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TRAFFORD COUNCIL

AGENDA PAPERS FOR EXECUTIVE MEETING

Date: Monday, 25 January 2016

Time: 6.30 pm

Place: Committee Rooms 2 and 3, Trafford Town Hall, Talbot Road, Stretford
M32 0TH

AGENDA	PART I	Pages
1. ATTENDANCES		
To note attendances, including officers, and any apologies for absence.		
2. DECLARATIONS OF INTEREST		
Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.		
3. MINUTES		To Follow
To receive and, if so determined, to approve as a correct record the Minutes of the meeting held on 16.11.15.		
4. MATTERS FROM COUNCIL OR OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)		
To consider any matters referred by the Council or by the Overview and Scrutiny Committees.		
(a) Overview and Scrutiny Review of the Executive's Draft Budget Proposals for 2016-17 (Pages 1 - 10)		1 - 10
To consider a report of the Scrutiny Committee.		
5. DETERMINATION OF THE 2017 ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS AND APPROVAL OF ASSOCIATED DOCUMENTS		11 - 110
To consider a report of the Executive Member for Children's Services.		

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6. **TRAFFORD YOUTH TRUST (TRUST YOUTH, TRAFFORD)** 111 - 118

To consider a report of the Leader of the Council.

7. **REVENUE BUDGET MONITORING 2015/16 PERIOD 8 (APRIL - NOVEMBER)** - To Follow

To consider a report of the Executive Member for Finance and Director of Finance.

8. **AGMA COMBINED AUTHORITY / EXECUTIVE BOARD: FORWARD PLANS AND DECISIONS**

To receive and note the following:

(a) GMCA Decisions 27/11/15 119 - 126

(b) Joint GMCA / AGMA Decisions 27/11/15 127 - 130

(c) GMCA Decisions 18/12/15 131 - 140

(d) Joint GMCA / AGMA Decisions 18/12/15 141 - 148

9. **URGENT BUSINESS (IF ANY)**

Any other item or items which by reason of:-

(a) Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Chairman of the meeting, with the agreement of the relevant Overview and Scrutiny Committee Chairman, is of the opinion should be considered at this meeting as a matter of urgency as it relates to a key decision; or

(b) special circumstances (to be specified) the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

10. **EXCLUSION RESOLUTION**

Motion (Which may be amended as Members think fit):

That the public be excluded from this meeting during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by The Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

Executive - Monday, 25 January 2016

THERESA GRANT
Chief Executive

COUNCILLOR SEAN ANSTEE
Leader of the Council

Membership of the Committee

Councillors S.B. Anstee (Chairman), Mrs. L. Evans, M. Hyman, J. Lamb, P. Myers, J.R. Reilly, A. Williams and M. Young (Vice-Chairman)

Further Information

For help, advice and information about this meeting please contact:

Jo Maloney, 0161 912 4298

Email: joseph.maloney@trafford.gov.uk

This agenda was issued on Thursday 14th January 2016 by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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TRAFFORD COUNCIL

Report to: Executive
Date: 25 January 2016
Report for: Consideration
Report of: Scrutiny Committee

Report Title

OVERVIEW AND SCRUTINY REVIEW OF THE EXECUTIVE'S DRAFT BUDGET PROPOSALS FOR 2016-17

Summary

The Executive's Draft Budget Proposals for 2016/17 were agreed at its meeting held on 16 November 2015. The Leader of the Council gave a presentation to the Scrutiny Committee on 18 November setting out the proposals.

Two Scrutiny Task and Finish Groups were then held during December with relevant Executive Members and senior officers attending to give background to the proposals and answer questions.

This report reflects the outcome of those discussions and summarises issues for the Executive's further consideration in developing its final proposals and response.

The Budget Scrutiny report identifies that Scrutiny Members feel that there are three key areas where the Executive needs to satisfy itself of the robustness of the proposals. These are

- Ensuring that the savings projections and assumptions are soundly based
- Making sure that effective risk management arrangements are in place
- That Equality Impact Assessments are produced and fully understood by the Executive in making their final decisions and that appropriate action is taken to mitigate the effect of any changes on vulnerable residents.

The Scrutiny Committee have also identified a number of areas where significant savings are to be made and where they intend to carry out follow up work next year to ensure that they are achieved and that the impact of changes is known and addressed. These include:

- Robustness of income projections.
- Car parking fees
- Proposals to collaborate with other
- All Age Front Door Transformation Project
- Recommissioned contracts
- Joint Venture Contract
- The impact on users whose packages of care are reduced
- Integrated Health and Social care

- Trafford Care Coordination Centre.
- Reablement services

Recommendation(s)

- 1. That the Executive consider and respond to the report and recommendations made.**
- 2. That the Executive note that the Scrutiny Committee and Health Scrutiny Committees are intending to follow up work on a number of areas as part of their future work programmes.**

Contact person for access to background papers and further information:

Name: Peter Forrester, Democratic and Performance Services Manager

Extension: 1815

Background Papers: None

BUDGET SCRUTINY REPORT - 2016/17

Foreword by the Chairman and Vice-Chairman of Scrutiny Committee

We welcome the Executive's decision to consult widely on its budget proposals, and the opportunity for Scrutiny Members to review and comment on them at an early stage.

Budget Scrutiny 2016/17 has once again been a challenge for, and made significant demands on, all those involved. On behalf of Scrutiny Members, we would like to thank the Executive, Corporate Management Team, Scrutiny Councillors and Co-opted Members for their patience and contribution to the process. We would particularly like to thank Councillor Judith Lloyd for chairing one of the sessions.

Members acknowledged that the Council continues to work within an increasingly challenging financial climate and the focus of Scrutiny input has been on the robustness and deliverability of the current proposals in the light of experience of budget savings already made in previous years, and the potential impact on communities and service users.

We hope that our Budget Scrutiny will contribute to the decision making process and in ensuring that robust processes are in place to manage changes. We have identified areas where we feel that there are risks to delivery and to users and we look forward to receiving details of how the Executive will address these.

Councillors Jonathan Coupe and Mike Cordingley
Chairman and Vice-Chairman, Scrutiny Committee.
December 2015

1.0 Background

This year the approach to budget scrutiny was agreed by Scrutiny Committee, with a programme designed to forward any recommendations / observations to the Executive at the earliest opportunity in response to its consultation.

Two Task and Finish Group meetings were held to look at the proposals. The approach this year was to look at the proposals using the themes identified for budget consultation. Scrutiny members noted that the approach to the budget shortfall for 2016/17 and later years has focused on a “One Council” approach by taking a cross directorate view to the savings that need to be achieved by applying the following themes:-

- **Maximising Income** – maximising income from our services or generating income from assets such as advertising.
- **Working Smarter** – looking at the way things are done such as redesign of the workforce.
- **Buying Better** – working with our partners and suppliers to ensure we get best value for our expenditure.
- **Eligibility and Access** – reviewing current care packages and all new applications applying the reshaping social care policy utilising equipment, assistive technology and adaptations.
- **Joining Up and Working Together** – looking at how we deliver community health and social care services for adults in Trafford.
- **Promoting Independence** – helping people to help themselves, through our care strategy.

The meetings raised a number of questions which were dealt with at the meeting or were clarified following the meeting. Scrutiny Members were disappointed that some information was not available at the meeting and felt that this hindered their ability to provide scrutiny. This is something that will be reviewed in determining the process for budget scrutiny next year.

Members also expressed concerned at the low turnout for the public consultations and the costs of the exercise. The Committee recommend that the Executive review its arrangements for public consultation in 2016 so that it represents better value for money.

The main findings from the two meetings are set out below.

2.0 Key Messages

Scrutiny Members identified a number of issues that cut across all of the budget proposals.

- **Savings Projections and Assumptions** – Some proposals are based on estimates of income generation and future work programmes. Whilst it is recognised that these are based on a solid evidence base and are made conservatively there are still a number of assumptions which savings and income generation targets rely upon to be delivered within the year. Scrutiny Members would ask that, if these assumptions prove to be incorrect or change in year, they are shared with Scrutiny at an early stage. This should include an analysis of the

impact in comparison to the projections made within the budget and the action to be taken.

- **Risk Management** – The budget proposals contain a number of workstreams to deliver savings. A recurring theme from discussion was to ensure that there is effective management of risk across key workstreams. It was clear from the Executive’s responses that there are recognised and well managed risk identification procedures with risk logs maintained by each team and equality impact assessments conducted for each project. Scrutiny would like these logs and assessments to be made available to the relevant Scrutiny Committees along with details of plans to mitigate the risks identified throughout the year.
- **Equality Impact Assessments** – Concerns were raised as to the impact of the budget proposals on the most vulnerable residents of Trafford and at this stage, there are no equality impact statements in place. Scrutiny would like assurance that these are produced and fully understood by the Executive in making their final decisions and that appropriate action is taken to mitigate the effect of any changes on vulnerable residents.

3.0 Specific Comments by theme

Maximising Income

- As mentioned above, questions were raised about the robustness of income projections and the potential impact if they proved to be inaccurate. The Scrutiny Committee stated that they would look at this as part of their programme for 2016/17.
- The Committee raised questions about the levels at which car parking fees were set. Officers explained the importance of getting the correct balance to ensure prices do not reduce footfall in Town Centres and ensuring they are affordable for staff working in these areas. Members asked that information about parking fee income projections and any impact on footfall is included in the Town Centre updates that are periodically brought to the Scrutiny Committee.

Working Smarter

- Proposals to collaborate with other Councils to process telephone calls and share HR and ICT services were discussed. Scrutiny Committee would like updates on progress with these initiatives and progress in achieving savings identified in the budget.
- The Executive were not yet able to predict with accuracy the levels of savings that the All Age Front Door Transformation Project would be able to deliver through the reduction of duplication of work. Health Scrutiny Committee would like an update on this to come to a future meeting.

Buying Better

- Scrutiny members heard that there are a number of savings to be attributed to the recommissioning of contracts that are due to end in 2015/16. The members asked a series of questions about the length and clauses of these contracts and would welcome further updates on the level of savings that are achieved and how they compare to the budget projections.
- Members highlighted the importance of scrutinising services now provided by Amey as part of the Joint Venture Contract. Members identified concerns raised including

whether Amey would be reinvesting savings back into services, and what will happen in future when new efficiencies are more difficult to achieve. A continued review of the JVC is already part of the Scrutiny Committee work programme, but the Budget Scrutiny sessions reaffirmed the importance of this. Amey Officers will be present at the next Scrutiny Committee meeting in January 2016. The Scrutiny Committee will assess how to proceed from there.

Eligibility and Access

- Concerns were raised about what the impact on those users whose packages of care are reduced and the ability of providers to track this. It was recognised that this situation will improve with the implementation of the TCCC and members welcome the additional information that this system will be able to provide. They would welcome an update to a future meeting of the Health Scrutiny Committee.

Joining Up and Working Together

- Scrutiny Members were informed of the various projects that are currently underway which will further integrate Health and Social care services. This is already an area being monitored by the Health Scrutiny Committee and the Committee will continue to do so. The Committee would welcome more information on savings achieved and any impact on users.

Promoting Independence

- It is apparent throughout the budget proposals and subsequent questions posed by Scrutiny, that a large amount of the work planned in 2016/17 is reliant upon the improved communications and patient tracking that will be brought about through the Trafford Care Coordination Centre. Given the importance of the TCCC, Scrutiny would like to be kept abreast of the impact it has in two ways. Firstly scrutiny would like to be informed of the progress of the TCCCs implementation and informed of the knock on effect of any delays that occur. Secondly, Members of Scrutiny would like an explanation of the new information that the TCCC makes possible so that they have a clear idea as to how this new resource can help shape Health, Social Care and Scrutiny going forward.
- Scrutiny members were disappointed that a review and redesign of the reablement service had been conducted without input from scrutiny. They were also concerned by the information that the Ascot House reablement service had not been meeting its targeted outcomes for users. Members asked questions as to what the new reablement offer was and were told that this will be developed further in the coming months. As such members requested that the findings of the recent reablement review be brought to Health Scrutiny as soon as possible and that the details of the new services be made available to scrutiny once in place.

BUDGET SCRUTINY ACTION PLAN

Issue	Scrutiny Recommendation	Executive Response
<p>Information Provision - Some information was not available at the meeting.</p>	<p>Scrutiny and Executive to review approach to the process for budget scrutiny next year to ensure that all information is available.</p>	
<p>Public Consultation - Low turnout for the public consultations and the costs of the exercise.</p>	<p>Executive review its arrangements for public consultation in 2016 so that it represents better value for money.</p>	
<p>Savings Projections and Assumptions – Some proposals are based on estimates of income generation and future work programmes. Whilst it is recognised that these are based on a solid evidence base and are made conservatively there are still a number of assumptions which savings and income generation targets rely upon to be delivered within the year.</p>	<p>Scrutiny Members ask that if assumptions prove to be incorrect or change in year that they are shared with Scrutiny at an early stage. This should include an analysis of the impact in comparison to the projections made within the budget and the action to be taken.</p>	
<p>Risk Management – The budget proposals contain a number of workstreams to deliver savings. There are recognised and well managed risk identification procedures with risk logs maintained by each team and equality impact assessments conducted for each project.</p>	<p>Scrutiny would like these logs and assessments to be made available to the relevant Scrutiny Committees along with details of plans to mitigate the risks identified throughout the year</p>	
<p>Equality Impact Assessments – Concerns were raised as to the impact of the budget proposals on the most vulnerable residents of Trafford and at this stage, there are no equality impact statements in place.</p>	<p>Scrutiny would like assurance that these are produced and fully understood by the Executive in making their final decisions and that appropriate action is taken to mitigate the effect of any changes on vulnerable residents.</p>	

<p>Income Projections - As mentioned above, questions were raised about the robustness of income projections and the potential impact if they proved to be inaccurate.</p>	<p>Scrutiny Committee to look at this as part of their programme for 2016/17.</p>	
<p>Car Parking Fees - The Committee raised questions about the levels at which car parking fees were set. Officers explained the importance of getting the correct balance to ensure prices do not reduce footfall in Town Centres and ensuring they are affordable for staff working in these areas. Members asked that information about parking fee income projections and any impact on footfall is included in the Town Centre updates that are periodically brought to the Scrutiny Committee.</p>	<p>Information about parking fee income projections and any impact on footfall be included in the Town Centre updates that are periodically brought to the Scrutiny Committee.</p>	
<p>Collaboration - Proposals to collaborate with other Councils to process telephone calls and share HR and ICT services were discussed.</p>	<p>Scrutiny Committee would like updates on progress with these initiatives and progress in achieving savings identified in the budget.</p>	
<p>All Age Front Door Transformation Project - The Executive were not yet able to predict with accuracy the levels of savings that the All Age Front Door Transformation Project would be able to deliver through the reduction of duplication of work.</p>	<p>Health Scrutiny Committee would like an update on this to come to a future meeting.</p>	
<p>Recommissioning of contracts - Scrutiny members heard that there are a number of savings to be attributed to the recommissioning of contracts that are due to</p>	<p>Health Scrutiny Committee would like further updates on the level of savings that are achieved and how they compare to the budget projections.</p>	

end in 2015/16.		
Joint Venture Contract - Members identified concerns including whether Amey would be reinvesting savings back into services, and what will happen in future when new efficiencies are more difficult to achieve	Amey Officers will be present at the next Scrutiny Committee meeting in January 2016.	
Care Packages - Concerns were raised about what the impact on those users whose packages of care are reduced and the ability of providers to track this. It was recognised that this situation will improve with the implementation of the TCCC and members welcome the additional information that this system will be able to provide.	Update to a future meeting of the Health Scrutiny Committee.	
Joining Up and Working Together - Scrutiny Members were informed of the various projects that are currently underway which will further integrate Health and Social care services.	This is already an area being monitored by the Health Scrutiny Committee and the Committee will continue to do so. The Committee would welcome more information on savings achieved and any impact on users.	
Promoting Independence - It is apparent throughout the budget proposals and subsequent questions posed by Scrutiny, that a large amount of the work planned in 2016/17 is reliant upon the improved communications and patient tracking that will be brought about through the Trafford Care Coordination Centre.	Health Scrutiny Committee would like to be kept abreast of the impact it has in two ways. Firstly scrutiny would like to be informed of the progress of the TCCCs implementation and informed of the knock on effect of any delays that occur. Secondly, Members of Scrutiny would like an explanation of the new information that the TCCC makes possible so that they have a clear idea as to how this new resource can help shape Health, Social Care and Scrutiny going forward.	

<p>Ascot House - Scrutiny members were disappointed that a review and redesign of the reablement service had been conducted without input from scrutiny. They were also concerned by the information that the Ascot House reablement service had not been meeting its targeted outcomes for users. Members asked questions as to what the new reablement offer was and were told that this will be developed further in the coming months.</p>	<p>The findings of the recent reablement review be brought to Health Scrutiny Committee as soon as possible and that the details of the new services be made available to scrutiny once in place.</p>	

TRAFFORD COUNCIL

Report to: Executive
Date: 25th January 2016
Report for: Decision
Report of: Executive Member Children's Services

Report Title

Determination of the 2017 Admission Arrangements for Community and Voluntary Controlled School and Approval of Associated Documents

Summary

The Local Authority (LA), in its role as Admission Authority for community and voluntary controlled schools, is required to determine the 2017 admission arrangements for these schools by 28 February 2016.

i) **Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools - 2017 admission arrangements**

The 2017 admission arrangements were proposed unchanged from the previous year. However, the arrangements have been extended to include a more detailed definition of the process for measuring the distance from home to school.

ii) **Lostock College – 2017 Admission Arrangements**

Proposed unchanged.

iii) **2017 Community School Published Admission Numbers (PAN)**

The LA proposes an increase to the published admission number of Brooklands Primary School from 70 to 90. The proposal is made alongside a proposal to expand the physical capacity of the School.

iv) **Amendment to the Brooklands/Springfield Catchment Area**

The LA proposes the creation of a joint catchment area corridor between the existing Brooklands and Springfield catchment areas in order to ensure that the additional places are available for families in this area.

v) **Scheme for the Delayed Entry of Summer Born Children**

A revised School Admissions Code came into effect on 19th December 2014. The revised Code made new provisions allowing the parents of summer born children to apply to an admission authority for delayed entry to the reception cohort.

The LA now proposes a Scheme for the Delayed Entry of Summer Born Children

vi) **Co-ordinated Admission Schemes – Primary and Secondary**

The LA is responsible for the determination of co-ordinated admission schemes; both primary and secondary. These documents have also been included in the consultation process.

Recommendation(s)

- i) That the arrangements, set out in the following documents be **approved**:
- a) 2017 Community School Published Admission Numbers (PAN)
 - b) Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools – 2017 Admission Arrangements
 - c) Lostock College – 2017 Admission Arrangements
 - d) The proposed amendment to the Brooklands/Springfield catchment area;
 - e) Scheme for the Delayed Entry of Summer Born Children
 - f) 2017 Co-ordinated Admissions Scheme (Primary)
 - g) 2017 Co-ordinated Admissions Scheme (Secondary)

Contact person for access to background papers and further information:

Name: Marilyn Golding
Extension: 912 1853

Background Papers: None

Implications:

Relationship to Policy Framework/Corporate Priorities	Preserving and improving educational excellence for all our children.
Financial	There are no financial implications for the Councils General Fund Budget.
Legal Implications:	The proposed admission arrangements comply with School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code.
Equality/Diversity Implications	None
Sustainability Implications	None
Resource Implications e.g. Staffing / ICT / Assets	None
Risk Management Implications	None
Health & Wellbeing Implications	None
Health and Safety Implications	

1.0 Background

Admission authorities must determine their 2017 admission arrangements by 28 February 2016. Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 November 2015 and 31 January 2016. This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.

Trafford LA has undertaken consultation with regard to the following policies and procedures:

- i) **Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools - 2017 admission arrangements;**

The oversubscription criteria for Trafford's community and voluntary controlled schools are proposed unchanged from those adopted for the 2015 admissions round. However, a further definition has been added for the process of measuring distance from home to school. This has been included to ensure that all parents can be fully aware how the distance will be measured and defines the points that the measure will be taken from.
- ii) **Lostock College - 2017 Admission Arrangements**

The oversubscription criteria for Lostock College are proposed unchanged from those adopted for the 2015 admissions round.
- iii) **2017 Community/Voluntary Controlled School PANs**

The LA proposes an increase in PAN at Brooklands Primary School from 2.7 (70 places) forms of entry to 3 forms of entry (90 places). The proposal is made in order to provide sufficient places for children in Sale, especially in those areas where oversubscription is likely. This increase is to be accommodated by the physical expansion of the School.
- iv) **Amendment to the Brooklands/Springfield Catchment Area.**

The LA proposes to create a joint corridor between the Brooklands and Springfield catchment areas to allow children in these areas to have priority for the 20 additional places created at Brooklands Primary School. A number of consultees have expressed concern that the number of additional properties included in the proposal is too great and that the pupil yield from these properties will exceed the number of additional places available, so disadvantaging families at the furthest extremes of the current catchment area. After consideration of these comments it is recommended that properties on the two roads furthest away from Brooklands Primary School and closest to Springfield Primary School; Eaton Road and Belgrave Road, and those houses on Hampden Road that lead onto these two roads, a total of 112 properties, be removed from the proposed area. This represents a reduction of almost 1/3 in the number of new properties bringing the total increase in properties to 229. On current pupil yield figures that would produce no more than 7 additional pupils. Using the Springfield catchment area actual pupil yield would produce no more than 9 pupils. This would indicate 11 additional places for families living in the current catchment area.
- v) **Scheme for the Delayed Entry of Summer Born Children**

The latest revision of the School Admissions Code, which came into effect on 19th December 2014, makes new provisions allowing the parents of summer born children to apply to an admission authority for delayed entry to the reception cohort.

The parents of a summer born child may now choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. Admission authorities **must** make clear in their admission arrangements the process for requesting admission out of the normal age group.
- vi) **2017 Co-ordinated Admissions Scheme (Primary)**

The 2017 Primary Co-ordinated Admissions Scheme is proposed unchanged.
- vii) **2017 Co-ordinated Admissions Scheme (Secondary)**

The 2017 Secondary Co-ordinated Admissions Scheme is proposed unchanged.

Other Options

- i) Failure to reach a determination on the 2017 admission arrangements by 28th February 2016 would be in contravention of the School Admissions Code and the School Admissions Regulations 2012.

Consultation

The governing bodies or trusts of all Trafford maintained and state funded schools, all Trafford elected members, other LAs and diocesan representatives from the Diocese of Chester, Manchester, Shrewsbury and Salford were advised that consultation would take place between 2nd November 2015 and 31st December 2015 and advised that consultation documents could be viewed on Trafford's website. Notification of the consultation was included in Trafford's weekly update for childcare providers and also through social media channels for both early years providers and parents. An announcement was made in two local newspapers advising "relevant parents" and "other groups with an interest in the local area (for example, community groups)" that consultation papers were available on Trafford's website.

Trafford LA undertook consultation and published documents with regard to the following policies and procedures:

- i) **Trafford Primary/infant/junior Community and Voluntary Controlled Schools - 2017 Admission Arrangements**

No comments were received as a result of the 2017 consultation process. However, further definition has been provided to ensure full compliance with the letter of the School Admissions Code in relation to the distance from home to school following a complaint from a parent in the 2015 admissions round that the previous definition was unclear and, therefore, did not comply with the requirements of the School Admissions Code.

- ii) **Lostock College - 2017 Admission Arrangements**

No comments or objections received.

- iii) **2017 Community/Voluntary Controlled School PANs**

- iv) **Amendment to the Brooklands/Springfield Catchment Area.**

The LA received 1 question in relation to the Scheme for the Delayed Entry of Summer Born Children, regarding the composition and purpose of the Decision Panel.

The LA received 61 comments/objections relating to the increased PAN and the amendment to the Brooklands/Springfield catchment area.

The comments received and the responses provided to each contributing consultee/objector were posted on Trafford's website and are attached to this document.

- v) **Scheme for the Delayed Entry of Summer Born Children**

The Scheme was developed in participation with Primary School Cluster Groups prior to publication. 1 comment was received and a response was provided to the consultee and is attached to this document .

- vi) **2017 Co-ordinated Admissions Scheme (Primary)**

No comments or objections received.

vii) **2017 Co-ordinated Admissions Scheme (Secondary)**

No comments or objections received.

Reasons for Recommendation

The recommendations are made in order:

- a) to enable the admission authority, the LA, to meet its duty to provide sufficient places and to allocate school places within a reasonable distance; and
- b) to meet the requirements of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code.

Key Decision (as defined in the Constitution): Yes

If Key Decision, has 28-day notice been given? Yes

Finance Officer Clearance (type in initials) GB

Legal Officer Clearance (type in initials) JLF



[CORPORATE] DIRECTOR'S SIGNATURE (electronic)

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To confirm that the Financial and Legal Implications have been considered and the Executive Member has cleared the report.

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TRAFFORD COMMUNITY SCHOOLS – PUBLISHED ADMISSION NUMBERS (PANs)

SCHOOL	2016 PAN	PROPOSED 2017 PAN
Barton Clough Primary School	30	30
Bollin Primary School	60	60
Broadheath Primary School	60	60
Brooklands Primary School	70	90
Broomwood Primary School	60	60
Cloverlea Primary School	30	30
Davyhulme Primary School	70	70
Firs Primary School	45	45
Flixton Infant School	60	60
Flixton Junior School	62	62
Gorse Hill Primary School	50	50
Heyes Lane Primary School	90	90
Highfield Primary School	40	40
King's Road Primary School	90	90
Kingsway Primary School	30	30
Lostock College	148	148
Moorlands Junior School	60	60
Moss Park Infant School	60	60
Moss Park Junior School	60	60
Navigation Primary School	60	60
Oldfield Brow Primary School	60	60
Partington Primary School	60	60
Seymour Park Community Primary School	80	80
Springfield Primary School	90	90
St. Matthews CE Primary School	30	30
Stamford Park Infant School	70	70
Stamford Park Junior School	70	70
Templemoor Infant and Nursery School	60	60
Tyntesfield Primary School	60	60
Urmston Infant School	70	70
Urmston Junior School	75	75
Victoria Park Infant School	60	60
Victoria Park Junior School	60	60
Well Green Primary School	30	30
Wellfield Infant and Nursery School	60	60
Wellfield Junior School	60	60
Willows Primary School	45	45
Woodheys Primary School	60	60
Woodhouse Primary School	30	30
Worthington Primary School	45	45

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TRAFFORD PRIMARY/INFANT/JUNIOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS - 2017 ADMISSION ARRANGEMENTS

Infant/Primary School Admissions

A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August. In Trafford, all children may commence primary education earlier than the legal admission date, if parents so wish, through a single intake in September of children who will become 5 between 1 September and 31 August in the admission year. Parents may request that their child's entry be deferred until later in the school year. In this instance, the place will be held for the child and is not available to be offered to another child. However, parents cannot defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents can choose for their children to start school on a part time or full time basis, and can also choose a place at a nursery or other early learning setting. In addition, the parents of a summer born child may request that their child's entry is delayed until the September following the child's fifth birthday, so that the child is admitted out of their normal age group – to reception rather than year 1. Alternatively, parents can choose to provide efficient full-time education otherwise than at school. Applications can be submitted from the beginning of the 2016 autumn term. Details of Trafford's procedure for the delayed admission of summer born children are included in Trafford's Policy; Admission of Summer Born Children.

The closing date for applications for admission in the academic year 2017 is **15 January 2017**.

Decisions regarding the allocation of places for September 2017 will be posted to parents on **16 April 2017**. Applications received after the closing deadline, 15 January 2017, will only be considered after all other applications received on time have been processed.

Oversubscription Criteria

Quite often, there are not enough places at a school to satisfy every parent who wants to send their child there. This is what is meant when a school is "oversubscribed". When schools are "oversubscribed" the admissions authority has to adopt criteria for deciding which children are to be offered the available places.

Where the number of applications for a Trafford community or voluntary controlled school exceeds the number of places available at the relevant school the following over-subscription criteria will apply:

1. Looked After Children and all previously Looked After Children. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority, in the exercise of their social services functions (as defined in Section 22(1) of the Children Act 1989). Previously Looked After Children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)[‡].
2. Children who live in the catchment area of the requested school, who will have a sibling attending the requested primary, infant or partner junior school **at the time of the applicant's proposed admission** (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit).
3. Children who live in the catchment area of the requested school.
4. Children, who live outside the catchment area of the requested school, with a sibling attending the requested primary, infant or partner junior school **at the time of the applicant's proposed admission** (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit).
5. Children who live nearest to the requested school, calculated in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property

[‡] Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Gazetteer (BS7666), Royal Mail Postal Address Information may be used in some instances. In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates used for each school are held in Trafford's School Admissions and Transfer system and are listed in the Alphabetical List of Primary Schools contained in Trafford's Composite Prospectus, published on Trafford's website under the title "Starting Primary School"

If there are more applicants than can be accommodated at a school in criteria 1 to 4, places will be offered to those children in each criterion whose place of residence is nearest to the school, as defined in criterion 5.

Where two or more applications cannot be otherwise separated, the final place will be determined through a random draw, conducted and scrutinised by persons independent from the School, and from the Children, Families and Wellbeing Directorate.

Final Tie Break Arrangements

Each random allocation event only holds for the allocation of the currently available school place. On any waiting list the remaining applicants remain equally ranked and any further place is offered as the result of a further random exercise.

The Draw

The draw will be made by a person independent of the relevant school and from the Children, Families and Wellbeing Directorate.

The draw will be scrutinised by another person independent from the relevant school, and from the Children, Families and Wellbeing Directorate.

The application reference number for each pupil to be included in the draw will be recorded in Part 1 of the 'Random Draw Record Sheet'.

Each application reference number will be recorded on a separate sheet and sealed into an envelope. The envelopes will be shuffled by the person designated to make the draw and an envelope will be chosen.

The person designated to make the draw will open the chosen envelope and record the name in Part 2 of the 'Random Draw Record Sheet'

This process will be repeated until all the available places are allocated.

The person designated to make the draw and the Independent Scrutineer will sign the declarations in Part 3 of the 'Random Draw Record Sheet' to confirm that the process has been carried out in accordance with this procedure.

Junior School Admissions

Trafford Community Junior Schools will admit into Year 3 **all** pupils from year 2 of their partner Infant school whose parents so wish, regardless of their published admission number. Other pupils will be admitted provided that the prospective Year 3 age group has not reached the School's published admission number.

Should the School receive more applications from "non partner infant school" pupils than can be accommodated places will be offered in accordance with the published oversubscription criteria.

Home Address

The criteria used by Trafford in determining admissions to Community and Voluntary Controlled Schools refer, in every instance, to the child's home address. This means the address where the child normally and permanently lives, not the address of any child-carer, grandparent or other relative. In the case of parents who are separated and where child-care arrangements are shared between two addresses in the catchment area, the average of the distances of the two addresses from the school will be used for the purposes of determining priority for admission. Where one of the addresses is outside the catchment area, the applicant will be regarded as living outside the catchment area, for the purpose of determining which category the application will be considered under, and the average of

the distances of the two addresses from the school will be used for the purposes of determining priority.

It is always assumed that you will provide the correct factual information when you apply for a school place. Trafford takes very seriously any attempt to gain an advantage in the admissions process by giving false information and will investigate possible fraudulent applications. **If a place is offered at a school and then it is discovered that the offer was made on fraudulent or misleading information (for example, a false claim to living at an address) the place offered will be withdrawn and the place may be offered to another child.** A place may also be withdrawn even after your child has started school.

Pupils who move into/within Trafford during the Transfer Procedure

The Authority accepts as evidence of removal into/within the area proof of exchange of contracts relating to the purchase of a property or a copy of a signed rental agreement (minimum 12 months) **and** proof of disposal of the previous home. The Authority retains the right to check on occupancy arrangements and the decision of the Executive Director, Children and Young People's Service on such matters is final.

Applications for children who move into/within Trafford by the 15 January 2017, who have submitted an on time application, will be considered in light of the new address details. However, where an on time application has not been submitted, applications will only be considered after all applications received by 15 January 2017 have been considered.

Applications for children who move after the 15 January 2017 will be considered from the new address in the review of allocation decisions in May 2017, following the same criteria as used for initial allocations. Where it proves impossible to accommodate a child in their preferred school, Trafford will consider how best to place that child in a school within Trafford.

You must inform the Admissions Team immediately if you change your address, or intend to change your address, at any time during the transfer process, as this may change your child's priority for a particular school. Failure to advise a proposed change of address may be considered as a misleading application. We assume that you will always provide us with full and factual information when you apply for a school place. **You should be aware that any school place that has been offered on the basis of false or misleading information may be withdrawn and the place may be offered to another child.**

Catchment Areas

All Trafford Community/Voluntary Controlled Infant and Primary Schools have a catchment area. Information on catchment areas is held in Trafford's Local Land and Property Gazetteer which complies with BS7666. Maps showing the boundaries of those catchment areas can be viewed on the Council's website. A number of community schools share an area with an adjacent community school and children who live in such a "shared" area are considered, for admissions purposes, to live within the catchment area for both schools.

In Year Applications

Applications received outside the normal admissions round "In Year", will be determined by the same oversubscription criteria.

Children in public care who require admission to a school outside the normal admissions round, will normally be offered a place at the school serving the address at which the pupil is living, subject to the requirements of Infant Class Regulations. Admissions will normally be processed within ten days of the application.

Nursery Places

Applications for admission to a nursery class should be made to the Headteacher of the school who decides on admissions in accordance with the policy adopted by the Governing Body of the School. Attendance at a nursery class attached to a community/voluntary controlled school does not give your child any additional priority when applying for a place in the reception class of the school.

Right of Appeal

In accordance with the School Standards and Framework Act you have the right to appeal against any decision made by the Admission Authority and an Independent Appeals Panel has been set up specifically for this purpose. If you wish to exercise your right of appeal you must contact the Legal and Democratic Services Team, Town Hall, Talbot Road, Stretford, M32 0YT, telephone number 0161 912 4221, to obtain an appeal form.

Definitions

The following terms used by Trafford are defined as follows:

Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

Parents/ Family Members

A parent is any person who has parental responsibility for or is the legal guardian of the child.

Annex 1

Trafford Community/Voluntary Controlled Primary, Infant, Junior Schools

Barton Clough Primary School	Oldfield Brow Primary School
Bollin Primary School	Partington Primary School
Broadheath Primary School	Seymour Park Community Primary School
Brooklands Primary School	Springfield Primary School
Broomwood Primary School	St. Matthew's C.E. Primary School
Cloverlea Primary School	Stamford Park Infant School
Davyhulme Primary School	Stamford Park Junior School
Firs Primary School	Templemoor Infant and Nursery School
Flixton Infant School	Tyntesfield Primary School
Flixton Junior School	Urmston Infant School
Gorse Hill Primary School	Urmston Junior School
Heyes Lane Primary School	Victoria Park Infant School
Highfield Primary School	Victoria Park Junior School
King's Road Primary School	Well Green Primary School
Kingsway Primary School	Wellfield Infant and Nursery School
Moorlands Junior School	Wellfield Junior School
Moss Park Infant School	Willows Primary School
Moss Park Junior School	Woodheys Primary School
Navigation Primary School	Woodhouse Primary School
	Worthington Primary School

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LOSTOCK COLLEGE - 2017 ADMISSION ARRANGEMENTS

Trafford is the Admission Authority for Lostock College. The closing date for applications for transfer to secondary school in September 2017 is 31st October 2016. Applications received after the closing date will only be considered after all other applications received on time have been processed.

Over-Subscription Criteria

Quite often there are not enough places at a school to satisfy every parent who wants to send their child there. This is what is meant when a school is "oversubscribed". If the number of applications exceeds the number of places available the following criteria will apply:

1. Looked After Children and all previously Looked After Children. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority, in the exercise of their social services functions (as defined in Section 22(1) of the Children Act 1989). Previously Looked After Children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)¹.
2. Children who live in the catchment area of the School who will have a sibling attending the School at the time of the applicant's proposed admission (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit).
3. Children who live in the catchment area of the School,
4. Children who live outside the catchment area who will have a sibling attending the School **at the time of the applicant's proposed admission** (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit),
5. Children who live nearest to the School, calculated in a direct straight line from the child's permanent place of residence to the school. The co-ordinates that will be used for Lostock College are 378147, 395323. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way.

If there are more applicants than can be accommodated at a school in criteria 1. to 4. places will be offered to those children in each criterion whose place of residence is nearest to the school as defined in criterion 5.

Where two or more applications cannot be otherwise separated the final place will be determined through a random draw conducted and scrutinised by persons independent from the School, and from the Children, Families and Wellbeing Directorate.

Final Tie Break Arrangements

Each random allocation event only holds for the allocation of the currently available school place. On any waiting list the remaining applicants remain equally ranked and any further place is offered as the result of a further random exercise.

The Draw

The draw will be made by a person independent of the relevant school and from the Children, Families and Wellbeing Directorate.

The draw will be scrutinised by another person independent from the relevant school, and from the Children, Families and Wellbeing Directorate.

¹ Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

The application reference number for each pupil to be included in the draw will be recorded in Part 1 of the 'Random Draw Record Sheet'.

Each application reference number will be recorded on a separate sheet and sealed into an envelope. The envelopes will be shuffled by the person designated to make the draw and an envelope will be chosen.

The person designated to make the draw will open the chosen envelope and record the name in Part 2 of the 'Random Draw Record Sheet'

This process will be repeated until all the available places are allocated.

The person designated to make the draw and the Independent Scrutineer will sign the declarations in Part 3 of the 'Random Draw Record Sheet' to confirm that the process has been carried out in accordance with this procedure.

Catchment Area

The catchment area for Lostock College – All M32 postcodes

Your home address

The criteria used to determine admission, refer in every case to the child's home address. This means the address where the child normally and permanently lives, not the address of any child-minder or relative. In the case of parents who are separated and where child-care arrangements are shared between two addresses, the average of the distances of the two addresses from the school will be used for the purposes of determining priority for admission. Where one of the addresses is outside the catchment area the applicant will be regarded as living outside the catchment area and the average of the distances of the two addresses from the School will be used. You may also be required to provide proof of residency. Failure to do so may result in the offer of a place being withdrawn.

In Year Applications

Applications received outside the normal admissions round "In Year", will be determined by the same oversubscription criteria.

The information you provide to the LA

We assume that you will always provide us with the correct factual information when you apply for a school place and you may be required to provide proof of residency at your stated address. You should be aware that any place that has been offered on the basis of false or misleading information may be withdrawn and the place may be offered to another child.

Right of Appeal

In accordance with the School Standards and Framework Act you have the right to appeal against any decision made by the Admission Authority and an Independent Appeals Panel has been set up specifically for this purpose. If you wish to exercise your right of appeal you must contact the Legal and Democratic Services Team, Town Hall, Talbot Road, Stretford, M32 0YT, telephone number 0161 912 4221, to obtain an appeal form.

Proposed Amendment to the Brooklands and Springfield Catchment Areas

The Council has a general duty under section 14 of the Education Act 1996 to secure sufficient school places to accommodate families living in the area. To meet this duty the Council employs a patchwork of catchment areas covering the whole of the Trafford area. These areas are usually named after the relevant community school. However, the total provision of school places in each of these areas is made up from places in community, voluntary controlled, voluntary aided schools and academies, although it is recognised that faith schools may give priority to children of their faith before other children that live in the catchment area. Although it cannot be guaranteed, Trafford's intention is to ensure sufficient places in each area to meet the needs of all the children resident in the area at one of the schools serving that area.

Oversubscription in the Sale area continues to be an issue for families living in the area. In order to ensure sufficient places the LA has undertaken a programme of school expansions across the whole of Sale. Lime Tree Primary School (30 places), Springfield Primary School (30 places), Tyntesfield Primary School (10 places), Woodheys Primary School (15 places) and Worthington Primary School (5 places) have all undergone physical expansion to create a total of 90 additional places in each new year group. Park Road Sale Primary School (Academy) has also provided 15 additional places in each new year group, giving 105 extra places in total. Trafford continues to consider schools suitable for expansion in accordance with the sufficiency of places in each area.

In the 2014 admissions round, for admission to primary school in September 2014, there were sufficient places in Sale to allow each child that expressed a preference, to be allocated a place at a school in the catchment area.

However, in the 2015 admissions round, two schools in Sale could not accommodate all the catchment area children that had expressed a preference; Brooklands Primary School and Springfield Primary School.

At Brooklands Primary School, where there are 70 places available, 3 children resident in the catchment area, that listed the School as the first preferred school, could not be allocated a place at the School. In addition, 3 children resident in the catchment area, that listed the School as the second preferred school and 3 children resident in the catchment area, that listed the School as the third preferred school, could not be allocated a place at the School, or at one of the higher preferred schools.

At Springfield Primary School, where there are 90 places available, 4 children resident in the catchment area, that listed the School as the first preferred school, could not be allocated a place at the School. In addition, 3 children resident in the catchment area, that listed the School as the second preferred school could not be allocated a place at the preferred school, despite the recent provision of 30 additional places.

This represents a shortfall of 16 places, in the 2 areas combined.

Analysis of the number of residents in each of the two catchment areas shows that:

- year on year, there were more children resident in the Springfield catchment area than the 90 places available at the School since 2014; and
- in 2 out of the last 5 years there were more children resident in the Brooklands catchment area than the 70 places available at the School:

Admission Round	Brooklands CA Residents	Brooklands CA Total Places	Springfield CA Residents	Springfield CA Total Places
2011	76	70	103	95
2012	68	70	118	95
2013	70	70	96	95
2014	58	70	101	125
2015	88	70	134	125

Springfield Primary School has been expanded to accommodate 90 children (2014 admissions round). Whilst this was in line with data available at that time and is the maximum expansion feasible on the restricted site and Trafford considers that 90 is the maximum capacity for a primary school in any event. Therefore the LA must consider how additional places for children resident in this area can be provided.

The LA is currently considering the physical expansion of Brooklands Primary School to accommodate 90 children in each new year group. Although this will provide 20 additional places, more than sufficient to meet the shortfall in places at Brooklands Primary School, the LA must consider how these places can also be prioritised to meet the needs of children in the Springfield catchment area.

In order to ensure that these additional places will allow Trafford to meet its duty, under section 14 of the Education Act 1996, the LA proposes to create a joint catchment area corridor between the current Brooklands catchment area and the current Springfield catchment area, where all children resident in that corridor. This means that all children resident in the proposed area will have catchment area priority at both schools.

Trafford's Local Land and Property Gazetteer (LLPG) contains details of all residential properties in Trafford and attributes the relevant catchment area to each of these residential properties. That data shows that there are 2174 residential addresses in the Brooklands catchment area and 3668 in the Springfield catchment area.

The table below shows the pupil yield (per reception year group) for the last 4 years and provides a 5 year weighted average pupil yield and the 2015 actual pupil yield per 100 residential properties.

Catchment Area	Residential Properties	2012 YR Resident Children	2013 YR Resident Children	2014 YR Resident Children	2015 YR Resident Children	2015 YR Pupil Yield	5 Year Weighted Average Pupil Yield
Brooklands	2174	68	70	58	88	4.05	3.42
Springfield	3668	118	96	101	134	3.65	3.18

The local authority proposes to include the following addresses, currently in the Springfield catchment area, in the proposed joint Brooklands/Springfield catchment area:

STREET	Numbers	No. of Properties
Belgrave Road	All	47
Birch Avenue	All	13
Brogden Grove	All	16
Brogden Terrace	All	10
Eaton Road	All	47
Glenthorn Grove	All	27
Hampden Road	Numbers 9 to 15 and 2 to 24	34 16
Hazel Avenue	All	8
Hope Road	109 to 115 (odd numbers only)	4
Marsland Road	102 to 262 (even numbers only)	63
Simons Close	All	17
St. David's Close	All	8
St. James Drive	All	28
West Grove	Even numbers 14 and up, Odd numbers 11 and up	19
	Total	341 229

Using the 5 Year Weighted Average Pupil Yield for the Springfield catchment area (3.18 per 100 residential properties) would indicate ~~44~~8 pupils per reception year group.

Using the 2015 Pupil Yield for the Springfield catchment area (3.65 per 100 residential properties) would indicate ~~42~~9 pupils per reception year group.

The actual yield for the proposed area, based on 2015 data, is ~~47~~11 pupils, although ~~53~~ of these expressed a first preference for, and were allocated a place at, a faith school.

If the proposed catchment area, **as originally proposed**, and the increased published admission number at Brooklands Primary School was applied to the 2015 data the following outcomes would have been achieved:

At Brooklands Primary School:

- 5 places would be allocated to children living in the proposed Brooklands/Springfield area;
- All applicants resident in the Brooklands, the Brooklands/Heyes Lane and the proposed Brooklands/Springfield areas would be allocated a place at the School;
- All applicants resident in other areas, with an older sibling already attending the School, would be allocated a place at the School;
- 3 children resident in other areas (including 1 Manchester resident) would be allocated a place at the School; and
- Vacancies would be created at:
Broadheath Primary School (1)
Broomwood Primary School (1)
Holy Family R.C. Primary School (5)
St. Anne's C.E. Primary School (2)
Wellfield Infant School (4)
Woodheys Primary School (2)

At Springfield Primary School:

- 2 children would not be allocated a place at the catchment area school. However, both were resident at the north west edge of the Springfield catchment area. All 90 places would be allocated to catchment area children.

SCHEME FOR THE DELAYED ENTRY OF SUMMER BORN CHILDREN



1. **Background**

A revised School Admissions Code came into effect on 19th December 2014. The revised Code made new provisions allowing the parents of summer born children to apply to an admission authority for delayed entry to the reception cohort.

In a very few circumstances, a parent may feel that their summer born child is not ready to begin school before their fifth birthday. In this case, where a child is born between 1 April and 31 August a parent can request that their child's admission to school is delayed, so that the child is admitted into the reception class, out of their normal age group, at the point at which other children in their age range are beginning Year 1.

2. **Request Process**

Parents will be required to approach all the preferred schools to discuss their child's circumstances. Each school will complete a Delayed Entry Request Form with the parent. Each school will consider the information provided and complete the Decision Outcome Section of the Delayed Entry Request Form.

3. **Decision Making Process**

A Decision Panel will be constituted. The Panel will include at least 3 headteachers; this will be the headteachers from all the preferred schools and any other nominated headteachers and 2 officers from Trafford's primary Team. The Panel will consider the decision outcomes from the relevant schools and a final decision will be agreed. All schools participating in the Scheme will abide by the final decision of the Panel.

4. **Notification of Decision**

Parents will be advised of the outcome of their request by 16th April. Where the request is agreed, the application for the normal age group will be withdrawn and no place will be offered.

If the request is refused, the parent will receive the offer of a school place for admission to the normal age group on 16th April. The parent must decide whether to accept the offered place, and may choose to defer admission until later in the reception year, or to refuse it and make an in year application for admission to year one in the September following the child's fifth birthday.

5. **Application/Allocation Process**

Where a request is agreed, this is an agreement in principle and does not reserve a place or guarantee that the child will be allocated a place at a preferred school in the next admission round. Therefore, where a parent's request is agreed, they must make a new application as part of the main admissions round the following year. That application will be considered, alongside all the other applications received for admission that year, according to the published oversubscription criteria. Where a place cannot be allocated at any of the preferred schools a place will be allocated at the nearest participating school with a vacancy. Again, the

parent must decide whether to accept the offered place, and may choose to make an in year application for admission to year one at a preferred school.

Parents who are refused a place at a school for admission to the normal age group have the right of appeal to an independent appeal panel. They do not have a right of appeal if they have been offered a place and it is not in the year group they would like. However, they may make a complaint. In the case of schools participating in the Scheme they should complain through Trafford's complaints procedure. For all other schools or academies, parents should make a complaint under the school's complaints procedure.

The following schools are participants in Trafford's Scheme. Although it is the case that one admission authority cannot be required to honour a decision made by another admission authority, all participating schools agree to abide by the decision of the Panel and will consider the delayed entry application if required, in accordance with the published oversubscription criteria, for admission in the next admission round.

Acre Hall Primary School	Partington Primary School
All Saints' Catholic Primary School	Seymour Park Community Primary School
Altrincham C.E. Primary School	Springfield Primary School
Barton Clough Primary School	St. Alphonsus R.C. Primary School
Bowdon C.E. Primary School	St. Anne's C.E. Primary School
Broadheath Primary School	St. Ann's R.C. Primary School
Brooklands Primary School	St. Hilda's C.E. Primary School
Broomwood Primary School	St. Hugh of Lincoln R.C. Primary School
Cloverlea Primary School	St. Hugh's Catholic Primary School
Davyhulme Primary School	St. Joseph's Catholic Primary School
Elmridge Primary School	St. Margaret Ward Catholic Primary School
English Martyrs' R.C. Primary School	St. Mary's C.E. Primary School (Davyhulme)
Firs Primary School	St. Mary's C.E. Primary School (Sale)
Flixton Infant School	St. Matthew's C.E. Primary School
Forest Gate Academy	St. Michael's C.E. Primary School
Gorse Hill Primary School	St. Monica's R.C. Primary School
Heyes Lane Primary School	St. Teresa's R.C. Primary School
Highfield Primary School	St. Vincent's Catholic Primary School
Holy Family Catholic Primary School	Stamford Park Infant School
King's Road Primary School	Templemoor Infant and Nursery School
Kingsway Primary School	The Bollin Primary School
Lime Tree Primary School	Tyntesfield Primary School
Moss Park Infant School	Urmston Infant School
Navigation Primary School	Victoria Park Infant School
Old Trafford Community Academy	Well Green Primary School
Oldfield Brow Primary School	Wellfield Infant and Nursery School
Our Lady of Lourdes Catholic Primary School	Willows Primary School
Our Lady of the Rosary R.C. Primary School	Woodheys Primary School
Park Road Academy Primary School	Woodhouse Primary School
Park Road Sale Primary School	Worthington Primary School

Other Relevant Documents:

- Delayed Entry – Guidance for Parents
- Delayed Entry – Guidance for Schools
- Request for Delayed Entry – Interview Sheet (including Decision Sheet)

2017 PRIMARY CO-ORDINATED ADMISSIONS SCHEME

This Scheme is formulated in accordance with School Admissions Code which came into force on 1st February 2012.

Trafford LA has formulated this Scheme in relation to each school in the Trafford area.

The Governing Bodies/Trusts of the following schools and academies are the admission authorities for the primary schools to which this scheme applies:

Acre Hall Primary School	St Alphonsus RC Primary School
All Saints' Catholic Primary School	St Anne's CE Primary School
Altrincham CE Primary School	St Ann's RC Primary School
Bowdon CE Primary School	St Hilda's CE Primary School
Elmridge Primary School	St Hugh of Lincoln RC Primary School
English Martyrs' RC Primary School	St Hugh's Catholic Primary School
Forest Gate Primary School	St Joseph's Catholic Primary School
Holy Family Catholic Primary School	St Margaret Ward Catholic Primary
Lime Tree Primary School	St Mary's CE Primary (Davyhulme)
Old Trafford Community Academy	St Mary's CE Primary School (Sale)
Our Lady of Lourdes Catholic Primary	St Michael's CE Primary School
Our Lady of the Rosary Catholic Primary	St Monica's RC Primary School
Park Road Sale Primary School	St Teresa's RC Primary School
Park Road Academy Primary School	St Vincent's Catholic Primary School

Trafford LA is the admission authority of the following primary schools to which this scheme applies:

Barton Clough Primary School	Oldfield Brow Primary School
Bollin Primary School	Partington Primary School
Broadheath Primary School	St Matthew's CE Primary School
Brooklands Primary School	Seymour Park Community School
Broomwood Primary School	Springfield Primary School
Cloverlea Primary School	Stamford Park Infant School
Davyhulme Primary School	Stamford Park Junior School
Firs Primary School	Templemoor Infant School
Flixton Infant School	Tyntesfield Primary School
Flixton Junior School	Urmston Infant School
Gorse Hill Primary School	Urmston Junior School
Heyes Lane Primary School	Victoria Park Infant School
Highfield Primary School	Victoria Park Junior School
King's Road Primary School	Well Green Primary School
Kingsway Primary School	Wellfield Infant School
Moorlands Junior School	Wellfield Junior School
Moss Park Infant School	Willows Primary School
Moss Park Junior School	Woodheys Primary School
Navigation Primary School	Woodhouse Primary School
	Worthington Primary School

1. APPLICATION PROCEDURE

- i) At the beginning of the autumn term in the offer year the primary common application form (CAF) will be available to all Trafford residents who wish to apply for places in state funded primary schools for following admission year. The CAF will be available on line at www.trafford.gov.uk, from Trafford primary schools, and on request from the Trafford Admissions Service.
- ii) An advertisement will be placed in the local press inviting parents whose children may not currently be attending a nursery class in a Trafford primary school advising them to obtain and complete the common application form.
- iii) Completed CAFs must be submitted by **15 January** in the offer year.
- iv) Parents will be invited to name a minimum of 3 schools, ranked in order of preference. It will be made clear that parents should include preferences for **any** state funded school where they wish their child to be considered for a place.

2. EXCHANGE OF DATA WITH OTHER AUTHORITIES

- i) The LA will process the common application form and by 7 February¹, lists will be sent to all LAs informing them of parents who have expressed a preference for a school in their area. Similarly Trafford will receive list of parents resident outside Trafford who have expressed a preference for a Trafford maintained school.
- ii) By **21 February** Lists will be sent to all academies and voluntary aided schools informing them of parents who have expressed a preference. The order of preferences will not be included in the lists sent to these schools.
- iii) Academies and voluntary aided schools will be asked to apply their own admission criteria and to send back their lists by **7 March**. The list will indicate the order in which all children, for whom application to the school has been made, have priority by reference to those over-subscription criteria.
- iv) The LA will draw up similar lists for the community primary schools for which it is the admission authority.

3. ALLOCATION PROCEDURE

- i) By **7 March** the LA will have a list for each of its maintained schools and will compare the lists from all the schools in its area. When a child qualifies for one of the available places at more than one school, the LA will provisionally allocate a place at the school ranked highest by the parent on the CAF. The LA will also adjust the list for any other school for which a preference was expressed by that parent, moving another child who was previously not eligible to be allocated a potential place up the list to the provisional place which has been vacated.
- ii) Where a child is eligible to be granted admission to more than one school a place will be allocated at whichever of those schools is ranked highest by the parent. Where Trafford determine that a child is to be granted or refused admission to a school for which the governing body are the admission authority (see above), Trafford will notify the school's governing body of its determination.

¹ Where any published date is not a working day, the next working day will apply

- iii) Where the child is resident in the Trafford area any determination granting or refusing admission to a school will be sent direct to the parent (such determination being sent on behalf of a school's governing body in any case where Trafford are not the admission authority for the school).
- iv) Where the child is resident in a different local education authority's area, Trafford will notify that authority "the home authority", by **21 March**, of their determination. The home authority will send any determination granting or refusing admission to a school in a maintaining authority's area to the parent (such determination being sent on behalf of the school's governing body in any case where they are the admission authority for the school).
- v) Where it appears that a child resident in Trafford is eligible to be granted admission to more than one school for which application has been made a place will be allocated at whichever of those schools is ranked highest. Where that place is in the area of another LA Trafford will write, on behalf of the LA or relevant admission authority.
- vi) If any Trafford resident child looks like being unplaced, Trafford LA will consider how to place that child in a school within its area having regard to any reasons expressed by the parent on the common application form for their unsuccessful preferences.
- vii) At this stage in the allocations process, any late applications or common application forms submitted after 15 January will be processed and places will be allocated in line with the published criteria.
- viii) By **31st March** notification of final offers/refusals will be sent to and received from other LAs
- ix) By **31st March** Trafford LA sends the schools it maintains the final lists of pupils to be offered places and notifies the home authorities of the final determination.
- x) On **16th April** – Trafford LA, as the home authority, will communicate to all parents resident in its area any determination granting or refusing admission. Where the school in question is its own admission authority, the LA will state that the offer is being made on behalf of that school's governing body.

4. REVIEW PROCESS

- i) The offer letter will advise parents that they must inform Trafford LA of their acceptance of the place by **30th April**. The acceptance of all places will be co-ordinated by Trafford LA. Parents will be invited to apply, direct to Trafford LA, for any vacancies that may arise, by **30th April**. Lists of applicants will be sent to other LAs, where the school is in another area and to voluntary aided schools within Trafford by **6th May**. Voluntary aided schools within Trafford will be asked to apply their own admission criteria and to send back their ranked lists by **13th May**.
- ii) At this stage in the review process, any applications received after the closing date of **30th April** will be considered in light of any remaining vacancies and places will be allocated in line with the published criteria.
- iii) On **20th May** – Trafford LA, as the home authority, will communicate to all parents resident in its area any determination granting or refusing admission. Where the school in question is its

own admission authority, the LA will state that the offer is being made on behalf of that school's governing body. This offer letter will advise parents that they must inform Trafford LA of their acceptance of the place by **10th June**.

iv) Applications for vacancies or late applications received after **30th April** will be considered in relation to the number of available vacancies. Where vacancies exist at a preferred school the highest available preference will be offered. Where more applications have been received for the places available the relevant admission authority will apply the admission criteria and advise the LA where places can be offered.

v) Further allocations will be made where possible on the following dates:

27 June or next working day – Closing date for acceptance 14 days from date of offer

22 July or next working day – Closing date for acceptance 14 days from date of offer

Where places are offered to applicants resident in another LA, Trafford will advise that LA that an offer can be made.

vi) Applications received after 20 July will be passed to the relevant admission authority for consideration after 1st September.

5. RIGHT OF APPEAL

Where an offer of a place at a preferred school cannot be made parents will be advised of the right to appeal to an independent appeal panel. Appeals relating to on time applications must be heard within 40 school days of the deadline for lodging the appeal.

6. WAITING LISTS

Each admission authority must maintain a clear, fair and objective waiting list for at least the first term of the academic year of admission. Each added child will require the list to be ranked again in line with the published oversubscription criteria. Priority must not be given to children based on the date their application was received or their name was added to the list. Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, must take precedence over those on a waiting list.

The LA will maintain waiting lists for all oversubscribed community and voluntary controlled schools.

7. IN YEAR APPLICATIONS

For the purposes of this Scheme an application is an in-year application if it is for the admission of a child to a relevant age group and it is submitted on or after 20th July in the offer year or it is for the admission of a child to an age group other than a relevant age group.

Parents may submit an In Year application to any academy or school. Where the LA is the admission authority (that is in community and voluntary controlled schools) the application must be passed to the LA for consideration.

Where the Governing Body/Trust is the admission authority for the academy or school, the admission authority **must**, on receipt of an in-year application, notify the LA of both the application and its outcome, to allow the LA to keep up to date figures on the availability of places in the area. The admission authority **must** also inform parents of their right to appeal against the refusal of a place².

² In accordance with 2.22 of the School Admissions Code which came into effect on 1 February 2012

Parents can also apply for a school place using the LA's on line application system or by completing a copy of Trafford's In Year CAF. Any applications received by the LA for own admission authority schools will be forwarded to the relevant admission authority for consideration³.

Early applications received for admission to community or voluntary controlled schools in the next admission year will be considered after 6th July in the current year. Early applications received for community or voluntary controlled schools after 20th July will be considered after 1st September.

³ In accordance with 2.21 of the School Admissions Code which came into effect on 1 February 2012

TIMETABLE FOR PRIMARY CO-ORDINATED ADMISSIONS

Common application forms will be available to Trafford residents applying for places in maintained primary schools during the autumn term (offer year). CAFs will be available on line, from Trafford nurseries and primary schools and by telephoning the Trafford School Admissions Team.

Where any published date is not a working day, the next working day will apply.

Closing date for the submission of applications.
15 JANUARY

LAs exchange lists of preferences expressed for schools in their areas.
7 FEBRUARY

LA sends applications to academies/voluntary aided primary schools.
21 FEBRUARY

Academies/voluntary aided primary schools to return ranked data.
7 MARCH

LAs exchange data on potential offers
21 MARCH

LAs confirm acceptance or refusal of potential offers
by 31 MARCH

Lists to primary schools
by 31 March

Offers made to all parents by home LA.
16 APRIL

Closing date for acceptance of offers.
30 APRIL

2017 SECONDARY CO-ORDINATED ADMISSIONS SCHEME

This Scheme is formulated in accordance with the School Admissions Code which came into force on 1st February 2012.

Trafford LA has formulated this Scheme in relation to each school in the Trafford area.

The Governing Bodies/Trusts of the following schools/academies are the admission authorities for the secondary schools to which this scheme applies:

Altrincham College of Arts; Altrincham Grammar School for Boys; Altrincham Grammar School for Girls; Ashton-on-Mersey School; Blessed Thomas Holford Catholic College; Broadoak School; Flixton Girls' High School; Loreto Grammar School; Sale High School; Sale Grammar School; Stretford Grammar School; Stretford High School; St Ambrose College; St Antony's Catholic College; Urmston Grammar School; Wellacre Technology and Vocational College and Wellington School.

Trafford LA is the admission authority for Lostock College.

NORMAL ADMISSION ROUND (transfer from primary to secondary school) SEPTEMBER 2017

1. APPLICATION PROCEDURE

- i) In the autumn term of the offer year all parents of Year 6 children will be invited to complete the Common application Form (CAF). A copy of the Trafford CAF will be sent to all parents of pupils resident in Trafford, at their home address, together with guidance notes and information on how to access a copy of the composite prospectus.
- ii) An advertisement will be placed in the local press inviting parents who are resident in Trafford whose children may not currently be attending a Trafford primary school to complete the CAF.
- iii) The invitation to all parents will be sent out by 12 September in the offer year and they will be asked to submit their completed common application forms by 31 October, thereby ensuring that all parents have the statutory 6 week period in which to express their preferences.
- iv) The CAF allows for 6 preferences, further preferences can be expressed by the use of an attachment sheet.
- v) Parents will be invited to name their preferred schools, ranked in order of preference. It will be made clear that parents should express a preference for all schools, wherever they are located, where they wish their child to be considered for a place.

2. EXCHANGE OF DATA WITH OTHER AUTHORITIES

- i) The Admission Team will process the common application form and by 19 November lists will be sent to all LAs informing them of parents who have expressed a preference for a school in their area.
- ii) On 29 November lists will be sent to all academies, foundation and voluntary aided schools informing them of parents who have expressed a preference. The order of preferences will not be included in the lists sent to these schools.
- iii) Academies, foundation schools and voluntary aided schools will be asked to apply their own admission criteria and to send back their ranked lists by 17 December. The list will indicate the

order in which **all** children, for whom application to the school has been made, have priority by reference to those over-subscription criteria.

- iv) The LA will draw up similar lists for community secondary schools for which it is the admission authority.

3. ALLOCATION PROCEDURE

- i) By 17 December the LA will have a list for each of its schools and will compare the lists from all the schools in its area. When a child qualifies for one of the available places at more than one school, the LA will provisionally allocate a place at the school ranked highest by the parent on the common application form. The LA will also adjust the list for any other school for which a preference was expressed by that parent, moving another child who was previously not eligible to be allocated a potential place up the list to the provisional place which has been vacated.
- ii) By 24 January notification of determinations will be sent to other LAs where parents resident in that LA have expressed a preference for a place at schools in Trafford. Also by 24 January Trafford LA will have received similar notifications from other LAs.
- iii) Where a child is eligible to be granted admission to more than one school a place will be allocated at whichever of those schools is ranked highest by the parent. Where Trafford determine that a child is to be granted or refused admission to a school for which the governing body are the admission authority (see above), Trafford will notify the school's governing body of its determination.
- iv) Where the child is resident in the Trafford area any determination granting or refusing admission to a school will be sent direct to the parent (such determination being sent on behalf of a school's governing body in any case where Trafford are not the admission authority for the school).
- v) Where the child is resident in a different local education authority's area, Trafford will notify that authority "the home authority" of their determination. The determination will be sent on behalf of the school's governing body in any case where they are the admission authority for the school.
- vi) Where it appears that a child resident in Trafford is eligible to be granted admission to more than one school for which application has been made a place will be allocated at whichever of those schools is ranked highest. Where that place is in the area of another LA, Trafford will write, on behalf of the LA or relevant admission authority.
- vii) If any Trafford resident child looks like being unplaced, Trafford LA will consider how to place that child in a school within its area having regard to any reasons expressed by the parent on the common application form for their unsuccessful preferences.
- viii) If no preferred school in Trafford can be offered, there will be no need to look for an alternative place if another LA has determined to offer a place at a preferred school.
- ix) At this stage in the allocations process, any late applications or common application forms submitted after 31 October will be processed and places will be allocated in line with the published criteria.
- x) On 18 February Trafford LA sends the schools in its area the final lists of pupils to be offered places and notifies the home authorities of the determination.

- xi) On the national offer day for secondary school places – 1 March, where 1 March is not a working day, the prescribed day is the next working day – Trafford LA, as the home authority, will communicate to all parents resident in its area any determination granting or refusing admission. Where the school in question is its own admission authority, the LA will state that the offer is being made on behalf of that school's governing body.

4. REVIEW PROCESS

- i) The offer letter will advise parents that they must inform Trafford LA of their acceptance of the place by 15 March (or next working day). The acceptance of all places will be co-ordinated by Trafford LA. Parents will be invited to apply for any vacancies that may arise, by 15 March (or next working day). Lists of applicants for vacancies will be sent to other LAs, where the school is in another area and to foundation and voluntary aided schools within Trafford by 18 March. Academies, foundation and voluntary aided schools within Trafford will be asked to apply their own admission criteria and to send back their ranked lists by 28 March.
- ii) At this stage in the review process, any applications received after the closing date of 15 March will be considered in light of any remaining vacancies and places will be allocated in line with the published criteria.
- iii) By 8 April – Trafford LA, as the home authority, will communicate to all parents resident in its area any determination granting or refusing admission. Where the school in question is its own admission authority, the LA will state that the offer is being made on behalf of that school's governing body. This offer letter will advise parents that they must inform Trafford LA of their acceptance of the place by 22 April.
- iv) Applications for vacancies or late applications received after 8 April will be considered in relation to the number of available vacancies. Where more applications have been received for the places available the relevant admission authority will apply the admission criteria and advise the LA where places can be offered. Where a place can be offered at more than one preferred school the highest available preference will be offered.
- v) Further allocations will be made where possible on the following dates:

31 May or next working day – Closing date for acceptance 14 days from date of offer
21 June or next working day – Closing date for acceptance 14 days from date of offer
9 July or next working day – Closing date for acceptance 14 days from date of offer

Where places are offered to applicants resident in another LA, Trafford will advise that LA that an offer can be made.

- vi) Applications received after 20 July will be passed to the relevant admission authority for consideration after 1st September.

5. RIGHT OF APPEAL

Where an offer of a place at a preferred school cannot be made parents will be advised of the right to appeal to an independent appeal panel. Appeals relating to applications made in the normal admissions round must be heard within 40 school days of the deadline for lodging appeals.

6. WAITING LISTS

Each admission authority must maintain a clear, fair and objective waiting list for at least the first term of the academic year of admission. Each added child will require the list to be ranked again in line with the published oversubscription criteria. Priority must not be given to children based on the date their application was received or their name was added to the list. Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, must take precedence over those on a waiting list.

7. IN YEAR APPLICATIONS

- i) For the purposes of this Scheme an application is an in-year application if it is for the admission of a child to a relevant age group and it is submitted on or after 9th July in the offer year or it is for the admission of a child to an age group other than a relevant age group.
- ii) Parents may submit an In Year application to any academy or school. Where the LA is the admission authority (that is in community and voluntary controlled schools) the application must be passed to the LA for consideration.
- iii) Where the Governing Body/Trust is the admission authority for the academy or school, the admission authority **must**, on receipt of an in-year application, notify the LA of both the application and its outcome, to allow the LA to keep up to date figures on the availability of places in the area. The admission authority **must** also inform parents of their right to appeal against the refusal of a place¹.
- iv) Parents can also apply for a school place using the LA's on line application system or by completing a copy of Trafford's In Year CAF. Any applications received by the LA for "own admission authority schools" will be forwarded to the relevant admission authority for consideration².

¹ In accordance with 2.22 of the School Admissions Code which came into effect on 1 February 2012

² In accordance with 2.21 of the School Admissions Code which came into effect on 1 February 2012

TIMETABLE FOR SECONDARY CO-ORDINATED ADMISSIONS

Closing date for submission of applications.

31 October in the offer year

Trafford sends applications to other LAs.

19 November or next working day

Trafford sends applications, including those received from other authorities, to academies/foundation/voluntary aided schools.

29 November or next working day

Academies/foundation/voluntary aided schools to return ranked data.

17 December or next working day

Trafford send other LAs and Academies/Foundation/VA Schools a first cycle list of the places they are proposing to offer.

24 January or next working day

Trafford send other LAs and Academies/Foundation/VA Schools a final list of the places they are proposing to offer.

18 February or next working day

Offers made to all parents by home LA

1 March or next working day

Appeals to be lodged with the appropriate admissions authority.

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2017 ADMISSION ARRANGEMENTS - CONSULTATION COMMENTS AND RESPONSES

Scheme for the Delayed Entry of Summer Born Children

COMMENT 1

Further to the proposed admission arrangements which are currently available for Consultation, I would like to raise my concerns of the Delayed Entry of Summer Born Children. My concern is thus;

- 1). The process relating to points 2 and 3 (Request Process and Decision Making Process).

I understand that parents need to approach all of their preferred schools to discuss this matter, as this enables full and open conversations surrounding the reasons why the request for delayed entry is being made. I also appreciate the reasons for additional forms to be completed to supplement this. My major concern is why, once a school has made a decision, does this then have to be presented to a 'Decision Panel'? The consultation documentation stated this will include "at least 3 head teachers from all the preferred schools". Is this 3 head teachers for the 'applicants preferred schools' or 3 head teachers from the Preferred Schools List provided in the Consultation Document? If the later, I cannot see how potentially 3 head teachers who have no relationship with the family (whether it be parents, child or siblings) can make a fair decision of whether it is in the 'best interests' of the child to delay entry in 'Reception' until they are of Compulsory School Age, as per Nick Gibbs Letter dated 8th September 2015. The only people who can make this decision is the parents of the child in question and the school in which the family have a relationship with and wish their child to attend.

RESPONSE 1

1. Parents are required to contact all their preferred schools, not to allow open conversations, but to allow for the eventuality that the parent may not be able to achieve a place at a preferred school if oversubscription or the pattern of applications means that the child cannot be allocated a place at the preferred school.

2. I cannot find the quote you have provided "at least 3 head teachers from all the preferred schools", rather the consultation document, which I have attached, states

"The Panel will include at least 3 headteachers; this will be the headteachers from all the preferred schools and any other nominated headteachers and 2 officers from Trafford's Primary Team".

The makeup of the Decision Panel is to ensure that correct consideration is given to cases and to support the principles of fairness and impartiality in the admissions process. For example, where a parent has only 1 preferred school the Headteacher of that school will be joined by 2 other nominated headteachers and 2 Local Authority Officers. Of course it cannot be assumed that every family that wishes to request delayed entry will have a relationship with, or be known to, a preferred school or particular headteacher.

3. Guidance issued to schools and Local Authorities (LAs) by the Department for Education advises that where a parent requests their child is admitted out of their

normal age group, the admission authority is responsible for making the decision on which year group a child should be admitted to. In the case of community and voluntary controlled school the admission authority is the LA. Therefore the LA will want to be advised by headteachers and educational specialists. In faith schools or academies it is the governing body or trust that is the admission authority. It is these bodies that are required to make the decision on the basis of the circumstances of the case and in the best interests of the child concerned. All Trafford schools have indicated their agreement to abide by the proposed decision making process to ensure an equal opportunity for all children. This local level approach is recommended by the DfE.

It should be noted that whilst there is no statutory barrier to children being admitted outside their normal age group, parents do not have the right to insist that their child is admitted to a particular age group. However, it will not be the role of the Panel to dissuade a Headteacher from their opinion that the delayed entry of a child should be agreed or, indeed, to persuade a headteacher that a request should be agreed. Rather it will be the role of the Panel to ensure that any decision to agree or to refuse a request has been taken after full consideration of all the facts of the case.

Amendment to the Brooklands/Springfield Catchment Area

All comments and responses will be forwarded to the decision maker for consideration as part of the democratic process to determine the 2017 admission arrangements

COMMENT 1

As the parents of a child in year 1 and a child due to start school September 2017 I wish to express the following comments/concerns in objection to the above proposal:

1. The school is already at maximum capacity with issues in accommodating all the children in the canteen/school hall etc. Whilst I assume that an extra classroom could be built in time for 2017 admission (it would be helpful to have full details though as you are asking for comment without even explaining this) I certainly don't believe that the hall and canteen would be extended in time for 2017.
2. increased traffic will make the congestion at drop off/pick up even worse.
3. the school is not big enough now. The classrooms are very small. The school is already underfunded. The PTA this year have been asked to raise over £40,000. This is a near impossible task. More pupils will make this even harder. What will happen with funding?
4. the reason Trafford keep having to expand already full to bursting schools is that you sold off many existing schools to housing developers which has now increased the need for schools. You would be better building a new school.
5. have you considered staff facilities eg staff room, car parking etc
6. the proposals are also very unfair to houses in the fringe of the catchment area as the occupants would have lower priority than the new added catchment. Has a primary and secondary catchment been considered ie existing catchment gets priority and only if there is spare places then secondary catchment are considered.

RESPONSE 1

1. Amey's Major Projects team is currently carrying out a feasibility exercise on the expansion of Brooklands Primary School. They will consider which parts of the school need bigger spaces to accommodate the increase in pupil numbers. All spaces will be looked at including the hall and dining spaces. The works will then be carried out in phases so as to minimise the disruption to the running of the school.
2. Increased traffic is a valid concern. The highways team will look at the current situation and surveys will be carried out to estimate the increase in traffic. This will be done in conjunction with a look at the school's travel plan to see what strategies can be implemented to reduce the number of car journeys to school.
3. The feasibility exercise is looking at the current school accommodation compared to the latest recommendations for classroom sizes. There may be scope to enlarge classrooms during the expansion. The school will see an increase in funding as they expand as schools are funded on a per pupil basis. They will also receive additional growth funding to cover the additional costs during the expansion. The PTA fund raising is part of the school's decision and for specific projects. Potentially, raising money would be easier with more parents contributing. It is also often the case that larger schools benefit financially as they have greater economies of scale.
4. The Council has closed a number of schools in the recent past but have not sold off any of these sites. The Council's aim is to expand schools to match the demand in each catchment area. The closed school sites are not in the areas of highest demand.
5. The staff facilities will be considered in the feasibility exercise along with pupil accommodation.
6. It is important to note that the provision of additional places in the Sale area is proposed in order to provide sufficient places for all pupils living in that area. Therefore, the children living in the proposed joint corridor, which all live within a reasonable distance of the School, are not secondary in the considerations of the LA, rather they are equal in consideration to the children living in the Brooklands catchment area. Catchment areas are regularly reviewed to ensure that they are suitable for purpose. This purpose is to prioritise local schools for local children. Catchment areas must be reasonable, clear, objective and procedurally fair. Given that 20 additional places are to be provided and that Brooklands Primary School has never been oversubscribed to that extent, it would be difficult to justify a two tier catchment area as fair and objective, rather it would seem to be a subjective option that employs a hierarchical categorisation that would disadvantage any preschool children that may live closer to Brooklands Primary School from 2017 onwards for no good reason. This would not be compliant with the principles of the School Admissions Code.

COMMENT 2

I am delighted that Trafford Council are continuing to address the oversubscription of Primary schools in the Sale area as it is the cause of much distress for local families. The proposed expansion of the school is an amazing and exciting prospect. It is beyond doubt our best chance of improving facilities at the school, removing mixed classes, achieving smaller KS2 classes etc. which will all impact positively on pupil outcomes at Brooklands long into the future. As a parent at the school and with a child in the 2017 intake, I have a very strong personal interest in this proposal.

I do however have concerns about the proposed amendment to the school's catchment area which I have outlined here. I can appreciate that an increase in catchment may be welcomed by the school in terms of ensuring future financial viability. However I hope the Governing Body will be cautious in its consideration due to the potential negative impact on the extended Brooklands Community.

1. The relative proximity of proposed shared catchment area to the school will disadvantage existing residents if the school becomes over-subscribed:

It is reasonable for existing Brooklands residents to expect priority to any additional places generated by expansion of their catchment school, which is reinforced on p2 of proposal by 'the LA must consider how the remaining places can be prioritised to meet the needs of children in the Springfield catchment area'. This implies that Springfield residents will only have access to 'left over' places which is simply not possible under this proposal. All residents within a defined catchment area have access to all places at the school subject to the same over-subscription criteria (e.g. distance). Due to its relative proximity to the school essentially it is this shared catchment which will have priority access to places over many existing residents.

2. The proposed catchment area is too big and have a high risk of becoming over-subscribed:

Using data from the proposal the increase of 341 properties would give an expected average number of YR pupils of 86. This is based on Brooklands 5yr average weighted yield value (3.42). DfE guidance recommends provision of 5%-10% surplus of places.

Brooklands 2015 yield value (4.05) predicts 102 children for the proposed new Brooklands catchment area, suggesting no surplus of places! Actual value was 105 pupils.

Data can be variable, e.g. 2014 cohort, very low birth rate. Multiple factors affect admission numbers, e.g. birth rate, movement into the area, desirability of school, housing factors etc. making pupil numbers difficult to predict.

Consequently the impact of the proposed changes on pupil numbers may have been significantly underestimated e.g. proposed expansion of Brooklands could increase its desirability for parents even more; inclusion of a sizeable number of new properties into a very desirable and long established catchment area could potentially lead to instability in the housing market and result in a much larger than expected pupil yield.

3. Proposed Brooklands catchment area may be at higher risk of over-subscription than other catchment areas:

In order to ensure strategic provision of school places for children in Trafford, it would not be desirable for the school to be undersubscribed, given its shape and geographical location.

I have requested data to explore this further but a simple analysis of 2015 data shows:

If increase in PAN and proposed catchment changes had been introduced in 2015 this means that Brooklands would have 105 residents and 90 places (17% oversubscribed – 15 children) Springfields CA would have 134 residents and 125 places (8% oversubscribed – 9 children.)

4. If the proposed change is introduced it will be very difficult to reverse:

The proposed catchment change is quite a radical change for the Sale Community. Once introduced it would be very difficult to reverse! However if the proposed expansion were to go ahead initially with no change of catchment or with an amended (much reduced) change of catchment it would be possible, and more advisable if these concerns are valid, to review the catchment area at a later stage based on much stronger statistical evidence. Clearly the implications of this on the immediate provision of places in the area must be considered carefully and I have requested some data from School Admissions to explore this further.

RESPONSE 2

1. It is important to note that the provision of additional places in the Sale area is proposed in order to provide sufficient places for all pupils living in that area. To achieve this, the LA had to consider how those places could be provided. Since the Governing Body of Brooklands Primary School had already approached the LA with a view to the possible expansion of the School, the LA was happy to consider the School as an option to provide the additional places required.

Consequently, the children living in the proposed joint corridor are not secondary in the considerations of the LA, rather they are equal in consideration to the children living in the Brooklands catchment area. Funding for the expansion of whichever school, or schools, provides the additional places, will be provided on the basis of basic need, from the LA's Basic Need Allocation. It is not the intention of this funding stream to create surplus places or to improve the facilities at a school, although this does usually occur as an added bonus, but to meet the basic need for school places in an area.

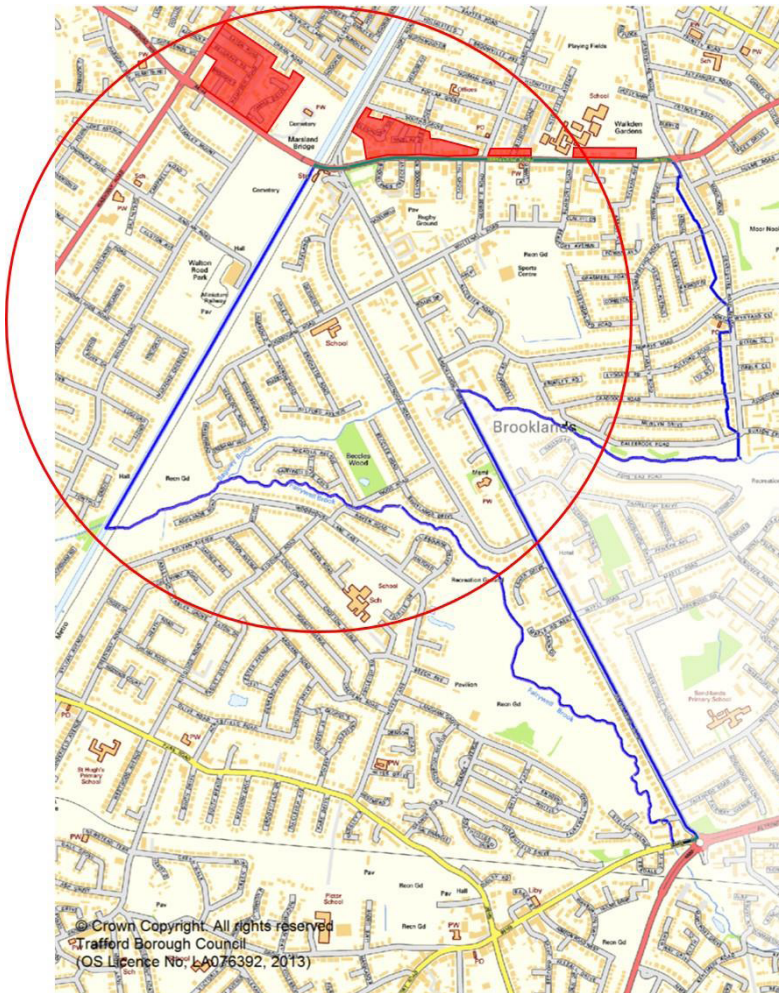
2. It is correct to say that predicting the pattern of applications in the future is very difficult and it is equally difficult to accurately predict the number of children that might move into or out of the area in the future. The use of pupil yield data is also in its infancy and Trafford has no body of historic data to help ratify the current position. Therefore the LA can only rely on the data it holds. That data shows that the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area and that in the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

Therefore there is no evidence to suggest that 20 additional places are required in the Brooklands catchment area.

3. The example given in the published proposal shows what would have happened in the 2015 admission round if 20 additional places had been available and the joint area was in place. This was provided by using the actual 2015 data with amended priority for the actual applicants and adding 20 additional places at Brooklands Primary School. In that example all the children living in the proposed area (the current and the additional area) would have achieved a place at Brooklands Primary School, all the applicants resident in other areas, with an older sibling already attending the School, would have been allocated a place at the School and 3 children resident in other areas (including 1 Manchester resident) would have been allocated a place at the School. However, at Springfield Primary School, 2 children resident in the Springfield catchment area still would not have been allocated a place at Springfield Primary School.
4. As earlier stated, the reason for considering the expansion of schools at this time is solely to meet the need for additional places now rather than to provide surplus places in the event of oversubscription in the future. However, it is correct to say that, once amended, it could not be easily changed back.

COMMENT 3

Having received the proposed amendment to the Brooklands and Springfield Catchment Areas, I strongly object to this proposal.



Brooklands Primary

- Brooklands catchment outlined in blue.
- Red are the houses to be added.
- Red radius is set at 0.5 miles from the school.
- Majority of additional Springfield catchment houses closer to school.
- Many existing catchment houses will have less priority for spaces

1. The map clearly shows the sections of the current Brooklands catchment area that will potentially be negatively effected by the addition of the proposed 341 houses to the catchment area. How is it fair that the houses to be added will have priority (due to distance) over some of the houses within the current catchment area?

I understand there is a continuing problem in the Springfield area regarding school places, which must be incredibly frustrating to those families but why should the problem be pushed onto our catchment? It's not solving a problem it's just moving it.

2. Having read and considered the statistics within the proposal carefully I really don't think that these are solid enough to make the assumptions that have been made within the proposed amendment and certainly don't think they are thorough enough to use as the basis for such a drastic change. The analysis and figures in the proposal on the face of it don't indicate a real problem but I don't feel these give a realistic picture of the likely outcome.

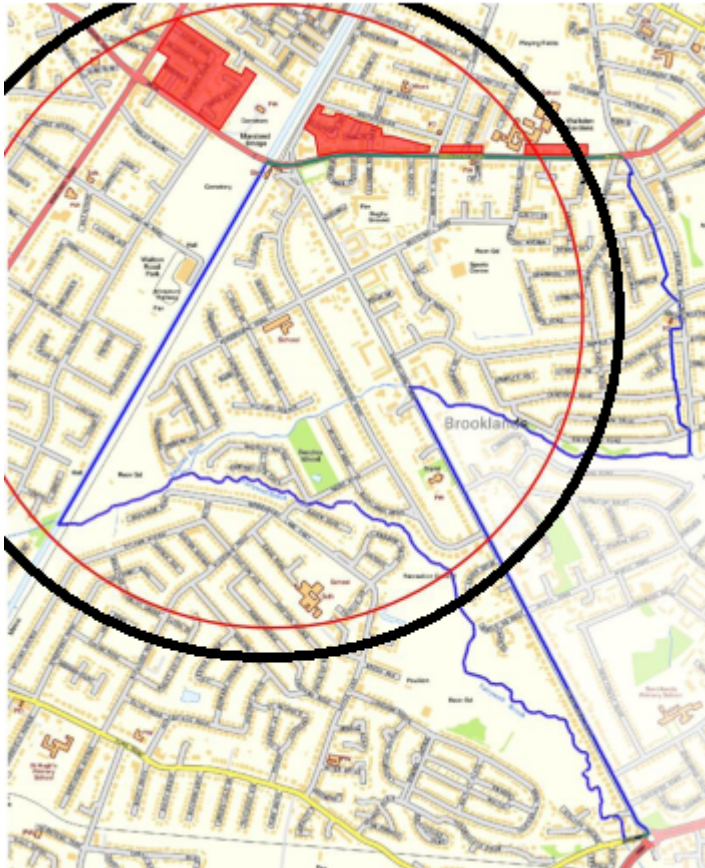
The shortfall figure of 16 places stated in the proposed amendment is simply that...a shortfall for 2015, it doesn't take into account those who could have applied to Brooklands school had they been part of the Brooklands/Springfield catchment. The dual catchment for Brooklands/ Heyes Lane being a prime example and highlights the real chance that most, if not all of those to be added from the Springfield catchment will apply for Brooklands over Springfield. For several reasons, one being that they will have a better chance of getting into Brooklands due to distance and secondly the convenient access to Brooklands Primary School via car, especially for those on the other side of the canal. So the argument that some will still want to go to Springfield, I don't feel is valid. The statistics given are based on September 2015 intake, it does not even take into consideration the rise in birth rates for 2017 and future years or the yearly movement of families into the Brooklands catchment area wanting to get their children into Brooklands school. Although I realise the latter isn't measurable, surely it needs to be taken into consideration. The proposal also doesn't consider what will happen once siblings are applying for places at the school and therefore go up the probity list, shrinking the catchment area further. The proposal does not mention any need to have a percentage margin for change in admissions figures or suggest that it has been taken into consideration. Surely you need to consider that birth rates are increasing each year and therefore the increase in demand for places at Brooklands from its current catchment.

3. The proposed catchment area to be added is not a natural one, the area over the canal is not a natural addition to the catchment area as it's currently not adjoining the current catchment area. Adding 341 houses is simply too many.
4. The proposal to extend the catchment area is a drastic change and once changed can't be reversed. Why can't the school be extended first and then the catchment reconsidered if it does turn out there are indeed remaining places? A secondary catchment area would be ideal if legal, but it really needs to be reconsidered how the houses within the current catchment area gain priority before being offered to those in the proposed corridor.
5. In summary, the proposed extension to Brooklands Primary School is a fantastic opportunity for existing and future students, however the proposed extension to the catchment is ill considered and unfair. We are concerned the proposed plans will leave a section of the current Brooklands catchment area at real risk of continually not getting places at their catchment school, even with the additional places.

Houses within the current Brooklands Primary School catchment area should have priority access to the additional places to be added to their catchment school. Why are the needs of the people in Springfield catchment being considered before Brooklands? I feel if this proposal goes ahead you will no doubt solve your problem within the Springfield Catchment area but in doing so create problems within the east and south areas of the current Brooklands catchment area, if not in 2017 then in the following years.

RESPONSE 3

1. The map included shows a circle of 0.5 miles around the School. It does demonstrate the proximity of the proposed properties to the School but does not demonstrate how few properties were affected by oversubscription. In the 2015 admission round, the last place was offered to a child that lived 0.65 miles from the School. The map below shows a circle 0.65 miles around the School.



2. It is correct to say that predicting the pattern of applications in the future is very difficult and it is equally difficult to accurately predict the number of children that might move into or out of the area in the future. The use of pupil yield data is also in its infancy and Trafford has no body of historic data to help ratify the current position. Therefore the LA can only rely on the data it holds. That data shows that the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area and that In the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School. Since there is no evidence to suggest that 20 additional places are required in the Brooklands catchment area these places need to be targeted at other local addresses where families are affected by oversubscription.
3. Catchment areas are used to provide local schools for local children and many of the roads included are on the same side of the canal as the current properties. Although the canal is a natural barrier, and some of those in the proposed area are “over the canal”, they are all located off the bridge road and can easily access the School. There are other properties “over the canal” that are much nearer to the School as the crow flies but cannot cross the canal at that near point. These properties are not included in the proposal. The addresses in the proposed corridor are nearer to the School than some of the existing properties when measured in a straight line to the School. However, the proposed properties are not only close as the crow flies but are also close to the School when walking distance is measured. As an example, a property on Brogden Grove, “over the canal” in the proposed area, is 0.6 miles walking distance from Brooklands Primary School. Significantly, the walking distance from this address to Springfield Primary School is 0.8 miles. Therefore this property is closer to walk to Brooklands Primary School than it is to walk to Springfield Primary School.

Two properties in the existing area, located on Moorland Avenue and Dalebrook Road, are 0.8 miles and 0.9 miles walking distance respectively, from Brooklands Primary School. This demonstrates that the proposed addresses would be reasonably considered as the natural catchment area.

4. The proposal is made in order to secure sufficient places in the Sale area. To ensure that the LA's limited resources are used efficiently then the places must be targeted at the area of need.
5. It is important to note that the proposal is made in order to provide sufficient places for all pupils living in the area. Consequently, the children living in the proposed joint corridor are not secondary in the considerations of the LA, rather they are equal in consideration to the children living in the Brooklands catchment area since their entitlement to a school place is the same.

Funding for the expansion of whichever school, or schools, provides additional places, is provided from the LA's Basic Need Allocation. LAs are awarded this funding to create additional places where there is a shortfall, it is not the intention of this funding stream to create surplus places or to improve the facilities at a school, although this does usually occur as an added bonus.

Since the Governing Body of Brooklands Primary School had already approached the LA with a view to the possible expansion of the School, the LA was happy to consider the School as an option to receive funding under this Scheme. This has always been made clear in any discussion.

COMMENT 4

I am writing with regards the new houses being added to the existing Brooklands school catchment. While I agree with the school expansion I do not agree with an additional 340 houses having priority over the existing. Especially when those 340 houses are already in the catchment for another brilliant school, Springfield.

We moved into our current house only because it was in the catchment for Brooklands Primary. My little boy will start school in September 2018 and while we are in the Brooklands catchment, we are quite far away from the school. I understand that the increased intake means my son is now more likely to get in, however if my son lost his place over another child who could also have gone to another great school like Springfield it would feel very unfair.

Please re-consider this proposal. If you are going to allow an extra 340 houses into the catchment, at least allow first refusal to houses in the old/existing catchment.

COMMENT 5

I support the proposed plans to expand the school but think that the catchment area should not be expanded or at least existing residents be offered first.

I purchased my house on Cumberland road because of the catchment zoning for Brooklands when I became pregnant with my son who is now 5 months old. I went to Brooklands primary school myself and have a strong desire for my son to go there too. The current residents within the zone should take priority over the proposed joint zoning if this is to go ahead.

COMMENT 6

Please can you tell me exactly where in regulations it is stated that you cannot have a second supplementary additional discrete catchment area and that having exhausted 1-4 see below you have no choice but to go to distance as the crow flies

RESPONSE 4, 5 and 6

Provision for families that live in the central band across Sale is provided in two catchment areas; Brooklands and Springfield. The two catchments areas meet at Marsland Road. In the 2015 admission round a number of children living at the extremes of the Brooklands and Springfield catchment areas, could not be allocated a place at the community school in the catchment area where that school was the preferred school. In order to ensure the best provision for its families, the LA annually reviews admission outcomes for its residents, considering the effectiveness of catchment areas and the feasibility and affordability of schools for expansion. Since the Governing Body of Brooklands Primary School had previously approached the LA proposing that the LA consider the expansion of Brooklands Primary School, the School was included the LA's considerations.

In considering the feasibility and relevance of schools for expansion, it was noted that Brooklands Primary School has not been routinely oversubscribed from within its catchment area. The 2015 admission round was the first round in 3 years where places at Brooklands Primary School could not be offered to catchment area children when Brooklands Primary School was the preferred school.

In the 2014 admissions round all the children that lived in the Brooklands and in the Brooklands/Heyes Lane shared area, were allocated a place at Brooklands Primary where it was the preferred school. In addition to these, 4 children living outside the catchment area that had a sibling already attending the School were allocated places and a further 11 places were allocated to other children with no connection to the School at all; living outside the catchment area with no siblings. 4 of these lived outside Trafford.

In the 2015 admissions round 3 catchment area children that listed Brooklands Primary School as the preferred school could not be allocated a place at the School. However, it was noted that places at the School were offered to five sets of twins which would seem to be a statistically rare occurrence, and unlikely to happen again.

In September 2014, Springfield Primary School expanded from 60 places in each year group to 90 places in each year group because the School was heavily oversubscribed from within its designated area (the catchment area). The expansion was undertaken, despite the fact that Springfield Primary School is on a very small site and is bounded on two sides by a canal and a main road, because it was the best solution for the families living in that area. However, the LA considers that Springfield Primary School has now reached its maximum capacity. Therefore the LA must look elsewhere to provide additional places.

Since the Brooklands catchment area borders the Springfield catchment area and, in particular the area most affected by oversubscription in the Springfield area, the LA proposes to provide 20 additional places at Brooklands Primary School to ensure sufficient places for the families living in the Springfield and Brooklands catchment areas. The LA considers that the creation of these 20 additional places will be sufficient to meet any low level oversubscription at Brooklands Primary School and to accommodate any children that

may live in the area where the two catchment areas meet. Therefore, the LA proposes to create a joint corridor along Marsland Road, where the two catchment areas meet, that will give priority for those residents at both Brooklands and Springfield Primary Schools. This will ensure that the LA's limited resources are used efficiently by targeting the funding at one project that targets additional places where they are most needed.

Alternatively, it is suggested that the LA should consider a two tier catchment area which would place all properties in the current Brooklands catchment area in a higher category than the properties in the proposed joint corridor despite the fact that some of these properties are closer to Brooklands Primary School.

Whilst the School Admissions Code owns that it does not provide a definitive list of acceptable oversubscription criteria it does provide a short list of criteria that must not be used. The list does not expressly disallow the use of multiple catchment areas. Therefore, it would not necessarily contravene the School Admissions Code to have multiple catchment areas except that, to the list must also be added the principle that admission arrangements must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation.

Given that the 20 additional places is thought to be sufficient, it would be difficult to justify the use of a two tier catchment area as fair and objective, rather it would seem to be a subjective option that employs a hierarchical categorisation that would disadvantage any preschool children that may live closer to Brooklands Primary School from 2017 onwards for no good reason. This would not be compliant with the principles of the School Admissions Code.

It may be expected that the parents of pre-school children currently resident in the Brooklands catchment area would wish to seek a guaranteed place for their children. However, for that very small group of properties that have occasionally been affected in the past, there can be no guarantee that places will be available in the future without the provision of 20 additional places.

It is important to note that the LA has an equal duty to all the families in the central Sale area and must seek a solution, or solutions, for all those children that cannot achieve a place at a local school. Therefore the LA's proposal is designed to provide sufficient places for ALL the children in the catchment area by providing 20 additional places.

The number of actual children that may possibly be affected as a result of the change can only be a very small number and even then only if the 20 additional places prove to be insufficient. Since the proposal is to take effect from 1st September 2017 it can only affect the priority for any children born between 1st September 2012 and 1st September 2017. Whilst the LA does not hold data on the number of children that currently fall into this age group it can only, at this point, include children born between 1st September 2012 and 1st September 2016 at the most since the remainder cannot yet be known. Since the LA continues to give priority to catchment area siblings, any younger siblings resident in the current catchment area can be virtually guaranteed a place at the School since it is extremely unlikely that there would ever be more than 90 siblings applying for a place at the School.

In addition to the particular circumstances in central Sale, Trafford, as the admission authority for all community and voluntary controlled schools, adopts a set of simple and commonly used oversubscription criteria to be employed across all its schools.

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order[1]. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
2. Children who live in the catchment area of the requested school who will have a sibling attending the requested primary, infant or partner junior school at the time of the applicant's proposed admission (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit).
3. Children who live in the catchment area of the requested school.
4. Children, who live outside the catchment area of the requested school, with a sibling attending the requested primary, infant or partner junior school at the time of the applicant's proposed admission (This includes half/step/adopted/foster brothers or sisters, and any other children, who are living at the same address as part of the same family unit).
5. Children who live nearest to the requested school, calculated in a direct straight line from the child's permanent place of residence to the school measured using property co-ordinates provided through a combination of the Trafford Local Land and Property Gazetteer (BS7666) and Royal Mail Postal Address Information. In the case of a child living in a block of flats, the distance will be measured in the same way.

These arrangements, which have been in place, unchanged, since 2007, can be easily seen to provide a fair and objective process where children that live nearer to a school have priority. The arrangements provide consistency, clarity and a reassurance about how the process will work in the future.

Therefore it would not be reasonable or objective to contrive a set of criterion with the sole aim of giving priority to children that are either not yet born or not yet resident, over other such children that will actually live nearer to the School.

COMMENT 7

1. As a local resident and the mother of a five year old who already attends Brooklands Primary School and a three year old, we walk to school most days, I have concerns over the road safety. The roads around Brooklands are treacherous for parents walking children to school. Cars are parking by mounting the kerbs, driving to fast past the school which is narrow due to cars both sides, and parking on double yellow lines/ chevrons. My three year old was nearly knocked down by a parent last year, who was parked on the kerb and their wing mirror tapped him on the head when the car moved. I am extremely concerned with the addition of 20 extra places per year for seven years which would be an extra 140 pupils therefore the traffic problem getting much worse and much more dangerous. What would the council be doing to get this problem under control?
2. The provision for before and after school places is over stretched and over subscribed as it is with an extremely long waiting list. What provision would be made for this with the expansion of the school?
3. Brooklands Primary School is 'bursting at the seams'. Are there building plans for us to see how the addition of an extra 140 pupils over the next seven years is going to happen without it impacting on the current outside space. The canteen alone is not equipped to deal with the extra pupils, and the classrooms are small. How are you planning to expand/extend the school to increase capacity?

Whilst i appreciate that Trafford Council have a responsibility to ensure enough Primary school places for Trafford residents I believe the concerns i have raised are genuine and i would not be in favour of plans to expand the school unless these concerns are mitigated by concrete and realistic solutions.

RESPONSE 7

1. Increased traffic is a valid concern. The highways team will look at the current situation and surveys will be carried out to estimate the increase in traffic. This will be done in conjunction with consideration of the School's Travel Plan to see what strategies can be implemented to reduce the number of car journeys to school.
2. Although no outline plan for the expansion of the School is yet available, it is anticipated that the provision of increased spaces at the School will provide the current on site provider with increased accommodation to allow the provision of facilities for additional pupils commensurate with the increased number of pupils at the Schools
3. Amey's Major Projects team is currently carrying out a feasibility exercise on the expansion of Brooklands Primary School. They will consider which parts of the school need bigger spaces to accommodate the increase in pupil numbers. All spaces will be looked at including the hall and dining spaces. Once it is determined that Brooklands Primary School will provide the additional places, more detailed plans will be considered. The physical expansion of the School will then be subject to further consultation as part of the routine Town and County Planning processes.

COMMENT 8

I am contacting to object to the expansion of the catchment area for Brooklands Primay School. We live on Rowan Avenue and feel that if the expansion proceeds then it is likely that our child will be placed on a lower priority for a place due to the location of our home. If there is a formal process that I can undertake to support my objection to the proposed expansion please do not hesitate to contact me.

RESPONSE 8

In making this proposal the LA seeks to meet the needs of all the families in the area and does not intend to disadvantage any. The LA considers that the creation of these 20 additional places will be sufficient to meet any low level oversubscription at Brooklands Primary School, as has been experienced in recent years, and to accommodate any children that may live in the area where the two catchment areas meet, which is within a reasonable distance of Brooklands Primary School.

COMMENT 9

I have recently been made aware, through a friend, of the proposals to increase the number of places available at Brooklands Primary School and to expand the catchment area. I live in the current catchment area and have a child who will be starting school in the 2017 intake. I fully support the brilliant and much-needed move to increase places. However, I can only see that all the benefit of doing this will be wiped out by the proposal to increase the catchment area. As such, I have examined the proposal in detail and have several objections, questions and suggestions.

Objections:

- 1.1 I object that Brooklands Primary School is the sole school to have been asked to resolve the oversubscription issue at Springfield Primary, which also borders five catchment areas for similar non-religious schools (Moorlands, Templemoor, Park Road Sale, Wellfield and Woodheys). I have observed that ALL residents living in four of these catchment areas live within the catchment areas of two schools (i.e. Moorlands and Templemoor share the exact same catchment area. Park Road Sale and Wellfield also share the exact same catchment area). Therefore, people living in these catchment areas already have an excellent chance of getting in one of their CA schools (by fulfilling at least Criteria 3 of the Admissions Procedure in TWO schools), whereas the majority of the current Brooklands catchment area only lives in the catchment area for ONE school, thus already reducing our chances. I believe it is unfair to place additional pressure on the Brooklands catchment area.
- 1.2 Six other schools are cited in the proposal as having increased the number of places that they offer, but I do not believe that any have increased their catchment area as well. I therefore object that Brooklands is being singled out to do this.
- 1.3 The proposal document states that in 2015, "Two community schools in Sale could not accommodate all the catchment area children that had expressed a preference; Brooklands Primary School and Springfield Primary School." I object that one of the worst affected schools (Brooklands) is being asked to support another of the worst affected schools (Springfield). I believe Brooklands should be given the same fair opportunity to support all of its current catchment area by offering the 90 places to them. Other schools in a better current position should be asked to support the Springfield issue.
- 1.4 I have looked at the worked example using 2015 data and at the moment, I disagree with the conclusion and therefore object to the principle that the change to the catchment area would result in everyone getting in one of their preferred schools. This is explained below:

On p.1, it states that 79 children in BPS catchment had BPS as their 1st, 2nd or 3rd choice in 2015. Although there are 88 children overall in the CA (Table on pg2). The bottom of p.3 says that 17 children live in the proposed streets (meaning up to 17 could have put Brooklands first if they felt they were in with a strong and better chance of getting in and liked the school). Yet, on the final page, under 'At Brooklands Primary' it seems to suggest that under the proposed changes, everyone gets in (including 5 children from the new area). How can you assume that out of those 17, only 5 would express a preference for Brooklands if they were actually IN the catchment area? Based on the current catchment area, 79/88 (i.e. 90%) wanted Brooklands – 90% of the children in the new streets may want Brooklands too (=15 children). $79 + 15 = 94$, meaning 4 children would be without places at Brooklands and most likely these would be in the current catchment area.

Questions:

- 2.1 Why can't the catchment area stay as it is? Children in the proposed new catchment area could still enter the school via Criterion 5 of the Admissions policy.
- 2.2 Have all other schools that increased headcount also increased their catchment area?
- 2.3 Please could you also clarify whether Springfield has 90 places or 125 (text suggests 90, but the table at the top of p.2 suggests 125?)
- 2.4 What are your forecasts for 2017?

Suggestions

I am sure you have considered multiple angles, but I would like to make the following suggestions for your consideration:

- 3.1 Expand the school and leave the catchment area as is, allowing Springfield CA children to get a place under Criterion 5 of the Admissions policy
- 3.2 Expand the CA of other schools that have increased their places AND where the children are already in the CA for TWO schools and have TWO chances of getting in their CA schools.
- 3.3 If the CA MUST be expanded, for a reason of which I'm not aware, expand it at the far end of the catchment area, thus allowing the current catchment area to have priority through the 'distance from the school' element of the admissions policy.

I am very open to hearing any evidence to the contrary of the points above and in fact would welcome the open dialogue. However, in the mean time, please can you accept my objections and respond to my questions?

RESPONSE 9

- 1.1 In order to ensure the best provision for its families, the LA annually reviews admission outcomes for its residents, considering the effectiveness of catchment areas and the feasibility and affordability of schools for expansion. Since the Governing Body of Brooklands Primary School had previously approached the LA proposing that the LA consider the expansion of Brooklands Primary School, the School was included the LA's considerations.

Moorlands Junior School is a junior school and Templemoor Infant School is an infant school. Therefore this is not a shared area since the two schools are partner schools providing Infant educational provision and Junior provision to one area. This means that parents don't have the choice of two schools, as suggested.

Wellfield Infant and Junior School are also partner schools and share an area with Park Road Sale Primary School. These two areas were combined, not to give the families a choice of schools, because children resident in the Park Road Sale catchment area could not achieve a place at that School and could not achieve a place at any other school within a reasonable distance. Families in that joint area that live closer to Wellfield Infant school have usually been unable to achieve a place at Park Road Sale Primary School.

- a. Brooklands Primary School has not been singled out, rather the Governing Body asked that the School be considered in the LA's plans for expansion.
- b. Funding for the expansion of schools can only be afforded where the proposal meets the requirements of Basic Need Funding and can, therefore, be funded from the LA's Basic Need Allocation. The Basic Need Allocation received by LAs is provided to meet the basic need for school places in an area. The, admittedly high, level of oversubscription in the Brooklands catchment area does not routinely impact on the families living in the Brooklands catchment area and, when it does, this is usually at a low level. This low level, when it occurs, would not usually trigger an expansion on the grounds of basic need. However, when combined with the low level also experienced in the neighbouring catchment area, Springfield, the numbers become more significant.

- c. It is correct to say that predicting the pattern of applications in the future is very difficult. It is also difficult to accurately predict the number of children that might move into or out of the area in the future. However, monitoring of both these issues are on going, and any shortage of places in the future will have to be addressed as they are now.

In the short term the LA can only rely on the data it holds. The example given shows what would have happened in the 2015 admission round if 20 additional places had been available and the joint area was in place. Of course Brooklands Primary School is a very successful and highly popular school. However, Springfield Primary School, St. Joseph's Catholic Primary School and St. Mary's C.E. Primary School are also outstanding schools and contribute to the provision of places in the area. Just as it is difficult to predict the pattern of applications, it is difficult to justify a presumption that all these schools would be a second preference to Brooklands Primary School, particularly since some of these children will be younger siblings and will have older siblings already attending a school or might have a commitment to a faith education that would be provided by the faith schools.

- 1.2 Where it is appropriate to amend a catchment area then this is done. For example, oversubscription in the Altrincham area led to a significant number of children in the catchment areas of Bollin Primary School and Stamford Park Infant School, unable to achieve a place at their catchment area schools. Bollin Primary School did provide scope for expansion whilst Stamford Park Infant, an infant school on a very restricted site, did not. Therefore Bollin Primary School was expanded and the two catchment area combined to ensure that all the children had priority for the additional places.

In Stretford, oversubscription at Seymour Park Primary School left a significant number of children without a school place. However, the restricted site of the School and the particular design of the building meant that the School was not suitable for expansion. Therefore 2 neighbouring schools, Kings Road Primary School and Old Trafford Primary School, were expanded and the 3 catchment areas were combined into one to ensure priority in the area for all children at one of the 3 schools.

At Park Road Primary School in Sale, oversubscription was a significant problem year on year, where children that lived within sight of the School were unable to achieve a place there. This was alleviated somewhat by surplus places at Springfield Primary School. However, increased oversubscription at Springfield Primary School meant that children from the Park Road catchment area could no longer achieve a place there either. Therefore, the Park Road catchment area was combined with the Wellfield catchment area to ensure that the children in the Park Road area had priority at a local school. It was also the case that some of the properties in the Wellfield catchment area were closer to Park Road Primary School than some of the properties at the furthest extremes of the Park Road catchment area.

- 1.3 As previously reported, Brooklands Primary School is proposed because the Governing Body asked that the School be considered in the LA's plans for expansion. The limited resources available to the LA mean that expansion plans can be pursued where they relate to the provision of additional places where they are required.
- 1.4 The proposal does not guarantee that "the change to the catchment area would result in everyone getting in one of their preferred schools". However, the LA considers that the proposal represents a reasonable proposal to ensure sufficient places for all pupils in the area at this time, based on the information available to the LA at this time.

It is correct to say that predicting the number and pattern of applications in the future is very difficult. Since the application process starts in the September before a child's 4th birthday and data is only provided annually in January, data can only be available for 3 full years. It is equally difficult to accurately predict the number of children that might move into or out of the area in the future so affecting that accuracy of that data. Therefore the LA can only rely on the data it holds. That data shows that the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area and that In the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

The example given in the published proposal does not purport to be a prediction, rather it is an illustration of what would have happened in the 2015 admission round if 20 additional places had been available, the joint area was in place and the pattern of applications had been the same. This was provided by using the actual 2015 data with amended priority for the actual applicants and adding 20 additional places at Brooklands Primary School. In that example all the children living in the proposed area (the current and the additional area) would have achieved a place at Brooklands Primary School, all the applicants resident in other areas, with an older sibling already attending the School, would have been allocated a place at the School and 3 children resident in other areas (including 1 Manchester resident) would have been allocated a place at the School. However, at Springfield Primary School, 2 children resident in the Springfield catchment area still would not have been allocated a place at Springfield Primary School.

Response to Questions

1. If the area remains unchanged the additional places may be allocated to other children that could have achieved a place at their own catchment area school.

If the area remains unchanged, children living in the affected area will be considered under category 5 of the oversubscription criteria. This means that all Category 4 children, that is children that live outside the area, that had been able to achieve a place for an older sibling in the past, will achieve places before them. Trafford's commitment to local schools for local children does not give priority to these children over local children and all parents are warned that the allocation of a school place at a school outside the area does not guarantee a place for any younger siblings. In addition, any child that lives closer to School, measured in a straight line, that lives closer will also get have priority e.g. children that live very close to the School, on the opposite side of the railway and the canal with no direct route across or children resident in the Manchester administrative area. Since Trafford has very limited resources, yet must still meet its statutory duty to provide places within a reasonable distance from home, this would not represent an efficient use of its resources.

2. No.
3. Springfield Primary School is a school where the admission number is 90. The Springfield catchment area is an area served by community and faith schools that provide 125 places in total.

4. The Forecast for 2017, which is based on data received in January 2015, shows 52 children resident in the Brooklands and the Brooklands/Heyes Lane catchment areas. This will be recalculated when the next data is received in January 2016.

COMMENT 10

I wish to register my objection to the enlargement of the catchment area for Brooklands Primary School. I will also be in touch with my local councillor about this matter.

RESPONSE 10

Your objection is noted and I will forward your comments to Trafford's Executive for consideration.

COMMENT 11

As someone who's family will be affected by a current proposal, re changing Brooklands School Catchment area we are very disappointed to have just found out about this consultation by chance. I would like an explanation for the lack of information on the schools web site and on the consultation. As my 3 year old daughter will be affected this is not acceptable and shows the consultation is flawed.

I most strongly object to the changes. We moved here 10 years ago and visited the school for an open day recently when we were told we would be almost guaranteed a place at the school, information on the school web site at the time supported this. I don't think it is acceptable to suddenly make changes like this if those affected who pay tax and council tax object to them. I think we live just outside the proposed new circular catchment area on Craddock Road, but due to road layout we would have a shorter journey to school than many in the new catchment area even if they are nearer as the crow flies. I can't see primary kids and parents walking across a muddy field to school, can you? Schools should serve estates, if all catchments were circular there would be too much overlap. As my daughter won't be going in the nursery year and doesn't have an elder sibling at the school it's not acceptable that we could now not get a place at the school as others would be given preference with the changes. I also know the catchment area is a selling point used by estate agents. This is very concerning as a home owner.

I would like my concerns to be addressed and to be assured these changes will not go through and mean my daughter has to go to a different school.

RESPONSE 11

In the first instance it is important to note that the catchment area has not been reduced and has certainly not been changed to a circle around the School. Rather it is the case that the Local Authority is proposing to add a shared area to the catchment area. This shared area relates to properties along and off Marsland Road. At the same time the LA is proposing to expand the School to provide 20 additional places in each year group. The actual proposal can be viewed or downloaded from Trafford's website and a link is provided so that you can view the correct information:

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

In relation to consultation; the governing bodies or trusts of all Trafford maintained and state funded schools, Ward Councillors, neighbouring LAs and diocesan representatives from the

Diocese of Chester, Manchester, Shrewsbury and Salford were advised that consultation would take place between 2nd November 2015 and 31st December 2015 and that consultation documents could be viewed on Trafford's website.

Notification of the consultation was sent to the Headteacher and Governors at Brooklands Primary School and was included in Trafford's weekly update for childcare providers and also through social media channels for both early years providers and parents.

An announcement was made in two local newspapers advising "relevant parents" and "other groups with an interest in the local area (for example, community groups)" that consultation papers were available on Trafford's website.

The School Admissions Code advises that admission authorities **must not** provide any guarantees to applicants of the outcome of their application. However, it should be noted that the LA is the admission authority for Brooklands Primary School not the School. Nevertheless the LA would not recommend that any school should advise parents that they can "be almost guaranteed a place" since the pattern of applications may not allow all children to be allocated a place, particularly in the case of a parent that lives on Craddock Road, applying for Brooklands Primary School. This is because, although it is the case that the School has not been routinely oversubscribed from within the catchment area, this means that the catchment area (as defined by Trafford not by a circle around the School) children do usually achieve a place at the School, Craddock Road is one of those roads that have been affected when the School has been oversubscribed in the past. In fact in the 2015 admission round applicants living on Craddock Road could not be allocated a place. However, the LA considers that the provision of 20 additional places will be sufficient to allow these families to achieve places in the future.

It should also be noted that whilst catchment area children with siblings do have priority over other catchment area children, attending the Nursery does not offer any priority in the oversubscription criteria.

COMMENT 12

I am emailing to raise my concerns regarding the proposed changes to Brooklands Primary School catchment area.

Whilst I fully support the expansion of and investment in facilities at Brooklands Primary School, I have a number of concerns which I feel the need to raise directly.

These concerns are:

It is my understanding that the newly *proposed joint catchment area corridor between the current Brooklands catchment area and the current Springfield catchment area, where all children resident in that corridor will have catchment area priority at both schools (Trafford Council Proposed Amendment document)* will unfairly prioritise the needs of people in this joint area above and beyond those within the existing catchment area. My concerns specific to this are:

- These children then have priority into 2 schools, existing catchment area pupils only to 1 school
- The newly proposed catchment area will see a greater number of houses closer to school as the crow flies within catchment, thus again, unfairly affecting children already within current catchment to the South and East of school
- In the event of Brooklands being oversubscribed, children living to the South and East, yet within the current catchment area, may already have reduced chances of accessing both Brooklands and other schools due to geographical distance from those schools.

Could the council please answer as to whether it is legal to prioritise one part of a catchment above and beyond another part?

Additionally, I would like to see a greater, more thorough assessment of statistics than illustrated in the initial document, to both understand the current demand, as well as the future expected demand on school places.

In relation to expansion more generically, I would like a response from Trafford Council in terms of how they propose to manage the flow of traffic around school. This is already overcrowded and potentially dangerous for our children due to congestion.

Finally, I have copied this email to my local Brooklands councillors in an effort for the council to appreciate the extent of concerns locally, both from myself and other community members.

Many thanks for your consideration of my comments and I look forward to hearing from you.

RESPONSE 12

The Local Authority (LA) has a duty to provide sufficient places in its area to accommodate all children living in the area. In order to provide sufficient places for all pupils living in the Sale area the LA has to consider how to create additional places and where those places might most effectively be provided. Since the Governing Body of Brooklands Primary School had already approached the LA with a view to the possible expansion of the School, the LA was happy to consider the School as an option to provide the additional places required. However, funding for the expansion of whichever school, or schools, provides the additional places, will be provided awarded to the LA on the basis of basic need. The Basic Need Funding Allocation is awarded to LAs by the Department for Education. It is not the intention of this funding stream to create surplus places or to improve the facilities at a school, although this does often occur as an added bonus, but to meet the basic need for school places in an area.

It is correct to say that children living in the proposed joint corridor will have priority at both Brooklands Primary School and Springfield Primary School. However, it is not unusual for a child to have priority at more than one school, even aside from the fact a child may also have priority at a faith school that serves the area, there are many areas in Trafford that are shared by 2 or more community schools. In fact a number of addresses that have priority for Brooklands Primary School under the current arrangements also have priority at Heyes Lane Primary School.

However, alongside this change, the LA proposes to provide 20 additional places at Brooklands Primary School and considers that this will be sufficient to provide places for all the children in the current and proposed area. Since meeting the needs of all these children is the object of the exercise, those children in the proposed area, where some of the properties are closer to Brooklands Primary School, are not secondary in the considerations of the LA, rather they are equal in consideration to the children living in the Brooklands catchment area and need to be considered in the same way.

The overarching principle of the School Admissions Code is that admission arrangements must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation. Given that the 20 additional places are provided to meet the needs of all the children, there can be no justification that the use of a two tier catchment area might be fair and objective, rather it would seem to be a subjective option that employs a hierarchical categorisation that would disadvantage any preschool children that may live closer to

Brooklands Primary School from 2017 onwards for a subjective reason. This would not be compliant with the principles of the School Admissions Code.

The LA receives GP data on the number of children resident in Trafford. This is provided annually in January. Since the application process opens in the September before a child's 4th birthday the LA only ever receives 3 full years data. Predicting the number of children that might move into or out of the area after that data has been received is very difficult and it is also difficult to accurately predict the pattern of application. Unless oversubscription is particularly high or low, it is difficult to predict what the demand will be. Consequently, the LA can only rely on the data it holds. That shows that Brooklands Primary School has never been oversubscribed to the extent that 20 catchment area children could not achieve a place at the School. In fact, the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area when 3 children living in the Brooklands catchment area, that listed Brooklands Primary School as the preferred school, could not be allocated a place at the School.

In the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

Increased traffic is a valid concern although it is anticipated that all the places will be allocated to children living within reasonable walking distance of the School. Trafford's Highways Team will look at the current situation and surveys will be carried out to estimate any increase in traffic. This will be done in conjunction with consideration of the School's travel plan to see what strategies can be implemented to reduce the number of car journeys to School. Ultimately the final plan for the School will need to meet all the requirements of the Town and County Planning Application process.

COMMENT 13

The expansion of Brooklands Primary School is clearly needed to address oversubscription in the area caused by rising demand on Primary places. This has affected families in the Brooklands area for many years.

However, the introduction of the proposed joint catchment corridor is potentially detrimental to many existing residents of the Brooklands catchment area. The houses to be added will have priority over many houses in the existing catchment area, due to distance. We feel that existing catchment residents should have priority access to additional places created by the expansion of their catchment school.

RESPONSE 13

It is important to note that the expansion of Brooklands Primary School is driven by the Local Authority's (LA's) duty to provide sufficient school places for the children that live in its area. Brooklands Primary School is a very popular School that is oversubscribed every year. However, that oversubscription does not usually affect the children that live in the designated catchment area. The 2015 admission round was the first time in the last 3 years that the School was oversubscribed from within its catchment area when 3 children living in the Brooklands catchment area, that listed Brooklands Primary School as the preferred school, could not be allocated a place at the School. However, in the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children

that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

In order to provide sufficient places for all pupils living in the Sale area the LA began to consider how to create additional places and where those places might most effectively be provided. Although not routinely oversubscribed from the catchment area, the Governing Body of Brooklands Primary School approached the LA with a view to the possible expansion of the School and the LA was happy to consider the School as an option to provide the additional places required. However, funding for the expansion of a school in the current climate can only be considered if that expansion meets the requirements of "Basic Need"; that is that the expansion provides places in an area of need. The Basic Need Funding Allocation is awarded to LAs by the Department for Education specifically to cover a shortfall of places and is not intended to create surplus places or to improve the facilities at a school, although this does often occur as an added bonus.

The overarching principle of the School Admissions Code is that admission arrangements must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation. Given that the 20 additional places are provided to meet the needs of all the children in the area, there can be no justification that the use of a two tier catchment area might be fair and objective, rather it would seem to be a subjective option that employs a hierarchical categorisation that would disadvantage any preschool children that may live closer to Brooklands Primary School from 2017 onwards for no good reason. This would not be compliant with the principles of the School Admissions Code.

In your comments you propose that "existing residents" should have priority for the additional places although you concede that some children living in the proposed area will live closer to the School than some "existing residents".

Some existing residents may argue that they should have priority for places in the future because they already have an expectation of priority for their children. However, since the proposal will not take effect until September 2017 only a very few parents might reasonably have that expectation for their pre-school children. The younger siblings of catchment area children already attending the School will not be affected by the change and will still have priority over other catchment area children and the provision of 20 additional places is considered to be sufficient for all families into the foreseeable future. Families moving into the current catchment area after the determination of the 2017 admission arrangements, which must be completed by 28th February 2016, can have no expectation of having priority at the School since the new arrangements would be in place before their removal into the area. There can be no justification that these parents should have priority over children that live nearer to the School.

COMMENT 13 ADDITIONAL COMMENTS

My instant response is that my daughter is in year 5 and we are planning to have a second child. How would my second child be guaranteed a place if the proposed areas crowd out residents in the current catchment farther away from school? Those proposed areas are close to Brooklands as well as to Springfields. I would wish I had moved to this lucky proposed area.

Pupil yield of the proposed areas is also set to rise in years to come, should the proposal be approved. The expansion will almost certainly attracts more applications to Brooklands from the added area in years to come due to its closeness, adding to the already high ratio of

pupil yield (nearly 5% in 2015) in this area. This would further disadvantage the residents in the current catchment, especially those living further away from school.

I also note that Springfield became oversubscribed again in 2015 (only two years after the expansion), despite in 2014 (one year after the school expansion) it was undersubscribed. This phenomenon is likely to repeat at Brooklands if the expanded catchment is approved. The proposed catchment expansion does not help this situation, rather it exacerbate this situation by attracting more family with school-age children to move into this area.

Would not it be better to keep the current Brooklands catchment, but offer priority to those from Springfield catchment when council allocating spaces to off-catchment applicants should Brooklands is not over subscribe.

I believe the proposed catchment expansion is too dramatic to residents in the Brooklands catchment. 341 houses is more that 15% of the number of residencies in the current catchment of Brooklands. It is destined to send a big impact to families in the current catchment, who made up their mind years ago to move into this catchment, in the hope that their children could be admitted to this particular school.

COMMENT 14

Please receive by objection concerning the enlargement of Brooklands Primary school catchment area.

I believe the residents of Brooklands area should have priority to the additional spaces due to be created by the expansion.

I also need to comment on the crazy parking situation on Framingham road in sale (near to Brooklands school) from Woodbourne rd, up to Brooklands Station. I am sure you have received complaints already regarding this matter. The cars parking (all day) on one side of Framingham rd, presumably using the metro, are causing major problems for the flow of traffic. It is very difficult for two cars to get past one another. Can the council please try to resolve this, maybe by issuing permits for the residents and having restricted parking please. Surely the whole point of the Metro system is getting people to walk to their nearest station!

RESPONSE 14

The Local Authority (LA) is proposing to provide 20 additional places in order to ensure sufficient places for all the children in the current and the proposed area. Although it is proposed to provide those places at Brooklands Primary School it is important to note that the places are provided as a result of the LA's duty to all the families in the current and the proposed area.

The School Admissions Code requires that admission arrangements must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation. Given that the 20 additional places are provided to meet the needs of all the children in the area, there can be no justification for prioritising children in the existing area over other children that live closer to the School. This would not be compliant with the principles of the School Admissions Code.

Increased traffic is a valid concern although it is anticipated that all the places will be allocated to children living within reasonable walking distance of the School. Trafford's Highways Team will look at the current situation and surveys will be carried out to estimate any increase in traffic. This will be done in conjunction with consideration of the School's travel plan to see what strategies can be implemented to reduce the number of car journeys to School. Ultimately the final plan for the School will need to meet all the requirements of the Town and County Planning Application process.

COMMENT 15

On behalf of the governors of Park Road Sale Primary School please find our response to the Consultation on the Proposed Admission Arrangements 2017 for Trafford community and voluntary controlled schools 2017. In particular we would like to comment on the proposal to increase to the admission number of Brooklands Primary School from 70 to 90. As one of several outstanding primary schools in the Sale area, we have direct experience of the pressure on families arising from the oversubscription for primary school places. We therefore strongly agree that further places are necessary in the Sale catchments.

We note with interest the shortfall in places described in the Proposal, building up to a combined shortfall of 16 places between Brooklands and Springfield School catchments. We agree that such a significant shortfall requires a remedy, and observe that the recent

expansion to Springfield School appears to leave little space for further expansion there. We therefore support the decision to consider expansion of Brooklands School.

For our part we have for many years had to turn away pupils within our catchment who have put us as their 1st preference. Prior to our decision to in 2014 to expand from 30 in take to 45 we had to turn away 35 pupils from within our catchment who had us their first preference, including many children who we had been able to accommodate in our nursery. For the 2015 intake, even after our expansion, we still had 7 children within our catchment who put as first choice that we were not able to provide with a place. (Overall there were 14 children with us as 1st choice that we could not accommodate). We understand that the applications to date for 2016 suggest that this problem will continue next year. We feel this will be exacerbated further with the continued developments within our catchment including the nine 4/5 bed houses on Atkinson Road; the six 3 bed and 88 apartments at Jacobs House; five 3 bed and 34 apartments on the old Wagon and Horses site; plus a number of smaller developments. .

We therefore very much welcome the statement in the Proposal "Trafford continues to consider schools suitable for expansion in accordance with the sufficiency of places in each area". Park Road Sale was able to self fund our expansion of an additional 15 places in 2014 and are keen to explore with Trafford Council further opportunities to provide extra places to address the problem of oversubscription and try to meet the preferences of parents in our catchment area and generally across Sale.

We believe that the Council will have to make further decisions about where to fund additional school expansions in the Sale area. We ask them, as they make those decisions, to be cognisant of the strong desire by families and government to support parental choice, and the importance of spending limited public funds on the most efficient solutions. The governors of Park Road Sale Primary School are keen to provide the Council with potential for extra school places and any support we can provide in that process

RESPONSE 15

The consultation process closes on 31st December and the final decision will be made through Trafford's Democratic Process. In the meantime your comments will be forwarded to Trafford's School Places/Capital Group for further consideration. All consultation comments and responses will be published on Trafford's website and will be forwarded to the decision maker for consideration.

COMMENT 16

I am writing to object to the planned expansion of catchment area for Brooklands Primary School.

As a resident of Esher Drive (who moved to the area with schools in mind), I am concerned that the planned changes disadvantage people like ourselves, as many houses in the proposed expanded catchment area would actually be nearer to Brooklands school than we are, and as such would have priority.

I am aware that we are also in the catchment area for Heyes Lane, which I would be reluctant to send my daughter to due to the long drive up to Brooklands roundabout, into Timperley and down Park Road.

I feel as though these changes prioritise the needs of residents in the Springfield catchment area rather than the Brooklands catchment area. Existing residents should surely be given priority?

Please consider my objection. I look forward to hearing from you.

RESPONSE 16

It is not the intention of the Local Authority (LA) to prioritise or disadvantage one group of residents against another, indeed this is disallowed by the School Admissions Code, rather it proposes to provide 20 additional places to meet the duty that Trafford has to all the families in the area. Applicants from the proposed joint area will be considered under Category 3 of the LA's oversubscription criteria; that is children living in the catchment area. However, any that live closer to the school will naturally be ranked higher than other Category 3 children that live further away. However, this will only happen in the event that there are more children in the 3 areas combined; that is the Brooklands catchment area, the joint Brooklands/Heyes Lane catchment area and the joint Brooklands/Springfield catchment area.

Joint catchment areas are not unusual in Trafford (see list below) and have usually been employed to meet the needs of families that live within a reasonable distance of both schools, or where provision at one school is not sufficient. In the latter a joint area is used to ensure that surplus places at one school can be prioritised for applicants living in the area of an oversubscribed school.

- Bollin/Stamford Park Joint Catchment
- Brooklands/Heyes Lane Joint Catchment
- Cloverlea/Well Green Joint Catchment
- Firs/Woodheys Joint Catchment
- Flixton/Urmston Joint Catchment
- Heyes Lane/Cloverlea Joint Catchment
- Kings Road/Old Trafford/Seymour Park Joint Catchment
- Park Road/Wellfield Joint Catchment (Sale)
- Park Road/Willows Joint Catchment (Timperley)
- Victoria Park/St Matthew's Joint Catchment

COMMENT 17

I have read the consultation document regarding the proposal to increase the intake of pupils at Brooklands Primary School from 70-90 pupils and to change the catchment area.

I do have a concern about increasing the intake size. Woodbourne road already struggles to cope with the volume of traffic created by the drop-off and pick-up of pupils. There is only one way into/out of the road so it creates a significant bottle-neck with people parking on double yellow lines and double parking on both sides of the road and it is extremely difficult to leave Woodbourne road at certain hours of the day.

As a resident of Woodbourne Rd and someone who walks with her children to the school every day I am already acutely aware of how unsafe it is at times to walk down the road and the difficulties the pressure of traffic puts on this road. Indeed, last year a pupil was knocked down by a car and broke his ankle.

What provisions will be made to cope with the extra traffic? It is not an option to do nothing.

My second point is that I do think it is grossly unfair to change catchment areas. There are some residents currently in catchment who will be disadvantaged under the new proposals. It appears that the benefit is all for parents who are currently in Springfield catchment and there is actually no benefit to parents currently in Brooklands catchment. I understand the maths has been done to attempt to ensure that more pupils will get into their catchment school but it IS all conjecture.

RESPONSE 17

1. Increased traffic is a valid concern although it is anticipated that all the places will be allocated to children living within reasonable walking distance of the School. Trafford's Highways Team will look at the current situation and surveys will be carried out to estimate any increase in traffic. This will be done in conjunction with consideration of the School's travel plan to see what strategies can be implemented to reduce the number of car journeys to School. Ultimately the final plan for the School will need to meet all the requirements of the Town and County Planning Application process before it can be approved.
2. It is not the intention of the Local Authority (LA) to prioritise or disadvantage one group of residents against another, indeed this is disallowed by the School Admissions Code, rather it proposes to provide 20 additional places to meet the duty that Trafford has to all the families in the area. Applicants from the proposed joint area will be considered under Category 3 of the LA's oversubscription criteria; that is children living in the catchment area. However, any that live closer to the school will naturally be ranked higher than other Category 3 children that live further away. However, this will only happen in the event that there are more children in the 3 areas combined; that is the Brooklands catchment area, the joint Brooklands/Heyes Lane catchment area and the joint Brooklands/Springfield catchment area.

COMMENT 18

I have just read the new proposal to change the Brooklands School catchment area and I do believe the objections we raised last time with the proposed Sale Central Catchment still stand.

The proposal to create a joint Brooklands/Springfields catchment corridor is unfair to those of us living towards the eastern and southern edges of the current Brooklands Primary School catchment area. We will always be farther away from the school than families in the joint Brooklands/Springfield catchment.

The families in the proposed corridor will have a choice of two schools whereas we will have no choice at all but to take up leftover places, if any.

For there is no guarantee that the 20 extra proposed places will not be filled by children from the proposed joint area over the years. This may well result in the complete exclusion of The Lakes Estate and surroundings from Brooklands School catchment in the long term.

Would it not be better to leave the current catchment as it is, and perhaps introduce a clause that Springfield catchment gets second priority to any leftover places at Brooklands school?

RESPONSE 18

The LA did previously propose combining 3 catchment areas to create a Sale Central Catchment area. The intention of that proposal was to create, over time sufficient places across the whole of Sale Central to accommodate all the children resident in that area. However, that proposal did not include the addition of any places at Brooklands Primary School.

The 2017 proposal involves creating a narrow joint corridor that includes properties that are close to Brooklands Primary School both by straight line distance and by walking distance. To accommodate these 20 additional places will be provided.

The School Admissions Code requires that admission arrangements, this includes catchment areas, must be reasonable, clear, objective and procedurally fair. Given that 20 additional places are to be provided and that Brooklands Primary School has never been oversubscribed to that extent, there can be no objective reason to give children in the joint corridor a lower priority, especially since some will live closer to the school by any measure.

It is also important to note that whilst Trafford now considers that additional places are required in Sale, the proposal to provide those places at Brooklands Primary School is made following an approach from the Governing Body of the School to be considered for expansion and on the undoubted suitability of the site to accommodate this. However, to leave the catchment area unchanged would defeat Trafford's object, which is to provide additional places for its residents affected by oversubscription.

COMMENT 19

As a local resident and parent of a child attending Brooklands Primary School, I wish to object in the strongest possible terms to the proposed expansion of the Brooklands catchment area.

The school already faces pressure on places, and a number of existing catchment area streets will be further away from the school than those which you propose to add.

I believe that the school should be expanded with to accommodate the children within the existing area.

A second best option in my view would be to accept the enlargement of the catchment area but on the caveat that streets in the existing catchment area are given priority.

Your current proposals disadvantage many families who are already in catchment. I am very surprised that such given the proposals have supposedly been develop by tax payer funded professionals, such a fundamental flaw should exist.

I trust that common sense will prevail and this proposal will be amended / thrown out.

I am also copying the elected members for the Brooklands ward. As a committed Conservative voter I am unlikely to change my political allegiance without good cause, but in this instance feel assured please Councillors that my vote will be lost to the party should the proposals be passed in their existing form.

RESPONSE 19

It is important to note that the expansion of Brooklands Primary School is driven by the Local Authority's (LA's) duty to provide sufficient school places for the children that live in its area. Whilst it is the case that Brooklands Primary School is a very popular school, and that is oversubscribed every year, that oversubscription does not usually affect the children that live in the designated catchment area. The 2015 admission round was the first time in the last 3 years that the School was oversubscribed from within its catchment area when 3 children living in the Brooklands catchment area, that listed Brooklands Primary School as the preferred school, could not be allocated a place at the School. However, in the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

The School Admissions Code requires that admission arrangements, this includes catchment areas, must be reasonable, clear, objective and procedurally fair. Given that 20 additional places are to be provided and that Brooklands Primary School has never been oversubscribed to that extent, there can be no objective reason to give children in the joint corridor a lower priority, especially since some will live closer to the school by any measure.

Trafford Council and its Officers have an equal duty to all its residents and it is the intention of this proposal to meet that duty to all its residents as effectively and efficiently to all the families in that part of Sale.

The timing and duration of the consultation is not within Trafford's gift, rather it is laid down in the School Admissions Code (SAC) and associated Regulations.

The School Admissions Code states

*1.43 For admission arrangements determined in 2015 for entry in September 2016, consultation **must** be for a minimum of 8 weeks and **must** be completed by **1 March 2015**. For all subsequent years, consultation **must** last for a minimum of 6 weeks and **must** take place between **1 October** and **31 January** in the determination year.*

Trafford's consultation began on 2nd November and ran until 31st December 2015, a period of 8 weeks plus. Although the SAC does technically allow consultation to continue until 31st January, to do so would not allow sufficient time for the arrangements to be determined, through Trafford's democratic processes, by the date required by the SAC, that is 28th February.

And

*1.44 Admission authorities **must** consult with:*

- a) parents of children between the ages of two and eighteen;*
- b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;*
- c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);*
- d) whichever of the governing body and the local authority who are not the admission authority;*

- e) *any adjoining neighbouring local authorities where the admission authority is the local authority; and*
- f) *in the case of schools designated with a religious character, the body or person representing the religion or religious denomination.*

In carrying out the consultation for the 2017 admission arrangements; an announcement was made in two local newspapers advising “relevant parents” and “other groups with an interest in the local area (for example, community groups)” that consultation papers were available on Trafford’s website and was included in Trafford’s weekly update for childcare providers and also through social media channels for both early years providers and parents.

Notification of the consultation was sent individually to the Headteachers and Governors at Brooklands Primary School and Springfield Primary School.

The governing bodies or trusts of all Trafford maintained and state funded schools, Ward Councillors, neighbouring LAs and diocesan representatives from the Diocese of Chester, Manchester, Shrewsbury and Salford were advised that consultation would take place between 2nd November 2015 and 31st December 2015 and that consultation documents could be viewed on Trafford’s website.

And

- 1.45 For the duration of the consultation period, the admission authority **must** publish a copy of their full proposed admission arrangements (including the proposed PAN) on their website together with details of the person within the admission authority to whom comments may be sent and the areas on which comments are not sought. Admission authorities **must** also send upon request a copy of the proposed admission arrangements to any of the persons or bodies listed above inviting comment. Failure to consult effectively may be grounds for subsequent complaints and appeals.

The full proposals were published on Trafford’s website on 2nd November and have been updated to provide consultation comments and responses. This process is on-going and will be updated with further comments which have been received and the responses provided. All these will be considered through Trafford’s democratic processes and the arrangement finally determined by 28th February 2016.

Following determination of arrangements, any objections to the arrangements can be made to the Office of the Schools Adjudicator. Objections to admission arrangements **must** be referred to the Adjudicator by **15 May 2016**.

COMMENT 19_ADDITONAL COMMENTS

When it comes to it, however, you are playing with people's lives. In particular those people whose decisions as regards where to locate their families, and how to structure their property borrowing, are influenced by their relative location to the school. Doubtless you will spin the line that such issues are non-partisan matters from a political perspective, and you are a politically agnostic Council officer - but underlying that we both know that's complete garbage - and that these matters are a consideration. I also speak as a parent whose daughter failed to secure a place at Brooklands (nursery and KS1) without waiting list / appeal in both instances, despite being in catchment - and we were not alone in those instances, not by a long shot. Further, people ought to be upfront and covert about the reasons why Lime Tree is not an attractive school, regardless of its evident OFSTED approval - and concede that social factors are in play - i.e. snobbery.

Finally, the way the Schools themselves are treated stinks, such that they cannot take a stance against a proposal which is clearly an exercise in applying selective information / pragmatism deployed in a negative fashion to keep Manchester Council families out, employs dubious projections of future demand for places based upon no knowledge of future resident demographics (i.e how on earth do you know the structure of future residents' families) and contrary to stereotypical financial guidance positions past performance as a helpful guide to the future.

You are trading on the intransigence / distracted nature of the local community, combined with a proficiency to position people (councillors) through selective argument. While all the time not thinking of the impact on those of us currently in the catchment. And I say this as a year 4 parent who may not need to apply for a new place again, sad as that makes me given I'd love that one day.

Not sure how you sleep at night really.

Cheers

COMMENT 20

Having reviewed the details within the consultation on the proposed amendment to the Brooklands and Springfield catchment areas, we ([St. Mary's C.E. Primary School, Sale](#)) would make the following comments:

Many schools in the Sale area have expanded recently and this has resulted in the Wellfield / Park Road catchment having over-capacity (as advised by Trafford Admissions) for September 2015. This caused a lot of anguish within certain schools, including this one. As a result of the over capacity, we took children in Reception September 2015 from distances much further away than we would normally do.

We believe the suggested changes outlined in the consultation will exasperate this issue and increase the risk to some Sale schools being under-subscribed at a time when school budgets are the tightest they have been for many years. This is causing some schools, although full, to become financially unviable.

We believe the expansion of Brooklands, to the size beyond the projected need of families within the Brooklands catchment and the creation of a shared catchment between Brooklands and Springfield will result in decreased numbers of pupils available for Springfield Primary. Parents view Brooklands as a better school than Springfield and it is this mis-placed presumption that will drive the change.

As a VA school we draw pupils from the parishes of St. Mary Magdelene, St. Martin's and St. Paul's. We believe the changes to the catchment areas will have a negative impact on the number of applications to this school. Having discussed the proposed changes to the Springfield catchment area with the Board of Governors, we are not in favour of the changes.

RESPONSE 20

The expansion of Brooklands Primary School is proposed to meet the needs of families, living in the Sale area, that have been affected by oversubscription. In the 2015 admissions round, some children living in the Brooklands and Springfield catchment areas could not achieve a place at the community school that served their area. Although all the children

were accommodated at other schools, some were accommodated at schools a significant distance from their home. Oversubscription in Sale is at such a level that every reception class in the whole of Sale is currently full and one School was required to admit 15 children above its published admission number so that every child could be accommodated. It is also the case that, despite the fact that a number of vacancies existed in reception classes in Sale at the start of the 2014 academic year, there are now only 6 vacancies in Year 1 classes at 4 schools, although these are all located in the Sale West and 1 does have capacity to allocate places above its published admission number. In Sale East there is 1 vacancy in Year 1.

The consultation process closes on 31st December and the final decision will be made through Trafford's Democratic Process. In the meantime your comments will be forwarded to Trafford's School Places/Capital Group for further consideration. All consultation comments and responses will be published on Trafford's website and will be forwarded to the decision maker for consideration.

COMMENT 21, 22, 23, 24

Please can you consider my objection to the proposed changes to the catchment area for Brooklands primary school. The school is already oversubscribed and the expansion would mean that people currently in the catchment area would have less chance of their children going to the school. The expansion of Brooklands Primary school from 70 to 90 would simply help to accommodate those in the current catchment area and should not then include people currently in the Springfield catchment area.

RESPONSE 21, 22, 23, 24

In making this proposal the Local Authority seeks to meet the needs of all the families in the area and does not intend to disadvantage any. The LA considers that the creation of these 20 additional places will be sufficient to meet any low level oversubscription at Brooklands Primary School, as has been experienced in recent years, and to accommodate any children that may live in the area where the two catchment areas meet, which is within a reasonable distance of Brooklands Primary School.

The 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area. In the 2014 admissions round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

The consultation process closes on 31st December and the final decision will be made through Trafford's Democratic Process. All comments and responses will be published on Trafford's website and will be forwarded to the decision maker for consideration.

COMMENT 25

As a resident of Cumberland Road it would seem that one side of the road would be in the catchment area and the other side would be outside. I have always believed that Brooklands Primary School was for Brooklands residents and it seems unfair after all these years the boundaries should be moved.

RESPONSE 25

Please find attached a link to the Council's website so that you can be sure that you have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

It is important to note that the current catchment area has not been reduced and Cumberland Road is still in the priority catchment area for Brooklands Primary School. In fact the Local Authority is proposing to add a shared area to the current catchment area.

This shared area relates to properties along and off Marsland Road. At the same time the LA is proposing to expand the School to provide 20 additional places in each year group to accommodate these additional properties and to provide additional places in the existing area.

COMMENT 26

I am writing in regards to register my objections to the proposed changes to Brooklands School catchment area. I currently have a 5-year-old and three-year-old at the school and am naturally worried that any changes to the catchment area would affect the chances of my youngest being able to attend the same school as his older brother.

It seems preposterous that the council is trying to prioritise the needs of people in the Springfield area before those in the Brooklands area, the current catchment area is working perfectly fine and I don't see the need to change it. Existing residents already in the catchment should have priority to the additional spaces created by the expansion of the school and any extra places should then go to families further out. I do not believe that the statistics you have provided give a realistic picture and do not consider the future at all.

The expansion of Brooklands Primary School is clearly needed to address oversubscription in the area caused by rising demand on Primary places. This has affected families in the Brooklands area for many years.

The introduction of the proposed joint catchment corridor is potentially detrimental to existing residents of the Brooklands catchment area. The houses to be added will have priority over many houses in the existing catchment area, due to distance. We feel that existing catchment residents should have priority access to additional places created by the expansion of their catchment school.

RESPONSE 26

It is not the case that the Council is "trying to prioritise the needs of people in the Springfield area", rather the Local Authority (LA) is proposing that residents in the proposed area are considered as living in the priority catchment area for Brooklands Primary School. This is proposed so that the additional 20 places provided through the proposed expansion of Brooklands Primary School can be targeted to meet the needs of Trafford residents living in close proximity to the School and thereby allow the LA to meet its duty to these residents.

However, it is the case that, in the event that there are more than 90 applications from residents in the priority catchment area, priority will be determined by measuring the distance from home to school. If this ever proves to be the case it is true that the addresses in the proposed area are nearer to Brooklands Primary School than some of the existing

properties when measured in a straight line to the School. However, the proposed properties are not only close as the crow flies but are also close to the School when walking distance is measured. As an example, a property on Brogden Grove, in the proposed area, is 0.6 miles walking distance from Brooklands Primary School. Significantly, the walking distance from this address to Springfield Primary School is 0.8 miles. Therefore this property is a closer walk to Brooklands Primary School than it is to Springfield Primary School. Alternatively, two example properties in the existing area, located on Moorland Avenue and Dalebrook Road, are 0.8 miles and 0.9 miles walking distance respectively, from Brooklands Primary School. This should surely be considered by the LA when determining the appropriate school in an equal and transparent admission system.

COMMENT 27

I am writing on behalf of my parents. They are in their 90's and do not have access to a computer. They have asked me as their eldest son of three who all attended Brooklands Primary in the late 50's and 60's.

They are pragmatic people. They see some merit in increasing the number of places for children in the area and accept the merits of including children from addresses north of Marsland Road on the east side of the canal.

They do however, find it puzzling to see the planned catchment extended to the north side of Marsland Road close to Washway Road whilst discriminating against children who live on the south side of Marsland Road close to Washway Road. Surely all of these addresses should be attending the same school that currently caters for that particular area on the south side of Marsland Road. They also think it odd that the proposed catchment extends across Baguley brook into Timperley which is already served by a local primary school.

In essence, they think it best to keep the current catchment area and allocate the new places to those addresses north of Marsland Road between Hope Road and Sale Grammar School.

They do not see any merit in dividing the catchment line along Craddock Road unless it is to a fixed boundary point such as Farley Road or the current boundary point of Derbyshire Road South.

RESPONSE 27

Please find attached a link to the Council's website so that you can be sure that your parents have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

It is important to note that the catchment area has not been reduced by "dividing the catchment area along Craddock Road" and the extension to the catchment area along Brooklands Road was implemented to accommodate boundary changes in the late 1980s. Rather it is the case that the Local Authority is proposing to add a shared area to the current catchment area. This shared area relates to properties along and off Marsland Road. At the same time the LA is proposing to expand the School to provide 20 additional places in each year group to accommodate these additional properties and to provide additional places in the existing area.

COMMENT 28

I would like to register our objection to the redefined boundaries for the Brooklands Catchment Area. The redefined area appears to exclude Cromer Road and the surrounding residential area. This area consists of family homes. It is therefore greatly unfair to exclude these from the redefined area in favour of areas that are already included in other catchment areas and therefore previously excluded from the Brooklands catchment area.

RESPONSE 28

Please find attached a link to the Council's website so that you can be sure that you have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

It is important to note that the current catchment area has not been reduced and Cromer Road is still in the priority catchment area for Brooklands Primary School although it is, admittedly, one of the furthest properties from the School. You will see that the Local Authority is proposing to add a shared area to the current catchment area whilst at the same time proposing to expand Brooklands Primary School to provide 20 additional places in each year group. The shared area relates to properties along and off Marsland Road.

COMMENT 29

I would like to voice my objections to the proposed changes to the Brooklands Primary School catchment area. I have long been a resident of Sale Norris Road and previously Craddock Road, both of which are in the catchment area of Brooklands Primary. The proposed plans to change the existing Brooklands Primary School catchment area will mean my house will no longer fall within the catchment area which I find unacceptable, as the plans seems to yield little benefit to the community and more importantly little to the numbers of children that can potentially benefit from such changes, as Brooklands was already over subscribed.

The primary reason for my choice of home was the location and that it fell in the catchment area of Brooklands Primary and due to the high demand of such properties reflected in the purchase price, your plans will mean that my home will no longer fall within the catchment area and hence reduce the value of my property and many others in the same situation.

Therefore I wish to formally object to the planned changes.

RESPONSE 29

Please find attached a link to the Council's website so that you can be sure that you have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

It is important to note that the current catchment area has not been reduced and that Craddock Road and those parts of Norris Road that fall within the Brooklands catchment area are still in the priority catchment area for Brooklands Primary School.

The LA has a duty to provide sufficient school places within a reasonable distance and it is this duty that drives the proposal and I can confirm that the effect of on house prices in the area will not form part of the decision making process. Of course, living in a catchment area does not guarantee a place at a school if that school is oversubscribed. The current arrangements for Brooklands Primary School present a risk to those families living at the furthest points of the catchment area, such as Craddock Road and Norris Road, as was demonstrated in the 2015 admission round and that risk cannot be totally removed. However, since this Proposal significantly reduces the risk it may result in an increase in house prices.

COMMENT 30

Unfortunately, All our family members are all totally disagree and against with this expansion and definitely going to give our objections. The reason is lots of houses within the current catchment area are going to be affected and will be out of the 0.5 miles radius. and even these houses within the current catchment area is out of 0.5 miles radius, the Brooklands School is still the closest and most convenient school to assess. Lots of families are planing to have new babies are going to be affected unfairly.

Also, many houses are going to be added into 0.5 miles radius are actually unable to assess Brooklands School due to the road planning. For example, travel from Woodhouse lane to Brooklands Primary School is 2.8 Miles by road. We are strongly to request Trafford Council to remain the currently catchment area, and all pupils within the catchment area are still have their priority to go to Brooklands Primary School.

RESPONSE 30

Please find attached a link to the Council's website so that you can be sure that you have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/proposed-admission-arrangements-2017.aspx>

I think your reference to a 0.5 mile circle around the School relates to information that has been circulated by someone other than Trafford Council and that does not represent the proposal made by Trafford.

It is important to note that the catchment area has not been reduced and has certainly not been changed to a circle around the School. Rather it is the case that the Local Authority is proposing to add a shared area to the catchment area. This shared area relates to properties along and off Marsland Road. At the same time the LA is proposing to expand the School to provide 20 additional places in each year group.

COMMENT 31

I am writing to object to the proposed expansion of Brooklands catchment. We are planning to have a child and the added area will almost certainly crowd out this child from Brooklands' admission.

I also note that Springfield had an expansion two years ago but become oversubscribed again, which add to my worry. This expansion will further attract people to the catchment and crowd out current residents.

COMMENT 32

I am writing to express my deep concern about the proposed plans to extend the catchment area of Brooklands Primary School in parts of that of Springfield Primary School.

The plans appear to be unfair, prioritising new additions to the catchment over those currently residing there. By adding another 300+ homes to the catchment, people are being pushed further away. With places already oversubscribed, it is very worrying that these plans could make it increasingly difficult for children to obtain a place at the school.

Taking the example of children that live within the current catchment, close to the border of Timperley, they will now be moved further down the list of places as the newly added homes are closer to the school. This is very unfair as the new homes already have Springfield school and others nearby. Whereas the aforementioned homes don't have a reasonable alternative. Whilst Heyes lane is an option, it is a very inconvenient location for parents working or commuting from Sale, due to the lack of through-road going from the Brooklands area to that part of Timperley.

It is very disappointing to know that households closer to the centre of Sale are being favoured over others. As demand for school places increases in the future, we only expect this situation to get worse, causing more problems for families in the Brooklands area.

I ask you to seriously re-consider these plans and scrap them altogether. If this is not possible, I believe the allocation of a secondary catchment will be the only fair solution that will satisfy the needs of families in the area.

RESPONSE 31, 32

In making this proposal the Local Authority seeks to meet the needs of all the families in the area and does not intend to disadvantage any. The LA considers that the creation of 20 additional places will be sufficient to meet the low level oversubscription experienced at Brooklands Primary School in recent years, and to accommodate any children that may live in the area where the two catchment areas meet. Since the proposed properties are in close proximity to Brooklands Primary and, in some instances are closer to and have easier access to Brooklands Primary School than they are to Springfield Primary School it could not be considered "unfair" to include these families in the priority order for the nearest school.

COMMENT 33

The expansion of Brooklands Primary School is clearly needed to address oversubscription in the area caused by rising demand on Primary places. This has affected families in the Brooklands area for many years.

However, the introduction of the proposed joint catchment corridor is potentially detrimental to many existing residents of the Brooklands catchment area. The houses to be added will have priority over many houses in the existing catchment area, due to distance. We feel that existing catchment residents should have priority access to additional places created by the expansion of their catchment school.

We would like to see the following:

- The proposed expansion of Brooklands catchment area stopped completely to guarantee current residents' priority of having their children attending Brooklands primary school.

- A cautious and measured expansion of Brooklands primary school to accommodate the current oversubscription within the catchment.

The **proposed expansion would almost certainly remove the priority of many of us achieving a place at our catchment school, Brooklands**. This is because

- These 341 houses proposed to be added to Brooklands catchment are closer to school gate than most of the residencies in the current catchment. Families living farther away from school in the current catchment will be more disadvantaged.
- We are doubtful about the expanded capacity at Brooklands to absorb applicants from the current catchment should the expanded catchment be approved. The oversubscription at Brooklands in 2015 is 9 (3 first preference, 3 second preference, 3 third preference could not be allocated a place or at higher priority). The pupil yield in 2015 of the proposed to-be-added area is 17 (arguably many of these prefer Brooklands due to closeness). The number of extra places in the proposal for Brooklands is only 20.
- Deeply worrying is that pupil yield of the proposed to-be-added areas is set to rise in years to come, should the proposal be approved. The expansion will almost certainly attracts more applications to Brooklands from the added area in years to come due to its closeness, adding to the already high ratio of pupil yield (nearly 5% in 2015) in this area. This would further disadvantage the residents in the current catchment, especially those living further away from school.
- Also note that these proposed areas include several renting hot spots which potentially add to the pressure of admission to Brooklands.
- We are mindful that Springfield became oversubscribed again in 2015 (only two years after the expansion), despite in 2014 (one year after the school expansion) it was undersubscribed. This phenomenon is likely to repeat at Brooklands if the expanded catchment is approved. The proposed catchment expansion does not help this situation, rather it exacerbate this situation by attracting more family with school-age children to move into this area.
- A considerable number of families in the current catchment are considering having another child who will be disadvantaged by the added areas to be implemented in 2017.

We believe there are better ways to absorb the surplus of Springfield catchment. For example,

- Keep the current Brooklands catchment, but offer priority to those from Springfield catchment when council allocating spaces to off-catchment applicants, should Brooklands is not over subscribe.
- Expand Brooklands Primary School and other schools (e.g., Park Road Primary School) in the purpose to absorb surplus from nearby schools, without changing their catchment.
- Expand the catchment area of already expanded but not-over-subscribed schools to cover part of the current Springfield catchment (e.g., Lime-tree, if it is undersubscribed).

We believe the proposed catchment expansion is too dramatic to residents in the Brooklands catchment. 341 houses is more that 15% of the number of residencies in the current catchment of Brooklands. It is destined to send a big impact to families in the current catchment, who made up their mind years ago to move into this catchment, in the hope that their children and to-be-born children be admitted to this particular school.

On a final note, around 98 local residents already signed the e-petition, despite the deadline of consultation is set to be in a period in which people are busy with year-end work and preparation of holiday.

COMMENT 34

I, as a resident on Norris Road, strongly against the recent proposal of changing the catchment area in Brooklands,

We would like to see the following:

- The proposed expansion of Brooklands catchment area stopped completely to guarantee current residents' priority of having their children attending Brooklands primary school.
- A cautious and measured expansion of Brooklands primary school to accommodate the current oversubscription within the catchment.

The proposed expansion would almost certainly remove the priority of many of us achieving a place at our catchment school, Brooklands. This is because

- These 341 houses proposed to be added to Brooklands catchment are closer to school gate than most of the residencies in the current catchment. Families living farther away from school in the current catchment will be more disadvantaged.
- We are doubtful about the expanded capacity at Brooklands to absorb applicants from the current catchment should the expanded catchment be approved. The oversubscription at Brooklands in 2015 is 9 (3 first preference, 3 second preference, 3 third preference could not be allocated a place or at higher priority). The pupil yield in 2015 of the proposed to-be-added area is 17 (arguably many of these prefer Brooklands due to closeness). The number of extra places in the proposal for Brooklands is only 20.
- Deeply worrying is that pupil yield of the proposed to-be-added areas is set to rise in years to come, should the proposal be approved. The expansion will almost certainly attracts more applications to Brooklands from the added area in years to come due to its closeness, adding to the already high ratio of pupil yield (nearly 5% in 2015) in this area. This would further disadvantage the residents in the current catchment, especially those living further away from school.
- Also note that these proposed areas include several renting hot spots which potentially add to the pressure of admission to Brooklands.
- We are mindful that Springfield became oversubscribed again in 2015 (only two years after the expansion), despite in 2014 (one year after the school expansion) it was undersubscribed. This phenomenon is likely to repeat at Brooklands if the expanded catchment is approved. The proposed catchment expansion does not help this situation, rather it exacerbate this situation by attracting more family with school-age children to move into this area.
- A considerable number of families in the current catchment are considering having another child who will be disadvantaged by the added areas to be implemented in 2017.

We believe there are better ways to absorb the surplus of Springfield catchment. For example,

- Keep the current Brooklands catchment, but offer priority to those from Springfield catchment when council allocating spaces to off-catchment applicants, should Brooklands is not over subscribe.

- Expand Brooklands Primary School and other schools (e.g., Park Road Primary School) in the purpose to absorb surplus from nearby schools, without changing their catchment.
- Expand the catchment area of already expanded but not-over-subscribed schools to cover part of the current Springfield catchment (e.g., Lime-tree, if it is undersubscribed).

We believe the proposed catchment expansion is too dramatic to residents in the Brooklands catchment. 341 houses is more than 15% of the number of residencies in the current catchment of Brooklands. It is destined to send a big impact to families in the current catchment, who made up their mind years ago to move into this catchment, in the hope that their children and to-be-born children be admitted to this particular school.

On a final note, around 98 local residents already signed the e-petition, despite the deadline of consultation is set to be in a period in which people are busy with year-end work and preparation of holiday.

[RESPONSE 33, 34](#)

I am emailing in response to your comments regarding the proposed expansion of Brooklands Primary School to provide 20 additional places and to the accompanying proposal to create a joint corridor for other Trafford residents living in close proximity to Brooklands Primary School.

Although Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area, in those years when low level oversubscription is experienced it is those properties at the furthest extremes of the catchment area that are most at risk and this was demonstrated in the 2015 admission round. Meanwhile, a similar level of oversubscription was also experienced by those families living at the extremes of the Springfield catchment area. As a result the Local Authority (LA) had to consider how to use its limited resources to meet its duty equally to all these Trafford residents.

Since the Governing Body of Brooklands Primary School had already approached the LA to be considered for expansion, the LA was happy to consider how the expansion of Brooklands Primary School could meet the needs of all the local families. As a result, the expansion of Brooklands Primary School from 70 to 90 places is proposed specifically to manage any future oversubscription affecting both Brooklands Primary School and Springfield Primary School.

To ensure that the additional places are protected for Trafford children living in the affected area, the LA also proposes the creation of a small joint area and the two proposals (expansion and catchment area change) are, therefore, inextricably linked. The proposals taken together are designed to solve any incidence of oversubscription in the area and are not designed to disadvantage any particular group. Ultimately there is a far greater risk of families living at the furthest point of the current Brooklands catchment area not being successful due to oversubscription (as happened in the 2015 admission round), if the position remains the same, than there is for those families if the proposals are agreed.

The oversubscription criteria are proposed unchanged. Catchment area children with a sibling attending the School will be considered under Category 2. This means that, except for the top priority afforded to looked after and previously looked after children which is required by the School Admissions Code (SAC), catchment area siblings have top priority in

the admission process and it is extremely unlikely that these siblings will be unable to easily achieve a place at the School.

It should be noted that Lime Tree Academy is an Academy. An academy is a state funded independent school and does not come under the control of Trafford LA. Therefore the option to extend the Lime Tree catchment area is not in Trafford's gift and cannot be proposed by the LA.

Similarly, the timing of the consultation is not within Trafford's gift, rather it is laid down in the School Admissions Code (SAC) and associated Regulations. The SAC states that consultation **must** last for a minimum of 6 weeks and **must** take place between **1 October 2015** and **31 January 2016**. Although the SAC does technically allow consultation to continue until 31st January, to do so would not allow sufficient time for the arrangements to be determined, through Trafford's democratic processes, by the date required by the SAC, that is 28th February.

COMMENT 35

Trafford Councils proposal to expand Brooklands School Primary School IS vitally needed and about time, BUT not at the expense of being available for Springfield Rd families also. Seems like giving with one hand and taking away with the other. This is childrens' education and future you are playing with.

RESPONSE 35

Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area. In those years when low level oversubscription is experienced it is those properties at the furthest extremes of the catchment area that are most at risk and this was demonstrated in the 2015 admission round. This level of risk is also experienced by families that live at the furthest extremes of any popular school but particularly, in this case, in the Springfield catchment area. The Local Authority (LA) now proposes to provide 20 additional places and, to ensure that those places are targeted where they are most needed, to create a joint corridor which includes properties that are close to and can easily access Brooklands Primary School. The proposals, taken together, are designed to solve any incidence of oversubscription in the total area and are not designed either to prioritise or to disadvantage either of these groups over the other, rather it is to provide sufficient places for all children in the area.

COMMENT 36

I am writing to object the changes to Brooklands Primary Catchment area. The proposed changes to the Brooklands catchment area are unfair because:

- 1 - They are prioritising the needs of people in the Springfield catchment area before those living in Brooklands
- 2 - Existing residents in Brooklands should have priority to the additional spaces creating by the expansion, especially as there are only 20 new places proposed
- 3 - Brooklands school is already over-subscribed before adding another 341 houses to the catchment area

4 - Families with a sibling already in Brooklands will struggle to get siblings' at the same local school as their brothers and sisters placing an impossible burden on parents to get their children to and from school

5- Springfield already has their own schools, so there is no need to share

COMMENT 36 (a)

The proposed changes to the Brooklands catchment area are unfair because:

1 - They are prioritising the needs of people in the Springfield catchment area before those living in Brooklands

2 - Existing residents in Brooklands should have priority to the additional spaces creating by the expansion, especially as there are only 20 new places proposed

3 - Brooklands school is already over-subscribed before adding another 341 houses to the catchment area

4 - Families with a sibling already in Brooklands will struggle to get siblings' at the same local school as their brothers and sisters placing an impossible burden on parents to get their children to and from school

5 - We are concerned about property values as the greater supply of houses will have an adverse impact regardless of distance from school

6 - Springfield already has their own schools, so there is no need to share

RESPONSE 36 and 36 (a)

In the 2015 admission round a number of children living in central Sale could not achieve a place at their catchment area school. As a result the Local Authority (LA) had to consider how to use its limited resources to meet its duty equally to those affected Trafford residents.

The Governing Body of Brooklands Primary School had already approached the LA requesting that the LA consider the expansion of the School and the LA was happy to consider how the expansion could affordably meet the needs of all the local families. It was concluded that this was only feasible if the additional places could meet the needs of all the affected families. As a result, the expansion of Brooklands Primary School from 70 to 90 places is proposed specifically to manage any future oversubscription affecting both Brooklands Primary School and Springfield Primary School.

To ensure that the additional places serve the needs of Trafford children living in the affected area, the LA proposes the creation of a small joint area and the two proposals (the expansion of Brooklands Primary School and the catchment area change) are, therefore, inextricably linked. The proposals taken together are designed to solve any incidence of oversubscription in the area and are not designed either to prioritise or to disadvantage either of these groups over the other, rather it is to provide sufficient places for both groups. If the proposed expansion of Brooklands Primary School does not provide sufficient places for these children then the LA must consider how these places can be provided elsewhere, although the funding available will not be increased and would have to be shared across these two areas so diminishing the funding available for the expansion of Brooklands Primary School.

Brooklands Primary School has not been routinely oversubscribed from within its catchment area. The 2015 admission round was the first round in 3 years where places at Brooklands Primary School could not be offered to catchment area children when Brooklands Primary School was the preferred school. Three catchment area children that listed Brooklands Primary School as the preferred school could not be allocated a place at the School. However, it was noted that places at the School were offered to five sets of twins which would seem to be a statistically rare occurrence, and unlikely to happen again.

However, in the 2014 admissions round all the children that lived in the Brooklands and in the Brooklands/Heyes Lane shared area, were allocated a place at Brooklands Primary where it was the preferred school. In addition to these, 4 children living outside the catchment area that had a sibling already attending the School were allocated places and a further 11 places were allocated to other children with no connection to the School at all; living outside the catchment area with no siblings. 4 of these lived outside Trafford.

The oversubscription criteria for admission to Brooklands Primary School for 2017 is proposed unchanged. This means that catchment area siblings will not be affected by the changes and can reasonably expect to be allocated a place at the School.

The impact of the proposal on property values is not a consideration for the LA and will not form part of the decision making process.

In September 2014, Springfield Primary School expanded from 60 places in each year group to 90 places in each year group because the School was heavily oversubscribed from within its catchment area. The expansion was undertaken, despite the fact that Springfield Primary School is on a very small site and is bounded on two sides by a canal and a main road, because it was the best solution for the families living in that area. Despite this expansion the School was once again oversubscribed from within its catchment area in the 2015 admission round. However, the LA considers that Springfield Primary School, notwithstanding the constraints of the site, has now reached its maximum capacity. Therefore the LA must look elsewhere to provide a solution. Hence the need to share the available resources.

COMMENT 37

I am writing in relation to the proposed expansion of Brooklands primary school. I fully support the expansion, my son attends the school and it is evidently needed. However I am concerned about the proposed changes to the catchment area. I understand there has to be changes as to not would mean children from Manchester obtaining places and again I understand Trafford children are the priority.

However my understanding is the current changes would put those on the furthest fringes at a disadvantage. I myself live on Derbyshire Road South which is out of catchment. The changes would mean my 2 year old daughter will most likely not be able to attend the same school as her brother. Lime Tree is also heavily subscribed why can the catchment not be extended North also? Would this not mean a fairer chance for all Brooklands residents? It would also limit the impact it will have on house prices in the area. Springfield have already benefitted from a school expansion so why not give others the benefit too.

RESPONSE 37

The proposals are made to ensure that Trafford meets its statutory duty to its residents to provide access to a suitable school within a reasonable distance. Trafford usually achieves this by the provision of catchment areas which give residents in those areas priority at a

particular school. Of this course this does not mean that other parents cannot apply to that school although it is the case that catchment area children will always have priority over children from outside the area. The LA does try to ensure that all parents are aware of this priority and routinely advises parents that if they are allocated a place at a school other than the catchment area school, it must be clearly understood that children living within the catchment area of that school will continue to have priority in the allocation of places, and there can be no guarantee that places will be available in the future for any younger children in the family.

The LA considers that the proposal to provide 20 additional places alongside the additional shared area will address any incidence of oversubscription in the total area.

COMMENT 38

I have been a resident in the Brooklands area for the last 50 years. My children attended Brooklands Primary School under the superb guidance of the excellent Headmaster, teachers and staff. They have both gone on to be successful in their chosen careers. My daughter has scrimped and saved with her husband and recently purchased a property at Framingham Road with the sole intent of ensuring her family would benefit from an education at Brooklands Primary school. Fortunately she is now expecting her first baby which is due early next year with the expectation that she would be entitled to send her child to Brooklands. Under the new proposals there is a high risk that the far end of Framingham Road will miss out on places if the intake is oversubscribed. I am therefore objecting to the proposed changes as the new houses added will have priority over the houses in the EXISTING catchment area which cannot be fair.

I live on Westmorland Road and will also be seriously affected by these changes. Please consider the residents of the existing catchment area in the new proposals. I suggest residency in the existing catchment areas at the time of any changes should take priority over the added houses. That is surely a fair proposal.

I would therefore request that you seriously consider my objection and the consequences of the new proposals on existing long term residents in the existing catchment area.

COMMENT 39

I am writing you with great concern regarding the new catchment area for Brooklands Primary school and am strongly objecting to this.

As a child I spent my younger years as a pupil at Brooklands Primary School; because of my experiences and time spent there I can say with confidence that they were the best years of my life so far. Having recently married, my husband and I have worked extremely hard so we could afford a home in the catchment area for Brooklands (Framingham Road, Sale, Cheshire) so that when we have a family we can send our children to the school. I am currently 25 weeks pregnant and was hopeful that because of where we have bought our house (which is in the current catchment area) we would be confident of our child gaining a place at the school. However, I was extremely disappointed when I received a letter explaining the proposal for the new catchment area. I would therefore like to propose that current residents in the existing catchment area have priority over those in the proposed new catchment area. This is a much fairer option for all concerned.

COMMENT 40

I am writing to you regarding the ongoing proposals to change the existing catchment area for Brooklands Primary School. The new proposals are unfair to the residents in the existing catchment area and will put many at a disadvantage and with lower priority than residents in the added catchment zone. I have lived in the Brooklands area for over 30 years and all my children attended Brooklands. My children have stayed in the Brooklands area with the expectation that their children will be eligible to attend Brooklands. The new proposals now mean that this will not be guaranteed with the additional properties being included in the catchment area. Surely a system can be introduced to give priority to residents in the existing catchment area. Can the school admissions team please consider my objection and propose a fairer system that takes into account the residents in the existing catchment area who have longer term residency.

RESPONSE 38, 39, 40

The School Admissions Code (SAC) regulates the use of oversubscription criteria and does provide a list of criteria that must not be used. Giving priority on the basis of length of residency is not specifically included in that disallowed list. However, the Local Authority (LA) considers that the use of this criteria would not comply with the principles of the SAC which require that oversubscription criteria must be "*fair, clear and objective.*" and that "Parents should be able to look at a set of arrangements and understand easily how places for that school will be allocated." This would also be relevant when considering whether it would be fair or objective to give a higher priority to a group of families that live further away from a school over another group that lives closer. In the LA's proposal the families have the same priority, although in the event that there are more than 90 applications from catchment area children places will be allocated to those children that live nearest to the School. This principle has always been fundamental to Trafford's admission arrangements.

Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area. However, in those years when low level oversubscription is experienced it is those properties at the furthest extremes of the current catchment area that are most at risk. This level of risk may occasionally be experienced by other families that live at the furthest extremes of any popular school but in this instance, is also experienced at Springfield Primary School. Of course the Local Authority (LA) has an equal duty to meet the needs of these families. Therefore the LA now proposes to provide 20 additional places and, to ensure that those places are targeted where they are most needed, to create a joint corridor which includes properties that are close to and can easily access Brooklands Primary School. The proposals, taken together, are designed to solve any incidence of oversubscription in the total area and are not designed either to prioritise or to disadvantage either of these groups over the other, rather it is to provide sufficient places for all the children in the area.

COMMENT 41

I am emailing to raise my objection to the proposed expansion of the Brooklands catchment area.

We live within the east side of the catchment area (Pulford Road). My son will start school in September 2017 and we bought our house in order to give him a chance of a place at Brooklands as it is such a good school (we could not afford to move to a house that was any closer).

I am deeply concerned that if the catchment area changes are implemented my child will now have even less of a chance of a place at the school as especially as he has no siblings

and live outside the 0.5 mile radius that appears to be indicated as preferable in the allocation process. As a non-religious family I am concerned that he now could be placed in a faith school or in a school that would be a distance away from his home as there will not be space in his own catchment school as the newly allocated roads are nearer to the school than our own.

Whilst I am not against the expansion of the school I believe that priority should be given to children within the existing catchment area especially if it is already the case that children from the current catchment area were unable to be allocated a place in the previous admissions round.

RESPONSE 41

I am emailing in response to your comments regarding the expansion of Brooklands Primary School.

In the first instance I have attached a link to the Trafford website so that you can be sure that you have received the correct information.

<http://www.trafford.gov.uk/residents/schools/school-admissions/docs/Brooklands-Springfield-Primary-School-Catchment-Area-Proposal.pdf>

I understand that information has been circulated that refers to a circle 0.5 miles around the school, however this information has not been provided by Trafford Council. Alternatively I can report that Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area. In fact, the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area when the last place was offered to a child that lived 0.65 miles from the School. In the 2014 admission round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

It is the case that in some years there has been low level oversubscription at the School and in those years Pulford Road may be at risk under the current arrangements. However, the proposals, taken together, are designed to solve any incidence of oversubscription in the total area and would therefore reduce the risk for residents at the furthest extremes of the current catchment area although it must be noted a place at a catchment area school can never be guaranteed.

COMMENT 42, 43, 44

I would like to raise (I am raising) my objection to the proposed changes to Brooklands school's catchment area on the following grounds:

The school is already oversubscribed and people living in Brooklands currently have limited options.

The plans are prioritising the people already in the Springfield catchment area over the people in Brooklands.

The current residents in the catchment area should have the priority for the new spaces created at the school.

RESPONSE 42, 43, 44

Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area. However, in those years when low level oversubscription is experienced it is those properties at the furthest extremes of the current catchment area that are most at risk and this was demonstrated in the 2015 admission round.

This level of risk is occasionally experienced by families that live at the furthest extremes of any popular school but also, in this case, in the Springfield catchment area. The Local Authority (LA) now proposes to provide 20 additional places and, to ensure that those places are targeted where they are most needed, to create a joint corridor which includes properties that are close to and can easily access Brooklands Primary School. The proposals, taken together, are designed to solve any incidence of oversubscription in the total area and are not designed either to prioritise or to disadvantage either of these groups over the other, rather it is to provide sufficient places for all children in the area.

COMMENT 45

We would like to see the following:

- The proposed expansion of Brooklands catchment area stopped completely to guarantee current residents' priority of having their children attending Brooklands primary school.
- A cautious and measured expansion of Brooklands primary school to accommodate the current oversubscription within the catchment.

RESPONSE 45

Thank you for comments regarding the expansion of Brooklands Primary School

Your comments and the LA's response will be forwarded to the decision maker for consideration as part of the democratic process to determine the 2017 admission arrangements.

COMMENT 46

I was very surprised to hear that Trafford Borough Council is intending to move the Brooklands Catchment Area yet again!

I remember how pleased I was in 2000 when I booked a place for my daughter at Brooklands, just to be told a couple of years later that the Brooklands Catchment Area had been moved and I needed to apply for an out-of-catchment area place. At that time we used to live at Broomville Avenue, which is within walking distance to school. After a few letters to the council, I managed to get my daughter in, but it cost me a lot of worry, wasted time and effort.

I was just wondering why Trafford borough council is doing this on a regular basis? Is it done on purpose or just for someone's benefit? I am sure there are more urgent issues in the borough that require attention than moving school catchment area.

By doing this, 341 households in the Springfield catchment area will be added and will have a priority for a place for a place at Brooklands Primary School. But don't they all have access to the Outstanding Springfield primary school? Why do some households need to have a choice between 2 excellent schools and some to be deprived of even one?

I am aware that there a few faith schools in the Sale Moor Catchment area, but if parents do not want to consider faith schools for their siblings there is not much choice apart from Worthington Primary School. Moorlands Junior and Temple Moor are rather small schools and judging by the distance, all those schools are situated much further than Brooklands (not even a chance to walk with a 4 year old!!!). Historically, all those schools served the Sale Moor Area (post code M33 2...). As far as I am aware the majority of the former Brooklands catchment area belonged to the post code M33 3...

After living 17 years in the borough, I have formed an idea that catchment areas are being moved for someone's benefit. I hope that I am wrong.

RESPONSE 46

Thank you for your comments regarding the Brooklands Catchment Area.

Catchment areas are annually reviewed to ensure that they are still fit for purpose. In Trafford that is to ensure that children have access to a suitable school within a reasonable distance. In recent times the Local Authority has created a number of shared areas. In Altrincham; where the catchment areas of Bollin and Stamford Park were combined, in Sale; where the catchment areas of Park Road Primary School and Wellfield were combined, and where a joint area was created between Firs and Woodheys, and in Stretford where the catchment areas of Kings Road, Seymour Park and Old Trafford were combined.

I can also confirm that the Brooklands catchment area was extended to include a shared area between Brooklands and Heyes Lane to accommodate addresses that had previously been part of the Manchester administrative area, transferred to Trafford, the current Village Ward, as part of the boundary changes in the late 1980s. Subsequently addresses in the Brooklands Ward that fell on the west side of the canal and railway line were removed from the catchment area.

All these changes were made to ensure that the available schools continued to serve local, relevant areas and have never been determined for the benefit of any one, or group of, individuals.

School admissions processes and procedures are subject to constant scrutiny from a range of authorities; Senior Council Officers, Local Elected Representatives, Independent Appeal Panels, the Office of the Schools Adjudicator and the Local Government Ombudsman and the parents of more than 7000 children every year access the Service. There can be no basis to suggest that the admission arrangements determined by Trafford are not impartial.

COMMENT 47

I am a relatively new resident to the Brooklands area, having specifically purchased our house with the intention of our son attending Brooklands Primary School. I am shocked and dismayed to see the planned changes to the catchment area for this school, which will not only reduce the chances my child has of attaining a place at his local school, but will also lead to a devaluation of our recently purchased property.

I hope the Council can appreciate the anxiety we fear regarding these proposed changes, and although we welcome the expansion of the school itself, we strongly oppose any catchment area changes that would prioritise children who are currently not even in the catchment area.

RESPONSE 47

It is important to note that in conjunction with the proposal to create a shared corridor the LA is also proposing to provide 20 additional places in every year group. Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area and the proposals, taken together, are designed to solve any incidence of oversubscription in the total area and are not designed either to prioritise or to disadvantage either of these groups over the other, rather it is to provide sufficient places for all the children in the area.

The proposals are made to ensure that Trafford meets its statutory duty to its residents and are not influenced by the effect on property values in the area.

COMMENT 48

I write with reference to the proposed changes to the catchment area for Brooklands Primary School. I fully support the proposal to expand the Primary School itself, therefore providing much needed places for an already over subscribed school, however, I strongly object to any proposals that would alter the catchment area and have a detrimental effect on the chances of my child being accepted into our local school.

We bought our house in Cumberland Road recently, shortly before starting a family, and with that in mind we examined the current catchment areas and chose our property based on the school we wanted our son to attend. To make such radical changes to the catchment area and system now would not only jeopardise the chances of my son being accepted at Brooklands Primary School, but would also potentially devalue our property whilst also making a mockery of why we chose to buy our house in this location in the first place.

I would hope that the Council would see sense and abandon any plans to alter the catchment area, and simply just expand capacity at the school itself. I do not feel it is fair that children from outside the current catchment area for Brooklands Primary School may be given preferential treatment during the application process that may eventually lead to my son not gaining a place at the Primary School of our choice.

RESPONSE 48

Firstly I can report that Brooklands Primary School is not routinely oversubscribed for residents in the current catchment area. In fact, the 2015 admissions round was the first time in the last 3 years that the School was oversubscribed from within its catchment area. In the 2014 admission round all the children that lived in the catchment area were allocated places at Brooklands Primary where it was the preferred school. In addition to all these, 4 children that lived outside the catchment area that had a sibling already attending the School and 11 children with no connection to the School at all, living outside the catchment area with no siblings, were allocated places at the School.

It is the case that in some years there has been low level oversubscription at the School and in those years Cumberland Road has been one of those roads affected. These proposals, taken together, are designed to solve any incidence of oversubscription in the total area and would therefore reduce the risk for residents at the furthest extremes of the

current catchment area although it must be noted a place at a catchment area school can never be guaranteed.

Ultimately the proposals are made to ensure that the LA meets its statutory duty to provide a suitable school within a reasonable distance and are not influenced by the effect on property values in the area.

COMMENT 49

I object to the changes to the proposed Brooklands Catchment Zone – due to the lack of care, attention and foresight of the following:

1. Brooklands School catchment is measured from the rear of the school field (Not the front door), therefore, this is already skewed towards non Trafford residents
2. This proposal does NOT deal with the number of parents that 'Rent' and then move out of zone post September – which needs to be addressed more robustly
3. 20 spaces will not make any in-roads to the lack of Primary School places
4. Springfield Parents are already closer to catchments for the following LEA schools: Park Road, Temple Moor/Moorlands.
5. Springfield already have a 90 PAN intake
6. Brooklands parents – especially those on the edge of the catchment zone are effectively placed in 'No-Man's Land', with no school choices available – this happened to lots of parents this September
7. The CAF form does not take into account a Child nor Parents Faith and therefore, Trafford should not be placing ANY CHILD into a FAITH school unless they can ASSURE parents that they will be excluded from worship.

The clear solution is to build additional classrooms at the rear of Brooklands school - in fact the school is crying out for additional space and is very cramped especially in the Nursery and Reception areas.

RESPONSE 49

1. When measuring the distance from a child's home to a Trafford community or voluntary controlled school the Local Authority (LA) uses a set of co-ordinates for each school that have been used to determine priority at these schools, where there are more applications in a category than there are places available, since 2003.

The co-ordinates used for Brooklands Primary School are 378406, 390767 and denote a fixed point at the gate on Woodbourne Road next to the driveway leading to the playground. I understand that this was the entrance to the School Office in 2003.

2. The LA is committed to ensuring that places are allocated fairly and correctly and carry out extensive proof of residency exercises to ensure this. In the 2015 Admissions Round the LA required more than 1300 applicants to provide proof of residency. In some instances applicants were also required to provide proof of disposal of a previous property to ensure that the address used was not simply an address of convenience. However, this process is undertaken to ensure that places are allocated to children based on the address where they actually lived. It is the case that many families in Trafford do live in rented accommodation and are free to

move into and out of rented accommodation at any time. Once a child has started at a school any family can legitimately move from one home to another, be it either rented or owned, and the place cannot be withdrawn.

3. 20 additional places will allow at least 20 children to achieve a place at a preferred school. It is usually the case that will also allow other children to take up places at the schools that would have been offered to the original 20.
4. Park Road Sale Primary School is consistently oversubscribed from within its catchment area. In the 2015 admission round the last available place at the School was allocated to a child that lived just 0.29 miles from the School. Templemoor Infant School was also oversubscribed and although all the catchment area children were accommodated, only 4 children of the 8 children from outside the catchment area, that had a sibling already attending the School, could be allocated a place at that School. The last of these lived 0.57 miles from the School. This means that there could be no possibility of children from the proposed area achieving a place at either Park Road Sale Primary School or at Templemoor Infant School.
5. Springfield Primary School was expanded from a PAN of 60 to a PAN of 90 from September 2014 despite the fact that the School is located on a very limited site bounded on the east by the canal and the railway line and on the west. The LA considers that, at this point, 90 places is the maximum PAN it would consider for any school. Nevertheless, in the 2015 admission round 4 catchment area children, that had listed the School as the preferred school could not be allocated a place. The last place was allocated to a catchment area child that lived 0.42 miles from the School.
6. In the 2015 admission round 3 catchment area children, that had listed the School as the preferred school could not be allocated a place. These 3 children lived on the outskirts of the School's catchment area. It is the case that children on the outskirts of the area will continue to be at risk unless the LA takes steps. The LA considers that the provision of 20 additional places will be sufficient to meet the needs of these children as well as those children living in the proposed additional area which is similarly affected by oversubscription.
7. In ensuring that there are sufficient school places in its area the LA must consider all the schools in its area. DfE funding is provided on the basis of the total number of school places available compared to the number of children expected in an area and does not consider whether those places are available in a faith school or what faith those schools in an area serve. Where a child cannot be allocated a place in a preferred school the LA must consider how to place that child. Although the LA will consider the reasons provided for an applicants preferred schools, practically, it is usually the case that places are allocated at the nearest school with a vacancy.

COMMENT 50

Thank you for your reply. I am disappointed that you have chosen not to provide further information on sufficiency, pupil yields and predicted pupil numbers as requested.

I have studied your response to my own letter and other comments and find that I have concerns about the use of evidence in the proposal and wider consultation process.

I also continue to have concerns about the impact on access to primary places for the Community if the proposed change of catchment goes ahead.

Please could you address the following questions:

Q1. If the funding is from Basic Need Allocation then why does the proposal not consider future predictions of pupil numbers in the area and evidence of shortfalls in capacity?

Q2. What evidence has been used to determine the size of the proposed shared catchment area? How has its potential impact on sufficiency in the area been assessed?

Please also take into account the following comments:

Q1. Basic need

In your response you state that:

"the funding will be provided on the basis of basic need, from the LA's Basic Need Allocation. It is not the intention of this funding stream to create surplus places..... but to meet the basic need for school places in an area."
And also

....
"the reason for considering the expansion of schools at this time is solely to meet the need for additional places now rather than to provide surplus places in the event of oversubscription in the future."

The available EFA (Education Funding Agency) information is quite clear that the purpose of Basic Need funding IS specifically to address oversubscription in the future. In fact it is NOT awarded on the basis of present need (now) but on predictions of future need within an area.

<https://www.gov.uk/government/publications/basic-need-allocations-2015-to-2018>

The above document published 12/2/15 announced basic need allocations 2015 -2018 for each LA. It also summarises previously agreed allocations from 2011 onwards as shown in the document 'Capital Allocations: Basic Need allocations paid in financial years 2011-12 to 2017-18.' It shows Trafford's total Basic Need Allocation 2011-18 as £50,095,764.

The explanatory text for the above documentation states that:
"Basic need funding is allocated on the basis of comparing forecast pupil numbers with school capacity with shortfalls in capacity attracting funding."

1. School capacity data supports the use of Basic Needs Funding at Brooklands Primary School as it shows clear evidence of shortfall in the immediate area:
<https://www.gov.uk/government/publications/school-capacity-academic-year-2013-to-2014>
The above supporting (transparency documents) on School capacity 2013/14 (published 12/2/15) shows that Brooklands Primary is operating significantly above capacity with a total of 488 pupils and only 412 places. This has been the case for a number of years and has been recorded in previous surveys:

<https://www.gov.uk/government/collections/statistics-school-capacity>

In the 2013-14 survey (used to allocate Basic Needs funding for 2017-18) it is the only Community Primary School in Sale, planning area 3583100, and in fact Trafford more

widely, which is identified as still operating significantly above capacity. (A couple of Trafford Junior schools also remain at comparable levels.) Other Trafford Primary Schools identified as operating significantly over capacity in earlier capacity surveys (used to allocate Basic Needs Funding 2011 onwards) which have now had their capacity increased using this funding include Bollin, Woodheys, Kings Road and Bowdon C of E (Targeted BN funding used for the latter).

The published information is quite clear about the purpose of this (school capacity) data: 'The data we collect allows us and the Education Funding Agency to identify areas where there may not be enough school places.

We also use the projections of pupil numbers to calculate the basic needs funding LAs receive to provide enough school places to meet future demand.'

Trafford Council should also use the same data to identify areas where there are not enough school places, assess future sufficiency and provide school places matched to future demand.

2. Pupil forecast data supports the selection of Brooklands Primary School for expansion because it is evidence of a predicted future increase in the local (catchment) area and also shows an overall predicted shortfall in the wider (planning) area: Trafford has predicted that it's total primary pupil numbers are expected to rise each year from 19071 (actual value) in 2013/14 to 20847 (predicted value) in 2018/19. This is a predicted increase of 9.3% over 5yrs for Trafford overall.

More specific data is provided by planning area: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/402754/Forecasts_Underlying_data.xlsx

This data (used in the allocation of Basic Needs Funding) shows that in 2013-14 for Sale (planning area 3583100) predicted pupil numbers for Reception age children were as follows:

2013/14	(actual	value)	769
2014/15			776
2015/16			887
2016/17			935
2017/18			884
2018/19			898

Predicted increase of 16.8% over 5 yrs for Reception children in Sale (15% by 2017/18) from 2013 levels. This predicted increase in the Sale area could be expected to impact equally on all areas.

Note: Based on the data in the proposal this would give an estimated value of at least 81 residents by 2017 in 'Brooklands CA'.

However this predicted increase will be likely to impact most severely on more 'desirable' schools (as Trafford have already documented, families often move prior to admission deadlines in order to secure places at desirable schools). This is supported by the data in the proposal in terms of the sudden rise in demand in 2015 which impacted most severely on residents in Brooklands (but also affected Springfield and Park Road Academy)

Note: Based on the data in the proposal the 2015 admission round represents an actual increase of 26% from 2013 (or 22% compared to the 5yr average value) for 'Brooklands CA'. (Springfield CA comparable showing 21% increase from 5yr average value)

The predicted pupil forecast data is closely matched to data provided previously by Trafford council on pupil numbers in this area which indicates high reliability. It suggests that the higher levels of demand (and oversubscription) for Brooklands Primary School observed in 2015/16 (predicted by this data) will increase or at least be sustained in the immediate future. This is evidence that additional places will be required in the existing catchment areas for Brooklands Primary.

Note: Based on the data in the proposal, which is not complete, this could be estimated for 2017/18 to be around 18 places in 'Brooklands CA' (possibly even more than even the planned increase of 20 places at the school).

The predicted pupil forecast data also highlights a future shortfall in sufficiency of reception (and primary) places within the Sale planning area when compared to the total capacity. Therefore it also supports the expansion of Brooklands Primary as a school which serves this area. For Sale (planning area 3583100) school places are provided at around 16 primary schools, providing over 800 reception places in total. There is a predicted shortfall in capacity indicated by the data which must be addressed as soon as possible.

The evidence above clearly supports the selection of Brooklands Primary for expansion using Basic Needs Funding. It shows historic and existing shortfall in capacity at the School itself, which has helped to attract the funding. It shows a sustained and predicted increase in demand at the school and its immediate surrounding area. It also shows the extent of the overall shortage of Reception primary places in the overall planning area which must be addressed without delay.

Q2: Proposed changes to catchment area

The evidence on capacity and predicted pupil numbers does not indicate definitively whether a change of catchment is necessary or not. It strongly suggests it probably isn't. More importantly it calls into question the evidence which is used to support this in the proposal and responses to it.

This evidence is unsound for the following reasons:

1. It refers to 'Brooklands catchment area' which is currently shown on Trafford council's website as follows:
<http://www.trafford.gov.uk/residents/schools/schools-in-trafford/docs/school-catchment-areas.pdf>

'Brooklands catchment area', as shown above, includes ALL properties with catchment area priority at the school.

However the proposal itself and the evidence presented is confusing because it does not relate to all properties but seems to exclude residents who also have catchment area priority at Heyes Lane. This is misleading and results in an under-representation of demand at the school itself. Surely it is necessary to consider all catchment areas relating to a school in order to assess the sufficiency of places, and therefore the impact of changing this, with any accuracy?

What is the TOTAL number of properties which have catchment area priority at the school at present?

2. The proposal misrepresents the extent of historical oversubscription at Brooklands Primary School.

Oversubscription at Brooklands Primary has been previously documented (in a proposal to change the catchment area) as a historical problem by Trafford Council, ie 'routinely' occurring prior to 2011. It also shows that in 2011 there were 8 category 3 children (i.e. Catchment area children, without siblings at the school) who didn't achieve places at Brooklands School. In 2012 there were 2 children.

The proposal suggests that oversubscription only a problem at the school in 2 out of the last 5 years which is misleading because it actually affected catchment area children in 2011, 2012 and 2015. It is unclear from the available data about 2013.

How many unsuccessful children with catchment area priority in total were there for Brooklands Primary in the last 5 years ie. 2011, 2012, 2013, 2014 & 2015?

To assess sufficiency at the school these figures should include ALL children who live in all catchment areas, regardless of their priority of choice of school as all applications are first considered on this basis.

3. It does not take into account evidence of future demand at Brooklands school. The evidence presented in the proposal and responses is mostly retrospective. The focus on outcomes in 2014 when there were no problems with oversubscription in the wider area either is not necessarily relevant if the data indicates comparatively high levels of future demand.

Basic Needs funding has been allocated to Trafford on the basis of evidence submitted, in order to address a predicted increase in pupil numbers (and corresponding shortfall in capacity) in the Sale planning area from 2015 onwards. It is evidence from predicted need which should be considered here too.

What evidence can be used?

Trafford is in possession of more recent data on capacity and predicted primary places, not yet in the public domain, from its submissions to the SCAP 2014 & 2015. This will show predicted future pupil numbers for reception places in Sale. It will also identify any shortfalls in sufficiency for individual schools and for the overall planning area and should therefore be considered in relation to this proposal.

What are the predicted numbers of reception children in planning area 358100 for the next 5 years?

This will show whether the predicted high demand for school places in Sale is expected to be sustained, increase or fall in future years. This data can also be used to help predict expected demand in the Brooklands and Springfield catchment areas more accurately.

The acceptable data sources are listed in Annex 3 of the following document:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/321711/SCA_P_guide_to_forecasting.pdf#page32

Trafford should also have 'school level' predictive data on sufficiency (i.e. Pupil numbers) for Brooklands school which should also be considered. This data is generally less reliable than predictive data for larger areas for a number of reasons, e.g. data protection is a factor in accessing local data sources, such as health visitor records as actual address cannot be disclosed but numbers within broader areas can. Therefore, as suggested in the above document any consideration of school level data for Brooklands should be done alongside previous indicators of accuracy (see Appendix 2) as it is an area which suffers from sudden increases in pre-school population numbers immediately prior to the admission deadline.

Any evidence on sufficiency, including predictive evidence must consider the total area and population which currently has catchment area priority at the school.

4. The methodology used to design the change of catchment is flawed. Trafford has, by its own admission, very little experience of changing the catchment area for an individual schools in this way. Recent changes in catchment have been by combining whole areas into shared catchment. Due to the potential impact on access to places for some residents I think it is a very reasonable request that the LA adopt a cautious evidence-based approach to this proposed change. The potential impact of this should be very carefully assessed.

Is a change in catchment areas indicated by the evidence? If so how has the size of the proposed increase been decided?

It would be most sensible to start with a thorough assessment of sufficiency within the existing catchment areas for Brooklands school (and at the school overall) in order to determine the likelihood and expected level of any future excess capacity.

In order to do this it is necessary to establish the total demand for places at Brooklands from all residents with existing catchment priority. For example from the total demand in 2013 (and the 5 year period from 2011-2015 in order to calculate a 5 year average value) future demand could then be calculated based on accurate predictive data in more recent 2015 SCAP surveys. This evidence is however not available.

Based on the available evidence (ie from proposal and 2013 SCAP) a 15% increase by 2017/18 would predict 'Brooklands CA' in the proposal to have at least 81 residents (based on actual 2013 value) or 83 (based on 5 year average). If the higher levels seen in 2015 are sustained or increase this could be expected to be around 88 residents or higher. This would suggest little if any excess capacity?

A similar assessment of sufficiency in the Springfield catchment may also be necessary. This is more difficult given the recent expansion in 2014 which must be taken into consideration. Based on the data in the proposal over the last 3 years numbers have varied greatly (and not unsurprisingly in a very similar way to 'Brooklands CA'). Only the 2015 data suggests there may be a potential problem with capacity in the catchment area. In fact the 5year average value of 110.4 residents implies an over capacity in the 'Springfield CA'. The proposal therefore does not establish the need for any change of catchment area based on this historical data.

Taking predictive (future) data into account is also necessary here. From the 2013 SCAP the predicted increase in pupil numbers of 15% by 2017/18 would predict a total of 110 residents in 'Springfield CA' and an excess capacity of 14 places in 2017/18 (based on the actual 2103 value). Based on the 5 year average value this would predict a shortfall of around 3 places in 2017/18 and no more than 4 places by 2018/19. Even if the 2015 level is sustained oversubscription would be estimated to be no more than 9 places in 2017/18, 10 places in 2018/19.

The proposed shared catchment area of 341 houses (17 pupils) is therefore far bigger than necessary to address the level of oversubscription for Springfield CA indicated by evidence in both the proposal and from the 2013 SCAP. The important thing here is the relative levels of demand at Brooklands and Springfields which the data (and common sense!) would suggest are closely related. If the 2015 levels are predicted to be sustained and Springfields is oversubscribed by 10 pupils or more in 2017 then Brooklands could also be expected to have a demand from its own existing catchment areas of around or even in excess of the 20 places provided by the expansion. The proposed change in catchment area could lead in this example to undersubscription of up to 7 places in Springfield catchment area and oversubscription in excess of 17 places at Brooklands!

Given the relative levels of sufficiency any change of catchment area (effectively a potential increase in demand for places at Brooklands and a relative decrease in demand for places at Springfields) should be the very minimum area indicated by the evidence. It should be calculated using appropriate pupil yield values, eg an expected shortfall of 4-5 pupils would indicate only around 100 houses. It should not go ahead at all without a much more thorough assessment of the evidence and if the predicted shortfall in capacity is found to be less than 5 it could call into question if any change in catchment is actually indicated at all.

I raised concerns in my original letter to the Governing Body about the relative risk of oversubscription for residents in the Community. I feel this is still a very important point, especially as Trafford is constantly endeavouring to treat all residents as equitably as possible. I remain concerned about this issue not addressed adequately in your response. The available evidence suggests that if the proposed changes goes ahead Brooklands residents will be at a greater risk of oversubscription than Springfield residents which is clearly unacceptable. I would very much like to see how this compares to other Trafford residents, even if this is limited to schools where recent expansions have taken place. In the absence of any further evidence it would be reasonable to assume that average levels of sufficiency for Trafford residents are lower than Springfield and therefore much lower than they would be for Brooklands residents? Is this considered equitable for this community?

In summary I would like to make it clear that I have tried to give an objective assessment of the available evidence here. Obviously this is difficult without 'all the facts'? However the available evidence seems to indicate that the expansion of the school should go ahead without delay. It also calls into question the proposed change of catchment area. Based on the relative levels of oversubscription in the two catchments it suggests it would be highly irresponsible of Trafford Council to introduce a shared catchment area of this size for the following reasons:

- Change of catchment not necessary to secure Basic Needs funding for expansion of Brooklands school. There is already an identified need at the school and in local and wider area for funding which is evidenced in data on school capacity and predicted pupil numbers.

- Probable oversubscription at Brooklands as a direct result of catchment change. Potential negative impact on access to school places for residents. Available evidence suggests future issue with sufficiency if catchment area increased in this way.

- Possible undersubscription (over capacity) in Springfield catchment area as a result of introducing shared catchment of this size. Negative impact on other schools, including Springfield, St Mary's, St Josephs.

I hope that you will be able to consider my further questions and comments outlined here as part of the ongoing consultation process. I also hope that you will be able to respond by

sharing more up-to-date evidence on future sufficiency in the area, as requested, in order to answer the questions and concerns raised.

RESPONSE 50

Thank you for your comments regarding the proposed expansion of Brooklands Primary School and the accompanying proposal to create a joint catchment area corridor. Your comments will be included, in full, in the Report to the Executive.

In the first instance it is important to note that The Department for Education (DfE) requires all LAs to submit SCAP (School Capacity) data annually in a set format which does not allow an LA to interpret the data it presents in a local context. For example, data for Sale takes no account of the local difference between Sale West (Ashton on Mersey) Sale Central (Sale) and Sale East (Sale Moor) which are locally recognised as 3 distinct areas. However, since the DfE recognises that LAs use different methods to predict pupil numbers and take different factors into account, LAs are required to provide a statement to accompany the forecast pupil numbers explaining the method by which the forecast is made.

Trafford's forecasts have previously been based on birth data, adjusted to reflect a survival rate across the local authority. This was achieved by comprising the number of children born in a year compared to the number that arrived in the relevant reception year. However, this was a Council wide total rather than an individual amount for each area. Added to this was a percentage for new properties. This was previously set at 3 children in each year group per property.

However, whilst oversubscription was not a real issue it was not significant when those predictions proved to be inaccurate and did not reflect what actually happened in the admissions process.

Trafford's predictions have been based on live birth data since 1988. However, the last birth data provided for place planning purposes was received in January 2012. This data could only have provided birth data from December 2010 to December 2011. Since Place Planning is done from September to September data submitted for births in the 2011 academic year needed to be extrapolated. Since no data was received in 2013 or 2014 both these SCAP submissions were based on weighted averages of extrapolated data rather than on actual births.

SCAP Data is submitted in the summer and allocations are advised at the end of that year or early in the new year. Allocations are announced annually so Trafford could not know in advance that it would receive a total amount of £50,095,764 as you have quoted but has not, at this point, been confirmed.

Therefore, year on year, Trafford LA uses the funding provided to create additional places for those families affected by oversubscription at the time of the decision. Of course the data, which can only ever represent predictions not actuals, is considered by the DfE to inform the allocation, but the actual incidence of oversubscription experienced must surely override those predictions.

The basic needs funding received by the LA, is not ring fenced and is therefore used by the LA, given its knowledge of the local context, to best meet the needs of families in Trafford that cannot be allocated a place at a school within a reasonable distance.

That funding has been used to provide additional places at 13 schools:

1. Bollin Primary School, where a joint catchment area was created in order to share the additional places with families living in the adjoining catchment area which was also oversubscribed;
2. Bowdon Primary School, where the oversubscription criteria was amended to allow 20 of the 30 additional places to be allocated to children on the basis of distance from home to school rather than the faith criteria that was previously applied.
3. Broadheath Primary School
4. Broomwood Primary School
5. Kings Road Primary School, where a joint catchment area was created in order the share the additional places with families living in the two adjoining catchment areas where schools were oversubscribed;
6. Lime Tree Primary School
7. Navigation Primary School
8. Old Trafford Primary School, where a joint catchment area was created in order the share the additional places with families living in the two adjoining catchment areas where schools were oversubscribed;
9. Oldfield Brow Primary School
10. Springfield Primary School
11. Tyntesfield Primary School
12. Willows Primary School
13. Woodheys Primary School where a shared area was created in order the share the additional places with families living in the adjoining catchment area

And to increase capacity at 3 other schools;

Firs Primary School
Gorse Hill Primary
Worthington Primary School.

One school, Park Road Sale Academy, used its own funds to provide 15 additional places in Sale in order to accommodate catchment area children. The LA did not contribute any of its basic need funding to this expansion since the LA had already created a joint catchment area with a neighbouring school which had sufficient places to accommodate all the children in catchment area even though many of them did live nearer to Park Road Sale Academy.

The omission of data on families living in the joint Brooklands/Heyes Lane catchment area, is not done to mislead rather it is done because these families have priority at another school within a reasonable distance, similar to those children living in the joint Park Road/Wellfield catchment area, which is not oversubscribed from the catchment area.

Although the LA understands that parents may prefer one school above another, this does not drive the LAs need to provide additional places. Rather the LA must objectively consider the provision of sufficient places in order to meet its statutory duty.

It would not be in the best interests of families or schools to dilute the LA's resources by providing ad hoc places at numerous schools; 3 additional places at Brooklands Primary School and 4 additional places at Springfield Primary School and 8 additional places at Park Road Sale Primary School (because 8 catchment area children could not achieve a place at that school in 2015). Rather it must seek a solution that is affordable within the LA's allocation, offers best value and allows the relevant schools to operate in a financially sustainable way.

In proposing the joint area the LA has considered the proximity and journey from home to School and whether places might be achieved at other schools within a reasonable distance. The LA has considered the actual level of oversubscription at the schools in the past and the number of properties in each catchment area relevant to the size of the schools.

I can also report that a number of consultees have expressed concern that the number of additional properties included in the proposal is too great and that the pupil yield from these properties will exceed the number of additional places available, so disadvantaging families at the furthest extremes of the current catchment area. After consideration of these comments it is recommended that properties on the two roads furthest away from Brooklands Primary School and closest to Springfield Primary School; Eaton Road and Belgrave Road, and those houses on Hampden Road that lead onto these two roads, a total of 112 properties, be removed from the proposed area. This represents a reduction of almost 1/3 in the number of new properties bringing the total increase in properties to 229. On current pupil yield figures that would produce no more than 7 additional pupils. Using the Springfield catchment area actual pupil yield for 2015 would produce no more than 9 pupils. This would indicate 11 additional places for families living in the current catchment area.

The use of actual pupil yields is a new concept in Trafford and has only been practical to achieve through improvements in mapping technology and changes to how data is kept across Trafford's systems in an attempt to provide uniform data which allows comparison. This has allowed the LA to understand how many children live in a catchment area and to produce a yield based on the actual number of children living in an area based on children recorded in the May 2015 census.

Therefore it is correct to say that the LA does not hold a significant body of data that it can call upon. Of course, this data will be ratified and weighted year on year, to provide, albeit a prediction again, a notional pupil yield for each separate area.

FURTHER RESPONSES RECEIVED

The following comments have also been received.

COMMENT 51

I feel I have to send this e-mail as the expanded catchment area is obvious due to Brooklands Primary Schools expansion, however surely this should be dealt with fairly.

The decision to give the priority to the new catchment area is unfair, surely common sense would dictate this new catchment area takes its place behind the catchment area already in place.

This is thereby fair and sensible, the decision not to follow that basic logic has resulted in a petition being raised and the upset of local residents.

COMMENT 52

I wish to register opposition to the proposal to widen the catchment area for Brooklands School which appears to be of detriment to the residents of Dalebrook Rd where I live

I recently found about about the plans to extend Brooklands Primary School and object to proposal for amending the catchment area. Whilst I am all for the expansion, I am concerned about the adverse effects this will have on existing catchment area residents. I live on Craddock Road and this and the surrounding areas up to the Derbyshire Road South border have had issues in the past (three first choice applicants last year). The 341 houses to be added to the joint catchment with Springfield Primary will surely disadvantage this area even further, given the newly added houses are much closer to the school as the crow flies. Why were these additional catchment area houses picked?

COMMENT 53

We are writing to register our objection to the proposed expansion of the Brooklands school catchment area.

COMMENT 54

We support the expansion of Brooklands School and we understand the need to amend the catchment to ensure that the places which are created are made available to Trafford residents rather than Manchester residents. We feel, however, that the current proposals will have an extremely negative impact on those living on the edges of what will become an extremely large and irregularly shaped catchment area. Our reading of the proposals is that it will make it extremely difficult for children living on the periphery of the catchment area (in our case, Penrith Avenue, on the south eastern corner) to get a place at their local school.

COMMENT 55

Brooklands is our closest primary school, but we would be on the edge of a large catchment area. Parents who are in the Springfield School catchment will be able to choose Brooklands over Springfield and will be given preference over us. It seems to us that it makes it extremely unlikely that our children would be able to attend their local school - in which case they would be unable to walk to and from school. Traffic, which is heavy around all the local schools will increase as parents have to drive further to drop their children off.

We feel that residents of the existing catchment area should retain priority access to the additional places created by the expansion of their catchment school, with residents of the joint Springfield/Brooklands catchment being allocated places once places have been allocated to residents in the Brooklands catchment.

We would be grateful if you could acknowledge receipt of this email and confirm that our objections will be taken into account in making any decision on the expansion of the catchment area.

COMMENT 56

With regards to the above I would like raise the following points and objections.

Brooklands remains a popular and oversubscribed school and the expansion of places seems timely.

However the proposed expansion of the catchment area is a currently unnecessary step which disadvantages current residents within catchment.

Particularly the statistics quoted in the proposal to justify the proposed expansion seem to take no account of 1) the continuing increase in birth rate going forwards, 2) that residents in the proposed catchment extension will include families where older siblings are already at

Springfield and so would not have listed a non catchment school (Brooklands) in their choices currently, but would do so in future years - ie they would have chosen Brooklands as first choice for their eldest child had it been their catchment school, 3) Brooklands catchment is a popular area for families seeking school places to move in to. I think it is highly likely additional families will move into the new area if it becomes catchment and they would all have a distance priority on admissions compared to a significant number of current catchment residents.

I suggest it would be more appropriate and timely to review the need to expand the catchment area in several years, when the impact of increasing birth rate has been assessed and with an understanding that the choices parents make in any given year cannot be projected forward into future years so simplistically.

COMMENT 57

With regards to the above I would like to raise the following points and objections.

Brooklands remains a popular and oversubscribed school and the expansion of places seems timely.

However the proposed expansion of the catchment area is a currently unnecessary step which disadvantages current residents within catchment.

Particularly the statistics quoted by the admissions team to justify the proposed expansion seem to take no account of 1) the continuing increase in birth rate going forwards, 2) that residents in the proposed catchment extension will include families where older siblings are already at Springfield and so would not have listed a non catchment school (brooklands) in their choices currently, but would do so in future years - ie they would have chosen brooklands as first choice for their eldest child had it been their catchment school, 3) Brooklands catchment is a popular area for families seeking school places to move in to. I think it is highly likely additional families will move into the new area if it becomes catchment and they would all have a distance priority on admissions compared to a significant number of current catchment residents.

COMMENT 58

I would like to raise my concerns and objection to the proposed expansion of the Brookland's school catchment area. My son currently has a nursery place at Brooklands and the school is our first choice for a primary school next year as it is our catchment school and by far the nearest to home. To hear that homes with another good Trafford school, Springfield, equally as close, may get priority over ours is very alarming, especially given we purposely bought our house only a year ago, mainly because it was in the Brookland's catchment and this was our school of choice for our son. It would seem very unfair for this to become in vain due to a change in catchment when Brooklands is already in high demand.

COMMENT 59

Further to reading the proposed changes in catchment policy for Brooklands school I must register my objection to the way this is being handled. I fully appreciate there is an over subscription for Trafford schools and I appreciate that action has to be taken. I am also appreciative that the council is responding to this and providing more spaces and by investing in our local schools. However changes to catchment areas and giving new

priorities has to be done in a fair and sensitive manner. Points below I would like you to further consider:

Current catchment area should stand, (It is already over-subscribed, and I see no reason why this would change based on data already available) there are physical landmarks which act as a good catchment boundary i.e. Washway \ Marsland Road. Any current oversubscription to Springfield should then be picked up by Brooklands **but not** at the expense of the current Brooklands catchment area.

Once Brooklands is expanded this will likely attract more families to the current catchment area, so your expected projections could be wrong, and one would have thought the catchment area should be reviewed once the expansion has been completed.

This would \ could be unfair to existing families at who's siblings may then not be able to go to the same school. This then adds great pressure on the family's having to take siblings to different schools and how this affects the wrap around care considerations for parents \ childminders etc. This in itself I see as a major negative. Adding transport for children, increased local traffic, negative impact on family life including the children whilst they are at school i.e. less contact with siblings. Additional cost in uniforms etc etc etc

As crass as it is there is the consideration of cost to be considered. People will rightly or wrongly move houses to get their children into what they see as the best school for them. As you will also appreciate this can be very costly. Houses within the current Brooklands catchment area attract a premium in an already expensive housing market. To change the catchment area you must also appreciate that there could be a cost \ value implication on residents homes. Some of which may have a negative impact.

Above is just a small amount of the impact that make a change like this can have. I hope from the above and the current objections you can see that this decision needs to be reviewed.

COMMENT 60

I wish to register my objection to the proposed changes to the Brookland's catchment area changes on the grounds that it prioritises the needs of those living in the existing Springfield catchment and will jeopardise the chances of students in the current catchment area being able to access this school, especially in the long-term.

COMMENT 61

I am writing to object to the planned expansion of the Brooklands primary school catchment area. I live in the catchment area and I think the proposed change is unfair to families like mine as it doesn't give priority to children currently living in the catchment area.

COMMENT 62

I wish to register my objection to the proposed changes in the catchment area of Brooklands Primary School.

I have lived in Brooklands since 1947 and my son, DPhil Oxford; HDR Toulouse attended the school in the 1960s before going to MGS.

I have been concerned with education in Sale/Trafford for many years, having taught Mathematics for a term in 1959 at Sale BOYS' G.S. and then from 1960 for 22 yrs at Sale GIRLS G.S. – the last 10 yrs of which I served as Deputy Headteacher.

COMMENT 63

I wish to register my objection to the proposed changes to the Brooklands School Catchment area. I have read through the previous comments and objections and agree with the majority of the objections that have been raised. However I would specifically like to object on the following grounds:

1. We have received no correspondence from Trafford Council in relation to this consultation. How can you claim to be consulting residents if you fail to inform them that they are being consulted?

2. I welcome the expansion of Brooklands School but do not think that the proposed joint catchment area is the best way to allocate the extra school places. The proposed joint catchment area will unduly favour those in the area, who due to their geographical proximity to both Brooklands and Springfield schools will be all but guaranteed a place at whichever of the two schools they prefer. Residents at the edge of the existing Brooklands catchment area, by contrast, are in the catchment area for only one school and may well have a reduced chance of getting a place at the only school they are in the catchment area for.

Have you considered moving some, but not all, of the houses in the proposed joint catchment area into the Brooklands catchment area only. This would reduce unpredictability - as the proposal stands you have no way of knowing if all or none of the children in the proposed joint area will apply for Brooklands, with very different outcomes for those at the edge of the existing catchment area. The redistribution of houses from Springfield to Brooklands catchment area should be done in order to achieve that an equal proportion of residents in each of the resulting catchment areas (i.e. the reduced Springfield and increased Brooklands areas) will get a place at the local school. This would seem the fairest way to allocate the extra spaces - alleviating some of the pressure on Springfield whilst minimising the impact on Brooklands.

My personal interest in this is that in October this year we purchased a house specifically in the Brooklands catchment area to maximise the chances of our 2 year old (2017 intake) attending the school. I went to Brooklands and my mother used to teach there, so it was a major factor in our decision to move to the area.

[All these consultees have been advised that the Local Authority has received a number of comments and objections in relation to the issues raised and that the LA has provided detailed responses. The Consultees have been referred to Trafford's website \(with a link to this document\) to view the comments received and the responses provided.](#)

In addition to the comments provided above, the LA has received a petition detailed below.

We the undersigned petition the council to Expand Brooklands Primary School in order to provide much needed additional primary school places BUT NOT to extend the existing catchment area as proposed in the amendment to Brooklands and Springfield Catchment Areas for 2017.

The expansion of Brooklands Primary School is clearly needed to address oversubscription in the area caused by rising demand on Primary places. This has affected families in the Brooklands area for many years. The introduction of the proposed joint catchment corridor is potentially detrimental to existing residents of the Brooklands catchment area. The houses to be added will have priority over many houses in the existing catchment area, due to distance. We feel that existing catchment residents should have priority access to additional places created by the expansion of their catchment school.

This ePetition ran from 13/11/2015 to 07/01/2016 and has now finished.

132 people signed this ePetition.

TRAFFORD COUNCIL

Report to: Executive
Date: 20th January 2016
Report for: Decision
Report of: The Leader of the Council

Report Title

Trafford Youth Trust (Trust Youth, Trafford)

Summary

This report sets out a proposal to create a community interest company (CIC) to establish a partnership against which youth provision for 11-18 year olds (up to 25 years for young people with learning difficulties) will be commissioned and funded. The proposed CIC will work to grow investment into youth services within Trafford through innovative approaches to accessing funding, investment and other resources from across the sectors. It will provide a network for all providers working with or on behalf of young people in Trafford in order to improve co-ordination of services, collaborative working and the development and sharing of knowledge, skills and resources. It will provide support to Third Sector providers and develop volunteering and improve community resilience.

Recommendation(s)

1. That a Community Interest Company be formed to establish a partnership against which youth provision for 11-18 year olds (up to 25 years for young people with learning difficulties) will be commissioned and funded.
2. Delegate responsibility to the Chief Executive in consultation with the Leader of the Council to appoint appropriately experienced Company Directors to assume legal responsibility for administering the company.
3. Approve the allocation of £280,000 11-18 Early Help Commissioning funds to the CIC for 2016-17 subject to the CIC developing a robust business plan.
4. Delegate authority to the Corporate Director Resources and the Director of Legal and Democratic Services to take all necessary steps to constitute the Community Interest Company including the appointment of Directors and to complete all other ancillary legal documentation including any loan agreement.

Contact person for access to background papers and further information:

Name: Joanne Hyde
Extension: 0161 912 4009

Background Papers: 'Trust Youth, Trafford' Position Statement October 2015

Implications:

Relationship to Corporate Priorities	
Financial	The main financial considerations are set out in the body of the report.
Legal Implications:	<p>Under Section 111 of the Local Government Act 1972, the Council has the power: <i>"to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions."</i> This power permits authorities to participate in and even establish separate entities, provided the particular action is not prohibited in any other enactment, and the authority is of the opinion that doing so will improve the discharge of the particular function.</p> <p>Section 1 of the Localism Act 2011 contains a general power of competence and provides that <i>"A local authority has power to do anything that individuals generally may do"</i>.</p> <p>Section 95 of the Local Government Act 2003 permits local authorities to do, for a commercial purpose, anything that they are empowered to do by statute, as long as they do so through a company. The section contains an implied power to establish and participate in a company.</p> <p>The 2009 Trading Order England requires the Council to prepare a business case supporting the exercise of its power under Section 95 before trading starts.</p> <p>The CIC will be subject to rules on controlled, influenced, regulated and minority interest companies in Part V of the Local Government and Housing Act 1989 and the Local Authorities (Companies) Order</p> <p>The main consequences of the CIC being controlled or influenced are contained in the 1995 Order:-</p> <p>(a) All relevant documents must state that the CIC is controlled or influenced by the Council and the Council must be named.</p> <p>(b) There will be limits on the allowances payable</p>

	<p>to directors of the CIC.</p> <p>(c) Regulated companies are bound by the restrictions on publication of information imposed by Section 2 of the Local Government Act 1986. This means that they are prohibited from publishing party political material.</p> <p>(d) Directors of regulated companies must be removed if they become disqualified from membership of a local authority.</p> <p>(e) Requirements would be imposed relating to the provision of information to the Council's auditor and members and of financial information to the Council.</p> <p>(f) Controlled companies that are not arms' length companies must allow for public inspection of the minutes of any general meeting for four years after the meeting, unless disclosure would be in breach of any statutory requirement or obligation owed to any individual.</p> <p>(g) Any financial commitments entered into by the CIC, will have to be included in any assessment of the Council's finances under the prudential framework for capital investment by local government.</p> <p>The directors will be subject to the directors' duties as set out in the Companies Act 2006:</p> <p>(a) Act within powers (b) Promote the success of the company (c) Exercise independent judgement (d) Exercise reasonable skill, care and diligence (e) Avoid conflicts of interest (f) Not accept benefits from third parties (g) Declare interest in any proposed transaction or arrangement with the company</p>
Equality/Diversity Implications	None
Sustainability Implications	None
Resource Implications e.g. Staffing / ICT / Assets	The Council will need to formally appoint directors to oversee the business.
Risk Management Implications	<p>The CIC will need to develop a business plan that provides the assurance to the Council.</p> <p>There will need to be due diligence carried out in respect of the obligations that CIC will assume. As the CIC does not have a trading history, any third parties dealings with the CIC may require performance guarantees from the Council.</p>
Health & Wellbeing Implications	There are significant opportunities to deliver health and wellbeing outcomes through the activities and providers that the Youth Trust commissions, fund and otherwise supports. These form part of the emerging priorities for the Trust developed in conjunction with young people and providers.

Health and Safety Implications	The Trust's commissioning framework will ensure that any providers and/or activities commissioned, funded or otherwise supported will be health and safety compliant.
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1.0 Background

- 1.1 Trafford Council gave commitment to support the development of a Youth Trust during the Council's 2015-16 budget process in February 2015 to mitigate changes to the way universal youth provision was offered in Trafford and in recognition of the significant delivery of youth services by the Voluntary and Community Sector.
- 1.2 The programme of work to support the Trust's development has been underway since late 2014 and has been overseen by the Trafford Partnership Executive, with the Strong Communities Board as the accountable body within the Partnership. A Steering Group was formed in March 2015 comprising Trafford Council, THT, the then Leisure Trust, Thrive Trafford, Man United Foundation, the Altrincham Hub, Trafford Sports Partnership and the Youth Parliament, chaired by Rev. Roger Sutton.
- 1.3 Multi-agency work stream task groups were established in March to look at Governance & Infrastructure, Commissioning & Communications and Engagement. This led, in July, to a young people's engagement event held at Man United to discuss purpose and vision, outcomes for young people and what young people understand as the current offer (what they do and don't access and why) and a similar event aimed at providers.
- 1.4 Partners agreed the purpose of the Trust to be:
 - **Commissioning:** To establish a partnership commissioning framework against which youth provision for 11-18 year olds (up to 25 years for young people with learning difficulties) will be funded.
 - **Investment:** To grow investment into youth services within Trafford, through innovative approaches to accessing funding and other resources.
 - **Collaboration and Co-operation:** To provide a network for all providers working with or on behalf of young people in Trafford in order to improve co-ordination of services, collaborative working and the development and sharing of knowledge, skills and resources. To strengthen and sustain Third Sector providers, develop volunteering and improve community resilience.

These purposes form part of the charitable objects for the proposed Trust.

- 1.5 Governance models and options were presented to the Steering Group and considerable work has been undertaken to secure partnership funding and other resource commitments to the development of the Trust. To date as well as key statutory partners, 8 VCS partners have been involved, over 35 providers are involved in a provider forum and over 150 young people have been consulted.
- 1.6 As part of our engagement with young people one of the objectives was to agree a name and a logo for the organisation. The final brand agreed is 'Trust Youth, Trafford'.
- 1.7 A full Position Statement detailing all work undertaken so far has been drafted and will be finalised as a handover document for the CIC Board once appointed.
- 1.8 To date we have commitment from 7 Board members including 2 Exec Members, one Corporate Director, 4 independent professionals with an array of necessary skills and experience. We are also in discussions to secure a young person representative on the Board.

2.0 Proposal

- 2.1 In order to establish an independent Youth Trust it is recommended that a Community Interest Company (CIC) is established that is initially controlled by the Council through the appointment of Company Directors, which allows a flexibility as the Trust develops and other organisations contribute financially, for the Trust to become more independent.
- 2.2 Community Interest Companies ("**CICs**") are limited companies, designed for social enterprises that want to use their profits and assets to benefit a defined community. Upon formation they have to satisfy a "community interest test" and continue to do so during their lifetime. Compliance with the test is overseen by the Regulator of Community Interest Companies.
- 2.3 The assets and profits of the CIC are protected by each CIC having an "asset lock" by virtue of the Community Interest Company Regulations 2005 (the "**Regulations**"). The Regulations provide that CICs cannot transfer their assets or profits for less than market value unless transferring to another CIC or charity, or if the transfer is for the benefit of the community. This ensures that the assets and profits will be devoted to the benefit of the community and not the shareholders or directors. Incentivisation arrangements are permitted within certain limits to allow for staff and third party participation in the company.
- 2.4 The proposed CIC would be initially controlled by the Council, as set out in 2.1 above, and the Council (at least initially) would be the sole member / shareholder and appoint the directors.
- 2.5 Along with complying with Regulations, the CIC will be required to adhere to the principles of company law.
- 2.6 There are five existing commissioned projects that have been extended for one month, until 30th April 2016, whilst the Trust Youth, Trafford Board is established and it considers whether a further extension is offered. This extension is recommended by the Council's Commissioning service so the Council and also the new CIC Board can be reassured there will be no gaps in the delivery of youth provision in Trafford.

3.0 Financial Considerations

- 3.1 In setting up a CIC the Council will need to procure advice and support in respect of legal and financial matters, the latter with particular regard to taxation. The cost of this will initially be met from T&R reserves. When the CIC is created the new company will have a range of financial matters to consider and it will be for the Board of Directors to make decisions upon such issues. In this regard it can be anticipated that assistance from the Council will continue to be required in a number of areas.
- 3.2 Currently the Council commissions youth provision for 11-18 year olds at a cost of £280,000 p.a. It is proposed that this commissioning pot for 2016-17, minus the amount committed to extend existing contracts by one month to 30/4/16 is transferred from the Council to the Youth trust CIC once established.
- 3.3 Very recently the Board of Trafford Housing Trust have made a commitment of £50,000 to the Youth Trust for 2016-17.
- 3.4 In addition in November the Council applied for Cabinet Office funding under their Delivering Differently for Young People programme. The Council has successfully secured £35,000 which we are required to use to commission independent consultants.

A tender specification has been developed which will commission consultants between February and June 2016 to:

- provide support to the Board in its initial development;
- develop an operating agreement between the Trust and the Council;
- deliver market analysis to determine likely growth and a commercial strategy, including investment opportunities and the types of relationship between investors and the Trust;
- assess the different options for membership of the Trust that could be offered to both young people, providers and other stakeholders;
- develop options for a 'year one' business plan.

3.5 One of the key functions of the Youth trust will be to secure other forms of investment into the CIC in order to commission/fund additional youth provision across Trafford.

3.6 As the CIC does not have a trading history, any third parties dealings with the CIC may require performance guarantees from the Council.

3.7 The development of the Youth Trust has been a partnership undertaking but Council officer support has primarily been provided by Partnerships and Communities and Commissioning services. The CIC Board will need to decide for itself what infrastructure, including staff support, might be required as it develops. In the short term it is envisaged council officers will be required to manage the relationship between the CIC Board and the commissioned consultants and to support the further development and implementation of the framework that will be needed to commission/fund youth services.

4.0 Timescales

4.1 In order to ensure the CIC Board is in place to maximise the benefit of the consultant support being funded by the Cabinet Office and to ensure there are no gaps in the commissioning of youth services beyond April 2016, the new company needs to be in place by 1st March 2016.

4.2 In order to establish the company as a CIC it will have to receive approval from the Regulator of Community Interest Companies. This will be based on the 'Community Interest Test' and it will be important to ensure that the Memorandum and Articles of Association are set up in such a way that this test can be fully met.

4.3 To achieve all this within the available timescales the process for the formation of the company needs to commence as soon as this report has been considered and agreed.

Key Decision (as defined in the Constitution): No

If Key Decision, has 28-day notice been given? No

Finance Officer Clearance GB

Legal Officer Clearance HK

Joanne Hyde – Corporate Director – Transformation and Resources:



To confirm that the Financial and Legal Implications have been considered and the Corporate Director has cleared the report prior to issuing to the Executive Member for decision.

**NOTICE OF THE DECISIONS AGREED AT THE GREATER MANCHESTER
COMBINED AUTHORITY MEETING HELD ON FRIDAY 27 NOVEMBER 2015
AT TRAFFORD TOWN HALL**

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Mike Connolly
MANCHESTER CC	Councillor Richard Leese
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Peter Williams
SALFORD CC	Ian Stewart
STOCKPORT MBC	Councillor Sue Derbyshire
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMFRA	Councillor John Bell
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Keith Davies	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Theresa Grant	Trafford Council
Donna Hall	Wigan Council
Ian Hopkins	GMP
Andrew Lightfoot	GM Director of Public Service Reform
Mark Hughes	Manchester Growth Company
Simon Nokes	New Economy
Adam Allen	Office of the Interim Mayor and Police & Crime Commissioner
Clare Regan	TfGM
Steve Warrener	TfGM
Dave Newton	TfGM

Liz Treacy	GMCA Monitoring Officer
Richard Paver	GMCA Treasurer
Julie Connor) Greater Manchester
Sylvia Welsh) Integrated Support Team
Kerry Bond)
Rebecca Heron)

149/15 APOLOGIES

Apologies for absence were received on behalf of Jim McMahon (Oldham), Richard Farnell (Rochdale), Margaret Asquith (Bolton), Peter O'Reilly (GMFRA), Cath Piddington (GMWDA), Jon Lamonte (TfGM).

150/15 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

The Chair welcomed Ian Hopkins, Chief Constable, GMP to the meeting and informed members that Paul Najsarek, Chief Executive, Bolton Council had left the authority and Margaret Asquith had been appointed as Interim Chief Executive pending the appointment of a new Chief Executive.

On behalf of the GMCA, Tony Lloyd thanked Peter Fahy and Paul Najsarek for their work and commitment to Greater Manchester and wished them well for the future, advising that he would write a letter of thanks to both.

151/15 DECLARATIONS OF INTERESTS

There were no declarations of interests made in respect of any item on the agenda.

152/15 MINUTES OF THE GMCA MEETING HELD ON 30 OCTOBER 2015

The minutes of the GMCA meeting held on 30 October were submitted for consideration.

RESOLVED/-

To approve the minutes of the GMCA meeting held on 30 October 2015.

153/15 FORWARD PLAN OF STRATEGIC DECISIONS OF GMCA

Consideration was given to a report of Julie Connor, Head of the Greater Manchester Integrated Support Team, which set out a Forward Plan of those strategic decisions to be considered by GMCA over the next four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions as set out in the report.

154/15 TRANSPORT FOR GREATER MANCHESTER COMMITTEE HELD ON 13 NOVEMBER 2015

Members were assured that work is underway on developing and progressing an Integrated Smart Ticketing system for implementation across Greater Manchester.

The meeting was advised that Transport for the North is also looking to develop Northern Smart Ticketing and it was important that the work undertaken by Greater Manchester aligns with this.

RESOLVED/-

To note the minutes of the meeting held on 13 November 2015.

155/15 GREATER MANCHESTER LOCAL ENTERPRISE PARTNERSHIP BOARD HELD ON 12 NOVEMBER 2015

RESOLVED/-

To note the minutes of the meeting held on 12 November 2015.

156/15 GMCA QUARTERLY COMMUNICATIONS UPDATE

Tony Lloyd and Carolyn Wilkins presented a report providing a quarterly update on current and planned GMCA communications and engagement activity.

Members welcomed the report and the steps being undertaken to ensure the GMCA works in an open and transparent way. Today is the first time that the GMCA and AGMA Executive Board meetings have been live streamed and it was suggested that officers should review live streaming facilities across the Greater Manchester venues for future GMCA meetings, with a view to establishing consistency of standards.

Members also commented and welcomed on the new improved website, acknowledging that it will need to continually evolve.

RESOLVED/-

To note progress and upcoming activity and provide feedback.

157/15 SPENDING REVIEW ANNOUNCEMENT

Richard Leese presented a report providing an overview of the additional freedoms and flexibilities awarded to Greater Manchester as part of a further Devolution Agreement which were publicised as part of the Spending Review announcement made on 25 November 2015.

Members were advised that negotiations with Government have been continuous since signing the Devolution Agreement in November 2014, with further work to be undertaken with BIS around Business Support Programmes, specifically for Greater Manchester. A further paper on overall impact of the delivery of the Devolution

Agreement with more detail on timelines will be submitted to GMCA in December. Further announcements specifically around transport are expected, with further work necessary on delivery platforms required to be completed by March 2016.

Members also commented on the need to ensure that skills programmes match future job requirements and the inter-relationship with the Working Well Programme.

RESOLVED/-

1. To endorse the Greater Manchester Agreement: Further Devolution to the Greater Manchester Combined Authority and directly elected Mayor as detailed in Annex A of the report.
2. To agree that a further detailed report be brought to the GMCA meeting scheduled for 18 December 2015.

158/15 GREATER MANCHESTER AREA BASED REVIEW

Sean Anstee presented a report updating members on the Area Based Review process and the impact on provision that the expected outcomes are likely to have. He proposed an amendment to the report (page 8) relating to skills capital funding, recommending that all the schemes detailed are allowed to proceed given significant commitments and progress made in respect of each. This will still leave c.£20m for allocation following completion of the Area Based review.

Sean Anstee also added that he would be writing to all GM MP's to provide them with an update on progress. Members also commented that transport links would be critical in supporting the outcome of the review.

RESOLVED/-

1. To approve the suggested criteria to use as a starting point for discussions with BIS.
2. To approve that the 5 key criteria for GM be applied to the process, as outlined in Section 4 of the report.
3. To approve an amendment as now reported that all the schemes detailed are allowed to proceed given significant commitments made in respect of each.

159/15 GREATER MANCHESTER GROWTH DEAL TRANSPORT UPDATE

Steve Warrener presented a report providing a quarterly update on the latest position in relation to the Local Growth Deal Transport Programme.

Members recognised the impact of major works in Manchester City Centre on the surrounding areas, stressing the importance of collaboration between local authorities. It was noted that Manchester City Council officers have been directed to ensure that capacity of Great Ancoats Street is not reduced under any circumstances.

RESOLVED/-

1. To note the current position in relation to the initial Growth Deal Major Schemes programme.
2. To note the current position in relation to the initial Growth Deal Minor Works programme.
3. To note the current position in relation to the Growth Deal 2 Additional Priorities and Minor Works programmes.
4. To note the ongoing activities that are taking place in order to progress the programme generally.
5. To agree that an update report be submitted to the February GMCA meeting.

160/15 2040 VISION CONSULTATION

Dave Newton presented a report summarising the feedback received during the 12 week consultation (July to October 2015) on the 'Greater Manchester Transport Strategy 2040: Our Vision'.

Members were assured that this Strategy and Transport for the North work streams would be aligned to reflect GM priorities for example, Pennine Tunnel Link. In addition officers are working with local cycling groups and local authorities to ensure all safety issues are addressed.

RESOLVED/-

1. To note the range and nature of responses received on the 2040 Vision consultation.
2. To note that further work, informed by this consultation, is underway to prepare a draft 2040 strategy for GMCA consideration in early 2016.

161/15 GREATER MANCHESTER LOW EMISSIONS STRATEGY AND AIR QUALITY ACTION PLAN

Dave Newton presented a report seeking approval for the Greater Manchester Low Emissions Strategy and the Air Quality Action Plan and to request authorisation to proceed to external consultation.

The meeting was reminded that the Low Carbon Implementation Plan was currently subject to consultation and does need to be aligned with the Low Emissions Strategy and Air Quality Action Plan in the New Year.

RESOLVED/-

1. To endorse the Low Emissions Strategy for Greater Manchester.
2. To endorse the Air Quality Action Plan for Greater Manchester.
3. To authorise the commencement of external consultation for both documents.

162/15 CLUSTER OF EMPTY HOMES PROGRAMME

Councillor Sue Derbyshire presented a report seeking agreement to a delegation to determine the use of £212,000 of remaining funds allocated for the Clusters of Empty Homes Programme.

RESOLVED/-

To delegate authority, to determine the allocation of the remaining funds to Eamonn Boylan, Portfolio Lead Chief Executive for Planning and Housing and Richard Paver, GMCA Treasurer, in consultation with Councillor Sue Derbyshire, Portfolio Lead for Planning and Housing.

163/15 GREATER MANCHESTER HOUSING INVESTMENT FUND – INVESTMENT APPROVAL RECOMMENDATIONS

Councillor Sue Derbyshire presented a report seeking approval of a GM Housing Fund loan of £957,654 to Wiggitt Homes Ltd.

RESOLVED/-

1. To agree that approval be given to the loan of £957,654 to Wiggitt Homes Ltd to deliver it's Charminster Drive, Crumpsall, Manchester development.
2. To delegate authority to the Richard Paver, GMCA Treasurer and Liz Treacy, GMCA Monitoring Officer, to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transaction, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loan at 1) above.
3. To agree that Manchester City Council prepares and effects the necessary legal agreements in accordance with its approved internal process.

164/15 GREATER MANCHESTER INVESTMENT FRAMEWORK AND CONDITIONAL PROJECT APPROVAL

Councillor Kieran Quinn presented a report seeking approval for a loan to Zen Internet Limited and a proposal to reallocate the funding for Project Catalyst to Growing Places.

RESOLVED/-

1. To agree that the project funding application by Zen Internet Limited, (loan of £1,000,000), be given conditional approval and progress to due diligence.
2. To agree that the funding for Project Catalyst (loan of £4,700,000) be reallocated to Growing Places.
3. To delegate authority to the Richard Paver, GMCA Treasurer and Liz Treacy, GMCA Monitoring Officer to review the due diligence information and, subject

to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transaction, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loan at 1) above.

165/15 EXCLUSION OF PRESS AND PUBLIC

RESOLVED/-

That, under section 100 (A)(4) of the Local Government Act 1972 the press and public should be excluded from the meeting for the following item of business on the grounds that this involves the likely disclosure of exempt information, as set out in paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**166/15 GREATER MANCHESTER HOUSING INVESTMENT FUND –
INVESTMENT APPROVAL RECOMMENDATIONS**

Councillor Sue Derbyshire presented a report providing detail on the proposed GM Housing Fund loan to Wiggett Homes Ltd for its Charminster Drive, Crumpsall, Manchester development.

RESOLVED/-

To note the contents of this report.

**167/15 GREATER MANCHESTER INVESTMENT FRAMEWORK AND
CONDITIONAL PROJECT APPROVAL**

Consideration was given to a report providing further detail on the funding application from Zen Internet Limited and the Project Catalyst reallocation.

RESOLVED/-

To note the contents of the report.

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NOTICE OF THE DECISIONS AGREED AT THE JOINT MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY AND AGMA EXECUTIVE BOARD HELD ON FRIDAY 27 NOVEMBER 2015 AT TRAFFORD TOWN HALL

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Mike Connolly
MANCHESTER CC	Councillor Richard Leese
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Peter Williams
SALFORD CC	Ian Stewart
STOCKPORT MBC	Councillor Sue Derbyshire
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMFRA	Councillor John Bell
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Keith Davies	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Theresa Grant	Trafford Council
Donna Hall	Wigan Council
Andrew Lightfoot	GM Director of Public Service Reform
Ian Hopkins	GMP
Mark Hughes	Manchester Growth Company
Simon Nokes	New Economy

Adam Allen) Office of the Interim Mayor and Police & Crime
Clare Regan) Commissioner
Steve Warrener	TfGM
Dave Newton	TfGM
Liz Treacy	GMCA Monitoring Officer
Richard Paver	GMCA Treasurer
Julie Connor) Greater Manchester
Sylvia Welsh) Integrated Support Team
Kerry Bond)
Rebecca Heron)

113/15 APOLOGIES

Apologies for absence were received on behalf of Jim McMahon (Oldham), Richard Farnell (Rochdale), Margaret Asquith (Bolton), Peter O'Reilly (GMFRA), Cath Piddington (GMWDA), Jon Lamonte (TfGM).

114/15 DECLARATIONS OF INTERESTS

None received.

115/15 MINUTES OF THE JOINT GMCA AND AGMA EXECUTIVE BOARD MEETING HELD ON 30 OCTOBER 2015

The minutes of the Joint GMCA and AGMA Executive Board meeting held on 30 October 2015 were submitted for consideration.

RESOLVED/-

To approve the minutes of the Joint GMCA and AGMA Executive Board held on 30 October 2015.

116/15 FORWARD PLAN OF STRATEGIC DECISIONS OF THE JOINT GMCA AND AGMA EXECUTIVE BOARD AND AGMA EXECUTIVE BOARD

Consideration was given to a report of Julie Connor, Head of the Greater Manchester Integrated Support Team, which set out the Forward Plan of those strategic decisions to be considered over the next four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions as set out in the report.

117/15 GM PLANNING AND HOUSING COMMISSION – CHANGE IN ROCHDALE MBC NOMINATIONS

RESOLVED/-

To agree to the appointment of Councillor John Blundell, replacing Councillor Linda Robinson on the GM Planning and Housing Commission with effect from 27 November 2015.

118/15 ASYLUM SEEKERS EXECUTIVE BOARD – CHANGE IN BOLTON COUNCIL NOMINATIONS

RESOLVED/-

To agree to the appointment of Councillor Kevin McKeon, replacing Councillor Kate Lewis on the Asylum Seekers Executive Board with effect from 27 November 2015.

119/15 MINUTES OF THE JOINT GMCA AND AGMA SCRUTINY POOL MEETING HELD ON 13 NOVEMBER 2015

RESOLVED/-

To note the minutes of the Joint GMCA and AGMA Scrutiny Pool meeting held on 13 November 2015.

120/15 REVISED AGMA CONSTITUTION

Liz Treacy presented a report requesting the adoption of the revised AGMA Constitution, incorporating changes necessitated by the GMCA joining AGMA as a Full Member.

RESOLVED/-

To approve the adopt the revised AGMA Constitution as set out in Appendix 1 of the report.

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NOTICE OF THE DECISIONS AGREED AT THE GREATER MANCHESTER COMBINED AUTHORITY MEETING HELD ON FRIDAY 18 DECEMBER 2015 AT MANCHESTER TOWN HALL

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Ebrahim Adia
BURY COUNCIL	Councillor Mike Connolly
MANCHESTER CC	Councillor Richard Leese
OLDHAM COUNCIL	Councillor David Hibbert
ROCHDALE MBC	Councillor Allen Brett
SALFORD CC	Councillor Paul Dennett
STOCKPORT MBC	Councillor Sue Derbyshire
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Keith Davies	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Theresa Grant	Trafford Council
Donna Hall	Wigan Council
Andrew Lightfoot	GM Director of Public Service Reform
Peter O'Reilly	GM Fire & Rescue
John Bland	GM Waste Disposal Authority
Mark Hughes	Manchester Growth Company
Simon Nokes	New Economy
Ian Williamson	Health Devolution Team
Katy Calvin-Thomas	Health Devolution Team
Adam Allen) Office of the Interim Mayor and Police &
Clare Regan) Crime Commissioner

Jon Lamonte
Steve Warrener

TfGM
TfGM

Liz Treacy
Richard Paver
Julie Connor
Sylvia Welsh
Kerry Bond
Rebecca Heron

GMCA Monitoring Officer
GMCA Treasurer
) Greater Manchester
) Integrated Support Team
)
)

168/15 APOLOGIES

Apologies for absence were received on behalf of Margaret Asquith (Bolton), Richard Farnell (Rochdale), Jim McMahon (Oldham) and Ian Stewart (Salford).

169/15 DECLARATIONS OF INTERESTS

There were no declarations of interests made in respect of any item on the agenda.

170/15 MINUTES OF THE GMCA MEETING HELD ON 27 NOVEMBER 2015

The minutes of the GMCA meeting held on 27 November 2015 were submitted for consideration.

Clusters of Empty Homes Programme – Minutes 162/15 refers

Members were advised that the delegation to allocate the remaining funds for the Clusters of Empty Homes Programme has been exercised and resources have awarded to the Salford scheme.

RESOLVED/-

To approve the minutes of the GMCA meeting held on 27 November 2015.

171/15 FORWARD PLAN OF STRATEGIC DECISIONS OF GMCA

Consideration was given to a report of Julie Connor, Head of the Greater Manchester Integrated Support Team, which sets out a Forward Plan of those strategic decisions to be considered by GMCA over the next four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions as set out in the report.

172/15 APPOINTMENT OF INDEPENDENT PERSON FOR CONSIDERATION OF COMPLAINTS AGAINST MEMBERS AND APPOINTMENT OF INDEPENDENT MEMBER TO THE GMCA'S STANDARDS COMMITTEE

Liz Treacy presented a report detailing the appointment process of an Independent Person to assist the GMCA's Monitoring Officer and Hearing Panel in dealing with allegations that GMCA members have acted in breach of the GMCA's Code of Conduct and the appointment of a Co-Opted Independent Member to be appointed as Chair of the GMCA's Standards Committee.

RESOLVED/-

1. To agree the Monitoring Officer's recommendation to appoint Nicolé Jackson to act as an Independent Person for a term of office of four years.
2. To agree the Monitoring Officer's recommendation to appoint Geoff Linnell to act as an Independent Co-opted Member and the Chair of the GMCA's Standards Committee for a term of office of four years.
3. To authorise payment to the Independent Person of an annual allowance of £873.
4. To agree to amend the Members' Allowances Scheme, so that an expenses payment of £156 be made to the Co-opted Independent Member and Chair of the Standards Committee for each meeting of the Standards Committee attended.

173/15 GMCA PORTFOLIOS – DEPUTY LEAD MEMBERS

Tony Lloyd presented a report setting out proposals to improve the efficiency of the GMCA portfolio arrangements and increase strategic leadership capacity through the appointment of Deputy Portfolio lead members. The report presented a draft prospectus providing an overview of key priorities, areas of responsibility for each portfolio area and a cross-portfolio role profile for deputy lead members, for consideration and agreement. Portfolio Leads to determine where the Deputy Portfolio lead members will be involved in assisting with the increased workload.

RESOLVED/-

1. To agree the need for the appointment of Deputy Portfolio Lead Members as detailed in the report.
2. To approve the draft Prospectus and cross-portfolio role description, appended to the report, to support the selection of deputies.
3. To agree to the process of selection, as detailed in Section 4 of the report.
4. To agree that the appointments would be subject to confirmation by the GMCA at the end of January 2016.

174/15 UPDATE ON CITIES AND DEVOLUTION BILL

Tony Lloyd presented a report updating members on the status of the Cities and Devolution Bill and the next steps to implementation.

Tony Lloyd proposed an amendments to recommendations delegating authority to a small sub committee comprising the GMCA Chair and Vice Chairs to determine consent to the Order.

The Monitoring Officer will formally write to Greater Manchester Local Authorities seeking approval of the wording of the 1st Order . Consent will be required by early January.

The meeting was reminded that the Order to progress the Elected Mayor is contingent upon progress being made to implement the Devolution Agreement, including transport powers which enable the introduction of bus franchising and smart ticketing technology across Greater Manchester.

Members requested that a letter seeking assurance that the necessary legislation to provide transport powers and other elements of the Greater Manchester Devolution Agreement will be in place before the election of a GM Mayor. In the event that Government is not able to meet the timetable then Government will be requested to commit to rescind the Elected Mayor Order.

RESOLVED/-

1. To note the progress of the Bill and next steps required for implementation.
2. To delegate authority to a sub committee comprising the GMCA Chair and Vice Chairs to consent to the terms of the Order required to establish the role of GMCA elected Mayor and to provide for the Mayor to exercise the functions of the PCC in relation to the Greater Manchester Police area.
3. To delegate authority to a sub committee comprising the GMCA Chair and Vice Chairs the authority to propose and consent to the terms of orders required to enable GMCA to carry out health related functions from April 2016.
4. To commend the draft Order to the GM local authorities for their consent and agreement to the final version.
5. To agree that a letter seeking assurance that the necessary legislation to provide transport powers and other elements of the Greater Manchester Devolution Agreement will be in place before the election of a GM Mayor. In the event that Government is not able to meet the timetable then Government will be requested to commit to rescind the Elected Mayor Order..

175/15 FURTHER DEVOLUTION TO GREATER MANCHESTER: WORK PROGRAMME

Councillor Richard Leese presented a report providing Members with the work programme, summarising the tasks to be undertaken to progress the key areas of GM devolution agreement work, announced as part of the 2015 Spending Review settlement.

Members noted that a wider Implementation Plan was under development, covering all aspects of the devolution settlement to date.

A further report will be submitted to the GMCA on the preparation of a case for a land programme to enable Greater Manchester to move forward with the development of sites for housing and employment and commerce. Government has committed to work across Departments to assist GM in delivering reform priorities

RESOLVED/-

1. To endorse the work programme.
2. To note that a wider devolution implementation plan is currently under development and will be submitted for consideration at the January meeting of the GMCA.
3. To agree that a further report be submitted GMCA on the preparation of a case for a land programme to enable Greater Manchester to move forward with the development of sites for housing and employment and commerce.

176/15 SCIENCE AND INNOVATION AUDITS

Councillor Richard Leese presented a report detailing an opportunity to submit an Expression of Interest to Government to undertake a Science and Innovation Audit in the GM area.

RESOLVED/-

1. To note the information in relation to Science and Innovation Audits contained in the report.
2. To agree to delegate responsibility for signing off the GM Expression of Interest to Councillor Richard Leese and Sir Howard Bernstein as portfolio holders for Economic Strategy.

177/15 LAND AND ESTATES: DELIVERING 'ONE PUBLIC ESTATE' AT GM LEVEL

Councillor Sue Derbyshire presented a report detailing work underway to develop a strategy and delivery resource to address the complex land and estates challenges across Greater Manchester.

Members highlighted how utilising public estates in a different way can contribute to achieving Greater Manchester's aspirations for public service reform. Members of the Land Commission do need to ensure that public service reform is embedded within their work programme in order to deliver better utilisation of assets.

RESOLVED/-

1. To approve the proposed membership, subject to agreement with Department for Communities and Local Government, GMCA portfolio Leaders for Investment, Growth, Housing and Public Service Reform and senior representatives of key Government Departments and Agencies (including NHS England, Homes and Communities Agency and Newtwork Rail) and role of the GM Land Commission.

2. To agree to the establishment of a GM Strategic Land Board as proposed in paragraph 2(b) of the report.
3. To approve the establishment of the post of Director of Land and Property for Greater Manchester and the creation of a Greater Manchester Land and Property Delivery Unit as proposed in paragraph 2(c) of the report.
4. To commission, as an early action, the preparation of a set of criteria to underpin a Greater Manchester Land Programme for discussions with Treasury in advance of the spring 2016 Budget.

178/15 PROTOCOLS WITH TRADE UNIONS

Tony Lloyd presented a report detailing a proposed GM Trade Union protocol, the establishment of a properly constituted strategic Workforce Engagement Board and the establishment of a Health and Social Care Engagement Forum.

RESOLVED/-

1. To authorise the Greater Manchester Interim Mayor to sign the GM Trade Union protocol on behalf of GMCA.
2. To support the establishment of a properly constituted strategic Workforce Engagement Board comprising senior managers, political leaders and trade union representatives. The Board will meet on at least a quarterly basis to exchange ideas and proposals, discuss relevant issues of joint concern and seek to reach agreements as appropriate on matters of workforce implications and workforce skills and development arising from or resulting from the early policy formulation, planning and implementation of Greater Manchester devolution, decentralisation and public service redesign initiatives. (appendix 1 of the report)
3. To support the establishment of a Health and Social Care Engagement Forum comprising trade union and employer representatives which will feed into the strategic Workforce Engagement Board and report to the Health and Social Care Partnership Board (appendix 2 of the report).

179/15 NORTHERN AND TRANSPENNINE EXPRESS FRANCHISES ANNOUNCEMENT

Councillor Richard Leese presented a report providing a brief overview of the key messages and initial benefit to Greater Manchester following the announcement of the franchise contract award to Arriva Rail North Ltd (Northern) and First TransPennine Express Ltd on 9th December.

Transport for the North, in working together has delivered much improved outcomes for the North, including significant employment opportunities across the franchises.

The investment in new rail vehicles, alongside other investment, particularly High Speed 2, will help to revive the UK rail industry, as a direct result of the Northern Authorities working together at both political and officer level.

RESOLVED/-

To note the report.

180/15 HENDY & BOWE NETWORK RAIL REVIEWS

Jon Lamonte presented a report setting out the conclusions of two independent reviews of Network Rail's investment programme for Control Period 5, from 2014 to 2019. The first was undertaken by Sir Peter Hendy, Chairman of Network Rail, the second was undertaken by Dame Colette Bowe. Both reports were published on Thursday 25th November.

It was reported that all the Northern Hub works will be undertaken, with some on a delayed timetable due to the delays on the Ordsall Chord scheme planning process and legal actions, with the Piccadilly scheme completed by 2020. The schedule of works will emerge over the following months with further reports to the GMCA.

Members commented that there were still some significant services missing in the peripheral areas of Greater Manchester restricting access to key growth areas. Going forward there is still some work to be undertaken to establish where further improvements can be made.

RESOLVED/-

1. To note the conclusions of the reviews as set out in the paper and the implications for Greater Manchester.
2. To note that further reports will be submitted to the GMCA as the schedule of work emerges over the forthcoming months.

181/15 ENERGY COMPANY FOR GREATER MANCHESTER

Councillor Sue Derbyshire and Steve Rumbelow presented a report outlining the findings of a feasibility study and detailing the proposed the next steps to develop the proposal to create an Energy Company for Greater Manchester.

Members were informed that it was envisaged that the Company would be producing results three years following establishment, which should enable further detailed work on fuel poverty interventions.

Members also requested that Housing Associations be involved in the formation of the Energy Company as a means of getting supply into the residential properties.

RESOLVED/-

1. To note the contents of this report and the work completed by Cornwall Energy.
2. To agree that authority be delegated to Councillor Sue Derbyshire to commission all the work necessary to develop a preferred model for a Greater Manchester Energy Company (a fully licensed supply company) with a view to reporting back to the GMCA early in the New Year.

182/15 INTEGRATED COVENANT OF MAYORS

Councillor Sue Derbyshire and Steve Rumbelow presented a report providing an update and suggested approach regarding the integration of two initiatives in which Greater Manchester is engaged; the Covenant of Mayors and Mayors Adapt.

RESOLVED/-

1. To note the report.
2. To approve the signing of the new Integrated Covenant by the Greater Manchester Interim Mayor and Cllr Sue Derbyshire.

183/15 GREATER MANCHESTER INVESTMENT FRAMEWORK AND CONDITIONAL PROJECT APPROVAL

Councillor Kieran Quinn and Eamonn Boylan presented a report providing updates on the DataCentred and MonoPumps projects.

Further details of the projects are included in a more detailed report, considered in the confidential part of the agenda due to the information relating to the confidential business affairs of the applicants.

RESOLVED/-

1. To agree to the changes to the commercial terms of the DataCentred funding as set out in the part b report.
2. To note the update provided with respect to MonoPumps.
3. To delegate authority to the GMCA Treasurer and GMCA Monitoring Officer to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transaction, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loan at 1) above.

184/15 EXCLUSION OF PRESS AND PUBLIC

RESOLVED/-

That, under section 100 (A)(4) of the Local Government Act 1972 the press and public should be excluded from the meeting for the following item of business on the grounds that this involves the likely disclosure of exempt information, as set out in paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

185/15 ENERGY COMPANY FOR GREATER MANCHESTER

Councillor Sue Derbyshire and Steve Rumbelow presented a report providing further

information on two routes to establishing a fully licensed supply company for Greater Manchester which is currently under consideration.

RESOLVED/-

1. To note the report.
2. To support further development of the principle of establishing a Greater Manchester Energy Company as described in the Part A report.

**186/15 GREATER MANCHESTER INVESTMENT FRAMEWORK AND
CONDITIONAL PROJECT APPROVAL**

Councillor Kieran Quinn and Eamonn Boylan presented a report providing an update on the status of the MonoPumps and DataCentred projects.

It was agreed that a further detailed note on the assumptions would be circulated to Members of the GMCA on a confidential basis.

RESOLVED/-

To note the report.

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NOTICE OF THE DECISIONS AGREED AT THE JOINT MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY AND AGMA EXECUTIVE BOARD HELD ON FRIDAY 18 DECEMBER 2015 AT MANCHESTER TOWN HALL

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Ebrahim Adia
BURY COUNCIL	Councillor Mike Connolly
MANCHESTER CC	Councillor Richard Leese
OLDHAM COUNCIL	Councillor David Hibbert
ROCHDALE MBC	Councillor Allen Brett
SALFORD CC	Councillor Paul Dennett
STOCKPORT MBC	Councillor Sue Derbyshire
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Keith Davies	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Theresa Grant	Trafford Council
Donna Hall	Wigan Council
Andrew Lightfoot	GM Director of Public Service Reform
Peter O'Reilly	GM Fire & Rescue
John Bland	GM Waste Disposal Authority
Mark Hughes	Manchester Growth Company
Simon Nokes	New Economy
Ian Williamson	Health Devolution Team
Katy Calvin-Thomas	Health Devolution Team

Adam Allen) Office of the Interim Mayor and Police &
Clare Regan) Crime Commissioner
Jon Lamonte TfGM
Steve Warrener TfGM

Liz Treacy GMCA Monitoring Officer
Richard Paver GMCA Treasurer
Julie Connor) Greater Manchester
Sylvia Welsh) Integrated Support Team
Kerry Bond)
Rebecca Heron)

121/15 APOLOGIES

Apologies for absence were received on behalf of Margaret Asquith (Bolton), Councillors Richard Farnell (Rochdale), Jim McMahon (Oldham) and Ian Stewart (Salford).

122/15 DECLARATIONS OF INTERESTS

Councillor Richard Leese declared a prejudicial interest in Item 6a Budget Strategy as a Director of the Growth Company Board.

123/15 MINUTES OF THE JOINT GMCA AND AGMA EXECUTIVE BOARD MEETING HELD ON 27 NOVEMBER 2015

The minutes of the Joint GMCA and AGMA Executive Board meeting held on 27 November 2015 were submitted for consideration.

RESOLVED/-

To approve the minutes of the Joint GMCA and AGMA Executive Board held on 27 November 2015.

124/15 FORWARD PLAN OF STRATEGIC DECISIONS OF THE JOINT GMCA AND AGMA EXECUTIVE BOARD AND AGMA EXECUTIVE BOARD

Consideration was given to a report of Julie Connor, Head of the Greater Manchester Integrated Support Team, which set out the Forward Plan of those strategic decisions to be considered over the next four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions as set out in the report.

125/15 BUDGET STRATEGY 2016/17

Councillor Kieran Quinn introduced a report detailing the proposals for the GMCA and AGMA budgets as part of the 2016/17 budget strategy process, and the Joint Authority levy/precept assumptions for 2016/17. Richard Paver confirmed that all the Scrutiny Process meetings have now taken place.

Councillor David Action appraised the meeting of the direct implications of the Local Government Settlement on the Fire and Rescue Services.

RESOLVED/-

1. To agree the recommendations of the GMCA transport scrutiny panel as detailed in paragraph 4.9 of the report, and below:
 - i) the Transport Levy for 2016/17 remain unchanged from 2015/16 at £195.123m;
 - ii) the previously planned increase of 1.8% (£3.5 million) with respect to the Greater Manchester Transport Fund would be deferred and would be reviewed again in future years;
 - iii) any bus related efficiency savings would be 'ring fenced' to part fund the future costs of Bus Franchising; and
 - iv) any other efficiency savings, over and above those included to reach a "cash standstill" position would be ring-fenced to reduce the currently forecast deficits in 2017/18 and 2018/19.

2. To agree the recommendations of the AGMA/GMCA non transport scrutiny panel as detailed in paragraph 5.31 of the report, in particular:
 - v) All priorities and pressures are to be put forward for approval;
 - vi) All savings are to be put forward for approval subject to further detail on the impact being considered;
 - vii) That further information is provided regarding the scope of the Manchester Investment and Development Agency Service Limited (MIDAS) review;
 - viii) Commitments against the Transformation Challenge Award and Public Service Reform Development Fund to be provided to consider utilisation of the funds;
 - ix) Further information to be provided regarding the use of reserves;
 - x) Further information to be provided to consider the options for AGMA Section 48 Grants.

3. To agree the potential additional capacity of £350,000 on AGMA/GMCA non transport budget, subject to approval of all proposals, and whether this should be set aside in a budget for other GM priorities.

4. To agree the Greater Manchester Waste Disposal Authority budget proposals of a zero percent levy increase in 2016/17 as detailed in paragraph 6.1 of the report.

5. To note that at the time of writing the report, the scrutiny of the Police and Crime Commissioner's budget is yet to take place and that formal approval of proposals will follow the timeline as detailed in paragraph 6.5 of the report.

6. To agree the GM Fire and Rescue Service budget proposals as detailed in paragraphs 6.6 to 6.13 of the report, although this may need to be amended in light of the funding received in the 2016/17 RSG Settlement and information from Local Authorities about Council Tax or Business Rates income.

126/15 GREATER MANCHESTER REFORM BUDGET UPDATE

Tony Lloyd introduced a report providing an update on the expenditure from the Greater

Manchester Transformational Challenge Award budgets including commitments identified for 2016/17 where identified.

Members requested a detailed breakdown of how each Local Authority has utilised the Locality Exemplar support and that it is submitted to the GMCA in January 2015.

RESOLVED/-

1. To note the current commitments against these budgets and the proposed plans for further use in 2016/17.
2. To agree to the transfer of the funding from the devolution element of the transformational Challenge Award budget to support Health and Social Care and the expansion of the Working Well Programme to the relevant organisations hosting these specific budgets as outlined in the report.
3. To agree that a detailed breakdown of how each Local Authority has utilised the Locality Exemplar support be submitted to the GMCA in January 2015.

127/15 BUSINESS RATES POOLING

Councillor Kieran Quinn introduced a report detailing arrangements for the continuation of a Business Rates Pool in 2016/17 to include all GM districts plus Cheshire East and Cheshire West.

Richard Paver advised the meeting that the 12 Authorities will need to confirm their participation in the 2016/17 Pool, after receipt of the Revenue Support Grant settlement, with a recommendation that this is be considered by the GMCA Treasurer and Portfolio Holder for Finance, Kieran Quinn, with a recommendation to be made to 10 Local Authorities. The GMCA Treasurer will seek confirmation from the Cheshire authorities to the same timescale.

RESOLVED/-

1. To note that the provisional RSG Settlement will include the designation of the 12 Authorities to form a Business Rate Pool in 2016/17.
2. To note the arrangements for reaching a final decision on the 2016/17 Pool and authorise the GMCA Treasurer, in consultation with the Portfolio Holder for Finance, Kieran Quinn, to make an appropriate recommendation to the Greater Manchester Local Authorities.
3. To note that Greater Manchester Treasurers will be discussing the sharing arrangements for the 2016/17 Pool.
4. To note that any discussion on the utilisation of any proceeds from the Business Rate Pool should follow once final discussions have taken place with Government as outlined in the GM Devolution announcements of late November.

128/15 HEALTH AND SOCIAL CARE STRATEGIC PLAN

Councillor Peter Smith introduced a report providing members with the final draft of the Greater Manchester Health and Social Care Strategic Plan. The plan was considered at the Health and Social Care Strategic Partnership Board earlier in the day recommending that the GMCA support and endorse the Plan for commending to the Greater Manchester Local Authorities, adding that there are a number of grammatical errors to be corrected before the final Plan is published later in the day.

Ian Williamson reported that the Plan still required some minor drafting and reordering amendments to reflect the work underway around prevention; that the level of Transformation Fund determined by NHS England is £450M; and that work continues to finalise the detail of the financial and operational management arrangements. A number of the paragraphs in the plan will also be reordered.

RESOLVED/-

1. To endorse the Greater Manchester Health and Social Care Strategic Plan.
2. To commend the Greater Manchester Health and Social Care Strategic Plan to the ten local authorities for approval.

129/15 UPDATED GOVERNANCE PROPOSALS

Councillor Peter Smith introduced a report setting out the proposals and recommendations from the governance focus session held with representatives of all stakeholders on 17 November, in particular the role of primary care providers in the governance structure and confirming the process for agreement of the Strategic Plan and the progress on the Greater Manchester wide Joint Commissioning arrangements.

He also requested that the appointment to the vacancy on the Strategic Partnership Board Executive be deferred pending the outcome of the process for appointment of Deputy Lead Portfolio Members, adding that one of the Health and Well Being Deputies should be considered for the seat on the Board Executive.

RESOLVED/-

1. To agree the GMCA and AGMA representation on the Strategic Partnership Board Executive, noting AGMA have four seats, these are currently occupied by members from Cllr Peter Smith (Wigan), Cllr Cliff Morris (Bolton), and Cllr Sue Murphy (Manchester).
2. To defer the appointment of the fourth GMCA representative to the board Executive pending the outcome of the Appointment of Deputy Lead Portfolio Members process, with the seat to be allocated to one of the Health and Well Being Deputies.
3. To endorse the recommendations agreed by the Strategic Partnership Board on 27th November, as outlined below:

- i. To agree that primary care providers will receive four seats on the Strategic Partnership Board, and have one seat at the Strategic Partnership Board Executive.
- ii. To agree that voting arrangements for the Strategic Partnership Board and Strategic Partnership Board Executive are revised to reflect those set out in the report.
- iii. To agree that the Terms of Reference for the Strategic Partnership Board and Strategic Partnership Board Executive are amended to reflect (1) and (2).
- iv. To agree that the Governance Sub Group work with Primary Care partners to develop their governance arrangements.
- v. To agree the Strategic Plan approval process.
- vi. To agree the role of the Strategic Partnership Board in respect of the Transformation Fund, and to instruct the Strategic Partnership Board to develop the criteria by which such funding will be accessed.
- vii. To agree the role of the Strategic Partnership Board in shadow form.
- viii. To agree the principles of the conflict resolution process for the Strategic Partnership Board, and instruct the Governance Sub Group and Strategic Partnership Board Executive to further develop.
- ix. To agree the functions and form of the GM Joint Commissioning Board.
- x. To instruct the Governance Sub Group to develop terms of reference for the Joint Commissioning Board.
- xi. To agree that a GM Commissioning Strategy is developed aligned with the Strategic Plan.
- xii. To instruct the Governance Sub Group to develop the criteria by which NHSE could exercise its ability to request that decisions are not considered at the Joint Commissioning Board.
- xiii. To agree that the Joint Commissioning Board be supported by smaller Executive Group.
- xiv. To agree that the GMJCB establish a research and innovation board to inform its decisions.
- xv. To agree that existing scrutiny arrangements are reviewed, and request that a report be brought to a future meeting.

130/15 EU LIFE INTEGRATED PROJECT (LIFE IP) IN GREATER MANCHESTER

Councillor Sue Derbyshire introduced a report updating Members on AGMA's involvement in a successful £14m LIFE Integrated Project bid by the Environment Agency and seeking AGMA's agreement for Salford City Council to act as the lead Authority on behalf of AGMA.

RESOLVED/-

1. To note the success of the Environment Agency's (EA) £14m LIFE IP funding bid; a formal offer of funding has been received naming AGMA as a significant beneficiary.
2. To formally agree to request Salford City Council (SCC) to act as the lead Authority and enter into a Partnership Agreement with the Environment Agency on behalf of AGMA in order to release funding for the project.
3. To note that back to back local agreements between Salford City Council and the relevant Local Authorities will need to be entered into to release funding for the relevant Local Authorities.
4. To note the benefits to Greater Manchester, opportunities and responsibilities plus the key actions and deadlines of the sign up process for those Local Authorities formally involved in project delivery.

131/15 GREATER MANCHESTER METROPOLITAN DEBT ADMINISTRATION FUND - ESTIMATED RATES OF INTEREST AND BORROWING STRATEGY 2015/16 REVISED AND 2016/17 ORIGINAL

Councillor Kieran Quinn Pleasant as designated lead Authority to administer the loan fund of the former Greater Manchester County Council, presented the report detailing the Greater Manchester Debt Administration Fund's estimated rates of interest for 2015/16 and 2016/17 together with the borrowing strategy to be employed.

RESOLVED:

To note the revised 2015/16 estimate and the original 2016/17 estimate.

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