

# **BUILDING SCHOOLS FOR THE FUTURE PROGRAMME**

## **SCHOOLS TRANSFORMATION BOARD 26TH MARCH 2008 HIGHLIGHT REPORT**

### **1. MANAGEMENT SUMMARY**

- Three key issues currently in discussion with PfS:
  - PFI/Deed of Variation
  - Design and Affordability
  - Choice Diversity and Fair Access
- Strategy for Change (SfC) part 2 submitted to DCSF. Awaiting approval
- MSP bidders nearing submission of final tenders

### **2. TRANSFORMATION MANAGERS' FORUM RECOMMENDATIONS & POINTS TO DISCUSS**

- A group workshop took place on School change plans. TM's focused on:
  - School development plans and transformation milestones
  - Self Review- BECTA
  - What is coming post stage D?

### **3. ICT FORUM RECOMMENDATIONS & POINTS TO DISCUSS**

- ICT Client Delivery Manager in place
- Presentations to heads made by bidders
- Agreement of business case for Interim (phased) services by PfS
- TTP programme starting next term with ICT Forum oversight
- Issues for awareness & development
  - ICT Strategic Lead not yet in place
  - BECTA Self Review Framework and action planning need completion by all schools prior to MSP coming on board
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**Papers to support this summary:**

## 4. KEY ACTIVITIES

### 4.1. Key Activities in this reporting period (30<sup>th</sup> November to 18<sup>th</sup> January):

#### OVERALL PROGRAMME STATUS:

Overall RAG Status		Timescale	Resources	Budget	Issues	Risks
This month	Last month					
<b>R</b>	<b>A</b>	<b>A</b>	<b>G</b>	<b>G</b>	<b>R</b>	<b>R</b>

#### 4.1.1. Design and Construction

##### Design Development

The current position for design development in each school is shown below.

#### PROJECT STATUS SUMMARY:

School:	Project Status:
<b>STM</b>	The extended Core Team met and agreed a way forward following the work carried out by DH and BF. The DTP have now been instructed to provide Stage B information based on the needs of the school – new build areas. This information will provide block diagrams of the scheme with a cost with contingency included. A costing exercise is also being carried out on the Glendale Building by PRP and PM. The first call on the cash limit budget will be on the new build areas with second call being on the refurbishment of the Glendale. The project team are trying to provide a new build within the cash limit budget without the use of the additional funds. Further meetings have been arranged for the project team to present the Stage B information.
<b>GLM</b>	The project team were working towards issuing a Stage D report to DSRG on the 10 March 2008 however due to the CABE/ PfS meeting held on Wednesday 5 March 2008 it was originally decided that further work is required on the entrance area to the Maths and Science block. The design team stood down their graphics team for the Stage D. The decision was made on Friday 7 March to continue with the Stage C design as is and to look at any potential changes during the approval period and Stage E. The design team will now prepare the Stage D and issue to the DSRG on the 20 March 2008.
<b>GLM (BLF)</b>	A value engineering exercise took place after the initial tender interviews to try and reduce the construction costs. Thomas Sinden presented as preferred contractor in the subsequent procurement report. We are currently awaiting ratification by procurement. Thames Water have requested alternative to piling foundations due to proximity of sewer drain. DTP have resubmitted alternative raft foundation and are awaiting authorisation from Thames Water.
<b>WSH</b>	The project is currently on budget and projected to be an overall 16 weeks ahead of programme at practical completion (subject to adopting the contractor's provisional programme). An initial meeting has been held with the preferred contractor (Apollo). A revised approach to stage E has been introduced, and a scope for the preparation of Employer's Requirements has been agreed. The planning application has been delayed pending further consideration of the Fire Risk Assessment and the revised London Plan policy on sustainability.
<b>PVA</b>	The scheme has now received approval from the DSRG, Governors and the Board on the 4th March for Stage C. The Core Support Team is meeting this week to progress with Stage D. The key issue which makes the status of this project red is the delay in the agreement of the Contractors Framework. Information has been produced for the mini competition (04/03/08) and once Contractors Framework is agreed, the procurement for the construction partner can commence. Surveys are being commissioned by BDP to provide information for Stage D. A meeting with the ward councillors has been arranged for the 19th March.

<b>NPS</b>	Overall, the project is progressing well. Stage D is nearing completion (final details due 5 March) and no current issues other than mini-competition and perhaps budget is causing concern. The project team and school are working well together and are looking forward to works commencing as soon as possible.
<b>JLS</b>	Whilst work is progressing well with design, a number of issues have arisen which have the potential to derail the project. Additional funding from the Church has not yet been secured, the mini-competition is on hold as the contractors framework is not complete and key staff at the school have been removed from their posts and so cease to be involved with the project. Collectively, these issues poses a significant risk to the project and without doubt, the issue of funding is the most critical as without the funding promised by the Church, the infrastructure within the school is not capable of supporting the BSF works proposed. Through active management, the other issues can be dealt with.
<b>NEW</b>	The project is in a state of flux and the current stage C scheme design is now approximately £5m over budget as the design has become more defined and an indicative allowance made for achieving minimum sustainability elements has been included. Further design modifications have been requested by PfS and any float to the programme has been completely diminished through delays in Stage C. A decision is required on whether additional funding is available to progress or to de-scope the brief. Albeit the design is over budget, the fundamental form orientation of the building mass is recognised as the most suitable by PfS/CABE and Design for London within the constraints of the site.
<b>PSC</b>	<p>The project is currently in Stage C and the Stage C Report is about to go to DSRG. The DTP has been working closely with school, CYPS and CDA on option 3 which is integrating the new builds to the existing buildings. The project is in delay by 1 week due to the cost plan being over budget; however, the Design Team have been reviewing the cost plan and clarifying various provisional sums, in order to bring the cost plan into budget. This consequently has prevented the Stage C Report going to DSRG on 29/02/08.</p> <p>There is still the ongoing issue with DCSF regarding the funding for a Special School, which is being discussed by DCYPS/TRA. The DTP has undertaken a quick exercise and given an estimate of how much area would be required to accommodate for an 80 pupil special school. Should the PSC have to be increased in size to accommodate an 80 pupil special school, then this would cause a further delay in programme and incur costs. This will need to be confirmed as soon as possible, to ensure no reduction in areas is undertaken thereby bringing the cost plan within CLB.</p> <p>Phil DiLeo and Sue Shaw are still reviewing the decanting options. It was agreed at the last meeting that we are to assume that we will definitely decant from PSC whether to Coppetts Wood or an alternative site. A paper is to be taken by DW to DCYPS confirming this. This process is ongoing, however time is very limited, if the school requires decanting before term commences in September 2008; the school/pupils need to know the proposals before end of academic year.</p>
<b>HGW</b>	<p>The project has completed Stage C and went to Board on 4th March 2008, with the DTP looking to progress further into Stage D of the design. A preferred option is currently being reviewed and costed following various meetings with PfS and CABE regarding the deficiencies in dining and circulation. The programme has not incurred any further delays and continues to progress towards start on site date later in the year. However should the option for addressing dining and circulation deficiency be approved and additional funding obtained, then this would delay the programme. Mini-competition information was to be sent to the contractors on 05/03/08. However due to framework issues beyond our control, this date (which is to be confirmed) has been put back.</p> <p>The project remains in budget as per Stage C Report.</p>
<b>HOR</b>	Overall project is progressing well. Stage B Report signed off by BSF Board on 19th February. Stage C design and consultation is underway. Early Stage C review held on 5th March.
<b>FOR</b>	The project is undergoing some re-design and further development work following feedback from the school. Curriculum analysis and rooming requirements are being re-examined and further options are

	being developed with the core support team.
<b>ALP</b>	The project team were given a revised curriculum analysis from the school on 3 March 2008 from that provided in autumn 2007, which accounts for any proposed changes to the curriculum up to 2010. The design team are progressing with this and the accommodation schedule to create a revised gap analysis of the area required versus the existing school estate. The revised curriculum analysis is generous in terms of sizes of classes and as the school is only funded on the basis of 27 pupils per form of entry discussions will need to take place as to the accommodation required.

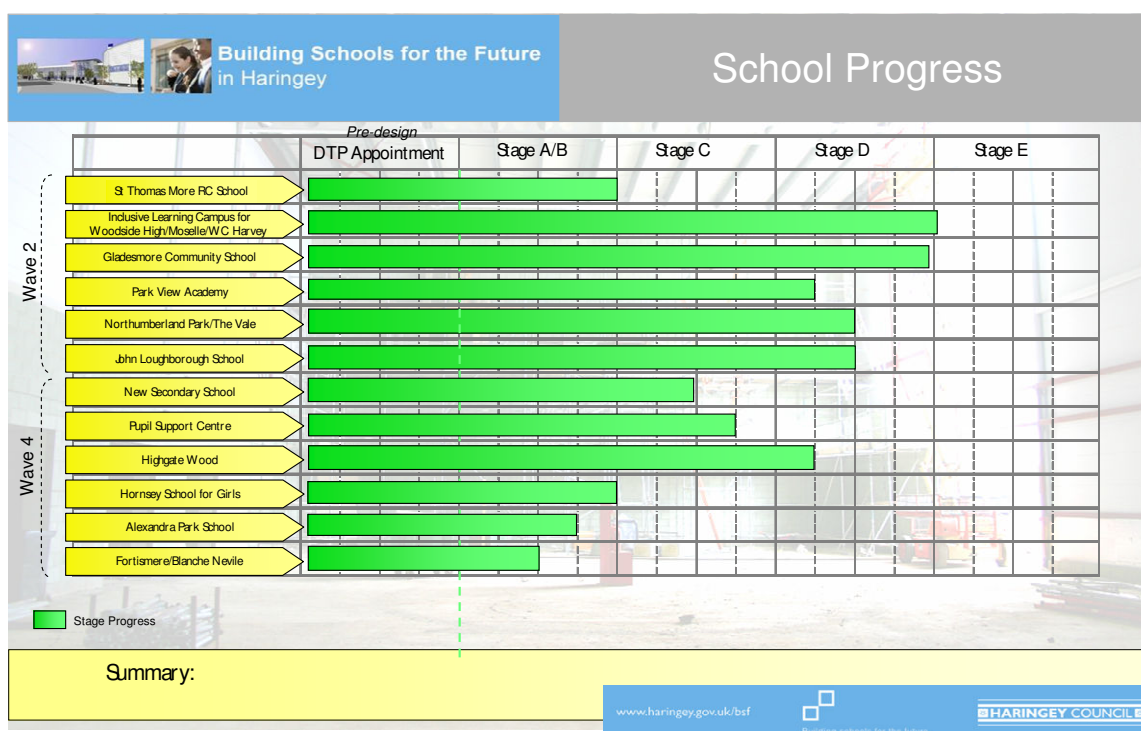
#### **4.1.2. Transformation / Change (Gladys Berry/David Williamson)**

Please see report (Appendix A) from the TM forum.

#### **4.1.3. ICT (Paul Guenault)**

Please see the report (appendix B) from the ICT Forum.

## Other Programme Activities



## Strategy for Change

- SFC2 has now been submitted. It contains the following sections:
  - Current Standards, Teaching and Learning
  - Adding Value through BSF
  - Responding the Ministerial Remit
  - How BSF will enable the LA to achieve the 5 ECM outcomes
  - Choice, diversity and fair access for all parents and students
  - Tackling Underperformance
  - Personalised Learning
  - 14-19 entitlement
  - Integrated Children and Young People's Services
  - Inclusion
  - Leading and Managing Change
  - ICT managed service

Initial feedback from PfS suggests that the key areas to resolve are in Choice Diversity and Fair Access and Inclusion (especially the status of the Young People's Centre).

### **E-transformation**

- The e-transformation document, titled 'Towards an e-transformation' is now with members of the ICT forum for consultation. Comments will be captured in the form of an online survey. This will serve as an initial working strategy until further consultation with the preferred Managed Service Provider.

### **Extended Schools**

- Continyou have been commissioned to undertake the formulation of two separate strategies on extended schools and on sports and active places. The initial drafts of both strategies are due to be complete by the 26th March.
- Continyou have attended a range of meetings in order to ensure that the strategies align with the wider council objectives on extended schools.
- Bursars working group met for the second time on 4<sup>th</sup> March 2008. Discussions focused on sports provision in particular. Mark Burey discussed proposals for the online website and a possible advert in Haringey People. Further discussion took place on the forthcoming asset capture exercise and the proposals for the Haringey Sixth Form Centre
- Sam Davidson is to lead on an asset capture exercise for extended schools facilities across the borough.

### **Provision for Young People with Mental Health Needs strategy**

- Sharon Shoesmith is engaged in dialogue with DCSF. Current regulations may impact on our innovative approach to this provision.

### **ASD strategy**

- The draft ASD Strategy has been finalised. This will now move forward into publication.

### **14-19 provision**

- Good progress is being made on the 14-19 strategy, with the pilot phase of the specialist diplomas starting last term. The strategy has been agreed by the 14-19 forum and is currently being designed for publication.

### **Training Schools**

- Further meetings have taken place since the last STB between Northumberland Park and Alexandra Park schools to move the training schools forward, facilitated by Nick Kemp. Paper to be presented at STB.

### **BSF Programme Appointments**

- Nowshad Choudhury has been appointed to the post of ICT service delivery manager. Nowshad is in post and will be attending a number of forums to familiarize himself with the key stakeholders he will be engaged with.

### **Communication**

- The BSF ICT student survey has now closed. More than 2,700 responses were received, the results are now being analysed.
- New School Roadshow has seen 19 visits to primary schools to meet and discuss proposals for the school with parents, and several resident / community events have also been held – feedback from this consultation is being compiled
- Individual Communications Plan are being developed and implemented for each school
- Briefings for members are ongoing.
- A number of drop-ins/ consultation events at BSF schools have been earmarked.
- Latest BSF newsletters for schools including JLS, PSC, NPS drafted and shortly to be distributed to schools and local community.

## **4.2. Key Activities planned for next reporting period (for information):**

### **Choice Diversity and Fair Access (CD&FA)**

- Appoint Choice and Diversity Champion
- Begin to discuss CD&FA with governing bodies

### **Inclusion:**

- Working with DCSF to finalise approach to Young People's Centre
- Progress ASD strategy

### **14-19 Strategy**

- The strategy will be designed ready for publication.
- The 14-19 task group will continue to develop the next tranche of diplomas starting Sept 2008.

### **Extended School**

- Continyou will have completed the first drafts of the extended schools strategy and sports and active places strategy.
- School bursars working group will have designed a sustainable funding model and agreed on a layout for website/ advert in Haringey people.

### **Design Development**

- Design development will continue through the RIBA stages for schools both waves.

### **Communication**

- New School roadshows will have taken place.
- Individual Communication Plan will be complete and included in SFC 2.
- Bespoke communications plans will be completed for early wave 2 schools.
- A competition will be held for primary pupils to select a name for the New School.

## **End of report**

## **APPENDIX A BUILDING SCHOOLS FOR THE FUTURE PROGRAMME**

### **SCHOOLS TRANSFORMATION BOARD CHAIR'S REPORT – *TRANSFORMATION MANAGERS' FORUM***

#### **RECOMMENDATIONS & POINTS FOR DISCUSSION**

- ICT update on the MSP contract.
- A group workshop took place on School change plans. TM's focused on:
  - School development plans and transformation milestones
  - Self Review- BECTA
  - What is coming post stage D?



## KEY ACTIVITIES

### 1. Key Activities in this reporting period :

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#### ICT Update:

PC updated on MSP Contract. There is a meeting between heads and bursars that will take place to discuss Key Performance Indicators (KPI's) and Service Level Agreements (SLA) on Tuesday 18<sup>th</sup> March. The current aim is to close dialogue with bidders in the week post Easter. ICT core group will then evaluate contract during the Easter school holidays.

JD explained that governors will have to sign off MSP contract. AA- Asked when sign off needed to take place? DW explained that the MSP contract will be signed in June, with governors required to sign off late May/ early June. The forum agree that a session with the governors and preferred bidder may be valuable, once the preferred bidder is in place.

Various TM's raised concerns over what will be delivered with interim services and how the funding will work in relation to the £110 per pupil. DW explained the fact that a briefing paper is available which answers questions on this issue. PC directed TM's to the FAQ's document.

#### School Change Plans:

Workshop took place on school change plans. Number of group tasks took place which focused on a few key themes. These included:

- School development plans and transformation milestones
- Self Review- BECTA
- What is coming post stage D?

The following is a summary of the key points and actions raised throughout this workshop:

NK asked the question of whether the cycle and format of school development plans needed to be changed, or whether the SFC headings need to be incorporated. Forum agreed that the SFC headings need to be incorporated.

DW stated that the TM's need to be aware of the timeline for the MSP. DW explained that there is one term to clarify what you want to do.

TM forum agree that this should be a future agenda item.

#### End of report

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## **APPENDIX B**

### **BUILDING SCHOOLS FOR THE FUTURE PROGRAMME**

#### **SCHOOLS TRANSFORMATION BOARD CHAIR'S REPORT – *ICT FORUM***

##### **RECOMMENDATIONS & POINTS FOR DISCUSSION**

- ICT Client Delivery Manager in place
- Presentations to heads made by bidders
- Agreement of business case for Interim (phased) services by PfS
- TTP programme starting next term with ICT Forum oversight
- Issues for awareness & development
  - ICT Strategic Lead not yet in place
  - BECTA Self Review Framework and action planning need completion by all schools prior to MSP coming on board

## **KEY ACTIVITIES**

### **2. Key Activities in this reporting period (1<sup>st</sup> February-31<sup>st</sup> March):**

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#### **Procurement of Managed Service Provider**

- Bidders presented to headteachers at a special Secondary Heads meeting
- Hands-on MLE workshops were held with the MLE working group. The outcome was that both solutions meet requirements of the ICT Output Specification
- Agreement of business case for Interim (phased) services by PfS
- The Client Delivery Manager has been appointed effective 1<sup>st</sup> March 2008
- Reference site visits arranged for the ICT core group

#### **E-transformation development**

- TTP programme monitoring commenced, dates agreed by the ICT Forum for next cohort of programme, schools invited to nominate participants and senior management link person
- Supporting schools to complete their ICT Self Review Framework and Action Plans
- Latest draft of e-transformation strategy presented to ICT Forum

#### **Design Development**

- Paper on ICT-infrastructure considerations in retained spaces within schools presented

#### **Communication**

- Funding for Head of ICT Strategy and Performance agreed by CYPS (formerly known as strategic lead for ICT)
- Establishment of a CYPS / BSF Integration group

### **3. Key Activities planned for next reporting period (for information):**

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#### **Procurement of Managed Service Provider**

- Close of dialogue with bidders and Final Bids submitted
- Reference site visits carried out
- Evaluation of Final Bids & Appointment of a Preferred Bidder

#### **E-transformation development**

- Develop the e-transformation strategy with Preferred Bidder
- Support schools to complete their ICT Self Review Framework and Action Plans
- Support schools to include MSP interim services/change plans into their development planning process
- Advertise for Head of ICT Strategy and Performance post

## **Design Development**

- Continuing to feedback suggestions from bidders and their involvement in the design process

## **Communication**

- Develop strategy to increase awareness of issues for schools – training, strategic development
- CYPS / BSF Integration group meeting regularly
- Recruitment underway for Head of ICT Strategy and Information