

# Minutes of AMP Network Focus Group Meeting held on Friday 2nd April 2004 at DfES, Caxton House, London.

## Present:

Paula McCree	Devon
Alan Jones	DfES*
Barry Watts	Dorset
Ian Cook	Pillar Consultancy
Vesna Godwin	Northamptonshire
Ged Mitchell	Manchester
Mark Redman	Wokingham
Mike Moore	Derby
Martin Wood	Sheffield
John Feely	Westminster
Chris Owen	Cornwall
Ray Baker	Cheshire
Ian Patterson	Camden
Shirley Turner	Hampshire
Helen Rowlay	Swindon
Trevor Cooper	Cornwall
Nick Mayer	DfES*
Beech Williamson	DfES*

## Not present:

Keith Rowley	Waltham Forest
Gerald Snaith	Lincolnshire
Lindsey Taylor	Stockport
Tony Palmer	Leeds
Peter McIntosh	Gateshead
Mark Dolling	Milton Keynes
Brian McKay	Wokingham
Nicola Van Hoen	Worcestershire
Penny Pennington	Sheffield
Kirry Frewin	Pillar Consultancy
Peter Cotterill	Peterborough
Graham Dalton	Cardiff

\* part of meeting only

- 1. Previous Minutes** were agreed without revision

### Matters arising:-

EBDOG is now confirmed at Plymouth on 13<sup>th</sup>/14<sup>th</sup> May  
 Details will be on EBDOG web site shortly  
 (part of Birmingham website – then EBDOG)  
 A November 2004 host is still required.

Referring to the Exemplar Designs brochure – replacements for broken DVDs are available from Mike Bubb at DfES tel:0207 273 6718  
 There is also a CD available  
 The 50 page A3 documents will be available in two weeks time and will go to wave 1 authorities first.  
 Noted that no wave 1 rural authorities.  
 Wave 2 & 3 notification will be in the autumn  
 BB77 will be available in July (earlier on the DfES web site)  
 BREEAM progress – target date Autumn – Richard Daniels in lead at DfES  
 The DfES efficiency review is ongoing – their may be staff reductions and the future of BDU is not yet known.

- 2. DfES AMP general update** (Alan Jones with contributions from Nick Mayer & Beech Williamson)

#### 2.1 AMP Appraisal (Nick)

Statements of Priorities & Local Policy Statements are well progressed and within the next 2/3 weeks feedback will be given to each authority.

Each LEA received a feedback letter in December with a response to Premises data which asked for an action plan by the end of January if there was a weakness. For those authorities involved they need to re-submit data in July and Atkins/NPS are responding to action plans. There will be a ring round in a month or two check the position.

It is proposed to drop the requirement to submit details of projects over £500k

The project performance indicators are being moved Achieving Excellence (OGC & dept. of Commerce) for projects over £1m for LEAs.

Premises Assessment Appraisals – a short list of issues arising from the appraisals will be appended to the Suitability guidance. With the exception of changes to data requirements, there are unlikely to be changes to Condition / Suitability.

New data will only be required if changes at school are “significant”.

Ged Mitchel suggested that the position regarding early BSF tranches need clarification.

PFI & BSF major projects – LEA need guidance and a consultation paper on “Abatements” is coming out.

FG members were of the opinion that it is easier for LEAs to submit all data rather than select certain projects – supply all data with general cover statements by May 2005?

Condition will not ask for data at “Element” level – just “Block” totals.

Barry Watts suggested “School” data or “Element” data rather than “Block”.

FG strongly suggested to leave as at present and DfES filter information. **DfES**

But (Data collection guidance needs Star Chamber approval.)

Agreed that FG members should write individually to BDU to suggest their preferences to seek to influence the Star Chamber. **All**

An EBDOG response would also help. **S. Turner**

Alan Jones & Nick Mayer will prepare a briefing note to Focus Group members and send to Pillar for distribution. **DfES**

Along the lines of:- *“data underpins AMP which underpins Good Management and helps Schools Etc. Etc. BUT there is a political move to reduce beaurocracy”*

The requirement for Site Area Team Playing Field is being dropped as all do it differently. Energy/Water data will be at the discretion of Authorities.

Net Capacity will be discussed under 2.3

## 2.2 SEP Single Education Plan (Alan)

The review of the twelve pilots is complete and there is a need to reflect some points for the following 1<sup>st</sup> wave authorities:-

A Need for DfES to be clearer on “Strategic Plan”

B Need to signpost operational plans

C Key ministerial priority areas not being reflected – for example The Childrens green paper – poses potential problems – it may be possible to bolt something on later but this may not be acceptable.

Or scrap SEP and combine into a new document – Local Government Plan overall

- this may delay the phase 1 guidance due in June

### AMP and Capital Elements

BDU have some concerns and need to beef up these elements to link financial investment and school standards. One possible way forward is for the Schools directorate advisors to be beefed up with more financial and building interest.

70% of dataset in SEP relates to AMP

Camden are a SEP pilot authority and have found the work on SEP very valuable even though it was to a tight timescale. AMP data must not be lost within SEP priorities.

## 2.3 BB98 and BB99 (Beech)

Net Capacity will be asked for in May by surplus places team – to be sent in by July 04

All Exemplar designs fall within Net Capacity assessments.

BB98 56 pages can be downloaded from DfES the web site now – hard copy will follow.

BB99 areas are published, example schedules will be available soon, 1<sup>st</sup> draft in May for consultation.

Both bulletins are in four parts:-

1 How to develop the brief (BSF etc.)

- 2 Key Design Criteria (to go in brief) plus school organization
- 3 Real area building guidelines
- 4 Real area site guidelines

There are minimum standards for six categories of space which are then totaled before a ten per cent “Float” is added to give a total area.

There are options of how to use/apply/distribute the “Float” area (extra hall, larger sports, larger classrooms)

Net area is 70% of gross (revised).

The budget is the constraint as long as you achieve the minimum categories

Q&A

Expectations grow – cubicles in changing rooms – yes now in line with Sports England

Is there reference to statutory requirements – yes with colour coded text.

#### 2.4 BSF Building Schools for the Future

The 1<sup>st</sup> wave authorities were announced on 12<sup>th</sup> February when Exemplars were launched.

Alan Jones is now part of a new project based team with BSF/PFS (for a 6 month period) to provide a conduit between LEAs and PSF. Any issues will be resolved with internal specialist colleagues in BDU.

The 1<sup>st</sup> wave need to contain the necessary education transformation provision within the outline business case.

Nick Mayer will take over the role of data side of AMPs but AJ will still be involved.

This is all against a background of Change Management and it is likely that BDU work will now be more on a project basis with teams formed up and then dissolved when work is completed.

Q&A

Will feedback be given to non 1<sup>st</sup> wave authorities – Yes

Schools Estate Management Guide? – AJ not sure of position and will check with colleagues.

Will financial funding in future be balanced with BSF/PFS allocations – hold back of some formulaic allocations? – options are to be consulted upon.

The government consultation document re: Procurement is 200 pages long!

Are Ofsted aware of SEP? – yes and the rationalization of inspection régimes. Ofsted is moving towards self evaluation of LEAs.

### 3. Title / Nature / Future of the AMP Network

This item had been put on the agenda to reflect discussions held at recent Focus Group meetings where both the future of DfES / BDU and the AMP network had been ranged over but no decisions made. In order to recognize the wider agenda of the network it had been suggested that a change of name might be appropriate and “Education Property Network” or “School Building Network” were suggested. It was recognized that DfES consultation has improved in recent years as a result of more contract work, less theory and more practice. DfES are committed to users existing networks such as the AMP Network and EBD OG.

After discussion it was decided AMP should remain in an unchanged name to recognize the continued importance of AMP work in future.

**Pillar**

### 4. ODPM / Corporate AMP Update

Corporate IPF meetings are now regional /more workshop based and have been held in the north which is more difficult for Barry Watts to attend being based in Dorset. Agreed that if in the future BW has difficulty in attending he should inform Pillar who will seek another volunteer representative for that particular meeting from the Focus Group.

**Dorset / Pillar**

**5. AMP Regional Network Meetings**

Ian Cook tabled a draft agenda for the next regional meetings due to be held in September  
All locations and dates are agreed and on the web site. **All**

Several suggestions were made for speakers and workshop subjects and a revised copy of the draft agenda which will be further discussed with DfES / PFS and others is attached. Any further comments to Pillar please. **All**

**6. BSF / Exemplar Design workshop event at Milton Keynes 14<sup>th</sup> / 15<sup>th</sup> April**

Ian Cook reported on the latest booking numbers and detailed arrangements for this event which will have nearly 200 people attending and all the Exemplar Design teams represented

**7 AMP Web site**

Once resources are available Pillar Consultancy would like to refresh the web site. Any suggestions for improvements are welcome

**All**

**8 Membership of the AMP Focus Group**

Details are published at:-

[www.pillarconsultancy.com/focusmember.htm](http://www.pillarconsultancy.com/focusmember.htm)

Please notify any changes or errors to Pillar Consultancy.

**All**

**9. Any Other Business**

It was pointed out that in a recent LGA publication re: sprinklers on page 5 referring to schools it states "*there is No Policy and No Financial Allocation*"

**10. Next Meeting**

Agreed to seek a date in June 2004 and E-mail notification to be sent out in advance.

**Date now confirmed as :- Monday 28<sup>th</sup> June at DfES Caxton House room 354**