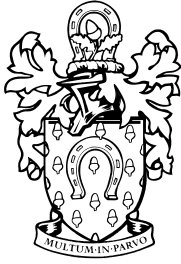


Public Document Pack



Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP
Telephone 01572 722577 Facsimile 01572 75307
DX28340 Oakham

Members of Rutland County Council District Council are hereby summoned to attend the **TWO HUNDRED AND FIFTY FOURTH MEETING OF THE COUNCIL** to be held in the Council Chamber at Catmose, Oakham on **12 September 2016 commencing at 7.00 pm**. The business to be transacted at the meeting is specified in the Agenda set out below.

Prior to the commencement of the meeting, the Chairman will offer the opportunity for those present to join him in prayers.

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at www.rutland.gov.uk/haveyoursay

Helen Briggs
Chief Executive

A G E N D A

1) APOLOGIES

To receive any apologies for absence from Members.

2) CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements by the Chairman.

3) ANNOUNCEMENTS FROM THE LEADER, MEMBERS OF THE CABINET OR THE HEAD OF PAID SERVICE

To receive any announcements by the Leader, Members of the Cabinet or the Head of Paid Service.

4) DECLARATIONS OF INTEREST

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

5) MINUTES OF PREVIOUS MEETING

To confirm the Minutes of the 253rd meeting of the Rutland County Council District Council held on 11 July 2016.

6) PETITIONS, DEPUTATIONS AND QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive any petitions, deputations or questions received from members of the public in accordance with the provisions of Procedure Rule 28. The total time allowed for this is 30 minutes. Petitions, deputations and questions will be dealt with in the order in which they are received and any which are not considered within the time limit shall receive a written response after the meeting.

7) QUESTIONS FROM MEMBERS OF THE COUNCIL

To receive any questions submitted from Members of the Council in accordance with the provisions of Procedure Rules 30 and 30A.

8) REFERRAL OF COMMITTEE DECISIONS TO THE COUNCIL

To determine matters where a decision taken by a Committee has been referred to the Council in accordance with the provisions of Procedure Rule 110.

9) CALL-IN OF DECISIONS FROM CABINET MEETINGS DURING THE PERIOD FROM 9 JULY 2016 to 9 SEPTEMBER 2016 (INCLUSIVE)

To determine matters where a decision taken by the Cabinet has been referred to Council by the call-in procedure of Scrutiny Panels, as a result of the decision being deemed to be outside the Council's policy framework by the Monitoring Officer or not wholly in accordance with the budget by the Section 151 Officer, in accordance with the provisions of Procedure Rules 206 and 207.

10) REPORT FROM THE CABINET (Pages 5 - 64)

To receive Report No. 173/2016 from the Cabinet on recommendations referred to the Council for determination and to note the Key Decisions taken at its meetings held on 19 July 2016 and 16 August 2016.

(Note: There have been some amendments to Report No. 154/2016 as published for 16 August 2016 Cabinet Meeting. The recommendations approved by Cabinet for Council approval on 16 August 2016 remain unchanged. The amended Report can be found at Appendix B to report 173/2016).

11) REPORTS FROM COMMITTEES OF THE COUNCIL

a) To receive reports from Committees on matters which require Council approval because the Committee does not have the delegated authority to act on the Council's behalf.

- i. Report of the Conduct Committee: Appointment of Town Council Representative on the Conduct Committee.

Report to follow

- b) To receive reports from Council Committees on any other matters and to receive questions and answers on any of those reports.
 - i. Annual Report of the Audit and Risk Committee

(Pages 65 - 76)

12) REPORTS FROM SCRUTINY COMMISSION / SCRUTINY PANELS

To receive the reports from the Scrutiny Commission / Scrutiny Panels on any matters and to receive questions and answers on any of those reports.

13) JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS

To receive reports about and receive questions and answers on the business of any joint arrangements or external organisations.

14) NOTICES OF MOTION

To consider any Notices of Motion submitted by Members of the Council in accordance with Procedure Rule 34 in the order in which they are recorded as having been received.

15) EXCLUSION OF THE PUBLIC AND PRESS

Council is recommended to determine whether the public and press be excluded from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, as amended, and in accordance with the Access to Information provisions of Procedure Rule 239, as the following item of business is likely to involve the disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

16) LYNDON TOP

To receive a report of the Chief Executive.

(Report to follow)

17) ANY URGENT BUSINESS

To receive items of urgent business which have been previously notified to the person presiding.

---oOo---

TO: MEMBERS OF THE COUNCIL

Mr K Bool – Chairman of the Council

Mr E Baines – Vice-Chairman of the Council

Mr N Begy
Miss R Burkitt
Mr R Clifton
Mr W Cross
Mr R Foster
Mr O Hemsley
Mr J Lammie
Mr A Mann
Mr M Oxley
Mrs L Stephenson
Mr K Thomas
Mr A Walters

Mr O Bird
Mr B Callaghan
Mr G Conde
Mr J Dale
Mr R Gale
Mr T King
Mrs D MacDuff
Mr T Mathias
Mr C Parsons
Mr A Stewart
Miss G Waller
Mr D Wilby

---oOo---

THE COUNCIL'S STRATEGIC AIMS

Creating a safer community

Creating an active and enriched community

Creating a brighter future for all

Meeting the health and wellbeing needs of the community

Creating a sustained environment

Building our infrastructure

COUNCIL

12 September 2016

CABINET RECOMMENDATIONS TO COUNCIL

Report of the Cabinet

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	N/A	
Contact Officer(s):	Marcelle Gamston, Corporate Support Officer	01572 720922 mgamston@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

1. That Council notes the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 11 July 2016, as detailed in Appendix A to this report.

2. That Council approves the following Recommendations from Cabinet:
 - i) The adoption of the Rutland County Council Corporate Plan 2016 to 2017.
 - ii) The preparation of an annual report for Council updating on progress against the plan to include an annual review of the plan.
 - iii) That work on the next Corporate Plan should commence immediately after the election of the new Council in June 2019 to be completed by the end of that calendar year.

16 August 2016
Decision No. 199
Report No. 155/2016
Corporate Plan including Strategic Aims and Objectives

3. That Council approves the following Recommendation from Cabinet:
 - i) The acceptance of the Government's multi-year settlement offer.

16 August 2016
Decision No. 200
Report No. 151/2016

Efficiency Plan

4. That Council approves the following Recommendations from Cabinet:

- i) Council support intervention in the pupil place market.
- ii) Council focus support on ensuring sufficient places for children in Rutland only.
- iii) Officers and the Portfolio Holder for Education continue to work with Rutland Schools, Trusts and Federations to review the impact of 'Out of County' pupils on schools.
- iv) An annual report be submitted to Cabinet starting in 2017 that outlines how the Council are planning to meet the requirements for a 'sufficiency' of schools places across the County based on a 15 year projection.
- v) Further reports be provided to Cabinet as follows:-
 - (a) A review of SEN provision across the County – November 2016
 - (b) A review of the impact of MOD developments on the viability of schools – November 2016
 - (c) A review of the medium/long term provision of Secondary capacity in Oakham by the end of 2016/17
- vi) Council support the creation of additional capacity at Catmose Campus subject to further discussion.
- vii) Council in principle (subject to the issues outlined in recommendation 1.1.8 contained within Report No. 154/2016) to support and allocate where appropriate Basic Needs Funding for:
 - (a) The creation of a new Free School to serve the Oakham area at the Catmose Campus site: and
 - (b) Additional places at Oakham Church of England Primary School
- viii) 'In principle' support be conditional on satisfactory 'due diligence' and detailed discussions relating to the following issues:
 - (a) Timing and number of additional places
 - (b) Balance and level of Basic Needs Funding to the Schools own contribution
 - (c) Value for money considerations
 - (d) Planning risk and viability
 - (e) Development issues including (not exhaustive) – access, parking, drainage
 - (f) Impact on other provision (on site and nearby) including Secondary and SEN
 - (g) Breadth of curriculum
 - (h) Knock on effect to Out of County pupils and the balance of access to provision by Rutland children
- ix) Authority to progress and determine 1.1.7 and 1.1.8 to be delegated to the Chief Executive, relevant Directors and Portfolio Holders for Education and Finance

and Development.

16 August 2016

Decision No. 202

Report No. 154/2016

Funding Support for Barleythorpe Primary Free School Bid

(Note: There have been some amendments to Report No. 154/2016 as published for 16 August 2016 Cabinet Meeting. The recommendations approved by Cabinet for Council approval on 16 August 2016 remain unchanged. The amended Report can be found at Appendix B to this report).

1 PURPOSE OF THE REPORT

- 1.1 To consider the recommendations of Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 11 July 2016.
- 1.2 To report to Council the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 11 July 2016, as detailed in Appendix A to this report.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 As outlined in report number 01/2016.
- 2.2 The Key Decisions Listed in Appendix A have already been taken and can be found in the Cabinet Record of Decisions for the meetings of 19 July 2016 and 16 August 2016.

3 CONSULTATION

- 3.1 As outlined in report number 01/2016.
- 3.2 Consultation for key decisions is included in the reports for the meetings of Cabinet referred to in Appendix A.

4 ALTERNATIVE OPTIONS

- 4.1 The only other option would be to not receive the Cabinet's report to Council. However Procedure Rule 246.3 of the Constitution requires the submission of the report.

5 FINANCIAL IMPLICATIONS

- 5.1 Any financial implications are outlined in report 01/2016, or contained in the reports referred to in Appendix A.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 As outlined in report 01/2016.
- 6.2 The Key Decisions listed in Appendix A have already been taken and the record is for Council's information only.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 As outlined in report 01/2016, or contained in the reports referred to in Appendix A.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1 Any Community Safety implications are outlined in report 01/2016, or contained in the reports referred to in Appendix A.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 Any Health and Wellbeing implications are outlined in report 01/2016, or contained in the reports referred to in Appendix A.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 10.1 That Council notes the report in order to ensure the procedure rules in the Constitution are followed.

11 BACKGROUND PAPERS

- 11.1 Cabinet Record of Decisions: 19 July 2016 and 16 August 2016.

12 APPENDICES

- 12.1 Appendix A - Key Decisions Made by Cabinet since the Previous Ordinary Meeting of the Council.
- 12.2 Appendix B – Report No. 154/2016(amended) Funding Support for Barleythorpe Free School Bid

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

**Council
12 September 2016**

Key decisions made by the Cabinet since the Agenda for the Ordinary Meeting of the Council on 11 July 2016. These decisions have already been taken and this record is for Council's information only:

Date	Key Decision No.	Title	Decision
19 July 2016	165	LANGHAM NEIGHBOURHOOD PLAN	<ol style="list-style-type: none"> 1) Cabinet AUTHORISED the publication of the Submission Draft Langham Neighbourhood Plan in Appendix A to Report No. 142/2016, for consultation with the local community and key stakeholders. 2) Cabinet AUTHORISED the submission of the document and supporting information to an examiner appointed by the Council to carry out an independent examination of the plan. 3) Cabinet AUTHORISED the Director for Places (Development and Economy) to: <ol style="list-style-type: none"> i) Undertake the statutory consultation required as part of the submission procedure and on completion of that consultation prepare a post-submission Statement of Consultation for consideration by the independent examiner; and ii) Prepare the necessary documentation to accompany the Submission Draft Document through the local referendum process, including consultation and publicity material. iii) Appoint an examiner to carry out an independent examination of the Langham Neighbourhood Plan. 4) Cabinet AUTHORISED the Director for Places (Development and Economy), in consultation with Portfolio Holder for Places (Development and Economy) and Resources to: <ol style="list-style-type: none"> i) Identify, in consultation with Langham Parish Council, any such minor changes to the Submission Draft Langham

Date	Key Decision No.	Title	Decision
			<p>Neighbourhood Plan that may be required in response to representations received and submit them to the independent examiner:</p> <ul style="list-style-type: none"> ii) Seek to determine, in consultation with Langham Parish Council, any modifications identified in the independent examiner's report before it can proceed to the referendum; and iii) Agree any changes to the referendum area if recommended by the independent examiner.
19 July 2016	166	OAKHAM ENTERPRISE PARK FURTHER CAPITAL INVESTMENT	<ul style="list-style-type: none"> 1) Cabinet APPROVED the business action plan attached in Appendix D to Report No. 100/2016 to construct a number of industrial units at a cost of up to £500,000 using capital receipts to maximise the use of the site at Oakham Enterprise Park (OEP) owned by the Council. 2) Cabinet AUTHORISED the Director for Places (Development and Economy) in consultation with the Cabinet Member with portfolio for Development and the OEP Project Board to negotiate and enter into all necessary legal agreements to develop the site and lease the units including the agreement of contract award criteria.
16 August 2016	197	QUARTER 1 FINANCIAL MANAGEMENT REPORT	<ul style="list-style-type: none"> 1) Cabinet NOTED: <ul style="list-style-type: none"> i) The 2016/17 revenue and capital outturn position as at Quarter 1. ii) That the £75k contribution from the Council to the Fire Service was no longer required and had been removed from the budget (Report No. 133/2016, Appendix B note (vi)). iii) The increase in Non Ringfenced grants of £18k arising from an extra£8k received in respect of Independent Living Fund grant (Report No. 133/2016, Appendix B note (iv)) and New Homes Bonus (share of funds held back) of £10k (Report No. 133/2016, Appendix B note (iii)). iv) The proposed transfers from earmarked reserves as shown in the table

Date	Key Decision No.	Title	Decision
11			<p>in Report No. 133/2016, Appendix A, para 1.6.1 (to be finalised and agreed in the 2016/17 outturn)).</p> <ul style="list-style-type: none"> v) The reduction in funding of £6k for Devolved Formula Capital as set out in Report No. 133/2016, Appendix A para 2.2.2. vi) That £200k of the Castle Restoration project would now be funded from capital receipts rather than revenue reserves given the pressure on the MTFP Report No. 133/2016, Appendix A para 2.2.4. <p>2) Cabinet APPROVED:</p> <ul style="list-style-type: none"> i) The use of £14k from the Planning Delivery Grant reserve and £19k Budget Carry Forward reserve (Welland Market Towns) as requested in Report No. 133/2016, Appendix A paras 1.6.2 and 1.6.3. ii) The use of £50k from the General Fund for the Chief Executive to have access to ring fenced funds for discretionary payments in line with HR and Employment policies (Report No. 133/2016, Appendix B note (v)). iii) The release of an additional £15k from section 106 for Oakham Enterprise Park – Educational facility Report No. 133/2016, Appendix A para 2.2.3.
16 August 2016	199	<p>CORPORATE PLAN</p> <p>(including Strategic Aims and Objectives)</p>	<p>1) Cabinet APPROVED and RECOMMENDED TO COUNCIL:</p> <ul style="list-style-type: none"> i) The adoption of the Rutland County Council Corporate Plan 2016 to 2017. ii) The preparation of an annual report for Council updating on progress against the plan to include an annual review of the plan. iii) That work on the next Corporate Plan should commence immediately after the election of the new Council in June 2019 to

Date	Key Decision No.	Title	Decision
			be completed by the end of that calendar year.
16 August 2016	200	EFFICIENCY PLAN	1) Cabinet RECOMMENDED TO COUNCIL that it accepted the Government's multi-year settlement offer and NOTED action being taken to close the financial gap.
16 August 2016	201	ASSISTIVE TECHNOLOGY SERVICE PROCUREMENT	1) Cabinet APPROVED the procurement model and award criteria for the Assistive Technology Service set out within Report No. 152/2016. 2) Cabinet AUTHORISED the Director for People, in consultation with the Cabinet Member with portfolio for Health and Adult Social Care, to award the contract(s) resulting from this procurement exercise in line with the Award Criteria.
16 August 2016	202	FUNDING SUPPORT FOR BARLEYTHORPE PRIMARY FREE SCHOOL BID (Note: There have been some amendments to Report No. 154/2016 as published for 16 August 2016 Cabinet Meeting. The recommendations approved by Cabinet for Council approval on 16 August 2016 remain unchanged. The amended Report can be	1) Cabinet RECOMMENDED TO COUNCIL that: i) Council support intervention in the pupil place market. ii) Council focus support on ensuring sufficient places for children in Rutland only. iii) Officers and the Portfolio Holder for Education continue to work with Rutland Schools, Trusts and Federations to review the impact of 'Out of County' pupils on schools. iv) An annual report be submitted to Cabinet starting in 2017 that outlines how the Council are planning to meet the requirements for a 'sufficiency' of schools places across the County based on a 15 year projection. v) Further reports are provided to Cabinet as follows:- • A review of SEN provision across the County – November 2016 • A review of the impact of MOD developments on the

Date	Key Decision No.	Title	Decision
13		found at Appendix B to this report).	<p>viability of schools – November 2016</p> <ul style="list-style-type: none"> • A review of the medium/long term provision of Secondary capacity in Oakham by the end of 2016/17 <p>vi) Council support the creation of additional capacity at Catmose Campus subject to further discussion.</p> <p>vii) Council in principle (subject to the issues outlined in recommendation 1.1.8 contained within Report No. 154/2016) to support and allocate where appropriate Basic Needs Funding for:</p> <ul style="list-style-type: none"> • The creation of a new Free School to serve the Oakham area at the Catmose Campus Site; and • Additional places at Oakham Church of England Primary School. <p>viii) 'In principle' support be conditional on satisfactory 'due diligence' and detailed discussions relating to the following issues:</p> <ul style="list-style-type: none"> • Timing and number of additional places. • Balance and level of Basic Needs Funding in the Schools own contribution. • Value for money considerations. • Planning risk and viability. • Development issues including (not exhaustive) – access, parking, drainage. • Impact on other provision (on site and nearby) including Secondary and SEN. • Breadth of curriculum. • Knock on effect to Out of County pupils and the balance of access to provision by Rutland children. <p>ix) Authority to progress and determine 1.1.7 and 1.1.8 to be delegated to the Chief Executive, relevant Directors and the</p>

Date	Key Decision No.	Title	Decision
			Portfolio Holders for Education and Finance and Development.

CABINET

16 August 2016

FUNDING SUPPORT FOR BARLEYTHORPE PRIMARY FREE SCHOOL BID

Report of the Director for People

Strategic Aim:	Creating a brighter future for all	
Key Decision: Yes	Forward Plan Reference: FP/090516/01	
If not on Forward Plan:	Chief Executive Approved Scrutiny Chair Approved	N/A
Reason for Urgency:	N/A	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr D Wilby, Portfolio Holder for Lifelong Learning Mr T King Leader and Portfolio Holder for Finance and Development	
Contact Officer(s):	Mark Fowler Head of Lifelong Learning	01572 758460 mfowler@rutland.gov.uk
Ward Councillors	All	

DECISION RECOMMENDATIONS

That Cabinet

1. Recommends to Council that it:

1.1.1 Support intervention in the pupil place market.

1.1.2 Focus support on ensuring sufficient places for children in Rutland only.

1.1.3 That Officers and the Portfolio Holder for Education continue to work with Rutland Schools, Trusts and Federations to review the impact of 'Out of County' pupils on schools.

1.1.4 That an annual report be submitted to Cabinet starting in 2017 that outlines how the Council are planning to meet the requirements for a 'sufficiency' of school places across the County based on a 15 year projection.

1.1.5 Further reports be provided to Cabinet as follows:-

A review of SEN provision across the County – November 2016

A review of the impact of MOD developments on the viability of schools – November 2016

A review of the Medium / Long term provision of Secondary capacity in Oakham by the end of 2016/17

1.1.6 Council support the creation of additional capacity at Catmose Campus

1.1.7 Council in principle (subject to the issues outlined in 1.1.8) to support and allocate where appropriate Basic Needs Funding for:

The creation of a new Free School to serve the Oakham area at the Catmose Campus Site; and

Additional places at Oakham Church of England Primary School.

1.1.8 'In principle' support be conditional on satisfactory 'due diligence' and detailed discussions relating to the following issues:

- i. Timing and number of additional places
- ii. Balance and level of Basic Needs Funding to the Schools own contribution
- iii Value for Money considerations
- iv. Planning risk and viability
- v. Development issues including (not exhaustive) – access, parking, drainage,
- vi. Impact on other provision (on site and nearby including Secondary and SEN
- vii. Breadth of curriculum
- viii. Knock on effect to Out of County pupils and the balance of access to provision by Rutland children

1.1.9 Authority to progress and determine 1.1.7 and 1.1.8 to be delegated to the Chief Executive, relevant Directors and the Portfolio Holders for Education and Finance and Development.

1 PURPOSE OF THE REPORT

- 1.1 To update Cabinet of the position relating to pupil places within the County for Primary and Secondary education in 2016. This analysis will outline where there is under / over provision.
- 1.2 To advise on the impact of projected growth on the demand for school places and where there is predicted to be under / over provision.
- 1.3 To review the options available for increasing the supply of school places including the option to support or not the Barleythorpe Primary Free School Bid.
- 1.4 To draw conclusions and make recommendations as required for the consideration of Cabinet.

1.5 This report has been updated to reflect the following:-

1.5.1 The observations made when Cabinet considered the original report on 16th August 2016;

1.5.2 The further work suggested by Cabinet to expand on the analysis in the original report. This includes:-

a. A replacement analysis of the 'sufficiency' data based on a range of scenarios (Revised **Appendices B - F**)

b. A new **Appendix G** – outlining worked examples to illustrate how Pupil projections are calculated

c. New **Appendices H and I** that contain worked examples for pupil based planning projections for Primary and Secondary for the Oakham Cluster.

1.5.3 A meeting that took place between RCC (Cllrs King and Wilby, CEO and Dr O Neill) and Catmose Principal on 23/09/16;

1.5.4 an update on the position relating to the move of Visions from the Catmose Campus to provide capacity to increase the Secondary PAN; and

1.5.5 Feedback and concerns expressed by Members based on the original report.

2 BACKGROUND AND MAIN CONSIDERATIONS

Government policy on pupil places

Rutland County Council (RCC) has a statutory duty to ensure there are sufficient school places to accommodate young people in the County¹. The places must be of good quality and sufficient in number to support parental choice and diversity. This responsibility is not clearly defined, nor is advice provided regarding "sufficiency" of places.

The general direction of government policy is outlined below (some of which is guidance and not statutory):

a. Local authorities monitor and encourage the planning and supply of school places.

b. Schools and academy trusts manage the provision of school places – both in supplying more when needed and reducing them when surplus. They now carry ~~the cost for surplus~~ places.

¹ The Education Act 1996 Section 13(1) says "a local authority shall (so far as their powers enable them) to contribute towards the spiritual, moral, mental and physical development of the community by securing that efficient primary education and secondary education, and in the case of an English local authority, further education, are available to meet the needs of the population in their area."

The same Act Section 14(2) places a duty on a council to "secure sufficient schools for providing (a) primary education and (b) secondary education and that those schools are available for their area."

- c. Academies and trusts are their own admissions authority and make decisions regarding policy and practice. They are subject to appeals arrangements and for final judgement to the Schools Adjudicator.
- d. Each academy is free to set its own admissions policy. Different schools use arrangements such as “catchment” and “feeder schools” to manage and prioritise admissions.
- e. Only “good” schools will be allowed to increase their capacity.
- f. New schools must be free schools.
- g. All those who wish to increase places must apply to DfE and gain approval.
- h. It is also possible for a school to apply to open a free school with LA support – known as a “presumption”.
- i. There is a statutory presumption against closing small rural schools.
- j. Where schools are popular they should be generally encouraged to expand and/or take on the leadership of other schools.
- k. Children Looked After should only attend schools that are “good” or “outstanding”.
- l. The general context is one of allowing the education market to supply places and parental choice to drive quality.
- m. The DfE does not recommend a percentage of vacant places. However, the Audit Commission in 2010 indicated that 10% spare capacity was a prudent use of resources that still allowed parent choice. Note this is simply guidance and applies to the whole County and not necessarily clusters or individual schools.

The provision of school places – legislative background

- 2.1 Local authorities (LA) formerly had the power to open new schools – known as community or county schools. These powers have been removed and LA’s now have no specific legislative power allowing them to open new community schools. They must fulfil the broad duty of ensuring ‘sufficient’ school places.
- 2.2 Council is therefore in the difficult position of being required to ensure a ‘sufficiency’ of places without direct control over the supply of places.
- 2.3 In most cases, increasing school places means extending current provision, e.g., converting or adding an extra classroom or wing to an established academy or school. Sometimes creating a new school.
- 2.4 A range of agencies now have the authority – and are being actively encouraged by central government – to establish new schools. Academy Trusts, private companies and groups of parents may create new “free schools” on the condition that they can demonstrate demand and gain DfE approval. Many examples are seen where a free school has been established despite sufficient school places in

the area. Organisations that wish to create – or remove – pupil places are under no obligation to gain the local authority’s view or approval.

- 2.5 In relation to the closure of schools the process depends on their status ie there is a clear process where the proposal is to close a ‘Maintained’ school. For Academies the position is less clear. However, the advice from the Office of the Schools Commissioner is that the ultimate decision for the closure of an Academy school would be that of the Schools Commissioner. We have been unable to find a precedent for this.

The Current position in Rutland

- 2.6 In 2014/15 the Council began the forward planning work required to meet the obligation of ensuring a ‘sufficiency’ of school places in Rutland going forward. This report is a continuation of that work.

- 2.7 **Report 68/2015** presented to Cabinet on 17th March 2015.

Cabinet **APPROVED** the consultation process for provision of a new primary school in Oakham.

...and the release of Basic Needs Funding to support provision of additional school places subject to a further report to Cabinet in April 2015.

- 2.8 **Report 82/2015** Capital allocations for Education was presented to Cabinet on 21st April 2015 and Cabinet resolved to allocate up to £400k to support the rectification of various health and safety, capacity and maintenance issues across schools in the County. This has resulted in increased capacity augmented by funding from schools own resources.

- 2.9 The consultation process approved in **Report 68/2015** has resulted in the following:

- a. Request for support from the LA for a new ‘Free’ Primary School (Barleythorpe Primary) at the Catmose Campus site in Oakham; and
- b. Expressions of interest in support for expansion of a range of Primary Schools within the Oakham Cluster – initially only two schools expressed an interest (Brooke Hill and English Martyrs). More recently two further schools have also expressed an interest (Oakham Church of England School and Whissendine).

- 2.10 In order to advise Cabinet on the best way forward it is necessary to:-

- a. Review the current school places at Primary and Secondary in the County;
- b. Examine scenario based projections of future demand for pupil places at Primary and Secondary; and
- c. Undertake an assessment of the options for ensuring ‘sufficiency’ of places based on growth projections

- 2.11 The provision for Special Educational Needs (SEN) is specifically excluded from

this report and will be the subject of a further report to Cabinet in November 2016.

3 CURRENT SUFFICIENCY OF PRIMARY & SECONDARY PLACES

3.1 Each year the Council is required to undertake a School Capacity Survey (SCAP). The objective of this survey is to demonstrate the 'sufficiency' of places and to project demand in so far as a five year projection is taken. This will then enable the Council to take the necessary action to secure future 'sufficiency'.

In 2015/16 the SCAP and associated **Report 68/2015** foresaw the need to increase the number of pupil places in the Oakham area.

3.2 The 2016/17 SCAP indicates the following:

School Places for 2016/17				
	Primary		Secondary	
	Capacity	Number on Roll	Capacity	Number on Roll
Oakham	1,435	1,360	900	953
	Surplus Places 75 (5%)		Deficit Places -53 (-6%)	
Casterton	1,172	910	900	685
	Surplus Places 262 (22%)		Surplus Places 215 (24%)	
Uppingham	803	627	915	902
	Surplus Places 186 (23%)		Surplus Places 13 (1.4%)	

3.3 Based on the 2016/17 SCAP surplus places exist in all locations for both Primary and Secondary with the obvious exception of Secondary provision at Oakham. However, in order to set this in an appropriate context it is necessary to consider the following:

a. Parental Choice

A key aim of the Education Service is to provide parents with choice regarding the school where their child is educated. The %age of Parents getting their first preference is indicated on the following tables with a national average as a comparator (in brackets). At present our position indicates a high percentage of parents getting their first choice and 1st to 3rd Choice. As pressure on 'sufficiency'

in key areas becomes more of an issue unless extra provision is made parental choice will be eroded. Currently our performance is significantly better than the National picture.

Primary School Admission	Sept 2014	Sept 2015	Sept 2016	Target
Offered first choice	97%	93%	93% (88.4%)	95%
Offered first to third choice - or in the instance of the National comparator this can be a choice of up to 9 schools	99.2%	98.6%	99.2% (95.0%)	100%

Secondary School Admission	Sept 2014	Sept 2015	Sept 2016	Target
Offered first choice	92%	92%	89% (84.1%)	90%
Offered first to third choice - or in the instance of the National comparator this can be a choice of up to 9 schools	97%	98%	97% (96.3%)	98%

b. Explore how many pupils attending these Rutland schools live out of County

Based on the 2016 Summer census the total percentage of pupils in Rutland Primary and Secondary schools from outside the County is 12.2% equating to 359 pupils (Primary) and 45.24% equating to 1,117 pupils (Secondary). **Appendix A** to this report indicates how this is spread across the County.

Where pressures on places are most acute i.e. Oakham for Secondary and Primary and in Uppingham for Secondary the percentage of 'out of County' children compounds the problem – most particularly in Uppingham. Concerns have been expressed about the negative impact of admissions policies within the Oakham Cluster. Evidently this is not the case as the Oakham cluster and in particular Catmose College the Oakham area secondary has the lowest percentage of out of County pupils. This is supported by a downward trend. The admissions policy at Catmose Campus is indeed ensuring secondary places at Catmose College for Oakham pupils. As it contains a 'distance' criteria (see 5.13

and 5.14) it ensures that children resident in Oakham are prioritised over children in Oakham Primary Schools but from Out of County.

	Surplus/ Deficit Places	%age Pupils from out of County
Oakham Primary Cluster	5%	9.01%
Catmose College	-6%	16.21%
Uppingham Community College	1.4%	59.91%

c. The impact on the home to school transport budget of our current pupil based planning

The Council currently spends in the region of £600k per annum on Home to School transport. This budget has in recent years been scrutinised in a number of ways. By a Scrutiny Task and Finish project, as part of the Places Directorate Zero Based Budget (ZBB) Review and as part of the Transport Review (Ongoing). Access to school places and Home to School Transport budget are directly linked.

School transport policy is largely dictated by national legislation. This dictates that local authorities should provide free school transport for pupils aged 5-16 who attend their qualifying school and live over a certain walking distance from the school. (2 miles for pupils under 8 years; 3 miles for those who are aged 8-16 years). The qualifying school is defined as the nearest appropriate school. Where a walking route is deemed unsafe (based on specific criteria), authorities are required also to provide transport.

RCC has made a slightly wider interpretation of the policy. The age of eligible pupils has been extended to include 4 year olds (as is the case in most other authorities). The qualifying school is taken to be either the nearest or designated catchment school (although some academies have abandoned specific catchment areas).

Home to School transport is provided in various ways, depending on the most effective option available. Some pupils are provided with bus passes to travel on public transport services; elsewhere, dedicated contract services are arranged, using buses, coaches, minibuses or taxis.

Overall across the County there are sufficient pupil places and Primary and Secondary. However, increasing the time spent travelling to make use of provision across the County can impact on educational outcomes and would certainly increase the costs to the Council for Home to School transport.

d. The location of development growth and other factors

When looking at the provision of school places it is also important to look at the proximity of additional places to where future growth will take place. We know that the majority of growth within Rutland will take place within Oakham. In recent years that growth has taken place in the North of Oakham and that is likely to continue.

School drop-off and pick-up is a significant contributory factor in congestion. Schools also have an impact on access and parking around school sites.

We are aware of the positioning of the railway line and level crossings in Oakham and the impact that has on traffic flow within the town. It must be an important consideration when looking at future school places. Anything that increases pressure for movement across town and level crossings will exacerbate an already increasing problem. Recent discussions with Network Rail have reiterated that level crossings in Oakham are set in the future to be down more often and for longer. Therefore this is a factor that needs to be considered when looking at matching increased capacity and locations for that increase. It also needs to be considered when looking at the viability of transporting children to places.

Conclusion on the Current Sufficiency of Primary and Secondary Places

- 3.4 At present there are sufficient school places across the County. However, parental choice is restricted in Oakham and Uppingham and the number of appeals is increasing. In 2016 school places could not be found in Uppingham for 21 siblings as the school was oversubscribed in certain year groups. This must however, be set in the context of the high proportion of pupils attending Rutland schools from outside the County.
- 3.5 The Council could simply take no action. This would undoubtedly result in an increase in the Home to School transport budget as pupils are forced to travel further to access school places. There would be significant levels of dissatisfaction and a reaction against an expectation particularly in Oakham that the Council has a role to play in the provision of school places.
- 3.6 **Report 68/2015** made it clear that work to plan for the future was underway. In order to continue this work now is an appropriate time to review once again the projected demand for future pupil places and the impact this will have on any proposed solutions. **Section 4** of this report will outline projected demand for pupil places and **Section 5** the options for tackling the future pressures on Pupil places.

4 PROJECTING FUTURE DEMAND FOR PUPIL PLACES

- 4.1 It is vital that we plan for the future. In order to do this we need to predict where and when demand will exceed the supply of pupil places in our schools. It should be noted that our analysis needs to be contextualised against the proportion of pupils currently attending Rutland schools from outside the County as this currently has a significant impact on the availability of places for Rutland Children. This is influenced by the schools and parents not the Council.

- 4.2 A useful background read of some key considerations associated with the County Vision and Plan is at Section 6 of this report.
- 4.3 The following factors need to be considered when predicting demand:
- a. Population growth – linked to housing growth, the pace at which new housing is delivered and its location.
 - b. The demographic make-up of the housing growth i.e. the number of Children and Young People that new housing generates
 - c. Ministry of Defence (MOD) plans – historically this has distorted demand for schools near Kendrew and St Georges Barracks significantly and as the MOD rebasing strategy work continues this will still impact in particular on St Georges barracks
 - d. Out of County Pupils – significantly influenced by the choices schools make in relation to admissions criteria
 - e. Parental choice influencing which schools are ‘in demand’
 - f. Academies – Rutland has a high proportion of academies. As their own admissions authorities this makes pupil based planning significantly more complicated as the Council has very little ability to influence supply or demand
 - g. Changes on pupil place provision outside the county – as school provision emerges on our borders and or perceptions of schools change outward migration particularly at Secondary needs to be considered.
- 4.4 Consultation closed on 31st July 2016 on the Council’s next Corporate Plan. It remains at present in a draft format to be considered by Council in September. However there is a strong emphasis in the current draft on sustainable growth. In the context of the plan ‘Sustainable’ includes the provision of a ‘Sufficiency’ of school places in the right locations to support growth in the population. This clearly indicates the need for adequate planning for future school places.
- 4.5 The 2016 Schools Capacity Survey highlights steady growth in pupil numbers linked to housing growth. The growth is not evenly spread across the school estate.
- 4.6 Future housing growth will occur mainly in Oakham further exacerbating an emerging pressure in both Primary and Secondary. In 2015/16 work has been done to increase provision - Brooke Hill Academy (60 places) and English Martyrs (30 places).
- 4.7 Urgent action is required to address the shortage of Secondary provision for Oakham. This is in hand and revised occupancy at the Catmose College Campus will create space for an additional 150 pupil places. This will therefore address the immediate pressure on places. This relies on the re-location of the Visions Children’s Centre from the Catmose Campus. Work has been on-going on this for some time and an options report will be presented to Cabinet on 20th September 2016. The relocation proposed will provide an enhanced offer for the Children’s Centre and allow the freeing up of space to progress the much needed increased secondary capacity. RCC are working with the Catmose Federation closely on this.
- 4.8 In order to project future demand a range of scenarios have been considered over a 15 year period i.e. to 2026. The obvious conclusion from increasing growth in

housing and in the population over that period has to be increasing pressure on schools. As 80% of growth is likely in Oakham this will be where the on-going increase in demand will manifest itself. The scenarios developed are as follows:-

Appendix	Scenario²
B	Our Current 5 Year SCAP figures projected forward for 10 years
C	Pupil yields (Low) from new development of:- Primary 21.8% Secondary 12% and a growth rate of 175 per annum
D	Pupil yields (Low) from new development of:- Primary 21.8% Secondary 12% and a growth rate of 225 per annum
E	Pupil yields (High) from new development of:- Primary 24% Secondary 18% and a growth rate of 175 per annum
F	Pupil yields (High) from new development of:- Primary 24% Secondary 18% and a growth rate of 225 per annum

4.9 Since the publication of the Council report and the publication on our web site of the additional information provided to Cabinet there has as expected been some interest in how the projections are developed. Clearly this is a complex process. **Appendix G** to this report is a summary of the steps followed to develop projects. It is however, important to remember that these are projections based on a series of assumptions, estimates and projections of data that contributes to the build up of projections. In order to demonstrate the methodology **Appendices H and I** are worked examples of the methodology in action for Primary and Secondary.

The growth projections are based on the following assumptions (summary for more detail see **Appendix G**):

- a. Housing - The SCAP return should only include housing developments that have full planning permission or where the LA can demonstrate a degree of certainty that the development will go ahead within the timeframe of the forecasts (5 years). With this in mind the Housing Trajectory from Planning is used to calculate pupil yield. This includes developments with planning permission, small scale windfall commitments, large site windfalls, SAPDPD Allocations and numbers of properties from the Uppingham Plan. Pupil yield factors of 21.8% for primary and 12.0% for secondary school have been applied (these

² Note all figures are based on PAN after the additional 150 Secondary places are provided at Catmose

have been calculated using actual numbers on roll against properties occupied on new housing developments in Oakham).

- b. Reception - The past 5 years' number of births in Rutland is used to calculate a trend by applying an average increase / decrease. This is currently -0.6% year on year. To this is added an average additional number reflecting the out of county pupils on roll. These figures are then applied to the corresponding year in which children start school.
- c. Year 7 – A 5 year trend is used to calculate the forecast numbers on roll for year 7. Rutland has a significant increase in numbers on roll between these 2 years. The average increase over the past 5 years is 41%. RCC also applies an increase or decrease in the numbers on roll in year 6 over the same 5 year period.
- d. MOD – The assumption is that present numbers of service children remain fairly static. No feedback suggests significant increase or decrease in numbers. However there is underway a further 'rebasin' review that may impact on this position. Cabinet would be advised if anything develops that would impact on 'sufficiency'.
- e. Out of county influences – Pressure on pupil places from development plans will have an impact on Rutland schools. Allowance for this has not been made as plans remain uncertain and long-term.

Scenario*	County	Primary	Secondary
Our Current 5 Year SCAP figures projected forward for 10 years	<ul style="list-style-type: none"> • Sufficient places to 2025/26 • But only if supported by significant additional transport costs • Parental choice significantly compromised 	<ul style="list-style-type: none"> • 225 (6%) spare places across the County • Shortfall of 58 in the Oakham Cluster 	<ul style="list-style-type: none"> • There would be a shortage of 102 places by 2025/26
15 Year Projection: Pupil yields (Low) from new development of:- Primary 21.8% Secondary 12% and a growth rate of 175 per annum	<ul style="list-style-type: none"> • Sufficient places in County until 2029/30 for Primary and Secondary until 2021/22 	<ul style="list-style-type: none"> • Oakham Cluster under pressure from 2016/17 • Oakham Cluster in deficit from 2021/22 by 1 place 	<ul style="list-style-type: none"> • Oakham in deficit from 2021/22 shortage of 22 places
15 Year Projection: Pupil yields (Low) from new development of:- Primary 21.8% Secondary 12% and a growth rate of 225 per annum	<ul style="list-style-type: none"> • Sufficient places in County until 2026/27 for Primary and Secondary until 2021/22 	<ul style="list-style-type: none"> • Oakham cluster under pressure from 2016/17 • Oakham cluster in deficit from 2020/21 by 6 places 	<ul style="list-style-type: none"> • Oakham in deficit from 2019/20 shortage of 7 places

<p>15 Year Projection: Pupil yields (High) from new development of:- Primary 24% Secondary 18% and a growth rate of 175 per annum</p>	<p>Sufficient places until 2028/29 for Primary and 2020/21 for Secondary</p>	<ul style="list-style-type: none"> • Oakham cluster under pressure from 2016/17 • Oakham cluster in deficit from 2021/22 	<ul style="list-style-type: none"> • Oakham in deficit from 2017/18 shortage of 35 places
<p>15 Year Projection: Pupil yields (High) from new development of:- Primary 24% Secondary 18% and a growth rate of 225 per annum</p>	<ul style="list-style-type: none"> • Sufficient places until 2025/26 for Primary and 2020/21 for Secondary 	<ul style="list-style-type: none"> • Oakham cluster in deficit from 2019/21 	<ul style="list-style-type: none"> • Oakham in deficit from 2017/18 shortage of 37 places

***Based on no action taken to increase school places other than the increase of 150 places at Catmose Campus for Secondary**

- 4.10 It is clear from the analysis that action is required to ameliorate the impact of growth and the pressure this will place on school places across the County. As was indicated in **Report 68/2015**, supported by the 2016 SCAP and Scenarios of projected growth at 175 and 225 (both realistic based on current delivery) and the low / high projections of children generated from development action needs to be taken to address capacity issues in Oakham. **Section 5** of this report will address the options for creating additional capacity.

5 AN ASSESSMENT OF THE OPTIONS FOR ENSURING 'SUFFICIENCY' OF PLACES BASED ON GROWTH PROJECTIONS

- 5.1 It is important to stress at this point that the Council cannot prevent schools choosing to expand if they have the funding to do so. Nor can an objection from the Council necessarily prevent the progression of a Free School application. There is therefore a real possibility that both expansion and a new build could take place. This would lead based on our projections to a significant over provision of places. In order to sustain financial viability this may encourage schools to attract from 'Out of County'. The alternative is that schools are not financially viable and in order to balance budgets are forced to make savings that could have been avoided and could be detrimental to educational provision.
- 5.2 Since the publication of the original report there has been little comment and none from the public in relation to the recommendations and proposals. This is despite interest in reporting the proposals from local Media.
- 5.3 This section of the report is based upon the following assumptions which feed through into the recommendations. Cabinet of course may wish to challenge these assumptions:

a. The Council recognises the future pressures on school places and wishes to take action to resolve the future imbalance across the County. Therefore the 'do nothing' option is not being considered. **When this issue was considered by Cabinet on 16th August – this point was supported.**

b. The Council recognises Home to School Transport as a potential solution. However, whilst this can and will be used in certain circumstances it is not seen as a preferred medium to long term solution to the problem. If Cabinet do wish to pursue this as the solution then a more detailed analysis of the impact can be provided. **When this issue was considered by Cabinet on 16th August – this point was supported hence no further analysis has been undertaken.**

Appendix J provides some analysis to support this conclusion not to promote this option. In summary:

If there was no increase in capacity in school places in Oakham:

Primary implications – pupils to be transported to Whissendine and Empingham at a cost of £40k pa

Secondary implications – pupils to be transported to Casterton College at a cost for a 5 year period (2018 / 2023) of £930k

c. In relation to pressures created in schools where there is a significant 'out of county' school population action will not be taken other than discussions with the affected schools to discuss actions relating to admissions that will tackle the problem i.e. action will be taken to support provision for Rutland children. This impacts specifically on Uppingham Community College with 60% of the School population being from out of County. **When this issue was considered by Cabinet on 16th August – this point was supported.**

Provision of additional Primary places in Oakham

- 5.4 Schools and Trusts are responsible for the supply of school places and work has been on-going with schools to discuss how they may address the issue of supply. Initially within the Oakham cluster the interest came only from Catmose in the guise of Barleythorpe Primary – this interest has been sustained and was reinforced by the Principal at a recent meeting. He clarified it was as a response to our original request in 2015 for expressions of interest to provide additional capacity – the only expression of interest.
- 5.5 The options for increased provision are as follows:-
- a. Increasing the PAN of existing schools within the Oakham Cluster with no additional investment
 - b. Increasing the PAN of existing schools within the Oakham Cluster with additional investment
 - c. Building a new Primary school

Increasing the existing PAN with no additional investment

- 5.6 Whilst this might be possible. There has already been some increase within the Oakham Cluster. Growth also needs to be in the right location and future proofed. Schools in the Oakham Cluster when asked for suggestions for increasing capacity all indicated that investment would be required to support this. **When this issue was considered by Cabinet on 16th August – this point was supported hence no further analysis has been undertaken.**

Increasing the PAN with additional investment

- 5.7 During recent months in discussions with Heads there have been expressions of interest in expanding schools. Two schools have already undergone some expansion - Brook Hill and English Martyrs resulting in an increase in their PAN's.

The more recent expressions of interest have in part come forward as a response to the perceived challenge from the potential development of a Free School i.e. Barleythorpe Primary. An important reminder of the competitive environment education now is. The following table summarises the schools proposals for increasing their PAN's, how many additional places would be created, the estimated cost per place and delivery date.

School	Nature of change	Additional places	Cost per Place	Estimated Delivery Date
Brooke Hill	Add second storey	70	£4,285	2018
Oakham CofE*	Extend	95	£3,157	2018
Whissendine	Classrooms	14	£6,429	2017
English Martyrs*	Expand classroom size	56	£3,571	2017
TOTAL		235	£3,787	

5.8 It should be noted that these are based on estimates in both time and financial terms. Detailed work would be required to assess the deliverability and viability (particularly in relation to Planning) for both aspects.

5.9 In addition the following factors should also be considered:

- a. * Two of the schools are Faith Schools and this can have a bearing on limiting Parental choice, they account for 65% of the proposed additional capacity
- b. The location of schools in Oakham does need to be considered as it affects accessibility. Development has recently occurred in proximity to the bypass and this is likely to continue.
- c. All of the sites are constrained to their existing footprint with little if any scope for a larger site
- d. Particular note should be made of paragraph 4.3 (a) above. Of the schools proposing increases in PAN the location of Oakham Church of England Primary School lends itself best (other than the proposed Barleythorpe Primary) to 'proximity' to where increased population growth will occur.

Building a new primary school

5.10 Further to **Report 68/2015** expressions of interest were sought in the provision of a new Primary school for Oakham. The only firm interest was from the Catmose Federation now known as The Rutland and District Schools' Federation (RDSF).

5.11 RDSF are progressing with an intention to establish a Free School in Oakham and are seeking support from the Council to achieve this. The school would be placed on the Catmose Academy site as Barleythorpe Primary. It would be a 210 place school initially with potential to increase to a 420. It is advertised as an 'academically focused primary specialising in science and music for children 4 to 11 living in the North of Oakham'. The Free School will potentially attract funding from the EfA. There is an expectation from the EfA that Basic Needs Funding

would be used to support the bid. The bid has to be submitted by 28th September to be considered in the next Free School round.

- 5.12 The proposed school would provide a continuum of educational provision at this location – ideally placed to support population growth within Oakham from Nursery right through to Post 16.

The potential impact on the Oakham Cluster of Primary schools cannot be ignored. As a feeder school for the already over-subscribed Catmose College then this may lead to an inclination to place children in Barleythorpe Primary school to secure a secondary place at Catmose College. This would potentially impact negatively on the other Oakham Primary schools. This concern has been expressed by Primary Heads within the cluster and Members. However, detailed consideration of the Catmose College admissions criteria and discussions with the Catmose Federation have gone a long way to dispel that concern amongst attendees at the meeting. (See also Para 3.3b and 5.13).

Update on meeting with Catmose Federation (RDSF) / Barleythorpe Primary (Free School)

- 5.13 The meeting was extremely positive with a willingness on all sides to clarify outstanding issues and concerns. This report is therefore updated to note the following:-

- Clarity was provided over admissions criteria for the Catmose College – the priority would be to ensure Oakham children can get into Catmose College. The admission criteria is as follows as at 2016:

“The order of priority if we are oversubscribed is:
 1. Looked after children.
 2. Sibling link.
 3. Attends Catmose Primary School.
 4. A child of staff at the Federation.
 5. Children who live nearest the College by distance.”

- Initially it was anticipated the new Primary school would be delivered by September 2017. In our discussions it was agreed that the opening date of 2019/20 would be acceptable to all parties. This will allow pupil places to be created more in line with emerging pressures and more importantly allow sufficient time to follow the necessary processes to address the issues raised in recommendation 1.1.8 of this report.

- The proposal for Barleythorpe Primary would see a gradual increase in capacity as follows:-

Year	2019/20 (Year 1)	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Reception	30	30	30	30	30	30	30
1	15	30	30	30	30	30	30
2	15	30	30	30	30	30	30
3	0	15	30	30	30	30	30
4	0	15	30	30	30	30	30
5	0	15	30	30	30	30	30
6	0	15	30	30	30	30	30
7	0	0	0	0	0	0	0
8	0	0	0	0	0	0	0
9	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0
11	0	0	0	0	0	0	0
12	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0
Total	60	150	210	210	210	210	210

5.14 The process for the creation of Free Schools is that there are two windows for applications September and March. However if there is support from the Local Authority the 'bid' becomes a presumption and this can be made at any time. The application can take up to six months to be processed and a build time of less than a year seems unlikely when planning permission etc is taken into account. The cost of the new school is estimated at £3.5m.

5.15 There is of course the possibility that should additional capacity be provided by increasing the PAN within the Oakham cluster through investment RDSF could still proceed and be successful with their Free School application. This would result in over provision of places and potentially threaten the financial viability of some schools within the cluster. It may also increase the number of spaces used by 'out of County' children (funded by Rutland) investment.

Conclusion on the provision of additional Primary places in Oakham

- 5.16 The demand could be met either by investing an increased PAN across the cluster, by the provision of a new Free School or a combination of both.

Provision of additional Secondary Places in Oakham

- 5.17 Catmose college currently has 133 (14.8%)* of the school population from 'out of County'. If this were to be exacerbated in any way then pressure on places for Rutland children would increase. It is therefore essential that RCC work with the Academy to address this issue.
- 5.18 Additional places at Catmose (150) can be provided by 2017/18 at a cost of £750k by the conversion of non-classroom space into classrooms. This will be facilitated by the County Councils decision to relocate the Visions Childrens' centre from the Catmose College site to an alternative Oakham location.

Conclusion on the provision of additional Secondary places in Oakham

- 5.19 This additional capacity outlined in para 5.18 will address the under-provision in the short / medium term but a longer term plan will be required. It is proposed that this be the subject of a further report to Cabinet by the end of 2016/17.

6 KEY CONSIDERATIONS - THE FOLLOWING ISSUES ARE WORTHY OF FURTHER CONSIDERATION.

6.1 The County Vision and Plan³

The County vision and corporate plan drive all matters, including education. The declared priorities are listed below.

- Delivering sustainable growth, supported by appropriate housing, employment, learning opportunities and infrastructure (including other Public Services).
- Safeguarding the most vulnerable and supporting the health and well-being needs of our community.
- Planning and supporting future population and economic growth to allow businesses, individuals, families and communities to reach their full potential.
- Ensuring the Council's medium term financial plan is balanced and based on delivering the best possible value for the Rutland pound.

6.1.1 Growth

Sustainable growth is a key feature in the Rutland Corporate Plan – placed robustly in two of the four priorities. The availability and quality of education places (and opportunities for adult learning and training) are recognised as key factors in the economic development of an area and certainly in the definition of

³ The Council is currently consulting on its latest corporate plan for the period 2016-20. For the purposes of this report, the latest corporate plan is considered operational and has been treated as a direction of travel steer.

* Based on information provided by Catmose College as at 02/09/16.

sustainability..

It is important that places are readily available for parents to select and that these are in schools with a good reputation. A surplus of places is a factor in the choice available to parents. Knowing, for example, that your child may not get a place at the local or chosen school - and may have to travel - will have a major impact on the relocation decision.

6.1.2 Parental Choice

A key aim of the education service is to provide parents with choice regarding the school where their child is educated. Parents get very upset if their chosen school is oversubscribed. They commonly hold the local Council responsible for this, even though pupil places policy and admission are in the hands of the school exclusively.

The Council's Corporate Plan reflects this. Two of the targets in the Plan affect parental choice and the availability of pupil places. These targets relate to:

- the percentage of parents who are offered their first choice of primary school
- the percentage of parents who are offered a choice (first to third)

6.2 **Self-supporting school system**

Despite changes in pace and emphasis, the English state education system has been building for many years towards a largely self-supporting system. Successive governments of different political persuasions have encouraged schools to manage themselves without the aid of local authorities and increased their public accountability.

Alongside the developing autonomy, more recent trends have fostered formal collaboration between schools. The aim has been to provide more effective leadership, encourage higher standards through disseminating good practice and drive efficiency. This has led to the creation of federations, e.g. between Great Casterton and Empingham schools and multi-academy trusts, e.g. Rutland Learning Trust.

Rutland County Council has played its role in this dynamic, actively encouraging formal collaboration between schools. In a recent paper concerning school funding and school improvement, the LA's role in this was confirmed.

In the light of this approach, Members may consider how best to encourage schools to take leadership in the supply of school places. This can perhaps best be achieved by an on-going dialog with schools about the issues contained within this report.

6.3 **Pupil places development history**

Report (68-2015 Pupil Place Planning) provided a strategy for pupil place

planning. Attached as Appendix 1 to the 68-2015 report, this strategy “Providing School Places for Local Children 2015-2020” made recommendations regarding additional places in schools. Action was taken and then reviewed and reported to Children’s Scrutiny in “Provision of School Places” February 2016.

6.4 Standards and curriculum

Government policy at times has been to develop schools that are popular, encouraging them to grow, allowing less popular schools to wither. Recent policy statements have been more positive, seeking to ensure no child suffers a poor education - and making the maximum use of present school facilities.

The quality and condition of school buildings affect both the breadth of curriculum and the learning progress within it. Maintaining the space, for example, for children to play and develop, relax and act creatively is important. Similarly, specialist facilities are needed to produce, for example, excellent sports players, scientists and artists.

Access to these facilities needs to be assured. There are clear risks in concentrating expensive resources in the hands of a small number of providers who are unaccountable to the community beyond their own service users, trustees and owners. There is a similar risk regarding the continuing viability of these resources if underused.

Academies are not required to follow the national curriculum. This freedom allows them to offer the curriculum their trustees or owners want. The curriculum decision can have a significant impact, particularly in rural communities where access to an alternative school may not be easy. Such curriculum decisions also have impact upon the attractiveness of pupil places arranged and paid for by the Council.

6.5 Academies’ decisions on places

Academies are independent of the local authority and are not accountable to it. Consequently, they can make decisions with or without regard to the local authority or, indeed, to other schools or agencies. Academy Trusts are responsible for running the academies, including providing or reducing the school places they offer. In common with other bodies – though not LAs - they can create new schools, known as free schools. They also set their own admissions rules.

Secondary academies may also set admission rules that prioritise the children from some primary schools above others. Often described as “feeder schools” in the academy’s admissions policy, these primary schools are then able to guarantee their children a place at the secondary school. Consequently, these primaries become full quickly, often drawing in children from other schools. Other primaries that are not favoured in this way by the secondary school suffer, despite being equally good – often better. Often primary heads and governors complain that they are at the whim of the secondary academy in relations to admissions policy.

As described in this report an LA’s statutory role in providing sufficient school places is complicated by the creation of free schools. The creation of an individual

free school is approved by the DfE - and some have proved popular. However, several have been created where there are already sufficient pupil places. This may cause other schools to lose numbers of pupils, reduce the school budgets and cause redundancies. It may also render an LA's planned investment in pupil places worthless.

RCC seeks to work in close partnership with academies. Our relationships are good and there is genuine partnership with academies over pupil places. It is not in an academy trust's interests to create spaces that remain empty. However, it can be in their interest to fill their pupil places rapidly via an efficient admissions policy. For this reason, it is critically important to ensure pupil planning policy together.

7 CONSULTATION

7.1 This report has been prepared in consultation with the relevant Portfolio Holders and key officers of the Council. Discussions have also taken place with Head teachers across the County. A further meeting has now taken place with the Catmose Federation as outlined within this report.

8 ALTERNATIVE OPTIONS FOR CONSIDERATION

8.1 Note this section of the report focuses on Oakham for both Primary and Secondary as this is where the pressure is evident.

8.2 Take no direct action in the supply of pupil places.

This is not recommended. There are clearly current and emerging pressures that cannot be ignored. Planning and delivery of future solutions requires action now.

8.3 Only ensure places for Rutland Children

The statutory requirement for the Council regarding pupil places is clear. Current forecasts indicate that there are sufficient places in Rutland schools for Rutland children. Arguably, there is no need for RCC to intervene to create additional places as the pressure has been created by children from beyond Rutland. This has been caused by the Academy's own admissions policy and could be relieved by changes to this.

It is recommended that Officers and the Portfolio Holder continue to work with Rutland Schools, Trusts and Federations to highlight the impact of 'Out of County' schools and work towards an acceptable solution to the resultant pressures. This might include discussions with our neighbouring Councils.

8.4 Transport Children to unfilled pupil places

This is not recommended other than in the short term or in exceptional circumstances. It impacts negatively on Parental Choice and potentially on educational achievement and attainment

8.5 **Extend/adapt schools**

A small number of Oakham cluster primary schools are proposing to extend the provision of places in schools. In the cases considered, places are created in the current school stock through adaptation and extension. This solution:

- is relatively low cost (235 primary places at cost approximately £890k with an average cost per place of £3,787);
- causes little disruption to the school system in Rutland;
- ensures a relatively wide distribution of places within the cluster;
- provides the bulk of places in popular, good and outstanding schools and in a school where the leadership has been praised by Ofsted for its progress;
- spreads risk regarding access to the places;
- Some schools are located closer to where the future growth is most likely and in locations least likely to impact negatively on traffic flows;
- maintains engagement of a range of educators;
- enhances parent choice locally.

8.6 **Build schools**

Currently, the only identified option for building a school is that of RDSF

- provides a rapid and significant increase in places (210);
- provides a single, modern building that is future-proofed for growth (420);
- If we were looking at a 15/20 year projection for growth it is highly likely that an increase in capacity of this magnitude will be required;
- over-provides places initially and may not be economical. However a delayed start would mitigate this;
- provides an offer that is specialist and may restrict access;
- offers direct entry to the area's only secondary school, thus trumping the area's other primary schools;
- may draw pupils from other, good schools and make them less viable;
- is comparatively expensive (210 places at cost approximately £3.5M);

- and is dependent upon approval by DfE.

9 DECISIONS REQUIRED

9.1 Does the Council wish to intervene in the pupil place market?

The recommendation is yes. In order to ensure a 'sufficiency' of school places the Council must act to a degree to support the delivery of additional supply.

9.2 Ensure sufficient places for children in Rutland only?

See para 8.3 above. The recommendation is that RCC focuses its attention on a 'sufficiency' of places for Rutland Children.

9.3 Does the Council wish to Transport children to unfilled pupil places?

See para 8.4 above – not recommended

9.4 Support the creation of additional capacity within existing schools or through supporting building of a new Primary School?

It is recommended that the best long term solution is through responding to the longer term pressure within the Oakham cluster by the building of a new Primary School. This is a future proofed solution that will provide the capacity within Oakham well into the future. The Free School submission provides a mechanism to access funding to achieve this. LA support would lead to a presumption status for the submission and would therefore have the likely impact of accelerating delivery. It is proposed that discussion are progressed quickly with RSDF relating to the optimum timing for the completion of the new Primary based on the pupil projections contained within this report. If the opening date were delayed there would not be a deficit in capacity within the Oakham cluster until (worst case scenario of 225 growth pa) until 2021.

9.5 Support for the creation of additional Secondary capacity at Catmose College

Support is recommended to address an existing pressure.

10 FINANCIAL IMPLICATIONS

10.1 All the financial implications of the options above have been identified within each option.

10.2 The current Basic Needs Funding (BNF) from EfA available at present totals £3.4M. In the SCAP return this was identified for use in adding places at Catmose College and possibly for the provision of a new school in Oakham (Barleythorpe).

- 10.3 It is therefore proposed that Chief Executive, the relevant Directors and Portfolio Holders work to achieve the most effective use of the Council's Basic Needs Funding to support the implementation of the recommendations contained within this report and to address the on-going need to support a 'sufficiency' of school places as outlined.

11 LEGAL AND GOVERNANCE CONSIDERATIONS

- 11.1 RCC's legal obligation to provide sufficient schools places has been described within the report.
- 11.2 Basic needs funding is designed for the provision of school places. It may be combined with other sources of funding, e.g., funding for academy buildings renovation, to increase the number of places.
- 11.3 As indicated above, it is within the power of academy trusts and free schools to manage their school places. They are accountable for these only to the Trust's Board and Owner and to the Secretary of State. Once the LA has provided the place funding to these schools the LA has no continuing authority over the use of these places, including the admissions policy which governs their use.

12 EQUALITY IMPACT ASSESSMENT

- 12.1 The considerations and proposals have no identifiable impact on equality issues of race, religion, gender, sexual orientation etc.
- 12.2 However, there is potential impact upon socially and economically disadvantaged children and families and those with special educational needs. In the light of RCC's priority for the disadvantaged, this is significant and must be addressed to ensure that the Campus can sustain an inclusive policy that will cater for all our Oakham and County children.

The plans for Barleythorpe indicate:

- firstly, that the curriculum of this primary school will be academic;
- secondly, it will specialise in science and music;
- thirdly, it will prepare children for the academic curriculum at Catmose Academy.

All primary schools in the Oakham area offer a generally broad curriculum suitable for all abilities and interests. Barleythorpe, however, may have a narrower clientele – those interested particularly in science and music. In this respect, it may offer a restricted offer for the parents of Oakham and will constrain their choice. This issue must be addressed in and should be included in the future discussions with RSDF on support for the proposal.

13 COMMUNITY SAFETY IMPLICATIONS

- 13.1 It is in the interests of community safety that primary age children go to their nearest school. The further they travel to get to school, the higher the risk, for

them and their community. The recommendations in this report support that aspiration.

14 HEALTH AND WELLBEING IMPLICATIONS

14.1 No health and wellbeing implications were identified.

15 ORGANISATIONAL IMPLICATIONS

15.1 Human Resource implications

The HR implications will be those within the affected schools but will lead to an overall increase in employment within the County.

15.2 Procurement Implications

None incurred.

16 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

Cabinet is recommended to:

16.1 Support intervention in the pupil place market.

16.2 Focus support on ensuring sufficient places for children in Rutland only.

16.3 That officers and the Portfolio Holder for Education continue to work with Rutland Schools, Trusts and Federations to review the impact of 'Out of County' pupils on schools

16.4 That an annual report be submitted to Cabinet starting in 2017 that outlines how we are planning to meet the requirement for a 'sufficiency' of school places across the County based on a 15 year projection

16.5 Further reports be provided to Cabinet as follows:-

A review of SEN provision across the County – November 2016

A review of the impact of MOD developments on the viability of schools – November 2016

A review of the Medium / Long term provision of Secondary capacity in Oakham by the end of 2016/17

16.6 Support the creation of additional Secondary capacity at Catmose College.

16.7 In principle (subject to the issues outlined in 16.8) to support and allocate where appropriate Basic Needs Funding for :

The creation of a new Free School to serve the Oakham area at the Catmose Campus Site; and

Additional places at Oakham Church of England Primary School.

- 16.8 'In principle' support be conditional on satisfactory 'due diligence' and detailed discussions relating to the following issues:
- i. Timing and number of additional places
 - ii. Balance and level of Basic Needs Funding to the Schools own contribution
 - iii Value for Money considerations
 - iv. Planning risk and viability
 - v. Development issues including (not exhaustive) – access, parking, drainage,
 - vi. Impact on other provision (on site and nearby including Secondary and SEN
 - vii. Breadth of curriculum
 - viii. Knock on effect to Out of County pupils and the balance of access to provision by Rutland children
 - ix. The important role that the Governing Body of the growing Campus must play to ensure that it delivers a curriculum and development that will meet the comprehensive needs of Oakham and County children.
- 16.9 Authority to progress and determine 16.7 and 8 be delegated to the Chief Executive and relevant Directors and the Portfolio Holders for Education and Finance and Development.

17 BACKGROUND PAPERS

- 17.1 **Report 68-2015** Pupil Place Planning.
- 17.2 "Providing School Places for Local Children 2015-2020" - Appendix One to 68-2015.
- 17.3 "Provision of School Places". Report to Children's Scrutiny, February 2016.

18 APPENDICES

- 18.1 A. Analysis of 'Out of County' Children
- 18.2 B. Forecast for Primary and Secondary Schools based on the current trajectory
- 18.3 C Forecast for Primary and Secondary Schools based on a growth rate of 175 per annum and a low estimate of pupils generated
- 18.4 D. Forecast for Primary and Secondary Schools based on a growth rate of 225 per annum and a low estimate of pupils generated
- 18.5 E. Forecast for Primary and Secondary Schools based on a growth rate of 175 per annum and a high estimate of pupils generated
- 18.6 F. Forecast for Primary and Secondary Schools based on a growth rate of 225 per annum and a high estimate of pupils generated
- 18.7 G. An explanation of the methodology / process for pupil based planning projections

- 18.8 H. A worked example for pupil based planning projections – Primary (Oakham Cluster)
- 18.9 I. A worked example for pupil based planning projections – Secondary (Oakham)
- 18.10 J. An analysis of the potential impact on Home to School transport of using transport to solve the ‘sufficiency’
- 18.11 K. A glossary of terms

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

APPENDIX K - Glossary

ASD – autistic spectrum disorder

BESD – behavioural, emotional, social difficulties

Catchment: a school may have a defined catchment area. This means that a geographical area is defined as the priority area from which children are drawn. A child who applies for a school and lives in the catchment area will have a higher priority over a child who lives outside that area.

CC – Catmose College

CCR – Casterton College Rutland

DfE – Department for Education

DSP – Designated Specialist Provision – a unit or facility within a school which offer specialist classes for pupil with SEN

EfA – Education Funding Agency

EHC – Education, Health and Care

EHCP – Education, health and care plan

Feeder school: a school may be defined as a feeder school to another (usually a primary school that feeds pupils to a secondary school). A child who attends a feeder school will have higher priority in applying for a place at the secondary school than a child from a non-feeder school.

LA – local authority

MLD - Moderate Learning Difficulty

MOD – Ministry of Defence

NOR – Number (of pupils) on roll

PAN – Pupil admission number

PD - Physical Disability,

RDSF - The Rutland and District Schools' Federation

SAP DPD – Site Allocation and Policies Development Plan

SCAP – School Capacity Survey

SEMH - Social, Emotional and Mental Health

SEN – Special educational needs

SEND – Special educational needs and disabilities

SLCN - Speech, language and Communication,

SLD - Severe Learning Difficulty

UCC – Uppingham Community College

This page is intentionally left blank

Appendix A

Total Number in County Number Out of County % out of county

Primary Schools

Casterton Cluster

8572001 Cottesmore Primary School	179	177	2	
8573111 Empingham C. E. Primary School	75	62	13	
8573112 Exton & Greetham C.E. Primary School,	42	39	3	
8573113 Ketton C.of E. Primary School	204	147	57	
8572000 Ryhall C of E Academy	145	88	57	
8573120 Great Casterton Primary School	93	49	44	
8573428 ST.NICHOLAS C of E PRY SCHOOL	132	125	7	
	870	687	183	21.03%

Oakham Cluster

8572313 Catmose Primary	234	216	18	
8572316 BROOKE HILL ACADEMY	357	349	8	
8573114 LANGHAM C. OF E. PRIMARY SCHOOL	216	194	22	
8573115 Oakham CE Primary School	294	283	11	
8573117 WHISSENDINE C of E PRIMARY SCH	192	128	64	
8573429 English Martyrs Catholic Voluntary Academy	116	112	4	
	1409	1282	127	9.01%

Uppingham Cluster

8572312 EDITH WESTON PRIMARY SCHOOL	104	102	2	
8573119 Uppingham C. of E. Primary	162	153	9	
8573430 St Mary & St John CEVA Primary	198	184	14	
8575200 Leighfield Primary School	200	176	24	
	664	615	49	7.38%

Secondary Schools

8575404 Uppingham Community College	883	354	529	59.91%
8575405 CASTERTON BUSINESS & ENTERPRISE COLLEGE	704	259	445	63.21%
8575406 Catmose College	882	739	143	16.21%
	2469	1352	1117	45.24%

This page is intentionally left blank

Appendix B
Forecast for primary and secondary schools 2016-2026 - based on current Housing Trajectory

LA / Academy	Clusters & Schools	Years										Current Ofsted Rating
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
Casterton Cluster												
A	Cottesmore	197	209	217	214	220	219	209	208	210	213	3
LA	Empingham	78	77	78	81	82	84	88	90	91	91	2
LA	Exton & Greatham	46	56	60	54	59	54	52	52	52	52	2
A	Ketton	202	204	204	202	203	207	213	216	219	220	1
A	Ryhall	149	148	149	155	159	163	167	165	167	169	2
LA	Great Casterton	95	99	100	104	108	107	109	109	110	110	1
A	St Nicholas	143	147	148	146	145	143	141	143	143	145	2
A	Total NOR	910	940	956	956	976	977	979	983	992	1000	
Oakham Cluster												
A	Catmose	210	210	210	210	210	213	218	219	220	221	2
A	Brooke Hill	316	329	339	350	350	359	364	368	369	370	1
A	Langham	214	212	211	210	210	213	217	218	219	220	3
LA	Oakham*	297	304	306	315	315	314	321	327	330	333	3
A	Whissendine	194	193	192	191	189	191	191	191	191	191	1
A	English Martyrs	129	143	149	154	154	161	160	156	157	158	2
A	Total NOR	1360	1391	1407	1430	1428	1451	1471	1479	1486	1493	
Uppingham Cluster												
A	Edith Weston	84	84	86	90	91	90	90	90	90	91	3
LA	Uppingham	159	169	177	178	175	180	187	195	197	197	2
LA	St Mary & St John	182	183	185	184	184	183	181	185	186	188	2
A	Leighfield	192	184	180	172	166	164	172	178	183	186	2
A	Total NOR	617	620	628	624	616	617	630	648	656	662	
Total Rutland		2887	2951	2991	3010	3020	3045	3080	3110	3134	3155	

LA / Academy	School	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Current Ofsted Rating
A	CSEC	685	691	733	746	779	824	833	839	845	848	3
A	Catmose College **	953	993	1035	1061	1082	1085	1097	1102	1107	1108	1
A	UCC	902	944	966	955	973	967	995	1003	1010	1011	2
Total Secondary		2540	2628	2734	2762	2834	2896	2925	2944	2962	2967	

Key to Surplus Capacity:
At and above capacity
Below 10% capacity
Increased capacity

Note: The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900
* The capacity for Oakham CoE Primary School includes an additional 20 Designated Special Places
** The capacity for Catmose College includes an additional 25 Designated Special Places

Current PAN and Capacity 2016												
PAN	Capacity	Surplus Capacity (Places)										
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
53	360	163	151	143	146	140	141	151	152	150	147	
13	91	13	14	13	10	9	7	3	1	0	0	
10	70	24	14	10	16	11	16	18	18	18	18	
28	210	8	6	6	8	7	3	-3	-6	-9	-10	
28	196	47	48	47	41	37	33	29	31	29	27	
15	105	10	6	5	1	-3	-2	-4	-4	-5	-5	
20	140	-3	-7	-9	-6	-5	-3	-1	-3	-3	-5	
		1172	262	232	216	216	196	195	193	189	180	172
30	210	0	0	0	0	0	-3	-8	-9	-10	-11	
45	350	34	21	11	0	0	-9	-14	-18	-19	-20	
30	210	-4	-2	-1	0	0	-3	-7	-8	-9	-10	
45	315	18	11	9	0	0	1	-6	-12	-15	-18	
28	196	2	3	4	5	7	5	5	5	5	5	
18	154	25	11	5	0	0	-7	-6	-2	-3	-4	
		1435	75	44	28	5	7	-16	-36	-44	-51	-58
21	157	73	73	71	67	66	67	67	67	67	66	
30	210	51	41	33	32	35	30	23	15	13	13	
28	196	14	13	11	12	12	13	15	11	10	8	
30	210	18	26	30	38	44	46	38	32	27	24	
		773	156	153	145	149	157	156	143	125	117	111

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
900	215	209	167	154	121	76	67	61	55	52
1050	97	57	15	-11	-32	-35	-47	-52	-57	-58
915	13	-29	-51	-40	-58	-72	-80	-88	-95	-96
2865	325	237	131	103	31	-31	-60	-79	-97	-102

Increase in PAN and Capacity - No Spend												
PAN	Capacity	Surplus Capacity (Places)										
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
80	420	223	211	203	206	200	201	211	212	210	207	
13	91	13	14	13	10	9	7	3	1	0	0	
10	70	24	14	10	16	11	16	18	18	18	18	
28	210	8	6	6	8	7	3	-3	-6	-9	-10	
28	196	47	48	47	41	37	33	29	31	29	27	
15	105	10	6	5	1	-3	-2	-4	-4	-5	-5	
20	140	-3	-7	-9	-6	-5	-3	-1	-3	-3	-5	
		1232	322	292	276	276	256	255	253	249	240	232
30	210	0	0	0	0	0	-3	-8	-9	-10	-11	
45	350	34	21	11	0	0	-9	-14	-18	-19	-20	
30	210	-4	-2	-1	0	0	-3	-7	-8	-9	-10	
45	315	18	11	9	0	0	1	-6	-12	-15	-18	
30	210	16	17	18	19	21	19	19	19	19	19	
18	154	25	11	5	0	0	-7	-6	-2	-3	-4	
		1449	89	58	42	19	21	-2	-22	-30	-37	-44
30	210	126	126	124	120	119	120	120	120	120	119	
30	210	51	41	33	32	35	30	23	15	13	13	
28	196	14	13	11	12	12	13	15	11	10	8	
30	210	18	26	30	38	44	46	38	32	27	24	
		826	209	206	198	202	210	209	196	178	170	164
		3507	620	556	516	497	487	462	427	397	373	352

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
900	215	209	167	154	121	76	67	61	55	52
1050	97	57	15	-11	-32	-35	-47	-52	-57	-58
915	13	-29	-51	-40	-58	-72	-80	-88	-95	-96
2865	325	237	131	103	31	-31	-60	-79	-97	-102

Increase in PAN and Capacity - With Spend												
PAN	Capacity	Surplus Capacity (Places)										
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
80	420	223	211	203	206	200	201	211	212	210	207	
13	91	13	14	13	10	9	7	3	1	0	0	
10	70	24	14	10	16	11	16	18	18	18	18	
28	210	8	6	6	8	7	3	-3	-6	-9	-10	
28	196	47	48	47	41	37	33	29	31	29	27	
15	105	10	6	5	1	-3	-2	-4	-4	-5	-5	
20	140	-3	-7	-9	-6	-5	-3	-1	-3	-3	-5	
		1232	322	292	276	276	256	255	253	249	240	232
30	210	0	0	0	0	0	-3	-8	-9	-10	-11	
45	350	34	21	11	0	0	-9	-14	-18	-19	-20	
30	210	-4	-2	-1	0	0	-3	-7	-8	-9	-10	
45	315	18	11	9	0	0	1	-6	-12	-15	-18	
30	210	16	17	18	19	21	19	19	19	19	19	
18	154	25	11	5	0	0	-7	-6	-2	-3	-4	
		1680	320	289	273	250	252	229	209	201	194	187
30	210	126	126	124	120	119	120	120	120	120	119	
30	210	51	41	33	32	35	30	23	15	13	13	
28	196	14	13	11	12	12	13	15	11	10	8	
30	210	18	26	30	38	44	46	38	32	27	24	
		826	209	206	198	202	210	209	196	178	170	164
		3738	851	787	747	728	718	693	658	628	604	583

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
900	215	209	167	154	121	76	67	61	55	52
1050	97	57	15	-11	-32	-35	-47	-52	-57	-58
915	13	-29	-51	-40	-58	-72	-80	-88	-95	-96
2865	325	237	131	103	31	-31	-60	-79	-97	-102

This page is intentionally left blank

Appendix C

Forecast for primary and secondary schools 2016-2031 - based on 175 Annual Build

Primary Sc	Years														
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Casterton Cluster															
Total NOR	915	940	959	964	989	990	990	998	1010	1024	1036	1048	1056	1064	1072
Oakham Cluster															
Total NOR	1344	1356	1365	1397	1406	1436	1459	1485	1510	1535	1560	1585	1608	1631	1654
Uppingham Cluster															
Total NOR	621	626	628	624	616	614	633	647	658	671	682	693	700	707	714
Total Prim	2880	2922	2952	2985	3011	3040	3082	3130	3178	3230	3278	3326	3364	3402	3440

Current PAN and Capacity 2016															
Capacity	Surplus Capacity (Places)														
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
1172	257	232	213	208	183	182	182	174	162	148	136	124	116	108	100
1435	91	79	70	38	29	-1	-24	-50	-75	-100	-125	-150	-173	-196	-219
773	152	147	145	149	157	159	140	126	115	102	91	80	73	66	59
3380	500	458	428	395	369	340	298	250	202	150	102	54	16	-22	-60

Increase in PAN and Capacity - No Spend																
Capacity	Surplus Capacity (Places)															
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
Casterton Cluster																
1232	317	292	273	268	243	242	234	222	208	196	184	176	168	160		
Oakham Cluster																
1449	105	93	84	52	43	13	-10	-36	-61	-86	-111	-136	-159	-182	-205	
Uppingham Cluster																
826	205	200	198	202	210	212	193	179	168	155	144	133	126	119	112	
Total	3507	627	585	555	522	496	467	425	377	329	277	229	181	143	105	67

Increase in PAN and Capacity - With Spend															
Capacity	Surplus Capacity (Places)														
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
1232	317	292	273	268	243	242	234	222	208	196	184	176	168	160	
1680	336	324	315	283	274	244	221	195	170	145	120	95	72	49	26
826	205	200	198	202	210	212	193	179	168	155	144	133	126	119	112
3738	858	816	786	753	727	698	656	608	560	508	460	412	374	336	298

Secondary	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
CBEC	688	692	736	753	790	834	842	850	858	864	868	875	880	885	890
Catmose C	945	975	1013	1045	1072	1078	1095	1112	1129	1142	1153	1168	1180	1192	1205
UCC	905	946	965	954	972	984	992	1000	1008	1012	1014	1020	1023	1026	1030
Total Seco	2538	2613	2714	2752	2834	2896	2929	2962	2995	3018	3035	3063	3083	3103	3125

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
900	212	208	164	147	110	66	58	50	42	36	32	25	20	15	10
1050	105	75	37	5	-22	-28	-45	-62	-79	-92	-103	-118	-130	-142	-155
915	10	-31	-50	-39	-57	-69	-77	-85	-93	-97	-99	-105	-108	-111	-115
2865	327	252	151	113	31	-31	-64	-97	-130	-153	-170	-198	-218	-238	-260

Key to Surplus Capacity:

- d above capacity
- w 10% capacity

Note. The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900

* The capacity for Oakham CofE Primary School includes an additional 20 Designated Special Places

** The capacity for Catmose College includes an additional 25 Designated Special Places

Pupil yield factors of 21.8% for primary and 12.0% for secondary school have been applied (these have been calculated using actual numbers on roll against properties occupied on new housing developments in Oakham).

Reception - The past 5 years' number of births in Rutland is used to calculate a trend by applying an average increase / decrease. This is currently -0.6% year on year. To this is added an average additional number reflecting the out of county pupils on roll. These figures are then applied to the corresponding year in which children start school.

Year 7 – A 5 year trend is used to calculate the forecast numbers on roll for year 7. Rutland has a significant increase in numbers on roll between these 2 years. The average increase over the past 5 years is 41%. RCC also applies an increase or decrease in the numbers on roll in year 6 over the same 5 year period.

MOD – The assumption is that present numbers of service children remain fairly static. No feedback suggests significant increase or decrease in numbers.

Out of county influences – Pressure on pupil places from development plans will have an impact on Rutland schools. Allowance for this has not been made as plans remain uncertain and long-term.

Appendix D
Forecast for primary and secondary schools 2016-2026 - based on 225 Annual Build

Primary Schools	Years														
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Clusters															
Casterton Cluster															
Total NOR	917	944	965	972	999	1002	1004	1014	1028	1044	1058	1072	1082	1092	1102
Oakham Cluster															
Total NOR	1351	1370	1386	1425	1441	1478	1508	1541	1573	1605	1637	1669	1699	1729	1759
Uppingham Cluster															
Total NOR	623	630	634	632	626	626	647	663	676	691	704	717	726	735	744
Total Primary	2891	2944	2985	3029	3066	3106	3159	3218	3277	3340	3399	3458	3507	3556	3605

Current PAN and Capacity 2016																
Capacity	Surplus Capacity (Places)															
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1172	255	228	207	200	173	170	168	158	144	128	114	100	90	80	70	
1435	84	65	49	10	-6	-43	-73	-106	-138	-170	-202	-234	-264	-294	-324	
773	150	143	139	141	147	147	126	110	97	82	69	56	47	38	29	
3380	489	436	395	351	314	274	221	162	103	40	-19	-78	-127	-176	-225	

Increase in PAN and Capacity - No Spend																
Capacity	Surplus Capacity (Places)															
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1232	315	288	267	260	233	230	228	218	204	188	174	160	150	140	130	
1449	98	79	63	24	8	-29	-59	-92	-124	-156	-188	-220	-250	-280	-310	
826	203	196	192	194	200	200	179	163	150	135	122	109	100	91	82	
3507	616	563	522	478	441	401	348	289	230	167	108	49	0	-49	-98	

Increase in PAN and Capacity - With Spend																
Capacity	Surplus Capacity (Places)															
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1232	315	288	267	260	233	230	228	218	204	188	174	160	150	140	130	
1680	329	310	294	255	239	202	172	139	107	75	43	11	-19	-49	-79	
826	203	196	192	194	200	200	179	163	150	135	122	109	100	91	82	
3738	847	794	753	709	672	632	579	520	461	398	339	280	231	182	133	

Secondary Schools	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
CBEC	689	694	739	757	795	840	849	858	867	874	879	887	893	899	905
Catmose College **	948	981	1022	1057	1087	1096	1116	1136	1156	1172	1186	1204	1219	1234	1250
UCC	906	948	968	958	977	990	999	1008	1017	1022	1025	1032	1036	1040	1045
Total Secondary	2543	2623	2729	2772	2859	2926	2964	3002	3040	3068	3090	3123	3148	3173	3200

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
900	211	206	161	143	105	60	51	42	33	26	21	13	7	1	-5
1050	102	69	28	-7	-37	-46	-66	-86	-106	-122	-136	-154	-169	-184	-200
915	9	-33	-53	-43	-62	-75	-84	-93	-102	-107	-110	-117	-121	-125	-130
2865	322	242	136	93	6	-61	-99	-137	-175	-203	-225	-258	-283	-308	-335

Key to Surplus Capacity:
At and above capacity
Below 10% capacity

Notes on calculations:

The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900

* The capacity for Oakham CofE Primary School includes an additional 20 Designated Special Places

** The capacity for Catmose College includes an additional 25 Designated Special Places

Pupil yield factors of 21.8% for primary and 12.0% for secondary school have been applied (these have been calculated using actual numbers on roll against properties occupied on new housing developments in Oakham).

Reception - The past 5 years' number of births in Rutland is used to calculate a trend by applying an average increase/decrease. This is currently -0.6% year-on-year. To this is added an average additional number reflecting the out of county pupils on roll. These figures are then applied to the corresponding year in which children start school.

Year 7 - A 5 year trend is used to calculate the forecast numbers on roll for year 7. Rutland has a significant increase in numbers on roll between these 2 years. The average increase over the past 5 years is 41%. RCC also applies an increase or decrease in the numbers on roll in year 6 over the same 5 year period.

MOD - The assumption is that present numbers of service children remain fairly static. No feedback suggests significant increase or decrease in numbers.

Out of county influences - Pressure on pupil places from development plans will have an impact on Rutland schools. Allowance for this has not been made as plans remain uncertain and long-term.

Appendix E

Forecast for primary and secondary schools 2016-2031

175 Annual Build and High Pupil Yield

Clusters	Years															
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Casterton Cluster	869	916	942	962	968	994	996	997	1006	1019	1034	1047	1060	1069	1078	1087
Oakham Cluster	1335	1346	1360	1371	1405	1416	1448	1473	1501	1528	1555	1582	1609	1634	1659	1684
Uppingham Cluster	614	622	628	631	628	621	620	640	655	667	681	693	705	713	721	729
Total Primary Pupils	2818	2884	2930	2964	3001	3031	3064	3110	3162	3214	3270	3322	3374	3416	3458	3500
Net change yr-on-yr		66	46	34	37	30	33	46	52	52	56	52	52	42	42	42

Increase in PAN and Capacity - No Spend																
Surplus Capacity (Places)																
	Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Casterton Cluster	1232	316	290	270	264	238	236	235	226	213	198	185	172	163	154	145
Oakham Cluster	1449	103	89	78	44	33	1	-24	-52	-79	-106	-133	-160	-185	-210	-235
Uppingham Cluster	826	204	198	195	198	205	206	186	171	159	145	133	121	113	105	97
Total	3507	623	577	543	506	476	443	397	345	293	237	185	133	91	49	7

Current PAN and Capacity 2016																
Surplus Capacity (Places)																
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1172	256	230	210	204	178	176	175	166	153	138	125	112	103	94	85	
1435	89	75	64	30	19	-13	-38	-66	-93	-120	-147	-174	-199	-224	-249	
773	151	145	142	145	152	153	133	118	106	92	80	68	60	52	44	
3380	496	450	416	379	349	316	270	218	166	110	58	6	-36	-78	-120	

Increase in PAN and Capacity - With Spend																
Surplus Capacity (Places)																
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1232	316	290	270	264	238	236	235	226	213	198	185	172	163	154	145	
1680	334	320	309	275	264	232	207	179	152	125	98	71	46	21	-4	
826	204	198	195	198	205	206	186	171	159	145	133	121	113	105	97	
3738	854	808	774	737	707	674	628	576	524	468	416	364	322	280	238	

53

Secondary Schools																
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
CBEC	710	690	696	742	761	800	846	856	866	876	884	890	899	906	913	920
Catmose College **	886	951	987	1031	1069	1102	1114	1137	1160	1183	1202	1219	1240	1258	1276	1295
UCC	885	907	950	971	962	982	996	1006	1016	1026	1032	1036	1044	1049	1054	1060
Total Secondary Pupils	2481	2548	2633	2744	2792	2884	2956	2999	3042	3085	3118	3145	3183	3213	3243	3275
Net change yr-on-yr		67	85	111	48	92	72	43	43	33	27	38	30	30	32	

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
900	210	204	158	139	100	54	44	34	24	16	10	1	-6	-13	-20
1050	99	63	19	-19	-52	-64	-87	-110	-133	-152	-169	-190	-208	-226	-245
915	8	-35	-56	-47	-67	-81	-91	-101	-111	-117	-121	-129	-134	-139	-145
2865	317	232	121	73	-19	-91	-134	-177	-220	-253	-280	-318	-348	-378	-410

Key to Surplus Capacity:

At and above capacity
Below 10% capacity

Notes.

Baseline figure for 2015/16 is the number of pupils on roll as per the January 2016 school census

The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900

* The capacity for Oakham CofE Primary School includes an additional 20 Designated Special Places

** The capacity for Catmose College includes an additional 25 Designated Special Places

Pupil yield factors of 24% for primary and 18% for secondary school have been applied. The primary pupil yield ratio is calculated using actual numbers on roll against properties occupied on two new housing developments in Oakham (those with the highest pupil yield, 24%). The secondary pupil yield ratio takes the highest secondary pupil yield ratio on any development last year (as at March 2016), plus 2 percentage points, 18%.

Reception - The past 5 years' number of births in Rutland is used to calculate a trend by applying an average increase / decrease. This is currently -0.1% year on year. To this is added an average additional number reflecting the out of county pupils on roll. These figures are then applied to the corresponding year in which children start school.

Year 7 - A 5 year trend is used to calculate the forecast numbers on roll for year 7. Rutland has a significant increase in numbers on roll between these 2 years. The average increase over the past 5 years is 41%. RCC also applies an increase or decrease in the numbers on roll in year 6 over the same 5 year period.

MOD - The assumption is that present numbers of service children remain fairly static. No feedback suggests significant increase or decrease in numbers.

Out of county influences - Pressure on pupil places from development plans will have an impact on Rutland schools. Allowance for this has not been made as plans remain uncertain and long-term.

Appendix F

Forecast for primary and secondary schools 2016-2031

225 Annual Build and High Pupil Yield

Clusters	Years															
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Casterton Cluster	869	919	948	971	980	1009	1014	1018	1030	1046	1064	1080	1096	1108	1120	1132
Oakham Cluster	1335	1354	1376	1395	1437	1456	1496	1529	1565	1600	1635	1670	1705	1738	1771	1804
Uppingham Cluster	614	624	632	637	636	631	632	654	671	685	701	715	729	739	749	759
Total Primary Pupils	2818	2897	2956	3003	3053	3096	3142	3201	3266	3331	3400	3465	3530	3585	3640	3695
Net change yr-on-yr		79	59	47	50	43	46	59	65	65	69	65	65	55	55	55

Clusters	Increase in PAN and Capacity - No Spend															
	Surplus Capacity (Places)															
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
Casterton Cluster	1232	313	284	261	252	223	218	214	202	186	168	152	136	124	112	100
Oakham Cluster	1449	95	73	54	12	-7	-47	-80	-116	-151	-186	-221	-256	-289	-322	-355
Uppingham Cluster	826	202	194	189	190	195	194	172	155	141	125	111	97	87	77	67
Total	3507	610	551	504	454	411	365	306	241	176	107	42	-23	-78	-133	-188

Secondary Schools	Increase in PAN and Capacity - With Spend															
	Surplus Capacity (Places)															
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
CBEC	710	692	700	748	769	810	858	870	882	894	904	912	923	932	941	950
Catmose College **	886	956	997	1046	1089	1127	1144	1172	1200	1228	1252	1274	1300	1323	1346	1370
UCC	885	908	952	974	966	987	1002	1013	1024	1035	1042	1047	1056	1062	1068	1075
Total Secondary Pupils	2481	2556	2649	2768	2824	2924	3004	3055	3106	3157	3198	3233	3279	3317	3355	3395
Net change yr-on-yr		75	93	119	56	100	80	51	51	51	41	35	46	38	38	40

Key to Surplus Capacity:

At and above capacity
Below 10% capacity

Notes.

Baseline figure for 2015/16 is the number of pupils on roll as per the January 2016 school census

The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900

* The capacity for Oakham CofE Primary School includes an additional 20 Designated Special Places

** The capacity for Catmose College includes an additional 25 Designated Special Places

Pupil yield factors of 24% for primary and 18% for secondary school have been applied. The primary pupil yield ratio is calculated using actual numbers on roll against properties occupied on two new housing developments in Oakham (those with the highest pupil yield, 24%). The secondary pupil yield ratio takes the highest secondary pupil yield ratio on any development last year (as at March 2016), plus 2 percentage points, 18%.

Reception - The past 5 years' number of births in Rutland is used to calculate a trend by applying an average increase / decrease. This is currently -0.1% year on year. To this is added an average additional number reflecting the out of county pupils on roll. These figures are then applied to the corresponding year in which children start school.

Year 7 – A 5 year trend is used to calculate the forecast numbers on roll for year 7. Rutland has a significant increase in numbers on roll between these 2 years. The average increase over the past 5 years is 41%. RCC also applies an increase or decrease in the numbers on roll in year 6 over the same 5 year period.

MOD – The assumption is that present numbers of service children remain fairly static. No feedback suggests significant increase or decrease in numbers.

Out of county influences – Pressure on pupil places from development plans will have an impact on Rutland schools. Allowance for this has not been made as plans remain uncertain and long-term.

Capacity	Current PAN and Capacity 2016															
	Surplus Capacity (Places)															
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1172	253	224	201	192	163	158	154	142	126	108	92	76	64	52	40	
1435	81	59	40	-2	-21	-61	-94	-130	-165	-200	-235	-270	-303	-336	-369	
773	149	141	136	137	142	141	119	102	88	72	58	44	34	24	14	
3380	483	424	377	327	284	238	179	114	49	-20	-85	-150	-205	-260	-315	

Capacity	Increase in PAN and Capacity - With Spend															
	Surplus Capacity (Places)															
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1232	313	284	261	252	223	218	214	202	186	168	152	136	124	112	100	
1680	326	304	285	243	224	184	151	115	80	45	10	-25	-58	-91	-124	
826	202	194	189	190	195	194	172	155	141	125	111	97	87	77	67	
3738	841	782	735	685	642	596	537	472	407	338	273	208	153	98	43	

Capacity	Increase in PAN and Capacity - With Spend															
	Surplus Capacity (Places)															
Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
900	208	200	152	131	90	42	30	18	6	-4	-12	-23	-32	-41	-50	
1050	94	53	4	-39	-77	-94	-122	-150	-178	-202	-224	-250	-273	-296	-320	
915	7	-37	-59	-51	-72	-87	-98	-109	-120	-127	-132	-141	-147	-153	-160	
2865	309	216	97	41	-59	-139	-190	-241	-292	-333	-368	-414	-452	-490	-530	

Appendix G

An explanation of the methodology for Pupil Based Planning projections

A. The process starts with pupil numbers in schools taken from the most current school census. Then the following steps are followed

1. Firstly look at birth trends and numbers on roll in reception each year.

Birth Data Trend and Forecast (Birth Data and NOR 2016.xls)

- We take actual birth data for the last 10 years (2005/06 to 2014/15) and calculate the percentage change in births year-on-year. We then calculate the average percentage change in births (year-on-year over the last 5 years (2010/11 to 2014/15) which is -0.1%.
- We then look at the actual number of children starting in reception (last 6 years) and compare this to the birth rate for that year.
- We then calculate the average difference per year over the last 4 years (4 rather than 5 is a professional judgement due to change in trends). This tells us that, on average there are 91 more children starting in reception than we would expect based purely on the numbers born in Rutland for the corresponding year. This is an average uplift of 29.6% (last 4 years).
- We then apply the birth forecast (-0.1% per year) to the most recent years actual no. of recorded births for each forecasted year (cumulative).
- We then apply the average uplift figure (29.6% - described above) to produce projected total number of primary school pupils over the next 5 years.
- We then need to break this down by school. We do this by calculating the average percentage split, based on actual data for the previous 5 years, to produce a forecast of pupils for each primary school over the next 10 years.
- We then conduct a 'sense check' of these figures by comparing our projection for 2016/17 with the actual number on role for 2016/17 (from the January School Census). If our forecast figure for this year differs considerably from the actual figure we check with the school whether there are any local factors (e.g. change in admission policy at local secondary school) which indicate we need to adjust the projected figure. (In reality these rarely result in changes and when they do they are small adjustments.)

2. Once we have calculated the population change based on birth rates and adjusted for uplift in those born outside of Rutland and professional judgement of schools, we then apply a further adjustment based on housing developments and the projected pupil yield

- For the projections based on annual build we use a ratio for the 3 different clusters (provided by the Planning Department) which is: 70% of new housing in Oakham and Uppingham, of which 80% is in Oakham and 20% in Uppingham 30% split between service centres, of which one is in Uppingham, one is in Oakham and five are in Casterton
- For the annual build of 175 this gives a split of 106 for Oakham; 38 for Casterton and 33 for Uppingham (due to rounding this actually total 177).
- For the annual build of 225 this gives us split of 136 for Oakham; 48 for Casterton and 41 for Uppingham.

- We then apply a pupil yield ratio (calculation of this described below) to the projected number of new house builds for each cluster area and for each year.

3. We add the projected number of additional pupils according to the calculation of birth trends (no.1 above) to the projected increase in pupils according to housing developments (described in no. 2 above) to produce the projections for the next 15 years.

B. Pupil Yield Ratio

In order to increase the scenarios considered by have looked at a Low and High pupil yield for developments based on pupils per 100 households

Low – Primary 21.8% and Secondary 12%

High – Primary 24% and Secondary 18%

This allows some sensitivity analysis based on growth rates and pupil yields whilst other factors remain constant.

The pupil yield ratio is calculated by looking at the number of properties occupied as at March 2016 in new housing developments in Rutland (excluding North Luffenham) and comparing this with the number of resident primary and secondary school children – as shown in **Table 1**.

Table 1

	Properties Occupied as at March 2016	No. of resident Primary school pupils	No. of resident Secondary school pupils	Pupil yield primary	Pupil yield secondary
Barleythorpe, Hawkesmead	363	87	39	0.240	0.107
Branston Road, Uppingham	37	9	6	0.243	0.162
Vale of Catmose, Oakham	125	24	14	0.192	0.112
Huntsman Drive, Oakham	56	11	6	0.196	0.107
Timber Yard, North Luffenham	25	1	0	0.040	0
Total	606	132	65	0.218	0.12

Table 2 shows a selection of comparative yield ratios for other local authorities. These were drawn from an informal practice group who share information on pupil projections/methodologies etc. As this shows, the figures are relatively low, particularly for secondary; however they are within a similar range to other areas.

Table 2 - * Lincolnshire is based on ratio for 3bed houses

Area	primary	secondary
Hampshire	0.3	0.21
Devon	0.25	0.15
Leicestershire	0.24	0.17
Rutland	0.218	0.12
Lincolnshire*	0.17	0.17
Cornwall	0.15	0.15
North Somerset	0.10	0.10

This page is intentionally left blank

Appendix H

Table 1. Projected primary school pupils in Oakham Cluster over next 15 years (2016/17 to 2030/31)

Oakham Cluster - Primary Pupil Projections	Projected pupils on roll by school year						Total No. on roll (exc growth)	Scenario A		Scenario B		Scenario C		Scenario D		
								low yield ratio & 175 build		low yield ratio & 225 build		high yield ratio & 175 build		high yield ratio & 225 build		
	R	I	2	3	4	5		6	Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)
2015-2016	187	180	199	176	199	196	198	1335	-	-	-	-	-	-	-	
2016-2017	184	187	180	199	176	199	196	1321	23	1344	30	1351	25	1346	33	1354
2017-2018	185	184	187	180	199	176	199	1310	46	1356	60	1370	50	1360	66	1376
2018-2019	185	185	184	187	180	199	176	1296	69	1365	90	1386	75	1371	99	1395
2019-2020	185	185	185	184	187	180	199	1305	92	1397	120	1425	100	1405	132	1437
2020-2021	185	185	185	185	184	187	180	1291	115	1406	150	1441	125	1416	165	1456
2021-2022	187	185	185	185	185	184	187	1298	138	1436	180	1478	150	1448	198	1496
2022-2023	187	187	185	185	185	185	184	1298	161	1459	210	1508	175	1473	231	1529
2023-2024	187	187	187	185	185	185	185	1301	184	1485	240	1541	200	1501	264	1565
2024-2025	187	187	187	187	185	185	185	1303	207	1510	270	1573	225	1528	297	1600
2025-2026	187	187	187	187	187	185	185	1305	230	1535	300	1605	250	1555	330	1635
2026-2027	187	187	187	187	187	187	185	1307	253	1560	330	1637	275	1582	363	1670
2027-2028	187	187	187	187	187	187	187	1309	276	1585	360	1669	300	1609	396	1705
2028-2029	187	187	187	187	187	187	187	1309	299	1608	390	1699	325	1634	429	1738
2029-2030	187	187	187	187	187	187	187	1309	322	1631	420	1729	350	1659	462	1771
2030-2031	187	187	187	187	187	187	187	1309	345	1654	450	1759	375	1684	495	1804

59

Table 2. Comparison of projected primary school pupils in Oakham Cluster against existing capacity (1435)

	Scenario A		Scenario B		Scenario C		Scenario D	
	low yield ratio & 175 build		low yield ratio & 225 build		high yield ratio & 175 build		high yield ratio & 225 build	
	Projected Pupils (inc growth)	Comparison to capacity	Projected Pupils (inc growth)	Comparison to capacity	Projected Pupils (inc growth)	Comparison to capacity	Projected Pupils (inc growth)	Comparison to capacity
2015-2016	-	-	-	-	-	-	-	-
2016-2017	1344	91	1351	84	1346	89	1354	81
2017-2018	1356	79	1370	65	1360	75	1376	59
2018-2019	1365	70	1386	49	1371	64	1395	40
2019-2020	1397	38	1425	10	1405	30	1437	-2
2020-2021	1406	29	1441	-6	1416	19	1456	-21
2021-2022	1436	-1	1478	-43	1448	-13	1496	-61
2022-2023	1459	-24	1508	-73	1473	-38	1529	-94
2023-2024	1485	-50	1541	-106	1501	-66	1565	-130
2024-2025	1510	-75	1573	-138	1528	-93	1600	-165
2025-2026	1535	-100	1605	-170	1555	-120	1635	-200
2026-2027	1560	-125	1637	-202	1582	-147	1670	-235
2027-2028	1585	-150	1669	-234	1609	-174	1705	-270
2028-2029	1608	-173	1699	-264	1634	-199	1738	-303
2029-2030	1631	-196	1729	-294	1659	-224	1771	-336
2030-2031	1654	-219	1759	-324	1684	-249	1804	-369

Appendix I

Table 3. Projected secondary school pupils in Oakham Cluster over next 15 years (2016/17 to 2030/31)

Oakham Cluster - Secondary Pupil Projections	Projected pupils on roll by school year					Total No. on roll (exc growth)	Scenario A		Scenario B		Scenario C		Scenario D	
							low yield ratio & 175 build		low yield ratio & 225 build		high yield ratio & 175 build		high yield ratio & 225 build	
	7	8	9	10	11		Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)	Growth (pupils)	Total (inc growth)
2015-2016	188	180	174	179	165	886	-	-	-	-	-	-	-	-
2016-2017	211	188	180	174	179	932	13	945	16	948	19	951	24	956
2017-2018	196	211	188	180	174	949	26	975	32	981	38	987	48	997
2018-2019	199	196	211	188	180	974	39	1013	48	1022	57	1031	72	1046
2019-2020	199	199	196	211	188	993	52	1045	64	1057	76	1069	96	1089
2020-2021	202	199	199	196	211	1007	65	1072	80	1087	95	1102	120	1127
2021-2022	204	202	199	199	196	1000	78	1078	96	1096	114	1114	144	1144
2022-2023	200	204	202	199	199	1004	91	1095	112	1116	133	1137	168	1172
2023-2024	203	200	204	202	199	1008	104	1112	128	1136	152	1160	192	1200
2024-2025	203	203	200	204	202	1012	117	1129	144	1156	171	1183	216	1228
2025-2026	202	203	203	200	204	1012	130	1142	160	1172	190	1202	240	1252
2026-2027	202	202	203	203	200	1010	143	1153	176	1186	209	1219	264	1274
2027-2028	202	202	202	203	203	1012	156	1168	192	1204	228	1240	288	1300
2028-2029	202	202	202	202	203	1011	169	1180	208	1219	247	1258	312	1323
2029-2030	202	202	202	202	202	1010	182	1192	224	1234	266	1276	336	1346
2030-2031	202	202	202	202	202	1010	195	1205	240	1250	285	1295	360	1370

Table 4. Comparison of projected secondary school pupils in Oakham Cluster against existing capacity (1050)

	Scenario A		Scenario B		Scenario C		Scenario D	
	low yield ratio & 175 build		low yield ratio & 225 build		high yield ratio & 175 build		high yield ratio & 225 build	
	Pupils (inc growth)	Comparison to capacity	Pupils (inc growth)	Comparison to capacity	Pupils (inc growth)	Comparison to capacity	Pupils (inc growth)	Comparison to capacity
2015-2016	-	-	-	-	-	-	-	-
2016-2017	945	105	948	102	951	99	956	94
2017-2018	975	75	981	69	987	63	997	53
2018-2019	1013	37	1022	28	1031	19	1046	4
2019-2020	1045	5	1057	-7	1069	-19	1089	-39
2020-2021	1072	-22	1087	-37	1102	-52	1127	-77
2021-2022	1078	-28	1096	-46	1114	-64	1144	-94
2022-2023	1095	-45	1116	-66	1137	-87	1172	-122
2023-2024	1112	-62	1136	-86	1160	-110	1200	-150
2024-2025	1129	-79	1156	-106	1183	-133	1228	-178
2025-2026	1142	-92	1172	-122	1202	-152	1252	-202
2026-2027	1153	-103	1186	-136	1219	-169	1274	-224
2027-2028	1168	-118	1204	-154	1240	-190	1300	-250
2028-2029	1180	-130	1219	-169	1258	-208	1323	-273
2029-2030	1192	-142	1234	-184	1276	-226	1346	-296
2030-2031	1205	-155	1250	-200	1295	-245	1370	-320

Notes:

1. Baseline figure for 2015/16 is the number of pupils on roll as per the January 2016 school census. The capacity for schools is based on the numbers confirmed by schools in April 2016, Catmose College capacity is reflected as 1050 rather than 900. The capacity for Catmose College includes an additional 25 Designated Special Places. Pupils on roll 2016/17 is offers made for Yr7. The capacity for Oakham CofE Primary School includes an additional 20 Designated Special Places.
2. Projected pupils on roll is derived from school census data, trends in birth rates and a calculation of the average difference (last 4 years) between in-county births & no.s on roll at reception.

3. Pupil yield is the number of pupils which are projected to be added through housing development and is expressed as a ratio or percentage. The low yield is calculated from the actual yield (primary school) in four housing developments as at March 2016: Barleythorpe, Hawkesmead; Branston Road, Uppingham; Vale of Catmose, Oakham; and Huntsman Drive, Oakham. The Timber Yard, North Luffenham development is not included in this calculation as it is a small outlier of 25 properties. This gives a primary pupil yield of 21.8% and a secondary school yield of 12% - described as 'low' in these scenarios. The 'high' yield for primary pupils (24%) is calculated from two of the aforementioned housing developments: Barleythorpe, Hawkesmead and Branston Road, Uppingham. The 'high' yield for secondary schools is the highest yield experienced in one development last year (16% for Branston Road, Uppingham), plus two percentage points (18%).
4. Total capacity for primary places in Oakham cluster is **1435**. For Catmose College existing capacity is **1050**. Source: This figure was confirmed to Performance Team by schools and is checked against the figure in the funding agreement with DfE.
5. Two figures have been used for the projections for the annual build: 175 and 225 houses per year across Rutland. The average annual completions over the last 10 years was 149 and over the last 5 years was 167. The highest number of completions in any one year (over the last 10 years) was 225 in 2014/15. The strategic allocation in the current plan is 150 houses per annum for 2016/17 to 2025/26.
6. The annual build apportioned to the Oakham Cluster is calculated based on a formula provided by Planning. This assumes 106 of the 175 annual build would be in Oakham and 136 of the 225 annual build.
7. Red shading and font on Table 2 and Table 4 indicates when insufficient places are projected.
7. Contact Jon Adamson, Business Intelligence Manager, Rutland County Council (jadamson@rutland.gov.uk; 07973 854518). Figures produced 26/08/16.

Appendix J

Transport implications

If there is no increase in school places, the number of pupils who are unable to gain a place at their nearest or catchment school will rise. They will be required to attend another school that does have spare places.

In such cases, if they were within the statutory walking distance of their nearest school, but were required to attend an alternative school that was over the statutory walking distance, they would become eligible for free school transport. Therefore, more pupils would require transport. It is unlikely that any appropriate transport would already exist, so new transport services would need to be arranged.

If pupils were above the statutory walking distance of their nearest school that was full and had to attend their next nearest school, which was also above the statutory walking distance, they would remain eligible for free transport. However, it is unlikely that this route would already exist. Additional transport would be required, creating additional budget pressure. In this instance, some communities would have pupils attending two different schools, with two separate buses.

Furthermore, if there were existing transport to an alternative school (that could have its route extended to pick-up additional pupils) it is unlikely to have spare places. All services are reviewed annually to make best possible use of their capacity. Therefore, larger or additional vehicles would need to be arranged.

If a parent whose child was unable to gain a place at their nearest school chose to send them to a school that was not the next nearest or catchment school the child would not be entitled to free transport. In this case the decision represents parental preference

Primary transport implications: **Casterton Cluster.**

If the decision is made to transport children from Casterton cluster to schools with spare places, the following pattern is likely.

Excess pupils from St Nicholas needing transport to school

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21
140	3	7	8	6	5

Pupils are likely to need transport to:

Exton and Greetham; (additional pupils can be absorbed within current transport arrangements at no extra cost); or

Cottesmore: (would require an additional minibus at £20k per annum); or

Empingham: (would require an additional minibus at £20k per annum).

Primary transport implications: **Oakham cluster**. If the decision is made to transport children from the Oakham cluster to schools with spare places, the following pattern is likely. Fewer schools with unfilled places are easily reached from the Oakham area.

Excess pupils from Langham needing transport to school

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21
210	4	2	1	0	0

Pupils are likely to need transport to:

Whissendine: (would require an additional minibus at £20k per annum); or

Empingham: (would require an additional minibus at £20k per annum).

Primary transport implications: **Uppingham cluster**. There is no pressure for places in this area and no transport arrangements are required.

Secondary school transport implications: **Casterton**. There is no pressure for places in this area and no transport arrangements are required.

Secondary school transport implications: **Oakham**. There is high pressure for places in this area. If the decision is made to transport children from Oakham to a secondary school with spare places, the following pattern is likely:

Excess pupils from Catmose College needing transport to school

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
900	53	93	135	161	182	185	197
1050¹	n/a	n/a	0	11	32	35	47

If transported to Casterton College Rutland, requirements would range from one single deck vehicle through to 4 single deck or 2 double deck and one single deck vehicles. Cost for a 5 year period (2018 – 2023): £930,000.

Secondary school transport implications: **Uppingham**. There is high pressure for places in this area. If the decision is made to transport children from Uppingham to a secondary school with spare places, the following pattern is likely:

¹ On the assumption that an additional 150 places are created in readiness for September 2018.

Excess pupils from UCC needing transport to school

Capacity	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
915	13	29	51	40	58	72	80

If transported to Casterton College Rutland, requirements would build from one minibus (£20k pa) to one single deck, then to one double deck bus. Cost for a 5 year period (2018 – 2023): £190,000.

This page is intentionally left blank

COUNCIL

12 September 2016

ANNUAL REPORT OF AUDIT AND RISK COMMITTEE

Report of the Director for Resources

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	N/A	
Contact Officer(s):	Saverio Della Rocca, Assistant Director (Finance)	01572 758159 sdrocca@rutland.gov.uk
	Cllr D MacDuff, Chair of Audit and Risk Committee	cmacduff@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Council notes the work undertaken by the Audit and Risk Committee in the year 2015/16 as detailed in the Annual Report (Appendix B)

1 PURPOSE OF THE REPORT

- 1.1 To report to Council on the work undertaken by the Audit and Risk Committee in the year 2015/16.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The Audit and Risk Committee approved the Annual Report at its meeting on 19 July 2016 and agreed that the report should be presented to Council for information purposes.
- 2.2 CIPFA best practice on Audit Committees recommends two key actions:
- Committees undertake an annual review of their effectiveness; and
 - Committees produce an annual report on their activity.
- 2.3 Historically, the Committee has not routinely undertaken these tasks. However the new Chair of Audit and Risk agreed with the rest of the Committee that it would be useful to do both tasks as a means of assessing how the Committee was performing and raising the profile of the work of the Committee across the Council.

2.4 The effectiveness review was undertaken using a self-assessment checklist produced by CIPFA and the results are shown in Appendix A. The results show that the Committee considers itself to be broadly compliant with the majority of best practice criteria. There are some actions arising from this review which are included in the Annual Report in Appendix B.

2.5 The Annual Report in Appendix B summarises the work of the Committee in the year.

3 CONSULTATION

3.1 No formal consultation is required.

4 ALTERNATIVE OPTIONS

4.1 The report was approved by the Audit and Risk Committee on 19 July 2016 and is presented to Council for information purposes.

5 FINANCIAL IMPLICATIONS

5.1 There are no direct financial implications arising from this report.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

6.1 The Audit and Risk Committee is not formally required in the Constitution to produce an annual report.

6.2 In accordance with Procedure Rule 31, the Committee can report any matter to Council.

6.3 As Audit and Risk Committee acts under delegation of powers from Council, the committee considers it a matter of good practice to report back to Council on the work it undertakes.

7 EQUALITY IMPACT ASSESSMENT

7.1 An Equality Impact Assessment (EqIA) has not been completed.

8 COMMUNITY SAFETY IMPLICATIONS

8.1 There are no community safety implications

9 HEALTH AND WELLBEING IMPLICATIONS

9.1 There are no health and wellbeing implications.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

10.1 To summarise the work of the Committee in an annual report.

11 BACKGROUND PAPERS

11.1 There are no additional Background papers to the report.

12 APPENDICES

12.1 Appendix A – Results of self-assessment questionnaire

12.2 Appendix B – Annual Report

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

This page is intentionally left blank

APPENDIX A

Rutland County Council Audit Committee Effectiveness

Self-Assessment Results

This assessment has been based upon the CIPFA 2013 Position Statement: Audit Committees in Local Authorities.

The questionnaire was issued to all five members of the Audit and Risk Committee in February 2016. Completed questionnaires have been returned by all five current members of the Committee and the responses given are summarised in the following table.

	Self-Assessment Questions	Yes	Partly	No	No response
Audit committee purpose and governance					
1	Does the authority have a dedicated audit committee?	5			
2	Does the audit committee report directly to Full Council?	3	1		1
3	Do the Terms of Reference clearly set out the purpose of the committee in accordance with CIPFA's position statement?	3	1		1
4	Is the role and purpose of the audit committee understood and accepted across the authority?	1	3	1	
5	Does the audit committee provide support to the authority in meeting the requirements of good governance?	5			
6	Are arrangements to hold the committee to account for its performance operating satisfactorily?		3	1	1
Functions of the committee					
7	Do the committee's terms of reference explicitly address the following:				
	• Good governance	2	2		1
	• Assurance Framework	4			1
	• Internal Audit	4			1
	• External Audit	4			1
	• Financial reporting	3		1	1
	• Risk management	3	1		1
	• Value for money and best value	2	1	1	1
	• Counter fraud and corruption	3		1	1
8	Is an annual evaluation undertaken to assess whether the committee is fulfilling its terms of reference and that adequate consideration has been given to all core areas?	1	2	1	1
9	Where coverage of core areas has been found to be limited, are plans in place to address this?	1	2	1	1

APPENDIX A

	Self-Assessment Questions	Yes	Partly	No	No response
10	<p>Has the audit committee considered the 'wider areas' identified in the CIPFA Position Statement (as outlined below) and whether it would be appropriate for the committee to undertake them?</p> <p>Wider areas identified:</p> <ul style="list-style-type: none"> • Considering governance, risk or control matters at the request of other committees or statutory officers. • Working with local standards committees to support ethical values and reviewing the arrangements to achieve those values. • Reviewing and monitoring treasury management arrangements in accordance with the CIPFA Treasury Management Code of Practice. • Providing oversight of other public reports, such as the annual report. 	1	2	2	
11	Has the committee maintained its non-advisory role by not taking any decision making powers that are not in line with its core purpose?	5			
Membership and support					
12	Has an effective audit committee structure and composition of the committee been selected? This should include:				
	<ul style="list-style-type: none"> • Separation from the executive 	5			
	<ul style="list-style-type: none"> • An appropriate mix of knowledge and skills among the membership 	4	1		
	<ul style="list-style-type: none"> • Where independent members are used, that they have been appointed using an appropriate process 				
13	Does the Chair of the committee have appropriate knowledge and skills?	4			1
14	Are arrangements in place to support the committee with briefings and training?	4	1		
15	Has the membership of the committee been assessed against the core knowledge and skills framework and found to be satisfactory?		1	3	1
16	Does the committee have good working relations with key people and organisations, including internal audit, external audit and the chief financial officer?	5			
17	Is adequate secretariat and administrative	5			

APPENDIX A

	Self-Assessment Questions	Yes	Partly	No	No response
	support to the committee provided?				
Effectiveness of the committee					
18	Has the committee obtained feedback on its performance from those interacting with the committee and relying on its work?		1	4	
19	Has the committee evaluated whether and how it is adding value to the organisation?		1	4	
20	Does the committee have an action plan to address any weaknesses?		2	3	

This page is intentionally left blank

Appendix B - ANNUAL REPORT OF THE AUDIT AND RISK COMMITTEE

1. Background

The purpose of the Audit and Risk Committee is to provide assurance of the adequacy of the risk management framework and control environment, scrutiny of the authority's financial and non-financial performance in that context, and oversee the financial reporting process, including:

- To review summary internal audit reports and actions arising from them.
- To consider reports of external audit and inspection agencies and monitor action arising from them.
- To monitor the effective development and operation of risk management and corporate governance.
- To monitor the effectiveness of the whistleblowing and anti-fraud and anti-corruption policies.
- To approve the annual governance statement.
- To approve the annual statement of accounts for publication

The Terms of Reference can be found in the Constitution.

This report, in line with best practice, sets out the committee's work and performance during the year, including how it has met its terms of reference.

2. Membership of the Committee and meetings

The Committee has met on the following dates with the following attendees:

	June 30 th	Sept 22 nd	Jan 26 th	April 26 th
Cllr MacDuff	X	X	X	X
Cllr Walters	X	-	X	X
Cllr Baines	-	X	X	-
Cllr Lammie	X	X	X	X
Cllr Waller	-	-	X	X

Senior Officers from the Council are also present, including the Director for Resources, Section 151 Officer, the Lead Internal Audit Manager and where appropriate the External Auditor (KPMG) will also attend. The Chair of the Committee also meets in private with Audit Services & the Section 151 Officer on a regular basis.

3. Audit Committee business

During the year the Committee conducted the following business:

- Received the annual internal audit report for 2014/15
- Received the external audit plan for 2014/15
- Received the annual fraud report for 2014/15
- Received limited assurance reports across a number of areas and requested follow up work to assess the implementation of agreed actions
- Reviewed and contributed to a draft of the Annual Governance Statement
- Approved the Internal Audit plan for 2015/16

- Received Internal Audit updates of progress against the Audit Plan
- Considered its training requirements
- Received and scrutinised the risk register
- Approved the Statement of Accounts for 2014/15
- Received the external auditors Annual Governance Report
- Reviewed and recommended a revised Whistle Blowing Policy
- Approved the Internal Audit plan for 2016/17
- Completed an assessment of its own effectiveness

4. The Committee's main achievements

The Committee believes its key achievements during the year were:

- Effective challenge and questioning of officers in respect of audit reports rated as "limited"
- Development of a process for follow up of "limited" audit reports which gives assurance that control weaknesses are being addressed
- Improving its knowledge base through attendance at a fraud training session
- Review of Risk Register in order to seek assurance that key risks are being appropriately mitigated. Thereby, providing additional assurance through a process of independent review.
- Satisfying itself that appropriate investigation was undertaken and action taken in relation to the Section 106 funding loss
- Scrutinising the Statement of Accounts prior to approval

5. Result of Audit Committee effectiveness review

The Committee completed an effectiveness review based on CIPFA guidance. The conclusion of the review is that the Committee is effective in its role but the following action points were noted:

- In order to continue to raise the profile of internal control matters, Directors will be asked to present to the Committee on any area rated by internal audit as 'limited'
- Whilst the Committee has not formally completed a skills assessment, the Chair is satisfied that the individual experience and knowledge of Committee members allows the Committee to adequately discharge its duties
- The Committee has agreed (at its last meeting) to dedicate 30 minutes prior to every other meeting to training.
- The Committee will suggest to the Constitutional Review Working Group that its terms of reference are reviewed to ensure they are still fit for purpose.

6. Conclusion

The Committee was able to confirm:

- That the system of internal control, governance and risk management in the authority was adequate in identifying risks and allowing the authority to understand the appropriate management of these risks.
- That there were no areas of significant duplication or omission in the systems of internal control, governance and risk management that had come to the

Committee's attention, that had not been adequately resolved or were in the process of being resolved.

The Committee's conclusion is based on assurance gained from its own work and the work of Internal Audit and External Audit.

This page is intentionally left blank