



HILLINGDON  
LONDON



# Cabinet

## Councillors in the Cabinet:

**Date:** THURSDAY, 13 FEBRUARY  
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

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](mailto:mbraddock@hillington.gov.uk)

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



INVESTOR IN PEOPLE

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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 reason for urgency is:

*Items 10 and 11 – 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.*

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: 10 February 2014**

# Agenda

## **Cabinet Reports - Part 1 (Public)**

- 10 School Capital Programme Update - PART 1** (Cllr Jonathan Bianco & Cllr David Simmonds) 1 - 8

## **Cabinet Reports - Part 2 (Private and Not for Publication)**

- 11 School Capital Programme Update - PART 2** (Cllr Jonathan Bianco & Cllr David Simmonds) 9 - 12

*The report listed above in Part 2 is not made public because it 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 (PART 1)

<b>Cabinet Members</b>	Councillor Jonathan Bianco Councillor David Simmonds
<b>Cabinet Portfolios</b>	Finance, Property & Business Services Deputy Leader of the Council / Education & Children's Services
<b>Officer Contact</b>	David Murnaghan Residents Services
<b>Papers with report</b>	Appendix 1: Summary of Phase 2 works
<b>Access to Information</b>	<b>This report detailing progress on the school capital programme is public. However, any commercially sensitive information will be included in the private part of the agenda.</b>

### HEADLINE INFORMATION

<b>Summary</b>	This report provides an update on the Primary School Expansion Programme Phases 1, 2 and 3 and the School Condition Programme.
<b>Contribution to our plans and strategies</b>	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.
<b>Financial Cost</b>	The current forecast of the Primary Schools Capital Programme is £146,516k compared to a budget of £159,394k. This shows a funding surplus of £12,878k. This is due to favorable tender returns and 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 phases begin.
<b>Relevant Policy Overview Committee</b>	Children's, Young People and Learning
<b>Ward(s) affected</b>	All wards.

## **RECOMMENDATIONS**

**That Cabinet:**

- 1. Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme and the School Conditions Programme.**
- 2. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services, to make all necessary decisions to implement Government policies relating to Universal Infant Free School Meals and Child Care Places for Two Year Olds, as set out in the report.**
- 3. Note the requirement for an additional £30,000 to complete the options appraisal for the new school in West Drayton.**

## **INFORMATION**

### **School Places Forecast**

The demand for school places in Hillingdon has been 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. This demand is predicted to move into secondary schools. Officers are 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 have also been preparing proposals for consideration to meet the need for child care places for disadvantaged two-year olds from September 2014 onwards.

### **Special Educational Needs (SEN) - Bulge Classes for September 2014**

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. Officers are progressing arrangements for these additional places and will seek approval from the Leader of the Council (as agreed at the January Cabinet meeting) to agree which schools will be taking the accommodation and the final scope of the works, prior to implementation.

### **Universal School Meals**

From September 2014, schools are required to offer infant school children (from reception to year 2 inclusive) with a universal free school meal. Officers are collating information from Hillingdon infant schools, about their current arrangements for school meals and their provision of kitchen and dining facilities, to assess the ability of schools to meet this new requirement.

The information received from the schools will provide a basis to consider options to address any gaps in the current arrangements. Cabinet are asked to delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services, to consider proposals from officers and agree the action required.

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## **Two Year Old Funded Child Care Places**

Local Authorities are required to ensure the provision of sufficient child care places to meet the needs of the most disadvantaged two year olds in their area. From September 2014, the Council is expected to provide an extra 677 part-time child care places for disadvantaged two year olds in Hillingdon. Officers have reviewed options to meet this expectation. Cabinet are asked to delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services consider proposals from officers and agree the action required.

## **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 and Junior Remedial Works**

The majority of the outstanding remedial works, including addressing ventilation issues in the nursery, the Junior school servery and heating in the infants school staircase, are due to be completed during the February half term holiday by the contractor.

### **Cranford Park Drainage Remedial Works**

Cranford Park School has experienced foul water drainage problems, which occurred after remodelling and repairing the existing system. The pumped main foul drainage works have now been completed and the matter was resolved at no cost to the council. Following a recent roof leak, the damage sustained has been repaired. The roof is currently being looked at by a roofing sub contractor who will be providing options for permanently repairing the roof.

## **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 Rosedale, Pinkwell and Harlyn, the phase 2 expansion construction works are progressing without any major delays or issues which could affect the September 2014 pupil intake. Options for mitigating the delays at Rosedale, Pinkwell and Harlyn are being put in place.

## **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 Andrew's Park (former RAF Uxbridge) sites, as well as a further new school in the West Drayton/Yiewsley area. The names of the new schools will be agreed with the Council.

## Lake Farm site and former RAF Uxbridge site

Other than the minor delays reported by the contractor (Farrans), works at both Lake Farm and St Andrew's Park are progressing well. Ground works, including pouring foundations and the erection of the steel frame at both the Lake Farm site and former RAF Uxbridge site have been completed. The contractor has now commenced in-fills for the steel frame.

## New Primary School in West Drayton

In December 2013, the Department for Education agreed to appoint the LDBS Frays Academy Trust to run the new 3 form entry primary school in West Drayton. Discussions have taken place with the Trust to expedite arrangements to commence the site survey and design stages.

As agreed at the Cabinet meeting in January 2014, arrangements to progress a feasibility exercise for the new school on the chosen site in West Drayton are progressing. The site investigation surveys required for the feasibility exercise such as topographical, ecology and transport assessments have been commissioned.

In addition, a consultant design team is in the process of being appointed through the Scape Framework using the delegated authority put in place in the January Cabinet Report. In order to complete the design options appraisal, an additional £30,000 will be required.

## Schools Conditions Programme

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

Feasibility reports have been prepared for the priority works identified as being priority in the 2013/14 programme. Using the delegated authority from the June 2013 School Condition Programme of Works Cabinet Report, a briefing paper is being prepared for approval to proceed with an updated programme of priority works.

## Completed Works

The table below lists the completed school conditions works since June 2013.

**Table 1: Completed School**

<b>School</b>	<b>Works</b>	<b>Completion Date</b>
Laurel Lane School	Replacement of hot and cold water systems	2 September 2013
Abbotsfield School	Emergency boiler installation	1 November 2013
Harefield Nursery	Roof repairs	7 January 2014
Minet Infant & Junior School	Emergency replacement boiler	February 2014

In addition to the above schemes, the Schools Conditions team oversaw the creation of a Specialist Resource Provision by Abbotsfield Secondary School and the repairing of the cladding at Ruislip High School as a latent defect under the original contract.

## **Financial Implications**

### Financial overview of Primary School Expansions Programme

Recommendation 2 mentioned the implementation of government policies relating to Universal Infant Free School Meals and Child Care Places for Two Year Olds. In 2014/15 a DfE grant of £565k has been allocated to fund any capital needs for provision of Free School meals. The Dedicated School Grant (DSG) for 2014/15 has had an allocation of £519k for capacity building for Child Care Places for Two Year Olds. It is also proposed to slip £937k DSG underspend for capacity funding from 2013/14 to 2014/15 to give a total potential resource of £1,456k. When the strategy is finalised with regards to potential provision for 2 year olds, any necessary technical adjustments will be made at this point to transfer resource from the DSG into the capital programme for any buildings based options.

Recommendation 3 is to be funded from the phase 3 budget.

Actions described within part 2 of this report relating to Council managed schemes, are not expected at this stage to incur a financial cost beyond that which could be managed within their existing budgets.

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, against a budget of £22.56m. The increase of £1.01m is due to increased costs for Whitehall Infants and Juniors Schools. (No change on previous month).

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. (No change on previous month)

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. On 23 January 2014, Cabinet agreed to vire from Phase 2, £1,500k from the under spend to fund highways. This will be reflected in the next report to Cabinet.

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.

On 30<sup>th</sup> January 2014, Special Urgency agreed to fund £1,000k Specialist Resource Provision (SRP) projects from the under spend. This will be reflected in the next report to Cabinet.

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
<b>Minor Works</b>	559	158	166	271	0		1,154	1,154	0
<b>Phase 1</b>	1,080	8,106	7,101	5,739	535		22,561	23,571	1,010
<b>Phase 1A (incl. Rosedale)</b>	10	1,993	61	544	0		2,608	2,115	-493
<b>Phase 2</b>	0	1,027	7,740	46,407	35,447	3,225	93,845	84,069	-9,777
<b>Phase 2A</b>	0	42	2,843	0	0		2,885	2,926	44
<b>Phase 3</b>	0	157	743	6,980	22,016	2,844	32,740	29,079	-3,661
<b>Phase 3A</b>	0	0	0	705	2,895	0	3,600	3,600	0
<b>Total Expenditure</b>	<b>1,649</b>	<b>11,483</b>	<b>18,654</b>	<b>60,646</b>	<b>60,893</b>	<b>6,069</b>	<b>159,394</b>	<b>146,516</b>	<b>-12,878</b>
<b>Resources:</b>									
<b>DfE Grant</b>	1,649	9,055	16,508	19,450	10,674	2,383	59,719	59,719	0
<b>TBNP</b>	0	0	0	17,639	21,682	0	39,321	39,321	0
<b>Section 106</b>	0	2,428	2,146	5,505	9,145	1,196	20,420	20,420	0
<b>Council Resources</b>	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 reduce 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 confirms the budgetary position set out above, noting that the current school expansion programme is supported through significant use of Prudential Borrowing. Specific provision has been made within the Council's General Fund budgets to cover the on-going revenue financing costs associated with this investment. Elsewhere on this agenda the Council's budget report sets out the outlook for funding the on-going programme of school expansions in the medium-term.

This report seeks authority to delegate authority to expedite additional projects to build capacity for two years olds within the nursery sector and widen access to Free School Meals in the infant sector. These projects are expected to be wholly funded from Department for Education grant funding, including resources held within the schools budget and therefore will not impact upon the Council's General Fund or Council Taxpayers.

### **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  
of the Local Government (Access to Information) Act 1985 as amended.

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