a school is eligible to expand its post-16 provision recognises the time required to embed the new presumption places within a local 14-19 delivery plan and for effective collaboration to take place.

4.47 New post-16 provision in schools **should**, as appropriate, operate in partnership with other local providers to ensure that young people have access to a wide range of learning opportunities. In assessing proposals from 'high performing' schools to add post-16 provision, Decision Makers **should** look for:

- a. evidence of local collaboration in drawing up the presumption proposal; and
- b. a statement of how the new places will fit within the 14-19 organisation in an area; and
- c. evidence that the exercise of the presumption is intended to lead to higher standards and better progression routes at the 'presumption' school.

4.48 If a school has acted in a collaborative way and has actively attempted to engage other partners in the local area, but it is clear that other institutions have declined to participate, that fact **should not** be a reason for declining to approve a proposal. The onus is on other providers to work with a school which qualifies for the presumption of approval for new post-16 provision.

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4.49 The Decision Maker **should** only turn down proposals to add post-16 provision from schools eligible for the sixth form presumption if there is compelling and objective evidence that the expansion would undermine the viability of an existing high quality post-16 provider or providers. The fact that an existing school or college with large numbers of post-16 students might recruit a smaller number of students aged 16-19 is not, of itself, sufficient to meet this condition, where the “presumption” school can show that there is reasonable demand from students to attend the school after age 16.

4.50 The existence of surplus capacity in neighbouring schools or colleges that are not high performing **should not** be a reason to reject a post-16 presumption proposal. It is the responsibility of the LA to consider decommissioning poor quality provision as well as commissioning high quality provision. The LA should therefore plan to tackle any consequences of expansion proposals for other schools.

4.51 Before approving proposals the Decision Maker **should** confirm that the admission arrangements of schools proposed for expansion fully meet the provisions of the mandatory Schools Admissions Code. Although the Decision Maker may not modify proposed admission arrangements, the proposer **should** be informed that proposals with unsatisfactory admission arrangements are unlikely to be approved, and given the opportunity to revise them in line with the Code. Where the LA, rather than the governing body, is the admissions authority, we will expect the authority to take action to bring the admission arrangements into line with the School Admissions Code.

Conflicting Sixth Form Reorganisation Proposals (Paragraph 4.52)

4.52 Where the implementation of reorganisation proposals by the LSC² conflict with other published proposals put to the Decision Maker for decision, the Decision Maker is prevented (by the School Organisation Proposals by the LSC for England Regulations 2003) from making a decision on the “related” proposals until the Secretary of State has decided the LSC proposals (see paragraphs 4.13 to 4.14 above).

16-19 Provision ‘Competitions’ (Paragraphs 4.53-4.56)

4.53 Non-statutory competitions for new 16-19 provision were introduced from January 2006. They are administered by the regional arm of the LSC, in line with the LSC’s current role as commissioner of 16-19 provision. The Government intends to transfer the responsibility for 16-19 provision from the LSC to LAs from

² References throughout this document to the LSC only apply up to April 2010. The ASCL Act 2009 will transfer the responsibilities of the LSC in respect of 16-19 education and training to LAs, supported by the Young People’s Learning Agency. This guidance will be revised by April 2010 to take account of these changes.

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2010.³

4.54 The current arrangements for the establishment of new institutions by competition involves a two-stage approval process:

- a. the competition selection process;
- b. approval of the outcome by existing processes (e.g. Decision Maker approval of school/LA proposals and Secretary of State approval of college/LSC proposals, as required by law).

4.55 Competitors will be eligible to apply to the 16-19 Capital Fund. Where a competition is 'won' by a school, they **must** then publish statutory proposals and these **must** be considered by the Decision Maker on their merits.

4.56 Where proposals to establish sixth forms are received, and the local LSC is running a 16-19 competition, the Decision Maker **must** take account of the competition when considering the proposals.

FUNDING AND LAND

Capital (Paragraphs 4.57-4.59)

4.57 The Decision Maker **should** be satisfied that any land, premises or capital required to implement the proposals will be available. Normally, this will be some form of written confirmation from the source of funding on which the promoters rely (e.g. the LA, DCSF, or LSC). In the case of an LA, this **should** be from an authorised person within the LA, and provide detailed information on the funding, provision of land and premises etc.

4.58 Where proposers are relying on DCSF as a source of capital funding, there can be no assumption that the approval of proposals will trigger the release of capital funds from the Department, unless the Department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances the proposals **should** be rejected, or consideration of them deferred until it is clear that the capital necessary to implement the proposals will be provided.

4.59 Proposals **should not** be approved conditionally upon funding being made available, subject to the following specific exceptions: For proposals being funded under the Private Finance Initiative (PFI) or through the BSF programme, the Decision Maker **should** be satisfied that funding has been agreed 'in principle', but the proposals **should** be approved conditionally on the entering into of the necessary agreements and the release of funding. A conditional approval will

³ The ASCL Act will remove the LSC and also the power of LAs to establish sixth form schools, whether by a competition or otherwise. Section 126 of the Act amends section 16 of the Education Act 1996 and sections 7, 10 and 11 of EIA 2006.

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protect proposers so that they are not under a statutory duty to implement the proposals until the relevant contracts have been signed and/or funding is finally released.

Capital Receipts (Paragraphs 4.60-4.62)

4.60 Where the implementation of proposals may depend on capital receipts from the disposal of land used for the purposes of a school (i.e. including one proposed for closure in “related” proposals) the Decision Maker **should** confirm whether consent to the disposal of land is required, or an agreement is needed, for disposal of the land. Current requirements are:

a. Community Schools – the Secretary of State’s consent is required under paragraph 2 of Schedule 35A to the Education Act 1996 and, in the case of playing field land, under section 77 of the Schools Standards and Framework Act 1998 (SSFA 1998). (Details are given in DCSF Guidance 1017-2004 “The Protection of School Playing Fields and Land for Academies” published in November 2004) -

<http://publications.teachernet.gov.uk/default.aspx?PageFunction=productdetails&PageMode=spectrum&ProductId=DfE-1017-2004&>).

b. Foundation (including Trust) and Voluntary Schools:

i. playing field land – the governing body, foundation body or trustees will require the Secretary of State’s consent, under section 77 of the SSFA 1998, to dispose, or change the use of any playing field land that has been acquired and/or enhanced at public expense.

ii. non-playing field land or school buildings – the governing body, foundation body or trustees no longer require the Secretary of State’s consent to dispose of surplus non-playing field land or school buildings which have been acquired or enhanced in value by public funding. They will be required to notify the LA and seek local agreement of their proposals. Where there is no local agreement, the matter **should** be referred to the Schools Adjudicator to determine. (Details of the new arrangements can be found in the Department’s guidance “The Transfer and Disposal of School Land in England: A General Guide for Schools, Local Authorities and the Adjudicator” -

<http://publications.teachernet.gov.uk/default.aspx?PageFunction=productdetails&PageMode=spectrum&ProductId=DfE-1017-2004&>).

4.61 Where expansion proposals are dependent upon capital receipts of a discontinuing foundation or voluntary school the governing body is required to apply to the Secretary of State to exercise his various powers in respect of land held by them for the purposes of the school. Normally he would direct that the land be returned to the LA but he could direct that the land be transferred to the

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governing body of another maintained school (or the temporary governing body of a new school). Where the governing body fails to make such an application to the Secretary of State, and the school subsequently closes, all land held by them for the purposes of the discontinued school will, on dissolution of the governing body, transfer to the LA unless the Secretary of State has directed otherwise before the date of dissolution.

4.62 Where consent to the disposal of land is required, but has not been obtained, the Decision Maker **should** consider issuing a conditional approval for the statutory proposals so that the proposals gain full approval automatically when consent to the disposal is obtained (see paragraph 4.75).

New Site or Playing Fields (Paragraph 4.63)

4.63 Proposals dependent on the acquisition of an additional site or playing field may not receive full approval but **should** be approved conditionally upon the acquisition of a site or playing field.

Land Tenure Arrangements (Paragraph 4.64)

4.64 For the expansion of voluntary or foundation schools it is desirable that a trust, or the governing body if there is no foundation, holds the freehold interest in any additional site that is required for the expansion. Where the trustees of the voluntary or foundation school hold, or will hold, a leasehold interest in the additional site, the Decision Maker will need to be assured that the arrangements provide sufficient security for the school. In particular the leasehold interest **should** be for a substantial period – normally at least 50 years – and avoid clauses which would allow the leaseholder to evict the school before the termination of the lease. The Decision Maker **should** also be satisfied that a lease does not contain provisions which would obstruct the governing body or the headteacher in the exercise of their functions under the Education Acts, or place indirect pressures upon the funding bodies.

School Playing Fields (Paragraph 4.65)

4.65 The Education (School Premises) Regulations 1999 set out the standards for school premises, including minimum areas of team game playing fields to which schools **should** have access. The Decision Maker will need to be satisfied that either:

- a. the premises will meet minimum requirements of The Education (School Premises) Regulations 1999; or
- b. if the premises do not meet those requirements, the proposers have secured the Secretary of State's agreement in principle to grant a relaxation.

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Where the Secretary of State has given 'in principle' agreement as at paragraph 4.60(b) above, the Decision Maker **should** consider issuing conditional approval so that when the Secretary of State gives his agreement, the proposals will automatically gain full approval.

SPECIAL EDUCATIONAL NEEDS (SEN) PROVISION

Initial Considerations (Paragraphs 4.66-4.67)

4.66 SEN provision, in the context of School Organisation legislation and this guidance, is provision recognised by the LA as specifically reserved for pupils with special educational needs. When reviewing SEN provision, planning or commissioning alternative types of SEN provision or considering proposals for change LAs **should** aim for a flexible range of provision and support that can respond to the special educational needs of individual pupils and parental preferences, rather than necessarily establishing broad categories of provision according to special educational need or disability. There are a number of initial considerations for LAs to take account of in relation to proposals for change. They **should** ensure that local proposals:

- a. take account of parental preferences for particular styles of provision or education settings;
- b. offer a range of provision to respond to the needs of individual children and young people, taking account of collaborative arrangements (including between special and mainstream), extended school and Children's Centre provision; regional centres (of expertise) and regional and sub-regional provision; out of LA day and residential special provision;
- c. are consistent with the LA's Children and Young People's Plan;
- d. take full account of educational considerations, in particular the need to ensure a broad and balanced curriculum, including the National Curriculum, within a learning environment in which children can be healthy and stay safe;
- e. support the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people;
- f. provide access to appropriately trained staff and access to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community;
- g. ensure appropriate provision for 14-19 year-olds, taking account of the role of local LSC funded institutions and their admissions policies; and

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h. ensure that appropriate full-time education will be available to all displaced pupils. Their statements of special educational needs will require amendment and all parental rights must be ensured. Other interested partners, such as the Health Authority should be involved.

4.67 Taking account of the considerations, as set out above, will provide assurance to local communities, children and parents that any reorganisation of SEN provision in their area is designed to improve on existing arrangements and enable all children to achieve the five Every Child Matters outcomes.

The Special Educational Needs Improvement Test (Paragraph 4.68)

4.68 When considering any reorganisation of provision that would be recognised by the LA as reserved for pupils with special educational needs, including that which might lead to some children being displaced through closures or alterations, LAs, and all other proposers for new schools or new provision, will need to demonstrate to parents, the local community and Decision Makers how the proposed alternative arrangements are likely to lead to improvements in the standard, quality and/or range of educational provision for children with special educational needs. All consultation documents and reorganisation plans that LAs publish and all relevant documentation LAs and other proposers submit to Decision Makers **should** show how the key factors set out in paragraphs 4.69 to 4.72 below have been taken into account by applying the SEN improvement test. Proposals which do not credibly meet these requirements **should not** be approved and Decision Makers **should** take proper account of parental or independent representations which question the LA's own assessment in this regard.

Key Factors (Paragraphs 4.69-4.72)

4.69 When LAs are planning changes to their existing SEN provision, and in order to meet the requirement to demonstrate likely improvements in provision, they **should**:

- a. identify the details of the specific educational benefits that will flow from the proposals in terms of:
 - i. improved access to education and associated services including the curriculum, wider school activities, facilities and equipment, with reference to the LA's Accessibility Strategy;
 - ii. improved access to specialist staff, both education and other professionals, including any external support and/or outreach services;
 - iii. improved access to suitable accommodation; and

STAGE 4

- iv. improved supply of suitable places.
- b. LAs **should** also:
- i. obtain a written statement that offers the opportunity for all providers of existing and proposed provision to set out their views on the changing pattern of provision seeking agreement where possible;
 - ii. clearly state arrangements for alternative provision. A 'hope' or 'intention' to find places elsewhere is not acceptable. Wherever possible, the host or alternative schools should confirm in writing that they are willing to receive pupils, and have or will have all the facilities necessary to provide an appropriate curriculum;
 - iii. specify the transport arrangements that will support appropriate access to the premises by reference to the LA's transport policy for SEN and disabled children; and
 - iv. specify how the proposals will be funded and the planned staffing arrangements that will be put in place.

4.70 It is to be noted that any pupils displaced as a result of the closure of a BESD school (difficulties with behavioural, emotional and social development) **should not** be placed long-term or permanently in a Pupil Referral Unit (PRU) if a special school place is what they need. PRUs are intended primarily for pupils who have been excluded, although LAs can and do use PRU provision for pupils out of school for other reasons such as illness and teenage pregnancies. There may of course be pupils who have statements identifying that they have BESD who have been placed appropriately in a PRU because they have been excluded; in such cases the statement **must** be amended to name the PRU, but PRUs **should not** be seen as an alternative long-term provision to special schools.

4.71 The requirement to demonstrate improvements and identify the specific educational benefits that flow from proposals for new or altered provision as set out in the key factors are for all those who bring forward proposals for new special schools or for special provision in mainstream schools including governors of foundation schools and foundation special schools. The proposer needs to consider all the factors listed above.

4.72 Decision Makers will need to be satisfied that the evidence with which they are provided shows that LAs and/or other proposers have taken account of the initial considerations and all the key factors in their planning and commissioning in order to meet the requirement to demonstrate that the reorganisation or new provision is likely to result in improvements to SEN provision.

STAGE 4

OTHER ISSUES

Views of Interested Parties (Paragraphs 4.73)

4.73 The Decision Maker **should** consider the views of all those affected by the proposals or who have an interest in them including: pupils; families of pupils; staff; other schools and colleges; local residents; diocesan bodies and other providers; LAs; the LSC (where proposals affect 14-19 provision) and the Early Years Development and Childcare Partnership if one exists, or any local partnership or group that exists in place of an EYDCP (where proposals affect early years and/or childcare provision). This includes statutory objections and comments submitted during the representation period. The Decision Maker **should not** simply take account of the numbers of people expressing a particular view when considering representations made on proposals. Instead the Decision Maker **should** give the greatest weight to representations from those stakeholders likely to be most directly affected by the proposals.

Types of Decision (Paragraph 4.74)

4.74 In considering proposals for the expansion of a school, the Decision Maker can decide to:

- reject the proposals;
- approve the proposals;
- approve the proposals with a modification (e.g. the implementation date); or
- approve the proposals subject to them meeting a specific condition (see paragraph 4.75 below).

Conditional Approval (Paragraphs 4.75-4.76)

4.75 The regulations provide for a conditional approval to be given where the Decision Maker is otherwise satisfied that the proposals can be approved, and approval can automatically follow an outstanding event. Conditional approval can only be granted in the limited circumstances specified in the regulations i.e. as follows:

- a. the grant of planning permission under Part 3 of the Town and Country Planning Act 1990;
- b. the acquisition of any site required for the implementation of the proposals;
- c. the acquisition of playing fields required for the implementation of the proposals;

STAGE 4

- d. the securing of any necessary access to a site referred to in sub-paragraph (b) or playing fields referred to in sub-paragraph (c);
- e. the private finance credit approval given by the DCSF following the entering into a private finance contract by an LA;
- f. the entering into an agreement for any necessary building project supported by the DCSF in connection with BSF programme;
- g. the agreement to any change to admission arrangements specified in the approval, relating to the school or any other school or schools (this allows the approval of proposals to enlarge the premises of a school to be conditional on the decision of adjudicators to approve any related change in admission numbers);
- h. the making of any scheme relating to any charity connected with the school;
- i. the formation of any federation (within the meaning of section 24(2) of the 2002 Act) of which it is intended that the proposed school should form part, or the fulfilling of any other condition relating to the school forming part of a federation;
- j. the Secretary of State giving approval under regulation 5(4) of the Education (Foundation Body) (England) Regulations 2000 to a proposal that a foundation body must be established and that the school must form part of a group for which a foundation must act;
- k. the Secretary of State making a declaration under regulation 22(3) of the Education (Foundation Body) (England) Regulations 2000 that the school should form part of a group for which a foundation body acts;
- ka. where the proposals are to alter the upper age limit of the school, the decision of the Secretary of State to establish a new FE college under s16 of the Further and Higher Education Act 1992;
- l. where the proposals in question depend upon any of the events specified in paragraphs (a) to (ka) occurring by a specified date in relation to proposals relating to any other school or proposed school, the occurrence of such an event; and
- m. where proposals are related to proposals for the establishment of new schools or discontinuance of schools, and those proposals depend on the occurrence of events specified in regulation 20 of the School Organisation (Establishment and Discontinuance of Schools) (England) Regulations 2007(4) the occurrence of such an event.

(4) S.I. 2007/1288.

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4.76 The Decision Maker **must** set a date by which the condition **must** be met, but will be able to modify the date if the proposers confirm (preferably before the date expires), that the condition will be met later than originally thought. The condition-to-be-met-by date **must** be before the proposed implementation date of the proposal (which can also be modified if necessary). Therefore care **should** be taken when setting condition-to-be-met-by dates, particularly if proposals are “related” e.g. if a school is proposed to add a sixth form on 1st September one year, and enlarge on 1st September the following year, and the enlargement requires planning permission, the condition set **must** be met before the addition of a sixth form can be implemented (the earlier proposal). This is because as “related” proposals, they **should** both have the same decision, which in this case, would have been approval conditional upon planning permission being met. The proposer **should** inform the Decision Maker and the Department (SOCU, DCSF, Mowden Hall, Staindrop Road, Darlington DL3 9BG or by email to school.organisation@education.gsi.gov.uk) of the date when a condition is modified or met in order for the Department’s records, and those of Edubase to be kept up to date. If a condition is not met by the date specified, the proposals **must** be referred back to the Decision Maker for fresh consideration.

Decisions (Paragraphs 4.77-4.79)

4.77 All decisions **must** give reasons for the decision, irrespective of whether the proposals were rejected or approved, indicating the main factors/criteria for the decision.

4.78 A copy of all decisions **must** be forwarded to:

- the LA or governing body who published the proposals;
- the trustees of the school (if any);
- the Secretary of State (via the School Organisation & Competitions Unit, DCSF, Mowden Hall, Darlington DL3 9BG or by email to school.organisation@education.gsi.gov.uk);
- where the school includes provision for 14-16 education or sixth form education, the LSC;
- the local CofE diocese;
- the bishop of the RC diocese;
- each objector except where a petition has been received. Where a petition is received a decision letter **must** be sent to the person who submitted the petition, or where this is unknown, the signatory whose name appears first on the petition; and

STAGE 4

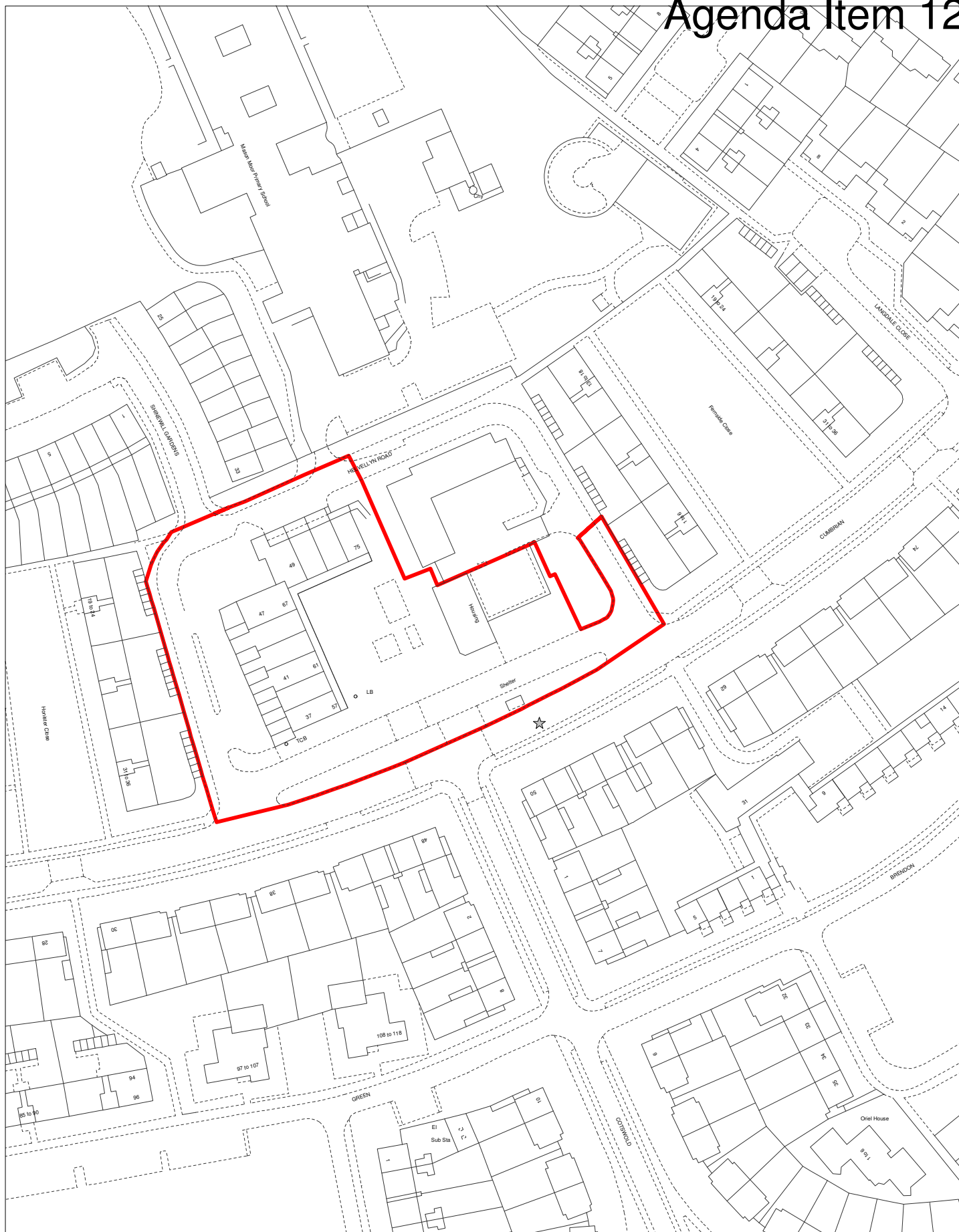
- where the school is a special school, the relevant primary care trust, an NHS trust or NHS foundation trust.

4.79 In addition, where proposals are decided by the LA, a copy of the decision **must** be sent to the Office of the Schools Adjudicator, Mowden Hall, Darlington DL3 9BG. Where proposals are decided by the schools adjudicator, a copy of the decision **must** be sent to the LA that it is proposed should maintain the school.

Can proposals be withdrawn? (Paragraph 4.80)

4.80 Proposals can be withdrawn at any point before a decision is taken. Written notice **must** be given to the LA, or governing body, if the proposals were published by the LA. Written notice **must** also be sent to the schools adjudicator (if proposals have been sent to him) and the Secretary of State – i.e. via the School Organisation & Competitions Unit, DCSF, Mowden Hall, Darlington DL3 9BG or by email to school.organisation@education.gsi.gov.uk. Written notice **must** also be placed at the main entrance to the school, or all the entrances if there are more than one.

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PROPERTY SERVICES
 SOUTHAMPTON CITY COUNCIL
 ONE GUILDHALL SQUARE
 SOUTHAMPTON, SO14 7FP.

SCALE
 1 : 1250

DATE
 28.03.2011

PLAN NO
 V3108

Map 1: Cumbrian Way Shopping Parade



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Appendix 2

Southampton City Council (Cumbrian Way and Helvellyn Road) Compulsory Purchase Order 2010

STATEMENT OF REASONS

The Order is made under Section 226 (1) (a) of the Town and County Planning Act 1990 in respect of the acquisition of land:

1.0 Description of the Land, Location and Present Use

The Order covers the local shopping parade and residential maisonettes, the Local Housing Office and car park situated at Cumbrian Way being an area of approximately 0.83 hectares (2.05 acres) edged red and numbered 1 on the attached map.

The freehold of land which is subject of this CPO is owned by the Council and the Council housing and shopping parade is now largely vacant pending redevelopment.

Cumbrian Way Shopping Parade

The buildings on site are laid out as 8 shop units and 10 flats/ maisonettes together with garages, sheds, service and open areas. The majority are vacant.

The Order provides for the acquisition of : 1 garage within Hellvyn Road; 1 residential property held on 125 year lease within Cumbrian Way; 4 commercial leasehold premises within Cumbrian Way. The Authority owns the freehold of the land on which all these premises are situated but the properties are subject to occupations granted by Lease or Tenancy Agreements. Full details of the properties to be acquired appear in the Schedule to the Order but in summary comprise:-

All interests except those already owned by the acquiring authority in the garage held under a periodic tenancies of

57 Cumbrian Way

All interests except those already owned by the acquiring authority in Leasehold premises at 47 Cumbrian Way held on a lease from 1st January 1986 for a term of 125 years

All interests except those already owned by the acquiring authority in the following commercial properties:

57 Cumbrian Way

61 Cumbrian Way

63 Cumbrian Way

65 Cumbrian Way

The area is characterised by residential development with a parade of shops serving the needs of local residents.

2.0 The Purpose of the Authority

The purpose of the Authority in making the Order is to assist in achieving the key Government housing policy goal of ensuring that everyone has the opportunity of living in a decent home, which they can afford, in a community where they want to live. Local planning authorities are advised to help achieve this by reusing land that has previously been developed and which is underused. The authority seeks to acquire the order land to redevelop the land as described in Section 3 below thereby regenerating the area and delivering a mixed use scheme of housing, retail and community facilities which will create a distinctive character to the area relating well to its surroundings and will support a sense of local pride and civic identity. The council is satisfied that the scheme will improve the social, economic and environmental well being of the Millbrook area.

Southampton City Councils Housing Strategy has been developed to deliver the Government's housing goals and has the following key objectives which the Cumbrian Way Shopping Parade Redevelopment will help to deliver:

- To build more affordable homes, with a target of 2000 by 2012.
- To bring decent housing within the reach of people on lower incomes.
- To improve the quality of new housing and of existing stock

On the 11th April 2011 Cabinet of the Authority resolved to authorise the making of a Compulsory Purchase order to acquire the Order land.

3.0 Proposals for the Land

The project is phase 2 in a series of estate renewal initiatives planned for Southampton known as the Cumbrian Way Shopping Parade regeneration. It comprises the redevelopment of a local shopping centre and associated housing and land to provide a renewed local centre and new homes. The boundaries of the redevelopment are shown on the plan attached to this statement and marked Cumbrian Redevelopment Plan.

The project will see 50 dwellings built on the site, 68% for affordable housing and 32% for private sale. There will be 2 retail units to meet the contemporary needs of the community.

The Millbrook area is a part of the City with high levels of deprivation and lies on the north – west side of the City. The Millbrook Ward has the 5th highest unemployment rate in the city and is ranked 10th highest for welfare benefit claimants.

This shopping parade is in the heart of the community and the associated housing forms a local centre for the immediate neighbourhood but the existing buildings are in poor condition and the shopping parade has a design which is not to contemporary standards

in terms of designing out crime and antisocial behaviour which have been a continuing issue at this location. Consultation with local residents has shown support for comprehensive redevelopment to deliver improved local facilities and housing to meet the needs of local people.

Consultation with the local community has played a major part in the redevelopment to date and will continue to do so. The consultation process started in June 2009 with over 138 residents filling in questionnaires and telling the council their ideas for the parades future. There was significant support for comprehensive redevelopment. An independent facilitator Solent Centre of Architecture and Design ran a design festival and feedback session in summer 2009 which informed the Development Brief for the scheme which was used in the procurement process.

In August/September 2010 the four designs shortlisted in the procurement process were shown to the community for comment and again nearly 45 people gave their opinions. The community is kept up to date with the project by newsletters and press releases.

There was good developer interest at the procurement stage with 12 initial proposals. Six bidders were invited to submit tenders, one bidder later withdrew from the process prior to bid submission and another bidder decided not to bid on the Cumbrian Way site. Following evaluation of the four bids received for this site and further community consultation on the submissions, some bids were conditional on being awarded other Phase 2 Estate sites and one bid was later withdrawn. Taking this into account the remaining tenders scored poorly on evaluation particularly in terms of design and did not meet the communities or the council's aspirations for the site. Cabinet on 22nd November 2010 did not award a contract for this site and resolved to pursue alternative procurement options to enable this site to be redeveloped in a timely manner.

The Council is pursuing an offer for the site under a land disposal, subject to planning permission only. Whilst a detailed planning application has not yet been submitted, (it is expected to be submitted in May/June 2011), the Council considers that it is expedient to acquire the remaining ownership of the Order land in order to dispose of it to ensure that an appropriate redevelopment comes forward in a timely manner and, having regard to the provisions of the Development Plan, planning permission should be forthcoming provided the application accords with the above policies.

4.0 Justification for CPO

The freehold of the land edged red on map 1 is required for the implementation of the scheme is already owned by the Council, but the implementation of the scheme requires the acquisition of outstanding leases as set out in Section 1. The Council has entered into discussions and negotiations with the holders of these land interests for their acquisition by agreement and will continue these negotiations.

Single ownership is required to enable redevelopment to proceed. Compulsory purchase will enable the prospective developer to proceed with the redevelopment at an early date by providing certainty for programming and will enable the Council to achieve its

objectives in a timely manner. Nevertheless the Council has attempted and will continue to attempt to purchase the order land by agreement the individual leaseholder has been offered compensation in accordance with the Land Compensation Act 1973 and the Planning Compensation Act 1991. The services of an independent Chartered Surveyor have been offered by the Council for the leaseholders to ensure the purchase price offered is fair and reasonable. Housing advice has been offered to the residential leaseholder to advise of the various housing options.

The commercial tenants have been offered first refusal within the new development but these will be owned by the developer and commercial rents will be applicable. The commercial tenants not planning to trade in the new development have been supported to find alternative premises and disturbance costs have been met by the council or they have been offered adequate compensation to close their business.

The Council is satisfied that the Order is necessary and in the public interest and that the Order Land is suitable and required in order to meet the pressing need for the Scheme, as described in Section 2.

The Council considers that Section 226 (1)(a) of the Act is the most appropriate power for compulsory acquisition of the Order land as it is a power of compulsory acquisition to be used where the Order making authority thinks that the acquisition of the land will facilitate the carrying out of redevelopment or the improvement on or in relation to the order land. In considering whether or not to acquire land under this section the Order making authority can only do so if they consider that the redevelopment or improvement is likely to contribute to the achievement of one or more of the objectives in section 226 (1) (a) of the Act. The Order making authority considers that the acquisition of the Order land will improve the social, economic and environmental well being of the Millbrook area.

Mindful that it should not use a more general compulsory purchase power when a more specific one is available, the council consider that the section 226(1) (a) power is the most appropriate one.

The Council has considered whether the powers it seeks to exercise are compatible with the European Convention on Human rights, in particular Article 1 of the First Protocol of the Convention. It has concluded that there is a compelling case in the public interest for the acquisition of the land, as this will bring benefits to residents and businesses in the Millbrook area of Southampton that could not be achieved by agreement, and this outweighs the loss that will be suffered by the existing land owners. This compulsory purchase order follows existing legislative provisions in respect of the making and confirming of CPOs and the payment of compensation and, as such, the Council considers these to be compatible with the Convention.

5.0 Planning Position

Government Policies

The proposed redevelopment is fully in accordance with relevant planning policies set out below.

National planning policy advises Local planning authorities to make effective use of land by reusing land that has previously been developed and to consider the scope for effective site assembly using their compulsory purchase powers, to ensure that suitable sites are brought forward for development, including sites that are underutilised, which could be redeveloped for mixed-use development.

Paragraph 26 (PPS3) which states that local planning authorities (LPAs) should plan for the full range of market housing. In particular, they should take account of the need to deliver low-cost market housing as part of the housing mix.

Paragraph 20 (PPS3) – Key characteristics of a mixed community are a variety of housing, particularly in terms of tenure and price and mix of different households.

The proposal for comprehensive redevelopment of failing local centres reflect guidance in PPS6 which states that a wider range of services should be considered by the local authority where local centres are in decline.

There are no other relevant policy statements applicable to the Order

The Development Plan for the city comprises the policies of the Regional Spatial Strategy (South East Plan) which is likely to be revoked by the Communities and Local Government Act when made and the Local Development Framework Core Strategy Development Plan Document which was adopted in January 2010 and some preserved policies of the Southampton Local Plan Review.

The City Council's **Local Development Framework Core Strategy** contains the following relevant policies:

CS 3 (town, district, and local centres, Community Hubs and community facilities) - in order for centres to remain vital and viable, CS3 promotes a mix of shops appropriate to the centre and community facilities. Development is to improve the centre's attractiveness and its connectivity to surrounding neighbourhoods. CS3 also seeks to protect local centres. The proposals for comprehensive redevelopment of failing local centres reflect guidance in PPS6 Para 2.8 which states that a wider range of services should be considered by the local authority where local centres are in decline.

Policy CS 4 (housing delivery) - requires an additional 16,300 homes to be provided within the City of Southampton between 2006 and 2026. The Secretary of States letter attempting to abolish the RSS confirmed that the evidence underlying the preparation of this figure remained valid and therefore the target of 16,300 homes remains within the development plan

Policy CS 13 (fundamentals of design) - requires redevelopment proposals to meet the robust design process which should be analysis-based, context driven and innovative.

Policy CS 15 (affordable housing) - requires the provision of 35% affordable housing.

Policy CS 16 (housing mix and type) - requires redevelopment proposals for the site to include at least 30% of new dwellings as family homes with a threshold of 15 dwellings (larger units with appropriate sized gardens or private amenity space).

Policy CS 20 (tackling and adapting to climate change) – specifies the requirements that must be achieved in relation to the Code for Sustainable Homes for residential development and BREEAM for non-residential development.

Policy CS21 (protecting and enhancing open space) – to retain the quantity and improve the quality and accessibility of the City’s diverse and multi-functional open spaces and help deliver new open space both within and beyond the City to meet the needs of all age groups. This can be delivered through replacing or re-configuring other open spaces in order to achieve wider community benefits such as improving the quality of open space, or providing a more even distribution across the City. For estate regeneration schemes, selected amenity open spaces with little recreational, landscape or nature conservation value may be converted to other uses as part of this wider programme.

Whilst a detailed planning application has not yet been submitted, (it is expected to be submitted in May/June 2011), the Council considers that it is expedient to acquire ownership of the Order land in order to dispose of it to ensure that an appropriate redevelopment comes forward in a timely manner and, having regard to the provisions of the Development Plan, planning permission should be forthcoming as the application accords with the above policies.

6.0 Government Planning Statements

The governments planning policy statement are set out in section 5. The government housing aims are set out in section 2 above. There are no other relevant policy statements applicable to the Order.

7.0 Special Considerations

There are no ancient monuments or listed buildings within the Order land. The Order land is not in a conservation area. There are no issues concerning special category land, consecrated land, renewal area, etc.

8.0 Known obstacles to the redevelopment

The freehold title is not subject to easements and restrictive covenants. The footpaths and roads are subject to rights of public way, rights of drainage and rights in respect of water, gas and electricity supply services. As the land is being acquired under planning act powers any subsequent redevelopment will be in accordance with a planning permission under part 3 of the Town and Country Planning Act 1990 will over ride any easements and restrictive covenants under section 237 of the 1990 Act.

The redevelopment is subject to the Agreement for Sale of the land between the Acquiring Authority and the prospective developer being entered into. It is anticipated that the agreement will be entered into by the end of May 2011.

The redevelopment will only be able to take place if the prospective developer secures full planning permission for redevelopment. The application is likely to be submitted in May/June 2011.

9.0 Delivery

The Council has made huge steps towards enabling the redevelopment to happen, working closely with the local residents and community who are supportive of redevelopment and making available its land for the scheme at minimal return, together with relocating 80% of the residential tenants and the 37% of the commercial tenants.

There is a pressing need for the scheme to go ahead, many residents have already moved out of their homes to facilitate the scheme, and it will provide important construction activity during the downturn and a range of regeneration benefits in a deprived area of the City once complete.

The Homes and Communities Agency supports this project: it has been consulted with at every phase of the development and the procurement options to ensure the redevelopment of this site.

10.0 Views of Government Departments

The Homes and Communities Agency supports this project: it has been consulted with at every phase of the development.

11.0 Relocation proposal for business tenants

57 Cumbrian Way, the lease is to be surrendered and the service is being relocated to alternative premises.

59 Cumbrian Way the lease has been surrendered and the service relocated to alternative premises.

61 Cumbrian Way the lease is to be surrendered at the service is being relocated to alternative premises.

63 Cumbrian Way, the negotiations are continuing to relocate or extinguish this business. The Council are paying the costs for the leaseholder's solicitor who is negotiation on behalf of the tenant.

65 Cumbrian Way, the lease is to be surrendered and the service is being relocated to alternative premises.

67 Cumbrian Way this is now in the Council's ownership and has closed. A mobile library service is being provided whilst alternative premises are secured elsewhere in Millbrook.

69-71 Cumbrian Way this service was part extinguished (the Post Office) and part relocated (Grocery Store) to alternative premises in Irving Road, Millbrook.

Further information can be obtained from the Authorities agent :

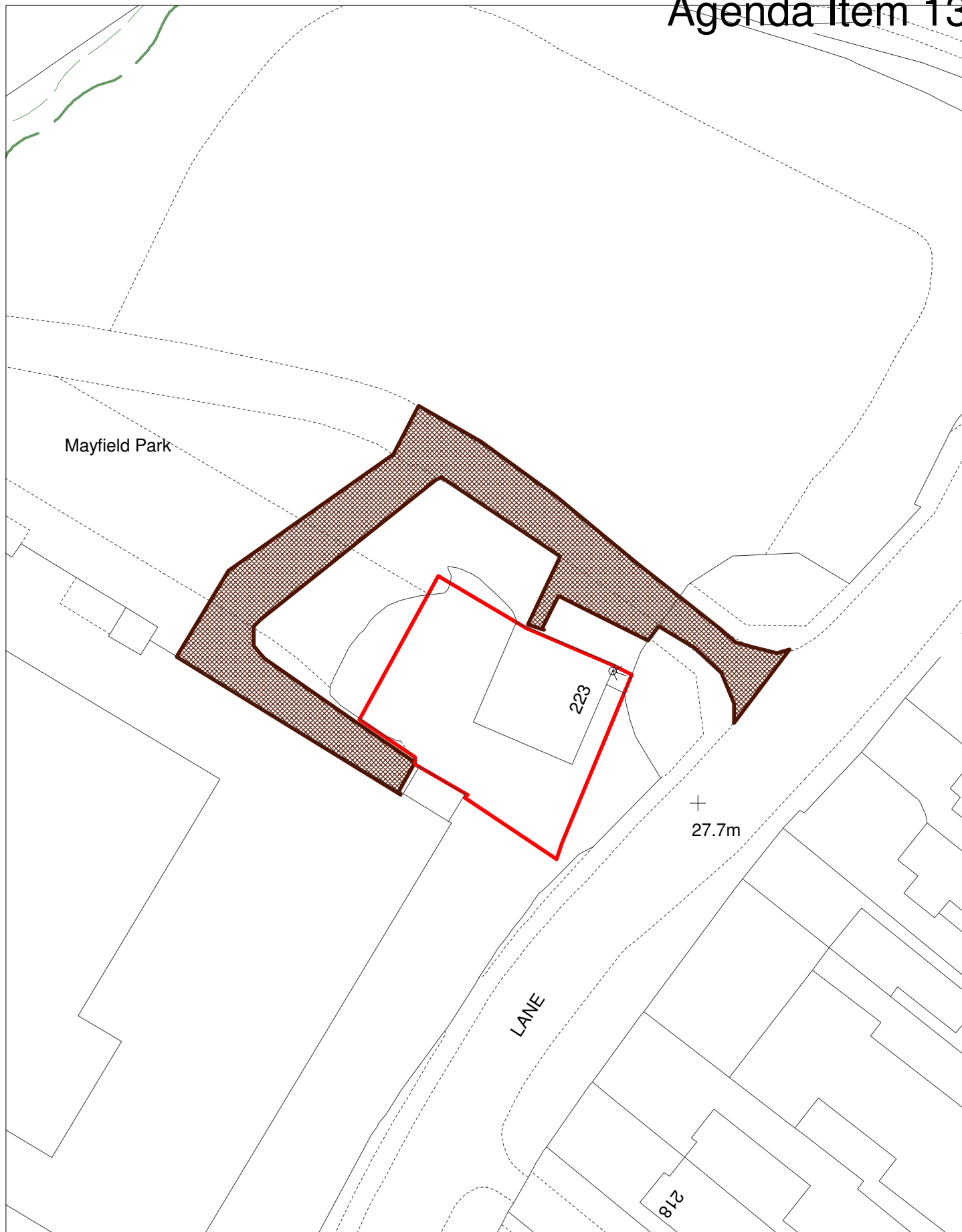
Capita Symonds
One Guildhall Square
Southampton

12.0 Related applications, Appeals, orders etc.



Other than mentioned previously there are no related planning applications. A stopping up order will be necessary to stop up the public footpaths and roads. A plan showing the public rights of way to be the subject of a separate stopping up order is annexed and marked stopping up plan.

13.0 Documents, Maps or Plans for the Public Inquiry

If a public inquiry is convened, a list of documents etc will be provided in due course and arrangements will be made for them to be available for public inspection.



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 <p>SOUTHAMPTON CITY COUNCIL</p>	<p>PROPERTY SERVICES SOUTHAMPTON CITY COUNCIL ONE GUILDHALL SQUARE, ABOVE BAR, SOUTHAMPTON, SO14 7FP.</p>		<p>SCALE (1:) 500</p>	<p>DATE 05.10.2010</p>
	<p>PLAN NO V2940</p>	<p>TITLE Mayfield Lodge</p>		

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PORTSWOOD RESIDENTS' GARDENS CONSERVATION AREA DRAFT APPRAISAL AND MANAGEMENT PLAN

INTRODUCTION

The Portswood Residents' Gardens Conservation Area [PRGCA] is a unique feature within Southampton. It consists of a planned residential estate with two key elements:

- Individually-designed family houses, built mainly between 1908 and 1930. These retain many of their original features and are set in generous and leafy plots
- Two Residents' Gardens for the use of subscribers around which many of the houses are situated. One is a formal Garden, with an Edwardian Pavilion and tennis courts and the other a Meadow with allotments, a stream and a copse.

A conservation area (CA) is '*an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance*'. Southampton City Council designated the Portswood Residents' Gardens as a CA in October 1996 to conserve the special character and appearance of the area. The Council published the first Character Appraisal of the CA in 1999. This recognised that 'the special quality of this early example of the Garden City Movement is derived from its residential character, architectural quality and its generous layout in terms of the ratio between open space and buildings.'

Planning applications for development in the CA are decided with regard to the need to preserve and to enhance it. However, the City Council recognised that the area's special character was still gradually being eroded through minor inappropriate changes to houses. It therefore strengthened the planning controls over these in 2009 by making a Direction under Article 4(2) of the Town and Country (General Permitted Development) Order 1995. As a result, General Permitted Development rights were withdrawn from almost all the properties in the CA.

A revised Area Appraisal and a Management Plan are now needed because of this Direction, changes since 1996, the pressures on the area and the challenges posed by likely developments in the foreseeable future. In addition, the City Council adopted a Core Strategy in January 2010, of which the supporting text of policy CS14 confirmed that 'over the next three years character appraisals will be conducted for all the Conservation Areas in the city'. Appendix 2 summarises the national and local planning policies relevant to the PRGCA.

The aim of this document is therefore two-fold:

1. To identify the unique characteristics of the area in support of local planning policies to preserve and enhance the special character and appearance of the PRGCA.
2. To provide residents, Council officers and Members, appeal inspectors and others with authoritative guidelines on the types of development and other changes that will preserve or enhance the area.

The document is in two parts:

1. The Portswood Residents' Gardens Conservation Area Appraisal (pages 1-10) assesses what makes the area special, analyses its character and identifies issues and opportunities in the CA.
2. The Management Plan (pages 11-15) contains guidance on specific features identified in the Appraisal as significant elements in the character of the CA.

PART 1 PORTSWOOD RESIDENTS' GARDENS CONSERVATION AREA APPRAISAL

SUMMARY OF SPECIAL INTEREST

The Portswood Residents' Gardens Conservation Area (PRGCA)¹ is an early example of the Garden City Movement and constitutes a unique feature within Southampton. For this reason, the Gardens are listed in the Historic Environment Record (MSH 3649 and MSH 3650). They also appear in the *Hampshire Register of Historic Parks and Gardens* (Site ID 1705). The planned residential development of individually designed family houses in generous plots is largely arranged around the two communal Gardens², one formal, the Residents' Garden proper, with a Pavilion and tennis courts, the other a Meadow with allotments. The Gardens are held by the Trustees³ for the benefit of the subscribers. These Gardens are central to the overall design of this miniature 'garden city' but no less important for the green and spacious character of the Conservation Area (CA) are the individual house gardens. It is the combination of the individually-designed family houses around the hidden, leafy Gardens that makes the PRGCA so special.

The remarkable layout of the Residents' Gardens was made possible by the related development of substantial single family dwellings to support the on-going maintenance of the Gardens in perpetuity through private householder subscriptions. This inter-relationship ensures the continuing availability of resources to maintain the historic asset of the Gardens and therefore constitutes a material planning consideration.

ASSESSING SPECIAL INTEREST

LOCATION AND SETTING

The PRGCA forms a distinctive residential development in the inner suburbs of Southampton. Roughly diamond-shaped, the CA is bounded on the north-west and south-west by Brookvale Road where it abuts the Uplands Estate (Highfield) CA and touches the Oakmount Triangle CA. On the north-east side, Highfield Lane provides the

¹ The Conservation Area is situated in Highfield between the Portswood Broadway, Highfield Lane and the Uplands Estate. It comprises the following properties: Brookvale Road (nos. 4-50), Brookfield Place (nos. 1-7), Highfield Lane (nos. 112-132), 'Oak Cottage', 'Brookvale Cottage', 'The Croft', 'Tula' and 'Lepe Cottage' and all the properties in Abbots Way and Russell Place

² The term 'communal Gardens' is to be understood as the Gardens established for the common enjoyment of subscribers in the Conservation Area.

³ In preparation for the winding up of the Whithedwood Company, the directors decided in 1929 that the future management of the Residents' Gardens should be vested in Trustees; originally there were five trustees, later increased to eight.

boundary while the back gardens of the houses in lower Abbots Way and Russell Place mark the south-eastern limits. Access to the interior of the CA is provided by Russell Place and Abbots Way, from which heavy goods vehicles and, less successfully, through traffic are deterred by build-outs.

Within suburban Southampton and in marked contrast to the bustle of the adjacent Portswood Road, this CA forms a tranquil oasis, a leafy suburb with large family houses sitting in spacious plots. This impression is reinforced by the presence of numerous mature trees in the gardens of the houses, the wooded lane running between Abbots Way and Highfield Lane and the tree-lined streets of Abbots Way and Russell Place.

It is however the communal Gardens which make the area unique and which, with the large house gardens, give the CA its countrified character. The dignified stone pillars and iron gates at the entrance to the formal Gardens, the grass tennis courts, the nuttery and the Pavilion, recall a 'gentler, bye-gone era'. The well-being of the CA revolves around the communal Gardens, whose recreational facilities establish its sense of community. Their maintenance however depends chiefly on the optional subscriptions of private householders. Should a significant number of properties cease to be family dwellings or pass to owners without an interest in the communal Gardens, these would be in jeopardy, as the previous Appraisal emphasised. Damage to, or loss of the Residents' Gardens would have a directly detrimental effect on the character of the CA.

HISTORIC DEVELOPMENT AND ARCHAEOLOGY

Historic development The area originally formed part of the Manor of Portswood, which had belonged to St Denys Priory. After the priory's suppression in 1536, the manor passed into secular ownership. In 1658 the then lord of the manor commissioned a survey of his estate. On the resultant map, which delineated the various parcels of land, one can make out the outline of the future Portswood Road, Highfield Lane and Church Lane and continuity of this ancient landscape persists in the present Meadow and its stream which can be identified with the demesne parcel described as 'Lucey's Close'. Originally, Portswood formed part of South Stoneham parish and on the South Stoneham Tithe Map of 1845, plots numbered 1758 (Barn Close) and 1764-1768 roughly coincide with the area of the PRGCA.

It was however the boundaries of the Portswood Lodge (latterly Portswood House) estate that determined the shape of the future CA. In 1875 Walter Perkins bought the freehold of Portswood Lodge/House and with it the land running parallel to Portswood Road to a depth of about 200 yards coinciding with the approximate line of The Cut, and in 1888 he extended his property as far as Brookvale Road which henceforth formed the north-west perimeter of the estate.

On the death of Walter Perkins in 1907, the Whithedswood Estates Company was formed to oversee the development of both the Portswood House estate and Whithed Wood Park at Shirley. In developing the estate, the Company was influenced by the philosophy of the Garden City Movement, 'nothing gained by overcrowding'. Even the decision to set aside an area for commercial purposes nearby, which by 1915 included a Library and Cinema concurs with the thinking behind the Garden City movement. Within

months of acquiring Portswood House Estate, the Company sought advice about laying out the Residents' Gardens proper and by 1910 the Pavilion and the Gardener's Cottage had been built and tennis courts laid out. The Company set such store by the communal Gardens that when it was voluntarily liquidated in 1930 the directors gave the Trustees the considerable sum of £1000 towards 'the due maintenance' of these Gardens. The chairman of the Company observed that the 'Recreation Ground' was 'unique in the town' and one which 'he ventured to say, could not be repeated elsewhere in the neighbourhood.'

Archaeology. Settlement in the area dates from at least the Palaeolithic period, with the find of a flint hand axe at 'Portswood Green' in the nineteenth century. Other prehistoric finds are known from the area, and there are two known Roman coins (from a Garden in Highfield Lane MSH 263 and 87 Highfield Lane MSH 264) Whilst the SCC Historic Environment Record contains no further artefact find-spots, there is the potential for archaeological remains to survive in the general area.

Portswood House was erected in 1800 on the grounds of what is now 20 Abbotts Way and appears on a map of 1802. This regency-style house was finally pulled down in 1923. All that remains are the gates re-erected at the entrance to the Residents' Garden proper together with an insignificant opening into the Portswood Broadway, which marks the southern arm of the semi-circular drive to the former House, and a stretch of the brick-built estate wall between nos. 128-132 Highfield Lane.

SPATIAL ANALYSIS

As the building lines throughout the CA are set well back from wide roads with their tree-lined verges and pavements, the general effect is one of spaciousness. This is especially evident in upper Abbotts Way, where the gently sloping ground and the unobtrusive nature of the front boundaries give those looking down Abbotts Way a panorama of the gardens and houses in that road. Looking up Abbotts Way, one has the pleasing prospect of the elegant 1922 Collins-designed terrace in Brookvale Road. Two oak trees, one newly planted, stand sentinel astride Abbotts Way and it has been suggested that originally pairs of oaks likewise stood at the junctions of Abbotts Way and Highfield Lane and Russell Place and Brookvale Road.

The PRGCA differs from most other conservation areas in Southampton insofar as the communal Gardens, though not immediately apparent, are the focal points within the development. These concealed spaces can only be glimpsed from upper Abbotts Way through gaps between houses or from The Cut. These vistas are therefore especially important, as too are the mature trees within these communal gardens and in the rear gardens of the individual properties which act as eye-catchers. The ornamental trees along the verges of Abbotts Way and Russell Place also provide colourful seasonal vistas. The communal grounds that form the hollow rectangles either side of Abbotts Way are havens of peace, while the leafy Cut offers a tranquil green space.

CHARACTER ANALYSIS

The underlying unity of the CA derives from the generally strict adherence to the original specifications of the Whithedwood Estates Company, even though the development of the

Estate spanned twenty years and houses differ stylistically from one another. To prevent overcrowding, the Company prescribed generous plot sizes, frontages of 75 feet for houses facing Brookvale Road (and 60 feet elsewhere), and a building line set back at least 30 feet from the plot front. To ensure houses were of a sufficient standard, the Company required developers initially to spend between £750 and £1000 on house-building, a sum that was later increased and the Company was prepared to take wayward developers to task.

Within the PRGCA there are two distinct phases of development, houses built before 1914 and those built between 1924 and 1930. The domestic architecture reflects the ten-year building hiatus. Development began along Highfield Lane (nos 112- 126) and the south-east corner of Brookvale Road (nos. 2-8) with piecemeal pre-war building elsewhere (nos.20, 24, 28, 30 and 44 Brookvale Road; 17 Abbotts Way and 7 Russell Place). Most of these large detached family dwellings – perhaps villas better indicates their scale - were the work of the major local developer John Smith. Although Abbotts Way and Russell Place had been laid out by 1912 as gravelled carriageways, development here only began in earnest along these internal roads after 1924. Yet, by 1930 the Portwood House estate, including the rest of Brookvale Road, was almost fully developed, with only half a dozen of the original plots still vacant. These vacant plots were later filled, mainly in the 1960s, and after that there came sporadic infilling in a few of the large gardens.

The domestic architecture is marked by the individuality of the houses. Whilst only a minority of the houses were architect-designed in the strict sense, the builder-developers responsible for the others used good quality materials which were deployed in an eclectic range of styles - classical, neo-Georgian, 'Tudorbethan', and above all 'Arts-and-Crafts'. In effect, the houses in the CA offer a 'showcase' of suburban provincial architecture in the early twentieth century, one that is the more remarkable because so many have retained their original features.

Buildings of Particular Interest. Many local architects and builders were involved in the construction of the houses in the CA, several of which have architectural merit.

The only house currently listed is the Dutch House (24 Brookvale Road), built in 1909, and commissioned by Whithedswood Estates from a local architect Richard McDonald Lucas to set the standard for the design of houses on the estate. This handsome 2-storey asymmetrical roughcast brick house with its high Dutch style gables and Venetian window occupies a key position at the junction of Winn Road and Brookvale Road. In May 2000 English Heritage gave it a Grade II listing [LBS No. 480206].

Other Buildings of particular interest are:

- The Pavilion in the Residents' Garden proper which was designed by A.F. Gutteridge (with the adjacent Gardener's Cottage) and built in 1910. Though its thatched roof was replaced in 1919, the Venetian-style windows have been retained so that the building remains a 'rare example of Edwardian garden architecture'. It is suggested that the Pavilion be considered for inclusion in the Statutory List held by the Secretary of State.

- 124 Highfield Lane 'Lalgarth' was commissioned by Whithedwood Estates from another local architect C.J. Hair in 1909 as an example of the quality of building expected of developers.
- 20 Brookvale Road, designed by Charles Brightiff for his own use in about 1913. Brightiff was a local architect, who went on to design churches in London in the 1930s. This handsome 2-storey painted pebbledash house has been fairly described as 'a free interpretation of the Art Nouveau style'. Though the plans are not extant, Brightiff's design for a very similar house (never built) on an adjacent plot at the same time underscores the influence of Rennie Mackintosh.
- 4 Abbots Way designed by E.J. Conway of Bournemouth. Here the influence of the 'Arts-and-Crafts' movement is evident.
- 10 Russell Place whose high quality brickwork may be attributed to the builder George Prince's decision to make this his home in 1926.
- 2 Russell Place which was built in 1927 for R.J. Mitchell, the designer of the 'Spitfire' aircraft, for his own use. The house was designed by Harold Holmes who worked in the Supermarine Design Office. The house bears a blue plaque to record Mitchell's residence here.
- Houses in the CA designed by Herbert Bryant. The most impressive is 16 Abbots Way, the former vicarage for St Denys. This was built in 1926/7 in a quite severe classical style. In 1924 Whithedwood Estates commissioned a specimen house from the same architect, now 18 Abbots Way. Bryant also designed the cottagey looking 11 Russell Place (now much altered) probably for a member of his own family in 1923 and 34 Brookvale Road.
- Several houses in the CA were designed and built by the well-known Collins family. William Brannan Collins designed 126 Highfield Lane. This impressive neo-Georgian mansion with stables and garage which evolved into Oak Cottage in The Cut was intended for his father William Jefferies Collins, who had made his reputation as a builder in the suburbs of North London. In 1913 Collins senior bought a large part of the south east corner of the estate from Whithedwood with a view to developing it. Those plans were never properly realised, which explains the erratic development of this area which was not parcelled up into plots as was the case elsewhere on the erstwhile Portwood House estate. But William Jeffries did design Lepe Cottage. Whithedwood Estates, however, considered it sub-standard and his son, Herbert Collins atoned with 23 Abbots Way, a neo-Georgian house, and around 1928 he built 'The Croft' in The Cut. Herbert also built two houses in the later 1920s in Brookvale Road, no. 38 for his own use and no. 46 for his brother Ralph. Several of the houses designed by Herbert Collins might be described as being in 'an unpretentious neo-vernacular style' as exemplified by his own residence at 38 Brookvale Road, now distinguished by a blue plaque. His architectural drawings from this period show great attention to detail, especially in respect of the fenestration. He prescribed the deep

pantiled roofs for 38 Brookvale Road and the low stone boundary walls in the case of 23 Abbotts Way.

- Much later the office of Herbert Collins was responsible for Highfield Vicarage (1954) at 36 Brookvale Road and, in 1967, the two flats, designed to look like a single residence, at 2 Abbotts Way, where Collins lived until his death in 1975.

Prevalent local and traditional building materials identified at the last survey in 2007 The predominant building material is red brick, 24% of the houses being pebble dashed and 16% rendered, and a few have tile-hanging. All but two dwellings have retained their original tall chimney stacks, which are visible from the road in most cases (93%) and make for interesting profiles. Almost all houses have casement windows and most retain their original wooden or metal frames (63%), a little over half have glazing bars and a quarter leaded lights. Many of the houses built before the Second World War retain their original cast iron guttering and down pipes (35%) and a smaller number their iron hoppers (26%). Most houses have garages (89%) and of these 71% are original. Porches are a feature of most houses (81%), some of which have been glassed in. The majority (77%) of houses retain their original front door. Other notable features are the many door knockers, bell pulls and door bells, whilst a few have stone carvings and attractive plaster work. Several properties have picturesque summerhouses in their rear gardens which were probably contemporary with the house, and which should be retained.

The retention of such a high proportion of the original features has ensured that the pleasing diversity of domestic architecture, which is a particular feature of the original estate, has survived. Roofscapes vary, being pitched, gabled, half-hipped with catslides and so forth; the fenestration is no less diverse with leaded lights, canted bays and Venetian and 'eyebrow' windows and front entrances might be canopied neo-Georgian, or take the form of porches. The materials used for drives vary: tarmac in the case of 30%, gravel 21% and other types of hard surfaces 43%. Most front gardens are bounded by walls and fences (74%), the remaining quarter by hedges and often these front boundaries are low so that front gardens in effect form part of the street scene. Another pleasing feature is the substantial pennant sandstone kerbing which was specified by the Whithedswood Estates in 1911.

Green spaces and biodiversity. The CA owes its distinctive character to the houses being set in large mature gardens and to the amenity areas of meadow, stream, vegetable allotments, tennis courts and numerous fine trees. This structure ensures the existence of many natural wildlife corridors within the area and much wildlife movement between house gardens and the amenity areas, conditions which improve the biodiversity and greatly enrich the lives of the residents. The Gardens are managed substantially for their amenities but with an emphasis on conserving the indigenous wildlife.

The numerous, large mature trees are a notable feature. Some such as Lime, Ash, Beech, Sessile and Pedunculate Oaks are native while Sycamore is long established; exotic species include many fine Spanish Chestnuts, Holm Oaks, Tulip Trees, Giant Redwoods and Blue Spruce. In many places, there is also an abundant understorey of Holly. The herbaceous flora is, in general, pleasing if unremarkable, with numerous Hawkweeds of varying species, Self-heal, Primroses, and a few Orchids (presumably self seeded from the Common) and Spanish bluebells.

However the highlights of the natural species are the insects and birds. There are good numbers of Stag Beetles in season, Gatekeeper, Painted Lady, Holly Blue, Orange Tip, Brimstone and Speckled Wood butterflies, with occasional visits by Small and Large Skippers, Clouded Yellows, Hummingbird Hawk Moths and Hornets. All of these species move freely between the enclosed communal gardens and the surrounding house gardens. So, too, of course, do the birds. Most prized are the abundant Goldfinches and Greenfinches, Nuthatches, Green and Greater-spotted Woodpeckers, and Goldcrests, with a sprinkling of Mistle and Song Thrushes, Blackcaps, a few Tawny Owls, and an occasional Tree Creeper and Siskin. There are also nesting Stock Doves, Jackdaws, and House Sparrows, and the area is regularly patrolled by Sparrow Hawks and overflowed by Buzzards.

Amongst mammals there are plenty of Wood and Field Mice, Bats, probably Pipistrelle, a few Hedgehogs, and, though more rarely now, Foxes, while Badgers visit occasionally. Since many house gardens have a pond, this helps support large numbers of the Common Frog, Newts, both Palmate and Smooth, and a healthy population of Dragonflies, which include a few Damselfly species and some Hawker and Darter species. Local wildlife problems include a surfeit of Grey Squirrels, Wood Pigeons and Magpies, and some perhaps undesirable understorey of *Rhododendron ponticum*, a legacy of the Edwardian garden repertoire.

ISSUES AND OPPORTUNITIES IN THE PRGCA

14. The 'SWOT' table below summarises the strengths and weaknesses of the CA and the opportunities and threats it faces.

<p>Strengths</p> <p>Unique layout and character of the area in the city</p> <p>Statutory Protection as a Conservation Area</p> <p>Additional Article 4 (2) Direction protection</p> <p>Gardens registered in the Hampshire Register of Historic Parks and Gardens (ID 1705)</p> <p>Wide use of gardens, allotments, pavilion and tennis courts by residents and visitors</p> <p>Grass verges and ornamental trees</p> <p>Retention of family dwellings and survival of many original features to houses and plots</p> <p>Strong community support from subscribers</p> <p>The high quality of properties means that any investment in maintenance and subscriptions will maintain property values.</p>	<p>Weaknesses</p> <p>Reliance on subscriptions from property owners to maintain the Residents' Gardens.</p> <p>Previous unsympathetic infill development</p> <p>Unsympathetic alterations to houses</p> <p>Loss of windows / doors/ original roofing materials</p> <p>Loss of front boundary walls and conversion of front gardens to hardstandings</p> <p>Need for tree maintenance and replacement</p> <p>Maintenance of verges</p> <p>Pressurised location between major expanding commercial activity areas at Portswood District Centre and the University of Southampton.</p>
<p>Opportunities</p> <p>Following the Council's new Core Strategy, to draft policies in the Management Plan to guide future development in the area.</p> <p>To work with the Council to introduce a residents parking scheme to limit non- local traffic and parking.</p> <p>Recent investment in new facilities will enable the increased use of pavilion, tennis courts and gardens.</p> <p>Identify key vistas and local priorities for improvement which have a disproportionate benefit for the whole area.</p> <p>To offer practical guidance to homeowners on ways to repair and change their homes in ways that are cost effective and add value to the property and conservation area.</p> <p>Updating the Article 4 (2) Direction to reflect changing</p>	<p>Threats Protecting the unique character and integrity of the area in the context of the modern pace of change and against small, unassuming but cumulatively inappropriate changes.</p> <p>Pressure to increase the intensity of development in existing dwellings and sub-division of plots</p> <p>Loss of family homes and investment commitment to the maintenance of the area.</p> <p>Impact of nearby major non-residential uses including the University and Portswood Centre.</p> <p>Non local traffic (rat-running) and non-local</p>

<p>legislation and development pressures.</p> <p>Developing Management Plan policies that balance control against possible over regulation. Micro-generation and inclusion in the Green Grid</p>	<p>all day parking</p> <p>Change from family homes to Houses in Multiple Occupation</p> <p>Creation of driveways / hard standings</p> <p>Out-of-scale extensions</p> <p>Visual impact of photo-voltaics</p>
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The extent of intrusion or damage Before the creation of the PRGCA, there was some unsympathetic infilling of gardens, which resulted in overcrowding of the original plots; it was to restrain such developments that conservation area status was sought. Most extensions have been confined to the rear side, but the size of some has distorted the proportions of the original house and reduced glimpses of the green interior. A very few properties are in multiple occupation where both the front gardens and the house look uncared-for. Mature front gardens remain an attractive feature and low boundaries render these clearly visible from the highway but occasionally dominant hard standings and high front walls detract from the spacious green character of the area. Grass verges and ornamental trees contribute greatly to the pleasant ambiance.

Throughout the CA, the increasing volume of through traffic threatens the characteristic tranquillity, while the sight of rows of vehicles, parked all day, detracts from the appearance of Russell Place and Abbotts Way, especially in the latter's upper part which would otherwise have a particularly pleasing prospect.

Neutral areas in the CA The more recent developments of Brookfield Place and nos. 1,3,5 Russell Place can be viewed as neutral areas. Brookfield Place makes a neat impression, but these 1970s townhouses do not make a positive contribution. On the other hand, the new houses in Russell Place conform with the general character of the area and occupy plots comparable in size to those elsewhere in the CA; their 1960s architecture is however rather bland.

The General Condition of the CA When application was made in February 2007 for Article 4 (2) Direction this was accompanied by a detailed survey of all the front elevations and front gardens. A photographic digital record was also made at the same time. This shows that generally the houses and gardens are well maintained and many original features conserved, although there have been some insensitive changes.

Problems, pressures and the capacity for change While there is now very little capacity for change if the CA is to retain its special characteristics, inevitably the built environment has undergone significant changes in recent years. Changes of life style have led to houses

being extended while some have been adapted for multi-generational living. The desire to conserve energy and reduce maintenance costs has led to the replacement of single pane glass by double glazing and plastic windows in about one-third of the properties. Similarly, more householders will want in the near future to insert photo-voltaic panels. Some of the greatest challenges to the character of the CA originate outside the area. The expansion of the University and the planning permission granted for a very large supermarket in Portswood will bring with them higher volumes of through traffic and more street parking. Both these development threaten the ambiance of the CA. These are matters that should be addressed in the Management Plan.

- *Suggested Boundary Changes* It is suggested that 4 and 6 Brookvale Road should be omitted from the CA on the grounds that these have long been business premises and so altered and enlarged that, apart from the plot size, they bear no resemblance to the other properties in the CA.

20. Community Involvement During the preparation of the Management Plan and the revised Appraisal, all residents, whether or not subscribers to the Communal Gardens, have been kept informed by means of the Newsletter and flyers and encouraged to make their views known. A small group of residents has undertaken the drafting of a Management Plan with the involvement and full support of the Trustees.

Residents were given opportunities to comment on aspects of the Appraisal and Management Plan at open meetings on 13 January, 6 October, and 6 December 2010 and at 'drop-in sessions' in January 2011, when they were able to ask questions and comment on proposals. At an exhibition of the domestic architecture and the trees of the CA on 12 June and 4 and 8 July, visitors were asked to comment on what they saw as the threats to the CA and the opportunities presented by a Management Plan.

THE MANAGEMENT PLAN

This Management Plan draws on the Conservation Area Appraisal above and sets out a strategy for preserving and enhancing the CA. It includes information on controls on trees which apply in conservation areas, describes in more detail key elements in the area's land- and townscape which contribute to the overall character of the Portswood Residents' Gardens and sets out further advice on how these important land- and townscape characteristics can be retained and enhanced. Finally, it includes a section on opportunities for enhancement of the CA which provides a short- to mid-term strategy for improvement opportunities, both in the public and private realms.

Proposals for alterations which affect house frontages, redevelopment, extensions or new buildings within the CA should always be formulated in consultation with the City Council's Conservation Officers who should be involved at an early stage. Some development and certain minor works and alterations to dwelling houses, such as changes to front doors and windows, cannot be carried out without obtaining permission from the Council; there are different procedures for Listed Buildings.⁴ See Appendix 1 for a comprehensive list of the 'Permitted Development' rights which have been withdrawn as a result of the imposition of an Article 4 (2) Direction. Planning applications required solely for developments covered by this Direction will be exempt from the payment of a fee.

The purpose behind these policies is to ensure that:

- The original layout of the properties within the CA as described in the Character Appraisal is respected
- Changes to dwellings and frontages enhance the general look of the area
- The Residents' Gardens remain a key focus for the whole of the CA
- Traffic and parking are managed in a way that protects and enhances the quiet ambiance of the CA.

Policies PRG 1-18.

PRG1 Retention of Large Family Dwellings. Any proposals for the intensification of residential use on existing plots, or to change from residential to commercial use, will be assessed in terms of the impact of the proposed physical form and the intensity and nature of the activity associated with it on the character and appearance of the Conservation Area and on neighbouring properties. Large family dwellings within a landscaped setting are an integral part of the character and appearance of the Conservation Area.

PRG2 Redevelopment and Extension of Existing Buildings. Any development proposals for the whole or partial demolition, redevelopment and/or extension of existing buildings must conform with the special characteristics of the Conservation Area set out in the Conservation Area Appraisal. These characteristics include the following: the historic layout and pattern of development in the area; the established building lines; building to plot ratios; the height,

⁴ Owners of listed buildings who are considering altering their property should consult with the Conservation Officer to see whether the proposed change requires a Listed Building Consent.

mass and scale of the buildings; plot boundaries; the distances between buildings, and the verdant spaciousness integral to the appearance and character of the Conservation Area. Any such proposals must address the detailed design criteria contained in the Core Strategy and those in this Management Plan. The Council's Core Strategy Policy CS14 seeks to safeguard conservation areas in the city from inappropriate development and to enhance their character. In addition, any proposals that will result in the net loss of family dwellings will be considered against Policy CS 16 of the Core Strategy.

PRG3 New Infill Development between Existing Buildings. Any proposal for new infill development must both respect the building line and demonstrate that it is consistent with the character, layout, plot size, scale and design of buildings in the Conservation Area. The generous size of the original plots, which are an essential feature of the area, also brings pressure to subdivide plots for additional development. Planning Policy Statement 3, however, excludes private residential gardens from the definition of previously developed land, and there is no longer a presumption in favour of such development.

PRG4 Protection of the Setting of the Residents' Gardens. Any proposed development, either within the Portswood Residents' Gardens or in adjacent properties, which detracts from the setting or character of the Gardens, will be resisted. The Portswood Residents Gardens are important local open spaces listed in the Historic Environment Record (MSH 3649 and MSH 3650). They also appear in the *Hampshire Register of Historic Parks and Gardens* (Site ID 1705). An application to register the Gardens as an historic asset is pending with English Heritage. Core Strategy Policy CS21 will protect and enhance existing open spaces within the city and Policy CS22 seeks to protect important local habitats.

PRG 5 Materials Alterations and any new development must use high quality traditional or other appropriate modern materials which should match existing materials as far as possible and maintain and enhance the Conservation Area.

- a. Painting of brickwork is generally inappropriate and would require planning permission.
- b. The use of non-traditional strong colours for rendering or pebbledash, detracting from the character and appearance of the Conservation Area will be resisted.
- c. When altering or repairing roofs, it is important to respect the original roof line and the detail of the original roof construction, and to avoid materials which are unsympathetic to the existing building or its neighbours. In the case of new builds or when complete re-tiling is necessary, clay tiles are preferable. Houses with concrete tiles may be repaired with the same or replaced with clay.

PRG 6 Hardstandings, Driveways, Access and Paths. Front gardens are essential to the appearance and character of the Conservation Area and must be retained. Encroachments by hardstandings for motor vehicles and increases to existing drives will be subject to planning permission which will not normally be granted. There is a presumption against a second vehicular access. Any surfacing or re-surfacing of existing hardstandings or driveways should be in keeping with the house and garden; tarmac and concrete are inappropriate, except where an existing tarmac or concrete surface is being repaired. Paths in front gardens also require permission: surfacing material should be in keeping with the character of the house.

PRG 7 Walls, Fences, Gates and Gate Posts The traditional boundary treatment of the property should be retained. Any alteration or demolition of the front or boundary walls or fences requires planning permission, and their demolition will be resisted unless replaced in a style and with materials appropriate to the individual property and the Conservation Area. The removal of existing gates and gate posts will generally be resisted. The design and material of any replacement or newly-installed gates and gate posts should be in keeping with the house and the Conservation Area.

PRG 8 Garages and Outbuildings Alterations to existing garages or the building of new garages and some outbuildings require planning permission. These should relate to the character, height, scale, mass and position of the associated house and take account of the impact on neighbouring properties, and should not extend beyond the building line.

PRG 9 Windows. The design of windows and window frames on front elevations affects the appearance of the individual houses and therefore requires sensitive treatment. The replacement of windows and window frames should be in keeping with the style, design and material of the existing ones.

- a) Original wooden or metal frames on elevations facing the highway should be retained and, if damaged, repaired or replaced, like-for-like. They should normally be painted white – the prevailing colour in the CA - or in a muted colour appropriate to the character of the individual property.
- b) Double glazing using well-designed wooden or metal frames on front elevations may be acceptable.. Alternatively, secondary glazing can be installed behind existing windows. In accordance with national guidance on double glazing in Conservation Areas, uPVC windows are unlikely to be permitted

PRG 10 Renewable Energy The installation of solar panels and photovoltaic panels on elevations facing the highway requires planning permission. Integrated Solar Micro-generation on elevations facing the highway must demonstrate that key views in, out or within the Conservation Area will not be adversely affected and that the installation is in keeping with the original house. Non-integrated solar micro generators and wind turbines will be resisted.

Micro-generation on new developments will generally be supported, and individual applications considered on a case-by-case basis. The technology relating to renewable energy is changing rapidly and therefore Council policy will be reviewed regularly.

PRG 11 Roof Lights and Dormer Windows Proposals for roof lights and dormers on front elevations should be in keeping with the original house and require planning permission. Rear roof lights and dormers which fall outside Article 4 (2) may not require planning permission.

PRG 12 Front Porches and Doors. Front porches should be retained and their infilling discouraged. Alterations to porches should be in keeping with the design of the house. Replacement of front doors will be discouraged, but where necessary should be of a design, material and style similar to the original ones, or otherwise in keeping with the house..

PRG 13 Chimneys. Chimneys should be preserved and, if damaged, rebuilt like-for-like. The inclusion of chimneys in new build or redeveloped dwellings will be encouraged.

PRG 14 Balconies. Balconies on front elevations are unlikely to be granted consent . Balconies elsewhere will be resisted unless they are in keeping with the architectural design of the house and do not intrude on neighbouring properties.

PRG 15 Satellite Dishes and Antennae The installation of satellite dishes and antennae on front elevations, or when visible from the highway normally require planning permission.

PRG 16 Rainwater Goods. Original cast-iron gutters, down-pipes and hoppers facing the highway should be retained wherever practicable. Repairs or replacements should be of cast-iron, or of aluminium or other high quality modern materials, for example, 'heritage' guttering'.

PRG 17 Trees. Trees in the Conservation Area have similar protection to those covered by tree preservation orders: crown lifting, reduction and/or thinning, together with the felling of trees that have a bole greater than 75mm at 1.5m above ground requires permission from the Council. Fruit trees in the Conservation Area are similarly covered, though permission for routine pruning is not required. The removal of trees of amenity value to the Conservation Area will normally be resisted and where approved will require appropriate replacement.

Enhancement Opportunities.

The Council, like the residents, takes seriously its responsibility for the preservation and enhancement of the character and appearance of the Conservation Area. The following list is not exhaustive and will need to be regularly reviewed.

Traffic Management The Council will consider a range of measures to protect and enhance the character and appearance of the Conservation Area, and in particular a reduction in on-road parking spaces, restrictions on turning into the Conservation Area from Brookvale Road and/or Highfield Lane, speed reduction measures, a 20mph speed restriction in the Conservation Area and restricted access for commercial vehicles.

Highways and Parking. The Council (subject to public consultation) intends to introduce a residents' permit parking scheme in accordance with adopted Core Strategy Policy CS 19 to extend parking enforcement areas around the University to protect and enhance the character and appearance of the Conservation Area.

Green Grid The 'Green Grid' identifies and protects the City's most significant public and private open spaces and recognises their benefit to the wider community. The Council and residents should therefore explore the integration of the Portswood Residents' Gardens with the City's 'Green Grid' in order to give these further protection and to facilitate an ecological survey of them.

Roadside Verges Trees planted in the verges play an important role in the street scene and need to be maintained and appropriately replaced if dead, damaged or diseased. The Council will review the existing maintenance regime for roadside verges and consider reseeding or, re-turfing as necessary.

Kerbs. The historic Pennant sandstone kerbs should be retained wherever possible. In any new building scheme existing concrete kerbs should be replaced with Pennant sandstone or other appropriate stone.

Street Lighting Distinctive uniform street lighting designed to reduce light pollution could serve as a subtle marker of the CA whilst enhancing the appearance of the highway.

Enforcement. The Council will use its statutory powers to control planning contraventions and will monitor change in the Conservation Area to ensure that it is both preserved and enhanced.

APPENDIX 1: ARTICLE 4(2) DIRECTION

APPENDIX 2: THE PLANNING POLICY FRAMEWORK

The recognition of historic areas in planning law dates from the 1967 Civic Amenities Act, under which local planning authorities were granted powers to designate Conservation Areas. These powers were reaffirmed by The Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990, which required Southampton City Council to identify areas of 'special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance' and then to pay 'special attention to the desirability of preserving or enhancing the character or appearance of those areas.' A regular review is a part of the on-going appraisal of each conservation area. The prime consideration in identifying conservation areas is the special quality and interest of the area, rather than that of individual buildings.

Listed Buildings are protected under Section 66 of The Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990, which requires local planning authorities to have special regard to the desirability of preserving buildings of special architectural or historic interest and their settings.

Planning Policy Statement (PPS) 3, Housing (2010) amended the definition of gardens attached to residential properties to exclude them from Brownfield (previously developed) land.

PPS 5, Planning for the Historic Environment (2010) – the key government guidance on all development affecting historic buildings, conservation areas and sites of archaeological interest. Policy HE2 requires local planning authorities to have evidence about the historic environment and heritage assets in their area and use that evidence to assess the condition of heritage assets. Policy HE.3.1 requires a proactive strategy for the conservation of the historic environment and policy HE3.4 requires local authorities to consider how best to conserve individual, groups or types of heritage assets that are most at risk.

Core Strategy (2010) –

Policy CS 3 Supports appropriate development in District centres including Portswood and seeks to 'improve its connectivity to surrounding residential neighbourhoods'.

Policy CS 11 Promotes the expansion through intensification of the University of Southampton

Policy CS 13 Has regard for the need for good design in new development

Policy CS 14 seeks to safeguard from inappropriate and unsympathetic development and, where appropriate, enhance important historical assets and their settings and the character of areas of acknowledged importance including, listed buildings, conservation areas, sites of archaeological importance and their setting.

Policy CS 19 Seeks to control the level of car parking at the University of Southampton and extend appropriately parking enforcement areas around the University

Policy CS 21 Protects open spaces

Policy CS 22 - Promoting Biodiversity and Protecting Wildlife Habitats includes provision for safeguarding and extending the existing Green Grid to provide a network of wildlife corridors and stepping stones between areas of green space within the city.

Local Plan Review (2006) – contains saved policies and proposals relating to the city and to conservation areas in general.

Policy SDP 1 are contained in Chapter 4, paragraphs 4.3 to 4.10 and Policies HE 1 and HE 2. Policy HE 1 states that 'where development is proposed in a conservation area, adjacent to it, and affecting its setting or views into and out of the area, such development:

- (i) must preserve or enhance the character and appearance of the conservation area, having regard to the Conservation Area Character Appraisal where available;
- (ii) must be accompanied by a design statement as set out by the City Council's Development Design Guide for the City;
- (iii) must be of sufficient detail to enable a full assessment of the proposal to be made.

The full text of Policies HE 1 and HE 2 is available on the City Council website (<http://www.southampton.gov.uk/s-environment/policy/localplanreview/>).

Other policies of the plan will also be applied as appropriate, including Policies SDP 7 to 13 which cover the context of development; urban forms; scale, massing and appearance, safety and security; accessibility, landscaping and biodiversity; and sustainable environment and resource conservation. The City Council will have regard to this document in assessing development proposals within or impacting on the PRGCA under Policy HE 1 (i).

APPENDIX 3: TREE SURVEY (August 2010)⁵

Russell Place

Crab Apple, Malus Golden Hornet
Cherries in variety, mainly Prunus Hillieri
Rowan, Sorbus aucuparia
Hawthorn, Crataegus monogyna

Liquidambar species

Abbotts Way

Hawthorn, Crataegus monogyna
Cockspur Thorn, Crataegus crus-galli
Whitebeam, Sorbus aria
Swedish whitebeam, Sorbus intermedia
Rowan, Sorbus aucuparia
Robinia pseudacacia
Canadian oak, Quercus borealis (or possibly coccinea)
English Oak, Quercus robur
Sessile oak, Quercus petraea
Birch, Betula pendula
White Birch, Betula utilis jacquemontii
Norway Maple, Acer platanoides
Field Maple, Acer campestre
Crab Apple, Malus John Downie
Pear, Pyrus communis
Hornbeam, Carpinus betulis
Ash-leaved Maple, Acer negundo
Lime, Tilia europea
Cherries in variety, mainly Prunus Kanzan

Notable trees in the Residents' Garden`s (Pavilion side)

*Lime, Tilia europea
Small-leaved Lime, Tilia cordata
*Tulip tree, Liliodendron tulipifera
*Red Oak, Quercus borealis (or possibly coccinea)
*Beech, Fagus sylvatica
*Horse Chestnut, Aesculus hippocastanum
Hollies in variety, Ilex

Sorbus Joseph Rock
Sorbus huphensis
Cherries, Prunus Shirotae plus one other.
Strawberry tree, Arbutus unedo
Portugal Laurel, Prunus lusitanicus
Sweet Bay, Laurus nobilis
Spotted Laurel/Laurel, Aucuba japonica
Robinia, Robinia pseudacacia,
Gleditsia japonica
Sycamore, Acer pseudoplatanus
Acer Brilliantissimum
Pyracantha in variety
Hazel, Corylus avellana
London plane, Platanus × hispanica
Sumach, Rhus typhina
Magnolia grandiflora
Sugar Maple, Acer saccharum

Ash, Fraxinus exelsior
Rhododendron, Cunningham`s White
Willow -leaved Pear, Pyrus salcifolia
Yew, Taxus buccata
Red Cedar, Thuja plicata

Notable trees in the Meadow

*Sweet Chestnut, Castanea sativa
English oak, Quercus robur
Lime, Tilia europea
Yew, Taxus buccata
Copper Beech, Fagus sylvatica forma purpurea
Osier, Salix viminalis
*Holm Oak, Quercus ilex
*Ash, Fraxinus exelsior
* Wellingtonia/Sierra Redwood, Sequoia gigantea
Blue Spruce, Picea pungens
*Deodar/Indian cedar, Cedrus deodora
*Lebanon Cedar, Cedrus libani
Dogwood, Cornus contraverta (small)
Lauristinus, Viburnum tinus
Balsam poplar (regrowth), Populus trichocarpa
Aspen, Populus tremula
Weeping willow, Salix pendula

⁵ Trees thought to be 100 years old are asterisked.

White willow, *Salix alba*
 Hollies, mainly *Ilex aquifolium*
 Elm (regrowth), *Ulmus procera*

Significant trees and shrubs in house gardens

Abelia grandiflora
Abies in variety
Acacia dealbata
Acer griseum
Amelanchier lamarckii
Aralia chinensis
Aucuba in variety
Azalea in variety
Buddleia davidii
Camellia in variety
Catalpa bignonioides
Ceanothus in variety
Chaenomales in variety
Chamaecyparis in variety
Clerodendron trichotomum
Cornus mas
Cordyline australis
Cotinus coggygria
Cotoneaster in variety
Cupressus in variety
Cytisus battandieri
Deutzia in variety
Embothrium coccineum
Erica arborea
Escallonia macrantha and others
Eucalyptus globulus
 " *gunnii*
Eucryphia Nymansay
Forsythia intermedia
Fremontodendron californicum
Garrya elliptica
Hamamelis in variety
Hebe in variety

Hoheria glabrata
Koelreuteria paniculata
Laburnum pendulum
Laurus lusitanicus
 " *nobilis*
Liquidambar styracifolia
Magnolia grandiflora
 " *Heaven Scent*
 " *Leonard Messel*
 " *lilifora nigra*
 " *soulangiana*
 " *stellata*
Mahonia Charity and others
Malus in variety
Philadelphus in variety

Pieris forestii and others
Pittosporum tenuifolium
Prunus Accolade
 " *Amanagowa*
 " *Pissardii*
 " *sargentii*
 " *serrula*
 " *stellata*
 " *subhirtella autumnalis*
 " *Tai Haku*
Pyrus salicifolia
Rhododendron luteum
 " *ponticum*
 " in variety
Sophora microphylla

Spruce Picea in variety
Syringa in variety
Tamarix gallica
Viburnum fragrans
 " *plicatum*
 " *tinus*
Walnut, Juglans regia

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APPENDIX 2

PUBLIC CONSULTATION PORTSWOOD RESIDENTS' GARDENS CONSERVATION AREA MANAGEMENT PLAN

This note summaries the more formal consultation procedures conducted by the group of residents preparing the Portswood Residents Gardens Conservation Area Character Appraisal and Management Plan. Considerable efforts were made to give everybody resident in the Conservation Area (CA) a chance to be informed about the Plan as it was developed, to ask questions, discuss it and be directly involved if they wished to be so.

The Subscribers to the PWG live in about 82% of the 95 properties (including the non-residential properties) in the Conservation Area. Non-subscribers were also kept equally informed about the plan, invited to meetings and exhibitions etc. The Trustees of the Gardens were also kept in touch and supported the consultation process. The Trustees further helped to publicise the Plan and consultation through their local newsletters which are published regularly.

PUBLIC MEETING 13 Jan. 2010 on "A Management Plan for PRGCA" to explain the nature of such plans, discuss how to take it forward and to learn from the experience of Oakmount Triangle CA. 32 attended, plus 2 SCC officers.

A REPORT ON THE MANAGEMENT PLAN by the Trustees was delivered to all households in the Conservation Area in late February 2010.

PUBLIC EXHIBITION 12 June 2010 on the History and Landscape of the PRGCA. Numbers unknown as this was part of a large centenary celebration with over 120 guests, and no record was kept.

PUBLIC EXHIBITION 4 July 2010. Exhibition as above. Visitors were also asked to comment on what they most valued about the CA and what their main concerns were about the future of the area.

PUBLIC EXHIBITION 8 July 2010. As 4 July. At least 42 attended over the two days (37 local residents, 2 from outside the area, 2 SCC officers and the SCC Leader.)

PARKING QUESTIONNAIRE August 2010. 52 questionnaires were circulated in two streets in the CA seeking views on a proposed Residents' Permit Parking Scheme. 36 responses received (30 of whom supported the proposals). Residents in a neighbouring street subsequently also asked to be considered for such a scheme, and this was supported.

PUBLIC MEETING 6 October 2010, with talks by SCC officers and residents about matters relevant to the Management Plan, questions and discussion. 35 attended.

EXECUTIVE SUMMARY circulated to all households in the CA November 2010.

PUBLIC MEETING 29 November 2010 to update residents on progress and provide an opportunity for further questions and discussion. 22 attended plus SCC officers.

DRAFT CA CHARACTER APPRAISAL AND MANAGEMENT PLAN circulated by e-mail or hard copies in January 2011 to 57 households who had

expressed an interest, including several non-subscribers. Numerous informal comments received verbally or by e-mail.

PUBLIC DROP-IN SESSIONS 17 and 26 January for questions and discussion about the draft CA Character Appraisal and Management Plan. 10 and 8 attendees respectively, including 2 non-subscribers.

REVISED DRAFT CA APPRAISAL AND MANAGEMENT PLAN circulated by e-mail or hard copies to 62 households for information on 14 January 2011, together with a covering e-mail drawing their attention to significant changes since the previously circulated version. The document had been revised to take account of comments made by local residents (including at the drop-in sessions, meetings of the working group drafting the plan and at the Residents' Gardens AGM on 3 Feb.) and by the Council's Conservation Officer.

FINAL DRAFT AS SUBMITTED TO THE CITY COUNCIL CIRCULATED early February to over 70 households for information.