



Jane Winterbone
Assistant Director, Education
Quadrant Court
35 Guildford Road
Woking
GU22 7QQ
Email:
Jane.Winterbone@surreycc.gov.uk

Friday 10 July 2021

Dear Headteacher,

RE: SEND Capital Programme update September 2021

We hope you have had a restful summer, and all has been well in the first week of the new academic year. I am writing to update you on progress and planned next steps with Surrey's SEND Capital Programme.

Progress update:

We're delighted to report that all SCC projects within the SEND Capital Programme with a September 2021 deadline have now been delivered with a total of 290 additional specialist school places available for this academic year 2021-2022. More than 40 of these places are within SEN Units/ Resourced provision in mainstream primary and secondary schools, and more than 240 are in new and existing special schools. Annex 1 sets out the current status of approved projects within the programme.

The county's maintained specialist estate has increased by the following:

Number of places	SEN Need Type	Surrey Designation
83	Autism and Communication & Interaction Needs	High COIN
102	Complex Autism & Severe Learning Difficulties	CSCN
24	Social, Emotional and Mental Health Needs	SEMH
71	Moderate Learning Difficulties	LAN

This is a fantastic achievement and nearly three times more than in previous years. I'd like to extend a huge thank you to all of the Headteachers who have worked closely with the programme leads and project teams over the summer to achieve such a positive outcome. The remaining approved programme is on track and progressing to time and budget.



Schools Alliance for Excellence SEND information webinars:

SAfE will be facilitating information webinars with the Education and Land & Property SEND Capital Programme leads, key SCC staff and Gill Perkin, who is the DfE’s RSC Area Manager (Surrey) from the South East Regional Delivery Directorate this term. These webinars have been designed to help mainstream school leaders be familiar with the statutory education and property processes that are involved in bringing on new SEND provision. The webinars will be held on the following dates this term:

Date	Title	Audience
Tuesday 9 November 2021 10:00-11.00	SEND Capital Programme Update	MAT CEOs, Executive Headteachers, Headteachers & School Governors
Tuesday 16 November 2021 10:00-11.00	Establishing new Resourced Provision/ SEN Units in Academies	Primary and Secondary MAT/ Academy Headteachers & School Business Managers
Tuesday 16 November 2021 13:30-14.30	Establishing new Resourced Provision/ SEN Units in LA Maintained Schools	LA Maintained Primary and Secondary School Headteachers & School Business Managers

You can register to join the webinars here: [Schools Alliance for Excellence | Home](#)

If you are a Headteacher of primary or a secondary school with an existing SEN Unit and you would like to be involved in co-delivering the sessions on Tuesday 16 November then please contact Emilie.WilliamsJones@surreycc.gov.uk

Specialist Estate ‘Fit for Purpose Accommodation Review’

In partnership with Land & Property services we have commissioned a review of the current specialist estate’s accommodation in mainstream SEN Units and Special Schools. The primary objectives of this piece of works are as follows:

- Confirmation of Health & Safety compliance against each site
- Analysis of BB104 compliance, including over provision and shortfall schools
- Identification of existing sites where future expansion is possible, taking account of the condition of current accommodation and clarification of key risks associated with potential future development
- Identification of existing sites where future expansion is not possible and reasons why

Each special school and existing SEN Unit/ Specialist Centre will be assessed against the site area (total site, net and non-net site areas and curriculum requirements), building area/ schedule of accommodation (existing areas, BB104 areas, deficit and surplus areas) and condition (planned maintenance, compliance works required, safety and suitability of access). By the end of October 2021, we’ll have plain-English reports for each site that will be shared with schools, and an executive summary report which will inform future strategic planning for the specialist estate.



What will happen and your involvement:

Each of the 25 special schools and 51 mainstream schools with existing SEN Units will undergo a desktop analysis in the first instance and most sites will also require a site visit by the consultant team led by Turner & Townsend. This team is made up of project managers, surveyors, architects, and engineers. The purpose of the desk-top analysis is to validate already available information before visits take place.

Site visits will enable the consultant team to listen to Headteachers' views about the existing accommodation and to answer any questions. The Project Directors from the consultant team will contact individual schools to arrange the site visits between now and mid-October 2021.

Project directory: Who is who and what will they do

Name	Role	Service	Contact details
Emilie Williams-Jones	SEND & PRU Capital Programme Manager	Programme lead for Education	Emilie.WilliamsJones@surreycc.gov.uk
Euan Leslie	Contracts Manager, Schools & Major Capital Projects	Programme lead for Land & Property	Euan.Leslie@surreycc.gov.uk
Nigel Rosbottom	Specialist Estate Accommodation Review Project Directors	Turner & Townsend	Nigel.Rosbottom@turntown.co.uk
Derek Gee		Pick Everard	DerekGee@PickEverard.co.uk

The Programme Leads for Education and Land & Property will contact individual schools personally about other planned feasibility briefs that are specific to their settings and outside the scope of this particular project.

Future Capital investment: No Action required at present

The updated SEND sufficiency modelling for the next 10 years from 2021-2031 has been completed and provides us with critical information down to district & borough level about the projected deficit or surplus of places for Surrey's NCY0-NCY14 EHCP cohorts up to 2030/2031. Key planned activity over the next 5 months is as follows:

Date	Activity
By end of September 2021	<ul style="list-style-type: none"> • We will be writing to all schools later this month with the specific detail about of our future plans to expand the specialist estate by phase of education, need-type, institution-type, and geographic area. This is so that we can: <ul style="list-style-type: none"> • Initiate the Phase 3B <i>Expression of Interest</i> process for projects deliverable by September 2022: Using the remaining SEND capital investment approved by Cabinet in January 2021, we're looking at utilising and adapting existing capacity in mainstream primary and secondary schools to develop new Resourced Provision/ SEN Units for the start of the next academic year. • Initiate a notional Phase 4 <i>Expression of Interest</i> process for projects deliverable in 2023-2024: We will need to go to Cabinet in January 2022 to seek approval for future capital investment to ensure the specialist estate is sustainable in the long term. The existing feasibility work and sufficiency projections tells us what and where we'll need expansions and or new build projects over the next 10 years and beyond. • Meetings/site visits with interested schools/ governing bodies for Phase 3B and notional Phase 4 Expansion arrangements
By end of October 2021	<ul style="list-style-type: none"> • Following on from the last meeting with special school Headteachers in the summer term, we will be writing to ASD/COIN/CSCN special schools this month with the specific detail about available assets by geographical location. This is so that we can: <ul style="list-style-type: none"> • Initiate of 2-year ASD Temporary Expansion arrangements <i>Expression of Interest</i> process for September 2022 delivery: We'll need to go to Cabinet in January 2022 to seek approval for capital investment for this project. Existing feasibility work is already investigating a number of special school assets and vacant sites for this purpose. • Analysis of outcomes of Turner & Townsend feasibility and Specialist Estate Fit for Purpose Accommodation Review – updated communications to schools • Meetings/site visits with interested special schools/ governing bodies for ASD Temporary Expansion arrangements
December 2021	<ul style="list-style-type: none"> • Wednesday 1 December 2021: Deadline for <i>Expressions of Interest</i> applications • Tuesday 7 December Quality Assurance panels <i>Expression of Interest</i> applications
January 2022	<ul style="list-style-type: none"> • Recommendations to Cabinet & updated communications to schools



We look forward to our continued work with you over the next academic year. If you have any queries about the SEND Capital Programme then please contact Emilie.WilliamsJones@surreycc.gov.uk and Euan.Leslie@surreycc.gov.uk directly. They are the SEND Capital Programme leads for Education and Land & Property.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jane Winterbone".

Jane Winterbone
Assistant Director, Education
Children, Families, Lifelong Learning and Culture (CFLC)