

**Motherwell, 15 December 2005 at 2 pm.**

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

**PRESENT**

Councillor Morgan, Convener, Councillors Gray, McCulloch, Moran, Robertson and Wallace.

**CHAIR**

Councillor Morgan (Convener) presided.

**IN ATTENDANCE**

The Committee Services Manager; Head of Design Services; Head of Educational Provision; Head of Land Services; Assistant Principal Officer, Contracts/Provisions Section; Education Officer (Building Provision); Road Safety Education Officer, and Accountant.

**APOLOGIES**

Councillors Holloway and McAuley.

**SCHOOL JANITORIAL SERVICE - PERFORMANCE REVIEW**

1. There was submitted a joint report (docketed) dated November 2005 by the Directors of Education and Community Services reviewing the performance of the School Janitorial Service for the period from April to October 2005.

**Decided:**

- (1) that the performance of the School Janitorial Service for the period from April to October 2005 be noted, and
- (2) that further reports on the performance of the service be submitted to future meetings of the Sub-Committee.

**SCHOOL CLEANING CONTRACT - PERFORMANCE REVIEW**

2. There was submitted a joint report (docketed) dated November 2005 by the Directors of Education and Community Services (1) reviewing the performance of the School Cleaning Contract for the period from April to August 2005, and (2) providing a budgetary analysis of the contract together with explanation of the variances from the projected budget expenditure to date.

**Decided:**

- (1) that the performance of the School Cleaning Contract for the period April to August 2005 be noted, and
- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**SCHOOL CATERING CONTRACT - PERFORMANCE REVIEW**

3. There was submitted a joint report (docketed) dated 1 November 2005 by the Directors of Education and Community Services (1) reviewing the performance of the School Catering Contract for the period April to October 2005; (2) providing an analysis of the uptake of school meals in secondary schools, and the budget performance for the period in comparison to 2004/2005, and (3) containing sample customer care comments for the period.

**Decided:**

- (1) that the performance of the School Catering Contract for the period from April to October 2005 be noted, and
- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**FREE MEALS IN SECONDARY SCHOOLS**

4. Under reference to paragraph 7 of the Minute of the meeting of this Committee held on 18 August 2005, there was submitted a joint report (docketed) dated November 2005 by the Directors of Education and Community Services (1) providing an update on the actions taken to increase the uptake of free school meals in secondary schools; (2) summarising current initiatives; (3) intimating that two Working Parties involving Education and Catering staff had been formed to focus on improving the service and promoting uptake; (4) identifying the key issues to be addressed, and (5) containing, in an Appendix to the report, a summary of the position in January 2005 taken from the Scottish Executive census and which included (a) details of the numbers of pupils in each school who were registered and entitled to free meals, and (b) details of the uptake of free meals in each school.

**Decided:**

- (1) that the action taken to increase the uptake of free school meals be noted, and
- (2) that a further report on the Working Groups established to further promote the uptake be submitted to a future meeting of the Sub-Committee.

**EDUCATION MAINTENANCE ALLOWANCE 2005/2006 - PERFORMANCE REVIEW**

5. There was submitted a report (docketed) dated 5 December 2005 by the Director of Education (1) reviewing the performance of the Education Maintenance Allowance Scheme for the period from August to October 2005, and (2) giving details of (a) the number of applications received to date; (b) the number of awards refused; (c) the number and breakdown of the awards processed, and (d) the total payments paid to eligible students during the period April to November 2005.

**Decided:**

- (1) that the performance of the Education Maintenance Allowance Scheme be noted, and
- (2) that further performance reports be submitted to future meetings of the Sub-Committee.

**SCHOOL TRAVEL PLANS - PROGRESS REPORT**

6. Under reference to paragraph 6 of the Minute of the meeting of this Sub-Committee held on 14 October 2004, there was submitted a joint report (docketed) dated November 2005 by the
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Directors of Education and Planning and Environment (1) providing an update on the Scottish Executive School Travel Plan Initiative; (2) outlining the background relative thereto; (3) detailing progress to date; (4) containing in Appendices to the report, (a) the initial group of school travel plan schools; (b) a programme of engineering measures; (c) a list of safer routes to schools projects; (d) the initial schools to have part-time mandatory 20 mph speed limits implemented, and (e) the planned second phase of schools to have part-time mandatory 20 mph speed limits implemented in 2005/2006, and (5) recommending appropriate action.

**Decided:**

- (1) that progress made in respect of the Scottish Executive's School Travel Initiative be noted;
- (2) that a further report on the future development of the Initiative be submitted to a future meeting of the Sub-Committee, and
- (3) that the report be referred to the Planning and Environment Committee for its interest.

**SPECIAL EDUCATIONAL NEEDS - TRANSPORT PERFORMANCE REVIEW**

7. There was submitted a report (docketed) dated November 2005 by the Director of Education (1) reviewing the performance of the Special Educational Needs Transport Service, and (2) providing information on the financial performance of the transport contracts.

**Decided:**

- (1) that the performance of the Special Educational Needs Transport Contracts operated by the Internal Transport Section and private contractors be noted, and
- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**HUTTED UNIT SURPLUS TO EDUCATIONAL REQUIREMENTS - ST. BERNARD'S PRIMARY SCHOOL, COATBRIDGE**

8. There was submitted a report (docketed) dated November 2005 by the Director of Education (1) proposing the disposal of a disused double classroom hutted unit located within the playground at St. Bernard's Primary School, Coatbridge as outlined in the plan attached to the report, and (2) recommending appropriate action.

**Decided:**

- (1) that the double classroom hutted unit at St. Bernard's Primary School, Coatbridge be declared surplus to the requirements of the Department of Education, and
- (2) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

**CAPITAL PROGRAMME 2005/2006 - PERFORMANCE REVIEW**

9. There was submitted a report (docketed) dated December 2005 by the Director of Education (1) summarising the performance of the Capital Programme for 2005/2006 in relation to Major Building Programmes; (2) detailing, in Appendix 1 to the report, the progress of projects funded from outwith the mainline Capital Programme; (3) providing, in Appendix 2 to the report, detailed progress of
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projects which have been committed to date; (4) summarising, in Appendix 3 to the report, the progress of new capital projects for 2005/2006, and (5) indicating that from the total allocation of £22,515,518, 98.37% had been committed and that the actual expenditure, to date, was 48.68% on these projects.

**Decided:**

- (1) that the financial performance of the 2005/2006 Major Building Programme be noted, and
- (2) that further reports on the Programme be submitted to future meetings of the Sub-Committee.

**SCHOOL BUILDING MAINTENANCE CONTRACTS - ACCEPTANCE OF TENDERS**

10. There were submitted reports by the Director of Housing and Property Services (1) providing details of tenders received for various school building contracts, and (2) advising that, following consultation with the Convener, the Director of Administration had arranged for acceptance of the lowest tender for each of the projects to be progressed, all in terms of his delegated powers and as detailed below:

- (a) the lowest tender for the replacement of the boiler at Cumbernauld High School was, after checking, that submitted by Heat Care Services (Scotland) Limited, Bishopbriggs in the sum of £275,048.44;
- (b) the lowest tender for re-roofing and window replacement works at Greengairs Primary School, Airdrie, was, after checking, that submitted by Allander Roofing Limited, Clydebank in the amended sum of £51,457.55, and
- (c) the lowest tender for window replacement works at St. Patrick's Primary School, Coatbridge, was, after checking, that submitted by Avonholm Windows Limited, Glasgow in the sum of £118,773.

**Decided:**

- (1) that the terms of the reports by the Director of Housing and Property Services be noted, and
- (2) that the action taken by the Director of Administration, following consultation with the Convener, in accepting each of the tenders as detailed in the report, be noted.

**PROVISION OF INFORMATION SYSTEM SCREENS IN SECONDARY SCHOOLS**

11. There was submitted a report dated November 2005 by the Director of Education (1) advising the Committee of six tenders received in respect of the provision of information system screens in secondary schools, and (2) indicating that the lowest conforming bid was, after checking, that submitted by Scotsys Limited, Bellshill, in the amended sum of £247,640, and was recommended for acceptance.

**Decided:**

- (1) that the Director of Administration accept the offer from Scotsys Limited, Bellshill in the amended sum, after checking of £247,640 to provide information system screens in secondary schools, and
- (2) that the report be otherwise noted.