

Appendix 7

Mr Alan Goldman - Trustee
Jewish Community Secondary School Trust
80 East End Road
London
N3 2SY

Direct Line: 01325 392145
Local Fax: 01325 392186
Email: gillian.scott@dcsf.gsi.gov.uk

Your Ref:
Our Ref: 302/JCoSS

22 July 2008

Dear Mr Goldman

Barnet LA
The Jewish Community Secondary School (JCoSS)
New Jewish School and SEN Facility

APPROVAL TO PROCEED - TO TENDER (CATEGORY 3 PROJECT)

Project Particulars

Thank you for your recent application on form *VA/Approval*, for approval to proceed to tender.

I am pleased to advise you that the Secretary of State approves the governing body's proposals to carry out the above project at an estimated cost of £49,076,359.49, of which the total governing body's expenditure will be £40,649,689.49.

Please see the table below giving the total figures for the project and also the second table for the phasing of the governing body's expenditure. It would be helpful if you could complete the tables appropriately – apportioning the funding to the relevant category. Also, we would be grateful if you could complete the phasing table so we have a clear indication of which financial years you require the capital grant. You do not need to do this until the Decision Maker approves your statutory proposals and a school number has been issued.

	Governors' Grant Aided Expenditure (£)	Governors Non-Aided (£)	LA Liabilities (£)	Total (£)
Building Work				
VAT on Building Work				
Professional Fees				
VAT on Professional Fees				
Furniture, Fixtures and Fittings				
Totals	40,649.689.49	8,426,670.00		49,076.359.49

The phasing of the total governing body's expenditure is as follows

Financial Year	Budget Type	Amount (£)
	Named Capital	40,649,689.49

Architect's Comments

The Department's architectural advisors have recommended this application for approval. However the Named Capital funding is capped at £40,649,689.49 and is subject to control being exercised to ensure that the costs are controlled such that the constituent funding cannot be re-adjusted in favour of the secondary school, the SEN Facility or any Community use. Under no circumstances will the named capital be increased for this project.

Apportionment of Costs

The Department reserves the right not to pay grant where we may consider that part of this approval should be the sole liability of the governing body or LA.

Tender Report Certificate

You now need to obtain tenders for the work. You need to:

- follow the code of procedure for single-stage selective tendering, unless prior authorisation has been given for an alternative method;
- obtain a minimum of three competitive tenders;
- accompany tenders with a detailed tender report;
- base the tenders on a similar scope of work and design solution as were originally approved;
- update the estimate to the tender date using the published DTI indices (for comparison purposes);
- identify in the tender report and reductions that have been necessary;
- ensure that tenders for projects under 12 months' duration are fixed price;

- ensure that the division of liabilities between governors and LA has not changed significantly;
- ensure that the total cost of provisional sums should not exceed 15% of the tender value (for projects with a tender value of £250,000 and over this reduces to 10%);
- give details of all professional fees as percentages. These should not differ significantly from those which has already been approved;
- ensure the gross cost does not breach any previously set cash limit or allocation.

If your lowest tender satisfies all the criteria, you may commence work without seeking further approval. Fill in a Tender Report Certificate (*VA/TRC*) and send it, along with your tender report, copies of at least three tenders and statement of financial liabilities, to the VA Capital Team. When we are satisfied with the tenders a further letter confirming tender costs will be issued together with claim form *APGC.TA* which will enable the governing body to claim up to a maximum of 97.5% of the agreed Governors share of the project costs.

YOU SHOULD NOT COMMENCE WORK UNTIL THE STATUTORY PROPOSALS FOR THIS SCHEME HAVE BEEN AGREED.

If all your tenders are outside the criteria you must send a new form *VA/Approval* requesting '**Approval for change to ATP**'. You **must not commence work** until you receive our approval of the changes.

This has been handled differently to other projects for VA schools in that we would not normally issue an approval to proceed to tender until proposals are approved by the Decision Maker. Although we have given you approval to go out to tender, we will not be able to approve your tenders until the statutory proposals for the JCoSS project have been approved.

Payment of Grant

Capital grant is paid under *Schedule 3 of the School Standards and Framework Act 1998, as amended by the Regulatory Reform (Voluntary Aided Schools Liabilities and Funding) (England) Order 2002*. Grant is payable only on expenditure which we have approved.

Grant can now be claimed up to a maximum of **£2,500,000** including VAT. Until the proposals for the school are approved we cannot exceed this limit therefore it is essential that the timing for the publication of notices and approval of the proposals does not slip.

Claims should be submitted on the form *APGC.ATP*, together with supporting original invoices, as set out in *Funding for premises-related work at Voluntary Aided (VA) Schools in England for 2006 (Blue Book)* which you can find on the following web address www.teachernet.gov.uk/vabluebook. This claim form replaces any existing claim form relating to this project. Any claim can only be for professional fees, inclusive of VAT incurred, which has been charged by the school's consultant in designing/estimating the project.

Claims should be submitted for payment to the VA Capital Team as soon as possible.

Please note the following deadlines for the 2008-09 financial year.

For guaranteed project approval within the financial year, correctly presented approval forms must be received at our offices by **Friday 9th January 2009**.

For revised Section 13 or amended Spend Profiles or Additional Costs are made within the financial year, in order to have them approved, correctly presented documentation must be received at our offices by **Monday 2nd February 2009**.

For guaranteed payment of claims in the financial year, correctly presented claims plus supporting documentation must be received at our offices by **Monday 2nd March 2009**

Please forward a copy of this letter to the school/consultant. An electronic copy has been sent to the local authority.

Not applicable until proposals are approved –

All information about this project is available through the 'VASIS Window'. Please use this web facility for all queries. If you do not have access to VASIS, please email va.window@dcsf.gsi.gov.uk with your details.

Please quote the project reference number shown at the top of this letter in any future correspondence.

If you should have any queries please contact me.

Yours sincerely

Gillian Scott
VA Capital Team