

Minutes

Name of meeting	West Wight Implementation Group meeting Executive Summary
Date and time	Wednesday 3rd March 2021, 8.30am
Venue	Microsoft Teams Meeting
Present	<p>NS – School Improvement Manager LG – Headteacher (Yarmouth & Shalfleet) CB – Chair of Governors (Yarmouth & Shalfleet) MS – Strategic Development Officer (HCC) JK – Strategic Development Officer (IWC) EG – Strategic Development Assistant (IWC) APa – Principal Architect (HCC) APr – Delivery Manager (HCC Property Services) SL – Business Services Manager MG – Head of Service (Information, Transport and Admissions) RS – Deputy Director of Education, Portsmouth Diocese CH – Business Support Officer</p>
Apologies	MN – Communications Manager
1.	<p>Welcome and apologies NS welcomed all to the meeting.</p>
2.	<p>New school update <u>Planning</u> APr confirmed that the planning application was granted on 3rd November.</p> <p><u>Procurement</u> APr advised that they tendered under the DfE regional framework and the returns came back over the funding. He confirmed the negotiations have now concluded and there is an agreed way forward. Morgan Sindall has now been appointed to undertake the detailed design. It is anticipated the works will commence soon after the Summer.</p>
3.	<p>Temporary accommodation update <u>Planning</u> APr confirmed that the planning application was validated in December. The Environment Agency asked for a flood risk assessment which has been carried out by engineers and minor amendments have been made to the floor levels as a result of this.</p>

Procurement

APr confirmed that they went out to tender through the SCF framework and received one response, which was over the funding allocation. It is felt that this is potentially as a result of COVID. Therefore a slight reduction of the temporary accommodation is proposed and has been agreed with the school. A contractor has now been appointed for the works. A move to temporary accommodation in the Summer 21 holiday is still possible with the procurement delay. Installation is likely to commence shortly after the Easter holidays.

APr advised that the funding is outside of the DfE funding package, and they only fund the new school element. JK confirmed that the funding will come from the capital programme.

4. Admissions and home to school transportTransport

SL echoed MG's earlier comments around transport colleagues needing to be kept in the loop regarding timescales so that transport could be arranged in good time.

Admissions

SL advised that the School Admissions team have been concentrating on the secondary admissions round. Once this is over, they will then work on primary allocations and will be able to provide a further update.

5. EYFS

JK confirmed that the Local Authority are continuing support and provide birth rate data, EYFS advice and finance advice to the Early Years providers.

6. Communications

NS confirmed that uploading the executive summary to the website is working well and is a good place to direct people with any questions.

7. Diocesan views/comments

Discussions are at an early stage with the diocese about the land that is owned by them.

8. Next meeting

It was agreed that the next implementation meeting will take place on 22nd March at 12pm.

Action: CH to arrange the next meeting for 22nd March.

9.

Agreement of the executive summary

The executive summary will be shaped once the minutes have been typed.

Meeting closed: 9.35am

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