

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Sandra Hobbs
direct line 0300 300 5257
date 1 August 2013

NOTICE OF MEETING

EXECUTIVE

Date & Time

Tuesday, 13 August 2013 at 9.30 a.m.

Venue

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the EXECUTIVE:

Cllrs	J Jamieson	– Chairman and Leader of the Council
	M Jones	– Deputy Leader and Executive Member for Corporate Resources
	M Versallion	– Executive Member for Children's Services
	C Hegley	– Executive Member for Social Care, Health and Housing
	N Young	– Executive Member for Sustainable Communities – Strategic Planning and Economic Development
	B Spurr	– Executive Member for Sustainable Communities – Services
	Mrs P Turner MBE	– Executive Member – Partnerships
	R Stay	– Executive Member – External Affairs

All other Members of the Council - on request

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS MEETING

AGENDA

1. **Apologies for Absence**

To receive apologies for absence.

2. **Minutes**

To approve as a correct record, the Minutes of the meeting of the Executive held on 25 June 2013.

3. **Members' Interests**

To receive from Members any declarations of interest.

4. **Chairman's Announcements**

To receive any matters of communication from the Chairman.

5. **Petitions**

To consider petitions received in accordance with the Scheme of Public Participation set out in Annex 2 of Part A4 of the Constitution.

6. **Public Participation**

To respond to general questions and statements from members of the public in accordance with the Scheme of Public Participation set out in Appendix A of Part A4 of the Constitution.

7. **Forward Plan of Key Decisions**

To receive the Forward Plan of Key Decisions for the period 1 September 2013 to 31 August 2014.

Decisions

Item	Subject	Page Nos.
8.	Budget Strategy and Medium Term Financial Plan	37 - 48

The report proposes the medium term financial planning framework for 2014-2015 through 2017-2018.

9. **East West Rail** 49 - 62
- To outlines the benefits and implications of a new East West rail route and set out the contribution required of the Council to support the delivery of the East West Rail (Western Section) Project, following discussions with Network Rail, Department for Transport and the East West Rail consortium.
10. **Determination of Proposals for Commissioning of New School Places for Implementation in September 2014** 63 - 140
- This report seeks approval to commence three projects within the Council's New School Places Programme 2013/14 – 2017/18 where local pressures of demographic growth require new school places to be provided from September 2014.
11. **Consultation on School Funding Arrangements for 2014/15** 141 - 156
- This report sets out the changes to the funding arrangements for schools for 2014/15, the consultation process that the Council is required to carry out with schools and the steps which are being taken to meet the requirements of the Department for Education and the Education Funding Agency.

This agenda gives notice of items to be considered in private as required by Regulations (4) and (5) of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012.

Details of any representations received by the Executive about why any of the above exempt decisions should be considered in public: none at the time of publication of the agenda. If representations are received they will be published separately, together with the statement given in response

This page is intentionally left blank

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **EXECUTIVE** held in the Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 25 June 2013.

PRESENT

Cllr J G Jamieson (Chairman)
Cllr M R Jones (Vice-Chairman)

Executive Members:	Cllrs	C Hegley B J Spurr R C Stay	Cllrs	Mrs P E Turner MBE M A G Versallion J N Young
Deputy Executive Members:	Cllrs	A D Brown Mrs S Clark I Dalgarno A L Dodwell	Cllrs	D J Hopkin A M Turner R D Wenham
Apologies for Absence:	Cllr	B Wells		
Members in Attendance:	Cllrs	P N Aldis Mrs A Barker A R Bastable R D Berry M C Blair Mrs R J Drinkwater	Cllrs	C C Gomm Mrs S A Goodchild Ms A M W Graham K C Matthews J Murray
Officers in Attendance		Mr J Atkinson Mr R Carr Ms D Clarke Mr M Coiffait Mrs E Grant Mrs S Hobbs Mrs J Ogley Mr C Warboys		Head of Legal and Democratic Services Chief Executive Director of Improvement and Corporate Services Community Services Director Deputy Chief Executive/Director of Children's Services Committee Services Officer Director of Social Care, Health and Housing Chief Finance Officer

E/13/14 **Minutes**

RESOLVED

that the minutes of the meeting held on 14 May 2013 be confirmed as a correct record and signed by the Chairman subject to the final paragraph in minute no. E/13/4 being amended to read:

“The Executive Member for Children’s Services referred to the public meeting organised by the Council that had been held at All Saints Academy in Dunstable on the 29 April 2013 for parents, carers and other local stakeholders which had been very well attended. The Executive Member confirmed that Central Bedfordshire would also be holding a follow up meeting with headteachers and chairs of Governing Bodies of schools and academies in the area on 22 May to further consider the issues that had arisen. In addition he also thanked Mr Tinch for providing copies of the information discussed at a meeting organised by Streetfield Middle School on 13 May.”

E/13/15 **Members' Interests**

Councillor Spurr declared a personal interest in Agenda item 8 ‘Heath and Reach Traffic Calming’ as he was a friend of a shopkeeper in Birds Hill. Councillor Spurr was not present when this item was discussed.

E/13/16 **Chairman's Announcements**

No announcements were made.

E/13/17 **Petitions**

No petitions were received.

E/13/18 **Public Participation**

The following statement was received in accordance with the Public Participation Scheme. All speakers spoke on item 8 ‘Heath and Reach Traffic Calming’:

1. Tony Blair

Mr Blair read out a statement on behalf of his daughter, who was a resident of Birds Hill. Mr Blair’s daughter was in favour of the traffic calming but was objecting to the plan for the existing waiting at any time restriction being revoked outside 14 to 18 Birds Hill as this would be an inconvenience for two of the families who lived there with disabled children.

2. Councillor Terry Ellis, Heath and Reach Parish Council

Councillor Terry Ellis spoke on behalf of Heath and Reach Parish Council. The Parish Council were in support of the zebra crossing. He went into detail on how this would affect the businesses in this area of Birds Hill, but after considering all aspects, the Parish Council were recommending the installation of the zebra crossing for the safety of pedestrians. Councillor Ellis indicated that the Parish Council would take responsibility for any consequences that occurred due to the loss of parking.

3. Martin Deacon

Mr Deacon explained that he was in favour of the zebra crossing but was objecting to the removal of the no waiting at any time restriction outside 14 to 18 Birds Hill and the addition of the proposed two extra parking bays, as the area outside his property was used to collect and drop off his disabled children.

4. Richard Beilby

Mr Beilby explained that Birds Hill was a busy road and it was difficult for pedestrians to cross. He supported the proposed installation of a zebra crossing as this would enable residents, in particular children, to access the tennis courts on the north east side of the village.

The Leader thanked the members of the public and explained that the Executive Member for Sustainable Communities – Strategic Planning and Economic Development would respond to their statements under Agenda item 8 ‘Heath and Reach Traffic Calming’.

E/13/19 **Forward Plan of Key Decisions**

RESOLVED

that the Forward Plan of Key Decisions for the period 1 June 2013 to 31 May 2014 be noted.

E/13/20 **Heath and Reach Traffic Calming**

The Executive considered a report from the Executive Member for Sustainable Communities – Strategic Planning and Economic Development that sought approval for the installation of a zebra crossing on a raised table and amendments of the existing waiting restrictions on Bird’s Hill, Heath and Reach.

The Executive Member for Sustainable Communities – Strategic Planning and Economic Development moved the following revised recommendations, which were duly seconded:-

- “1. that the proposed zebra crossing on a raised table and proposed amendments to the existing waiting restrictions on Bird’s Hill, Heath and Reach be implemented as advertised with the exception of the extended parking bays from outside 18 to 14 Bird’s Hill; and
2. that all other proposals and measures in Heath and Reach be implemented as set out in paragraph 11 a), b) and c) in the report.”

He confirmed that the waiting restriction outside 18 to 14 Bird’s Hill would remain and the proposed new parking bays would be removed.

The Executive Member for Children’s Services spoke in his role as ward Councillor for Heath and Reach and acknowledged the hard work to bring this scheme forward. He had been in attendance at the Parish Council meeting where residents voted in favour of having the zebra crossing due to the increase in traffic through the village.

Reason for decision: To enable the process to implement the waiting restrictions to be progressed.

RESOLVED

- 1. that the proposed zebra crossing on a raised table and proposed amendments to the existing waiting restrictions on Bird’s Hill, Heath and Reach be implemented as advertised with the exception of the extended parking bays from outside 18 to 14 Bird’s Hill; and**
- 2. that all other proposals and measures in Heath and Reach be implemented as set out in paragraph 11 a), b) and c) in the report.**

E/13/21

Provisional Revenue Outturn 2012/13

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the provisional outturn for 2012/13, subject to audit. The 2012/13 revenue outturn was an underspend of £0.5m which was in line with the position that had been forecast for some time.

Members acknowledged that due to efficient management of the Council’s finances, additional contributions had been made to earmarked reserves. This would help the Council to respond to future funding challenges.

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. **the outturn position of a £0.5m underspend be approved. This enabled a contribution to reserves to be made, thus strengthening the Council's long term financial position; and**
2. **that the proposed transfers to the General Fund Reserve Earmarked Reserves as set out in Appendix B to the report be approved.**

E/13/22

Provisional Capital Outturn 2012/13

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the provisional capital outturn for 2012/13, subject to audit. The gross outturn spend was £64.4m, with the proposed deferral of £14.0m into 2013/14 with an underspend of £1.7m. Although the revised budget 2012/13 was underspent the Council had still made a significant investment making a real and positive impact on peoples lives and improving Central Bedfordshire.

In response to a question about the Luton and Dunstable Busway, the Chief Finance Officer confirmed that the report only dealt with the outturn for 2012/13 but he would contact the Member concerned to confirm the cumulative value of the Busway since the beginning of its construction.

The Deputy Leader and Executive Member for Corporate Resources confirmed that in year, the Executive might approve reserve Capital Schemes if there was scope to do so.

Reason for decision: To complete schemes currently underway and facilitate effective financial management and planning.

RESOLVED

1. **that the outturn position of a £15.7m gross, £6.9m net underspend be approved; and**
2. **that the deferred expenditure of £14.0m (Gross), £7.1m (Net) be approved for capital schemes in progress from 2012/13 to 2013/14.**

E/13/23

March 2012/13 Provisional Outturn Housing Revenue Account Revenue and Capital Report

The Executive considered a report from the Executive Member for Social Care, Health and Housing and the Deputy Leader and Executive Member for Corporate Resources that set out the 2012/13 Housing Revenue Account (HRA) provisional outturn revenue and capital position as at March 2013, subject to audit.

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. **that the Revenue outturn be approved. This is a balanced budget with a contribution to Housing Revenue Account (HRA) Reserves of £11.269m, thus strengthening the Council's ability to invest and improve its stock of Council Houses;**
2. **that the Capital outturn be approved. This is £0.098m higher than the revised position approved by Council in February;**
3. **that Right to Buy sales be noted. This had increased significantly as a result of changes to discounts, resulting in a year end balance of unapplied capital receipts of £0.657m; and**
4. **that the year end HRA reserves of £15.374m be noted, of which 2.0m is identified as a minimum level of HRA Balances.**

E/13/24

Children and Young People's Plan 2013 - 2015

The Executive considered a report from the Executive Member for Children's Services that set out the key outcomes being sought for children and young people. The Plan had been developed following consultation with children, young people and stakeholders.

Reason for decision: To ensure that Central Bedfordshire Council meets its statutory duty as set out in the Children Act 2004 to make arrangements to promote co-operation with partners to improve the wellbeing of children in the authority's area.

RESOLVED

that the Central Bedfordshire Children and Young People's Plan be endorsed.

E/13/25

Community Engagement Strategy - 2013 - 2016

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the proposed Community Engagement Strategy (CES) 2013 – 2016 to be recommended for adoption by Council in September 2013.

Members were advised that the Strategy had been amended as it would be dated from June 2013 to the end of May 2016 and that the activity relating to vulnerable and minority groups had been rewritten to include gypsies and travellers.

In response to a question, the Deputy Executive Member for Corporate Resources confirmed that officers should inform the relevant Executive Member and relevant Ward Member of any area based issues that were taking place in their wards/towns or likely to impact upon them.

Reason for decision: To deliver greater added value to the Council's citizens by understanding their needs and issues, and give them greater involvement in the decision-making process and access to services.

RESOLVED

1. that the final draft of the Community Engagement Strategy 2013-16 be approved, as amended; and
2. that the supporting policy statements be endorsed.

RECOMMENDED to Council

that the strategy, as amended and its supporting policy statements be adopted.

E/13/26

Award of the Central Heating Installation Contract 2013- 2016

The Executive considered a report from the Executive Member for Social Care, Health and Housing that proposed to award the contract for the Central Heating Installation Service 2013 – 2016. The contract would provide improved value for money and also deliver good quality customer care for the residents.

Reason for decision: To enable the Council's Housing Services central heating installation programme to be maintained and delivered in 2013 – 2016.

RESOLVED

that the Contract for Housing Central Heating Installation be awarded to contractor A.

E/13/27

Quarter 4 Performance Report

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the Quarter 4 2012/13 performance. The report focused on the indicators that supported the monitoring of progress against the priorities in the Medium Term Plan.

Members noted that quarter four continued to show good performance across the priorities. There were 2 red indicators, one being the number of clients receiving self directed support but this had shown an improved performance with the Council exceeding the national target. The other red indicator had shown a decline in the number of people in employment between the ages of 16 to 64.

Reason for decision: To ensure a rigorous approach to performance management across Central Bedfordshire Council.

RESOLVED

- 1. that the continuing overall strong performance in Quarter 4 for the indicators being used to help support monitoring of progress against the Medium Term Plan priorities be acknowledged; and**
- 2. that officers further investigate resolve underperforming indicators as appropriate.**

E/13/28

Award of the Central Heating Installation Contract 2013- 2016

See minute no. E/13/26 for details.

(Note: The meeting commenced at 9.30 a.m. and concluded at 11.08 a.m.)

Chairman

Dated

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 September 2013 to 31 August 2014**

- 1) During the period from **1 September 2013 to 31 August 2014**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
 - to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.
- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Cllr James Jamieson	Leader of the Council and Chairman of the Executive
Cllr Maurice Jones	Deputy Leader and Executive Member for Corporate Resources
Cllr Mark Versallion	Executive Member for Children’s Services
Cllr Mrs Carole Hegley	Executive Member for Social Care, Health and Housing
Cllr Nigel Young	Executive Member for Sustainable Communities – Strategic Planning and Economic Development
Cllr Brian Spurr	Executive Member for Sustainable Communities - Services
Cllr Mrs Tricia Turner MBE	Executive Member for Partnerships
Cllr Richard Stay	Executive Member for External Affairs
- 3) Whilst the majority of the Executive’s business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is a formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

4) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Committee Services Manager, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.

5) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
14 May 2013	2 May 2013
25 June 2013	13 June 2013
13 August 2013	1 August 2013
24 September 2013	12 September 2013
5 November 2013	24 October 2013
10 December 2013	28 November 2013
14 January 2014	02 January 2014
4 February 2014	23 January 2014
18 March 2014	6 March 2014
22 April 2014	10 April 2014
27 May 2014	15 May 2014

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 September 2013 to 31 August 2014

Key Decisions

Date of Publication: 01.08.13

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
1.	Framework Agreement for Care Homes With and Without Nursing in Central Bedfordshire -	To ask the Executive to: - authorise the arrangements for entering into the Framework Agreement for care homes within Central Bedfordshire which was approved on 6 November 2012; - approve the successful providers to be accepted onto the Framework Agreement (if available); and - agree the approach to ensuring the quality of care homes by implementing the new Quality Monitoring System in conjunction with the Framework Agreement.	24 September 2013	Care home providers at the meeting of the Provider Forum in December 2012 and the special meeting of care home providers on 28 May 2013.	Report	Executive Member for Social Care, Health and Housing Comments by 23/08/13 to Contact Officer: Elizabeth Saunders, Assistant Director Commissioning Email: elizabeth.saunders@centralbedfordshire.gov.uk Tel: 0300 300 6494

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
2.	Planning Enforcement Plan	To adopt the Planning Enforcement Plan.	24 September 2013		Planning Enforcement Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Sue Cawthra, Enforcement & Appeals Team Leader Email: sue.cawthra@centralbedfordshire.gov.uk Tel: 0300 300 4369
3.	Community Infrastructure Levy -	To approve the consultation and subsequent Submission of the Community Infrastructure Levy draft charging schedule.	24 September 2013		Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Jonathan Baldwin, Senior Planning Officer Email: jonathan.baldwin@centralbedfordshire.gov.uk Tel: 0300 300 5510

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
4.	Joint Venture Proposal -	To receive a report on the proposals for joint ventures.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Nick Kealey, Head of Property Assets Email: nick.kealey@centralbedfordshire.gov.uk Tel: 0330 300 5769
5.	Leisure Strategy -	To adopt the Leisure Strategy: Chapter 4: Physical Activity Strategy.	24 September 2013	All Member Presentation of Draft Strategy on 10 July 2013. Draft Strategy to Sustainable Communities Overview and Scrutiny Committee on 25 July 2013. Draft Strategies to Sustainable Communities Overview and Scrutiny Committee on 5 September 2013.	Chapter 4, Physical Activity Strategy	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
6.	Capital Programme Review 2013/14 -	To receive the outcome of the Capital Programme 2013/14 review.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
7.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 1 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 1 budget monitoring report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
8.	Award of Preferred Bidder status to the selected contractor under the BEaR Project -	The report will be seeking the Executive to endorse the selection of the preferred bidder made by the BEaR Project Board to allow the Project Team to finalise and award the Contract.	24 September 2013	Consultees and dates to be confirmed, however this item will go through Overview and Scrutiny at the beginning of September.	A full report and presentation will be provided alongside the Executive report.	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Ben Finlayson, BEaR Project Manager Email: ben.finlayson@centralbedfordshire.gov.uk Tel: 0300 300 6277
9.	School Funding Reform -	To consider the School Funding Reform: 2014/15 Revenue Funding Arrangements.	24 September 2013	In conjunction with the Schools Forum all schools in Central Bedfordshire will be consulted on any changes to schools funding. Date and method to be agreed shortly.	DfE - School Funding Reform: Findings from the Review of 2013/14 Arrangements and Changes for 2014/15 DfE - 2014/15 Revenue Funding Arrangements	Executive Member for Children's Services Comments by 23/08/13 to Contact Officer: Dawn Hill, Senior Finance Manager - Children's Services Email: dawn.hill@centralbedfordshire.gov.uk Tel: 0300 300 6269

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
10.	Green Garden Waste -	To approve spend relating to the procurement of treatment and disposal services for green garden waste collected within Central Bedfordshire.	24 September 2013		Report	Executive Member for Sustainable Communities - Services Comments by 23/08/13 to Contact Officer: Tracey Harris (Waste), Head of Waste Services Email: tracey.harris2@centralbedfordshire.gov.uk Tel: 0300 300 4646
11.	Award of Responsive and Programmed Electrical Maintenance Contract 2014 to 2017 to Council Housing Properties -	To award the Contract to the preferred contractor for this service.	5 November 2013		Report with exempt appendices	Executive Member for Social Care, Health and Housing Comments by 04/10/13 to Contact Officer: Basil Quinn, Housing Asset Manager Performance or Peter Joslin, Housing Asset Manager Email: basil.quinn@centralbedfordshire.gov.uk Tel: 0300 300 5118 or peter.joslin@centralbedfordshire.gov.uk Tel: 0300 300 5395

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	Flitwick Leisure Centre Feasibility Study -	To consider the Flitwick Leisure Centre Feasibility Study.	5 November 2013	Members, local community and key stakeholders.	Flitwick Leisure Centre Feasibility Study	Executive Member for Sustainable Communities - Services Comments by 04/10/13 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
13.	Admissions Arrangements and Co-ordinated Scheme 2015/16 -	To approve commencement of consultation on the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2015/16.	5 November 2013	<ul style="list-style-type: none"> a) Governing bodies of Local Authority schools. b) All other admission authorities within the relevant area. c) Parents of children between the ages of two and eighteen. d) Other persons in the relevant area who have an interest in the proposed admissions. e) Adjoining neighbouring authorities. f) The Church of England and Catholic Diocese. <p>Method of consultation: Website. In addition: Letter to a, b, e and f. Information distributed to academies/schools and nurseries, notice in the local media to consult with c and d.</p>	Report	Executive Member for Children's Services Comments by 04/10/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
14.	Dukeminster Extra Care Housing Scheme, Dunstable -	To seek Executive approval to award the build contract.	5 November 2013	Consultation with stakeholder groups (such as the Older Peoples Reference Group and Sheltered Tenants Action Group) previously undertaken as part of initial scheme proposals presented to the Executive on 5 February 2013. Further consultation with these stakeholders, relevant technical officers and Heads of Service continuing as part of the detailed design phase.	Report - may contain exempt appendices	Executive Member for Social Care, Health and Housing Comments by 04/10/13 to Contact Officer: Bernard Carter, Client Manager, Extra Care Expansion Project Email: bernard.carter@centralbedfordshire.gov.uk Tel: 0300 300 4175

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
15.	Arlesey Nursery School and Childcare Centre -	To seek approval to commence statutory consultation and to publish statutory notices on the proposal to close Arlesey Nursery School and Childcare Centre to enable it to merge with Gothic Mede Academy with effect from September 2014.	5 November 2013	Statutory consultation between 11 November and 20 December 2013. Representation period to a statutory notice between 13 January and 28 February 2014. Method of consultation: Consultation documents, school and Academy website, notices in local press, public meetings with: Teachers and other staff at the school and Academy Unions. Families of children at the school. Local Schools in the area. Central Bedfordshire Council. Church of England Diocese. Constituency MP. Arlesey Town Council.	Report	Executive Member for Children's Services Comments by 04/10/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
16.	Central Bedfordshire Council's Equality Strategy -	To approve the Council's Equality Strategy which sets out the Council's vision and approach to ensuring all sections of the community get high quality services appropriate to their needs and also sets out how the Council will meet its legal responsibilities to ensure consideration of equality is integrated in to its service planning, delivery and human resource systems.	5 November 2013	Public Consultation, Equality Forum and Overview and Scrutiny Committees.	Draft Equality Strategy 2013-16	Deputy Leader and Executive Member for Corporate Resources Comments by 04/10/13 to Contact Officer: Clare Harding, Corporate Policy Advisor (Equality & Diversity) Email: clare.harding@centralbedfordshire.gov.uk Tel: 0300 300 6109
17.	Land East of Biggleswade Phase 4 -	To consider land East of Biggleswade Phase 4.	5 November 2013		Report - Exempt	Deputy Leader and Executive Member for Corporate Resources Comments by 04/10/13 to Contact Officer: Nick Kealey, Head of Property Assets Email: nick.kealey@centralbedfordshire.gov.uk Tel: 0300 300 5769

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
18.	Proposals for Commissioning of New School Places for Implementation in September 2015 and Proposals for Commissioning of New School Places for Implementation in September 2016 -	1) Determination of proposals for commissioning of new school places for implementation in September 2015; and 2) to approve commencement of consultations for proposals for commissioning of new school places for implementation in September 2016.	10 December 2013	<p>For proposals for New School Places for implementation in September 2015:</p> <ul style="list-style-type: none"> • the governing body of the schools which are the subject of proposals; • families of pupils, teachers and other staff at the schools; • the governing bodies, teachers and other staff of any other school that may be affected; • families of any pupils at any other school who may be affected by the proposals including families of pupils at feeder schools; • trade unions who represent staff at the schools and representatives of trade unions of any other staff at schools who may be affected by the proposals; • Constituency MPs for the schools that are the subject of the proposals; • the local parish council where the school that is the subject of the proposals is situated <p>Consultation period between May and November 2013 including press releases, public meetings, statutory notices.</p>	Report and Outcome of Consultation	<p>Executive Member for Children's Services Comments by 09/11/13 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
19.	Draft Capital Programme - 2014/15 to 2017/18 -	To consider the draft Capital Programme for 2014/15 to 2017/18.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
20.	Draft Revenue Budget and Fees and Charges 2014/15 -	To consider the draft revenue budget for 2014/15, including the draft fees and charges.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
21.	Draft Housing Revenue Account Budget and Business Plan 2014/15 - 2014/15 -	To consider the draft Housing Revenue Account Budget and Business Plan 2014/15.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
22.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 2 Budget Monitor Reports -	To consider the revenue, capital and HRA quarter 2 budget monitoring report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
23.	Determination of the Statutory Proposal of the Governing Body of Pulford CoE VA Lower School, Leighton Buzzard	Determination of the statutory proposal of the Governing Body of Pulford Church of England Voluntary Aided Lower School, Pulford Road, Leighton Buzzard, to enlarge the permanent capacity of the school from 150 places to 225 places with effect from September 2014.	10 December 2013	<p>Statutory consultation between 13 May and 17 June 2013.</p> <p>Representation period to a statutory notice between 19 September and 17 October 2013.</p> <p>Method of Consultation:</p> <p>Consultation documents, school website, notices in local press, public meetings with:</p> <ul style="list-style-type: none"> • Teachers and other staff at the school • Unions • Families of children at the school • Local Schools in the area of Central Bedfordshire Council • The Pulford Trust • Church of England Diocese • Constituency MP • Leighton Buzzard Town Council. 	Report and the report of the Governing Body. Consultation documents produced, statutory notices served, representations received.	<p>Executive Member for Children's Services</p> <p>Comments by 09/11/13 to Contact Officer:</p> <p>Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning)</p> <p>Email: pete.dudley@centralbedfordshire.gov.uk</p> <p>Tel: 0300 300 4203</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
24.	Central Bedfordshire's Flood and Water Management Act 2010 Duties -	To approve a local flood risk strategy for Central Bedfordshire and to create a Sustainable Urban Drainage Advisory Board.	14 January 2014	<p>CBC is required under the Flood and Water Management Act 2010 to produce a Local Flood Risk Management Strategy. The draft strategy will be subject to public consultation. Sustainable Communities Overview and Scrutiny Committee will consider the draft strategy and the public consultation response to the strategy in August/September 2013.</p> <p>Following Department for Environment, Food and Rural Affairs confirmation of the mandatory sustainable drainage application processes, CBC will also be required to establish a SUDS Approval Board to evaluate, approve and adopt suitable SUDS measures for all new developments.</p>	<p>Summary of Flood and Water Management Act Draft Local Flood Risk Management Strategy</p>	<p>Executive Member for Sustainable Communities - Services Comments by 13/12/13 to Contact Officer: Iain Finnigan, Senior Engineer - Policy and Flood Risk Management Email: iain.finnigan@centralbedfordshire.gov.uk Tel: 0300 300 4351</p>

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
25.	Consultation on School Funding 2013 -	To consider the changes to the funding arrangements for 2014/15, which have come about as a consequence of the national review of the changes made in 2013/14.	14 January 2014		Report	Executive Member for Children's Services Comments by 13/12/13 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203
26.	Leisure Strategy -	To adopt Leisure Strategy: Chapter 2 - Recreation & Open Space Strategy, Chapter 3 - Playing Pitch Strategy, Overarching Leisure Strategy.	18 March 2014	Draft strategies to Sustainable Communities Overview and Scrutiny Committee on 23 January 2014.	Chapter 2: Recreation & Open Space Strategy Chapter 3: Playing Pitch Strategy Overarching Leisure Strategy Document	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Jill Dickinson, Head of Leisure Services Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
27.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 3 Budget Monitoring Reports -	To consider the revenue, capital and HRA quarter 3 budget monitoring report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/03/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
28.	Admission Arrangements and Co-ordinated Scheme 2014/15 -	Determination of the Council's Admissions Arrangements and co-ordinated scheme for the academic year 2014/15.	18 March 2014		Report	Executive Member for Children's Services Comments by 17/02/14 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203
29.	Arlesey Nursery School and Childcare Centre -	Determination of the statutory proposal to close Arlesey Nursery School and Childcare Centre to enable it to merge with Gothic Mede Academy with effect from September 2014.	22 April 2014	Statutory consultation between 11 November and 20 December 2013. Representation period to a statutory notice between 13 January and 28 February 2014. Method of consultation: Consultation documents, school and Academy website, notices in local press, public meetings with: Teachers and other staff at the school and Academy Unions. Families of children at the school. Local Schools in the area. Central Bedfordshire Council. Church of England Diocese. Constituency MP. Arlesey Town Council.	Report Consultation documents produced, statutory notices served, representations received.	Executive Member for Children's Services Comments by 21/03/14 to Contact Officer: Pete Dudley, Assistant Director Children's Services (Learning & Strategic Commissioning) Email: pete.dudley@centralbedfordshire.gov.uk Tel: 0300 300 4203

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
NON KEY DECISIONS						
30.	Minerals and Waste Core Strategy -	To recommend to Council the adoption of the Minerals and Waste Core Strategy.	24 September 2013	A wide range of stakeholders were involved in consultations undertaken from 2006 to 2012, using methods which include an internet portal, deposit of hard copies at points of presence, and displaying the Core Strategy on the Council website. Consultees included the Parish Councils, statutory bodies, special interest groups, minerals industry, waste management industry, and individuals who had expressed an interest at previous consultations.	Minerals and Waste Core Strategy and the Inspector's report following the Examination in public.	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 23/08/13 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: roy.romans@centralbedfordshire.gov.uk Tel: 0300 300 6039
31.	Quarter 1 Performance Report -	To consider the quarter 1 performance report.	24 September 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 23/08/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
32.	Quarter 2 Performance Report -	To consider the quarter 2 performance report.	10 December 2013		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/11/13 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk v.uk Tel: 0300 300 5517
33.	Capital Programme - 2014/15 to 2017/18 -	To recommend to Council the proposed Capital Programme for 2014/15 to 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
34.	Treasury Management Strategy Statement and Investment Strategy 2014-2018 -	To recommend to Council the Treasury Management Strategy Statement and Investment Strategy 2014-2018 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
35.	Revenue Budget and Medium Term Financial Plan 2014/15 - 2017/18 -	To recommend to Council the Revenue Budget and Medium Term Financial, including the fees and charges, Plan 2014/15 - 2017/18 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
36.	Housing Revenue Account Budget and Business Plan 2014/15 -	To recommend to Council the Housing Revenue Account Budget and Business Plan 2014/15 for approval.	4 February 2014		Report	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Social Care, Health and Housing Comments by 03/01/14 to Contact Officer: Charles Warboys, Chief Finance Officer Email: charles.warboys@centralbedfordshire.gov.uk Tel: 0300 300 6147
37.	Community Safety Partnership Plan and Priorities -	To recommend to Council to approve the Community Safety Partnership Plan and Priorities for 2014 - 2015.	18 March 2014	Strategic Assessment & Partnership Plan will be considered by the Community Safety Partnership Executive, the relevant Overview and Scrutiny Committee and the Local Strategic Partnership.	Strategic Assessment Priorities & Community Safety Partnership Plan 2014 - 2015	Executive Member for Sustainable Communities - Services Comments by 17/02/14 to Contact Officer: Joy Craven, CSP Manager Email: joy.craven@centralbedfordshire.gov.uk Tel: 0300 300 4649

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
38.	Quarter 3 Performance Report -	To consider the quarter 3 performance report.	18 March 2014		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 17/02/14 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

**Central Bedfordshire Council
Forward Plan of Decisions on Key Issues**

For the Municipal Year 2012/13 the Forward Plan will be published on the thirtieth day of each month or, where the thirtieth day is not a working day, the working day immediately proceeding the thirtieth day, or in February 2013 when the plan will be published on the twenty-eighth day:

Date of Publication	Period of Plan
02.04.13	1 May 2013 – 30 April 2014
01.05.13	1 June 2013 – 31 May 2014
31.05.13	1 July 2013 – 30 June 2014
02.07.13	1 August 2013 – 31 July 2014
01.08.13	1 September 2013 – 31 August 2014
30.08.13	1 October 2013 – 30 September 2014
02.10.13	1 November 2013 – 31 October 2014
31.10.13	1 December 2013 – 30 November 2014
28.11.13	1 January 2014 – 31 December 2014
02.01.14	1 February 2014 – 31 January 2015
30.01.14	1 March 2014 – 28 February 2015
28.02.14	1 April 2014 – 31 March 2015

This page is intentionally left blank

Meeting: Executive
Date: 13 August 2013
Subject: Budget Strategy and Medium Term Financial Plan
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report proposes the medium term financial planning framework for 2014-2015 through 2017-2018.

Advising Officer: Charles Warboys, Chief Finance Officer and s151 Officer
Contact Officer: Charles Warboys, Chief Finance Officer and s151 Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision Yes
**Reason for urgency/
exemption from call-in
(if appropriate)** Not applicable

CORPORATE IMPLICATIONS

Council Priorities:

The action supports all of the Council's priorities. A sound understanding of the financial climate, a robust plan for the medium term and proper awareness and mitigation of risks are key for the Council to be able to further its objectives for the community.

Financial:

1. The planning process takes place at a time when the Government has recently announced the outcome of a Spending Review (which covers 2015-16 only) and the economy continues to show little or no growth. The Spending Review announcement revealed further cuts to Local Government budgets of some 10%. Coupled with this is the forthcoming General Election, scheduled for 10 May 2015. This means that incoming resources (Formula Funding and other grants) for the last two years of the MTFP are highly uncertain.

Legal:

2. Nothing specifically arising from this report, but the Council is required to set a balanced budget and to undertake consultation. See also Equalities section below.

Risk Management:

3. The state of the UK and world economy and other global economic influences will continue to have an effect on growth and their full impact remains uncertain at this time.

Prudent estimates of known factors will be built into the Medium Term Financial Plan (MTFP).

Staffing (including Trades Unions):

4. None at this time.

Equalities/Human Rights:

5. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and the legal duties.

Public authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision. When decisions are made, decision makers must have the relevant data, including the results of equality impact assessment, and of consultation and involvement, to ensure they reach an informed decision.

Public Health:

6. None arising directly from this report.

Community Safety:

7. None arising directly from this report.

Sustainability:

8. None arising directly from this report.

Procurement:

9. Not applicable.

Overview and Scrutiny:

10. The four Overview and Scrutiny Committees are scheduled to jointly receive a high level presentation of the MTFP in the October round of Committee meetings and scrutiny of the draft budget will take place in December. The timetable allows for comments and recommendations from Scrutiny to be incorporated into the final Budget proposals.

RECOMMENDATIONS:

The Executive is asked to:

1. recognise the risks and uncertainty surrounding the 2015 General Election and the likelihood of further austerity measures the years following;
2. endorse the proposed framework for updating of the Medium Term Financial Plan and the preparation of a budget for 2014/15; and
3. endorse the timetable for the consultation process.

Reason for Recommendations: To put in place a framework to meet the financial challenges faced by Central Bedfordshire Council over the medium term.

Executive Summary

11. This report starts the formal process that leads to the setting of a budget and Council Tax in February 2014. It sets a framework for the 2014-15 Budget and MTFP with updated planning assumptions. It also considers the impact of changes in Local Government financing and how these may be addressed.
12. The report also sets out proposals for consultation.

Introduction

13. This report sets out the framework for preparing the Council's 2014-15 Budget and the annual updating of the MTFP, so that it covers the period to 2017/18.
14. The process and timetable for setting the budget and updating the MTFP up to its approval by Council on 20 February 2014 is also included in this report for consideration.

Policy

15. The Council's constitution and related financial procedures set out the process for budget setting. In addition, the Council is required to undertake a public consultation exercise on its budget proposals.

Background

16. The Budget for 2013/14, which was agreed in February 2013, was set in an environment of tough economic conditions and the continued Government public spending reductions, factors which continue into the present budget setting round. The MTFP identified a budget 'gap' of some £4.4 million for 2014/15 and £11.6 million over the 3 years to 2016/17. The MTFP will need to address this as well as take account of the funding reductions announced in the Spending Review. Therefore the Council will be required to make further efforts to find savings through service efficiencies in order to avoid service reductions.

Issues

17. The financial plan will address the following issues:
- (a) the priorities of the Council and more specifically the outcomes we want to achieve over the medium term under those priorities and the allocation of resources to deliver them;
 - (b) changes to the MTFP (revised economic, financial and demographic assumptions and facts);
 - (c) the Revenue budget for 2014-15 through to 2017-18, including the required level of general fund reserves;
 - (d) the Capital Programme for 2014-15 through to 2017-18; and
 - (e) the outcome of the budget consultation process .

MTFP as per 2012/13 Budget Report

17. The Council agreed an MTFP on 21 February 2013 which took account of the economic conditions and continuing austerity measures by Government in allocating funding for Local Authorities.

18. The key figures from this current MTFP are shown in the table below:

Table 1 – 2014-15 to 2016-17 MTFP

	2013-14 £m	2014-15 £m	2015-16 £m	2016-17 £m
Funding	188.9	183.8	178.2	178.0
Spending:				
Base income and expenditure	194.1	188.4	183.7	178.2
Inflation	2.7	2.8	2.7	2.6
Pressures	8.2	4.5	3.2	2.7
Efficiency savings	(16.1)	(8.0)	(7.3)	(2.4)
Additional contingency / (Efficiency savings to be identified)	-	(4.4)	(4.1)	(3.1)
Total planned spend after savings	188.9	183.3	178.2	178.0
Net spend (demonstrating balanced budget)	-	-	-	-

19. This Plan enables the Council to achieve and maintain a sustainable level of General Fund reserves over the life of the MTFP. The anticipated level of General Fund Reserves at 1 April 2014 is £13.8m, after a £0.4m planned contribution from reserves to budget in 2013/14.
20. A minimum prudent level of reserves, based on assumptions contained in the agreed MTFP is c. £11 million. This takes into account the Council's expenditure levels, increasing risk profile and investment plans. The strategy for maintaining reserves is set out in paragraph 32 and the minimum prudent level will be reviewed as part of the final budget setting process, to reflect changes such as the inclusion of Public Health funding.

Current Economic Outlook

21. The prospects for the UK economy continue to look uncertain, with the country experiencing a lengthy period of flat or slow growth since the recession. In addition, the UK's credit rating was downgraded from AAA to AA+. With the continued reductions in public sector spending, growth rates are expected to remain low in the short to medium term. For households, therefore, the picture continues to look challenging, with low wage rises and a stagnant housing market with low mortgage approvals.
22. The worldwide picture is no more optimistic, with a significant sovereign debt crisis affecting Europe and the stability of the Euro.
23. Inflation has remained reasonably flat over the past year and stands at 2.7% (CPI) and 3.1% (RPI). Inflation remains above the Government target of 2% and is a strain on household finances at a time of static or falling wages.

24. Official interest rates remain at the all time low of 0.5% and are expected to remain so for at least the next 12 months, with most commentators expecting a much longer period without change.
25. Unemployment levels remain high, partly due to the shrinking of the public sector outstripping modest growth in the private sector, though the rate has started to fall in recent periods. Unemployment for the June quarter was 2.51 million, with a small fall compared to the prior quarter and a fall of 88,000 year-on-year. The overall unemployment rate for June was 7.8%.

Strategic and Directorate Plans

26. The Council's high level priorities are set out in its Medium Term Plan, which identifies specific service outcomes by each directorate. These defined priorities will become the driver behind the financials within the MTFP. They will also determine where the efficiencies are to be found and identify cost pressures.

Areas of Focus

27. Whilst we are at an early stage of identifying further efficiencies, a number of areas have been identified, which build on the four year efficiencies programme outlined in the 2012/13 MTFP. These will be kept under review as the overall funding parameters become clearer.

Consultation

28. There is a legal requirement on the Council to consult with council tax payers and non domestic rate payers on its Revenue Budget and Council Tax options. As well as being a statutory part of our budget setting process, effective community engagement during the process will support Member decision making.
29. A plan for consultation is being developed that will ensure the Council meets its legal requirements and will be reported to Executive on 5 November 2013.
30. Following approval of the draft budget report by Executive on 10 December 2013, the budget proposals will be extensively promoted to the local community, local businesses and stakeholders. The draft budget will also be reviewed by the Equality & Diversity Forum as well as the Council's Overview and Scrutiny Committees. This will enable their views to feed into the budget proposals made by the Executive and presented to Council in February 2014.

Budget Assumptions

31. The current MTFP as agreed at February 2013 Council includes a number of assumptions that will need to be reviewed and revised as appropriate for the new MTFP. The key factors are detailed in the paragraphs below. The Plan will also be extended a year to include projections for 2017-18.

32. The budget includes an assumption that reserves will exceed the minimum prudent level at 31 March 2014 and that there will therefore be no further transfers to General Funds. General Fund Reserve levels stood at £14.2 million at 31 March 2013 and will be kept under constant review to ensure that they adequately protect against adverse risks from economic, financial and other factors.
33. In December 2012 central Government set out a provisional settlement for 2014/15 alongside the 2013/14 settlement, which indicated a £6.3 million reduction in Revenue Support Grant. There is an expectation that the final settlement should align closely with the provisional amounts though nothing will be confirmed until the final settlement announcement (likely to be in December 2013). For future years the Formula Grant has been assumed to reduce by 5% each year, in addition to the loss of Council Tax Freeze Grants. The assumptions for 2015/16 will be revised following the Spending Review announcement on 26 June – see the Spending Review section below.
34. Since the Spending Review only covered one year, and given the forthcoming General Election in May 2015, information for the remaining years is much less quantifiable.
35. The current MTFP assumes no growth in NNDR receipts except for the amount assumed in the provisional settlement for 2014/15. Modelling of projected NNDR receipts is currently underway and will inform the MTFP process.
36. Inflation levels for the current MTFP are set at the rates detailed in the table below:

Table 2 – Current MTFP inflation assumptions

	2014-15 and future years
Employees:	
Pay	1.0%
Increments	0.0%
NI	0.0%
Prices	2.0%
Contracts	2.0%
Income	2.0%

37. These inflation factors will be subject to review, including taking account of new economic data and supplier contract terms.

38. A number of known service pressures have been included in the MTFP, such as those arising from increased demand for care services and an ageing population, pensions strain and Capital financing. Other pressures will emerge as the budget process develops. This will in turn increase the level of savings required.
39. For 2013/14 the Council was in receipt of one Council Tax Freeze Grant of 2.5% of Council Tax income (worth £3.2m) and another of 1% of Council Tax income (worth £1.3m). The first of these is a four-year grant which was originally due to end in 2014/15. The second is a two-year grant also originally due to end in 2014/15. These grants have been extended as described in the Spending Review section below.
40. Following legislative changes taking effect on 1 April 2012, the Council now 'self finances' the Housing Revenue Account. Central Bedfordshire now retains all rental income from its housing stock, whilst in return, on 1 April 2012 the Council received an allocation of the national housing debt. The Current MTFP includes rental income of £27 – 29 million for each of the three years to 2015/16, fully offset by revenue and capital spending, and debt repayment costs.
41. The baseline for the budget will be the 2013/14 Budget. At this stage it is anticipated that the final outturn for the year will be close to Budget overall.

Spending Review 2013

42. Central Government carried out a Spending Review during 2013 and announced the results on 26 June 2013. This will have some significant impacts on our budget assumptions, not all of which can be fully determined until the final Settlement Announcement expected in December 2013. The key issues are described below.
43. The Spending Review unusually covers only one year – 2015/16, in recognition that a General Election will be held in May 2015. This means that there will be significant uncertainty for the last two years of the MTFP. A provisional Settlement had already been announced for 2014/15 and there have been no indications so far that there will be any major changes on final settlement.
44. The "Departmental Expenditure Limit" (DEL) for DCLG has been cut by 10% for 2015/16. This will therefore necessarily be passed down to Local Authorities in some form, though how this affects the formula funding model on a council by council basis is unknown at present.

45. There will be a change to the way the Council Tax movement year-on-year is calculated for the purposes of determining whether a referendum is required. Previously councils were able to eliminate the effects of levies (For CBC these relate to Drainage and Flood Defence) payable on their budgets for each year. This recognised that these payments were uncontrollable and a large increase from one year to the next could mean an unavoidable increase in Council Tax without affecting other budgets. This adjustment has now been removed for 2013/14 onwards. Although levies for CBC are at present too small to affect the 2% referendum cap, being around £500,000 in total, these amounts will have to be closely monitored.
46. Funding for the Education Services Grant will be cut by 20% from 2015/16. This grant replaced LACSEG in 2013/14, at the same time reducing income for CBC from £5.8m to £3.0m in that year. The grant is a per-pupil amount paid for maintained schools only, and reduces as schools convert to academies. Present forecasts suggest that these conversions will cost CBC around £300,000 in 2013/14. Assuming a similar rate in 2014/15 and factoring in the 20% cut could mean that just £1.9m will be received in 2015/16 – representing a cut of 67% in three years. The balance will continue to reduce if schools continue to convert to academies.
47. The announcement included a 1% cap on public sector pay rises. This is in line with present MTFP assumptions.
48. Central Government has announced that both of the existing Council Tax Freeze Grants will be extended through to 2015/16 for those Councils who have not raised Council Tax since 2011/12. These grants represented 2.5% of Council Tax income (worth £3.2m) and 1% of Council Tax income (worth £1.3m) respectively. A further two-year Council Tax Freeze Grant at 1% of Council Tax revenues will also be available for those Councils freezing Council Tax in 2014/15, and an additional 1% in 2015/16 for those freezing Council Tax in 2015/16. This will mean an extra £1.2m in 2014/15 and £6.9m additional income in 2015/16 compared to the current MTFP.
49. The New Homes Bonus (“NHB”) will continue, however some £400m of the National total will be required to be pooled with other funds to form a £2bn “Single Local Growth Fund” in 2015/16. £400m will be approximately 30% of total NHB funding in 2015/16. Current forecasts suggest that the NHB will be worth £9.1m to CBC in 2015/16, which would mean £2.73m allocated to the pooled funds at 30%. The spending of the Single Local Growth Fund will be determined by the Local Enterprise Partnership (LEP).
50. The Spending Round document stated that: "The Government will introduce a £3.8 billion pooled budget for health and social care services, shared between the NHS and local authorities, to deliver better outcomes and greater efficiencies through more integrated services for older and disabled people". Some of this balance represents funds already announced and some represents capital. However, there are additional funds for pressures including demography, to accelerate transformation and for further integration. Further detail on what this means for individual councils is awaited.

51. Other social care matters include:
- Total funding across England of £335m in 2015/16 to support implementation of social care costs cap from April 2016; and
 - Local government will be 'fully funded' for the transfer of Independent Living Fund to the local authority social care system.
52. Investment in local roads maintenance will increase by around £300 million per year, although it is some way short of the £800 million annual road maintenance shortfall.
53. The Troubled Families Programme will be extended to more families from 2015/16, with £200m in funding, led by DCLG and drawn from several government departments. In addition, the DfE and DCLG will 'examine the scope to improve outcomes, reduce burdens and drive efficiency in children's services', reporting on progress in autumn 2013.
54. It is stated Government policy that frontline public services will be informed of indicative funding allocations over a year in advance 'so that they can plan together with more confidence'. It is not yet clear exactly what level of detail for 2015/16 will be available in the December 2013 Settlement announcement.
55. Schools funding and the Pupil Premium will be protected in real terms and the new schools funding formula will be introduced from 2015/16.

Budget Process

56. The budget process will deliver close alignment of the revenue and capital budgets, with a detailed review of the capital programme leading to a realistic budget over the planning timeframe.
57. Budgets will be built up during August / mid-September as part of the Head of Service Review process. These will include a full assessment of pressures and efficiencies which will then be the subject of formal review at Overview and Scrutiny meetings during December. Following this process there will be further adjustments as a review by senior management leading to the preparation of a Draft Budget Report with a balanced budget.
58. It is proposed that the process for setting fees and charges should follow that for 2013/14, but with closer integration with the main budget reports.
59. The attached budget timetable (Appendix 1), which sets out the timescales for all the above activities and, has a reserve date of 7 January for an additional Executive report, followed by scrutiny in January by the Corporate Resources O&SC only of any late amendments that are required.

Timetable

60. The key milestones for setting the 2013/14 budget are:

- 22 October 2013 – Corporate Resources Overview & Scrutiny, with all O&S Committees to review high level MTFP;
- 5 November 2013 – Executive Report on approach to Consultation;
- 10 December 2013 – Executive Draft Budget Report;
- 12 – 17 December 2013 – Overview & Scrutiny of draft budget;
- 7 January 2014 – Executive Draft Budget Report [Provisional, if required];
- 4 February 2014 – Executive Budget Recommendations;
- 20 February 2014 – Council approves Budget.

Appendices:

Appendix 1 – Budget timetable

Background Papers:

None

Meeting: Executive
Date: 13 August 2013
Subject: East West Rail (Western Section)
Report of: Cllr Nigel Young, Executive Member for Sustainable Communities for Strategic Planning and Economic Development

Summary: The report outlines the benefits and implications of a new East West rail route and sets out the contribution required of the Council to support the delivery of the East West Rail (Western Section) Project, following discussions with Network Rail, Department for Transport and the East West Rail consortium.

Advising Officer: Richard Carr, Chief Executive
Contact Officer: James Gleave, Senior Strategic Transport Officer
Public/Exempt: Public
Wards Affected: Aspley and Woburn, Cranfield and Marston Moretaine
Function of: Council
Key Decision Yes
Reason for urgency / exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS

Council Priorities:

- | |
|--|
| 1. East West Rail is a strategic railway connecting East Anglia with Central, Southern and Western England. The complete East West Rail scheme comprises a strategic rail route that will link East Anglia to Oxford via Cambridge, Bedford, Milton Keynes and stations in Central Bedfordshire. As such, the scheme will greatly improve connectivity by rail in Central Bedfordshire by providing a strategic east-west route to these destinations. |
|--|

2. Work is about to start on the Western Section, which runs from Oxford to Bedford. East West Rail offers a number of local benefits including:
 - Encouragement to new businesses to move into the area and the opportunity to help existing businesses to grow, supporting plans for job creation as part of the Council's Economic Development Strategy;
 - Creating local jobs during its construction phase;
 - Encouraging more people to travel by rail, thus protecting the environment and reducing the impacts of car travel on our local communities;
 - Providing higher quality infrastructure and better transport services which will improve local connectivity to places such as Bedford, Milton Keynes, Bicester, and Oxford.
3. Supporting the Western Section will also show to Government that the Council is willing to play an active role in collaborating with other local authorities and partners to deliver a significant infrastructure project of economic benefit across the sub-region.

Financial:

4. Government funding for the Western Section of the route, which could be up to £500m, is conditional on a local financial contribution towards the scheme. Local transport authorities situated along the Western Section route (Central Bedfordshire Council, Bedford Borough Council, Milton Keynes Council, Buckinghamshire County Council, and Oxfordshire County Council) plus some districts have committed to provide up to £50m (at 2012 prices) as a local contribution. The £50m contribution from local authorities is index-linked to the Consumer Price Index measure of inflation and comprises a commitment by those local authorities to use 'best endeavours' to provide £30m and 'reasonable efforts' to find a further £20m. The £50m contribution can be provided over 15 years between 2014 and 2029.
5. It is proposed that this Council's share of the £50m contribution would be £4.2m at 2012 prices. Based upon predicted inflation of 2% per annum, it is forecast that the authority's maximum potential contribution to the project would therefore be £5.180m, to be paid as:
 - £2.5 million in 2018, once the Western Section is opened and representing Central Bedfordshire's basic contribution to the scheme.
 - £2.5 million in 2026, when the forecast economic benefits have been evidenced.
 - A further £180k paid as works in kind during the lifetime of the project.

6. The local contribution made will be capital expenditure and can be reduced by any additional contributions to the scheme through works 'in kind' (like officer time dedicated to the project or additional infrastructure works that the Council may deliver to support the project) and by realising alternative sources of funding (e.g. developer contributions). The current estimate for works in kind assumes delivery from within existing resources.

Legal:

7. Two legal agreements are to be completed to secure the local contribution towards the scheme.
1. Buckinghamshire County Council is the lead authority for the scheme and will be entering into a Funding Agreement directly with the Department for Transport to secure the local contribution. The Department for Transport will be obligated to use the funding for the delivery of the project. A draft Funding Agreement is in circulation but not yet approved.
 2. Each of the local authorities on the Western Section route will subsequently enter into a side agreement with Buckinghamshire County Council agreeing to pay their authority's share of the local contribution. Completion of the side agreements are a prerequisite prior to completion of the Funding Agreement between Buckinghamshire County Council and the Department for Transport. A copy of the draft side agreement will be issued to the Council for consideration in the near future.

Risk Management:

8. The risk for the construction and delivery of the project is being borne by Network Rail. A risk assessment has been carried out and appropriate action will be taken to mitigate the identified risks. For the Council, failure to contribute towards the delivery of the scheme poses the following risks:
- The potential failure to deliver the Central Section of the East West Rail project, of which the Western Section forms a critical part of the business case;
 - The potential for Government to view the Council's action as non-cooperative, when judged against the 'Duty to Cooperate' on strategic planning matters, as set out in the Localism Act 2011.
9. Regarding the local contribution, risks identified include:
- Failure of the Council to secure adequate financing for its local contribution, undermining the deliverability of the scheme;
 - Failure of other local authorities to secure adequate financing for their local contribution, undermining the deliverability of the scheme.

Staffing (including Trades Unions):

10. Existing staff resources will be used to support the project.

Equalities/Human Rights:

11. Many disadvantaged groups in Central Bedfordshire have reduced access to a car. Improvements to the rail service should help improve access to jobs and services for those groups.
12. In terms of improvements to services and physical infrastructure such as stations and crossings, new services and infrastructure will need to be delivered to the most up-to-date accessibility and equalities standards as required by law. The Council will work with its partners to identify any equality issues associated with new services and infrastructure and ensure that the new facilities and services are accessible by all.
13. To support the delivery of the Western part of the Central Section, the Council may be required to undertake its own works, for example re-routing rights of way. The Council will assess the equalities impacts of its own works and deliver in line with best practice.
14. As part of any planning application submitted for the Western part of the Central Section scheme – likely to be a Transport and Works Act Order – Network Rail may be required to undertake a full Equalities Impact Assessment for the Western Section, including its impacts on local communities. The Council will do what it can to advise Network Rail on equalities issues as part of this process.

Public Health:

15. Improved public transport services will provide a realistic alternative to the car for many trips, helping to reduce the local impacts of air pollution from vehicles. Improved public transport can help those without access to a car to access everyday activities such as employment and services, leading to a greater sense of personal well-being.
16. Electrification of the route and the replacement of current diesel trains with quieter electric trains could reduce the levels of noise from trains. However, increased use of the Marston Vale Line by passenger and freight services could make noise from trains more frequent, particularly for residents living close to the railway.

Community Safety:

17. Section 17 of the Crime and Disorder Act 1998 places a duty on councils to do all they reasonably can to reduce crime and disorder locally and improve people's quality of life as a result. The duty requires the Council to consider and do all that is reasonable to support the reduction of crime in our area.
18. The Western Section can help to positively tackle crime and disorder by improving accessibility to jobs and services in the communities that it will serve. The Council will seek to maximise the opportunities to improve community safety that the Western Section may bring.

Sustainability:

19. The Western Section will provide a high quality public transport service to a variety of destinations. This will promote travel by train as opposed to private car to many destinations, with subsequent benefits for improved air quality and CO2 emissions. The electrification of the track will provide additional benefits in terms of air quality by reducing emissions from current diesel trains.
20. Works to upgrade and electrify the Marston Vale Line are likely to impact upon the local environment and landscape, though the extent of this is unclear at present. This will be monitored and assessed as part of the development of the scheme.
21. An Environmental Impact Assessment will be undertaken as part of the Western Section Project. The Council will do what it can to engage with local communities, Network Rail and the East West Rail Consortium to advise on issues affecting local communities in the Marston Vale as part of this process.

Procurement:

22. Not applicable.

Overview and Scrutiny:

23. This project was considered at the Sustainable Communities Overview and Scrutiny Committee on 25 July 2013. As of the time of writing this report the minutes of this meeting have not been formally published. The discussion at the committee can be summarised as so.
24. The committee endorsed the recommendations of this report, and expressed its in-principle support for the East West Rail Western Section. The key points of the discussion were:
 - In light of planned expansion in population and the need to create jobs locally, the East West Rail Project was considered to be essential;
 - In comparison to other infrastructure schemes, the amount of funding sought is fairly minor to deliver a significant infrastructure project;
 - Ridgmont station should be identified as the Council's preferred station for the new Bedford to Oxford / Reading semi-fast service;
 - There are some local concerns about the impact of the scheme on local communities, particularly in Lidlington. It is critical that local communities are fully engaged in the scheme as it develops;
 - The Environmental Impact Assessment was essential to help determine the impacts of the scheme and both the Council and local communities should have the opportunity to see and comment on it in due course.

RECOMMENDATIONS:

The Executive is asked to:

- 1. express the Council's support for the East West Rail Western Section project, with a preference for the new Bedford to Oxford / Reading rail service to include a stop at Ridgmont station; and**
- 2. recommend to Full Council that the Council's contribution to the East West Rail Western Section project of an estimated £5.180 million be included in future updates of the Capital Programme.**

Reason for Recommendations: So the Council can fulfil its obligations to support the delivery of the East West Rail Western Section project

Executive Summary

25. The East-West Rail Western Section is a key transport infrastructure project that will deliver a number of benefits to residents and businesses in Central Bedfordshire. These include promoting employment, enhancing connectivity to business markets such as Milton Keynes and Oxford and encouraging more people to travel by public transport. Delivery of the Western Section is also of critical importance to any future plans for the East West Rail Central Section to link Bedford to Cambridge via Sandy.
26. To deliver the project and realise these benefits, both the Council and all partner authorities on the Western Section route need to provide their contributions to the project. This requires a total financial contribution from all authorities of up to £50 million at 2012 prices, of which the Council's share is up to £4.2 million. The Council also needs to work proactively with the East West Rail Consortium, Network Rail and the Department for Transport to deliver key infrastructure works and finalise train service patterns.
27. Supporting the scheme in this way means not only will the Western Section be built, but in its positive action, the Council is actively working to deliver against its Duty to Cooperate on strategic planning matters. Additionally, it shows to Government that the Council is an authority willing to support the delivery of significant infrastructure projects, which it recognises to be of wider economic benefit to the sub-region.
28. This project was considered at the Sustainable Communities Overview and Scrutiny Committee on 25 July 2013. The committee endorsed the recommendations of this report, and expressed its in-principle support for the East West Rail Western Section. The key points of the discussion were:
 - In light of planned expansion in population and the need to create jobs locally, the East West Rail Project was considered to be essential;
 - In comparison to other infrastructure schemes, the amount of funding sought is fairly minor to deliver a significant infrastructure project;

- Ridgmont station should be identified as the Council's preferred station for the new Bedford to Oxford / Reading semi-fast service;
- There are some local concerns about the impact of the scheme on local communities, particularly in Lidlington. It is critical that local communities are fully engaged in the scheme as it develops;
- The Environmental Impact Assessment was essential to help determine the impacts of the scheme and both the Council and local communities should have the opportunity to see and comment on it in due course.

Background to East West Rail

29. The East West Rail Project is a long-standing project to deliver a new strategic East-West Rail Link between Oxford and Cambridge. This will serve Oxford, Bicester, Milton Keynes, Bedford, Cambridge and stations in Central Bedfordshire with direct rail connections for the first time since the 1960s, with the potential for new rail services to run as far as Bristol, Norwich and Ipswich.
30. In November 2011, the Chancellor of the Exchequer announced that the government is committed to funding the Western Section of the route between Oxford and Bedford, subject to a satisfactory business case and a commitment from local authorities to contribute towards the project. This support was confirmed by the Department for Transport in July 2012 in its Higher Level Output Statement, which commits funding of £550m (inclusive of a planned local contribution) towards the project between 2014 and 2019.
31. The Government has recognised that partnership working across local authorities along the route has been critical to the development of the Western Section. Central Bedfordshire Council is part of the East West Rail consortium which promotes the scheme. Support for the scheme is reflected in the Council's Local Transport Plan and Draft Development Strategy.
32. The delivery of the Western Section is being overseen by a Joint Delivery Board. This consists of representatives from funding partners, including the Department for Transport and Executive Members from local authorities across the route (Central Bedfordshire Council is represented by the Executive Member for Sustainable Communities), and Network Rail who will build the scheme.

Benefits of the Western Section for Central Bedfordshire

33. By 2019, the completion of the Western Section will result in a link between Bedford and Oxford being fully re-opened, with new track laid, existing track upgraded and new services running over a strategic, electrified railway. The main benefits to Central Bedfordshire will accrue from 2017, when new rail services will start operation on the Marston Vale Line.

34. On the Marston Vale Line, the current project plan indicates that much of the infrastructure will be upgraded by 2017, allowing train services to run between Bedford and Oxford. This will then be followed by the electrification of the Marston Vale Line, which is scheduled for completion by 2019 to coincide with the electrification of the Midland Mainline north of Bedford.
35. Central Bedfordshire will benefit from this scheme through the provision of an enhanced rail service along the Marston Vale Line. In addition to the current hourly Bedford to Bletchley service calling at all stations along the route, a new hourly service will provide a semi fast service between Bedford and Milton Keynes, calling at one Central Bedfordshire station. The East West Rail Western Section Prospectus notionally identifies the Central Bedfordshire station as Lidlington.
36. The meeting of the Sustainable Communities Overview and Scrutiny Committee on 25 July 2013 recommended that the Council's preferred station be Ridgmont and not Lidlington. This is because of the proximity of Ridgmont station to the expanding Marston Gate employment area, better access to Cranfield University and Technology Park, greater potential to develop Ridgmont as a transport interchange, and the soon-to-open Ridgmont Station Heritage Centre attracting new passengers. This preference will be expressed to the Western Section Joint Delivery Board.
37. There may also be the opportunity to enhance the current Bedford to Bletchley service. This could include extending the service to Milton Keynes Central, which is currently being investigated by the train operating company, and running the service on Sundays and Bank Holidays (the service currently runs Monday to Saturday only).
38. The project will also see a significant investment in the rail infrastructure along the Marston Vale Line. As well as electrifying the line, opportunities to increase line speeds will be investigated, level crossings reviewed and improvements to passenger facilities at current stations secured.
39. The net impact of this significant investment in rail services and infrastructure is increased connectivity within Central Bedfordshire. East-West connectivity in particular is a key transport barrier to economic growth in Central Bedfordshire and this scheme will be able to deliver improved access to markets in places such as Oxford and Milton Keynes will in turn make Central Bedfordshire a more attractive place in which to invest.
40. The enhanced service levels will provide significant benefits to the resident communities along the Marston Vale Line. New connections to places like Oxford, Milton Keynes and reduced journey times on the existing rail service to places like Bedford will make travel by public transport a much more attractive proposition locally.
41. As well as the practical benefits of the scheme itself, supporting the scheme has a wider benefit for the Council. In investing in the project, Government has recognised the ongoing positive collaboration between local authorities along the Western Section route that has developed the scheme, and this has convinced Government to fund it.

42. By committing its financial support for the Western Section, the Council is showing to Government and its partner authorities and stakeholders (including the South East Midlands Local Enterprise Partnership) that it is a delivery authority that will support projects that meet national and local objectives. Joint working with other local authorities on the Western Section is also an excellent practical example of the Council fulfilling its 'Duty to Cooperate' under the Localism Act 2011.

Work of Central Bedfordshire Council

43. Central Bedfordshire Council will work closely with Network Rail, the East West Rail Consortium, and local communities to maximise the benefits from the scheme and to best balance the need for a safe and reliable railway, and minimising disruption on local communities. This may include (but may not be limited to):
- Changes to level crossings and investigating alternative options, such as new structures like bridges, or minimising level crossing 'down time';
 - Changes to footpath and bridleway crossings and investigating alternative options;
 - Minimising the impact of new infrastructure on local communities where feasible;
 - Minimising the impact of construction works on local communities where feasible;
 - Improvements to facilities at existing stations along the line, including any interchange with local transport.
44. The new rail services and works associated with the Western Section are likely to impact upon a number of communities in the Marston Vale. A critical part of this project is ensuring that local communities along the line are engaged in the project, are kept up to date on the latest developments and are able to feed their comments into the development of the scheme and infrastructure works that will affect them.
45. The East West Rail Consortium is currently in the process of meeting with local parishes and organisations across the Western Section. From this, detailed plans on engagement with local communities are being developed. The Council is part of this process, and will seek to support the Consortium and Network Rail in engaging with local communities. The Council is committed to engaging with local communities in the Marston Vale as part of works that it will undertake to support the project, and will seek their views and provide feedback as appropriate.

46. This scheme will involve producing an Environmental Impact Assessment (EIA), which will fully assess the impacts of the scheme on local communities and the local environment. This will be consulted upon with local communities, and local views will be reflected in the work that the Council undertakes to support the EIA. It should be noted that local communities will also be given an opportunity to have their say formally as part of any future statutory processes, such as a Transport and Works Act order.

Contributions to the Project

47. To secure Government funding for the Western Section, all local authorities along the route (Bedford Borough Council, Buckinghamshire County Council and its constituent districts, Central Bedfordshire Council, Milton Keynes Council and Oxfordshire County Council and its constituent districts) have agreed in principle to provide a local contribution towards the Western Section. This agreement constitutes a joint commitment to use:
- best endeavours to secure a combined £30 million in 2012 prices; and
 - reasonable efforts to secure a further £20 million in 2012 prices, giving a total contribution of £50 million.
48. The contributions paid must be index-linked to the Consumer Price Index measure of inflation. The collective support 'in principle' will also be subject to approval of detailed financial agreements with each authority.
49. The Department for Transport has indicated that it expects a total contribution from the Western Section authorities of £50m in 2012 prices. All local authorities have been advised to plan as such. In respect of the latter £20m to be paid by the councils using their 'reasonable efforts', the Department for Transport has indicated that this should be forthcoming unless the anticipated economic benefits of the scheme are not realised. In the case of Central Bedfordshire, it may be that the economic benefits of the scheme will be most realised once the next stage of the route between Bedford and Cambridge has been agreed, especially if this route were to include a stop at Sandy.
50. The Western Section authorities have undertaken collaborative work to ensure that the £50m is allocated between them on a fair and reasonable basis. The contribution has been allocated on a population-basis, with both this Council and Bedford Borough Council securing a reduction in our contributions owing to the potential future need to contribute towards the Central Section.
51. Central Bedfordshire Council's expected contribution is £4.2 million at 2012 prices. This is 40% less than a contribution based purely on population and comprises best endeavours to secure £2.5 million and reasonable efforts to secure a further £1.7 million at 2012 prices. Adjusted for forecast inflation, the estimated maximum cost to the Council for this project is £5.180 million, comprising works in kind of £180k and a capital grant of £5 million (as profiled in Table 1). The contributions of all local authorities across the Western Section have been agreed in principle.

52. Contributions towards the project can be made by local authorities in ways that they see fit up until 2029. They can consist of:
- In kind contributions – these need to be agreed with the Western Section authorities as being related to the project and can include officer time dedicated to helping deliver the project and local authority spend on infrastructure works that will benefit the project, such as diverting rights of way crossings over a new bridge or delivering improved transport interchanges; and
 - Cash contributions – a cash payment made directly to the project.
53. Buckinghamshire County Council has offered to act as a banker for the local contributions on behalf of all Western Section authorities and will have a legal agreement with the Department for Transport for the provision of these contributions. As Buckinghamshire does not bear the entire financial risk for the local contributions, agreements between Buckinghamshire and all Western Section authorities (including Central Bedfordshire) are required to assure Buckinghamshire of other authorities' contributions.
54. Central Bedfordshire's contribution will consist of a mixture of both in kind contributions and cash contributions. Our in kind contributions are likely to consist of officer time dedicated to supporting the delivery of the project, including the works outlined previously in paragraph 43 of this report. Local infrastructure works, such as footpath diversions and improvements to local transport interchanges may also be included if they are related to the project.
55. A number of approaches are being considered by the Western Section authorities and will be subject of future reports, whether directly related to East West Rail or more general finance reports. These approaches could include:
- Developer contributions, whether directly as part of Section 106 agreements or indirectly through the Community Infrastructure Levy;
 - Government grants and bids for funding;
 - Deals with Government – such as city deals – whereby the scheme could be funded through additional tax receipts.
56. Based upon current project planning, and a contribution of £4.2 million in 2012 prices (£5.180m adjusted for inflation), it is proposed that the profile of payment for the Council's contribution would be as follows:

Table 1 – Contribution profile for Central Bedfordshire Council

	2013 /14	2014 /15	2015 /16	2016 /17	2017 /18	2018 /19	2026 /27	Total
In kind	£10k	£30k	£40k	£40k	£60k	£40k	£0	£180k
Cash	£0	£0	£0	£0	£0	£2.5m	£2.5m	£5m
Total	£10k	£30k	£40k	£50k	£60k	£2.54m	£2.5m	£5.18m

57. The grant contributions profile has been set to reflect two things:
- £2.5 million to be provided in 2018/19 following the start of services running on the Western Section, so the Council realises the benefits of the scheme prior to making a cash contribution;
 - £2.5 million being provided in 2026/27, after it has been demonstrated that the scheme has had significant economic benefits. This potentially includes job creation and the construction of the Central Section to include a stop at Sandy.
58. A legal agreement between Buckinghamshire and the Council is currently being drawn up, setting out the terms under which the Council will make its contribution to the Western Section. This agreement will be signed by October 2013.
59. The Council's Constitution requires all capital requirements to be included in its Capital Programme and it is planned this project will be included in the review of the programme currently underway. A revised Capital Programme will be included for approval a future meeting of Full Council.

Conclusion and Next Steps

60. The East-West Rail Western Section is a key transport infrastructure project that will deliver a number of benefits to residents and businesses in Central Bedfordshire. These include promoting employment, enhancing connectivity to business markets such as Milton Keynes and Oxford and encouraging more people to travel by public transport. Supporting the scheme will also mean the Council will show to Government that it is an authority willing to support the delivery of significant infrastructure projects.
61. To deliver the project and realise these benefits, both the Council and all the partner authorities need to provide their contributions to the project. The Council also needs to work proactively with the East West Rail Consortium, Network Rail and the Department for Transport to deliver key infrastructure works and finalise train service patterns, as well as provide a financial contribution to the project.

Appendices:

Appendix A – Route Map of East West Rail Western Section



Western Section

This page is intentionally left blank

Meeting: Executive
Date: 13 August 2013
Subject: Commissioning New School Places for Implementation from September 2014.

Report of: Cllr Mark Versallion, Executive Member for Children's Services

Summary: This report seeks approval to commence three projects within the Council's New School Places Programme 2013/14 – 2017/18 where local pressures of demographic growth require new school places to be provided from September 2014.

Advising Officer: Edwina Grant, Deputy Chief Executive/Director of Children's Services

Contact Officer: Pete Dudley, Assistant Director for Learning, Commissioning and Partnerships

Public/Exempt: Public

Wards Affected: Biggleswade North, Biggleswade South, Northill, Potton, Ampthill, Flitwick, Cranfield & Marston.

Function of: Executive

Key Decision Yes

CORPORATE IMPLICATIONS

Council Priorities:

The report supports Central Bedfordshire's Medium Term Plan: *Delivering your priorities – Our Plan for Central Bedfordshire 2012- 2016* and the specific priority of Improved Educational Attainment.

Financial:

1. The three proposals outlined in this report are contained with the Council's approved New School Places Programme 2011/12 – 2017/18 which is largely capital funded as outlined in Appendix A to this report through Basic Need Grant (actual and assumed) and S106 contributions. The Council's Executive approved this programme on the 19 March 2013. The capital costs of the proposed expansion of Church End Lower School have increased above the indicative gross cost reported to Executive on the 19 March 2013 but this will be met by an increase in Basic Need Grant funding of the project cash flowed within the New School Places Programme, avoiding any requirement for an increase in Council borrowing or use of reserves.
2. The day to day running costs of school provision is met through revenue funding which is made available to each school as part of the dedicated schools grant and is based primarily on the numbers of pupils attending, which will increase accordingly in an expanded school.

3. Where necessary, additional revenue support for relevant costs can be accessed on application through the Growth Fund established by the Schools Forum, for Schools and Academies that are undertaking significant expansion on commission from the Council.
4. Capital expenditure within the New School Places Programme 2011/12 – 2017/18 is subject to the Council's Code of Financial Governance and expenditure to commission feasibility studies and design work required for projects within this rolling programme has been approved by the Executive Member for Children's Services, in consultation with the Deputy Chief Executive/Director of Children's Services as per Section 4.10.7 of the Council's constitution.

Legal:

5. Section 14 of the Education Act 1996 places a duty on Councils to secure sufficient and suitable school places to provide for 5 – 16 year old statutory aged children in its area. The Education and Inspections Act 2006 gives Councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity.
6. The main legislation governing school organisation is found in sections 7-32 of the Education and Inspections Act 2006, The School Organisation (Establishment and Discontinuance of Schools) (England Regulations 2007 and the School Organisation (Prescribed Alterations to Mainstream Schools) (England) Regulations 2007.
7. DfE regulations outline the requirements and process for proposals to expand Council maintained schools and these include full public consultation, the publication of statutory proposals and the decision making process. The Council is decision maker for proposals relating to maintained schools, one of which is set out in this report and relates to the proposed expansion of Church End Foundation Lower School, Marston.
8. The DfE has also produced guidance for Academies wishing to make significant changes including proposals to enlarge premises by a significant proportion. The process, which is overseen by the Education Funding Agency on behalf of the DfE, requires consultation and subsequent submission by the Academy of a report for determination by the Secretary of State. The proposals to expand Redborne Upper and Alameda Middle as set out in this report have not been required to follow this process as the proposed increases in capacity do not reach the trigger point set out in the DfE guidance.

Risk Management:

9. The three proposals to commission new school places and to allocate related capital investment outlined in this report implements the identified need to manage demographic growth in the previously published school organisation plan and mitigates the risk on the Council of failing in its statutory duty to provide sufficient school places.

Key risks include:

Failure to discharge legal and statutory duties/guidance.
Failure to deliver the Council's strategic priorities.
Reputational risks associated with the non delivery of required school places.
Financial risks, including;
Non realisation of anticipated Section 106 monies and anticipated levels of government grant.
Potential for overspend on any project within the programme.
Inability of schools to recruit suitable additional staff.

10. Without the formal process of strategic planning and implementation of required projects in place there is a risk that the DfE will not approve future allocations of Basic Need Funding to the Council. There is also a risk that Section 106 monies will not be able to be properly planned or achieve expenditure of funds in an appropriate and timely manner. This reinforces the importance of the Council adopting a new Development Strategy and Community Infrastructure Levy in 2014 to ensure that well designed appropriately located housing is supported by educational infrastructure.
11. The commissioning of each of the three projects in this report will include risk assessment and management criteria to ensure these and the proposed procurement route are clear to decision makers. Contract and construction risks will be overseen through the project management of the agreed projects which may be led by the schools, with appropriate safeguards in place as set out in the Procurement section below.

Staffing (including Trades Unions):

12. Staff and Trades Unions have been consulted on the proposals to expand the schools in this report as part of the informal and statutory consultation process required by regulations and DfE guidance.
13. Schools and Academies will have the support of their commissioned HR Providers where any proposals require changes in school staff structures or to terms and conditions of employment. The Council's Schools Statutory HR Team will monitor restructures to ensure redundancy charges to the Council are minimised and justified.
14. Each expanding school will need to increase the numbers of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded through the school's Dedicated School Grant budget and the increased share which the school will receive.

Equalities/Human Rights:

15. The consultation and decision making process set out in regulation for proposals to expand Academies and Council maintained schools includes an evaluation on a project by project basis of any equalities and human rights issues that might arise.

Public Health:

16. Extended Services around School and Early Years settings will be further developed as a result of growing school populations.
17. The range of extended services that may be provided in schools includes:
 - Parenting and family support officers.
 - Transition support for pupils, schools and families.
 - Combined clubs and after school activities.
 - Holiday activities.
 - Support for vulnerable pupils and families i.e. siblings group and young carers.

Community Safety:

18. Whilst it is acknowledged that schools have an important role in working alongside a range of other agencies to ensure safety in their local communities, the expansion of the schools identified in the report does have the potential to increase community safety issues around the school locations. Inconsiderate parking, low level anti social behaviour, noise, litter etc. These are issues that can, in some instances, have a significant impact on residents living in the school vicinity and place additional demand upon the services responsible for dealing with them. To meet its statutory duty in relation to crime and disorder the Council will work with the schools to identify suitable design and management practice to ensure that community safety issues are considered and appropriate measures are put in place to mitigate any risks with regard to community safety issues in these areas.

Sustainability:

19. Whilst there may be additional costs in order to meet sustainability objectives for new build and/or expansion of existing schools, these will be contained within the costs identified for each individual project within the programme. These measures would contribute to reduced running costs through better energy and resource efficiency, alongside creating a better learning environment for the pupils.

Procurement:

20. The tendering and approval process for awarding construction contracts will be in accordance with the Council's Code of Procurement Guidance and the thresholds indicated in section 5.1 of the Council's constitution. Where Schools or Academies are able to provide significant reassurance of their ability and capacity to procure and project manage the delivery of the required construction works, the Council will support this arrangement with appropriate oversight and governance in place.
21. Each proposal in the New School Places Programme is required by the Council's Policy Principles on Pupil Place Planning in Schools to be supported by a business case that establishes a guarantee of the quality of the new places being added to the system. Each business case is evaluated by officers and the outcome is considered as part of the final Executive approval of any proposal before approval to commence expenditure is given.

22. Where the school or Academy that is subject to an expansion proposal is also intended to procure and deliver the capital project with the support of the Council, the business case requires assurances of the capability and capacity of the school to deliver the proposal to time and on budget, based on their expertise and experience.

RECOMMENDATIONS:

The Executive is asked to:

1.
 - i. note that the procedures established by The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended by The School Organisation and Governance (Amendment) (England) Regulations 2007 and The School Organisation and Governance (Amendment) (England) Regulations 2009, have been complied with in bringing forward the proposal to expand Church End Lower School, Marston as outlined in this report;
 - ii. consider representations received in respect of the Church End Lower School proposal to the statutory notice as set out in Appendix B, issued on the 17 June 2013 under Section 19(1) of the Education and Inspections Act 2006;
 - iii. approve the statutory proposal to expand Church End Foundation Lower School from a 270 place lower school for pupils aged 4+ to 9 to a 450 place lower school for pupils aged 4+ to 9 through the creation of a new second campus on a new site with an implementation date of September 2014. The school would have an admission number of 60 for the Church Walk site and an admission number of 30 at the new Marston Park site; and
 - iv. approve the detailed business case attached at Appendix C thereby approving the commencement of the project and related expenditure, subject to the grant of planning permission under Part 3 of the Town and Country Planning Act 1990 by 1 February 2014.
2. approve the detailed capital business case attached at Appendix D to expand the Academy of Redborne Upper School from its current capacity of 1450 places to provide 1649 places with an implementation date of September 2014, thereby approving the commencement of the project and related expenditure, subject to the grant of planning permission under Part 3 of the Town and Country Planning Act 1990 by 1 February 2014.
3. approve the detailed capital business case attached at Appendix E to expand the Academy of Alameda Middle School to expand from its current capacity of 600 places to provide 720 places with an implementation date of September 2014 thereby approving the commencement of the project and related expenditure, subject to the grant of planning permission under Part 3 of the Town and Country Planning Act 1990 by 1 February 2014.

<i>Reason for Recommendations:</i>	<i>To ensure the Council continues to meet its statutory obligations to provide sufficient school places and also to meet the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to expand maintained schools.</i>
------------------------------------	--

Executive Summary

23. This report seeks approval to commence three projects originally outlined in a report on 19 March 2013 to the Council's Executive. At that meeting the Executive approved recommendations to commence consultation on the proposal to expand Church End Lower School in Marston. It also approved recommendations to invite the Academies of Redborne Upper and Alameda Middle to expand and to undertake any consultation and approval processes required as Academies by the Education Funding Agency. All three schools were asked to prepare business cases for approval by the Council's Executive in August 2013.
24. In March 2013 the Council's Executive also approved a recommendation to invite the Academy of Stratton Upper School to prepare a business case for approval by the Council's Executive in August 2013 and to undertake consultation and approval processes required as an Academy by the Education Funding Agency to expand from its current capacity of 1250 places to provide 1650 places with an implementation date of September 2014.
25. The forecast growth in Upper School pupil forecasts in the Biggleswade area has now been reviewed along with the proposed implementation date. As a result, and in order to give the Academy sufficient time to respond to recent Ofsted recommendations, prepare its business case, to procure architects to undertake detailed design for the expansion and to undertake the necessary approval processes required as an Academy by the Education Funding Agency, this project will now be reported to the Council's Executive in December 2013, for proposed implementation in September 2015. The Academy has confirmed its ability to accommodate forecast pupil numbers in the meantime and has already received a positive monitoring letter from Ofsted regarding its ability to respond to its recent inspection.
26. The three projects within this report result from local pressures of demographic growth which require additional school places to be provided by September 2014. All of the projects in this report relate to proposals to expand existing provision and no new Schools or Academies are created as a result.
27. Each of the proposals has been developed with support of the Governing Bodies or Board of the relevant school or Academy and each is aligned as set out in the report with the Council's Policy Principles for Pupil Place Planning in Schools as approved by the Council's Executive in February 2013.
28. Two of these proposals relate to the expansion of Academies and one relates to the proposed expansion of a Council maintained Foundation school. The Council is decision maker for proposals to expand Council maintained schools, whereas the Council can invite Academies to expand but proposals are subject to the Secretary of State's approval, depending on the scale of change proposed.

29. Proposals to enlarge schools and Academies by a significant proportion, defined in guidance, require consultation to be undertaken before approval can be considered. A consultation has been undertaken on the proposal to expand the Council maintained Church End Lower School, Marston and the outcome is set out in this report whereas the proposed expansion of the Academies of Redborne Upper School and Alameda Middle School have not been required by the Education Funding Agency to undertake consultation or to seek formal approval.
30. Each proposal in the New School Places Programme is required by the Council's Policy Principles on Pupil Place Planning in Schools to be supported by a business case in a format set by the Council that establishes a guarantee of the quality of the new places being added to the system. An evaluation of each business case is considered as part of the final Executive approval of any proposal and before approval to commence expenditure is given.
31. In all instances where new school places are required and proposals are approved the Council is responsible for committing the relevant capital funding to implement required expansions and new build.
32. This report therefore seeks Executive approval to:
- consider the outcome of the consultation and determine the proposal to expand Church End Foundation Lower School, Marston;
 - consider the detailed capital business case for each project attached to this report; and
 - approve each project and commit to the required capital expenditure.

Church End Lower School, Marston

33. In accordance with the Education and Inspections Act (EIA) 2006 DfE regulations outline the requirements and process for proposals to significantly enlarge Council maintained schools and these include full public consultation, the publication of statutory proposals and the decision making process. The Council is decision maker for proposals to enlarge maintained schools.
34. On the 19 March 2013 the Council's Executive approved the commencement of consultation and the publication of statutory notices for the proposal to expand Church End Lower School, Marston.
35. The initial consultation period for Church End Lower School commenced on 22 April 2013 to 20 May 2013. The Council worked in partnership with the school to undertake the consultation which included a public meeting, to ensure that the process followed that set out in Department for Education guidance and regulation.
36. The consultation materials, minutes of the public meeting and copies of all responses, is attached at Appendix B to this report. The initial consultation received 26 responses in total of which 87% indicated support.

37. On the 30 May 2013 the Deputy Chief Executive, Director of Children's Services considered the responses received to the initial period of statutory consultation and approved the publication of statutory proposals, under Section 19(1) of the Education and Inspections Act 2006.
38. The statutory notice was published in line with Department for Education guidance on 17 June 2013 along with evidence of the initial consultation and other information prescribed by regulation inviting further comment or objection to the proposals by the end of the representation period on 15 July 2013.
39. Copies of the Statutory Notice and the prescribed information for the proposal are also attached at Appendix B.
40. Only one representation was received to the proposal and this expressed support on behalf of Marston Moreteyne Parish Council.
41. In considering the proposal the decision maker may decide to reject, approve or to approve with modifications or conditions (e.g. the implementation date). In either case, the reasons for the final decision must be carefully recorded indicating the main factors considered and the reasons for the decision. A copy of the final decision must be forwarded to a range of bodies specified in guidance.
42. If the Council were to fail to decide these proposals within 2 months of the end of the representation period it must forward proposals, and any received representations, to the schools adjudicator for decision.
43. With regard to the capital works necessary to implement the proposals, it is proposed to procure these via the existing Local authority controlled SCAPE framework. Through this process, and following early engagement with the SCAPE contractors, the project can be procured and delivered on site ready for opening in September 2014. Early design work has been undertaken on the use of a part standardised design approach, tailored to meet the project's needs, and is now at the stage whereby a planning application is ready to be submitted. This would enable all consents to be in place ready for the commencement of construction at the end of 2013/early 2014.
44. However, this early work has also highlighted a number of unforeseen abnormalities related to the site, access, levels and services which were not evident when the initial indicative budget was developed. Working with the developer of the adjacent housing land, these can be overcome through mutually agreed variations to the original S106 agreement related to the school site (and school expansion land) and these have been agreed in principle with the developer. This would provide an alternative vehicular access to a larger school site area than originally proposed (through the acquisition of the expansion land at a reduced sum) and levels would be raised across the site to enable the services, access and other arrangements to work satisfactorily. These have been discussed at an early stage with both the Council's planners and highways officers who are supportive, in principle, of the changes but clearly this is still subject to approval by the Council's Development Management Committee.

45. The costs associated with the revised scheme, the acquisition of the larger school site area and the proposed funding thereof are set out in Appendix A to this report and within the detailed capital business case attached at Appendix C. The increased costs will be met through basic need grant and will not have a net impact on the Council through increased borrowing or a contribution from the Council's reserves.
46. The School's business case has been evaluated by the Council and the proposals comply with the Policy Principles for Pupil Place Planning in Schools and the school's ambition is aligned with the Council's Education Vision, as set out in the detailed capital business case for the project is attached at Appendix C.
47. Having followed the procedure required by regulation and in consideration of the key issues and factors for decision makers set out in guidance it is recommended that the proposal to expand Church End Foundation Lower school, as set out in this report and published by Statutory Notice issued on 17 June 2013, be approved with an implementation date of 1 September 2014. The detailed capital business case for the project, attached at Appendix C is also recommended for approval to enable commencement of the project and related expenditure.
48. The school is a foundation school and is therefore its own admissions authority. It is to operate a priority area for the new Marston Park site within its existing catchment area. Approval for this change to the school's current admission arrangements will be sought from the Office of the Schools Adjudicator by the school's Governing Body on Executive approval of the statutory proposal to enlarge the school.

Redborne Upper School and Alameda Middle School

49. On the 19 March 2013 the Council's Executive approved recommendations to invite the Academies of Redborne Upper and Alameda Middle to expand and to undertake any consultation and approval processes required as Academies by the Education Funding Agency. Each Academy was also asked to prepare business cases for approval by the Council's Executive in August 2013.
50. Proposals to significantly enlarge Academies are dealt with by the Education Funding Agency (EFA) which is responsible for operational work in relation to Academies. The significant enlargement of premises is defined in EFA guidance which sets out the process that must be followed by Academies seeking to make such changes.
51. Both Academies have received confirmation from the Education Funding Agency that the proposed scale of expansion set out in this report does not require its approval.
52. Each Academy has submitted a business case which has been evaluated by the Council and the proposals comply with the Policy Principles for Pupil Place Planning in Schools, as set out in the detailed capital business case for each project as attached at Appendix D and E.

53. The detailed capital business case for each project is recommended for approval to enable commencement of the projects and related expenditure.
54. The detailed business case for the proposal to expand Redborne Upper School does not include an additional capital grant of £422k which has been secured as a result of an application made by the Council on behalf of the Academy to the Education Funding Agency to meet the need for additional Post 16 places in the area as a result of demographic growth. This funding will be paid directly by the EFA to the Academy but will be pooled with the Council's financial contribution to procure the required capital works on the school site.

Appendices:

Appendix A - New School Places Programme 2011/12 – 2017/18

Appendix B – Consultation materials, responses and Statutory Notice – Church End Lower School

Appendix C – Detailed Business Case - Church End Lower School

Appendix D – Detailed Business Case – Redborne Upper School

Appendix E – Detailed Business Case – Alameda Middle School

Appendix A 13 August 2013 Report to Executive

	Target implementation date	Gross Cost £	S106 Total £	Basic Need £	School / Other £
<u>Leighton/Linslade Area</u>					
Greenleas (Sandhills) 2 FE (300 place) Lower	September 2013	4,804,463	4,728,512	75,951	
New 2FE (300 place) Lower at Clipstone Park	September 2017	5,002,502	3,391,250	1,611,252	
New 4FE (480 place) Middle at Clipstone Park	September 2018	10,929,541	5,429,760	5,499,781	
Extension to Vandyke Upper (Phase 1)	September 2014	1,656,895	896,915	234,458	525,522
Extension to Vandyke Upper (Phase 2) from 1000 to 1500 places	September 2017	6,329,331	5,687,040	389,619	252,672
<u>Dunstable and Houghton Regis Area</u>					
New 2FE (420 place) Primary School North H.Regis	September 2016	7,063,672	3,893,726	3,169,946	
Extension to Secondary School for North H.Regis	September 2016	14,430,429	9,095,394	5,335,035	
<u>Sandy and Biggleswade Area</u>					
New 2FE (300 place) Lower at Kings Reach, Biggleswade	September 2015	5,002,502	2,637,408	2,365,094	

Extension to Middle School from 480 to 600 places, Biggleswade	September 2016	1,383,405	1,383,405	0
--	----------------	-----------	-----------	---

Extension to Upper School from 1250 to 1650 places, Biggleswade	September 2015	8,418,613	3,800,681	4,617,932
---	----------------	-----------	-----------	-----------

Harlington Area

New/replacement 270 place Lower, Silsoe	September 2016	3,344,688	1,392,879	1,951,809
---	----------------	-----------	-----------	-----------

Redbourne Area

Extension to Lower School from 300 to 450 places, Ampthill	September 2015	3,123,799	1,040,889	2,082,910
--	----------------	-----------	-----------	-----------

Extension to Middle School from 600 to 720 places, Ampthill	September 2014	1,540,258	1,540,258	0
---	----------------	-----------	-----------	---

Extension to Upper School from 1450 to 1650 places (Phase 1)	September 2014	2,527,620	1,926,344	601,276
--	----------------	-----------	-----------	---------

Samuel Whitbread Area

Extension to Shefford Lower School from 300 to 450 places	September 2013	2,711,081	189,849	2,521,232
---	----------------	-----------	---------	-----------

Extension to Fairfield Park Lower School from 150 to 300 places	September 2013	3,191,502	947	3,190,555
---	----------------	-----------	-----	-----------

New 2FE (300 place) Lower at Arlesey	September 2016	5,251,161	2,347,454	2,903,707
--------------------------------------	----------------	-----------	-----------	-----------

Extension to Middle School from 480 to 600 places, Arlesey	September 2015	2,881,542	2,346,446	535,097
--	----------------	-----------	-----------	---------

Extension to Middle School from 720 to 840 places, Shefford	September 2015	1,427,926	609,126	818,800
Expansion of Upper School age range places from 1750 to 2050 in Bedfordshire East Multi Academy Trust	September 2015	4,498,371	1,118,678	3,379,693

Wootton Area

Extension to Lower School from 270 to 450 places, Marston	September 2014	3,243,196	732,240	2,510,956
Extension to Lower School from 300 to 450 places, Cranfield	September 2015	2,253,187	833,218	1,419,969
Extension to Middle School to provide 720 places, Cranfield	September 2015	1,383,405	835,288	548,117

New

Extension to Lower School from 225 to 300 places, Stotfold	September 2015	1,219,776	282,374	937,402
Extension to Lower School from 300 to 375 places, Potton	September 2017	1,285,544	0	1,285,544

This page is intentionally left blank



Proposal to expand Church End Foundation Lower School to provide new school places for children in Marston Moretaine

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Central Bedfordshire Council intends to make a prescribed alteration to Church End Foundation Lower School, Church Walk, Marston Moretaine, Bedfordshire MK45 0NE from 1 September 2014.

The proposal is to expand Church End Foundation Lower School from a 270 place lower school for pupils aged 4+ to 9 to a 450 place lower school for pupils aged 4+ to 9 through the creation of a new second campus on a new site within the Marston Park development on land east of Bedford Road in Marston Moretaine. The second campus will provide an additional 1 form of entry (150 places) at the Marston Park site in new buildings.

The current capacity of the school is approx 270. Following implementation the proposed capacity will be 300 for the current campus and 150 for the second campus. The current number of pupils registered at the school is 290.

The admission number for the current school is 54 for each year group and the proposed admission number will be 60 for each year group at the Church Walk site plus an additional 30 pupils for each year group at the new Marston Park site.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: The Information Manager, Central Bedfordshire Council, Room DC2, Watling House, High Street North, Dunstable, Beds, LU6 1LF. It can also be viewed on the Council's website at <http://www.centralbedfordshire.gov.uk/public-statutory-notices/public-statutory-notices.aspx>

Within four weeks from the date of publication of these proposals, any person may object to or make comments on the proposal by sending them to the Deputy Chief Executive / Director of Children's Services, Central Bedfordshire Council, Priory House, Chicksands, Shefford, Beds, SG17 5TQ.

Signed: Edwina Grant

Deputy Chief Executive / Director of Children's Services

Publication Date: 17 June 2013

Explanatory notes:

The proposal is in response to the growing number of pupils seeking school places in Marston Moretaine. Temporary measures are proposed for admissions in 2013 ahead of the permanent new buildings on the Marston Park development which are proposed to be completed in 2014.

Admissions to the school will remain in accordance with the published criteria.

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

Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):

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.

N/A

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

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

Church End Foundation Lower School
Church Walk
Marston Moretaine
Beds
MK43 0NE

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.

01 September 2014.

Objections and comments

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education 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 (i.e. by 15 July 2013), any person may object to or make comments on the proposal by sending them to the Deputy Chief Executive / Director of Children's Services, Central Bedfordshire Council, Priory House, Chicksands, Shefford, Beds, SG17 5TQ.

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.

The proposal is to enlarge the school by providing an additional 150 lower school places in new buildings as a second campus to the main school on a site within the Marston Park development on land east of Bedford Road in Marston Moretaine. This will retain the school's existing site and capacity ensuring that the needs of the existing community will continue to be met on that site, but will also ensure that more local provision is made to meet the needs of the growing Marston Park community on land east of Bedford Road in Marston Moretaine. It is planned that the new permanent accommodation on the Marston Park site should be ready for occupation for the 2014/15 school year.

School capacity

- 5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also 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;

The current capacity of the school is 270 Following implementation the proposed capacity will be 300 for the Church Walk school campus and 150 places at the new Marston Park campus.

- (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;

Currently there are 54 pupils admitted to the school in each relevant age. Following implementation, this will be 60 for the existing Church Walk site, plus a further 30 at the new Marston Park campus.

- (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;

N/A

- (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.

N/A

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

The current number of pupils registered at the school is 290.

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.

The proposal will be implemented by Central Bedfordshire Council with the full support of the governing body of Church End Foundation Lower School.

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.

A second campus is to be built on a on a site within the Marston Park development on land east of Bedford Road in Marston Moretaine; hence the school will occupy both the existing Church Walk site and the new Marston Park site.

(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.

The new site will be provided by the Council (secured under a S106 planning agreement) and the tenure will be transferred to the Trustees on a freehold basis.

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 in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

N/A

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

N/A

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

N/A

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

N/A

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

N/A

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

N/A

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;

Church End Foundation Lower school will continue to occupy the existing school site at Church Walk but will also occupy the new accommodation which is to be built on a site within the Marston Park development on land east of Bedford Road in Marston Moretaine.

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

The two sites are 700 metres apart (straight line distance).

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

New lower school places are required in Marston Moretaine as a result of significant housing development in the area which has included 480 dwellings being provided within the Marston Park development on land east of Bedford Road. This development includes a site for additional lower school provision to serve the village and has also provided capital contributions towards the cost of the new provision both secured under a S106 planning agreement. A further 125 dwellings are proposed on land at Moreteyne Farm which will also contribute towards the costs.

The Council has been working with schools in the area to review places and plan for the impact of demographic changes across the area over the next five years and beyond. The pressure on existing provision and the need for more places across lower schools in Marston Moretaine is clear and the Council is now bringing

forward proposals to develop this additional site.

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

The proposed site of the new campus is within the Marston Park development and therefore is ideally placed to accommodate the children from this development.

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

N/A as the additional site is within walking distance of the development.

(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.

N/A as the children live on the development.

Objectives

10. The objectives of the proposals.

In order to provide additional places in an area of growth, the Council is proposing to provide an extra 150 lower school places by building new accommodation on a site within the Marston Park development on land east of Bedford Road in Marston Moretaine as an expansion of, and second campus to, the existing successful Church End Foundation Lower School.

The expansion of an existing school, effectively through the creation of a second campus to the existing school site, mirrors federation arrangements elsewhere in Central Bedfordshire where schools are managed in a similar way and governed across two or more sites. This would also retain the school's existing site ensuring that the need to provide local schools for local children, ensuring a sense of community belonging and also promoting sustainable modes of travel, are fulfilled. This provides an excellent opportunity for the existing school to also grow its leadership and management capacity across the two sites.

This plan is for new permanent accommodation at the Marston Park site to be ready for the 2014/15 school year.

The admission arrangements for the new site for September 2014 will be in accordance with the following criteria:

1) All 'looked after' children or previously 'looked after' children (see definition).

- 2) Pupils living in the catchment area with siblings at the school (see definition of sibling).
- 3) Other pupils living in the catchment area (see definition).
- 4) 'Very exceptional' medical grounds (see definition).
- 5) Other siblings (see definition).
- 6) Any other children.

Definitions:

"Looked after children" ~ The Children Act 1989 defines a child who is "looked after" as a child or young person who is accommodated by the local authority (Section 20) or a child or young person who is the subject of a full care order (Section 31) or interim care order (Section 38).

"Previously 'looked after' children"

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

"Sibling" ~ A sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer's partner, and in every case the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

'Very Exceptional' Medical Grounds" ~ 'Very exceptional' medical grounds refers to cases where there are exceptional medical reasons which make it essential that a child should attend a particular school and where the preferred school is the only school locally that could meet the child's needs. A medical report from the child's doctor or consultant must be submitted with the application form, setting out valid medical reasons why it is essential for the child to be admitted to the school in question and the difficulties that would be caused if the child had to attend another school. The Governors reserve the right to seek further information to determine whether it is essential for a child to be admitted to the preferred school on medical grounds. Admission on medical grounds cannot be considered where the medical condition relates to that of a parent/carer, brother or sister or other relative/childminder.

"Home address" ~ A pupil's home address will be regarded as the address of the parents/carer with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents/carers at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Monday to Fridays) including nights. If there is any query on the home address this will be checked against original official documentation, e.g. council tax bill, a recent utility bill (gas, electricity, water) a rental agreement, child benefit annual statement or family tax credit

information.

Consultation

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

- a) The consultees were all parents/carers, staff, trade unions, governors of the school, Central Bedfordshire ward councillors, Marston Moretaine Parish Council, local MP, all schools within Central Bedfordshire, local diocese, neighbouring councils, key local voluntary groups and the general public.
- b) The notes from the public consultation meeting held are appended at Appendix A.
- c) The initial phase of statutory consultation attracted support from parents and other local stakeholders, as summarised in Appendix B. The Governing Body of Church End Foundation Lower School reiterated its support for the proposal and no issues arose in the initial phase which would change the proposal.
- d) All of the applicable statutory requirements in relation to the proposals to consult were complied with.
- e) A copy of the consultation document is appended to this document at Appendix C. This consultation document was supplied to all parents/carers, staff and governors of Church End Foundation Lower School. Copies were available to the public via Marston Moretaine Parish Council. A link to the consultation document on the Council's website was circulated to all head teachers and ward councillors throughout Central Bedfordshire. A copy of the consultation document was forwarded to the local Members of Parliament, neighbouring Education Authorities and key local voluntary sector organisations. A press release regarding the consultation also appeared in the local press.

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 education authority, and any other party.

The total capital cost of the project is currently estimated at approximately £ 2.7 m and this will be funded in full by the Council. The land required for the new campus is currently in the process of being transferred to Central Bedfordshire Council.

13. A copy of confirmation from the Secretary of State, local education 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).

On 27 March 2012 the Council's Executive recommended to Full Council the rolling Capital Programme for New School Places as set out in the Executive report, noting the required amendments to the Council's approved Capital Programme 2012/13 to 2015/16. (minute E/11/144)

On 19 April 2012 Central Bedfordshire's Full Council approved the rolling Capital Programme for New School Places as set out in the Executive report, noting the required amendments to the Council's approved Capital Programme 2012/13 to 2015/16. (minute C/12/9).

On 18 March 2013 the Council's Executive approved the commencement of informal consultation and the publication of statutory notices for the proposal to expand Church End Lower School, Marston from its current capacity of 270 places to provide a total of 450 places across two sites with an implementation date of September 2014 be approved (minute E/12/151).

Age range

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

N/A

Early years 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;

N/A

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

N/A

- (c) evidence of parental demand for additional provision of early years provision;

N/A

- (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

N/A

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

N/A

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;

N/A

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

N/A

- (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;

N/A

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

N/A

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.

N/A

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;

N/A

- (b) any additional specialist features will be provided;

N/A

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

N/A

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

N/A

- (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;

N/A

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

N/A

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

N/A

- (h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education 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

N/A

- (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.

N/A

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;

N/A

- (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;

N/A

- (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

N/A

- (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.

N/A

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 education 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.

N/A

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;

N/A

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

N/A

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

N/A

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

N/A

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

N/A

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.

The extended services currently provided by the school at the Church Walk site will be unchanged. The school also proposes to work with the local community to develop relevant extra curricular and extended school activities at the new Marston Park site in respond to local need.

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;

New lower school places are required in Marston Moretaine as a result of significant housing development in the area which has included 480 dwellings

being provided within the Marston Park development on land east of Bedford Road. This development includes a site for additional lower school provision to serve the village and has also provided capital contributions towards the cost of the new provision. A further minimum of 125 dwellings have outline planning consent to be built on land at Moreteyne Farm.

The Council has been working with schools in the area to review places and plan for the impact of demographic changes across the area over the next five years and beyond. The pressure on existing provision and the need for more places across lower schools in Marston Moretaine is clear and the Council is now bringing forward proposals to develop this additional site.

- (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;

N/A

- (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.

N/A

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

N/A

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

N/A

Expansion of successful and popular schools

25A. (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where

the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

Whilst not applicable, the Council has wished to ensure that any additional provision is built upon an existing successful and popular school.

Appendix A

<p>Consultation on the proposed expansion of Church End Lower School, Marston Moretaine.</p> <p><u>Queries / comments raised at public meeting – held at Church End Lower School on Tuesday 7 May 2013</u></p>	
---	---

Meeting led by –
 Brian Storey – Head teacher, Church End Lower School
 Rob Parsons – Head of School Organisation, Admissions & Capital Planning
 Keith Armstead – Senior Education Officer (Planning)

Note taker - Sue Barrow – Information Manager

Attendees = 30, including Ward Councillor Mrs Sue Clark

The Head teacher welcomed all to the meeting and introduced the speakers.

Rob Parsons and Keith Armstead gave a presentation regarding the proposal; which included the background of local housing growth, the legal process for commissioning new school places, the responsibility of the Council and the stages and length of the process involved.

Query / comment from public	Answer / response
<p>The consultation talks about sharing resources – how will this be managed across the 2 sites?</p>	<p>We will work closely with the school to support the development of a structure of leadership and governance that can meet the challenges of a school across two sites. In addition each site will be provided with the physical resources it needs.</p>
<p>If it is to be built by September 2014, will there be sufficient time for the prepping of the school?</p>	<p>It is a 32 week build programme and it should be completed by the end of July (although bad weather could cause some delay). Revenue support has been made available to the school so that additional help can be bought in.</p>
<p>Is Mr Storey happy with the proposal?</p>	<p>Yes, it is very exciting. Press adverts have been placed for new staff. There will be sufficient management on both sites. The DfE will match fund phonics resources. We will also look at how year groups will come</p>

	together as one where it is desirable. All children must feel that they are part of one school.
Will there be a staggered starting time for the 2 school sites?	This will be looked at. We will consider family circumstances. We will not intentionally split families. The number of children we are expecting at the new school will not all arrive on the same day therefore there will be the flexibility to manage a level of choice.
Would you propose to move a child who has been at the current school site for 3 years to the new site for just 1 final year?	Only if the parents wish to move the child.
Are you talking to the middle and upper schools about the additional children?	Yes – with the schools within the 'Wootton Pyramid' and those within the Marston Vale Trust plus Bedford Borough schools. There is a commitment from middle and upper schools that they will retain their catchment areas. We are collecting financial contributions from developers for all of the school places.
Will there be a pre-school on site?	Land is reserved for a nursery on site although we need to carry out more work on this.
Regarding the extra temporary classrooms for year 3, will these be continued for year 4?	No, at the moment the plan is just to use these for the 1 year. Although there is no upper class size limit for Key Stage 2, we are governed by legal requirements for Key Stage 1.
What is the trigger point that results in a village needing a new school? Does the school drive the developer or vice versa?	All proposed developments are contained within the Council's 'Local Development Framework' (LDF). The need for the extra housing is identified within it. The additional educational infrastructure must be provided as a result.

The Head teacher brought the meeting to a close and confirmed that the presentation will be made available via the school's website. Also that letters regarding the new school site will continue to be sent home to parents as the project progresses. A further public meeting will be held if deemed necessary.

Headline results of proposal to expand Church End Lower School

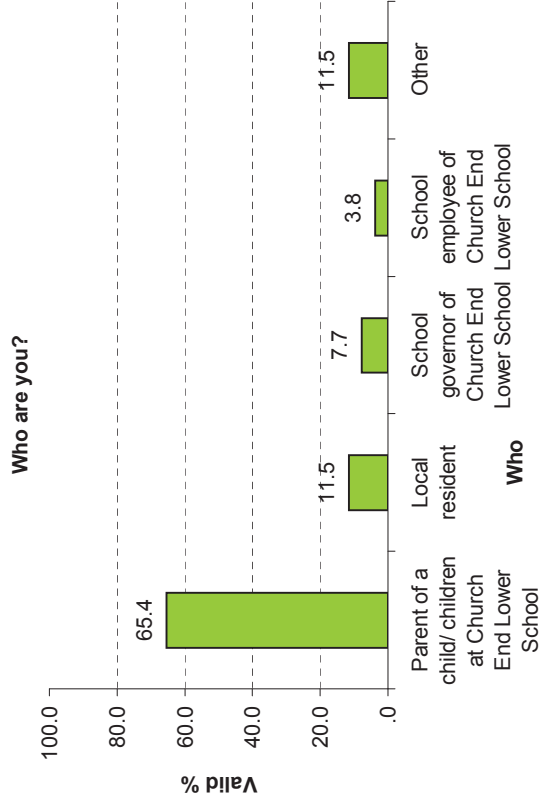
Appendix B

26 responses

Highlighting has been used to indicate a majority response.

Q1 Are you a: (Please tick one)

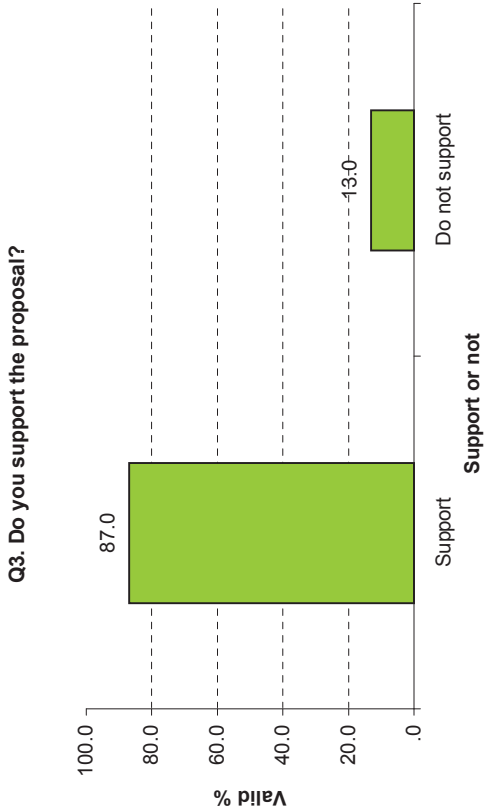
	Frequency	Percent	Valid Percent
Parent of a child/ children at Church End Lower School	17	65.4	65.4
Local resident	3	11.5	11.5
School governor of Church End Lower School	2	7.7	7.7
School employee of Church End Lower School	1	3.8	3.8
Other	3	11.5	11.5
Total	26	100.0	100.0



Q2. No respondents were a parent of a child/ children at another school

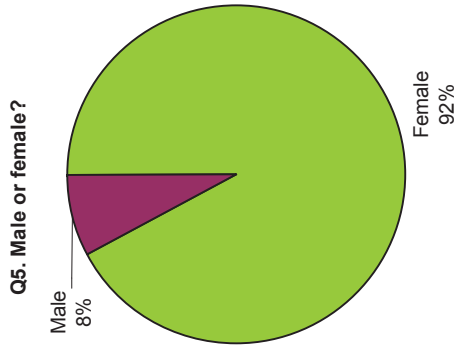
Q3. Do you support the proposal to expand Church End Lower School, in order to provide the additional lower school places required, within the Marston Park development on the land east of Bedford Road, Marston Moretaine?

	Frequency	Percent	Valid Percent
Support	20	76.9	87.0
Do not support	3	11.5	13.0
Total	23	88.5	100.0
Missing	3	11.5	
Total	26	100.0	



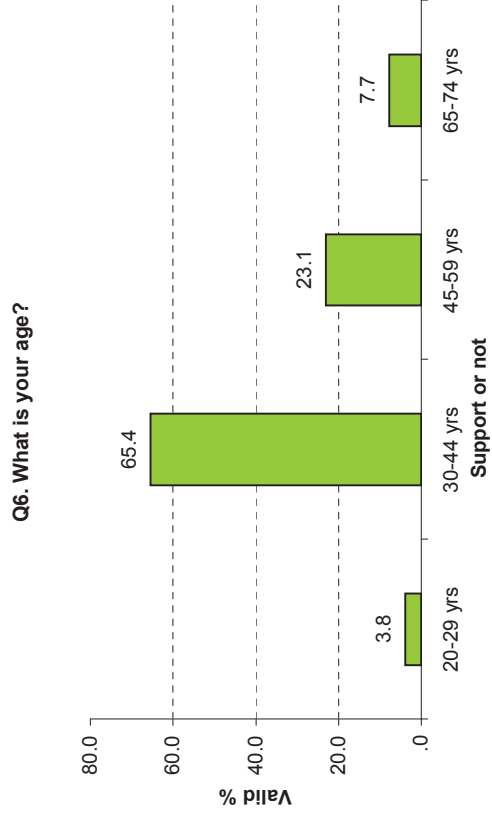
Q5 Are you

	Frequency	Percent	Valid Percent
Female	24	92.3	92.3
Male	2	7.7	7.7
Total	26	100.0	100.0



Q6 What is your age?

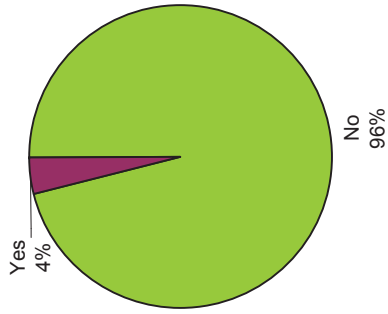
	Frequency	Percent	Valid Percent
20-29 yrs	1	3.8	3.8
30-44 yrs	17	65.4	65.4
45-59 yrs	6	23.1	23.1
65-74 yrs	2	7.7	7.7
Total	26	100.0	100.0



Q7 Do you consider yourself to be disabled?

	Frequency	Percent	Valid Percent
No	25	96.2	96.2
Yes	1	3.8	3.8
Total	26	100.0	100.0

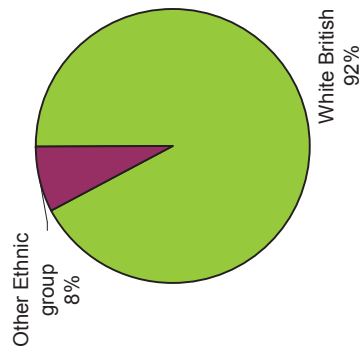
Q7. Do you consider yourself to be disabled?



Q8 To which of these groups do you consider you belong?

	Frequency	Percent	Valid Percent
White British	24	92.3	92.3
Other Ethnic group	2	7.7	7.7
Total	26	100.0	100.0

Q8. To which of these groups do you consider you belong?





Appendix C

Consultation on the proposed expansion of Church End Lower School

to provide new school places for
children in Marston Moretaine

Monday 22 April 2013 –
Monday 20 May 2013

1. Introduction

Section 14 of the Education Act 1996 places a duty on Councils to secure sufficient and suitable school places for 5 – 16 year old children in its area. The Education and Inspections Act 2006 gives Councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity.

2. Background

New lower school places are required in Marston Moretaine as a result of significant housing development in the area which has included 480 dwellings being provided within the Marston Park development on land east of Bedford Road. This development includes a site for additional lower school provision to serve the village and has also provided capital contributions towards the cost of the new provision. A further 125 dwellings are proposed on land at Moreteyne Farm.

The Council has been working with schools in the area to review places and plan for the impact of demographic changes across the area over the next five years and beyond. The pressure on existing provision and the need for more places in Marston Moretaine is clear.

3. Our proposal

The Council is proposing to provide the additional school places by **building on the new site within the Marston Park development** on land east of Bedford Road in Marston Moretaine.

It is proposed that this new school provision will be **an expansion of Church End Lower School**. The expansion of an existing school, effectively through the creation of a second campus to the existing school site, mirrors federation arrangements elsewhere in Central Bedfordshire where schools are managed in a similar way and governed across two or more sites. This would also retain the school's existing site ensuring that the need to provide local schools for local children, ensuring a sense of community belonging and also promoting sustainable modes of travel, are fulfilled. This provides an excellent opportunity for the existing school to also grow its leadership and management capacity across the two sites.

This plan is for new permanent accommodation within the Marston Park development to be ready for the 2014/15 school year. The admission arrangements for the new site will be finalised and published in time for the school admissions process for children who are due to start school in September 2014. The 'Your child's admission' booklet for September 2014 will be a guide for the parents of children born between 1 September 2009 and 31 August 2010, will be published by the Council in September 2013.

As a foundation school, the final admissions arrangements will be determined by the school's Governing Body but the current proposal is that admission to the enlarged school will continue to be based on the current criteria thereby ensuring that it serves the immediate community in which it is located. Thereafter, the school will work with parents to offer one of the two school sites.

4. Why are Church End Lower School and Central Bedfordshire Council consulting with you?

This proposal constitutes a significant expansion of Church End Lower School which requires both informal consultation and the publication of Statutory Proposals, in accordance with the Education and Inspections Act 2006. Informal consultation enables all interested parties to express their views on the proposal and thereby influence the decisions and actions made regarding the additional provision of school places.

Starting on page 4 of this document you will find a full list of Frequently Asked Questions (FAQs) which may help to address some immediate concerns that you may have. There may be other questions you wish to raise and we will be happy to respond to these at the public consultation meeting on Tuesday 7 May 2013.

5. The consultation process

You can **have your say via the online form** which is available on the Council's website at www.centralbedfordshire.gov.uk/consultations or you can complete pages 7 and 8 of this document and return them to the FREEPOST address provided at the end of the form. Completed forms should be returned by **5.00pm Monday 20 May 2013**.

Meetings will be held with the staff, union representatives and governors of Church End Lower School.

There will also be a **public meeting** which will be open to all interested parties. This meeting will be held at **Church End Lower School** on **Tuesday 7 May 2013** at **6.30 pm**.

The timeline for the process will be –

Action	Timescale/Deadline
Four week consultation period begins	Monday 22 April 2013
Staff and Governors meeting	Monday 29 April 2013
Public meeting	Tuesday 7 May 2013
End of consultation period	Monday 20 May 2013
Decision to be made regarding proposed additional school place provision	W/c 3 June 2013
If decision is made to proceed with the proposal, Statutory Notices will be published on	Monday 17 June 2013
Four week period for the submission of comments and/or objections in response to the Statutory Notices	From Monday 17 June until Monday 15 July 2013
End of Statutory Notice period	Monday 15 July 2013
Final decision regarding the proposal to be made by the Council's Executive Committee on	Tuesday 13 August 2013

If a decision is made to permanently expand Church End Lower School, formal implementation of the expansion will commence in September 2014 (i.e. for the 2014/15 academic year) with the provision of new permanent accommodation on the new site.

For more information about this proposal please contact Sue Barrow by telephone on 0300 300 5700 or email sue.barrow@centralbedfordshire.gov.uk

6. Frequently asked questions (FAQ's)

Q – What are you proposing to build at the new Land of Bedford Road site and what facilities will be available?

A – Although the proposal is to expand Church End Lower School, the new site will be a fully functioning and self sufficient campus. Proposals have therefore been developed which will provide for up to 150 pupils (aged 4+ - 9) to the recognised standards for this size and type of school. It is proposed that the main building will house 5 classrooms, a school hall, a kitchen area, administrative offices and an internal space that will provide a library/ICT space, quiet/group spaces and practical areas.

Outside there will be the expected range of outdoor spaces including a playing field, formal and informal hard play areas and a range of soft play and habitat areas. An indicative plan of the proposals has been shared with the school and will be available for the meetings. These will be subject to a separate planning application process and there will be a separate opportunity to comment on them as part of that process.

Q – When will the new school site open?

A - Subject to obtaining all the necessary consents it is proposed that the new school site will be operational from September 2014.

Q – Are there any interim proposals in advance of the new accommodation being ready?

A - We are already working with the existing school to ensure that, as far as possible, parental requests can be met ahead of the new accommodation being available. For example, Church End Lower has agreed to increase its admissions for in-area pupils on its existing site in advance of the new accommodation being available and the Council has agreed to provide additional temporary accommodation for this, if needed.

Q – Does the Council have the land and the funds to provide this new school site?

A – Yes, the land was transferred to the Council earlier this year. The costs are estimated at approximately £2.4m and the council is currently holding approximately £421 k in developer contributions secured under S106 agreements to cover this, with the balance due from future S106 contributions and Central Government grant funding.

Q - Will Church End Lower School be able to provide a full and varied curriculum on the new site?

A – The curriculum of Church End Lower School is well designed and matched to the needs, abilities, interests and aspirations of all children. Staff regularly review the curriculum currently and will plan the curriculum for the new school site to meet the requirements of the national curriculum and the needs of the community. The school also proposes to work with the local community to develop relevant extra curricular and extended school activities. Plus there will be added benefits in transferring children between the 2 sites to enable them to take part in wider events such as sporting fixtures and musical activities.

Q – How will admissions to the new school site be managed? Will there be an intake from across the age range?

A – When the new site opens we anticipate that it would be able to be fully operational across Key stage 1. However, it is anticipated that there would be smaller numbers in the older Key stage 2 age groups allowing mostly for siblings of younger pupils plus providing some capacity for some other and potentially new local pupils. The Council and Church End Lower School will work very closely together to plan for specific numbers and year groups in more detail as and when admission numbers and parental wishes are known.

Q – What provision will be made for early years and ‘wrap around’ care?

A – The current consultation is specifically related to provision for statutory aged pupils. As set out previously, the provision of extended school activities will be the subject of further discussions between the school and community to establish the type of provision and/or activities which are to be sought or needed and can be provided within the available accommodation. Church End Lower School is committed to working in close partnership with all organisations offering potential benefits to the wider school and village community.

In terms of nursery /pre school provision, this is not currently part of the consultation and is not subject to the same legal process. Whilst this will be desirable, further work is needed to establish the future requirements across the area; this will include further discussion with organisations such as Marston Vale Children’s Centre, Chimneytots and Central Bedfordshire’s Early Years Team

Q - Will the catchment area for Church End Lower School stay the same?

A - Yes the catchment area will remain the same, however as there will be two school sites, a priority area will operate for each school site serving their immediate vicinity within the existing catchment area

Q – If I live on the Land East of Bedford Road development and have 1 child already at Church End Lower School at the Church Walk site and a younger child due to start school in September 2014, will I be able to move my older child to join their sibling at the new site?

A –The school will discuss with parents their wishes, but it may depend upon the overall organisation, funding and staffing available to meet particular requests.

Q – Alternately, if I live on the Land East of Bedford Road development and have 1 child already at Church End Lower School at the Church Walk site and a younger child due to start school in September 2014, can my younger child go to the Church Walk site?

A – As above, the school will discuss with parents their wishes, but it may depend upon the overall organisation, funding and staffing available to meet particular requests.

Q – Will this expansion impact upon the existing staff at the school and will staff for the new site be drawn from the school’s current staff list, or will new staff be employed, or will there be a mixture of both?

A – The school will need to recruit new teaching and support staff to enable the larger school to operate effectively across both sites in the long term. Current Church End Lower School staff may be redeployed but a number of new staff will also need to be recruited. The exact deployment and mix of new and existing staff across the sites will be a matter for the Governing Body and will be subject to the actual numbers of pupils on roll at each site and across the two sites as a whole.

Q – My child currently attends Church End Lower School, how can I be assured that standards and provision will be maintained if resources are to be shared?

A – The governors and staff of Church End Lower School are proud of their well-earned reputation for high standards and inclusive approach as demonstrated by their recent Ofsted Inspection and subsequent report. All at the school are committed to continuing to provide a curriculum that is well designed and matched to the needs, abilities, interests and aspirations of all of their children and is based upon our well established ‘values approach’ to learning, on whichever school site they are based.

Q – How will the children on the new site be made to feel part of the whole school?

A – It is proposed that there will be at least an Assistant Head Teacher based permanently on the new site with the Head and Deputy operating across the two sites. Similarly, there would be expected to be other leadership roles which are shared across the two sites and some of the wider school’s administrative and finance functions.

Teachers will design a curriculum which is mirrored at both sites and this will ensure equal opportunity and experience. For example, this will mean all children across the whole of Year 4 will be offered a residential experience at the same venue, at the same time. It is anticipated that teachers will utilise and exploit the facilities provided by both sites for all pupils.

Whilst both sites would retain the name Church End to reflect unanimity, we expect that each site will also need to have its distinct identity reflected in the name, e.g. Church End (Marston Park) Lower and Church End (Church Walk) Lower. The new names will be decided upon after consultation with both parents and children.

Q- Will there be transport arranged to move pupils between the two sites?

A- Pupils of Church End Lower School would be based at one of the two sites and would not be expected to need to move between the two sites to receive their education. Separate arrangements would be put in place for children to move from one site to the other should it be necessary to enable them to take part in extra events such as sporting fixtures and musical activities or whole school events. Once the housing estate is completed, there will also be a short walking route between the two sites.

Q - Will the children wear the same uniform on both school sites?

A – Again, this will be a matter for consideration by the school governors upon which we would expect them to consult with parents.

Q – Has the Council considered any alternative solutions other than the expansion of Church End Lower School?

A – Yes. A number of options were considered including the possible creation of a completely new school. However, in discussion with the wider partnership of schools which make up the Wootton School Pyramid and the Vale of Marston Schools Trust, there was a consensus that there was a preference to build upon the existing good practice from within the area and, if possible, to expand existing school provision rather than create a new school which, given the size, may be economically unviable and sit outside of the existing working group of schools. Furthermore, the expansion option offers a shorter time-scale for implementation and the ability to work with an existing school to provide an interim solution ahead of full implementation in recognition of the local shortage of lower school places across the area. In taking this forward the Council invited Church End Lower School to be considered for expansion. At its meeting on 19 March 2013, the Council’s Executive considered the proposal and has recommended that consultation be undertaken on the option to expand Church End Lower School as likely to be able to deliver a successful outcome based on the school’s current success, its management capabilities, its ability to manage the required changes and the ability to be able to provide transitional arrangements.

**Edwina Grant, Deputy Chief Executive / Director of Children’s Services
Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford
SG17 5TQ**



Consultation on the proposal to expand
**Church End Lower School, Marston
Moretaine**

**Central
Bedfordshire**

Q1 Are you a: (Please tick one)

- Parent of child/children at Church End Lower School
- School employee of Church End Lower School
- School governor of Church End Lower School
- Local resident
- Other

Please specify _____

Q2 If you are a parent of a child/children currently at another school, please tell us which school. (Please write name of school)

Q3 Do you support the proposal to expand Church End Lower School, in order to provide the additional lower school places required, within the Marston Park development on the land east of Bedford Road, Marston Moretaine? (Please tick one)

- Support
- Do not support

Q4 Are there any comments you would like to make about this proposal?

Please turn over

The following information will help us when considering your opinions and to make sure that we're getting the views of all members of the community. The answers will not be used to identify any individual. Our data protection statement is provided at the end of this form.

Q5 Are you (Please tick one) Male Female

Q6 What is your age? (Please tick one)

- Under 16 yrs 20-29 yrs 45-59 yrs 65-74 yrs
 16-19 yrs 30-44 yrs 60-64 yrs 75 yrs +

Q7 Do you consider yourself to be disabled? (Please tick one)

Under the Equality Act 2010 a person is considered to have a disability if he/she has a physical or mental impairment which has a sustained and long-term adverse effect on his/her ability to carry out normal day to day activities.

- Yes No

Q8 To which of these groups do you consider you belong? (Please tick one)

- Asian or Asian British Chinese White British
 Black or Black British Mixed Other Ethnic group

Please specify other _____

Q9 What is your postcode? _____

Thank you for your views

**Please return your completed form to the FREEPOST address below
(you do not need to use a stamp)**

**FREEPOST RSJS GBBZ SRZT
School Expansion Proposals for Church End Lower School
Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford,
SG17 5TQ**

by 5pm on Monday 20 May 2013

Data Protection Act 1998

Please note that your personal details supplied on this form will be held and/or computerised by Central Bedfordshire Council for the purpose analysing feedback to the consultation on the proposed expansion to Church End Lower School, Marston Moretaine. The information collected may be disclosed to officers and members of the Council and its' partners involved in this consultation. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances. Your personal details will be safeguarded and will not be divulged to any other individuals or organisations for any other purposes.

Information classification: Protected when complete

MARSTON MORETEYNE PARISH COUNCIL

Clerk to the Council

Mrs. HTrustam
30 Armstrong Close
Wilstead
Bedford
MK45 3EJ
Tel: 01234 743598
Email: h.trustam@btinternet.com

22nd May 2013

Sue Barrow
School Expansion Proposals for Church End Lower School
Central Bedfordshire Council
Priory House
Monks Walk
Chicksands
Shefford SG17 5TQ

Dear Sue,

Marston Moreteyne Parish Council have given consideration to the proposals outlined to expand Church End Lower School in order to provide additional school places required as a result of the development at Marston Park.

The outcome of the discussions was that the Parish Council fully supports the proposals put forward within this document.

Yours sincerely,

H. Trustam

Mrs. H. Trustam
Parish Clerk



Detailed Business Case

Detailed Business Case

a. Title	
Project Name	Expansion of Church End Lower School, Marston
Project location	Church End Lower School, Marston Moretaine
Project Sponsor	Rob Parsons Head of School Organisation, Admissions and Capital Planning
Directorate	Children’s services
Type of scheme	Capital Project - over £60k
Funding	External

b. Project Information	
Project Purpose/ Outline Description	<p>Church End Lower, located in central Marston Moretaine, is a Foundation Trust, maintained by the Vale of Marston Extended Services. There are 293 pupils currently attending, with a maximum capacity of 300 pupils.</p> <p>As a result of demographic growth mainly due to the development of more than 400 additional homes at the development east of Bedford Road in Marston, and a further 135 houses at Moreteyne Farm, it is proposed that Church End Lower School will expand its capacity through a permanent building project to admit overall an additional form of entry (150 pupils) by September 2014.</p> <p>The school is already receiving requests for admission for families moving in the catchment area and therefore has temporarily extended its admissions limit in each year to 68 pupils. In order to facilitate this rise of pupil numbers, a double mobile classroom will be installed on the current school site from September 2013 until the proposed completion of the permanent building works in Summer 2014.</p> <p>This project will create a new one form entry school (150 places) within the Marston Park development, in order to create additional places at Church End Lower School.</p> <p>The new school building will provide a minimum of 5 classrooms along with a servery/kitchen, dining/assembly hall and related support areas (toilets, storage and specialist teaching areas), along with external play spaces.</p> <p>The new school building will provide school place to meet the demand arising from new housing developments and will be delivered by use of the</p>

	<p>standardised design model Keynes from Willmott Dixon, via the ESCAPE framework, benefitting from lower costs and a shorter delivery period.</p> <p>If approved, Church End Lower School will operate from September 2014 on a split site by use of a shared leadership team. Providing additional places in this way delivers required places in the centre of demand using an established and successful provider.</p>
Activities in Scope	The project will include project management and delivery of the capital scheme under the supervision of the Council and its professional consultants
Out of scope/ exclusions	All necessary elements are covered within the scope of the project.

c. Deliverables / outputs

Deliverables:

Deliverable	Date Due
New school building and associated external soft and hard play areas	September 2014

d. Options Appraisal

Options	<p>Although Church End Lower School is ideally located to admit pupils from the new development at Marston Park, the existing school site and buildings have a maximum capacity of 300 pupils. The site area at 14.6ha is insufficient to accommodate a further one form of entry without impacting on existing external play provision; such a project is achievable but will increase the cost, complexity and duration of the project.</p> <p>As part of the S106 agreement, the developers will provide a 1.18ha site within the new Marston Park development, which will be handed over July 2013.</p> <p>From analysis of various available options, Sunesis standardised design (Keynes model) has been selected.</p> <p>The following options were <u>discounted</u> as part of the options appraisal process:</p> <ul style="list-style-type: none"> • Standard bespoke traditional build. While this can accommodate individual site anomalies, this would be the most expensive and lengthy option and requires a later implementation date of Easter or September 2015. • Replication of a design used on Greenleas, Fairfield Park and Shefford (September 2013 implementation projects). This could bring reduced design time leading to a reduced cost, but due to the size of the new Church End site, it was deemed that none of the designs were suitable for adaption. <p><u>Evaluation of Sunesis designs</u></p> <p>Willmott Dixon offer a range of 4 standardised primary school designs, suitable for a range of projects and school sizes. Of these, two were suitable for use on the new Church End site as they were suitable for larger schools. The Newton model</p>
---------	--

	<p>was discounted as it is more suitable to an urban setting and provides external play space.</p> <p>The Keynes model was chosen as the most suitable and appendix 1 shows outline designs for the proposed school.</p> <p>The Keynes standardised school design provides the following benefits:</p> <ul style="list-style-type: none"> • Efficient design by use of flexible central corridor which can be adapted to be used as a creative play area, for learning resources and ICT, for special needs and smaller group teaching; • Provision of basic facilities on the site (hall, kitchen/dining, staff/administration accommodation) to reduce unnecessary travel between sites during the school day; • Lower project cost overall from a combination of lean construction processes, efficient use of space and shorter delivery period; • Two additional classrooms within the standard 1FE model can be used to provide a pre-school base as well as accommodating community needs; • Shorter programme length reduces the need for temporary accommodation on the main school site after Summer 2014; • New build using a lightweight steel framed structure which reduces the need for expensive foundations in most site conditions; • Small, compact footprint which allows optimal configuration of the new facilities on site; • Fully energy efficient building which has much lower running costs.
<p>Implications of “do nothing”</p>	<p>The Council would fail in its statutory responsibility (Section 14 of the Education Act 1996) which places a duty on Councils to secure sufficient and suitable school places for pupils in its area.</p> <p>If the project is not approved to go ahead, the council will not be able to provide sufficient lower school places in the Marston Moretaine area.</p> <p>Families are already moving into the school's catchment area causing the school to temporarily increase its limit in each year from 54 to 68 and permitting the need for the Council to provide a temporary classroom unit to provide sufficient accommodation.</p> <p>Once Church End Lower School is oversubscribed, families moving into the new homes would be required to transport their children to other locations, causing an increase in children being driven to school.</p> <p>If the specific expansion of Church End Lower School was refused, another school in the wider local area would have to be reconsidered for expansion, such as Shelton Lower School or Thomas Johnson Lower School. These schools have already been discounted on the basis of their distance to the area of greatest need.</p> <p>The expansion of Cranfield Academy (lower school) alone would be insufficient to meet the demand of demographic growth within Marston Moretaine.</p> <p>Further benefits such as increased community facilities and the providing school places in a new energy efficient building will be lost.</p>
<p>Project Delivery / Project Approach</p>	<p>The school and Central Bedfordshire educational planning officers have worked together constructively and positively in preparing this proposal. Central Bedfordshire will procure and appoint the contractor and ensure that the project conforms to all statutory requirements. The school will receive ongoing support</p>

	<p>from the School Organisation, Admissions and Capital Planning Team as the project progresses and project management support from the Council's Property & Assets Team.</p>
<p>Dependencies</p>	<p>Church End has for many years maintained a reputation as a caring school with high standards in all aspects. This was endorsed recently in its last Ofsted inspection and in its continued high academic standards. The success of this project will be based on:</p> <ul style="list-style-type: none"> • Provision of new school building containing one classroom per year group, with appropriate additional support and external spaces, available from September 2014; • An efficient construction which considers the school's needs and concerns; • The school opening on time in September 2014; • The consideration and establishment of clear and transparent Admission Criteria for the school as a whole; • Continued high performance at the end of the EYFS, Key Stage 1 and Year 4; • The schools' ability to recruit and retain highly skilled practitioners in all roles.
<p>Constraints</p>	<p>The new building is required to be ready for occupation for the 2014/15 Academic year.</p>
<p>Assumptions</p>	<p>There are no assumptions being made in the development of this project which will also be subject to appropriate risk management strategies.</p>
<p>Procurement route / options</p>	<p>Early appraisal of project options has shown that a standardised design is the preferred option, meaning that the project can be procured via the government approved SCAPE framework, avoiding the need to go through the comparatively lengthy open tender process.</p> <p>The Sunesis standardised design, developed by Willmott Dixon, will be constructed by a prequalified supply chain, managed by the appointed main contractor, Willmott Dixon.</p> <p>Adopting this procurement strategy avoids the need for a lengthy tender period as well as creating efficiencies in the overall project timetable which lead to a reduction in cost per square metre when compared to a traditional new school project, while still maintaining full accountability on the public purse</p>
<p>Assessment of preferred option</p>	
<p>Expected Benefits (opportunities) of this project</p>	<p>The expansion of Church End Lower School will support the Council and Children's Services priorities:</p> <p><u>Statutory Duty</u></p> <p>This project will ensure the Council continues to meet its statutory obligations to provide sufficient school places and also meets the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to expand maintained schools.</p> <p><u>Link to New School Places Programme, School Organisation Plan, CBC Education Vision</u></p> <p>The School Organisation Plan 2012-2017 identifies a requirement to increase pupil</p>

place provision in Wootton area lower schools from 2013/2014, which triggered the identification of funding for 150 additional lower school places in this area by September 2014, as confirmed in Appendix C of the New School Places Programme 2012/13 to 2017/18.

CBC Education Vision identifies guiding principles which form the basis of educational planning and policy. In particular, this vision identifies the need to find local solutions in developing educational provision. Central to this is the commitment to schools working together in strong partnerships to develop what is in the best interests of learners and their local communities.

Alignment of School's Educational Vision against CBC's Policy Planning Principles for the Provisional of School Places

Church End Lower School is committed to an inclusive philosophy in which each child is valued and expected to make a positive contribution to their learning. The school wants each child to enjoy their schooling and experience a vibrant and challenging curriculum which stretches the boundaries of their academic performance and natural curiosity and imagination. Experience tells us that this is best achieved when strong partnerships are in place.

Standards at Church End are exceptionally high. Attaining and maintaining high standards is essential in providing children with the best possible start; the school prepares children well for their Middle School years.

Continuity of Provision It is essential that all children within the school's catchment area have the same entitlement. The school aims to ensure through effective management, high expectation and creative curriculum planning that this will be so.

Schools should be based around communities and the needs of their learners. At Church End the school periodically seeks the views of its community in identifying what those needs might be.

The proposals will ensure that local children will be able to attend their local school. The commitment towards belonging to the community will ensure that the school will be able to expand the services offered. This will include more Children's Centre provision. This is believed to be **best for children and their families**.

Marston Moretaine is a village that finds itself a little isolated from the larger towns of Central Bedfordshire. This project will enable schools to work together to **encourage, develop and commission** a range of activities and services benefitting the whole community.

The proposed model of **governance, leadership and administration** will be effective in ensuring high standards, financial viability and creative in its delivery.

To support their Educational Vision, Central Bedfordshire Council have prioritised the way we work together to optimise learning; Early Intervention, Commissioning and Partnerships.

Church End recognises that Early Intervention is essential in improving children's

life chances. Its experience has taught it that a range of Intervention Strategies combined with an effective multi-agency working can and does narrow the achievement gap. This work has included working closely with a Speech and Language and Play Therapist in developing effective individual and group therapy programmes. The school's commitment in supporting other schools is demonstrated through our recognition as an Outside Learning Excellence Hub which includes releasing one of its Assistant Headteachers to work with other CBC schools.

This project will enable the school to further develop its partnership with both the Marston Vale Children's Centre and Chimneytots Pre-School. Both will have the opportunity to expand their services to the village.

The partnership with the Vale of Marston Schools' Trust has already shown tremendous benefit to the community. It is anticipated that this work will develop further as the school explores further curriculum development, combined CPD and enrichment opportunity.

Church End is already Healthy Schools and Active Schools accredited. Working alongside the Redborne Sports Partnership and other local providers will ensure that Marston children have the best chance to make healthy life choices.

All that the school does is borne out of a desire to provide its children with the best possible life chances. The school has high standards in all that it does as is demonstrated in consecutive inspection outcomes and year on year high academic attainment. The promotion of compassion and a desire to be the best you can be flows through the school's ethos.

The Keynes standardised school design meets design standards for primary schools stated in Building Bulletin 99 for classrooms and teaching spaces and aligns to the Central Bedfordshire Council adapted model for lower schools. It also complies with Government guidance for acoustics, lighting, ventilation and special needs (Building Bulletins 93, 90, 101 and 102).

The standardised layout, based upon requirements for a primary school, will provide 7 full sized classrooms. Five will be used as classbases for Reception Year and Years 1-4, with the two remaining classrooms being used to accommodate nursery/pre-school children and family learning/community facilities.

The new building will provide:

- A full sized hall suitable for assembly, PE and dining;
- Teaching storage, space for coats and bags and toilet facilities directly adjacent to classrooms;
- A flexible large central corridor which provides a variety of different learning spaces including ICT, library and specialist areas;
- Direct access from classrooms to outside learning and play facilities;
- Kitchen and dining facilities;
- Staff and administration facilities;
- Playing field provision for team sports;
- On site car parking for staff and visitors.

Energy Efficiency and Environmental Impact

The new school building will be subject to compliance with the updated Building Regulations 2013, in particular with updated energy efficiency standards contained within Approved Document Part L2A (effective from October 2013). The regulations include a step change increase in energy efficiency requirements equivalent to a Display Energy Certification rating of 'B' and strategies to reduce the amount of heat gain in summer without the use of mechanical ventilation. Compliance will require the target emissions rate decided at design stage to be tested once construction is completed.

The standardised Keynes model primary school design has a target energy efficiency rating of 'A', through the use of efficient circulation areas (reducing the floor area which requires heating), energy efficient materials and clever orientation of the building on site to maximise solar gain in winter but to reduce solar gain in summer.

Willmott Dixon, the main contractor, will ensure that the construction phase has minimal environmental impact by:

- maximising the use of local labour and materials to reduce transport related emissions;
- employing modern construction methods which reduce waste and inefficiency;
- effectively controlling site based pollution.

Due to the expected over achievement of required energy efficiency and the use of a process which already guarantees a reduced environmental impact, it has not been deemed cost effective to carry out a BREEAM assessment.

DIRECT BENEFITS TO THE SCHOOL

The expansion of Church End Lower School will enable children from the school's catchment area to attend their local school. Recent years have meant that, in particular year groups there have been more applications than places available. This resulted in children attending school in neighbouring villages. The main benefits to the school are:

- Sufficient lower school places being provided for families within the village;
- A split/site school will have facilities at each of the site which will be fully exploited by the other ie hall, swimming pool, Children's Centre etc;
- An enlarged staff will bring fresh ideas, new skills and creative approaches;
- Economies of scale will enhance pupil to teacher/adult ratio;
- The split site will encourage creativity in overcoming difficulty areas such as curriculum development and communication;
- A restructured leadership team will help to retain and attract staff;
- The village maintains a sense of identity, belonging and togetherness.

WIDER BENEFITS TO THE COMMUNITY

As well as specific educational benefits, the project will have other considerable benefits to the local community:

- As more parents can attend a school closer to their home address it is anticipated that this will ease traffic congestion around the Church End site thus reducing pollution and the risk of injury;
- It is anticipated that the village will have access to a wider range of evening/weekend activities;
- It is expected that the Marston Vale Children's Centre will be able to offer

	<p>parents a wider choice of parenting classes;</p> <ul style="list-style-type: none"> • Chimneytots will have opportunity to expand offering full-time provision to parents of 2, 3 and 4 year olds; • Children will have access to a wider range of sporting opportunity; • The new school will create employment and training opportunities for local people. 				
Disadvantages (threats) of this project	Threats and risks associated with this project will be managed by the school's Governing Body and Resources Committee as outlined in this business case.				
Impact Assessment of preferred option					
Employee implications	<p>As an expanding school, there will be a need to increase the number of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded by the increased budget the school will receive from the Council.</p> <p>In preparation for the expansion the school has recently consulted internally regarding a new management structure. With effect from 01 September 2013 the Leadership Team will comprise Headteacher, Deputy Headteacher and three Assistant Headteachers with responsibility for each of the three different Key Stages. From September 2014 two will be based at the Church End site and one at the new site, with the Headteacher and Deputy Headteacher moving between the two.</p>				
Equalities Issues	No equalities issues are expected to arise as a consequence of the development. Indeed, the project intends to overcome any perceived inequalities by providing local places for local pupils. No pupils will be displaced by the proposals.				
Other impacts	None				
Strategic Assessment of preferred option					
Statutory Duty & any legal implications	Section 14 of the Education Act places a duty on Councils to secure sufficient and suitable school places for its area. The Education and Inspections Act 2006 gives councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity				
KPIs and key targets from MTP	The project supports Central Bedfordshire's medium term plan: Delivering your priorities – our plan for Central Bedfordshire 2012-2016 and the specific priority of improved educational achievement. The project will also assist the Council to manage growth effectively.				
Impact on the MTP – delivering your priorities	<p>The school received a rating of 'Good' at the last inspection in April 2012. The school's academic and social performance is excellent which was also recognised by Ofsted in grading Reading and Behaviour as 'Outstanding'. As is demonstrated below, the schools performance is considerably better than the National Average at the end of Key Stage 1 and the National Expectation at the end of Year 4.</p> <table border="1" data-bbox="416 1901 1505 2063"> <tr> <td>Key Stage 1 Results 2011/12</td> <td>School [Teacher Assessment Average Point</td> <td>LA in 2011</td> <td>National Average 2011</td> </tr> </table>	Key Stage 1 Results 2011/12	School [Teacher Assessment Average Point	LA in 2011	National Average 2011
Key Stage 1 Results 2011/12	School [Teacher Assessment Average Point	LA in 2011	National Average 2011		

		Score]		
	Reading	17.5	16.6	15.8
	Writing	16.5	15.5	14.4
	Maths	16.4	16.4	15.7
	Overall	16.8	16.2	15.3
	Science	16.5	NK	NK
	End of Year 4 Results 2011/12	School [Teacher Assessment APS]	LA in 2011	Difference between school and national expectation (21 points)
	Reading	24.3	23.5	+3.3
	Writing	22.6	21.8	+1.6
	Maths	23.2	22.4	+2.2
	Overall	23.6	22.6	+2.6
	The school is committed in ensuring that these exceptionally high standards are maintained.			
Fit to the objectives of the Service	See Section above on expected benefits and links to the Council's Education Vision, the Policy Principles and the School Organisation Plan.			
Fit to the objectives of the Capital Asset Management Plan (Capital Projects)	The project aligns with the Council's School Organisation Plan and the recently approved New School Places programme 2012-17			
Key risks				
Risk				
	<ol style="list-style-type: none"> 1. <u>S106 agreement for the site</u>. Legal advice is currently being sought over the interpretation of the conditions in the planning agreement. 2. <u>Land transfer</u>. Difficulties with land transfers from developers on other projects (Greenleas and Roecroft) relating to services and access roads could be an issue with this new site. 3. <u>Current site conditions</u>. Much of the housing development has been raised to mitigate against flooding in the area. This will be addressed through full resolution of outstanding S106 issues. 4. <u>Programme length</u>. The length of design development and construction following Executive approval and publication of the statutory notice will be shorter than a traditional build, but fully achievable if a standardised design is used. 5. <u>Objections raised upon publication of statutory notice</u>. A full and comprehensive consultation has taken place, with a mostly positive outcome. 			

	<p>The first two risks are critical to the success of the project and prompt resolution is being sought to minimise their impact.</p> <p>A full risk register will be developed as the project progresses, which will be reviewed regularly by the school's Resources Committee and by CBC School Organisation, Admissions and Capital Planning team.</p>
--	---

f. Stakeholders involvement – required to deliver or project will impact (please list with names of individuals and ensure that those who will be required to input or deliver the project are aware)

Directorates	Keith Armstead, Senior Education Officer (Planning), School Organisation, Admissions and Capital Planning
Members	
Public if applicable	

g. Timescales – key milestones

Milestone	Start date	End date
Executive approval to commence	March 2013	
Information consultation period	22 April	20 May
Feasibility study completed	June 2013	
Publication of statutory notice	17 June 2013	
Site handover	July 2013	
Executive approval to commence	August 2013	
Planning permission granted	November 2013	
Construction period	Early January 2014	August 2014
Project completion (end of defects liability period)	August 2015	

h. Project Governance
Please provide details of how it is proposed that this project should be governed, this should as far as possible be within existing governance structures.

Project Sponsor	Keith Armstead, senior Education Officer (Planning), School Organisation, Admissions and Capital Planning
Project Manager	School
Project Board (if known)	Overall responsibility for the project will remain with the Headteacher who will report progress to the Governing Body through their Resources Committee. This committee comprises nine governors with significant and appropriate skills covering areas such as Health and Safety, Project Management, Procurement and

	Accountancy. This committee meets at least monthly and reports to the governing Body every three months.
--	--

i. Costs

1. Financial Case Summary

Expenditure Type	£'000					Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
Total Gross Capital Costs			1,026,889	2,216,307		3,243,196
Total Gross Revenue Costs						
Total Costs						
Projected Gross Benefits	0	0	0	0	0	0
Net Impact to CBC	0	0	0	0	0	0

2. Capital Costs

A Expenditure Type	£'000					Total	Est. Type *
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5		
Capital Costs							
Land Acquisition			142,500			142,500	
Building Acquisition						0	
Construction/ Conversion			660,389	2,021,307		2,681,696	
Professional Fees			198,000			198,000	
Vehicles						0	
Plant & Equipment						0	
Furniture				150,000		150,000	
IT Hardware						0	
Software & Licences						0	
Capital Grant to 3rd Parties						0	
Credit Arrangements						0	
Capitalisation of Internal Salaries			26,000	45,000		71,000	
Other (Specify)						0	
Total Capital Costs			1,026,889	2,216,307		3,243,196	

* S= Spot Estimate, D= Detailed Estimate, T= Tender Price.

B Sources of Funding	£'000					Total
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5	
External Funding						
Government Grant (Basic Need)			605,526	1,905,430		2,510,956
Section 106			421,363	310,877		732,240
Section 278						
Lottery/ Heritage						
Other Sources (School funding)						
Total External Funding	0	0	1,026,889	2,216,307	0	3,243,196

Internal Funding						
Direct Revenue Financing						0
Capital Receipts						0
Borrowing						0
Total Internal Funding	0	0	0	0	0	0
Total Funding	0	0	1,026,889	2,216,307	0	3,243,196

3. Revenue Costs

Expenditure Type	£'000					Total
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5	
a.One - Off Revenue Costs						
(Specify)						0
(Specify)						0
(Specify)						0
Total One- Off Revenue Costs	0	0	0	0	0	0

b.Ongoing Revenue Costs						
(Specify)						
(Specify)						
(Specify)						
Total Ongoing Revenue Costs	0	0	0	0	0	0

c.Projected Gross Revenue Benefits/Savings						
Savings						
Income						
Total Gross Revenue Benefits	0	0	0	0	0	0

d. MRP and Interest						
MRP	0	0	0	0	0	0
Interest	0	0	0	0	0	0

Agenda Item 10
Page 121



Detailed Business Case

Detailed Business Case

a. Title	
Project Name	Expansion of Redborne Upper School, Ampthill
Project location	Redborne Upper School, Ampthill
Project Sponsor	Rob Parsons Head of School Organisation, Admissions and Capital Planning
Directorate	Children’s services
Type of scheme	Capital Project - over £60k
Funding	External

b. Project Information	
Project Purpose/ Outline Description	<p>Redborne Upper School is located between Flitwick and Ampthill on a 42 acre split site campus. It became an Academy in April, 2011 and works closely with its feeder middle schools in the area to ensure a smooth transition of new students.</p> <p>Redborne was graded “outstanding” in 2008 and its results have improved in all main areas since the inspection. Redborne is a popular, heavily oversubscribed school with 1,037 students in the main school. This will grow to 1,057 in September, 2013 as a result of parental choice and appeals. The school’s admission number is 340 and 374 places have been approved for September 2013. There are a significant number of students on the waiting list. Over 70% stay onto the sixth form opting mainly for Level 3, 2 year courses. The sixth form presently is 426 and is anticipated to grow further over the next few years as bigger year groups move through the school. Redborne’s current capacity is 1,450 students with 1,463 presently on roll. This will grow to 1,649 by September, 2014 / 2015.</p> <p>Much of the accommodation dates from the 1950s through to 1970. The school has invested a significant amount of its own funds over recent years (in excess of £1m). It has used its Academy LACSEG to invest £800,000 into phase 2 of the design block that has recently been completed.</p> <p>New Upper school places are required in Ampthill as a result of significant housing development in the area which has included sites to the west of Ampthill, and in the vicinity of Dunstable Road, Church Street and at a number of smaller sites across the catchment area of Redborne Upper.</p>

	<p>Redborne Upper is the Upper school that currently serves the local community in this area. The additional Upper school places are required as a direct result of additional demand from these new housing developments in the Amptill area. The project will entail the expansion of the existing school buildings from its existing 1450 places to provide a new capacity of 1649 places.</p> <p>To achieve additional places development will be required in a number of areas of the split site school. A four classrooms art block will be built as an extension to the existing Design Technology block. A new six classroom teaching block will be required as well as an expansion to the main dining hall and a new main hall.</p> <p>The development of the art block has been fully designed and approved by planners.</p>
Activities in Scope	The project will include project management and delivery of the capital scheme under the supervision of the academy and its professional consultants
Out of scope/ exclusions	All necessary elements are covered within the scope of the project. Capital funding to expand Post 16 provision has been secured through a capital grant of £422k as a result of an application made by the Council on behalf of the Academy to the Education Funding Agency. This funding will be paid directly by the EFA to the Academy but will be pooled with the Council's financial contribution to procure the required capital works on the school site.

c. Deliverables / outputs

Deliverables:

Deliverable	Date Due
A four classroom art block, a new six classroom teaching block, an expansion to the main dining hall and a new main hall.	September 2014

d. Options Appraisal

Options	<p>Redborne is ideally located to accommodate additional growth in the local student population as a result of the Warren Farm and other planned developments. Expanding other schools outside the local area has been discounted as places would not be provided in the area of need to meet additional demand.</p>
Implications of "do nothing"	<p>The Council would fail in its statutory responsibility (Section 14 of the Education Act 1996) which places a duty on Councils to secure sufficient and suitable school places for pupils in its area.</p> <p>If the project is not approved to go ahead, the Council will not be able to provide sufficient upper school places in the current catchment area for Redborne Upper.</p> <p>Once Redborne Upper School is oversubscribed, families moving into the new housing would be required to have statutory transport provided for their children to other locations in the wider Bedfordshire area, causing an increase in costs to the Council.</p>
Project Delivery / Project Approach	<p>The Academy, its professional advisors and Central Bedfordshire educational planning officers have worked together constructively and positively in preparing this proposal. The Academy will procure and appoint the contractor and ensure that the project conforms to all statutory requirements. The school will receive</p>

	<p>ongoing support from the School Organisation, Admissions and Capital Planning Team as the project progresses.</p> <p>The school has engaged the services of a specialist Project Management company to assist it with the management of the project. The Project Management company has engaged feasibility architects and quantity surveyors to assess the suitability of the proposed work and a full suite of pre-design surveys has also been procured. Once construction is underway the Project Management company will provide CDMC and cost analysis services.</p>
Dependencies	The project is subject to securing the necessary planning consents for the proposed building alterations and extensions.
Constraints	The proposed increased capacity of the school is required to be ready for occupation for the 2014/15 Academic year.
Assumptions	There are no assumptions being made in the development of this project which will also be subject to appropriate risk management strategies.
Procurement route / options	<p>The school has recently procured Parkway Construction (MK) Limited to carry out construction work elsewhere on the school's site. To choose the contractor, Redborne Upper School followed its procurement obligations. It is expected that Parkway Construction would be invited to tender for any future works under its current agreement. Any costs would be evaluated for value for money, to ensure that retaining the contractor would comply with the school's procurement rules.</p> <p>It is anticipated that the standard JCT (2005) Design and Build contract will be used.</p>

Assessment of preferred option

Expected Benefits (opportunities) of this project	<p>The expansion of Redborne Upper School will support the Council's and Children's Services priorities:</p> <p><u>Statutory Duty</u></p> <p>This project will ensure the Council continues to meet its statutory obligations to provide sufficient school places and also meets the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to expand maintained schools.</p> <p><u>Link to New School Places Programme, School Organisation Plan, CBC Education Vision</u></p> <p>The School Organisation Plan 2012-2017 identifies a requirement to increase pupil place provision in upper school places in the Redborne area from 2014/2015, which translates to the identification of 200 additional upper school places in the Amptill/Flitwick area by September 2014, as confirmed in the New School Places Programme 2013/14 to 2017/18.</p> <p>The project's objections align with CBC educational vision in the following areas:</p> <ul style="list-style-type: none"> • It allows for the expansion of a local popular, oversubscribed and successful school • The expansion will allow for increased opportunities for parental choice • The school is already financially viable and controls a significant budget. The increase in size will bring further economies of scale and the new build will be more energy efficient and environmentally friendly • The project will allow the school to expand its curriculum provision and provide more subject choices for students • The raising of the participation age will be catered for by the new build as it will allow for the sixth form to grow still further • The school already has robust partnerships with local feeder schools which is highlighted by exam results and OFSTED grades. The project will enable
---	--

- all students in our feeder schools to transfer to Redborne which will become a problem if the buildings were not available to cater for the growth
- Most students walk to Redborne or bike and therefore the project will promote sustainable modes of transport and the project will ensure that Redborne provides for the local students and its new facilities will enhance the school's community provision (Redborne is a designated Community College and its facilities are used extensively at weekends and in the evenings).

Alignment of School's Educational Vision against CBC's Policy Planning Principles for the Provisional of School Places

The new building will create inspirational learning environments and the new purpose built hall as well as classroom facilities will enable Redborne to enhance still further the community use of its facilities. The hall will provide an ideal venue for Dance and Drama and Music as well as exhibitions and other community requirements. It will also give the school sufficient space to hold public exams and daily assemblies which won't be possible in the old hall as numbers increase.

Redborne is a strategic partner within the Central Bedfordshire Teaching School alliance and these new facilities will support this already highly successful and robust partnership.

Alignment to CBC headline priorities, in particular Improved Educational Attainment and Promoting Health, Wellbeing and Protecting the Vulnerable

Redborne educational attainment is already outstanding, however if the builds and specialist rooms are not in place to cater for the growth of the school, attainment will be affected as well as student option choices. Already the school's art rooms are too small and this restricts the type of work that can be undertaken. One art room has a wall separating 2 teaching areas and can only accommodate 20 students. The following specialist accommodation is undersized when compared to recommended standards:

Rooms	Recommended Standards	Current Sizes
5 English classrooms	56m ²	34m ² , 53m ² , 54m ² , 55m ² , 54m ²
7 Maths rooms	56m ²	32m ² , 52m ² , 48m ² , 48m ² , 46m ² , 46m ² , 46m ²
10 Science Laboratories	90m ²	85m ² , 87 m ² , 85 m ² , 88 m ² , 86 m ² , 72m ² , 68m ² , 66m ² , 85m ² , 80m ²
6 Languages rooms	56m ²	46m ² , 43m ² , 52m ² , 49m ² , 46m ² , 49m ²
6 Humanities rooms	56m ²	49m ² , 36m ² , 49m ² , 48m ² , 48m ² , 54m ²
4 Technology areas	100m ²	Textiles 88m ² , 60m ² Food 94m ² , 82m ² ,
2 Art	90m ²	70m ² , 57m ²
2 Music rooms	70m ²	53m ² , 59m ²

Redborne already has a very successful Special Needs Department and choose Redborne because of our reputation. Insufficient accommodation as the school roll increases will inhibit our ability to integrate SEN provision into the mainstream curriculum areas. Therefore the new buildings will enable Redborne to maintain and indeed improve education attainment as well as enabling the school to promote the health, wellbeing and protecting our more vulnerable students. All new areas will be accessible by wheelchair and disabled facilities will be part of the design.

DIRECT BENEFITS TO THE SCHOOL

The project will allow Redborne to develop still further its curriculum provision (this was graded as “outstanding” at the last inspection).

Presently the school hall is too small to accommodate a single year group for assemblies, furthermore it has to be used for examination purposes (a big issue for a large upper school). The Drama and Dance lessons that are timetabled in the present hall are often disrupted and teaching groups have to move to any available space when the hall is required for exams. A new facility will enable Dance and Drama lessons to have a permanent base for lessons which should lead to improvement in exam results. The present Art rooms do not have enough space to teach larger groups or display students’ work which is essential for exam assessment procedures. The new Art room will improve totally inadequate teaching facilities and the vacated rooms can be converted into teaching space for Science and Humanities (the present art rooms are in the middle of the science faculty). The new 6 classroom teaching block will enable the Humanities Faculty to be located on the north school site (at present the faculty is split across the north and south sites).

Therefore the building project will not only enable the school to grow to accommodate the extra students but will address present inadequate and curriculum inhibiting teaching spaces.

The completion of the project will:

- Provide sufficient accommodation for the students within the local community and enable all students within our local middle schools to transfer to Redborne at the end of year 8. This would not be possible if the project does not go ahead.
- Allow a popular and successful school to expand and thus cater for the raising of the participation age
- The school is already financially and educationally viable, the extra space will enable the school to expand and develop its curriculum still further which will in turn, improve exam results at Key Stages 4 and 5
- The project will clearly create inspirational learning environments and enhance community use
- The extra classroom and hall will increase parental choice as we will be able to take more students which won’t be the case if the project does not go ahead
- The project will enable Redborne to further integrate special needs students into our mainstream provision
- The project will further promote the very strong partnerships that already exist in terms of giving the school sufficient space to accommodate teacher training and professional development. This aspect of the school’s work is under pressure because of the lack of adequate space
- The new buildings will improve the energy efficiency and reduce maintenance costs of the school.

	<p>WIDER BENEFITS</p> <p>Redborne is a designated Community College and its facilities are used by the local community at weekends, during holidays and after school. This includes our sports hall, playing fields, MUGA and Third Generation football pitches. The hall is also used for Saturday morning clubs. A new hall will enable us to open up the new facility for Drama, Dance and Music use and for social bookings.</p>																										
Disadvantages (threats) of this project	Threats and risks associated with this project will be managed by the Academy's project board as outlined in this business case.																										
Impact Assessment of preferred option																											
Employee implications	As an expanding school, there will be a need to increase the number of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded by the increased budget the Academy will receive from the Education Funding Agency.																										
Equalities Issues	No equalities issues are expected to arise as a consequence of the development. Indeed, the project intends to overcome any perceived inequalities by providing local places for local pupils. No pupils will be displaced by the proposals.																										
Other impacts	None																										
Strategic Assessment of preferred option																											
Statutory Duty & any legal implications	Section 14 of the Education Act places a duty on Councils to secure sufficient and suitable school places for its area. The Education and Inspections Act 2006 gives councils a strategic role as commissioners , but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity																										
KPIs and key targets from MTP	The project supports Central Bedfordshire's medium term plan: Delivering your priorities – our plan for Central Bedfordshire 2012-2016 and the specific priority of improved educational achievement. The project will also assist the Council to manage growth effectively.																										
Impact on the MTP – delivering your priorities	<p>Redborne's exam results at Key Stage 4 and 5 are outstanding and predicted results for September, 2013 show a further improvement in key indicators. The following table gives a breakdown of recent results and forecasts for 2013.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #92d050;"> <th style="text-align: left;">Indicator</th> <th style="text-align: center;">2011</th> <th style="text-align: center;">2012</th> <th style="text-align: center;">2013 predicted</th> </tr> </thead> <tbody> <tr> <td>Number of students in KS4</td> <td style="text-align: center;">334</td> <td style="text-align: center;">341</td> <td style="text-align: center;">345</td> </tr> <tr> <td>Students achieving Level 2 threshold (5+ A* - C)</td> <td style="text-align: center;">86%</td> <td style="text-align: center;">93%</td> <td style="text-align: center;">95%</td> </tr> <tr> <td>Students achieving Level 2 threshold including En and Ma</td> <td style="text-align: center;">71%</td> <td style="text-align: center;">74%</td> <td style="text-align: center;">77%</td> </tr> <tr> <td>Students achieving En and Ma at Level 2</td> <td style="text-align: center;">72%</td> <td style="text-align: center;">74%</td> <td style="text-align: center;">77%</td> </tr> <tr> <td>Average uncapped points score</td> <td style="text-align: center;">511.9</td> <td style="text-align: center;">555.4</td> <td style="text-align: center;">562</td> </tr> </tbody> </table>			Indicator	2011	2012	2013 predicted	Number of students in KS4	334	341	345	Students achieving Level 2 threshold (5+ A* - C)	86%	93%	95%	Students achieving Level 2 threshold including En and Ma	71%	74%	77%	Students achieving En and Ma at Level 2	72%	74%	77%	Average uncapped points score	511.9	555.4	562
Indicator	2011	2012	2013 predicted																								
Number of students in KS4	334	341	345																								
Students achieving Level 2 threshold (5+ A* - C)	86%	93%	95%																								
Students achieving Level 2 threshold including En and Ma	71%	74%	77%																								
Students achieving En and Ma at Level 2	72%	74%	77%																								
Average uncapped points score	511.9	555.4	562																								

	Average capped points score (best 8 – any quals)	356.7	369.2	368
	KS2 – KS4 CVA (to 2010), VA (from 2011)	1004.6	1013	1017
	Pupils making 'expected' progress in English	76%	82%	88% (exceeding expected progress 45%)
	Pupils making 'expected' progress in Maths	82%	83%	84% (exceeding expected progress 48%)
	Number of students at the end of advanced study	184	177	
	Averaged points score per student at the end of advanced study	856.3	911.8	913
	Average points score per entry	225.8	225.9	226
	*Valued added against ALPS targets	+0.15	+0.26	+0.27
	*ALPS score (overall provided)	3	2	2
	*ALPS = A Level performance system (ALPS grade 3 = excellent grade 2 = outstanding)			
Fit to the objectives of the Service	See Section above on expected benefits and links to the Council's Education Vision, the Policy Principles and the School Organisation Plan.			
Fit to the objectives of the Capital Asset Management Plan (Capital Projects)	The project aligns with the Council's School Organisation Plan and the recently approved New School Places programme 2012-17			
Key risks				
Risk	<ol style="list-style-type: none"> The school's accommodation requirements are unaffordable. Mitigation – the school will be closely involved in any design work, which will be continually cost checked and modified to ensure that the scheme is affordable at the point of contract. Planning approval may not be granted or may carry conditions that are not achievable. Mitigation – On-going dialogue will be maintained with planners to ensure 			

	<p>that works are compliant and that any conditions are known in advance of contract completion.</p> <p>3. Ground and site conditions may result in unexpected costs. Mitigation – A full suite of surveys has been conducted to ensure that all site and ground conditions are known.</p> <p>4. Fit out to be carried out by the school may not integrate with the completed works. Mitigation – Close dialogue will be maintained between the contractor and school during construction to ensure that all works will integrate with final fit out. Any other contractors will be invited to attend project meetings to ensure all outputs are understood.</p> <p>5. The works may cause unnecessary disruption to the school’s operation Mitigation – Weekly meetings will be held between the school and contractor to ensure that all upcoming work of both parties is understood and that any disruption is kept to a minimum.</p> <p>A full risk register should be developed as the project progresses, using a recognised risk assessment methodology (eg RAG rating), which will be reviewed regularly by the Project Board.</p>
--	--

f. Stakeholders involvement – required to deliver or project will impact (please list with names of individuals and ensure that those who will be required to input or deliver the project are aware)

Directorates	Rob Parsons, Head of School Organisation, Admissions & Capital Planning.
Members	
Public if applicable	

g. Timescales – key milestones

Milestone	Start date	End date
Feasibility study completed		March 2013
Executive invitation to expand		March 2013
Executive approval of business case		August 2013
Planning permissions granted		September 2013
Start Building Works		December 2013
Complete Building Works		End of August 2014
Project Completion (End of Defects Liability Period)		September 2015

h. Project Governance

Please provide details of how it is proposed that this project should be governed, this should as far as possible be within existing governance structures.

Project Sponsor	Rob Parsons, Head of School Organisation, Admissions and Capital Planning
Project Manager	AMR Consult, appointed by the Academy
Project Board (if known)	The project board will comprise of senior academy staff, the academy's project management consultant and Council staff.

i. Costs

1. Financial Case Summary

Expenditure Type	£'000					Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
Total Gross Capital Costs		145,759	1,154,766	1,227,095		2,527,620
Total Gross Revenue Costs	0	0				
Total Costs	0	145,759	1,154,766	1,227,095		2,527,620

Projected Gross Benefits	0	0	0	0	0	0
---------------------------------	----------	----------	----------	----------	----------	----------

Net Impact to CBC	0	0	0	0	0	0
--------------------------	----------	----------	----------	----------	----------	----------

2. Capital Costs

A Expenditure Type	£'000						Est. Type *
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5	Total	
Capital Costs							
Land Acquisition						0	
Building Acquisition						0	
Construction/ Conversion			1,074,261	1,079,261		2,153,522	D
Professional Fees		145,759	80,505			226,264	D
Vehicles							
Plant & Equipment							
Furniture				147,834		147,834	D
IT Hardware							
Software & Licences							
Capital Grant to 3rd Parties						0	
Credit Arrangements						0	
Capitalisation of Internal Salaries						0	
Other (Specify)						0	
Total Capital Costs		145,759	1,154,766	1,227,095		2,527,620	

* S= Spot Estimate, D= Detailed Estimate, T= Tender Price.

B Sources of Funding	£'000					
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5	Total
External Funding						
Government Grant (Basic Need)	0	185,982	1,071,317	563,319	-1,219,342	601,276
Section 106	56,897	243,861	406,244		1,219,342	1,926,344
Section 278						
Lottery/ Heritage						
Other Sources (School funding)						
Total External Funding	56,897	429,843	1,477,561	563,319	0	2,527,620

Internal Funding						
Direct Revenue Financing						0
Capital Receipts						0
Borrowing						0
Total Internal Funding	0	0	0	0	0	0
Total Funding	56,897	429,843	1,477,561	563,319	0	2,527,620

3. Revenue Costs

Expenditure Type	£'000					
	0 Year 1	0 Year 2	0 Year 3	0 Year 4	0 Year 5	Total
a. One - Off Revenue Costs						
(Specify)						0
(Specify)						0
(Specify)						0
Total One- Off Revenue Costs	0	0	0	0	0	0

b. Ongoing Revenue Costs						
(Specify)						0
(Specify)						0
(Specify)						0
Total Ongoing Revenue Costs	0	0	0	0	0	0

c. Projected Gross Revenue Benefits/Savings						
Savings						0
Income						0
Total Gross Revenue Benefits	0	0	0	0	0	0

e. Details of Projected Gross Rev Savings.

Provide a detailed explanation of h Income are Derived. Include detail: been calculated.

4. Cost/ Benefit Analysis

Additional Information
Net Present Value
Return on Investment
Payback Period (years)
Capital Costs to Benefits Ratio
Revenue Costs to Benefits Ratio
Total Costs to Benefits Ratio

5. VAT Implications

Please state whether VAT implicati considered for this scheme

6. Additional Financial

Include any additional financial infc relevant such as ;hyperlinks to gra details regarding funding sources.



Detailed Business Case

Detailed Business Case

a. Title	
Project Name	Expansion of Alameda Middle School, Ampthill
Project location	Alameda Middle School, Ampthill
Project Sponsor	Rob Parsons Head of School Organisation, Admissions and Capital Planning
Directorate	Children's services
Type of scheme	Capital Project - over £60k
Funding	External

b. Project Information	
Project Purpose/ Outline Description	<p>Alameda Middle School became an Academy in August 2011. The school is situated in a woodland setting within the market town of Ampthill. The school shares a site with The Firs Lower School on Alameda Drive and both schools border 'Coopers Hill' which is a designated site of special scientific interest.</p> <p>The school accommodates children from the Ampthill area and surrounding villages, having close links to neighbouring feeder and receiver schools. Children transfer from the three local Lower Schools: Russell Lower, Maulden Lower and The Firs Lower. At the end of Year 8 most pupils transfer to Redborne Upper School.</p> <p>The project will provide an extra 120 pupil places at the existing middle school to facilitate the need for additional middle school places in the Ampthill area, identified within the Council's School Organisation Plan. The project is funded entirely from Section 106 contributions.</p>
Activities in Scope	The project will include project management and delivery of the capital scheme under the supervision of the academy and its professional consultants
Out of scope/ exclusions	All necessary elements are covered within the scope of the project.

c. Deliverables / outputs

Deliverables:	
Deliverable	Date Due
The project will provide a new two-storey 6 classroom block with associated facilities together with improved external spaces and additional car parking spaces. The project will also replace an existing temporary unit and will also reconfigure some of the existing teaching areas.	September 2014

d. Options Appraisal	
Options	<p>Alameda Middle School is ideally located to accommodate additional growth in the local student population as a result of the Ampthill Heights and Warren Farm developments. Expanding other schools outside the local area has been discounted as places would not be provided in the area of need to meet additional demand.</p> <p>The current capacity of the school is 600 pupils (five forms of entry); with 585 children currently attending the school. The recent developments to the West of Ampthill and the new development of approximately 410 new homes at Warren Farm to the South of Ampthill requires the expansion of a middle school by an additional form of entry (120 places) by September 2014.</p> <p>Alameda Middle School is the only school in the immediate area which admits pupils in Years 5 to 8.</p>
Implications of “do nothing”	<p>The Council would fail in its statutory responsibility (Section 14 of the Education Act 1996) which places a duty on Councils to secure sufficient and suitable school places for pupils in its area.</p> <p>If the project is not approved to go ahead, the Council will not be able to provide sufficient middle school places in the current catchment area for Alameda Middle once the housing developments are complete in the Ampthill area.</p> <p>Once all schools are oversubscribed in this area, families moving into the new houses would be required to transport their children to other locations in rural mid-Bedfordshire, causing an increase in children being driven or transported by the Council to school.</p> <p>If the specific expansion of Alameda Middle School was refused, another school would have to be reconsidered for expansion, outside of the area of greatest pressure, such as Woodland Middle School in Flitwick.</p>
Project Delivery / Project Approach	<p>The Academy, its professional advisors and Central Bedfordshire education planning officers have worked together constructively and positively in preparing this proposal. The Academy will procure and appoint the architectural, project management, CDM and build contractors and will ensure that the project conforms to all statutory requirements. The school will receive ongoing support from the School Organisation, Admissions and Capital Planning Team as the project progresses.</p> <p>A feasibility study was carried out by Architects, on behalf of the school, in April 2013.</p>
Dependencies	<p>The project is subject to securing the necessary planning consents for the proposed building alterations and extensions.</p>

Constraints	The proposed increased capacity of the school is required to be ready for occupation for the 2014/15 Academic year.
Assumptions	There are no assumptions being made in the development of this project which will also be subject to appropriate risk management strategies.
Procurement route / options	<p>The procurement up to and including submission of a planning application has been completed.</p> <p>Procurement of full working drawings is on-going. Tendering is taking place during July. A tendering brief was developed by the school's development project team with external advice from an independent expert. Five architectural practices will be approached. The architect will be chosen on the basis of cost, reputation, availability and efficiency. This will be ratified by the School's Finance and Premises committee at an extraordinary meeting in July. The full working drawings are anticipated in August 2013</p> <p>Five selected companies will be approached to tender for the project based upon the working drawings and advice from the chosen architect. A project manager and health and safety consultant will also be selected from a separate procurement strategy to be developed. The chosen construction team will then develop a programme to deliver the building on time.</p>

Assessment of preferred option

Expected Benefits (opportunities) of this project	<p>The expansion of Alameda Middle School will support the Council's and Children's Services priorities:</p> <p><u>Statutory Duty</u></p> <p>This project will ensure the Council continues to meet its statutory obligations to provide sufficient school places and also meets the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to expand maintained schools.</p> <p><u>Link to New School Places Programme, School Organisation Plan, CBC Education Vision</u></p> <p>The School Organisation Plan 2012-2017 identifies a requirement to increase the number of middle school places in the Ampthill area from 2014/2015, which translates to the identification of 120 additional middle school places in the Redborne area by September 2014, as confirmed in the New School Places Programme 2013/14 to 2017/18.</p> <p>The project will allow for the planned growth in the demographics in Ampthill without the need for pupils to travel out of catchment (therefore incurring travel costs) nor for the provision of another school at greater expense.</p> <p><u>Alignment of School's Educational Vision against CBC's Policy Planning Principles for the Provisional of School Places</u></p> <p>The school aims to provide an outstanding education for all pupils between the ages of 9 – 13. The data supports the school's own self-evaluation that it is a good school and prepares pupils well for the transition to upper school. Pupils who leave Alameda, go on to achieve outstanding results at GCSE and A level.</p> <p><u>Alignment to CBC headline priorities, in particular Improved Educational Attainment and Promoting Health, Wellbeing and Protecting the Vulnerable</u></p> <p>The provision will allow the Academy to continue to provide outstanding results at KS2 and on exit at year 8. The fact that the school is based at the heart of the community and 85% of pupils walk to school means that pupils can take full advantage of the many extracurricular opportunities that are available to pupils.</p> <p>DIRECT BENEFITS TO THE SCHOOL</p> <p>A number of the current classrooms are not fit for purpose and limit the curriculum</p>
---	--

	<p>delivery of subjects. The limit on space means that provision for the pupils learning is limited. Practical subjects have a conflict of provision.</p> <p>The improvement of areas once the classrooms can be reutilised will impact on the provision for vulnerable pupils who currently have no social/personal space and the delivery of inclusion provision is limited as a result.</p> <p>The success of the project is expected to be evaluated in terms of:</p> <ul style="list-style-type: none"> • Sustained educational attainment (Key Stage 2 results and Year 8 exit data. Outstanding OFTED judgement) • Reduced maintenance costs - with the removal of the temporary classrooms. • Improved energy efficiency. • Enhanced pupils and staff wellbeing. <p>WIDER BENEFITS</p> <p>Pupils attending Alameda will receive a good education with outstanding outcomes. The scope of this project falls within a wider masterplan for the site which, future funds allowing, will aim to remove 4 temporary classrooms which whilst they suffice, are in an ever declining condition and need constant maintenance and repair and also includes plans to include a hall which will provide a facility to increase the much needed indoor space which will be required to deliver the PE curriculum as well as drama.</p>					
<p>Disadvantages (threats) of this project</p>	<p>Threats and risks associated with this project will be managed by the Academy's project board as outlined in this business case.</p>					
<p>Impact Assessment of preferred option</p>						
<p>Employee implications</p>	<p>As an expanding school, there will be a need to increase the number of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded by the increased budget the Academy will receive from the Education Funding Agency.</p>					
<p>Equalities Issues</p>	<p>No equalities issues are expected to arise as a consequence of the development. Indeed, the project intends to overcome any perceived inequalities by providing local places for local pupils. No pupils will be displaced by the proposals.</p>					
<p>Other impacts</p>	<p>None</p>					
<p>Strategic Assessment of preferred option</p>						
<p>Statutory Duty & any legal implications</p>	<p>Section 14 of the Education Act places a duty on Councils to secure sufficient and suitable school places for its area. The Education and Inspections Act 2006 gives councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity</p>					
<p>KPIs and key targets from MTP</p>	<p>The project supports Central Bedfordshire's medium term plan: Delivering your priorities – our plan for Central Bedfordshire 2012-2016 and the specific priority of improved educational achievement. The project will also assist the Council to manage growth effectively.</p>					
<p>Impact on the MTP – delivering your priorities</p>	<p>The school received a rating of 'Good' at its last Ofsted inspection in July 2009. The following table gives a breakdown of recent results at Key Stage 2 and exit data at Year 8.</p> <table border="1" data-bbox="416 1984 1505 2049"> <tr> <td style="background-color: #92d050;">KS2 results 2012</td> <td style="background-color: #92d050;">L3+</td> <td style="background-color: #92d050;">L4+</td> <td style="background-color: #92d050;">L5+</td> <td style="background-color: #92d050;">L6</td> </tr> </table>	KS2 results 2012	L3+	L4+	L5+	L6
KS2 results 2012	L3+	L4+	L5+	L6		

English School	-	100	96	67	0
English National	-	95	85	37	0
Reading School	-	100	98	77	2
Reading National	-	94	86	48	0
Writing School	-	100	94	39	0
Writing-National		96	81	28	1
Maths School	-	99	93	57	11
Maths National	-	95	84	39	3

Year 8 Exit data (compared with KS3 data 2008)	L4+	L5+	L6+	L7+
English-School(TA)	99	91	53	-
English national	88	75	34	0
Reading School(TA)	99	92	89	-
Reading National	-	-	-	-
Writing School(TA)	99	89	51	-
Writing National	-	-	-	-
Maths School	95	91	82	63
Maths National	92	78	58	30
Science School	99	98	79	30
Science National	91	74	42	15

Fit to the objectives of the Service	See Section above on expected benefits and links to the Council's Education Vision, the Policy Principles and the School Organisation Plan.
Fit to the objectives of the Capital Asset Management Plan (Capital Projects)	The project aligns with the Council's School Organisation Plan and the recently approved New School Places programme 2012-17

Key risks

Risk and mitigation	<p>1) Pupil/construction conflict : appointment of CDM coordinator and construction management plan</p> <p>2) Time constraint for delivery of the project on time : appointment of project coordinator to keep the project on track</p> <p>3) The continuing function of the school : the preferred location of the development should enable the school to function without interference</p> <p>4) School project co-ordinator absence/departure: growth fund seeks admin assistant to cover during leave periods</p> <p>5) Budget constraints: detailed planning construction monitoring</p> <p>A full risk register should be developed as the project progresses, using a recognised risk assessment methodology (eg RAG rating), which will be reviewed regularly by the Project Board.</p>
---------------------	--

f. Stakeholders involvement – required to deliver or project will impact (please list with names of individuals and ensure that those who will be required to input or deliver the project are aware)

Directorates	Rob Parsons, Head of School Organisation, Admissions & Capital Planning.
Members	
Public if applicable	

g. Timescales – key milestones

Milestone	Start date	End date
Feasibility study completed		January 2013
Executive invitation to expand		March 2013
Executive approval of business case		August 2013
Planning permissions granted		August 2013
Start Building Works		October 2013
Complete Building Works		September 2014
Project Completion (End of Defects Liability Period)		September 2015

h. Project Governance

Please provide details of how it is proposed that this project should be governed, this should as far as possible be within existing governance structures.

Project Sponsor	Rob Parsons, Head of School Organisation, Admissions and Capital Planning
Project Manager	To be appointed by the Academy

Project Board (if known)	School project team will consist of Deborah Ivory-Webb – Business Manager, Julie Barrows – Assistant Head, Admin support funded from the growth fund and Lead Governor Mike Lake who reports to the Finance and Premises committee. Any decision is ratified by the Full Governing Body.
--------------------------	---

i. Costs

1. Financial Case Summary

Expenditure Type	£'000					Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
Total Gross Capital Costs		112,189	966,523	461,546		1,540,258
Total Gross Revenue Costs						
Total Costs		112,189	966,523	461,546		1,540,258

Projected Gross Benefits	0	0	0	0	0	0
---------------------------------	---	---	---	---	---	---

Net Impact to CBC	0	0	0	0	0	0
--------------------------	---	---	---	---	---	---

2. Capital Costs

A Expenditure Type	£'000						Est. Type *
	Year 1	Year 2	Year 3	Year 4	Year 5	Total	
Capital Costs							
Land Acquisition						0	
Building Acquisition						0	
Construction/ Conversion			937,458	381,776		1,319,234	D
Professional Fees		112,189	29,065			141,254	D
Vehicles							
Plant & Equipment							
Furniture				79,770		79,770	D
IT Hardware							
Software & Licences							
Capital Grant to 3rd Parties						0	
Credit Arrangements						0	
Capitalisation of Internal Salaries						0	
Other (Specify)						0	
Total Capital Costs		112,189	966,523	461,546		1,540,258	

* S= Spot Estimate, D= Detailed Estimate, T= Tender Price.

B Sources of Funding	£'000					Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
External Funding						
Government Grant (Basic Need)	0	0	793,015	461,546	-1,254,561	0
Section 106	255,833		29,864		1,254,561	1,540,258
Section 278						
Lottery/ Heritage						
Other Sources (School funding)						
Total External Funding	255,833	0	822,879	461,546	0	1,540,258

Internal Funding						
Direct Revenue Financing						0
Capital Receipts						0
Borrowing						0
Total Internal Funding	0	0	0	0	0	0
Total Funding	255,833	0	966,523	461,546	0	1,540,258

3. Revenue Costs

Expenditure Type	£'000					Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
a. One - Off Revenue Costs						
(Specify)						0
(Specify)						0
(Specify)						0
Total One- Off Revenue Costs	0	0	0	0	0	0

b. Ongoing Revenue Costs						
(Specify)						0
(Specify)						0
(Specify)						0
Total Ongoing Revenue Costs	0	0	0	0	0	0

c. Projected Gross Revenue Benefits/Savings						
Savings						0
Income						0
Total Gross Revenue Benefits	0	0	0	0	0	0

e. Details of Projected Gross Rev Savings.

Provide a detailed explanation of h Income are Derived. Include detail: been calculated.

4. Cost/ Benefit Analysis

Additional Information
Net Present Value
Return on Investment
Payback Period (years)
Capital Costs to Benefits Ratio
Revenue Costs to Benefits Ratio
Total Costs to Benefits Ratio

5. VAT Implications

Please state whether VAT implicati considered for this scheme

6. Additional Financial

Include any additional financial infc relevant such as ;hyperlinks to gra details regarding funding sources.

Meeting: Executive
Date: 13 August 2013
Subject: Consultation on School Funding Arrangements for 2014/15
Report of: Cllr Mark Versallion, Executive Member for Children's Services

Summary: This report sets out the changes to the funding arrangements for schools for 2014/15, the consultation process that the Council is required to carry out with schools and the steps which are being taken to meet the requirements of the Department for Education (DfE) and the Education Funding Agency (EFA). The Executive is asked to delegate Authority to the Deputy Chief Executive/Director of Children's Services in consultation with the Executive Member for Children's Services to proceed with the consultation process and submit the application for variations and exceptions to the DfE in order to meet the timescales required.

Advising Officer: Edwina Grant, Deputy Chief Executive/Director of Children's Services
Contact Officer: Helen Redding, Head of Learning and School Support
Public/Exempt: Public
Wards Affected: All
Function of: Executive
Key Decision No
Reason for urgency/ exemption from call-in (if appropriate) N/A

CORPORATE IMPLICATIONS
<p>Council Priorities:</p> <p>This report supports the Council to deliver the following priority:</p> <ul style="list-style-type: none">• Improved educational attainment. <p>Financial:</p> <ol style="list-style-type: none">1. The implications of this report are fully funded by Dedicated Schools Grant (ring fenced). <p>Legal:</p> <ol style="list-style-type: none">2. Not applicable.

Risk Management:

3. Not applicable.

Staffing (including Trades Unions):

4. Not applicable.

Equalities/Human Rights:

5. The Schools Funding Formula takes account of deprivation indices to ensure that support is targeted at the most vulnerable groups. The High Needs Block supports those pupils who have identified additional special educational needs (SEN). Schools additionally receive Pupil Premium funding which enables them to support pupils in receipt of Free School Meals, children who are 'Looked After' and children from Service Families.

Public Health:

10. Not applicable.

Community Safety:

11. Not applicable.

Sustainability:

12. Not applicable.

Procurement:

13. Not applicable.

Overview and Scrutiny:

14. This paper will be presented to the Children's Services Overview and Scrutiny on 3 September 2013 for discussion but due to the tight timescales for consultation, members of the Overview and Scrutiny Committee will be sent the report in advance to ascertain their early views.

RECOMMENDATIONS:

The Executive is asked to:

- **approve the consultation process with schools;**
- **delegate authority to the Deputy Chief Executive/Director of Children's Services in consultation with the Executive Member for Children's Services to commence consultation with schools; and**
- **delegate authority to the Deputy Chief Executive/Director of Children's Services in consultation with the Executive Member for Children's Services to submit to the DfE the final application for variations and exclusions by 30 September 2013, and to submit the draft pro-forma with factors consulted on by Schools Forum by the 31 October 2013 following consultation with schools.**

<i>Reason for Recommendations:</i>	<i>To meet the timescales set out by the DfE</i>
------------------------------------	--

Executive Summary

This report sets out the changes to the funding arrangements for schools for 2014/15, which have come about as a consequence of the national review of the changes made in 2013/14. It also provides information regarding the decisions taken for Central Bedfordshire for 2013/14. A Technical Group of the Schools Forum are working with Council Officers to model the impact of any changes for 2014/15, and this information will help inform the consultation process. The report sets out the detail of the consultation process that the Council is required to carry out with schools, the timescales for submission of the pro-forma to the DfE and the next steps required for meeting the timescales for publishing schools' budgets for 2014/15.

The final pro-forma for submission to the Secretary of State will be considered for approval by the Executive at its meeting in January 2014.

Background

15. Councils have received allocations of Dedicated Schools Grant (DSG) since the beginning of the financial year 2006/07 to finance the Schools Budget.
16. The process is that, following advice from the Director of Children's Services, two statements are signed annually by the Chief Finance Officer which confirms that the DSG has been fully deployed in support of the Schools Budget in accordance with the conditions of the grant and the current Schools Finance Regulations and in consultation with the School Forum.
17. The Schools Finance Regulations govern the distribution of school funding. In 2012/13 Councils were able to use up to 37 factors within their formulae. This was reduced to 12 factors in 2013/14.
18. Following three consultations held by the DfE in 2011 and 2012, the final arrangements for 2013/14 were announced on the 28 June 2012. These changes were the first step towards a national funding formula for schools.
19. These arrangements set out that the funding would be split into three blocks: i) Schools; ii) Early Years; and iii) High Needs and also that the entire School Block must be delegated to schools, with only a few exceptions. These changes represent a major reform of schools funding and so the DfE required Councils to consult schools on new schools funding formulae.

20. Only 11 of the 12 factors permissible for 2013/14 were applicable to Central Bedfordshire (the twelfth factor was London weighting). 2 were mandatory (Basic Entitlement and Deprivation), and the following factors were optional:
- Looked after Children
 - Low cost, high incidence SEN
 - English as an additional language
 - Lump sum
 - Split sites
 - Rates
 - PFI contracts
 - Pupil Mobility
 - DSG spent on Post 16 pupils
21. The following funding formula factors were previously proposed by the Council, consulted on with schools in September 2012 and reviewed by the Schools Forum as required by the DfE. These have been included in the distribution of funding for 2012/13:
- Basic Entitlement for Primary (£2,908), Key Stage 3 (£4,170) and Key Stage 4 (£4,879)
 - Deprivation based on weighted banded Income Deprivation Affecting Children Index (IDACI) data (The IDACI deprivation index is approved by the DfE for use in the distribution of dedicated schools grant (DSG) in 2013)
 - Lump Sum factor £120,000
 - Split Site factor £120,000
 - Rates based on actual cost
 - Exceptional Factor (joint use of buildings)
22. Following consultation the following factors were not included for 2012/2013:
- Looked After Children. The School Forum, after consultation with schools, took the view that this factor would be based on where Looked After Children were in school at the point of the Census in October, and would not necessarily be where the pupil actually was in the following financial year.
 - Low Cost High Incidence SEN. School Forum agreed this could only be applied using assessment and test data at the end of the Early Years Foundation Stage and Key Stage 2. The view was taken that this did not assess needs so would not necessarily target funding to the right pupils, and so more funding should be allocated through the pupil unit.

- English as an Additional Language. Last year there were only 55 pupils in Central Bedfordshire schools entering year 1 of compulsory school age. As the numbers were so small the value per school would be minimal so the decision was taken not to apply this for 2012/13.
- PFI Contracts. It was agreed to revisit this in 2014/15.
- Pupil Mobility. The data provided by the DfE in relation to Central Bedfordshire was based on 2012/13 data. It was decided not to include this factor in 2012/13 as it did not target particular groups of pupils where mobility might be an issue. It did not target Service Children, although the additional Pupil Premium received by schools does provide additional support for this group of pupils.
- DSG spent on Post 16 pupils. As Central Bedfordshire had not allocated DSG for this purpose in 2012/13, this was not permitted by the DfE to be utilised in 2013/14 or future years.

These factors will be reconsidered by School Forum and schools in the consultation for 2014/15.

23. The Council's Executive had previously approved the arrangements and proposed distribution of the Schools Block for 2013/14 on 8 January 2013. The formula had not changed significantly in the past and therefore had not required Executive approval before January 2013. However, due to the significance of the changes in the formula for 2013/14 Executive Approval was sought.
24. The 2012 reforms of Councils' school funding formulae produced some unexpected outcomes across the Country. In response the government carried out a further review of schools funding formula in preparation for the 2014/15 school budget while continuing to move towards a national funding formula.
25. Six lower schools have changed their age-range from September 2013, therefore keeping a year 5 cohort that might otherwise have transferred to middle school. The Individual Schools Budgets (ISB) issued for 2013/14 were based on the October 2012 Census in line with the School and Early Years Finance (England) Regulations which refers to the 4 October 2012 for ascertaining pupil numbers for the distribution of funding for 2013/14. The funding for these pupils has therefore been attributed to middle schools rather than these lower schools. These regulations do not allow for changes in the funding formulae after the funding period has commenced so the view of the School Forum was sought.
26. The Schools Forum agreed on the 24 June 2013 that these schools would be funded from School Contingency for the expected pupil numbers in Year 5 in September 2013 for the two terms affected.
27. The Revenue Funding Arrangements for 2014/15 now include guidance regarding schools that have changed or are going to change their age range by adding or losing year groups. This therefore provides a solution for future years to the issue on change of age range.

School Funding Reforms - 2014/2015

28. The 2014/15 Funding Arrangements were announced on 4 June 2013, which set out the proposed changes to funding formulae for 2014/15 upon which the Council must consult with schools. Operational Guidance for the consultation process was produced for Local Authorities. These changes are seen as a further development of the 2013/14 arrangements.
29. As in 2013, the Council is required to submit one draft and one final proforma to the Education Funding Agency in October 2013 and January 2014 respectively.
30. The system for High Needs Block funding remains broadly the same as it was in 2013/14.
31. A new optional factor has been introduced to those allowable for the schools block formula. This enables the formula to make an allowance for 'sparsity'. It is aimed at supporting necessary small schools, mainly in rural areas. Specific criteria have been drawn up by the DfE to control how this factor operates. Where a sparsity factor is used by a Local Authority, the maximum allowable value is £100k per school. According to the data provided by the DfE, if this is applied, it only impacts on 4 schools in Central Bedfordshire. These are Holywell Academy (Middle), Wrestlingworth, Dunton and Haynes Lower schools.
30. The Local Authority can now choose to have different lump sums for primary and secondary (with middle schools getting a weighted average). This is capped at £175k per school. In the 2013 consultation process the maximum lump sum value was £200K. Central Bedfordshire approved a maximum of £120k.
31. Where schools are amalgamating, the amalgamated new school will receive 85% of the total of the combined lump sum but only for the following financial year.
32. If a factor for Looked After Children is applied in a Council's funding formula this must now apply to any child who has been in care for at least 1 day, whereas in the past this was set at 6 months.
33. The new guidelines change the way prior attainment factor is measured at the end of the Early Years Foundation Stage (EYFS) and Key Stage 2 (KS2). The new measures are:
 - EYFS – not achieving a good level of development (2013 cohort)
 - KS2 – not achieving level 4 in English OR maths for all cohorts.
34. The mobility factor if used can now be applied when the number of 'mobile' pupils exceeds 10%. No threshold was set for 2013/14.

35. The basic entitlement for primary pupils (the Age Weighted Pupil Unit - AWPU) must be at least £2000, and for secondary pupils (KS3 and KS4) at least £3000. Central Bedfordshire figures for 2013/14 were well within these parameters; £2,908 - Primary, KS3 - £4,170 and KS4 - £4,879. Central Bedfordshire split the secondary basic entitlement into KS3 and KS4 as this was the best way to reflect the primary and secondary aged pupils who are educated in Middle schools which are deemed as secondary schools.
36. Local Authorities must ensure that at least 80% of delegated funding is distributed via pupil led factors (in Central Bedfordshire in 2013/14 it is 87%). There are currently no constraints on the Primary/Secondary ratio proposed in the latest guidelines but limits may be introduced in years to come.
37. The 2013/14 guidelines required the creation of a Growth Fund to be used to resource demographic increases in basic need. This was agreed at £800,000. The new guidelines state that with the agreement of Schools Forum, Local Authorities can now create a fund to cover temporary falls in a school's roll. This can only be applied to schools that have been judged by Ofsted to be 'good' or 'outstanding'. Schools Forum must also agree the criteria by which this will be applied and be consulted on allocations. This factor can only be applied if it relates to local place planning decisions and is not to be used to support unpopular or failing schools. These criteria will be agreed by the Schools Forum during the Autumn Term 2013.
38. The Operational Guidance for 2013/14 provides information regarding financing schools that are planning to change their age ranges. Councils are now able to request approval to vary the pupil numbers for specific schools where:
 - there has been, or is going to be, a reorganisation; or
 - a school has changed, or is going to change, its age range either by adding or losing year groups.
39. In these cases, a weighted average of pupil numbers can be used, taking into account the changes in pupil numbers from the new academic year. The Council will need to apply for a variation in pupil numbers for specific schools for the funding period 2014/15. Councils' budgets will be adjusted to recoup budget so that the Education Funding Agency can fund affected Academies.
40. There is a change to the membership in the Schools Forum Regulations. They now require 1 member from an institution that provides education to 16 – 19 year olds. This replaces the member from the 14-19 Partnership. The representative from the UTC can continue to fulfil this role.

41. The Council is now able to apply for exceptions from the finance regulations in relation to:
- Premises factors
 - Minimum Funding Guarantee
 - Changes in pupil numbers as a consequence of reorganisation or changes in years of admission
 - Sparsity calculation
 - Variation to lump sum for amalgamated schools.

An application will be made in respect of changes in pupil numbers as a consequence of age range changes in schools.

42. Schools will be required to fund the first £6,000 for High Needs Pupils. Central Bedfordshire agreed this figure when it was recommended for 2013/14 following consultation with schools.
43. The DfE will be consulting on setting the place value at £10,000 for Special Schools and Academies with Post 16 pupils. This is currently split into 2 elements of £6,000 and £4,000. Setting the place value at £10,000 will make this consistent with the place element for pre-16 pupils.
44. All maintained schools and Academies must be treated equally when incurring central expenditure, with the exception of the figure that can only be de-delegated for maintained schools.

Consultation and Next Steps

45. The Council submitted an 'in principle' application for exclusions and variations by the 30 June 2013 to help inform the consultation process. (See Appendix 1).
46. The Schools Forum Technical Funding Group will have reviewed the 2013/14 funding formula and the new arrangements during July. They will have considered the impact on all of the proposed changes on schools budgets (based on current pupil data) in order to inform the consultation proposals. The consultation must include all schools and Academies.
47. Members of the Children's Services Overview and Scrutiny Committee will discuss the model proposed for the schools consultation at their meeting on 3 September. They will be sent this report as individual consultees as part of the consultation process in view of the timescales, and they may also wish to submit a joint view.
48. The DfE recommends a consultation lasting between 2 weeks and no more than 4 weeks. The proposed consultation period in Central Bedfordshire is from 4 September to 27 September 2013.

49. The Schools Forum will be required to consider the responses to the consultation in October 2013. The provisional school budget proforma for 2014/15 must be submitted to the Education Funding Agency by 31 October 2013.
50. The DfE will confirm the DSG Schools Block in December 2013
51. Schools Forum will need to plan to meet in January to approve the 2014/15 Funding Formula
52. A further paper will come to the Executive on 14 January 2014 seeking approval for the distribution of the Dedicated Schools Grant for 2014/15. The Final date for submission to the EFA is 21 January 2014
53. Local Authorities are required to issue schools budgets by 28 February 2014

Appendices:

Appendix A – Central Bedfordshire Application to the Department for Exclusions and Variations

Background Papers: (open to public inspection)

This page is intentionally left blank

Application 1

In 2013/14 a new split site definition was agreed by School's Forum and is intended to contribute towards the additional cost incurred by schools that operate across separate sites. If a school meets the criteria as set out by the Schools' Forum, funding is provided on the basis of a lump sum of **£120,000**.

In 2013/14 Split site factor was applicable to only Greenleas Lower School and as the school becomes a split site from 1st September 2013 the allocation provided to Greenleas for 2013/14 was 7/12 of £120,000 = £70,000. Last year we also had the approval from EFA to exclude this from the MFG calculation.

We are requesting to exclude the £70,000 from 2013/14 baseline and £120,000 from 2014/15 baseline so the school is protected with appropriate level of protection. However we will be consulting all schools/academies in September 2013 and we will let you know if any changes made to the split site definition and/or amount allocated.

Response to Application 1

From: ReformTeam.FUNDING@education.gsi.gov.uk
[mailto:ReformTeam.FUNDING@education.gsi.gov.uk]
Sent: 05 July 2013 09:00
Subject: RE: 4. Central Beds - MFG Exclusion - Split site

This is to let you know that the Secretary of State intends to approve your request, once the regulations are laid, for a MFG exclusion from both the 2013/14 and 2014/15 baselines relating to the split site arrangement for Greenleas Lower School. Details of the approved exclusion, including appropriate commentary, should be included in your October APT submission.

We will confirm this formally when the regulations have been laid later in the year.

Please note, your other requests have been escalated for a decision and we expect to respond before the end of July.

Application 2

Rent

Central Bedfordshire is requesting approval of Rent as a new exceptional premises factor to be used in 2014/15 formula.

Schools listed below incur significant costs in the form of rent charges for use of the land and buildings as a school. The table below shows the estimated cost incurred by each school. For majority of the schools affected the cost is more than 1% of school's total budget.

Only 9 school are affected from such costs which represent 6.6% of the schools (including academies) in the authority.

School	Estimated Expenditure	Estimated Total Schools Budget	%
Eversholt Academy	5,867	308,836	1.9%
Everton Lower	145	261,098	0.1%
Gravenhurst Lower	244	240,019	0.1%
Husborne Crawley Lower	6,700	291,050	2.3%
Ridgmont Lower	11,450	248,825	4.6%
Southill Lower	3,800	298,575	1.3%
Stondon Lower	7,368	443,471	1.7%
Woburn Lower	4,000	340,389	1.2%
Kings Houghton Academy	8,760	1,994,246	0.4%

Total number of schools	136
Number of Schools affected	9
% of Schools affected	6.6%

Exclusion of Rent from MFG for 2014/15

If Rent is approved as a new exceptional factor then we propose that this factor is excluded from the 2014/15 base funding. As this factor is a new premises factor in 2014/15 the it would be appropriate to exclude this from MFG calculation to ensure that schools/academies affected are protected with appropriate levels of MFG.

Joint Use

Last year we received approval for this factor for Cedars Upper Academy. We can confirm that the criteria for exceptional premises factor is still met for 2014/15. As per operational guidance we can still use this factor in 2014/15. Can you please confirm this?

From: ReformTeam.FUNDING@education.gsi.gov.uk
[mailto:ReformTeam.FUNDING@education.gsi.gov.uk]

Sent: 10 July 2013 08:08

Subject: RE: 3. Central Bedfordshire - Exceptional Factor Request - response

This is to let you know that the Secretary of State intends to approve your application, once the regulations are laid, for an exceptional premises factor relating to rent for six schools: Eversholt Academy, Husborne Crawley Lower, Ridgmont Lower, Southill Lower, Stondon Lower and Woburn Lower. The factor cannot be permitted for the other 3 schools listed as the costs fall way below the criteria of 1% of 13-14 ISB. Details of this should be provided in your October APT submission.

The Secretary of State has not approved your request for a MFG exclusion in respect of this exceptional premises factor. This is because rent was a factor in your formula in 12-13 so it will already have been taken into account in schools' 13-14 MFG calculations.

We will provide a formal confirmation of the above once the regulations have been laid.

Appendix A

Also, to confirm the joint use exceptional factor you received approval for in your 13-14 formula can continue with the condition that the criteria is still met. We will check this as part of your Oct APT submission.

Finally, your request to vary pupil numbers has been escalated to the minister and we expect to respond with a decision by the end of the month.

Application 3

Application to the Education Funding Agency to vary pupil numbers in 2014/15 formula funding

Central Bedfordshire is requesting approval **in principle** to vary the application of The School and Early Years Finance Regulations 2013 and disapply the use of October census data for specific schools with the intention to more accurately reflect pupil numbers in schools and academies affected by changes of age range in the Dunstable and Houghton Regis area of Central Bedfordshire during the financial year 2014-15 in the calculation of the basic entitlement funding of those schools.

There are currently 133 mainstream schools (academies and maintained) in Central Bedfordshire, with a potential 21 schools implementing changes in age range during the financial year 2014-15 retaining or admitting pupils into new year groups with further schools potentially impacted by a corresponding reduction in pupil numbers as a result.

The proposed variation is intended to ensure that funding follows the child and if approved it would disapply the use of the October census as the basis for establishing the basic entitlement to calculate the MFG and instead use an estimated weighted average of pupil numbers.

This initial request to the EFA is the first in a two stage application process and is intended to establish the likely acceptability of draft parameters for the variation proposed by the Council.

Full modelling and impact analysis for all schools/academies affected will be undertaken at the second window of application if the draft variation is agreed in principle by the EFA.

Basic Entitlement

It is proposed to vary pupil numbers of the **schools/academies** affected as follows:

Lower

Lower schools and Academies who have received Council or EFA approval to become Primary schools from September 2013 will be retaining Year 5 children into Year 6 for the first time in September 2014.

It is assumed that all year 5 children will remain in the Primary in year 6 from September 2014.

For Primary Schools affected in this way we are proposing that basic entitlement is applied using total actual pupil numbers as at October 2013 plus 7/12 of Year 5, which will become year 6 from September 2014.

Appendix A

Lower schools and Academies who have or expect to receive Council or EFA approval to become Primary schools from September 2014 will be retaining Year 4 children into Year 5 for the first time in September 2014.

It is assumed that a significant proportion of Year 4 children will remain in the Primary into Year 5 from September 2014.

For Primary Schools affected in this way we are proposing that basic entitlement is applied using total actual pupil numbers as at October 2013 plus 7/12 of Year 4, which will become year 5 from September 2014.

It is a possibility that not all pupils in year 4 will be retained into Year 5 in a new Primary School with parents expressing a preference to transfer their children into a different school with a Year 5 admission point. Funding for the Primary that is based on an assumption of full retention of Year 4 pupils could therefore lead to significant over funding of the school. To mitigate this we are also proposing that a claw back mechanism be put in place so funding will be adjusted when actual pupil numbers for year 5 as at October 2014 are known.

Middle

Total pupil numbers in Middle schools would ordinarily remain reasonably static year on year without significant variances in the short term. However if one or more of its traditional feeder Lower schools changes its age range then this will undoubtedly impact Year 5 admission numbers to Middle schools in that area.

Likewise, where a traditional receiver Upper School in the area changes its age range to offer a Year 7 admission point, in addition to a Year 9 admission point in the transition to full secondary provision, the middle school may well also see a significant impact in the loss of pupils at the end of Year 6.

For Middle schools affected in this way we are proposing that basic entitlement is applied using total actual pupil numbers as at October 2013 less 7/12 of pupil numbers in Year 5 and 6. The assumption here is that from September 2014 the Middle schools affected have no year 5 admissions, which remain in a primary school, and no Year 7 children which would be transferring to Year 7 offered from a Secondary school.

Applying the above variation for affected Middle schools will result in a significant loss of funding. However, should the school attract Year 5 admissions and retain Year 7 pupils then the overestimated payment to the Primary and Secondary Schools will be recouped to pay to the Middle for actual pupils attending as at October 14.

At this stage we are not proposing to pay protection to Middle schools.

Upper

An Upper school implementing a change to Secondary in 2014/15 would offer a Year 7 admission point from September 2014 for the first time, in addition to its traditional Year 9 admission point.

For an Upper school in this position we are proposing that basic entitlement is applied using total actual pupil numbers as at October 2013 plus 7/12 of estimated pupil numbers for Year 7 from September 2014.

Appendix A

It is a possibility that the above estimation of pupil number for Year 7 in Upper schools could be over/understated which could lead to inappropriate distribution of funding for Upper schools affected.

To mitigate this we are also proposing that a claw back mechanism be put in place so that funding will be adjusted when the actual pupil numbers as at October 2014 are known.

MFG

We are also seeking approval to use the above adjustment to pupil numbers for the MFG calculation to avoid the pro rata of formula factors being almost entirely mitigated for schools with reducing pupil numbers and also to provide protection for those schools with significant increases in numbers at September 2014.

From: ReformTeam.FUNDING@education.gsi.gov.uk
[mailto:ReformTeam.FUNDING@education.gsi.gov.uk]

Sent: 22 July 2013 09:33

Subject: RE: 5. Central Beds - Vary of pupil numbers for 2014/15

This is to let you know that the Secretary of State intends to approve your request *in principle*, and once the regulations are laid, for a variation to pupil numbers relating to the 21 schools changing age ranges in 2014-15. As you have outlined, we will need to see more detail from you on the estimates of pupil numbers. However, please note it will not be possible to adjust the pupil numbers in-year once the October 2014 census information is available, this can only happen in your 2015-16 formula and will be subject to what is allowed under a National Funding Formula.

We look forward to receiving your detailed pupil number estimates when these are available.

This page is intentionally left blank