

# SCHOOL ORGANISATION PROPOSALS

*Proposal to provide a Special Educational Needs Resource  
Base at a Maintained Mainstream School*



**Allens Croft Primary**

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

## Section 19(1) of the Education and Inspections Act 2006

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

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

Not applicable

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

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

Birmingham City Council, Education & Skills Infrastructure, PO BOX 15843, Birmingham B2 2RT

School Name: Allens Croft Primary School

Address: Allens Croft Road, Kings Heath, Birmingham B14 6RP

Category: Community School

### **Implementation and any proposed stages for implementation**

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

1<sup>st</sup> January 2016

### **Objections and comments**

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with Schedule 3 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 20013, by which objections or comments should be sent to the local authority; and
  - (b) the address of the authority to which objections or comments should be sent.

Within four weeks from the date of publication of these proposals, any person may object to or make comments on any or all of the proposals by visiting [www.birmingham.gov.uk/schools/allenscroft](http://www.birmingham.gov.uk/schools/allenscroft) or by writing to School Organisation Team, Education and Skills Infrastructure, PO Box 15843, Birmingham B2 2RT. The last date for comments is 15<sup>th</sup> October 2015. A copy of the public notice can be found in Appendix 1.

### **Alteration description**

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

Directorate of People

The proposed change is as follows:

To provide a resource base for up to 12 children (6 key stage 1 and 6 key stage 2) with a statement of special educational need or an Education, Health and Care Plan of Cognition and Learning.

The school has identified additional space within the school for this provision.

Remodelling work will be required on this accommodation.

### School capacity

5.—(1) Where the alteration is an alteration falling within Schedule 2 alterations other than alterations proposed in foundation proposals which may be published by a governing body or local authority as specified in Regulations 4 and 5 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, the proposals include —

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

Allens Croft Primary School is a community school located in the Brandwood ward. The school caters for pupils aged 5 to 11. The school was approved to expand from a one form entry (one class per year) school to a two form entry (two classes per year) with effect from 1<sup>st</sup> September 2013. The school has been expanding year on year since 2013 and will eventually accommodate up to 420 pupils when the expanded classes have moved through the school. In May 2015 there were 247 pupils on roll.

This proposal is for a special needs resource base for up to 12 pupils with a statement of need or Education & Health Care Plan for Cognition and learning. These pupils are in addition to the children on roll and the planned expansion in years Reception to Year 6.

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

Approval is sought for a resource base for 12 pupils from January 2016 in addition to the current numbers on roll. The current numbers on roll per year group as at September 2015, are as follows:

R = 60

Y1 = 43

Y2 = 60

Y3 = 34 (potentially a further 6 to join following offers)

Y4 = 31

Y5 = 32

Y6 = 29

TOTAL = 260

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

The Resource Base will be able to take up to 12 pupils by January 2016

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

Currently, during the 2015/16 school year, the admission number at Allens Croft Primary for Years 3 - 6 is 30. The admission number for Reception - Year 2 is 60.

Where the number of pupils on roll in any relevant year group is lower than the admission number, this is as a result of movement during the year. Birmingham currently has a high level of net cohort growth meaning that the level of places available can change greatly over the year in different areas of the city as families arrive requiring school provision.

- (2) Where the alteration is an alteration falling within Schedule 2 alterations other than alterations proposed in foundation proposals which may be published by a governing body or local authority as specified in Regulations 4 and 5 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 a statement of the number of pupils at the school at the time of the publication of the proposals.

At the time of publication, the total number of students on roll is: 260

### Implementation

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

Not applicable

### Additional Site

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

Not applicable. The resource base will be accommodated within the current school buildings in accommodation that has been identified as suitable and available for the provision.

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

Not applicable

### Changes in boarding arrangements

8. —(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned Schedule 2 alterations other than alterations proposed in foundation proposals which may be published by a governing body or local authority as specified in Regulations 4 and 5 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 —

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in Schedule 2 alterations other than alterations proposed in foundation proposals which may be published by a governing body or local authority as specified in Regulations 4 and 5 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended) —

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

Not applicable

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

Not applicable

#### **Transfer to new site**

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

## Objectives

10. The objectives of the proposals.

We are proposing to provide a 12 place resource base for up to 12 pupils with a statement of need or Education and Health Care Plan for Cognition and Learning. Accommodation has been identified at Allens Croft Primary School for the resource base. This proposal will help to meet local sufficiency requirements for additional resource base provision for pupils with C&L designation.

## Consultation

11. Evidence of the consultation before the proposals were published including—  
a list of persons who were consulted;  
minutes of all public consultation meetings;  
the views of the persons consulted;  
a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and  
copies of all consultation documents and a statement on how these documents were made available.

All statutory requirements in relation to the proposals to consult were complied with. Due regard and careful consideration was given to the guidance contained within 'School Organisation - Maintained Schools, Guidance for Proposers and Decision-Makers' document, Jan 2014. All individuals or bodies suggested in the guidance are being consulted and their views considered.

As part of an initial pre-statutory consultation, all pupils, parents, Governors, teaching and non-teaching staff were sent a consultation document pack (Appendix 2) during the week of the 7<sup>th</sup> September 2015.

All teaching associations and trade unions, The Archdiocesan and The Anglican Diocese of Birmingham, Executive Members for Selly Oak and respective ward councillors, and all neighbouring authorities were advised of the consultation by email and advised how to obtain consultation packs. An online response BeHeard survey was in place for consultees to respond during the representation period.

## Project costs

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

To be confirmed

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

All costs will be met by Birmingham City Council through their Basic Need funding allocation.

## Age range

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

Not applicable

## Early year's provision

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

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

Not applicable

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

Not applicable

(c) evidence of parental demand for additional provision of early year's provision;

Not applicable

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

Not applicable

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

Not applicable

## Changes to sixth form provision

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

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

Not applicable

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

Not applicable

(c) Evidence —

- (i) of the local collaboration in drawing up the proposals; and
- (ii) that the proposals are likely to lead to higher standards and better progression at the school;

Not applicable

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

Not applicable

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

Not applicable

### Special educational needs

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

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

The resource base provision will be for up to 12 pupils (6 key stage 1 and key stage 2) with a statement of need or Education and Health Care Plan for Cognition and Learning (C&L).

(b) any additional specialist features will be provided;

Not applicable

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

12 pupils (6 key stage 1 and key stage 2) with a statement of need or Education and Health Care Plan for Cognition and Learning (C&L)

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

All build related costs will be met by Birmingham City Council through the Basic Need funding allocation. The revenue funding for the resource base pupils will be through Local Authority's higher need funding block.

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

All pupils accessing the resource base provision will be formally registered to Allens Croft Primary School.

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

All capital costs will be met by Birmingham City Council through Basic Need funding.

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

Not applicable- the resource base will be located within existing accommodation at the school.

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

Not applicable. The resource base is new provision which will enable the school to better serve the needs of pupils with special educational needs designation of Cognition & Learning (C&L).

(i) the number of places reserved for children with special educational needs, and where



this number is to change, the proposed number of such places.

12 pupils (6 key stage 1 and key stage 2) with a statement of need or Education and Health Care Plan for Cognition and Learning (C&L)

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

(a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local authority's Accessibility Strategy;

(b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;

(c) improved access to suitable accommodation; and

(d) improved supply of suitable places.

Pressure for places is at its most severe in some areas of special needs including Cognition & Learning; reactive measures have been implemented over a number of years to accommodate growth in for special school and resource base places and a planned programme of Special Additional Places (SAP) is being implemented as a priority.

Resource Bases are focussed on providing suitable accessible provision for pupils with specific statements of needs who require access to mainstream curriculum and whose needs can be met within a mainstream setting with specialist teaching resources. The proposal is for Allens Croft Primary School to provide a Resource Base provision for up to 12 pupils with a statement of need for Cognition & Learning (C&L) and the provision will have specialist staff to offer this level of provision.

The remodelling of the school building will provide an improved accommodation solution to support the provision of C&L places which will help address the current shortage of places for pupils with a statement of need for C&L in the City.

Allens Croft School has received a judgement of “good” in their last OFSTED inspection and has a good teaching record, with good achievement and progress for its students. The ongoing expansion of and alterations to the site for both the expansion and the provision of the resource base will offer professional development and improve retention and recruitment of the school’s high quality teaching and non-teaching staff.

**Sex of pupils**

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

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

Not applicable

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

Not applicable

(c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of paragraph 3 of Schedule 11 of the Equality Act 2010).

Not applicable

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

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

Not applicable

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

Not applicable

**Extended services**

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

Not applicable

**Need or demand for additional places**

**24.** If the proposals involve adding places—

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

Birmingham City Council is proposing the above prescribed changes, in line with our Special

Additional Places (SAP) Programme.

Please find here a link to the Education Development Plan [www.birmingham.gov.uk/edp](http://www.birmingham.gov.uk/edp) and Education Sufficiency Requirements document published in February 2015: [www.birmingham.gov.uk/schools/esr](http://www.birmingham.gov.uk/schools/esr). The headlines are as follows:

- Birmingham City Council as the local authority for Birmingham has a statutory duty to provide sufficient school places.
- The city of Birmingham has a growing population with one of the youngest populations in Europe and the number of births in the city has risen rapidly over the last few years.
- To compound this Birmingham is also experiencing high levels of in year growth due to net migration into the city.
- On the basis of current demand for special school places, without factoring in trends in complex needs, our model indicates the need for an additional 554 places from 2012–20 based purely on growth and assuming that the proportion of young people with complex needs remains constant and the proportion of those young people educated in special schools remains constant.
- Measures have been implemented over a number of years to accommodate growth in demand for special school and resource base places. Increased resource base provision particularly in ASC- Autistic Spectrum Condition and C&L Cognition and Learning provision is still required.

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

Not applicable

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

Not applicable

**25.** If the proposals involve removing places—

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

Not applicable

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

Not applicable

## **Appendix 1 – Public Notice**

Birmingham City Council  
Proposal to Make Prescribed Alteration  
Allens Croft Primary School

Notice is given in accordance with Section 19(1) of the Education and Inspections Act 2006 that Birmingham City Council intend to make a prescribed alteration to Allens Croft Primary School (a community school), Allens Croft Road, Kings Heath Birmingham B14 6RP, namely for the provision of a Special Educational Needs Resource base from 1<sup>st</sup> January 2016;

Approval has been received from Special Education Needs Assessment and Review Department for the provision of the resource base as follows;

- Up to 6 Key Stage 1 and 6 key stage 2 pupils with a statement of special educational needs or an Education, Health and Care Plan of Cognition and Learning (C & L). Remodelling work is proposed on the existing accommodation at the school for the provision of the resource base.

This notice is an extract from the complete proposal document. Copies of the complete proposal can be found at [www.birmingham.gov.uk/schools/allenscroft](http://www.birmingham.gov.uk/schools/allenscroft)

If you require a hardcopy this can be obtained by writing to: School Organisation Team, Education and Skills Infrastructure, PO Box 15843, Birmingham B2 2RT, or by requesting at the school.

Within four weeks from the date of publication of this proposal, any person may object to or comment on the proposals. Anyone who wishes to make representations about this proposal should do so through the web site or by writing to the School Organisation Team at the above postal address. The date by which objections or comments must be received by is 15<sup>th</sup> October 2015.

Signed: Peter Hay, Strategic Director for People

Date: 17<sup>th</sup> September 2015

Explanatory Notes: Birmingham City Council is publishing this proposal following consultation with stakeholders.

Directorate of People

# Consultation Document

*Proposal to provide a Special Educational Needs Resource  
Base at a Maintained Mainstream School*



**Allens Croft Primary**

## **Introduction**

Birmingham City Council, as the local authority for Birmingham, is consulting on a proposal to provide a Special Educational Needs Resource Base at Allens Croft Primary School.

These changes are explained in the sections below.

## **School Information**

Allens Croft Primary School is a community school located in the Brandwood ward. The school caters for pupils aged 5 to 11. The school was approved to expand from a one form entry (one class per year) school to a two form entry (two classes per year) with effect from 1<sup>st</sup> September 2013. The school has been expanding year on year since 2013 and will eventually accommodate up to 420 pupils when the expanded classes have moved through the school. In May 2015 there were 247 pupils on roll.

## **What changes are proposed?**

In line with our Basic Need strategy, the school submitted an Expression of Interest (EoI) to provide a resource base for up to 12 key stage 1 and key stage 2 pupils. The Special Educational Needs Assessment and Review (SENAR) team and Education and Skills Infrastructure (EdSI) team reviewed this EoI and it was found to meet the required criteria. Approval was given for the provision of a Resource Base to admit up to 12 pupils with a statement of need for Cognition and Learning (C&L).

The school has identified additional space within the school that would enable them to provide a resource base facility for up to 6 key stage 1 and 6 key stage 2 pupils with a statement of need or Education and Health Care Plan for Cognition and Learning (C&L). Remodelling work will be required on this accommodation.

## **Why do we want to do this?**

Birmingham City Council as the local authority for Birmingham has a statutory duty to provide sufficient school places. The city of Birmingham has a growing population with one of the youngest populations in Europe and the number of births in the city has risen rapidly over the last few years. To compound this Birmingham is also experiencing high levels of in year growth due to net migration into the city.

Directorate of People

Pressure for places is at its most severe over some of our special schools; reactive measures have been implemented over a number of years to accommodate growth in demand for special school and resource base places and a planned programme of additional special places is being implemented as a priority. Birmingham City Council is proposing the above prescribed changes, in line with our Special Additional Places (SAP) Programme.

Resource Bases is designated provision and is focussed on meeting the needs of young people with specific statements of needs within a mainstream setting. The proposal is for Allens Croft School to provide Resource Base provision for up to 12 pupils with a statement of need for Cognition and Learning (C&L).

### **Why has this school been chosen?**

Following the publication of our Education Sufficiency Requirements in February 2015, all schools were invited to submit a proposal if they were interested in expansion or creating new resource base provision. The Governing Body of Allens Croft School submitted an expression of interest for the provision of a resource base for pupils with Cognition & Learning (C&L).

The EOIs were evaluated against the Basic Need criteria as follows:

- i) Location in relation to need.
- ii) Standards in the school: it is expected that schools that expand will be Outstanding or Good
- iii) The capacity of the school to provide suitable accommodation on the site, within existing space and within planning / buildability constraints.
- iv) Has been approved by Special Educational Needs Assessment and Review team to meet the needs of pupils.

Allens Croft Primary School has received a judgement of “good” in their last Ofsted inspection, has enough space to accommodate the resource base, is in a good location and has been approved to meet the needs of pupils with Cognition and Learning Special Educational Needs Assessment and Review team.

### **How will this affect pupils at the school?**

Pupils will notice some changes but those are likely to be limited.

The SEN designation for the resource base will be for children with C&L. The resource base places will be commissioned by SENAR in line with SEN code of practice and referrals will be made through the placement panel. All necessary adaptations and internal refurbishment works will be in time for the first additional intake into the resource base. It is anticipated that pupils will be placed from September 2015.

Directorate of People

Please be reassured that the high standard of education and care for your child will remain. The alterations will enable existing and future pupils to access high quality learning spaces and facilities.

### **How will this affect staff?**

Staff will generally be unaffected; however, a school with special provision might offer more opportunities for professional development.

### **Will there be changes to the school building?**

Remodelling work of existing accommodation will be required for the provision of the resource base.

### **Will this definitely happen?**

There is a statutory process we must follow to make these sorts of changes to schools. Although the provision of the resource base is due to start in September 2015, we are sending this document to all parents, pupils, staff and Governors to advise you of the changes and will publish full proposals on 17<sup>th</sup> September 2015. There will be four weeks for people to formally comment on the full proposal - this is referred to as the 'representation period'. Within two months of the end of the representation period the Council's Cabinet Committee will make a final decision. It is only at that point that we will be able to say with certainty that the resource base will be provided on a permanent basis.

### **What will happen if this proposal is rejected?**

If a decision is taken that Allens Croft Primary School should not have a resource base, the school will continue to operate as it is now. Special educational places for children with Cognition and Learning will need to be provided elsewhere which could result in pupil displacement for those already accessing the facility and is likely to mean that some parents will have to travel much further to take their child to school; possible resulting in an increase in appeals or larger class sizes.

### **How can I make my views known?**

We will be issuing formal proposals on 17<sup>th</sup> September 2015. The consultation period will be for four weeks. During this consultation period, you have the opportunity to let us know what you think about the proposed provision of the resource base at Allens Croft Primary School. You can make your views known by visiting [www.birmingham.gov.uk/schools/allenscroft](http://www.birmingham.gov.uk/schools/allenscroft) (live on 17th September 2015) or by writing to:

Directorate of People



School Organisation Team  
Education and Skills Infrastructure  
PO Box 15843  
1 Lancaster Circus  
Birmingham  
B2 2RT

Email: [lucy.dumbleton@birmingham.gov.uk](mailto:lucy.dumbleton@birmingham.gov.uk) or [mary.lowe@birmingham.gov.uk](mailto:mary.lowe@birmingham.gov.uk)  
Tel: 0121 303 8847

Please note the closing date for comments is **Thursday 15<sup>th</sup> October 2015**. All comments/objections raised during the representation period will be forwarded to Birmingham City Council Cabinet Committee in November for a decision.

### **What happens next?**

The following timescale for the proposal to be implemented is for guidance only. At any point during the process, the proposal might be withdrawn or rejected by the City Council. The dates set out below meet the government requirements for us to consult fully with the people affected by the proposal and every effort will be made to keep to them.

#### Possible Timeline for Expansion

<b>Action</b>	<b>Date</b>
Consultation begins	Week commencing 7 <sup>th</sup> September 2015
Statutory notice published	17 <sup>th</sup> September 2015
Beginning of 4 week representation period	17 <sup>th</sup> September 2015
End of 4 week representation period	15 <sup>th</sup> October 2015
Final decision made	7 <sup>th</sup> December 2015
Resource base officially established	December 2015 – January 2016

Directorate of People