

**Motherwell, 17 May 2001 at 2 pm.**

**A Meeting of the EDUCATION (RESOURCES) SUB-COMMITTEE**

**PRESENT**

Councillor Morgan, Convener, Councillors Burns, Curley, Heberton, Holloway, Love, H. McGuigan, McKeown, McKinlay, Moran, G. Murray and M. Murray.

**CHAIR**

Councillor Morgan (Convener) presided.

**IN ATTENDANCE**

The Committee Services Officer, Head of Contracts/Provisions, Education Officer (Contracts/Provisions), Assistant Principal Officer, (Contracts/Provisions), Head of Design Services, Head of Cleaning and Related Services, Head of Property, Group Manager (Asset Management and Client Services) and Accounting Manager.

**ALSO IN ATTENDANCE**

J. Robin, Strathclyde Passenger Transport Executive

**APOLOGIES**

Councillors Donnelly, Gray and Sullivan.

**The Convener exercised his discretion to vary the order of business as hereinafter minuted.**

**CENTRAL REPAIRS ACCOUNT - PERFORMANCE REVIEW 200012001**

1. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 15 November 2000 when, ~~inter alia~~, it was agreed that further progress reports, including sample pages from property repair log books of various schools, be submitted on a quarterly basis to meetings of the Sub-Committee, there was submitted a report (docketed) dated 4 May 2001 by the Director of Housing and Property Services (1) advising of the level of expenditure from the Central Repairs Account in respect of day to day repairs to educational properties for the financial year 2000/2001; (2) detailing the returns from the customer satisfaction reports on the delivery of the service, and (3) enclosing in the Appendix to the report an example of satisfactory customer report, and unsatisfactory customer report and copies of blank customer satisfaction report.

**Decided:**

- (1) that the level of expenditure from the central repairs account in respect of day to day repairs to educational properties for the current financial year be noted, and
- (2) that further performance review reports be submitted at six monthly intervals to future meetings of the Sub-Committee.

**EDUCATION GROUNDS MAINTENANCE CONTRACT 200012001 - PERFORMANCE REVIEW**

2. There was submitted a joint report (docketed) dated 1 May 2001 by the Directors of Education and Community Services (1) reviewing the performance of the Education Grounds Maintenance Contract

for the period from 1 March to 30 April 2001, and (2) setting out in Appendix 1 to the report details of the Education Properties Inspection Report.

**Decided:**

- (1) that the performance of the Education Grounds Maintenance Contract for the period from March to 30 April 2001 be noted, and
- (2) that further performance reports on the Grounds Maintenance Contract be submitted to future meetings of the Sub-Committee.

**EDUCATION MAJOR BUILDING PROGRAMMES - SIGNIFICANT COST VARIANCES**

3. There was submitted a joint report (docketed) dated May 2001 by the Directors of Education and Housing and Property Services regarding significant variances to the major education building projects (1) intimating that approval was required when there were significant increases in the projected costs of contracts compared to the approved tender costs, and (2) detailing in Appendix 1 to the report those contracts with significant increase cost variances.

**Decided:**

- (1) that the significant cost increases to the contracts detailed in Appendix 1 to the report be noted;
- (2) that it be noted that the additional costs can be contained within the overall approved allocation for the various programmes of work, and
- (3) that further reports be submitted to future meetings of the Sub-Committee if significant cost variances in the Education Major Building Programmes occur.

**SCHOOL CATERING CONTRACT: PERFORMANCE REVIEW 2000/2001**

4. There was submitted a joint report (docketed) dated 4 May 2001 by the Directors of Education and Community Services (1) reviewing the performance of the School Catering Contract for the period from 1 April 2000 to 30 March 2001, and (2) setting out in Appendix 1 to the report customer comment reports for the period from 22 January to 31 March 2001.

**Decided:**

- (1) that the performance of the School Catering Contract for the period from 1 April 2000 to 31 March 2001 be noted, and
- (2) that further performance reports on the Contract be submitted to future meetings of the Sub-committee.

**SCHOOLS CLEANING CONTRACT: PERFORMANCE REVIEW 2000/2001**

5. There was submitted a joint report (docketed) dated 4 May 2001 by the Directors of Education and Community Services (1) reviewing the performance of the School Cleaning Contract for the period from 1 April 2000 to 4 March 2001; (2) providing a budgetary analysis of the re-charges to the Department of Education by education establishment category, and (3) detailing (a) the results of the quality performance service delivery questionnaire for the period from 1 December to 28 February 2001, and (b) comments received on the Building Cleaning Service Delivery.

**Decided:**

- (1) that the performance of the School Cleaning Contract for the period 1 April 2000 to 4 March 2001 be noted, and
- (2) that further performance reports on the Contract be submitted to future meetings of the Sub-committee.

**SCHOOL JANITORIAL SERVICE: PERFORMANCE REVIEW 2000/2001**

6. There was submitted a joint report (docketed) dated 27 April 2001 by the Directors of Education and Community Services (1) reviewing the performance of the School Janitorial Service for the period from 1 April 2000 to March 2001; (2) setting out in the financial performance of the contract for the period from 1 April 2000 to 28 February 2001; (3) detailing the results of the quality performance service delivery questionnaire for the period from 1 December 2000 to 28 February 2001.

**Decided:**

- (1) that the performance of the School Janitorial Service for the period 1 April 2000 to 31 March 2001 be noted, and
- (2) that further performance reports on service be submitted to future meetings of the Sub-committee.

**SCHOOL TRANSPORT ARRANGED BY THE STRATHCLYDE PASSENGER TRANSPORT EXECUTIVE - PERFORMANCE REVIEW 2000/2001**

7. There was submitted a report (docketed) dated 4 May 2001 by the Director of Education reviewing the operational and financial performance of the mainstream school transport contracts arranged by Strathclyde Passenger Transport Executive on behalf of the Council for a period from 1 April 2000 to 31 March 2001.

**Decided:**

- (1) that the performance of the mainstream school transport contracts arranged by Strathclyde Passenger Transport Executive for the period from 1 April 2000 to 31 March 2001 be noted;
- (2) that a sample of the Strathclyde Passenger Transport Executive's Customer Care Inspections reports be included in future performance review reports;
- (3) that the Director of Education include appropriate questions in relation to School Transport in school questionnaires, and
- (4) that further performance reports on the contracts be submitted to future meetings of the Sub-committee.

**FURTHER EDUCATION AND HIGHER SCHOOL BURSARIES 2000/2001 - PERFORMANCE REVIEW**

8. There was submitted a report (docketed) dated 3 May 2001 by the Director of Education (1) reviewing the financial performance of the further education and higher school bursaries budget for the period from 1 April 2000 to 31 March 2001, and (2) providing a detailed analysis of bursary awards and payments made in 2000/2001 to date.

**Decided:**

- (1) that the performance of the further education and higher school bursaries budget for the period from 1 April 2000 to 31 March 2001 be noted, and
- (2) that further performance reports on bursaries be submitted to future meetings of the Sub-Committee.

**SCHOOL TRANSPORT CONTRACTS ARRANGED BY STRATHCLYDE PASSENGER TRANSPORT EXECUTIVE - 2001-2004**

9. There was submitted a report (docketed) 2 May 2001 by the Director of Education (1) detailing in Appendix 1 to the report a list of school transport contracts recommended by Strathclyde Transport Executive as being suitable for acceptance for school sessions 2001-2004, and (2) enclosing in Appendix 2 to the report a list of contracts to be re-advertised due (a) to the sole tenderer withdrawing their bid; (b) excessive costs, and (c) no bids being received.

**Decided:**

- (1) that the Director of Administration be authorised to instruct Strathclyde Passenger Transport Executive to accept the recommended tender in relation to each contract for school transport for sessions 2001-2004, as detailed in Appendix 1 to the report, and
- (2) that it be noted that the list of contracts detailed in Appendix 2 to the report would be re-advertised.

**TRANSPORT OF SCHOOL CHILDREN WITH SPECIAL EDUCATIONAL AND/OR MEDICAL NEEDS: CONTRACTS FOR PERIOD 2001/2003**

10. There was submitted a report (docketed) dated 9 May 2001 by the Director of Education (1) setting out details of tenders which had been received for school transport contracts for children with special educational and/or medical needs for school sessions 2001/2003; (2) listing in Appendices 1 and 2 to the report, tenders recommended as being suitable for acceptance for 106 contracts totalling €508,930.20 per annum; (3) identifying in Appendix 3, 23 contracts where the lowest tender had not been recommended for reasons specified in that Appendix, and (4) intimating that a number of additional contracts had been re-advertised.

**Decided:**

- (1) that the Director of Administration be authorised to accept the lowest suitable tender for each of the school transport contracts for school sessions 2001/2003 which were over the value of €20,000 as set out in Appendix 1 to the report, and
- (2) that the Director of Education be authorised to accept the lowest suitable tender for each of the school transport contracts for school sessions 2001/2003 which were under the value of €20,000 as set out in Appendix 2 to the report.

**UPTAKE OF FREE SCHOOL MEALS**

11. There was submitted a report (docketed) dated 3 May 2001 by the Director of Education regarding the level of uptake of free school meals (1) setting out in Appendix 1 to the report an analysis of the uptake of free meals in primary and secondary schools for the period as at 23 January 2001; (2) outlining the conclusions of the sample survey of catering services which had been carried out to look at the level of uptake, the arrangements for pupils during lunch breaks, the method of distribution of

tickets for free meals within schools and other factors which were considered to affect uptake; (3) intimating that a further education survey of all schools had been carried out to identify factors which influenced the level of uptake of free school meals, and (4) detailing (a) the findings of the survey which highlighted the factors associated with the low uptake, and (b) of meal suggestions from head teachers to improve the uptake of free school meals.

**Decided:**

- (1) that the reasons cited for the low uptake of free school meals in primary and secondary schools in North Lanarkshire be noted:
- (2) that the proposed action detailed in Section 3.6 of the report to increase the level of uptake of free school meals be noted, and
- (3) the Director of Education submit a report to a future meeting of the Sub-Committee highlighting the success of the proposed initiatives.

**PROPERTY SURPLUS TO EDUCATIONAL REQUIREMENTS - KILDRUM PRIMARY SCHOOL, CUMBERNAULD**

12. There was submitted a report (docketed) dated May 2001 by the Director of Education (1) recommending that the building and site of the former Kildrum Primary School, Cumbernauld be declared surplus to educational requirements, with the exception of the accommodation currently used by Kildrum Nursery as detailed in Appendices 1 and 2 to the report, and (2) proposing that the Kildrum Nursery remain in its present location pending an investigation into a possible relocation.

**Decided:**

- (1) that the building and site at Kildrum Primary School, Cumbernauld be declared surplus to education requirements, with the exception of the accommodation currently used by Kildrum Nursery;
- (2) that the responsibility for the assets including their sale be transferred to the Director of Housing and Property Services;
- (3) that a further report be submitted to a future meeting of the Sub-Committee following investigation into the relocation of Kildrum Nursery, and
- (4) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

**Councillor Holloway declared an interest in the following item of business and took no part in its consideration**

**USE OF GROUND AT KNOWETOP PRIMARY SCHOOL AND FIRPARK SCHOOL BY MOTHERWELL FOOTBALL CLUB**

13. With reference to paragraph 28 of the Minute of the meeting of the Education (Resources) Sub-Committee held on 15 November 2000 when, *inter alia*, the Director of Education was authorised to enter into an agreement with Motherwell Football Club for the use of the playground at Knowetop Primary School and Firpark School, Motherwell for car parking during home fixtures for 2000/2001 playing season subject to an annual charge of £3,500, there was submitted a report (docketed) dated May 2001 by the Director of Education proposing that the current agreement with Motherwell Football

Club for the use of the playground facilities at Knowetop Primary School and Firpark School be extended for the period 2001-2004 at an annual charge of £3,500.

**Decided:**

- (1) that the Director of Education enter into an Agreement with Motherwell Football Club for the use of the playground at Knowetop Primary School and Firpark School , Motherwell for car parking during home fixtures for 2001-2004 subject to an annual charge of £3,500, and
- (2) that the Director of Education finalise a formal agreement, in conjunction with the Director of Administration, with Motherwell Football Club in respect of the use of and charges for the playground area.

**CAMBUSNETHAN PRE-5 NURSERY**

14. There was submitted a report dated 23 March 2001 by the Director of Housing and Property Services advising (1)that the lowest tender for the Cambusnethan Pre-Five Nursery was that of J. Grant (Builders) Limited, Glasgow in the sum of £133,935.85 and (2)that the Director of Administration was progressing the matter in terms of his delegated powers.

**Decided:** that the terms of the report be noted.

**CASTLEHILL PRIMARY SCHOOL, WISHAW - PRE-5 AUTISTIC UNIT**

15. There was submitted a report dated 23 March 2001 by the Director of Housing and Property Services advising (1) that the lowest tender for the Pre-5 Autistic Unit at Castlehill Primary School, Wishaw was that of Fullwood Holdings, Bellshill in the sum of £24,800.13, and (2)that the Director of Administration was progressing the matter in terms of his delegated powers.

**Decided:** that the terms of the report be noted.

**CUMBERNAULD NEW PRIMARY SCHOOL - ADVANCE INFRASTRUCTURE WORKS**

16. There was submitted a report dated 15 March 2001 by the Director of Housing and Property Services advising (1)that the lowest tender for the advance infrastructure works at Cumbernauld New Primary School was that of Raynesway Construction Services Limited, Paisley in the sum of £393,439.20, and (2)that the Director of Administration was progressing the matter in terms of his delegated powers.

**Decided:** that the terms of the report be noted.

**ST MARGARET'S HIGH SCHOOL, AIRDRIE - PATENT GLAZING REPLACEMENT**

17. There was submitted a report dated 23 March 2001 by the Director of Housing and Property Services advising (1)that the lowest tender for the patent glazing replacement at St Margaret's High School, Airdrie was that of J & S McFadyen Limited, Wishaw in the sum of £125,862.01, and (2)that the Director of Administration was progressing the matter in terms of his delegated powers.

**Decided:** that the terms of the report be noted.

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