

Considerations about the proposal in relation to the Decision-Makers Guidance

The decision maker for these statutory proposals is the local authority, and this report presents the proposals to Cabinet for determination. If the local authority fails to decide proposals within two months of the end of the representation period the local authority must forward proposals, and any received representations, to the Office of the Schools Adjudicator for decision. This two month period will end on 23 May 2015.

Decision Makers are required to have regard to guidance issued by the Secretary of State when they take a decision on proposals. New school organisation regulations and associated guidance came into force on 28 January 2014. The guidance documents are available at <https://www.gov.uk/government/publications/school-organisation-maintained-schools>.

'Annex B: Guidance for Decision-makers' sets out some of the factors that decision-makers should consider when deciding a proposal. These factors are not exhaustive and the importance of each will vary depending on the type and circumstances of the proposal. All proposals must be considered on their individual merits.

The format of this Appendix follows the framework of the Annex B guidance. The text in italics at the start of each section contains extracts from the guidance to assist members to understand the context. The text beneath the extracts in each section contains officer comment in relation to the factors.

Consideration of consultation and representation period

The decision-maker will need to be satisfied that the appropriate consultation and/or representation period has been carried out and that the proposer has had regard to the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider all the views submitted, including all objections to and comments on the proposal.

Consultation about the proposal to expand Longfield Primary School was conducted from Thursday 8 January to Thursday 5 February 2015. The consultation responses and outcomes (see 'Views submitted during the expansion consultation' section below) were reported to the Corporate Director for Children and Families when making the decision to publish statutory proposals.

Statutory proposals to expand Longfield Primary School were published on 23 February 2015 for a four week representation period which closed on 23 March 2015. In order to make the nature of the proposals explicit and clear for all stakeholders, the brief notice and the full proposal stated as full information as possible. It is considered that all necessary information was provided and made available for stakeholders and interested parties to see.

The brief notice and full proposal were developed with close reference to the Government guidance. It is considered that the published brief notice and full proposal comply with the statutory requirements.

Education standards and diversity of provision

Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the aspirations of parents, raise local standards and narrow attainment gaps.

The decision-maker should also take into account the extent to which the proposal is consistent with the government's policy on academies as set out on the department's website.

Quality of schools

Schools in Harrow perform well in comparison to national and statistically similar local authorities. The vast majority of primary schools and secondary schools are judged 'good' or 'outstanding' by OfSTED. As at October 2014, 87% of Harrow's primary and secondary schools are judged 'good' or 'outstanding', compared to 85% in London and 80% nationally (Source: Ofsted Data View).

Diversity of schools

There is a range of schools in Harrow offering diversity to parents both in terms of ethos and size. Harrow has a Church of England primary school, a Hindu primary school, a Jewish primary school, six Roman Catholic primary schools, two Roman Catholic high schools and an all-through inclusive Hindu faith-designated free school. Primary sector schools are organised as combined and separate infant and junior schools and have a range of planned admission numbers from one to four forms of entry.

Harrow is committed to securing greater autonomy, flexibility and scope for schools to drive their own agendas within a collaborative whole-borough framework. Harrow's success in this approach is demonstrated through the Harrow School Improvement Partnership and the Harrow Collegiate.

The community of Harrow schools has a tradition of collaboration and cooperation and is confident to develop and embrace innovative solutions. Within this context the local authority, in partnership with schools, will continue to explore routes that provide creative and innovative solutions for challenges faced by individual schools and groups of schools, and provide a means to secure school improvement.

Two primary schools established an academy trust to drive improvements in education attainment. Another primary school joined an academy trust with a high school.

Aspirations of parents

The responses to the consultation undertaken on Phase 2 school expansion proposals in September – October 2013 indicate broad agreement with the Council's approach to creating additional school places in Harrow. Over 60% of respondents agreed with the Council's approach to creating additional school places in Harrow.

The responses to the consultation undertaken on the proposal to expand Longfield Primary School indicated agreement with the Council's approach to creating additional school places in Harrow. 58% of respondents agreed with the Council's approach to creating additional school places in Harrow and only 29% respondents disagreed with the approach. Just under half the respondents to the second consultation question disagreed with the Council's proposal to expand Longfield Primary School and one third agreed.

The response rate to the consultation of 24 is low in the context of hundreds of communications sent to parents, staff and local residents and the publicising of the online consultation response

portal on the Harrow Council website. This does not suggest a significant level of disagreement with the proposal to expand Longfield Primary School.

The consultation responses and outcomes are summarised in the 'Views submitted during the expansion consultation' section below.

Raise local standards and narrow attainment gaps

A key principle identified by officers and representative primary headteachers in the work to develop expansion proposals was the maintenance of high quality education standards, and all schools with council support as necessary work to ensure high education standards are promoted through the expansions. The governing bodies and senior leadership teams of the schools will ensure appropriate structures are in place to manage the increased numbers of pupils and deliver the curriculum.

Suitable accommodation and facilities will be provided to accommodate the increased pupil numbers. Revenue funding is based on pupil numbers and the funding for increased numbers of pupils can enable opportunities for schools to be creative in use of resources to promote pupils' learning.

Closing the Gap is a fundamental part of Ofsted's school inspection process, and accordingly, the Local Authority monitors the attainment of identified groups of pupils in its schools.

Government policy on academies

The Government's policy on academies is not directly applicable to this expansion proposal. The proposal does not create a new school which is when the 'academy presumption' applies. The governing body of the school is at liberty to consider conversion to academy school status regardless of whether the school is expanded or not.

Demand

In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools).

The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

The Greater London Authority (GLA) prepares the pupil projections for Harrow Council. The GLA uses a range of information and data to prepare the projections including the number of births, number of pupils in Harrow schools, migration to Harrow and new housing development. Across London the population is growing, and the main reason for this is increasing birth rate.

The demand for Reception class places (for pupils reaching 5 years of age) in Harrow schools is increasing:

- In January 2006 there were 2,224 Reception aged pupils in Harrow schools;
- In January 2013 there were 2,879 Reception aged pupils in Harrow schools;

- In January 2014 there were 3,030 Reception aged pupils in Harrow schools;
- In January 2016 it is projected there will be 3,463 Reception aged pupils in Harrow schools.

To ensure sufficient school places to meet the increased demand, additional Reception classes have been opened since 2009. Harrow's School Expansion Programme aims to secure sufficient school places through the creation of additional permanent places, supplemented by temporary classes when necessary, in the primary phase initially, and also in the secondary and special educational needs phases.

In September 2012 there were a total of 2,550 permanent Reception class places in Harrow's primary sector schools. Phase 1 of the primary school expansion programme was implemented in September 2013 with 8 schools in the borough permanently increasing their Reception intakes. In September 2015, when all the Phase 2 schools are expanded, there will be 3,240 permanent Reception places.

In order to ensure sufficient school places to meet the predicted increased demand by September 2016, Harrow needs to increase the number of permanent Reception places by at least a further 300 places to a total of 3,540. The Phase 3 proposals, that include Longfield Primary School, aim to ensure sufficient school places at the right time and in the right location to meet the increased demand up to 2016/17. Full information about the projected demand for school places and the planning to increase school places across Harrow can be viewed in the 17 July 2014 Cabinet papers (item 21 School Expansion Programme Appendix B) at <http://www.harrow.gov.uk/www2/ieListDocuments.aspx?CId=249&MId=62354&Ver=4>

There is the demand for places at Longfield Primary School. First and second preferences in parental applications for Reception places exceed the proposed number of permanent Reception places at Longfield Primary School. The school has opened additional temporary (bulge) Reception classes in September 2010 and September 2013 which have filled.

School size

Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

Harrow's school expansion programme is very significant and is expected to involve all schools in opening additional classes on either a permanent or temporary basis. Over half the primary schools in Harrow will be permanently expanded by the end of the school expansion programme. If approved for expansion Longfield Primary School would be a four form of entry primary school, which would be the eighth in Harrow.

School revenue budgets are funded from the Dedicated Schools Grant (DSG). As the Department for Education (DfE) allocates DSG based on pupil numbers, any increase in pupil numbers results in additional revenue funding for the expanding school. The revenue funding is allocated to schools based on the Harrow Schools' Funding Formula. School budgets are based on pupil numbers in the October prior to the start of the financial year, so there is always a funding lag when schools increase their pupil numbers. To ensure that schools who agree to an additional class are not financially penalised, the Harrow School Funding Formula provides 'Additional Class Funding' for the period from September to the end of March, following which

the mainstream funding formula will take effect. This ensures that schools have adequate funding for at least the average costs of a teacher.

Proposed admission arrangements (including post-16 provision)

In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.

Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code. Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admissions authority should be given the opportunity to revise them.

No changes to admission arrangements arise from these proposals. Longfield Primary School is a community school that draws pupils from its local area and the admission arrangements of the school are compliant with the School Admissions Code.

No changes to post-16 provision arise from the proposals.

National Curriculum

All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community.

Longfield Primary School follows the National Curriculum and no changes to this arise from these proposals.

Equal opportunity issues

The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:

- *eliminate discrimination;*
- *advance equality of opportunity; and*
- *foster good relations.*

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

Equalities Impact Assessment has been undertaken on the proposal to permanently expand Longfield Primary School. The conclusion of this assessment is that the implications are either positive or neutral in that the expansion of the school will help to ensure sufficient school places for the increasing numbers of children in Harrow. The assessment has not identified any potential for unlawful conduct or disproportionate impact and concludes that all opportunities to advance equality are being addressed.

Harrow's schools are successful, inclusive and provide a diversity of provision. The school expansion programme will ensure sufficient school places for the increasing numbers of

children in Harrow and will build on the successful provision that already exists in Harrow's schools.

Community cohesion

Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

This is a community school which draws pupils from its local area and the pupil profile reflects the ethnicity of its area. The October 2014 School Census demonstrates that the school has an ethnically diverse pupil population.

Travel and accessibility

Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

Schools that are proposed for expansion are located around the borough so that additional school places are available locally to where the children live. This approach minimises distances that children and parents have to travel to school and serves to promote accessibility. This helps to limit the need for car use by parents at the beginning and end of the school day. As far as possible, it is believed the schools chosen for expansion would be a popular choice amongst parents wishing to secure a place at their local schools.

The schools proposed for expansion, as is the case at many schools in Harrow, already have a degree of traffic and congestion issues from the current school intake and the expansions will exacerbate the problems if no mitigating measures are taken. To minimise the impact of the additional pupils a cross-council approach has been adopted to bring officers together from the Children & Families and Environment & Enterprise directorates to work with schools and local residents. Transport Assessments at schools approved for expansion are undertaken and are submitted as part of the planning application for building work at the schools. Particular emphasis is being given to School Travel Plans as a means of focusing attention on the issues and to seek to bring about change in people's behaviour in delivering and collecting children. (See the section below on 'Traffic and congestion issues' for more detail)

Capital

The decision-maker should be satisfied that any land, premises or capital required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal cannot be approved conditionally upon funding being made available.

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

If these statutory proposals are approved, Longfield Primary School would require building work to be undertaken to provide appropriate accommodation for the additional children.

Initial site scoping work has been undertaken by architects and has indicated how the additional school places could be accommodated through a combination of new build and remodelling of the existing school accommodation.

Detailed feasibility work and surveys have been initiated to develop design proposals and develop costings. This feasibility work would ensure that the necessary building work could be completed by September 2016 and any necessary interim accommodation requirements could be made for the intake of additional children in September 2015.

The budget for the school expansion programme, including primary school expansions, secondary school expansions and provision for pupils with special educational needs (SEN) up to 2018-19 is £125.382m. Based on current estimates and market conditions it is expected that it is possible to deliver this programme within the overall approved capital programme. If it is not deliverable within the current programme then further borrowing may be required. This risk is being monitored closely in consultation with Cabinet Members.

School premises and playing fields

Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

Guidelines setting out suggested areas for pitches and games courts are in place although the department has been clear that these are non-statutory.

Government regulations and guidelines are considered in relation to all the schools proposed for expansion in the school expansion programme when undertaking the design work to accommodate the additional pupils. All schools are considered in the same fair and transparent manner when identifying the design for building works. The current school facilities are considered against Building Bulletin 103 to analyse any current and potential shortfalls. Full consideration is given to suitable outdoor and indoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

Views submitted during the expansion consultation

Consultation about the proposal to expand Longfield Primary School was held between Thursday 8 January 2015 and Thursday 5 February 2015. Information about the consultation was sent by the school to all parents/carers and staff. Harrow Council arranged for 570 letters to be delivered to residents at properties adjoining the school site and in approach roads. The letters were delivered by a distribution company on Tuesday 6 January 2015. The distribution

area included Farm Avenue, Park Drive, Hawthorn Drive and parts of Lankers Drive, Dukes Avenue, Hillcroft Avenue, Imperial Close and Rayners Lane. Officers attended open consultation meetings for parents and for staff (on 13 January 2015) and for local residents (on 20 January 2015) at the school about the expansion proposal to give a presentation and answer questions.

Consultation responses

24 responses were received to the consultation via the Harrow Council website 'Your Say' consultation portal and through completed response forms. Respondents were primarily parents/carers and residents. Responses from organisations are set out below under 'Other responses to the consultation'. A number of comments were included with the responses and the four main themes are summarised below together with officer response to the themes. The comments received are in Background Papers to the Cabinet report.

Two questions were asked in the consultation. They were:

- "Do you agree with the approach to creating additional school places in Harrow?"
- "Do you agree with the proposal to permanently expand Longfield Primary School?"

Both questions offered the option to respond 'Yes', 'No', or 'Not Sure' to each question. Opportunity was given for comments to be added after each question if the respondent wished to do so.

The following tables provide overall responses to the consultation questions.

The overall responses to Question 1 were:

Question 1: "Do you agree with the approach to creating additional school places in Harrow?"

Response	Number	Percentage
Yes	14	58.33%
No	7	29.17%
Not Sure	2	8.33%
Blank	1	4.17%
Total	24	100.00%

The overall responses to Question 2 were:

Question 2: "Do you agree with the proposal to permanently expand Longfield Primary School?"

Response	Number	Percentage
Yes	8	33.33%
No	11	45.83%
Not Sure	4	16.67%
No Response	1	4.17%
Total	24	100.00%

The response to the statutory consultation questions by respondent type is as follows.

Numbers Overall	
Harrow Resident	14
Parent/Carer	6
Pupil	0
School Staff	0
School Governor	0

Other	1
No Response	3
Total	24

The responses by respondent type for the first consultation question were as follows:

Do you agree with the approach to creating additional school places in Harrow?	Harrow Resident	Other	Parent / carer	School Staff	Pupil	School Governor	Blank	Total
Yes	10	0	3	0	0	0	1	14
No	3	1	2	0	0	0	1	7
Not Sure	1	0	1	0	0	0	0	2
No Response	0	0	0	0	0	0	1	1
Totals	14	1	6	0	0	0	3	24

The responses by respondent type for the second consultation question were as follows:

Do you agree with the approach to permanently expand Longfield Primary School?	Harrow Resident	Other	Parent / carer	School Staff	Pupil	School Governor	Blank	Total
Yes	6	0	1	0	0	0	1	8
No	6	1	3	0	0	0	1	11
Not Sure	2	0	2	0	0	0	0	4
No Response	0	0	0	0	0	0	1	1
Totals	14	1	6	0	0	0	3	24

Analysis of comments received

The responses made to the first consultation question indicate agreement (58%) with the Council's approach to creating additional school places in Harrow with only 29% of respondents disagreeing with the approach.

Just under half (46%) of the respondents to the second consultation question disagree with the Council's proposal to expand Longfield Primary School. Half the parent/carer respondents (3 out of 6) disagree with the expansion of the school. Resident responses were even (6 agree and 6 disagree with the expansion of the school).

The low response level of 24 needs to be viewed in the context of some hundreds of response forms distributed to parents and staff by the school and 570 letters delivered by the Council to local residents. Also the publicising of the online consultation response portal on the Harrow Council website.

Other responses to the consultation

Governing Body

The formal response by the Governing Body of Longfield Primary School to the statutory consultation:

- supports the approach to creating additional school places in Harrow;
- supports publication of statutory proposals to expand the school to four form entry from September 2015.

However, the governors do have several concerns about the effect that a larger number of pupils will have on the school:

- The ability to continue to provide such a creative and challenging curriculum.

- The feasibility of providing hot lunches to all pupils who require one, in the time frame and space available.
- The increase in traffic and all the challenges of illegal parking and general child safety that this issue illicit.

Whitmore High School

The Headteacher of Whitmore High School responded to the consultation by email: "Thank you for the letter of the 8th January from Johanna Morgan in regard to the Consultation about the Permanent Expansion of Longfield Primary School. Whitmore's response is that we support the expansion and Longfield provides excellent education for local students."

Two emails were received from residents in the generic email account SchoolReorganisation@harrow.gov.uk about the proposed expansion.

- Resident in Hawthorn Drive which is the main road next to the school. "I really am not happy with this expansion of Longfield Primary School for the following reason. We are already plagued with non-resident parkers and that any expansion would have to be accompanied by the implementation of parking restrictions in the roads surrounding Longfield." The author was encouraged to respond to the consultation via the Harrow Council website so all the consultation responses could be collated together.
- There was an email exchange with a resident who described traffic problems and disrespectful behaviour in the nearby streets and asked for assurances that the revised School Travel Plan will actually work. Full officer responses were given to the resident in line with the 'Traffic and congestion issues' section below.

Consultation comments

Opportunity was given for comments to be added after each question if the respondent wished to do so. The four main themes in consultation comments and responses relate to:

- Alternative approaches to creating additional school places in Harrow. For example: build schools away from densely populated residential areas; the approach does not address underlying problems of unsustainable immigration and over-crowding; build new schools; expanding schools is not the solution.
- Impact on educational standards. For example: disruption to the school for the next few years; resources and staff are too stretched currently; reduced activities because of the number of children; focus will be taken away from making the school outstanding.
- Impact on residents in adjoining properties. For example: will involve buildings that either overlook local residents' homes to replace green space; will create more noise in the garden.
- Traffic and congestion issues. For example: traffic congestion; parking problems; blocking of driveways; parents stopping to drop off children on zig zag lines; rude behaviour by parents.

Officer response to the consultation comments

Alternative approaches to creating additional school places in Harrow

Harrow has developed its spatial planning for sustainable development to meet the needs for additional housing and infrastructure in the borough. This spatial planning takes into account of space for some additional schools, and new schools places are being created wherever this is possible.

Harrow has a statutory responsibility to ensure there are sufficient school places for children in its area. Schools are being expanded across Harrow to provide the additional school places

close to where the children live. This approach reduces the need for cars to be used to take children to and from school and reduces car use across the borough.

Harrow Council has developed its strategic approach to the creation of additional school places. This approach has received consistent levels of approval in consultations, including in this consultation.

Impact on educational standards

A key principle for the Council and schools in the expansion proposals is the maintenance of high quality education standards. All schools, with council support as necessary, work to ensure high education standards are promoted through the expansions. The Governing Body response recognises the importance of maintaining high educational standards, and the governing body and senior leadership team of the school would ensure appropriate structures are in place to manage the increased numbers of pupils and to deliver a creative and challenging curriculum. The challenge of providing hot lunches to all pupils who require one has already been discussed with architects in the site scoping stage and would be considered further in the design feasibility work.

Any disruption to the education of pupils during the build programme would be kept to an absolute minimum. A considerate and experienced contractor would be procured for the build programme. A Project Manager would be appointed from the Council's Children's Capital Team to ensure full and effective liaison with the school during the build programme.

Impact on residents in adjoining properties

The points of concern would be considered in design feasibility work. Planning requirements in relation to these issues would be complied with. There would be early discussion with Planning officers about design proposals so that any potential issues would be identified and addressed early in the process. Pre-Planning engagement is planned to occur by the end of April 2015 when design proposals would be available for comments that could be incorporated into refining the design proposal. There would be statutory consultation following a planning application being submitted that would allow scope for any further comments and any concerns to be considered.

Though Planning is a subsequent and separate statutory process, extensive efforts were made during the consultation phase to bring the expansion proposal to the attention of local residents. This was done deliberately to bring early awareness to residents of the possibility of new build, in recognition that such concerns may arise and in recognition of concerns about traffic congestion around schools at school drop off and collection times.

Traffic and congestion issues

The concerns expressed about traffic congestion, parking and road safety in the area are fully recognised and are the consistent major theme arising from the expansion consultations. To minimise the impact of the additional pupils attending the schools proposed for expansion, a cross-council approach is being implemented. This approach brings officers together from Children and Families, Enterprise and Environment and Communications to co-ordinate work.

This proposal would require a building programme, for which planning permission would be needed. If a planning application is submitted, a decision on this will be a matter for the Planning Committee. This committee will consider highways and traffic concerns and the impact of the development on the local area. Residents and parents who believe they are impacted by this decision are entitled to make representations to the Planning Committee during the statutory planning consent timescales.

Additional resource has been committed to ensure an appropriate profile to all the school expansion projects. The scale of the school expansion programme is huge, with over half of Harrow's primary schools with Reception intake expanded by September 2015 and more will be expanded in Phase 3 of the programme. The cross-council approach includes:

- Schools are being expanded across Harrow to provide the additional school places close to where the children live. This approach reduces the need for cars to be used to take children to and from school and reduces car use across the borough. This is demonstrated at Longfield Primary School in that:
 - 73% of the September 2014 Reception intake of 90 children live within $\frac{1}{2}$ a mile of the school and 85% live within $\frac{3}{4}$ of a mile of the school.
 - In September 2013, the school had an additional intake of Reception children and opened 120 Reception places. Of these children, 61% live within $\frac{1}{2}$ a mile of the school and 90.5% live within $\frac{3}{4}$ of a mile of the school.
- Experience in expanding schools across Harrow has identified a number of tools and solutions which the Council and schools can deploy. Deploying these resources in the right way can contribute to a decline in traffic around expanded schools, even while extra pupils are added.
- Transport Assessments are undertaken at each of the schools proposed for expansion. The outcomes and recommendations from the Transport Assessments are considered so plans can be put in place to address them. The planning applications include the Transport Assessments and are consulted upon fully in a separate process that includes opportunities to comment.
- Transport Assessment has been undertaken from January to March 2015 about the proposal to expand Longfield Primary School. The completed Transport Assessment was received by Harrow Council at the end of March and the information and conclusions are being considered by Traffic Planning officers and will inform the review of the Longfield Primary School School Travel Plan. The Transport Assessment was tailored to consider both the traffic and parking impacts that may arise as a result of the expansion proposal. The Transport Assessment was completed by Atkins, who are independent specialist contractors, and includes surveys and observations of traffic and parking in the school area. The assessment provides an independent view of the proposal by reviewing baseline information about current traffic volumes and current issues and considering the potential impact of the expansion proposal.
- Updated School Travel Plans are submitted as part of the planning application. The School Travel Plan can include a number of techniques for reducing car use and altering parent behaviour. A Transport and Travel Planner Officer will work with Longfield Primary School to develop and implement effective travel strategies in conjunction with the school. The Governing Body is committed to reviewing the travel plan and will support the school in trying to improve on the current bronze accreditation status. The review of the School Travel Plan is key work to influence and engage with parents, staff and other stakeholders to change attitudes to travel and to minimise the use of private car travel to the school. The Transport and Travel Planner Officer also liaises with the Highways, Traffic Management and Enforcement teams to ensure that any necessary engineering work and enforcement action is provided in line with the travel plans developed. This officer is also involved in the pre-planning engagement activities that input into the planning applications.
- School Travel Plans are a powerful way to influence parental behaviour and have been proven to encourage walking to school and actually reduce car use. They are accredited by the Mayor of London, and other expansion schools in Harrow have achieved Gold accreditation, which signifies a decrease in car use of 6% or 90% of pupils travelling

sustainably. Work will be done to achieve Gold level of accreditation at Longfield Primary School.

- If Longfield Primary School is approved for expansion, a planning application would be prepared and submitted for the additional accommodation and facilities needed at the school. Distribution of consultation information on the expansion proposal has deliberately included local residents to bring the proposal to early attention in recognition of traffic congestion issues around the school at drop-off and collection times. The distribution area included Farm Avenue, Park Drive, Hawthorn Drive and parts of Lankers Drive, Dukes Avenue, Hillcroft Avenue, Imperial Close and Rayners Lane. When design proposals have been developed there will be public engagement activity to help inform the final design proposal. This includes a drop-in event for residents to see work in progress on issues including traffic and contribute thoughts and suggestions. Architects, council officers and school representatives would be available at the event, including traffic and travel planning officers.
- If Cabinet approves the expansion of Longfield Primary School, the Transport Assessment and the School Travel Plan will be submitted as part of the planning application. In relation to both the Transport Assessment and School Travel Plan work it should be borne in mind that the school would expand by admitting an additional Reception intake each year so that the school fills incrementally over a 7 year period. This gives time to work at addressing issues on a planned basis before the school is fully expanded.
- There is a communication strategy for the expansion projects which includes raising the profile of school travel planning. Additional Communications officer time is commissioned to give communication and engagement work a high profile.
- Parking enforcement officers visit the areas of all schools in Harrow and issue tickets when applicable. Schools that are increasing pupil numbers receive additional attention, and are targeted for additional enforcement visits by two newly acquired CCTV cars that are dedicated to schools exclusively.

Representations about the statutory proposals

One representation in relation to the statutory proposal was received by Harrow Council by the closing date of the representation period on 23 March 2015 and is attached in Appendix 1 to the Cabinet report. The representation is from a resident expressing concern about the additional amount of traffic that the expansion of Longfield Primary School would bring to the area, particularly at the start and finish of the school day, and the impact on parking in the area. The letter suggests that perhaps more use could be made of double yellow lines and bussing children to and from school.

Officer response to the representation

Concerns about traffic congestion and anti-social parking are raised at all the school expansion proposals. A cross-directorate approach is being brought to address these concerns that is detailed above in the 'Traffic and congestion issues' section. A letter was sent to the resident responding in full to the concerns expressed. The suggestions made in the representation about double yellow lines and bussing children to and from school are noted for consideration in highways and school travel planning work.

Governing Body of Longfield Primary School

A letter dated 23 March 2015 was received from the Governing Body of Longfield Primary School which states it is still supportive and in agreement to the expansion of the school. The letter is attached as Appendix 3 to the Cabinet report. The letter makes reference to a number

of concerns that the governors have about the expansion proposal. These concerns are set out in full in the Cabinet report together with officer response.