

Cathedral Centre  
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**PROJECT MONITORING – RETURN BY CONSULTANT ONLY**

| Report No                 |  | Date       |  |
|---------------------------|--|------------|--|
| <b>1. PROJECT DETAILS</b> |  |            |  |
| <b>SCHOOL</b>             |  |            |  |
| Name                      |  |            |  |
| Address                   |  |            |  |
| LA                        |  | LA/DfES No |  |
| PROJECT No                |  | Diocese No |  |
| <b>PROJECT</b>            |  |            |  |
| Description               |  |            |  |
| Title                     |  |            |  |
| Contract Administrator    |  | Start Year |  |

|  |  |       |    |
|--|--|-------|----|
| <b>2. PROGRAMME</b>  |  |       |    |
| 1. Is the project still on programme?  |  | YES   | NO |
| If NO:   |  |       |    |
| 2. Does the delay affect the critical path?  |  | YES   | NO |
| If YES:  |  |       |    |
| 3. Can the programme be amended to recover the end date?<br>(Please provide amended programme for update)  |  | YES   | NO |
| If NO:   |  |       |    |
| 4. How much extra time will be needed?<br>(Please provide amended of programme for update)   |  | Weeks |    |
| If YES:  |  |       |    |
| 5a. Does the amendment affect other consultants?   |  | YES   | NO |
| 5b. Has the amendment been agreed with them?   |  | YES   | NO |
| 6. Please give a brief synopsis of progress to date, where appropriate specifically referring to the implications of your answers to 2–5 above, including reasons for any delay. |  |       |    |
|  |  |       |    |

**3. APPROVAL**

|  |   | Date |    |
|--|---|------|----|
| 1.   | Has the governors' approval to this project been confirmed? | YES  | NO |
| 2.   | Has the Diocesan Approval to this project been confirmed?   | YES  | NO |
| 3.   | Has the LA been notified of the project?                    | YES  | NO |
| 4.   | Has the DfES' ATP submission been made?                     | YES  | NO |
| 5.   | Has DfES' ATP approval been received?                       | YES  | NO |
| 6. Please explain any difficulties in receiving approval in the box below. |   |      |    |
|  |   |      |    |

**4. FINANCIAL****1. CASH ALLOCATION (OUT-TURN) £'000s**

| Actual cost to be provided where appropriate                                    |       | Year 1 | Year 2 | TOTAL  |        |
|---|-------|--------|--------|--------|--------|
| Governors Grant Aided   | DFC   |        |        |        |        |
|   | LCVAP |        |        |        |        |
|   | Other |        |        |        |        |
| <b>TOTAL</b>  |       | £      | £      | £      |        |
| 2. Is the cash flow profile for the project still appropriate?                  |       |        |        | YES    | NO     |
| If NO:  |       |        |        |        |        |
| 3. Please identify the new profile  |       | Year 1 | Year 2 | Year 3 | Year 4 |
| Governors   |       |        |        |        |        |
| 4. Do you have other projects which can assist in revision of the cash flow     |       |        |        | YES    | NO     |
| 5. If YES (Please identify)   |       |        |        |        |        |
|   |       |        |        |        |        |
| Actual revision will be considered by Schools Commission reviewing all projects |       |        |        |        |        |
| 6. Please explain any other difficulties encountered in monitoring cash flow.   |       |        |        |        |        |
|   |       |        |        |        |        |

**5. ANY OTHER COMMENTS**

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|                    |  |      |  |
|--------------------|--|------|--|
| Form Completed by: |  |      |  |
| Signature          |  | Date |  |

**NOTES**

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