

## Capital Strategy Group

Tuesday 24 May 2005

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**Present:** Cllr Samuel (Chairman), Cllr Taylor, Ms Christine Brett, Ms Heather Flint, Mr Bill Jerman, Mr Brian Holder, Mr Ron Percival, Jessica Saraga, Beverly Butler, Claire Briggs

**Apologies:** Cllr King, Mr John Russell

### Minutes

### Action

#### 1. Introductions

Mr Ron Percival was formally welcomed and introduced to the group.

#### 2. Apologies

Cllr King and Mr John Russell

#### 3. Declarations of Interest

Mr Ron Percival declared an interest as a parent and Governor of East Sheen Primary School.

#### 4. Minutes of last meeting

Minutes of the last meeting were agreed.

#### 5. Matters Arising

There were no matters arising.

#### 6. Protocol for the Capital Strategy Group

A draft report by the Head of Legal Services was circulated before the meeting outlining principles for the basis of a possible protocol for the operation of the Capital Strategy Group.

Cllr Samuel explicitly highlighted the 'prejudicial interest' issue, reiterating that in Council meetings and committees any member with any prejudicial interest has to withdraw from the conversation/room completely.

Mr Russell, who could not attend the meeting, provided feedback on the report. He raised that SOC (School Organisation Committee) had terms of reference and felt these should be adopted to apply to this particular group.

Mr Russell and Ms Flint also raised the issue of there only being one secondary headteacher on the group as if any issues arose for Ms Flint's School there would be no-one to represent her. It was suggested that there be two secondary headteacher representatives and either/or attend dependent upon the agenda items, the Chairman suggested that the minority party similarly should be invited to have a permanent named substitute.

#### 7. Security Bids

The Group were asked to prioritise the bids received from schools for the £100,000 available for security works in line with the criteria set (perimeter fencing, CCTV and safety of the workforce).

The Building Development Team will write to the successful schools.

#### 8. The Russell School Update

The Building Development Officer gave an update on the development of community childcare project that had been awarded £50,000 capital matched

fund grant last year.

It was reported that the building is currently being built to the school's specification and the planned date for delivery and erection is 11 June (pending Governors agreement). Ofsted have been made aware of the development and will arrange to inspect prior to opening. Contractors have been appointed for the associated ground works and signage and parking arrangements are currently in design.

As well as the building arrangements, the marketing of the new provision has begun with links made to other local schools under the Extended Schools Programme, registration of new children has started and a new management system has been developed linked to the school's governing body, senior management team and administration officers.

#### **9. £50,000 Schools Capital Matched Funding**

Jessica Saraga reported that two bids had been made, both from primary schools. It was stated that Archdeacon Cambridge's CE Primary had only raised £40,000 to date. It appeared from the documentation that St Elizabeth's RC Primary had also raised £40,000. One of the conditions is to have at least £50,000 raised at the time of making the bid. The headteacher of St Elizabeth's, who is a member of the group, clarified what had been written in her bid and confirmed that the school had in fact raised £65,000.

The Group agreed that St Elizabeth's should be awarded £50,000, rather than the £65,000 requested (by a vote of 3 to 2) and that the other £50,000 should be opened up for another bidding round before the next Capital Strategy Group meeting in September.

#### **10. Outcome of bids to £1m Primary & Special School Investment Budget**

The Building Development Officer reported to the Group which bids had been successful, as follows:

**Carlisle Infant School** – Improvement of staff workspace;

**Clarendon School** – Upgrade of staff facilities and new ICT suite;

**East Sheen Primary School** – ICT Suite re-development;

**Hampton Hill Junior School** – Art & Design Centre;

**Hampton Wick Infant & Nursery School** – Extension of nursery learning and teaching base and multi purpose room for extended school care facilities;

**Meadlands Primary School** – Multi-technology/art room, specialist learning resource area and improved foundation stage facilities;

**St Edmund's Catholic Primary School** – Extension to provide SEN, Music and group rooms;

**St Mary Magdalen's Catholic Primary** – ICT provision;

**St Mary's & St Peter's CE Primary School** – Expansion of year 1 classroom;

**St Osmund's RC Primary School** – KS1 Improvement programme;

**Sheen Mount Primary School** – Hall extension;

**Strathmore School** – Re-development of the outside learning space.

Cllr Samuel thanked the Capital Strategy Group Headteacher representatives who had assessed the bids and recommended a priority order. It was noted that Mr Jerman was called away at the beginning of the meeting and therefore did not take part in the assessment.

#### **11. Any other business**

Cllr Samuel advised that this would be the last Capital Strategy Group meeting that Jessica Saraga would be attending due to her retirement on Friday 27 May. Cllr Samuel, on behalf of the Group, formally thanked Mrs Saraga for all she has done for the group and the Borough during her time as the Assistant Director of Planning and Resources. Paul Bettles, the current Education Finance Manager

will be taking over from Mrs Saraga and will attend future Capital Strategy Group meetings.

**12. Dates of next meetings**

Wednesday 7 September 2005, 5pm

Tuesday 6 December 2005, 5pm

Wednesday 8 February 2006, 5pm

Wednesday 24 May 2006, 5pm