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|                                        | <b>Cabinet</b><br>7 September 2026                                                                                                |
|                                                                                                                         | <b>Report from the Corporate Director,<br/> Children and Young People and<br/> Community Development</b>                          |
|                                                                                                                         | <b>Lead Member - Cabinet<br/> Member for Children's Services,<br/> Employment and Climate Action<br/> (Councillor Jake Rubin)</b> |
| <b>Outcome of the informal consultation on amalgamation of<br/> Roe Green Infant School and Roe Green Junior School</b> |                                                                                                                                   |

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| <b>Wards Affected:</b>                                                                                                                     | Queensbury                                                                                                                                                                                                                                                                                                                                            |
| <b>Key or Non-Key Decision:</b>                                                                                                            | Key Decision                                                                                                                                                                                                                                                                                                                                          |
| <b>Open or Part/Fully Exempt:</b><br>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act) | Open                                                                                                                                                                                                                                                                                                                                                  |
| <b>List of Appendices:</b>                                                                                                                 | Two<br>Appendix 1: Informal consultation document<br>Appendix 2: Equalities Impact Assessment                                                                                                                                                                                                                                                         |
| <b>Background Papers:</b>                                                                                                                  | None                                                                                                                                                                                                                                                                                                                                                  |
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## 1.0 Executive Summary

- 1.1 This report provides Cabinet with a summary of the informal consultation undertaken between 22 June 2026 and 19 July 2026 on the proposal to amalgamate Roe Green Infant School and Roe Green Junior School as one primary school for children aged between 3 – 11, including provision for nursery aged children.

- 1.2 The report recommends a move to formal consultation through the publication of a statutory notice on the closure of Roe Green Junior School, the expansion of the age range at Roe Green Infant School and the change of name of Roe Green Infant School to Roe Green Primary School to achieve the amalgamation.
- 1.3 The proposal to amalgamate the schools has been put forward for the long-term benefit of children currently attending the schools and those who will attend in the future. The Local Authority's vision for the school is of one school, committed to high quality teaching and learning for all pupils in a nurturing environment. The amalgamation will support this vision by providing a unified school identity and school culture that will unite pupils, staff and families, fostering a deeper sense of shared purpose. Children will benefit from a seamless learning experience with continuity in curriculum, and teaching approaches built on collaboration and sharing of best practice and pastoral care. Pupils will also transition smoothly from early years through to Year 6. The amalgamation also allows for improved use of resources and effective use of budgets to enhance learning opportunities and experiences for all children.
- 1.4 A range of feedback was received during the informal consultation as set out below. Taking into consideration the responses received during the consultation, officers remain of the view that an amalgamation is in the best interests of children.

## **2.0 Recommendations**

That Cabinet:

- 2.1 Notes the feedback received during informal consultation on the proposal to amalgamate Roe Green Infant and Roe Green Junior School.
- 2.2 Approves a period of formal consultation, through the publication of a statutory notice, on proposals to:
- Close Roe Green Junior School.
  - Expand the age range of Roe Green Infant School to admit children aged between 3 – 11.
  - Change the name of Roe Green Infant School to Roe Green Primary School.

## **3.0 Detail**

### **3.1 Cabinet Member Foreword:**

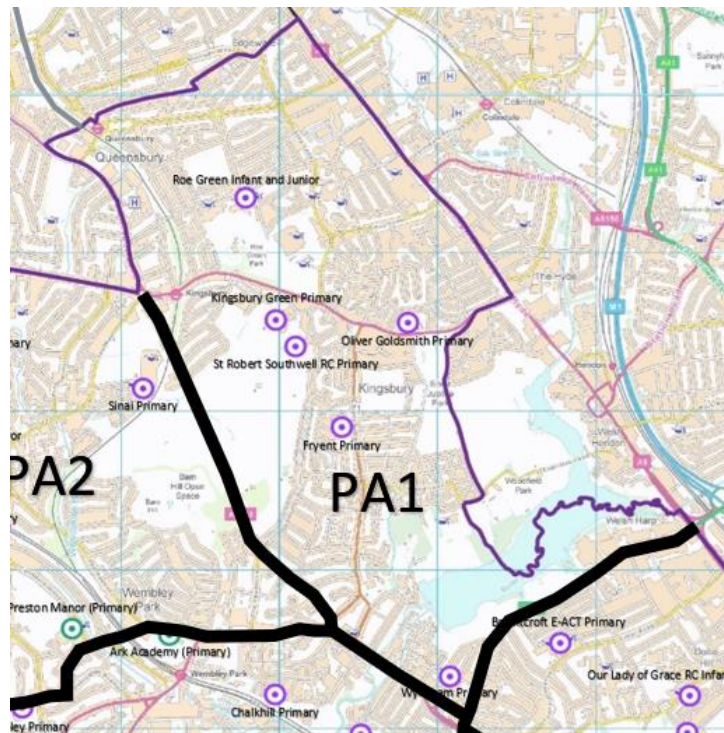
- 3.1.1 The Local Authority supports infant and junior schools who choose to amalgamate as this leads to many benefits for children, staff and the schools, including consistent leadership and teaching practices, as well as supporting the efficient use of school budgets and resources through economies of scale.

- 3.1.2 School organisation and place planning supports the Borough Plan Strategic Priority 4: The Best Start in Life, by ensuring there are sufficient school places for children and young people in Brent and supporting every child and young person to access local high-quality education in the borough.

## **3.2 Background**

- 3.2.1 Roe Green Infant School and Roe Green Junior School are both located in the Queensbury ward and share the same building. The school building was originally opened as a primary school on 8 February 1932, and the school separated into the current Roe Green Infant School and Roe Green Junior School on 11 September 1933. This was a common at the time, as it was felt that growing populations required age-segregated schooling.
- 3.2.2 Roe Green Infant and Junior Schools currently operate as individual schools within the same building, and each has its own school leadership team and Governing Board.
- 3.2.3 Roe Green Infant and Junior Schools are both Community Schools, which mean they are maintained by Brent Council with the Council owning the buildings and the land. The Local Authority is responsible for determining the school admission arrangements for both Roe Green Infant and Junior Schools.
- 3.2.4 Following the retirement of the long-standing headteacher of Roe Green Junior School in April 2026, the Local Authority identified an opportunity to bring the two schools together under one leadership team and one governing board.
- 3.2.5 Roe Green Infant and Junior Schools are part of Primary Planning Area 1, and map 1 below shows the primary schools within this area. According to the latest available school roll projections from the Greater London Authority, demand for school places in Primary Planning Area 1 is projected to fall slightly across all year groups over the next 5 years. Although the Council's school place planning projections do not forecast individual school level demand, there is nothing to indicate an amalgamation of the two schools would have a negative impact on pupil demand in this area as this proposal does not remove or add capacity to the Primary school estate.

### Map 1 – Map of Primary Planning Area One schools



- 3.2.6 Both of the Roe Green schools are popular, and Roe Green Infant School is regularly oversubscribed for each years' Reception intake. There are currently 347 pupils at the Infant School and 460 pupils at the Junior School, with each year group operating at or near its capacity of 120 places (four forms of entry) as shown in table 1 below. There were 108 members of staff employed across the two schools as of 1 March 2026.

**Table 1: Numbers on roll (based on DfE attendance data)**

|                  | Roe Green Infant School |        |        | Roe Green Junior School |        |        |        |
|------------------|-------------------------|--------|--------|-------------------------|--------|--------|--------|
| Year group       | Reception               | Year 1 | Year 2 | Year 3                  | Year 4 | Year 5 | Year 6 |
| Number of pupils | 115                     | 109    | 119    | 112                     | 117    | 114    | 117    |

- 3.2.7 Within this context, on 22 June 2026, the Local Authority launched an informal consultation proposing the amalgamation of the schools.

### 3.3. The consultation process

- 3.3.1 The Local Authority follows statutory guidance set out by the DfE in ‘*Making significant changes (‘prescribed alterations’) to maintained schools (August 2025)*’. This sets out an expectation that interested parties are consulted informally prior to the publication of a statutory proposal and formal consultation. A period of informal consultation was carried out between 22 June 2026 and 19 July 2026.

- 3.3.2 An informal consultation document (see Appendix 1) was made available in hard and electronic form that outlined the proposals and relevant background information. Hard copies were made available from the reception desk of the two schools and on request from the Local Authority. An accompanying letter was sent to parents of all children attending both schools on 22 June 2026 with information about how to access the consultation document and submit a response to the proposal. This included information on how to access the consultation document in different language and format versions.
- 3.3.3 Information about the informal consultation and a survey about the proposals was included on the 'Have Your Say' consultation portal on the Brent Council website.
- 3.3.4 Staff and Governors at both schools were notified of the consultation through a letter from the Director, Education, Partnerships and Strategy and distributed via each school.
- 3.3.5 Three consultation meetings were hosted by Local Authority officers that provided parents/carers, staff, governors and members of the public both the opportunity to comment on and ask questions about the proposals. Two meetings with the public were held on 6 July at the Infant School and were attended by one person at each. A meeting was held on 9 July, also at the infant school, for the staff and governors of both schools that was attended by approximately 45 people. The Infant School was used for the meeting as this is located on the ground floor of the building and is therefore more accessible than the Junior School on the second floor.
- 3.3.6 Stakeholders were invited to respond to the consultation using the reply form included with the consultation document or online via the Council's 'Have your Say' portal or e-mailed. The reply form could be posted or sent to a dedicated e-mail address.
- 3.3.7 Respondents were invited to indicate whether they agreed or disagreed with the proposal to amalgamate the two schools and they were then invited to provide any comments. If respondents thought the proposal to amalgamate was a good idea, they were asked why. If respondents disagreed with the proposal to amalgamate, they were asked what concerns they had. All respondents were also asked if they wished to provide any other comments, highlight any issues, ask questions and provide alternative suggestions.

### **3.4. Responses from the consultation process**

- 3.4.1 A total of 29 written responses were submitted to the Local Authority via Brent Council's 'Have Your Say' online consultation portal. No other responses were received by any other available means.
- 3.4.2. Table 2 details the consultation responses received and whether the responder agreed or disagreed with the proposal to amalgamate.

**Table 2: View of respondents to the proposal for amalgamation**

| Views on the proposal for amalgamation | Number of responses received | Percentage of response overall |
|----------------------------------------|------------------------------|--------------------------------|
| Agree with the proposal                | 27                           | 93.1%                          |
| Disagree with the proposal             | 2                            | 6.9%                           |
| No answer provided about the proposal  | 0                            | 0%                             |
| <b>Total responses</b>                 | <b>29</b>                    | <b>100%</b>                    |

3.4.3 The majority of the 29 responses received (93.1%) supported the proposal to amalgamate the two schools. 6.9% of respondents disagreed with the proposal.

3.4.4 Table 3 sets out how many respondents provided qualitative responses. Two additional respondents chose to state why they disagreed with the proposal without formally saying these disagreed with the proposal in the first question. While this increases the percentage of respondents who had some potential concerns to 13.8%, it remained a small number (4 out of 29). A further third of responses (31%) provided additional comments or asked questions on the consultation response form.

**Table 3: Qualitative responses to the proposal for amalgamation**

| Qualitative responses to the proposal for amalgamation                                                           | Number of responses received | Percentage of response overall |
|------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------|
| If you like the proposal, please say why you think it is a good idea                                             | 21                           | 72.4%                          |
| If you disagree with the proposal, please tell us why you are concerned.                                         | 4                            | 13.8%                          |
| If you have any other comments, issues or questions, or have any alternative suggestions please state them here. | 9                            | 31.0%                          |

3.4.5 21 respondents out of 29 provided a comment to say why they liked the proposal. Most respondents supported the proposal to bring the Roe Green Infant and Roe Green Junior Schools together as one school, stating that it made sense as the schools already share one building. The strongest themes were that the amalgamation proposal would:

- make the move from infant to junior much easier. Many liked that parents would no longer need to reapply for Year 3, describing the current process as unnecessary hassle and frustrating. Some suggested the amalgamation should have happened earlier.
- provide continuity for children, with respondents saying one school with one vision, one curriculum and one set of shared values would create a more seamless journey from Nursery/Reception to Year 6, with smoother transitions, more consistent learning and stronger relationships between pupils, families and staff.

- improve consistency in leadership, standards and cohesion, with a shared management, staffing and ethos. Some commented that the Junior School would benefit from the proposed changes and specifically from closer alignment with the Infant School's quality of leadership and education.
- Support more effective use of resources, including pooling staff expertise and creating a larger teaching team with a greater breadth of experience

3.4.6 Four respondents out of 29 provided an answer to the question 'If you disagree with the proposal, please tell us why you are concerned', although one of the responses simply said 'No' and only two respondents initially stated they disagreed with the proposal to amalgamate. 9 respondents left comments in the 'any other comments' section of the response form. The concerns raised are set out below, with responses in italics. There were that the amalgamation would:

- result in a loss of funding in the medium and long term for each separate school. One respondent suggested this was a way to reduce funding without it being obvious to the general public. Reassurance was sought by several respondents that any loss in funding would not adversely affect educational provision and sought greater clarity on how the future budget would be managed.

*The amalgamation proposal is not designed as a mechanism to reduce funding. Any change in funding arises because a single merged school would no longer require two separate lump sum allocations, which are provided through the national funding formula to individual schools to help meet their fixed operating costs. Where two schools become one, many of those fixed costs are consolidated, meaning it is no longer necessary to fund the same functions twice.*

*The reduction in funding is therefore a consequence of the national funding formula operating as intended, rather than the objective of the proposal to amalgamate. The rationale for amalgamation is to create a more sustainable and efficient school structure, enabling resources to be focused on supporting pupils' education rather than maintaining duplicate administration, leadership and operational costs. While a merged school may receive less funding than two separate schools combined, this reflects the reduced costs associated with running a single school.*

*The reduction in funding will be managed through economies of scale – there will be no need for two headteacher salaries or commissioned services such as legal and HR advice. How the budget will be managed is set out in some detail in the 'Financial considerations' section of this report.*

- impact on staff keeping their jobs.

*The proposal to amalgamate the two schools would not result in any job losses. The amalgamated school would still operate in much the same*

*way as the current schools. The governing body and leadership team of an amalgamated primary school could consider at some point in the future to carry out a staffing review with a view to determining whether a restructure was required.*

- have a negative impact on the safety, development and overall educational experience for younger pupils as they would have to mix with older pupils.

*The amalgamation would not have any significant impact on how children were taught and would not be dissimilar to other Brent primary schools. Children would still be taught in fixed age year groups in the same areas, with separate play times. The leadership team of the school might identify opportunities where the whole school can come together, such as assemblies and sports day. However, the children would still be grouped with their peers and all safeguarding measures would remain in place.*

3.4.7 Overall, responses focused on ensuring that the amalgamation delivers educational benefits for pupils while maintaining adequate resources, support and engagement with the school community. Respondents emphasised the importance of preserving the strengths, values and traditions of both schools, maintaining clear communication with parents, staff and pupils throughout the process and demonstrating how any financial efficiencies would be reinvested to benefit children. Some respondents asked for further information about practical arrangements, including pupil admissions and transition processes. The consultation document set out that applications would no longer be required for Year 3 admissions and pupils would transition from Year 2 automatically.

3.4.8 Suggestions were also made to expand after-school provision and extracurricular opportunities across all year groups, while one response raised concerns about previous support for pupils with additional needs. These are matters that for an amalgamated school leadership to address.

3.4.9 The two people who attended the public consultation meetings both indicated they were generally in favour of the proposal. Topics discussed included funding concerns, as addressed above, and questions about how other schools in Brent amalgamated.

3.4.10 At the meeting with staff and governors, which was attended by approximately 45 people, topics included:

- concerns around the impact the amalgamation may have on staffing and the impact of funding changes. It was made clear that details of the staffing structure following an amalgamation would be for the new governing board and senior leadership team to determine.
- Clarity was also sought on the consultation process. Officers explained that the informal consultation stage was to seek views from stakeholders on initial proposals which would then be refined, changed and/or finalised

before reported to Cabinet to make a decision on whether to proceed to formal consultation. The formal consultation would then set out the exact proposals.

- Representatives of the Governing Board of the Infant School raised concerns about recent retirements from the Governing Board of the Junior School and whether this would impact on the consultation process. They were reassured that this would not impact on the formal consultation process, if it was agreed by Cabinet.

### **3.5. Proposal**

3.5.1. Having taken the feedback from the informal consultation into account, officers remain of the view that the amalgamation proposal is beneficial for the future of the Roe Green Schools. This view is well supported by stakeholders and concerns and questions raised during the informal consultation can be satisfactorily addressed or mitigated to reduce potential impacts on children and staff, as set out above.

3.5.2. The Local Authority is seeking to implement an amalgamation of Roe Green Infant School and Roe Green Junior School by:

- a) Closing Roe Green Junior School.
- b) Expanding the age range of Roe Green Infant School to admit children aged between 3 – 11.
- c) Changing the name of Roe Green Infant School to Roe Green Primary School.

3.5.3. Should it be agreed, the amalgamation would take place by the beginning of the autumn term in 2027.

3.5.4 At the point of amalgamation, children attending Roe Green Junior School will be transferred to the roll of Roe Green Primary School. Staff employed at Roe Green Junior School will have their employment transferred to Roe Green Primary School. Any future changes to the staffing structure would be for the new Governing Board to determine. It is noted that as Roe Green Junior School currently has two vacancies in their Senior Leadership Team, this represents a favourable time for amalgamation.

3.5.5 Following the amalgamation of the two schools, no further co-ordinated Junior admissions would be made into Year 3 at the school. Once the schools are amalgamated, children will progress automatically from Year 2 into Year 3 without the need for an application for, or offer of, a school place.

3.5.6 Parents of children in Year 2 during the 2026/27 academic year would still be expected to make applications for a place at Roe Green Junior School to start in September 2027, as the Local Authority cannot assume the amalgamation

will go ahead until a final decision has been made. Therefore, offers for the Junior School will be sent out on 16 April 2027, as normal.

- 3.5.7 If a decision is made to amalgamate the schools and the amalgamation is completed at the start of September 2027, any parent/carer who has received a co-ordinated Year 3 offer for a place for their child at Roe Green Junior School between 16 April 2027 and 31 August 2027 would be able to arrange admission for their child at Roe Green Primary School at the start of the autumn term 2027. Roe Green Primary School would not accept any further co-ordinated applications for starting junior school places in future academic years. Applications for Year 3 would be made via in-year applications only from September 2027.

#### **4.0 Stakeholder and ward member consultation and engagement**

- 4.1. An informal consultation was held from 22 June to 19 July 2026 which enabled staff, governors, parents, carers and local residents to have the opportunity to comment on and ask questions about the proposal to amalgamate Roe Green Infant School and Roe Green Junior School.
- 4.2. The Cabinet Member for Children's Services, Employment and Climate Action has been kept informed of the consultation process and ward members will be informed of the formal consultation process.

#### **5.0 Financial Considerations**

- 5.1 School funding received through the Dedicated Schools Grant (DSG) is largely driven by pupil numbers. Roe Green Infant School and Roe Green Junior School receive the majority of their income through the Dedicated Schools' Grant (DSG) allocation. Both schools have reported a surplus reserves balance at the end of March 2026.
- 5.2 In addition to pupil-led funding, all schools receive a lump sum allocation within their budgets to contribute towards fixed operating costs. Assuming the schools amalgamate in September 2027, the new school would receive funding equivalent to the combined formula funding of the predecessor schools, including both lump sum allocations, for the remainder of the 2027/28 financial year. Under current DfE guidance, the school would then retain 70% of the second lump sum in the first full financial year following amalgamation (2028/29). Based on a current lump sum value of £174,560 this would limit the reduction in funding to approximately £52,368 in that year.
- 5.3 In the second year following amalgamation, the local authority may apply for a further year of transitional protection. While the level of protection would be determined as part of that process, DfE guidance indicates that it would not normally exceed 40% of the second lumpsum. Unlike the first-year protection of at least 70% of the second lump sum, the second-year protection is not guaranteed, and this is subject to approval from the DfE, following consultation and approval by Brent schools via Schools Forum.

- 5.4 If the maximum level of protection was approved for the second financial year following amalgamation, based on the current lumpsum value of £174,560, the reduction in funding would be approximately £104,736 in that year. From the third and subsequent years, the reduction of the lump sum would be the full amount (currently £174,560).
- 5.5 The transitional protection period is intended to provide the school with time to realise efficiencies and align its staffing and operational structures so that it can operate sustainably once the protection arrangements cease.

## **6.0 Legal Considerations**

- 6.1 The Local Authority has the power to consider and determine proposals published under Section 19 of The Education and Inspections Act 2006, pursuant to Section 21 (2) (f) of the Act and in accordance with Schedule 3 paragraph 3 of The School Organisation Regulations 2013.
- 6.2 Under sections 13 and 14 of The Education Act 1996, as amended by The Education and Inspections Act 2006, a local education authority has a general statutory duty to ensure that there are sufficient school places available to meet the needs of the population in its area. The Local Authority must promote high educational standards, ensure fair access to educational opportunity and promote the fulfilment of every child's educational potential. It must also ensure that there are sufficient schools in their area and promote diversity and increase parental choice. To discharge this duty, the Local Authority has to undertake a planning function to ensure that the supply of school places balances the demand for them.
- 6.3 The proposal to amalgamate the schools does not change the availability of school places in the area.

## **7.0 Equity, Diversity & Inclusion (EDI) Considerations**

- 7.1 The Public Sector Equality Duty under section 149 of the Equality Act 2010 requires the Local Authority when exercising its functions to have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, to advance equality of opportunity and foster good relations between those who have a protected characteristic and those who do not share that protected characteristic. The protected characteristics covered under the Act are age, disability, gender reassignment, marriage and civil partnership (only in respect of eliminating unlawful discrimination) pregnancy and maternity, race (this includes ethnic or national origins, colour or nationality) religion or belief (this includes lack of belief) sex and sexual orientation. Due regard means giving relevant and proportionate consideration to the duty, in that whenever significant decisions are being made consideration must be given to the impact/affect that implementing a particular decision will have in relation to equality before making that decision. Brent Council also has a policy of considering Human Rights and socio-economic impact.

- 7.2 An Equality Impact Analysis has been carried out on the proposals set out in this report and is provided as Appendix 2 to this report. It is not anticipated there will be any negative impact from these proposals on the basis of age, disability, gender reassignment, marriage and civil partnership (only in respect of eliminating unlawful discrimination) pregnancy and maternity, race (this includes ethnic or national origins, colour or nationality) religion or belief (this includes lack of belief) sex and sexual orientation. The proposal to amalgamate the schools is not anticipated to have any material effect on pupils or the wider community.
- 7.3 Based on the January 2026 Census, the top three ethnic groups attending the Roe Green schools (Any other white background - 36.3%, Indian - 24.6% and Any other ethnic group - 11.8%) match the top three ethnic groups for Primary Planning Area 1 (Any other white background - 27.4%, Any other ethnic group - 18.9% and Indian - 16.2%).
- 7.4 The proportion of children receiving benefits related Free School Meals at the schools is 11.6% compared to 17.6% for the whole of the local planning area. The proportion of children at the Roe Green schools with an Education Health and Care Plan is 3.0% compared to 5.6% across the whole planning area. The proportion of children at the Roe Green schools receiving SEN Support is 8.0% compared to 12.0% across the whole planning area.

## **8.0 Climate Change and Environmental Considerations**

- 8.1 School place planning and admissions policies aim to ensure primary children can attend a local school and therefore can walk to school or take public transport. This approach underpins these proposals. Pupils and staff would continue to occupy the current Roe Green Infant and Junior Schools shared building following amalgamation. Like all schools in Brent, the new primary school would be able to access support to develop a sustainable travel plan.

## **9.0 Human Resources/Property Considerations**

- 9.1 Should a decision be made to amalgamate the schools, this would lead to the closure of Roe Green Junior School, but there would be no property considerations. The land and assets of both schools already belong to the Local Authority as both schools are community schools.
- 9.2 The new school would be a community school and the Council would be the responsible body and employer from a Health and Safety and statutory compliance perspective for the primary school. The Council is already responsible for major capital investment for foundation and community schools, so this would not change in the event of an amalgamated Roe Green Primary School.
- 9.3 In community controlled schools, staff are employed by the Local Authority. Given both schools are community controlled, there will be no requirement for a Transfer of Undertakings (TUPE) exercise.

## 10.0 Communication Considerations

- 10.1 Formal consultation to change the provision is required under the statutory process for making significant changes (prescribed alterations) to maintained schools (Statutory Guidance for Proposers and Decision-makers, Department for Education, August 2025) and Opening and closing maintained schools (Statutory guidance for proposers and decision makers, Department for Education, May 2026).
- 10.2 As Roe Green Infant and Junior Schools are community schools, the Local Authority will continue to lead this process and has been the case for the informal consultation. The statutory consultation process for significant changes to school provision has four stages - Stage 1 Publication of a Statutory Notice, Stage 2 Representation (formal consultation for a period of 4 weeks), Stage 3 Decision and Stage 4 Implementation.
- 10.3 Cabinet is asked to approve publication of a statutory notice to commence the formal consultation process to:
- a) close Roe Green Junior School.
  - b) expand the age range of Roe Green Infant School to admit children aged between 3 – 11.
  - c) change the name of Roe Green Infant School to Roe Green Primary School
- 10.4 Subject to Cabinet approval, the statutory notice would be published in the Brent and Kilburn Times, on the Brent Council website (specifically the school admissions pages) and notices would also be physically displayed on the school gate. Stakeholders would be invited to submit written representations that set out their views and comments on the proposals.
- 10.5 Following the formal representation period, Cabinet is required to make a decision on this proposal within two months. The anticipated milestone dates following a decision by the Cabinet to approve the formal consultation to amalgamate the schools is set out below.

**Table 4: Statutory Process and Implementation Milestones**

| Date              | Action                                                           |
|-------------------|------------------------------------------------------------------|
| 21 September 2026 | Publication of statutory proposal notice and formal consultation |
| 18 October 2026   | Formal consultation closes                                       |
| 07 December 2026  | Final decision by Cabinet                                        |
| 04 January 2027   | Preparation to amalgamate schools                                |
| 01 September 2027 | Amalgamation of the schools is completed                         |

**Related document(s) for reference:**

[School Place Planning Strategy 2024 – 2028 2<sup>nd</sup> Refresh Cabinet Report 17 November 2025](#)

**Report sign off:**

***Nigel Chapman***

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