

**MINUTES OF THE CABINET MEMBER SIGNING  
TUESDAY, 10 JUNE 2014**

**Present:** Councillor Claire Kober, Leader of the Council

**In Attendance:** Xanthe Barker, Principal Committee Officer, Jon McGrath Assistant Director  
Property and Capital Projects.

MINUTE NO.	SUBJECT/DECISION	ACTION BY
<b>HSP86.</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of urgent business.</p>	
<b>HSP87.</b>	<p><b>ST JAMES CHURCH OF ENGLAND PRIMARY SCHOOL - PROVISION OF TEMPORARY CLASSROOMS</b></p> <p>The Leader of the Council considered a report, previously circulated, which sought approval to appoint The McAvoy Group Ltd to deliver temporary classrooms and ancillary landscape works at St James Church of England Primary School. The report also sought approval to issue a letter of intent prior to the formal contract signature for 10% of the contract value.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That approval be given to award a contract to The McAvoy Group Ltd for the sum of £414,527.</li> <li>ii. That approval be given to issue a letter of intent prior to formal contract signature for 10% of the contract value at £41,453.</li> <li>iii. That approval be given to establish a specific capital budget, not to exceed £600k, as outlined in section 1.5 of the exempt part of the report, to be funded from the already approved budget allocated for school expansion projects.</li> </ul> <p><b>Alternative options considered</b></p> <p>Consideration for delivering a temporary or permanent solution was explored at the feasibility stage. The feasibility report considered various options, with emphasis on flexibility, programme, impact on the school and financial viability. This exercise was also considered in parallel with proposals for a permanent expansion of St James Church of England Primary School.</p> <p>Due to the design, procurement and construction of a full expansion programme the following were considered and discounted accordingly:</p> <p>A permanent solution was discounted on the basis of time available to complete design and procure in sufficient time to support additional cohorts from September 2014.</p>	<p>Assistant Director Property and Capital Projects</p>

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	<p>A permanent solution at time was considered impractical on the basis that design proposals to support a full expansion of St James Church of England Primary School were ongoing. On this basis it was determined that the design should proceed offering a temporary solution.</p> <p>It was concluded that to support projected demand for pupil spaces in both September 2014 and September 2015 the project should accommodate two temporary classrooms. The proposed expansion of St James Church of England Primary School is expected to support additional cohorts until September 2016.</p> <p><b>Reasons for decision</b> To award a contract which will enable the timely mobilisation and construction of works to St James Church of England Primary School which aims to support the Council's requirement for additional school places from September 2014.</p>	
<b>HSP88.</b>	<p><b>NEW ITEMS OF URGENT BUSINESS</b></p> <p>There were no new items of urgent business.</p>	
<b>HSP89.</b>	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p><b>RESOLVED:</b></p> <p>That the press and public be excluded from the remainder of the meeting as the items below contain exempt information, as defined under paragraph 3, Part 1, schedule 12A of the Local Government Act 1972.</p>	
<b>HSP90.</b>	<p><b>ST JAMES CHURCH OF ENGLAND PRIMARY SCHOOL - PROVISION OF TEMPORARY CLASSROOMS</b></p> <p>Exempt information pertaining to Item 2 was considered.</p>	