



Forward Plan Select Committee

Wednesday, 6 January 2010 at 7.30 pm

Committee Room 4, Brent Town Hall, Forty Lane,
Wembley, HA9 9HD

Membership:

Members

Councillors:

Long (Chair)
Castle (Vice-Chair)
V Brown
Mistry
HB Patel
Powney
Tancred

first alternates

Councillors:

Farrell
Leaman
Bessong
HM Patel
Kansagra
J Moher
Motley

second alternates

Councillors:

Dunn
Hirani
Steel
Joseph
John
Pagnamenta

For further information contact: Toby Howes, Senior Democratic Services Officer,
020 8937 1307, toby.howes@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

www.brent.gov.uk/committees

The press and public are welcome to attend this meeting

Supplementary Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
7 c) Building Schools for the Future Project Initiation Document	1 - 6

The Select Committee requested a briefing note on this item detailing what schools will be affected.


9 The Forward Plan - Issue 9	7 - 18
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Issue 9 (12.01.10 to 02.05.10) of the Forward Plan is attached.



Please remember to **SWITCH OFF** your mobile phone during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.
- Toilets are available on the second floor.
- Catering facilities can be found on the first floor near the Paul Daisley Hall.
- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge

	<p style="text-align: center;">Forward Plan Select Committee 6 January 2010</p> <p style="text-align: center;">Report from the Director of Children and Families</p>
<p>For Action Wards Affected: All</p>	
<p>Report Title: Transforming Learning in Brent (BSF)</p>	

1.0 Summary

- 1.1 The Council has been engaged with the entry process for BSF for over a year now and on the 30 November 2009 it received the very welcome news that Brent is now successfully on programme and will be formally starting before 1 April 2010.
- 1.2 BSF is an ambitious and far-reaching long-term change programme. It offers local authorities in England a once in a generation opportunity to transform educational provision and significantly improve educational outcomes and life chances of children, young people and families.
- 1.3 BSF has the primary focus of achieving a step change transformation in educational outcomes for children. Although BSF must deliver state of the art buildings and link into regeneration, sports and community strategies it is first and foremost a catalyst for delivering transformational learning.

2.0 Next Steps

- 2.1 Partnership for Schools, the government agency responsible for delivering BSF, met with the Council on the 18 December 2009. This included a review of our submission document (Readiness to Deliver) and set out actions we need to undertake in preparation of the important Remit Meeting which will take place sometime in January.
- 2.2 The Remit meeting is expected to involve Partnership for Schools and the Council's Chief executive and results in a formal agreement being reached between PfS and the Council setting out PfS expectations regarding outputs and outcomes from our BSF programme. The Council will have to

sign up to certain expected outcomes which are influenced by ministerial priorities around attainment, inclusion and community engagement amongst other areas.

- 2.3 Following on from the Remit meeting the council will have to develop its next submission setting out its Strategy for Change. This is expected to be required during the spring of 2010 and once approved would allow the Council to develop its Outline Business case. Appendix A sets out a provisional timetable for Brent's BSF programme.
- 2.4 All secondary schools are currently working on developing their school Strategy for Change documents with support from the Council and from the National College for School Leadership.

3.0 Brent's First Phase

- 3.1 BSF is delivered in phases and the Council's agreed first phase is as follows:
- **Alperton:** 100% rebuild with an expansion of 1FE on a single site as an all through school with a 2FE primary school
 - **Cardinal Hinsley:** 100% rebuild with an extra 1FE
 - **Queens Park:** Refurbishment and remodelling with an expansion of 2FE
 - **Copland:** 100% rebuild
- 3.2 The phasing and prioritisation of schools followed PfS guidance and expectations and was based on a transparent and objective basis. The basis was consulted on with all secondary schools and was based on need as measured by attainment levels and deprivation.
- 3.3 Funding of around £80m will be provided by the Government to deliver phase 1. The anticipated cost of phase 1 is currently expected to be around £94m and the Council has a robust strategy in place to fund the £14m gap primarily from asset sales from the first phase schools.
- 3.4 At this stage it is not certain when funding for the next phases will become available.

4.0 Project Initiation Document (PID)

- 4.1 The PID sets out the key elements of our BSF Programme including the following details:
- Project Scope
 - Governance details
 - Timelines and programme plan
 - Resource requirements

- Objectives
- Outcomes and targets

4.2 The report to Executive is aimed at providing an update on the latest stage reached and the details of the programme as set out in the PID.

Contact Officers

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Director of Children & Families
John Christie

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APPENDIX A**OUTLINE PROJECT TIMETABLE**

Key milestone	Target Date
Strategy for Change	May 2010
Outline Business Case	October 2010
Issue of Official Journal of European Union (OJEU) Notice to prospective bidders	November 2010
Issue Memorandum of Information, Pre Qualification Questionnaire, (PQQ) Initial Project Submission documentation	November 2010
Evaluation and long listing	January 2011
Issue Invitation to Participate in Dialogue (ITPD) to long listed bidders	February 2011
Evaluation and short listing	April 2011
Issue full Invitation to Commence Dialogue (ITCD) to short listed bidders	May 2011
ITCD submission date (Initial Bids)	July 2011
Active Competitive Dialogue evaluation and clarifications to refine Initial Bids	September 2011
Deselect 1 (of 3) bidders & issue Invitation to Submit Final Bids (ITSFB) to remaining 2 bidders	February 2012
Receipt of final bids	March 2012
Final evaluation	April 2012
Selection of Preferred Bidder	April 2012
Programme to Close (establishment of shadow LEP, Planning Approvals, FBC Approval etc.)	May 2012
Commercial/Financial Close	May 2012

Procurement Timetable

Prepare to Procure	OJEU to ITPD	ITCD to ITSFB	Preferred Bidder to FC
<ul style="list-style-type: none"> ▶ Prepare procurement documents and evaluation plan ▶ Submit OJEU notice to Board/PFS ▶ Project Board approves process & OJEU ▶ PfS approves OJEU and procurement documents 	<ul style="list-style-type: none"> ▶ Publish OJEU/PQQ ▶ Bidders Day ▶ PQQ's returned and evaluated ▶ Debrief ▶ Long-list published ▶ Issue ITPD ▶ Evaluate ITPD ▶ Interview long-list ▶ Select short-list ▶ Short-list agreed by Project Board 	<ul style="list-style-type: none"> ▶ Issue ITCD to short-list ▶ Initial Bid dialogue period ▶ Initial Bids received ▶ Evaluation period ▶ Finalise ITSFB ▶ PfS approves ▶ Board approves recommended short-list ▶ Issue ITSFB 	<ul style="list-style-type: none"> ▶ Receive and evaluate Final Bids ▶ Final evaluation report to Board ▶ Appoint preferred partner and debrief ▶ Planning approval ▶ Submit FBC to DCSF/PRG ▶ FBC approved ▶ Contract close ▶ Financial close
Day 0 + 12 months	Day 0 + 15 months	Day 0 + 25 months	Day 0 + 28 months
January 2011	April 2011	February 2012	May 2012



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 9 – 12 January 2010 to 2 May 2010

Contact Officer: Anne Reid
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The next issue of the Forward Plan, covering the period 8 Feb 2010 to June 2010, will be published on 25 Jan 2010.

Paul Lorber
Leader of the Council

Forward Plan 2009/10

The Forward Plan sets out the key decisions and other decisions that the Executive intends to take over the following four months, together with key decisions by officers and other important decisions to be taken by the Council, its committees or officers. Briefly, a Key Decision is an Executive decision which is likely to result in significant expenditure or savings, or have a significant effect on communities living or working in an area comprising two or more wards. Decisions made by the Executive are subject to a call-in provision. If any item is called in the Scrutiny Committee (made up of Councillors not on the Executive) will meet to consider the item. Following this, the Executive will meet and take into account the recommendations of the Scrutiny Committee. This will usually take place within 4-6 weeks of the original decision. The Executive may then implement or change its decision as it sees fit. The exact date when the recommendations of the Scrutiny Committee on a matter are to be considered by the Executive can be obtained from Democratic Services.

The Plan is updated monthly and republished on the Council's website (www.brent.gov.uk/democracy). Copies can also be obtained via the Town Hall One Stop Shop, Forty Lane, Wembley, Middlesex, HA9 9HD, telephone 020 8937 1366 or via e-mail at committee@brent.gov.uk.

Members of the public are entitled to see the reports that will be relied on when the decision is taken unless confidential or exempt under the Local Government Act 1972 as amended. These are listed in column 5 and will be published on the Council's Website five clear working days before the date the decision is due to be taken. Paper copies will be made available via Democratic Services as detailed above. The Council's Access to Information Rules set out the entitlement of the public to see documents and reports.

Anyone who wishes to make representations regarding any of the matters listed in this Forward Plan, can do so by forwarding a written submission to Democratic Services using the above address/telephone number up to one week before the date the decision is to be taken (see column 4). Where a specific decision date has yet to be identified, contact Democratic Services who will forward representations to the Lead Officer.

The membership of the Executive is as follows:

Cllr Lorber (Corporate Strategy & Policy Co-ordination)
Cllr Blackman (Resources)
Cllr Allie (Housing & Customer Services)
Cllr D Brown (Highways and Transportation)
Cllr Colwill (Adults, Health & Social Care)
Cllr Detre (Regeneration & Economic Development)
Cllr Matthews (Crime Prevention & Public Safety)
Cllr Sneddon (Human Resources & Diversity, Local Democracy & Consultation)
Cllr Van Colle (Environment, Planning & Culture)
Cllr Wharton (Children & Families)

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
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CENTRAL

Bus Tran -09/10- 05	<u>Printing review tender results</u> To approve the award of a single contract for the provision of hardware and software for all printing, copying and scanning for the council to the tenderer recommended as an outcome of the procurement process.	Executive	15 Feb 10	Report from the Director of Business Transformation	Internal	Tony Ellis
Cent -09/10- 6 Page 9	<u>2009 Residents' Attitude Survey feedback.</u> To consider a proposal for a programme of biennial resident surveys beginning 2011.	Executive	18 Jan 10	Report from the Directors of Policy and Regeneration and of the Communication and Diversity	Internal	Owen Thomson
F&CR -09/10- 8	<u>Coniston Gardens</u> To decide on the future use of former scout hut adjacent to 2 Coniston Gardens, NW9 0BB.	Executive	18 Jan 10	Report from the Directors of Finance and Corporate Resources and of Children and Families	Ward councillors	James Young
F&CR -09/10- 16	<u>Annual Audit Letter</u> The Audit Commission will present their Audit Letter for 2008/09 to the Executive. It will also go to the	Executive	18 Jan 10	Report from Director of Finance and Corporate	Internal	Duncan McLeod

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	Audit Committee.			Resources		
F&CR -09/10- 14	<u>Bryan Avenue Stores, 113 Bryan Avenue NW10</u> To approve the disposal of the freehold of the former occupational therapy equipment store for social service adult care at 113 Bryan Avenue, to a housing association, as it is surplus to requirements.	Executive	18 Jan 10	Report from the Director of Finance and Corporate Resources	Internal	James Young
F&CR -09/10- 17	<u>Authority to Tender for Revenues Collection and IT Support for Revenues Collection and Benefits administration</u> To grant authority to invite tenders for a contract for the provision of Revenue collection and associated IT services, following the expiry of the existing Capita contract on 30 April 2011.	Executive	18 Jan 10	Report from the Director of Finance and Corporate Resources	Internal	Margaret Read
F&CR -09/10- 18	<u>Budget 2010/11 and Council Tax</u> To agree recommendations to Full Council on 1 March 2010 on the General Fund revenue budget and council tax, Housing Revenue Account, Schools Budget, capital programme, treasury strategy, prudential indicators, and procedures for controlling expenditure.	Executive	15 Feb 10	Report from the Director of Finance and Corporate Resources	Internal	Mick Bowden
F&CR -09/10- 19	<u>Fees and Charges</u> To agree the schedule of fees and charges for 2010/11.	Executive	15 Feb 10	Report from the Director of Finance and Corporate Resources	Internal	Mick Bowden
F&CR -09/10- 20	<u>Land at Elm Gardens</u> To dispose of land to Housing Association.	Executive	15 Feb 10	Report from the Directors of Finance and	Ward councillors, local residents through the	James Young

Page 10

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
				Corporate Resources	planning process)	
F&CR -09/10- 21	<u>Dudden Hill Lane land adjacent to No 19</u> To dispose of land to Housing Association.	Executive	15 Feb 10	Report from the Directors of Finance and Corporate Resources	Ward councillors, Brent Indian Association, Learie Constantine Centre and local residents through the planning process	James Young
F&CR -09/10- 15	<u>Re-let of pension contract</u> To agree the method on which the council's pension administration of the Local Government Pension Scheme will be delivered.	Executive	15 Feb 10	Report from the Director of Finance and Corporate Resources	Internal	Andy Gray

Page 11

CHILDREN & FAMILIES

C&F -09/10- 016	<u>Aiming High</u> To grant authority to invite tenders for contracts for the provision of short break services for Disabled children and young people.	Executive	18 Jan 10	Report from the Director of Children and Families	Internal	John Christie
C&F -09/10- 015	<u>Early years single funding formula and policy for the allocation of full time places</u> To agree the single funding formula for the extended free entitlement to Early Years provision, and to also agree the policy for the allocation of full time Early Years places and their funding that will be incorporated into the new single funding formula.	Executive	15 Feb 10	Report from the Director of Children and Families	Internal	John Christie

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C&F -09/10- 007	<p><u>Building Schools for the Future (BSF) Project Initiation document</u></p> <p>To receive an update on Brent's position with regards to entering the BSF National Programme and to approve the Project Initiation Document which sets out details regarding Brent's Building School's for the Future programme.</p>	Executive	15 Feb 10	Report from the Director of Children and Families	Internal	John Christie

ENVIRONMENT & CULTURE

E&C -09/10- 009	<p><u>Carbon Reduction Commitment</u></p> <p>To approve the process to be implemented across the Council.</p>	Executive	15 Feb 10	Report from the Director of Environment and Culture	Internal	James Young & Judith Young
E&C -09/10- 22	<p><u>Proposed Pre-Submission Changes to the Site Specific Allocation Development Plan Document</u></p> <p>To approve proposed changes to the Site Specific Allocations of the Local Development Framework prior to Submission of the Document to the Secretary of State.</p>	Executive	18 Jan 10	Report from the Director of Environment and Culture	None	Alex Hearn
E&C -09/10- 25	<p><u>Proposed Closure of the Church Lane Parking Shop</u></p> <p>To approve the closure of the Church Lane Parking Shop from 1st July 2010.</p>	Executive	18 Jan 10	Report from the Director of Environment and Culture	Internal	Keith Balmer
E&C -09/10- 26	<p><u>Inspiring Brent – Brent's Action Plan for the London 2012 Games</u></p> <p>To agree the new 2012 Action Plan including addition of work around "city operations" and to note</p>	Executive	18 Jan 10	Report from the Director of Environment and Culture	Consultation with Steering group members (including external partners) on	Zerritha Brown

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	issues in relation to use of 2012 branding.				production of Action Plan.	
E&C -09/10- 30	<u>Mayor of London's Transport Strategy, Economic Development Strategy and Draft Replacement London Plan – consultation response</u> To agree a response on the three strategies to London.	Executive	18 Jan 10	Report from the Director of Environment and Culture	Internal	Chris Walker
E&C -09/10- 27	<u>CPZ Progress Report Work Programme</u> To approve work programme and various decisions associated with CPZ Schemes in following zones. Preston Road, Northwick Park, Kenton, Alperton, South, Kingsbury and some existing CPZ Reviews.	Highways Committee	19 Jan 10	Report from the Director of Environment and Culture	Residents and ward councillors	Tim Jackson
E&C -09/10- 29	<u>Transportation Local Implementation Plan – TfL Capital Allocation 2010-2011</u> To approve the Transport for London Local Implementation Plan (Transportation Capital) programme, 2010-2011.	Highways Committee	19 Jan 10	Report from the Director of Environment and Culture	Internal	Tim Jackson

HOUSING & COMMUNITY CARE

H&CC -08/09- 21	<u>Adult Social Care, Annual Performance Assessment 2008-09</u> To note the outcome of the annual performance assessment undertaken by the Care Quality Commission, highlighting successes and areas for improvement and summarising action taken or	Executive	18 Jan 10	Report from the Director of Housing and Community Care	Internal	Tony Hirsh
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	proposed in response to CQC comments.					
H&CC -09/10- 26 Paper 15	<p><u>Authority to tender a contract for Supporting People funded services for single homeless people</u></p> <p>To authorise the invite of suitable providers to tender for two framework agreements and one contract as required by Contract Standing Orders 88 and 89. The framework agreements will be for the provision of Supporting People funded accommodation based services and floating support services (with two initial call-off contracts to be entered into under each framework, shortly after award). The remaining contract will be for work and life skills training services for Single Homeless People.</p>	Executive	18 Jan 10	Report from the Director of Housing and Community Care	Internal	Joyce Collison
H&CC -09/10- 25	<p><u>Authority to tender a contract for supporting People funded services for Women Fleeing Domestic Violence Accommodated in Refuges and to extend Associated Supported People Contracts</u></p> <p>To approve the invite of suitable providers to tender for a contract as required by Contract Standing Orders 88 and 89. The award of a contract will be for the provision of a supporting people funded refuges service for women at risk for domestic violence with a range of support needs. To authorise the extension of the current contract or Supporting People Family (Families, Refugees and BME) up to 31 March 2011.</p>	Executive	18 Jan 10	Report from the Director of Housing and Community Care	Internal	Liz Zacharias
H&CC -09/10-	<u>Telecom aerials on residential buildings</u>	Executive	18 Jan 10	Report from the Director of	Tenants	Martin Cheeseman/

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09	To review the policy on the use of income from Telecom aerials sited council owned residential buildings.			Housing and Community Care		Helen Evans
H&CC -09/10- 24	<u>Outcome of re-negotiation of existing housing support contracts for Offenders and People with Drug and/or Alcohol issue</u> To note the outcomes of the re-negotiation meetings and the efficiency savings achieved and to approve the extension of the current contracts in relation to all offender and drug and/or alcohol services funded by Supporting People.	Executive	18 Jan 10	Report from the Director of Housing and Community Care	Internal	Liz Zacharias
H&CC -09/10- Page 24	<u>Transfer of funds for learning disability</u> To accept and agree transfer of funds for learning disability from NHS Brent.	Executive	Feb/Mar 09	Report from the Director of Housing and Community Care	NHS Brent, Learning Disability Partnership Board	Keith Skerman
H&CC -09/10- 27	<u>Removals and storage</u> To seek Executive authority to award the contract for the Removals and Storage service	Executive	15 Feb 10	Report from the Director of Housing and Community Care	Internal	Perry Singh/ Helen Clitheroe
H&CC -09/10- 10	<u>Disposal of freehold interests in residential buildings</u> To consider disposal of freehold ownership of residential premises where all flats are sold on long leases.	Executive	Feb/Mar 10	Report from the Director of Housing and Community Care	Internal	Martin Cheeseman/ Helen Evans
H&CC -09/10- 14	<u>Termination of Middlesex House and Lancelot Housing scheme</u> To approve entering into an agreement with Network Housing Group in order to terminate the existing	Executive	Feb/Mar 10	Report from the Directors of Housing and Community Care and	Internal	Manjul Shah

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	scheme arrangements in order to convert the properties into permanent affordable housing.			Finance and Corporate Resources		
H&CC -09/10-21	<u>Authority to Proceed with Refurbishment of 8 St Gabriel's Road and 170 Walm Lane NW2</u> To approve funding through prudential borrowing arrangements for the refurbishment of the properties, if funding from the Homes and Communities Agency cannot be secured for all or part of the proposed work.	Executive	Feb/Mar 10	Report from the Director of Housing and Community Care	Internal	Liz Zacharias
H&CC -09/10-23 Page 16	<u>Housing Revenue Account (HRA) Budget 2010-11 and Rent Increase Proposals for Council Dwellings for 2010-11</u> To approve Revised (Probable) HRA Budget for 2009-10 and the Draft HRA Budget for 2010-11 as required by the Local Government and Housing Act 1989.	Executive	Feb/Mar 10	Report from the Director of Housing and Community Care	Internal/BHP	Eamonn McCarroll
H&CC -09/10-28	<u>Housing and Community Care Social Care: Partnership Agreements with NHA organisations under S75 Health Act for 2010/11.</u> To agree on the following partnership agreements: a) The short term renewal of S31 agreement with the CNWL NHA Trust for mental health services, pending the completion on a longer term agreement.	Executive	Feb/Mar 10	Report from the Director of Housing and Community Care	Internal	Keith Skerman
H&CC -09/10-29	<u>A new S75 agreement for the lead commissioning function for learning disabilities in line with the government policy</u> To agree an extension of the agreement for a shared	Executive	Feb//Mar 10	Report from the Director of Housing and Community Care	Internal	Keith Skerman

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	budget and combined contract with the NHS Brent on the Integrated Community Equipment Service, with improved outcomes and efficiencies.					

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