



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 23 JANUARY
2014

Time: 7.00 PM

Venue: COMMITTEE ROOM 6 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE, UB8
1UW

**Meeting
Details:** Members of the Public and
Press are welcome to attend
this meeting

Councillors in the Cabinet:

Ray Puddifoot MBE (Chairman)
Leader of the Council

David Simmonds (Vice-Chairman)
Deputy Leader / Education & Children's Services

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Health & Housing

Douglas Mills
Community, Commerce & Regeneration

Scott Seaman-Digby
Central Services

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Contact: Mark Braddock
Tel: 01895 250470
Fax: 01895 277373
Email: mbraddock@hillington.gov.uk

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www.hillingdon.gov.uk

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW
www.hillingdon.gov.uk



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Notice

Urgency

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that 28 clear days notice of the decisions to be made in this supplementary agenda has been given.

However, the reports have been circulated less than 5 clear working days before the Cabinet meeting and will only be considered if the Chairman agrees them to be urgent. The reasons for urgency are:

Item 12 – School Capital Programme Update - to ensure the Council can progress expediently its priority programme of school expansion so that sufficient school places are made available to local children and;

Item 17 – Award of Contract: Works to Void Properties – so that the Council can agree the necessary tender(s) before existing contract(s) expire and swiftly bring empty properties back into use for local residents in housing need.

Decisions on these reports will be taken in both public and private as set out on the main agenda. Notice of the Cabinet's intention to hold this meeting and conduct its business partly in private is set out on the main Cabinet Agenda A for this meeting.

London Borough of Hillingdon
Issued: 16 January 2014

Agenda

Cabinet Reports - Part 1 (Public)

12 School Capital Programme - Update (Cllrs Simmonds & Bianco)

1 - 10

Cabinet Reports - Part 2 (Private and Not for Publication)

17 Award of Contract - Works to Void Properties
(Cllrs Bianco & Corthorne)

11 - 24

The reports listed above in Part 2 are not made public because they contains exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

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SCHOOL CAPITAL PROGRAMME - UPDATE

Cabinet Members	Councillor Jonathan Bianco Councillor David Simmonds
Cabinet Portfolios	Finance, Property & Business Services Deputy Leader of the Council / Education & Children's Services
Officer Contact	David Murnaghan Residents Services
Papers with report	Appendix 1: Summary of Phase 2 works

HEADLINE INFORMATION

Summary	This report provides an update on the Primary School Expansion Programme Phases 1, 2 and 3 and the School Condition Programme.
Contribution to our plans and strategies	Investment in primary schools to adequately address the impact of the population increase within the London Borough of Hillingdon on existing school places. This project also forms part of the Hillingdon Improvement Programme.
Financial Cost	<p>The current forecast of the Primary Schools Capital Programme is £146,516k compared to budget of £159,394k. This shows a funding surplus of £12,878k. This is due to favorable tender returns and the uncommitted sum on a one extra form of entry. It should be noted that there are cost risks within the overall programme, so the figure may change as the construction phase begins.</p> <p>The costs of £55k for the temporary accommodation will be met from the existing Phase 3A budget of £3.6m. The £110k from the £10m budget (included in Phase 3 budget of £32,740k) allocated to the new Primary School in the West Drayton/Yiewsley. Both are subject to capital release.</p>
Relevant Policy Overview Committee	Children's, Young People and Learning
Ward(s) affected	All wards.

RECOMMENDATIONS

That Cabinet:

- 1. Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme.**
- 2. Approve in principle for Officers to proceed with work on the:**
 - a. Delivery of Specialist Resource Provision (SRP) accommodation to meet the additional demand for places in September 2014;**
 - b. Delivery of Special Schools bulge year accommodation to meet the additional demand for places in September 2014;**
 - c. Feasibility for the proposed construction of a new Primary School in the West Drayton/Yiewsley area.**
- 3. Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with Deputy Chief Executive and Director of Residents Services, to approve which schools will be taking the additional SRP and bulge year accommodation and make all necessary procurement and financial decisions, including the appointment of consultancies, development of tender proposals and placing of building contracts in order to deliver the schemes outlined in recommendation 2.**
- 4. Note the requirement to spend £55,000 on site investigation surveys and internal fees for the Special Schools bulge year accommodation.**
- 5. Note the requirement to spend £110,000 on site investigation surveys and internal fees for the new Primary School in the West Drayton/Yiewsley area.**

INFORMATION

School Places Forecast

The demand for school places in Hillingdon is rising and is forecast to continue to rise in line with national and London-wide predictions. Demand for reception places at primary school level is being driven by rising birth rates, new house building and families moving into the Borough.

The latest ten-year forecast for school places in Hillingdon has been updated and shows levels of rising demand for school places, consistent with previous reports to Cabinet. The forecast predicts the need for a number of bulge year group classes for September 2014 and additional secondary school places from September 2016 onwards. Officers are currently appraising secondary school sites for potential expansion and will report back findings to the Leader of the Council in the first instance, for an agreed way forward. Officers are also preparing proposals for consideration to meet the need for the provision of child care places for disadvantaged two-year olds from September 2014 onwards.

Bulge Year Classes for September 2014

Primary Schools

The future forecast for school places indicates there is a need for four additional primary bulge year classes for September 2014, to relieve short-term pressures in four areas of the Borough. Following a review of the need and the existing available accommodation in primary schools in these areas it has been confirmed that additional temporary accommodation is not required for the start of the new school year in September 2014.

The bulge year classes will be absorbed within existing accommodation however; there may be a need for additional temporary accommodation in future years for some of these bulge year classes.

Special Educational Need (SEN)

Analysis of future demand of school places for children with special educational needs has previously been reported to Cabinet. The analysis shows the need in Hillingdon is rising, in line with the growing number of children in the Borough. From recent discussions with some schools, there are opportunities to provide additional local pupil places for September 2014. This opportunity will help to reduce the need to place some children out of borough and / or in higher cost independent provision and ensure more children attend school closer to home. Cabinet are asked to agree in principle, to the provision of additional bulge year classes at one primary and one secondary special needs school and a Specialist Resource Provision (SRP) at a further Primary School, with delegated authority to agree which schools will be taking the accommodation and the final scope of the works prior to implementation. Currently there is no budget for the SRP, however, there is an unallocated sum of £2,786k in the Phase 3A. This initial cost and future cost could be funded from this budget, subject to Cabinet approval.

Once the schools which will be taking the additional accommodation and scope of works have been confirmed and approved, it is proposed that a feasibility exercise takes place initially using resources from within the schools capital works team who will retain overall management of these works throughout. The feasibility exercise will include procuring site investigation surveys and reports.

Depending on the outcome of these surveys and available internal resources, it may also be necessary supplement internal resources by appointing design and engineering Consultants to prepare initial design concepts which will lead on to the preparation of a planning application and tender documents thereafter. Recommendation 3 seeks delegated approval to appoint Consultants to progress the schemes where necessary.

Recommendation 4 is seeks approval to spend £50,000 on site investigation surveys for the feasibility exercise and £5,000 on Corporate Construction fees. These costs would be met from £3,600k Phase 3A budget.

Phase 1 - Permanent Expansions

Phase 1 of the Primary School Expansion Programme (PSEP) consists of the expansion of 8 schools. The main expansion works have been completed at 7 schools.

Whitehall Juniors, the final school in this phase of works, continues to progress well with the scheme still scheduled to be completed by Easter 2014.

Grange Park Infant

The majority of the remedial works primarily addressing heating and ventilation issues in the nursery and kitchen/dinning areas have now been completed. There are ongoing conversations between the School and Officers over the remaining items which the contractor is currently working to clear.

Cranford Park Drainage Remedial Works

Cranford Park School has experienced foul water drainage problems, which occurred after remodelling and repairing the existing system. The contractor (Leadbitter) has submitted a method statement for works to by-pass some of the existing foul-water infrastructure with a new pumped-drain at no additional cost to the Borough. This has been approved by the school and Councils consultants on this scheme. Works commenced on the remedial works in December 2013.

Phase 2 - Permanent Expansions

Phase 2 of the Primary School Expansion Programme will permanently expand 18 schools and add a bulge year to 1 further school. To date construction works have been completed at 6 schools. The remaining 13 schools are scheduled to be completed in 2014. Appendix 1 provides a brief summary of the works being carried out for each scheme as well the current status.

With the exception of the schemes discussed in the following section, the phase 2 expansion construction works are progressing without any major delays or issues which could affect the September 2014 pupil intake.

Phase 2 - Major Issues and Risks or Delays

Rosedale Primary School

As reported in previous Cabinet Reports, this scheme remains behind schedule by approximately 8 weeks. The outstanding cost implications associated with the delay data continue to be reviewed.

Pinkwell Primary School

The slow pace of works on this scheme has continued and the progress of work is being closely monitored by Officers, including regular meetings with the contractor. The delay is currently reported at 6 weeks; however the school will have adequate accommodation to mitigate any delays should the contractor be unable to recoup the time.

Phase 3 - New Schools

Phase 3 of the Primary School Expansion Programme comprises of the construction of Primary Schools on Lake Farm and the St Andrews Park (former RAF Uxbridge) sites as well as a further new school in the West Drayton/Yiewsley area. The school on the St Andrew's Park site has been named John Locke Academy.

Lake Farm site and John Locke Academy (former RAF Uxbridge site)

Other than the minor delays reported by the contractor (Farran's), works are progressing well. Ground works, including pouring foundations and building block-work up to ground floor slab level, were completed in December. The erection of the steel frame on both sites commenced in early January 2014.

New Primary School in West Drayton/Yiewsley

Officers have appraised the suitability of sites for the new primary school to serve the Yiewsley/West Drayton area of the Borough. On 18 December 2013 the Department for Education confirmed their consent to the Borough's preferred choice of site. Discussions have now commenced with LDBS Frays Academy Trust, who as described below are the organisation who will be managing the school.

It is proposed that a feasibility exercise for the new school on the preferred site in West Drayton/Yiewsley is carried out. The feasibility will include procuring site investigation surveys and reports such as topographical, buried services, soil investigations and flood risk assessments. Once the surveys are completed, it may be necessary to appoint design and other specialist Consultants to prepare initial design concepts as well as the preparation of a planning application and tender documents thereafter. Recommendation 3 seeks delegated approval to appoint consultants to progress scheme. The internal schools capital works team will retain overall management of the scheme.

In order to carry out the feasibility works, recommendation 5 seeks approval to spend £100,000 on the initial site investigation surveys and £10,000 on Corporate Construction fees.

Process for Establishing New Schools

On the 12 December 2013 the Department for Education (DfE) announced the organisations that will be managing the three new primary schools in Hillingdon are:

- Elliot Foundation - *John Locke Academy in St Andrew's Park (former RAF Uxbridge site)*
- The Park Federation Academy Trust - *Lake Farm site*
- LDBS Frays Academy Trust - *New Primary School site in West Drayton/Yiewsley*

The DfE agreed with the recommendations from the Council. Following the announcement, officers have commenced discussions with the DfE about the implementation arrangements for setting up the new schools.

Schools Conditions Programme

The School Condition Programme is a programme of work to improve the condition of the current school estate. This includes replacing or carrying out remedial works on items such as boilers, roofs and drainage.

A framework for schools to contribute (schools Contribution) towards their project costs has been developed and implemented. The range is between 50% and 75% of costs but capped at 20% of the school reserves.

A summary of the current status of the individual schemes can be found in table 1 below.

Table 1: Summary of School Conditions works and current status

School	Works	Current Status
Harefield Children's Centre and Nursery	Roof	Work on replacing the roof on the Children's Centre and Nursery was completed in December 2013.
Grange Park	Drainage	An analysis of an existing CCTV drainage survey was undertaken to determine the cause and timing of the flooding in the basement boiler house. A detailed feasibility report on the other drainage works within the school is also completed in December and is now being reviewed by Officers.
Abbotsfield	Roofing and ceiling	Further roof leaks identified in Post-16 block. Possible funding from under-spend on Post-16 refurbishment; briefing note prepared.
Hedgewood	Boilers and roofing	Second draft feasibility report for boilers received for LBH to review. Feasibility report, cost estimate and revised programme for roofing not received are outstanding.
Whiteheath Junior	Boilers and pipe work	Final feasibility Report received.
Whitehall Junior	Boilers and pipe work	Final feasibility Report received.
Harlington High School	Roofing	Pending approvals to proceed due to increase in feasibility cost
Oak Farm	Roofing	Feasibility report now received and reviewed.
Pinkwell Children's Centre	Faulty Photovoltaic (PV) cells	Initial visual inspection has been conducted by Building Surveyor and contract documents are being retrieved from Legal for review.
Ryefield	Boilers, heating and pipe work	Re-drafted report received for LBH review.
Breakspear Infant and Junior	Heating and pipe work	Final feasibility Report received.

Minet Infant and Junior Urgent Works

A scheme to replace pipes and boilers has been identified for possible inclusion within the 2014/15 School Conditions Programme, subject to Cabinet approval.

During the last week of term in December, there were incidents of burst pipes and officers worked with the school to plug leaks. However, as one of the boilers was no longer functional, it has become imperative that an interim solution be sought prior to any 2014/15 works to enable the school to remain operational.

Following an inspection from a Council Building Surveyor and Engineer, the recommended short-term measure was that a replacement boiler and full-flush-through of the pipe work were required. Using the winter emergency authority delegated to the Leader at the December Cabinet meeting, the works and the associated Capital Release were approved on 24 December 2013. This work is due to be completed by the end of January 2014.

Financial Implications

Financial overview of Primary School Expansions Programme

Recommendation 2a seeks approval to proceed with the delivery of SRP accommodation for which there is no budget provision. Currently there is an unallocated sum of £2,786k in Phase 3a budget. The total estimated costs once confirmed could be funded from this budget, subject to Cabinet approval.

Recommendation 2b seeks approval to proceed with the delivery of Special Schools bulge year accommodation to meet demand for place in September 2014. The costs would be met from £3,600k Phase 3A budget.

Recommendation 2c seeks approval to proceed with the feasibility costs for the proposed construction of the new Primary School in West Drayton/Yiewsley area. These costs and future costs would be met from the £10,000k budget allocation included in the £32,740k Phase 3 budget.

As noted in recommendation 4, the £55k for the special school bulge year would be met from the Phase 3A budget of £3.6m (subject to capital release).

The £110k site investigation costs for the new build in West Drayton/Yiewsley in recommendation 5 will be met from the £32,740k (subject to capital release).

As shown in table 2 below, the current overall forecast surplus is £12,878k (no change on previous month). It should be noted that there are cost risks within the overall programme so the £12,878k may change as the construction phase continues.

For Phase 1, the current forecast is £23.57m as advised in the Cabinet Report in October 2013 for the six school permanent expansion, against a budget of £22.56m. The increase of £1.01m is due to increased costs for Whitehall Infants and Juniors Schools.

Phase 1A Temporary and Rosedale Temporary - This project was completed in September 2011. The budget carried forward contains the retention which will be released this year when defects are rectified. Following a review of the forecast figure and the final accounts, there is now an expected under spend of £493k (£242k). £271k is on Phase 1A. £222k is on Rosedale, where savings have been made in the contract costs. Part of the work is now being contained in the Phase 2 Rosedale extension.

For Phase 2 there is a current forecast surplus of £9,777k (no change on previous month). This is due to achieving lower contract sums for the schools tendered than those estimated for in the budgets, as well as the difference between approved budgets. It should be noted that there are cost risks within the overall programme so the £9,777k may change as the construction phase begins.

Phase 2A is forecasting a pressure of £44k (no change). This is as a result of terminating the original contract to ensure the accommodation was completed in time for the September 2012 pupil intake. There are two accounts remaining for 'close out' – Ryebriidge (the contractor for Ryefield and Hillingdon Primary Schools) and T&B (the contractor for Charville Primary).

Phase 3 – There is a forecast under spend on the New Build element (Phase 3) of the Schools programme, mainly due to a £3m budget which is as yet uncommitted and was intended to

provide capacity to expand the phase by a further Form of Entry. Currently this may not be required, although it will link into the analysis of pupil place needs being undertaken. In addition, the tender returns for the RAF Uxbridge and Lake Farm developments are £661k below budget.

The Primary School Expansion Programme is funded from EFA grants, £99,040k, S106 £20,420k, and council resources of £39,934k.

Table 2: Primary Schools Capital Programme – Budget vs Forecast

Primary School Capital Programme	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	Total	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Minor Works	559	158	166	271	0		1,154	1,154	0
Phase 1	1,080	8,106	7,101	5,739	535		22,561	23,571	1,010
Phase 1A (incl. Rosedale)	10	1,993	61	544	0		2,608	2,115	-493
Phase 2	0	1,027	7,740	46,407	35,447	3,225	93,845	84,069	-9,777
Phase 2A	0	42	2,843	0	0		2,885	2,926	44
Phase 3	0	157	743	6,980	22,016	2,844	32,740	29,079	-3,661
Phase 3A	0	0	0	705	2,895	0	3,600	3,600	0
Total Expenditure	1,649	11,483	18,654	60,646	60,893	6,069	159,394	146,516	-12,878
Resources:									
DfE Grant	1,649	9,055	16,508	19,450	10,674	2,383	59,719	59,719	0
TBNP	0	0	0	17,639	21,682	0	39,321	39,321	0
Section 106	0	2,428	2,146	5,505	9,145	1,196	20,420	20,420	0
Council Resources	0	0	0	18,052	19,392	2,490	39,934	27,056	-12,878

Schools Condition Programme

The Schools Condition budget is currently at £3,897k. The budget is fully committed. A framework for schools to contribute (schools Contribution) towards their project costs has been developed and implemented. The range is between 50% and 75% of costs but capped at 20% of the school reserves. Schools contributions would be additional to the budget and would reduced the budget pressure from any increase in programme.

Comments of Policy Overview Committee(s)

None at this stage

EFFECT ON RESIDENTS, SERVICE USERS AND COMMUNITIES

Completion of both the temporary and permanent phases of the programme will result in additional school places needed for local children, which the Council has a statutory duty to provide.

Consultation Carried Out or Required

In September 2012, Cabinet approved the statutory proposals to enlarge the premises at Harlyn, Glebe, Field End Infant and Junior, Ruislip Gardens, Hermitage Primary, Highfield, Hillingdon, Ryefield, Rabbsfarm, Pinkwell, Heathrow, Cherry Lane and West Drayton Schools. This approval was conditional on the planning permission for the individual sites being granted by 31 July 2013, which has now been met. The Council cannot take school organisation decisions regarding Academies; therefore as Wood End Park was in the process of conversion it was not included in the statutory notice.

Consultation is also needed as part of the process of establishing new schools. A Cabinet Member Report on this process was approved in May 2013 and the process was started in August 2013.

CORPORATE IMPLICATIONS

Corporate Property and Construction

Corporate Property and Construction authored this report.

Corporate Finance

Corporate Finance has reviewed this report and notes the significant level of investment currently underway across the Borough's Primary School estate. As previously reported, levels of external funding are insufficient to meet current levels of demand and significant provision has been set aside within the Council's General Fund to support the borrowing requirement detailed above.

This report seeks authority for work to begin on additional Special Educational Needs capacity and a Specialist Resource Provision for September 2014 and feasibility studies on the proposed new Primary School for Yiewsley / West Drayton. The cost of these projects is anticipated to be contained within the overall cost estimate of £146,516k for this programme, with September 2014 works being met from the remaining allocation of £2,786k for bulge accommodation in the forthcoming financial year.

It should be noted that it is not possible to support feasibility work on aborted projects from capital sources, and that any abortive costs would therefore fall upon the Council's revenue budgets.

The financial implications set out above note that the capital maintenance programme is currently fully committed. There has been no confirmation that the grant funding stream for this programme will continue into 2014/15 and therefore it will be necessary for a funding strategy for any new projects to be identified prior to such schemes being worked up.

Legal

The Borough Solicitor confirms that there are no specific Legal Implications arising from this report. Appropriate legal advice is provided in relation to individual cases to ensure that the Council's position is protected at all times.

BACKGROUND PAPERS

NIL

Appendix 1

Summary of Phase 2 works and status

School Name	Summary of Works	Status
Harefield Infants	Single storey extension to a Year 2 classroom and replacement of windows and external walls in the reception, together with associated works.	All works complete
Harefield Junior	Construction of a single-storey classroom to accommodate two classrooms and associated facilities	All works complete
Field End Infants	1 FE Expansion: Construction of new single storey building and associated facilities.	All works complete
Field End Junior	1 FE Expansion: Construction of single storey building and associated facilities.	All works complete
Bourne Primary	(Bulge Year) Single storey extension to existing school to provide two new classrooms with associated facilities.	All works complete
Highfield Primary	1 FE Expansion: Construction of a two storey building and associated facilities.	All works complete
Harlyn Primary	1 FE Expansion: Construction of part two storey/part single storey extension to existing school and a stand alone two storey classroom block.	Expansion works will be completed in 2014
Glebe Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	Expansion works will be completed in 2014
Ruislip Gardens	1 FE Expansion: Construction of a new two storey extension and associated facilities.	Expansion works will be completed in 2014
Hermitage Primary	1 FE Expansion: Demolition of existing school and construction of a new 2 FE school including nursery.	Expansion works will be completed in 2014
Hillingdon Primary	1 FE Expansion: Part demolition of existing school and construction of a new two storey classroom block and associated facilities.	Expansion works will be completed in 2014
Rabbsfarm Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	Expansion works will be completed in 2014
Rosedale Primary	Demolition of school sports hall/gymnasium and construction of a new 2 FE school including nursery.	Expansion works will be completed in 2014
Wood End Primary	1 FE Expansion: Construction of 2 stand alone buildings and associated facilities.	Expansion works will be completed in 2014
Heathrow Primary	0.5 FE Expansion: Part demolition of the existing building, construction of a two storey extension and associated facilities	Expansion works will be completed in 2014
Cherry Lane Primary	1 FE Expansion: Construction of a two storey building and associated facilities	Expansion works will be completed in 2014
West Drayton Primary	1 FE Expansion: Construction of two storey building and associated facilities.	Expansion works will be completed in 2014
Pinkwell Primary	1 FE Expansion: Construction of a stand alone classroom block and associated facilities.	Expansion works will be completed in 2014
Ryefield Primary	1 FE Expansion: Construction of a single storey building, a two storey block and associated facilities.	Expansion works will be completed in 2014

Note: A Form of Entry (FE) is a group of 30 pupils. Expanding a school by 1 FE will add accommodation sufficient for 30 additional pupils for every year group.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
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