

Education Capital and Planning – Who we are and what we do:

We spend approximately 90% of our time inside buildings and yet take it for granted that they are fit for purpose, wind and watertight. However, premises are complex resources and need to be invested in correctly in order to support the continued delivery of education.

The Education Capital and Planning (ECP) Team cover a number of key areas within the Families' Directorate. The team exists to provide a technical client side function to all property investment decisions that affect the education service, which includes the following:

Head of Commissioning Capital and Planning

- To bring forward school expansion plans
- Work with existing partners to deliver year on year improvement re; quality and value of money of capital projects
- Developing policies, priorities and action plan representing for Education to the Councils' growth agenda
- To develop effective partnerships within Waltham Forest including Academies and Free schools to deliver education (new school places) and maintain the school estate
- To take the lead on Commission capital works in relation to pupil projections.
- Arrange funding for expansion projects
- Prioritisation of funding allocation is clear and transparent
- To engage with neighbouring boroughs and Pan London agencies regarding pupil planning and meeting needs.
- Develop and commission the capital investment strategy for the education estate
- To engage and work collaboratively with the school community - particularly primary and secondary leadership teams
- Review and monitor the financial and physical delivery of the education capital programme
- Engage and work collaboratively with property and other colleagues to ensure value for money
- Create a system to accommodate inclusion of the education community in the delivery of the capital programme
- Develop innovative solutions to meet all education needs including via non LA provision

Schools Strategic Development Manager

- To engage and work collaboratively with colleagues including planner, highway and property colleagues to deliver good, robust, and quality built school environments.
- Co-ordinate the production of the brief
- Monitor the design works as it proceeds
- Commissioning (in conjunction with the Learning Environments Team and/or Academy/Free school providers) of capital schemes identified to support the provision of additional pupil places
- To engage and work collaboratively with planners and housing
- Detailed implementation of Growth commission report
- Opportunities and constraints to expand existing schools
- Opportunities and constraints of potential new school sites

Planning and Research Officer

Supporting the Head of Service on Infrastructure requirements through the Local Development Framework process

The strategic planning and commissioning of school places including promoting choice and diversity and developing a market place of school provision

All the legislative and statutory changes to schools including enlargement, closures etc
Securing, allocation and monitoring of capital resources (including section 106 and CIL) identified to meet statutory responsibilities in respect of additional pupil places

All statutory response in respect of pupils numbers, school capacities, pupil projections etc.

Ensure the statutory School capacity (SCAP) returns are made to central government.

Liaise with neighbouring boroughs and London council to ensure growth strategies are co-ordinated.

developing models for growth and pupil place planning

Schools Asset Manager

Supporting the Property Asset Management Team in the co-ordinating and consulting on the AMP prioritisation process and collecting data

Ensuring that the respective parties understand their roles and responsibilities

Advising schools on good practice

Supporting the Property Asset Management Team in advising on set standards and providing guidance on maintenance, technical, health and safety and other property-related matters

Support the Property and Asset Management team in the monitoring of schools' management of projects and their custodianship of premises, including Health and Safety procedures

Seek funding opportunities, supporting the education community to identify funding or bid opportunities and support the application of theses.

To develop, inform and work collaboratively with the school community (particularly primary and secondary) to agree the schools Capital Repair Programme.

Develop and commission the Locally Controlled Voluntary Aided Programme (LCVAP)

Commission all capital works on the education estate.

Contact	
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