

# LONDON BOROUGH OF BRENT

## MEETING OF THE EXECUTIVE

17 January 2005

### Report from Directors of Education and Social Services.

For action

Wards affected:  
Barnhill

### Report Title: Chalkhill Children's Centre

Forward Plan Ref: SS-04/05-29

#### 1.0 Summary

- 1.1 This report sets out the proposed development of Barnhill Social Services Nursery (in Barnhill Road) to become a Children's Centre in line with guidance from the Sure Start Unit. This follows from the Children's Centres Strategic Proposal report, approved by the Executive on 13/10/2003. The Centre will combine education, day-care, health and outreach services for children aged 0-5 and their families within the defined catchment area of Barnhill.
- 1.2 This report requests Executive approval to invite tenders in respect of the building contract in relation to the Centre as required by Contract Standing Orders 89 and 90.

#### 2.0 Recommendations

- 2.1 The Executive to give approval to the pre-tender considerations and the criteria to be used to evaluate tenders as set out in paragraph 3.5 of the report.
- 2.2 The Executive to give approval to officers to invite tenders and evaluate them in accordance with the approved evaluation criteria referred to in 2.1 above.

### **3.0 Detail**

- 3.1 Following the submission of the Strategic Proposal approved by the Executive in October 2003 the Local Authority has been allocated the following sums by the SureStart Unit within the DfES in respect of the Children's Centre projects identified in the Proposal. This is a slight increase on the amount provisionally allocated as referred to in the October 2003 report to the Executive and will be paid as a grant based on meeting the agreed targets between 2003/04 – 2005/06. These are a 'reach target' (number of children who might potentially use the services provided through the Centres) of 5,186 children aged 0-5 and their families to benefit from health and family support services; and 347 integrated education and childcare places for children aged 0-5.

Capital: £2,439,370

Revenue: £1,162,465

- 3.2 Barnhill Nursery currently offers places for Children in need and Children with special needs. It is proposed to rebuild the nursery as Chalkhill Children's Centre. The Centre will offer day care for 90 children aged 0-5, suitable for working parents (8-6 pm, 5 days a week, 48 weeks a year) and 23 day-care places will be created with childminders attached to the Centre. The Centre will continue to specialise in caring for children with severe physical disabilities, and will offer 12 places for children falling within this category. Health and family support services will be provided from the Centre for 670, 0-5 year olds and their families within the Barnhill ward.
- 3.3 The Local Authority is currently engaged with partner organisations to develop a service delivery plan for Chalkhill Children's Centre. The Centre will work with a range of agencies from the statutory, voluntary and private sector including Education, Social Services, PCT, JobCentre Plus, Children's Information Service, Home Start, Library Service, Community Groups and Voluntary Groups. Partner organisations are committed to delivery of services through the Children's Centre programme building on earlier good practice and integrated working. Chalkhill Primary School will work closely with the Centre and consultation is underway with the school as to how they will be linked to the Centre. The service delivery plan will be submitted for approval to the Children's Centre Steering Group in March 05.
- 3.4 Management  
The Centre will have a management board (Children's Centre Management Board - CCLMB) that will include representation from all the partners involved in the Centre and will include parents accessing services. The Council is the lead agency for this particular Centre. The CCLMB will advise on service delivery within the local community context and will monitor the Centres performance against targets set by the council. The Centre Manager will be responsible for the operational management of the Centre.

### 3.5 Procurement

In accordance with Contract Standing Orders 89 and 90, pre-tender considerations have been set out below for the approval of the Executive.

<b>Ref.</b>	<b>Requirement</b>	<b>Response</b>	
(i)	The nature of the service	The procurement of a building contract	
(ii)	The estimated value	£1,500,000	
(iii)	The contract term	Work on site 20 weeks	
(iv)	The tender procedure to be adopted	2 stage procedure: 1) expressions of interest 2) qualifying, short listed contractors invited to tender	
(v)	The procurement timetable	Adverts placed	18/01/05
		Expressions of interests returned	15/02/05
		Shortlist drawn up in accordance with the Council's approved criteria	Mid March 05
		Invite to tender	End March 05
		Deadline for tender submissions	End April 05
		Panel evaluation and shortlist for interview	Early May 05
		Interviews and contract decision	Mid May 05
		Report recommending Contract award circulated internally for comment	Mid May 05
		Executive approval	June 05
		Contract start date	June 05

(vi)	The evaluation criteria and process	Shortlists are to be drawn up in accordance with the Council's Contract Management Guidelines namely the pre-qualification questionnaire and thereby meeting the Council's financial standing requirements, technical capacity and technical expertise. The panel will evaluate the tenders against the following criteria: financial background, health & safety, diversity, DDA compliance, ability to construct modular buildings and competitiveness of price.
(vii)	Any business risks associated with entering the contract	Paragraph 4.4
(viii)	The Council's Best Value duties	Will be followed
(ix)	Any staffing implications, including TUPE and pensions	None
(x)	The relevant financial, legal and other considerations	See sections 4, 5, 6 and 7

### 3.6 Planning

A provisional meeting was held with Planners on the 23<sup>rd</sup> December 04 to discuss the potential development of the Centre, initial feedback was positive and there were no major concerns. An application for full planning permission will be submitted on the 13<sup>th</sup> January 05 and we are expecting the application to be approved.

## 4.0 Financial Implications

4.1 Funding has been allocated to Brent Council by the Sure Start Unit to ensure that 5,186 children aged 0-5 and their families will benefit from Children's Centre services and that 347 childcare places are created. Brent Council has been allocated the following sums by the Sure Start Unit as a contribution towards meeting the targets set.

Capital: £2,439,370  
Revenue: £1,162,465

Development of the Chalkhill Children's Centre will be funded by capital from the Sure Start Unit allocation and a capital allocation from Social Services.

<b>Funding Source</b>	<b>Amount (£)</b>	<b>Status</b>
Social Services	250,000	Secured
Children's Centre	1,250,000	Approval anticipated Jan 05
<b>Total</b>	<b>1,500,000</b>	

4.2 The Implementation Plan has been approved by the Sure Start Unit and capital for the centre will be drawn down in line with SureStart requirements. Information on the capital project will be submitted on a web-based project management tool, the Sure Start Unit will track the progress of the capital development against set milestones.

4.3 A breakdown of the estimated costs excluding VAT for the project are as follows:

<b>Description</b>	<b>(£)</b>
<u>Build Costs</u>	
Ground floor plan	750,100
First floor plan	352,300
Utilities & connections	15,000
Demolitions	30,000
Landscaping & external works	90,000
<b>Sub-total</b>	<b>1,237,400</b>
Contingency (@ 5%)	61,870
<b>Build sub-total</b>	<b>1,299,270</b>
<u>Fees</u>	
Design (@ 6.75%)	87,701
Structural	5,000
Mechanical & Electrical	5,000
Soil investigation	650
<b>Sub-total</b>	<b>98,351</b>
Fit Out	102,379
<b>Total</b>	<b>1,500,000</b>

4.4 If members agree the recommendations the project will be monitored in a number of ways:

- (i) The Sure Start Unit requires quarterly data returns on targets for childcare early education places at each Centre. We anticipate that this system will be expanded to include outreach targets and financial returns on revenue spend. If targets are not met it is likely the revenue grant would be repayable.
- (ii) To minimise risks of cost overruns a capital group has been set-up to monitor the development of the build programme. The group will have regular updates on project costs and will take appropriate measures to ensure the project is delivered on time

and within budget. The new development will also be of modular construction, using this style of construction will limit the potential for cost overruns.

- (iii) No commitment has been provided by the Sure Start Unit that further revenue funding will be available after 31<sup>st</sup> March 06. If this does continue higher outputs will be required as capacity will have increased. However Children's Centres are a central part of the governments 10 Year Childcare Strategy, with 2500 Children's Centres planned by March 2008. It is therefore highly likely that funding will continue beyond March 06.

## **5.0 Legal Implications**

- 5.1 Planning permission will be required for the new building and this is currently being applied for.
- 5.2 The proposed works contract in respect of the Centre is a high value contract for the purposes of Council Standing Orders and Executive approval is required in order to tender and invite expressions of interest. The award of the contract must also be approved by the Executive as must the pre-tender consideration set out in paragraph 3.5.
- 5.3 As the value of the contract is below the relevant threshold, the tendering of the works is not subject to the full European Union Procurement Rules.
- 5.4 As these are grant funded works there will be outputs upon which the grant is dependent and there is the possibility of clawback of grant money if the project fails or outputs are not met.

## **6.0 Diversity Implications**

- 6.1 The catchment area is culturally diverse with a multi-ethnic, majority population including a high level of young adults, high levels of unemployment and extreme poverty. The proposed development will benefit the whole community and as part of the Core Offer will target 'hard to reach' families.

## **7.0 Staffing/Accommodation Implications**

- 7.1 The number of places offered by the current nursery has been reduced over the past year in preparation for the new development. Plans are in hand for the current Barnhill nursery staff to be redeployed to Anansi and Treetop's Social Services nurseries during the construction period.
- 7.2 It is proposed that the children who currently attend Barnhill nursery will also transfer to Anansi and Treetops whilst the new centre is being built and will return to the new centre on its completion. Parents will be fully consulted about this proposal.

- 7.3 Corporate property will ensure that sufficient resources are in place to support the capital programme at Chalkhill Children's Centre, ensuring that the project is completed on time and within budget.

**Background Papers**

Children's Centres Strategic Proposal Report to Executive – 13 October 03

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