

Procedures for LCVAP Bids

1. October- bid forms sent to schools (schools should be working on development plans so bids will require costing from consultants) with how 10% form to be funded form.
2. December- bid forms & 10% indicators returned.
3. January- bids prioritised in line with Diocesan priorities & LEAs AMP. (Any bids that the buildings officer is unfamiliar with, arrange visit to school).
4. February – April- LEA meetings to draft lists, most LEAs now work on 2-year plans spending current year & half of following year.
5. If insufficient LCVAP money, visit any schools for updates on bids to determine priority.
6. April – May- DfES funding confirmed, list agreed & submitted by LEAs
7. School advised
8. Programme monitored regular LEA meetings.

Diocesan Priorities

1. Emergency work or work required to prevent school closure i.e. Boilers, electric's roofs.
2. Other Condition items.
3. Health & Safety (if separate from above)
4. Access (especially in the case of child attending or due to attend school)
5. Security (This may also be prioritised under health & safety depending on the case)
6. Suitability issues
7. Sufficiency issues

Each LEA has a slightly different priority order some have surplus place removal as no1. Therefore the priority list is altered to reflect each LEA.

Schools are encouraged to look at all work in the wider context of the development plan.

e.g.

Toilet refurbishment – Are the toilets in the right place are they the correct number & size. A simple refurbishment could turn into major remodelling work but as the basis for looking at the issue was condition, it scores on condition and suitability.

Window replacement , are the windows in a area where we are looking to enlarge say classrooms if so the bid should be for the enlargement and score on condition and suitability as the work is addressing more that one issue.

If there is insufficient funds then the schemes may have to be reduced. We have not had to do this yet as schools are prepared to wait for the better scheme and are prepared to put all DFC into the jobs (after taking ant IT requirement money out first)