

To: EDUCATION (RESOURCES) SUB COMMITTEE		Subject: SCHOOL CLEANING CONTRACT: PERFORMANCE REVIEW
From: DIRECTOR OF EDUCATION & DIRECTOR OF COMMUNITY SERVICES		
Date: September 2004	Ref:	

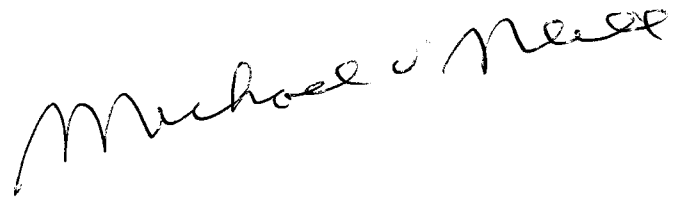
**Summary**

This report describes the performance of the school cleaning contract from 1 April 2004 to 20 August 2004.

**Recommendations**

The education (resources) sub committee is recommended to:

- (a) note the performance of the school cleaning contract for 1 April 2004 to 20 August 2004.
- (b) request the submission of regular performance review reports to future meetings of the sub-committee.



Members wishing further information about this report should contact:

Michael O'Neill, Director of Education, on 01236 812337 or  
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Paul Jukes, Director of Community Services, on 0141 304 1931 or  
Kenneth Wilson, Head of Cleaning & Related Services, on 0141 304 1909

## School Cleaning Contract - Performance Review

### Joint Report by the Director of Education: Director of Community Services

#### 1. Background

1.1 The education (resources) sub-committee has called for regular reports on the performance of school contracts. This report is part of that process and covers the period from 1 April 2004 to 20 August 2004.

#### 2. Financial Performance

2.1 The financial performance of the school cleaning contract for 1 April 2004 to 20 August 2004 is detailed in Table 1. An outturn table is included at 2.3 to provide a forecast outturn for 2004/2005.

**Table 1: Budget Analysis Period 1- 5**

<b>Classification</b>	<b>BUDGET Period 1 – 5</b>	<b>ACTUAL Period 1 – 5</b>	<b>VARIANCE Period 1 – 5</b>
Cleaning Services	£2,085,700	£2,102,780	(£17,080)

2.2 The explanation for the variance from the projected budget expenditure is as follows:-

- Additional cleaning requests associated with building works have caused an overspend in primary and secondary schools. These costs will be reallocated to capital projects by the education department.
- Additional costs associated with cleaning new establishments is presently being shown as a variance. However it should be noted that on establishment of appropriate cost centres this variance will be cancelled out.

#### 2.3 Table 2 : Outturn 2004 / 2005

<b>Classification</b>	<b>Annual Budget</b>	<b>Forecast Outturn</b>	<b>VARIANCE</b>
Cleaning Services	£5,055,274	£5,101,023	(£45,749)

2.4 The explanation for the variance from the forecast outturn is that additional cleaning requests are expected to continue ahead of budgeted levels

#### 4. Recommendations

The education (resources) sub committee is recommended to:

- (a) note the performance of the school cleaning contract for the period 1 April 2004 to 20 August 2004.
- (b) request the submission of regular performance review reports to future meetings of the sub-committee.