

**Motherwell, 17 August 2006 at 2 pm.**

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

**PRESENT**

Councillors Holloway, McAuley, McCulloch, McKeown, Moran, Murray and Robertson.

**CHAIR**

In the absence of the Convener, and in terms of Standing Order No. 57, Councillor Robertson was appointed to and took the Chair.

**IN ATTENDANCE**

The Committee Services Manager, Head of Education Provision, Head of Design Services, Head of Facility Support Services, Assistant Principal Officer - Contracts/Provisions Section, Education Officer and Accountant.

**ALSO IN ATTENDANCE**

Mr. J. Robbins, Strathclyde Partnership for Transport.

**APOLOGIES**

Councillors Curley, Gray, Morgan and Wallace.

**SCHOOLS JANITORIAL SERVICE – PERFORMANCE REVIEW**

1. There was submitted a joint report (docketed) dated July 2006 by the Directors of Education and Community Services reviewing the performance of the school janitorial service for the periods from April 2005 to March 2006 and from April to June 2006.

**Decided:**

- (1) that the performance of the school janitorial service for the periods from April 2005 to March 2006 and from April to June 2006 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 July 2006 by the Directors of Education and Community Services (1) reviewing the performance of the school cleaning contract for the periods from April 2005 to March 2006 and from April to June 2006, and (2) providing a budgetary analysis of the contract together with explanations on the variances from the projected capital expenditure.

**Decided:**

- (1) that the performance of the school cleaning contract for the periods from April 2005 to March 2006 and from April to June 2006 be noted, and
- (2) that further reports on the performance of 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 July 2006 by the Directors of Education and Community Services (1) reviewing the performance of the school catering contract for the period from April to June 2006; (2) providing an analysis of uptake of school meals in primary and secondary schools and the budget performance for the period in comparison to 2005/2006, and (3) containing sample customer care comments for the period.

The Head of Facility Support Services then orally advised the Sub-Committee that the percentage change in uptake of meals in secondary schools was 13.8% and not 24.21% as indicated in the report.

In response to a question from Councillor McAuley, the Sub-Committee gave consideration to a proposal that an investigation be undertaken into the possibility of determining an exclusion zone for fast food vans in close proximity to schools.

**Decided:**

- (1) that the performance of the school catering contract for the period April to June 2006 be noted;
- (2) that the Director of Education would investigate the possibility of determining an exclusion zone for fast food outlets in close proximity to schools and would report back to a future meeting of this Sub-Committee, and
- (3) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**SCHOOL MEALS SURVEY**

4. There was submitted a report (docketed) dated July 2006 by the Director of Education (1) advising of the uptake of free school meals in North Lanarkshire schools as published by the Scottish Executive following its yearly census carried out in February 2006; (2) providing a comparison with other Scottish local authorities; (3) indicating that there had been a consistent fall in the percentage of North Lanarkshire primary and secondary school pupils entitled to free meals with a resultant significant change in the gap between the North Lanarkshire and Scottish average; (4) outlining the percentage of entitled pupils who actually took a free school meal, and (5) providing a school by school analysis for North Lanarkshire outlining the uptake of school meals from 2005/2006.

**Decided:**

- (1) that the Scottish Executive school meals survey be noted, and
- (2) that a further report on the implications of the uptake of school meals from 2005/06 be submitted to a future meeting of the Sub-Committee.

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

5. There was submitted a report (docketed) by the Director of Education (1) reviewing the performance of the Education Maintenance Allowance Scheme for the period from August 2005 to June 2006; (2) providing details of the number of applications received, to date; (3) containing information on the awards processed, and (4) outlining the payments made in respect of each level of award.

The Sub-Committee viewed two advertising DVDs which were currently being piloted and shown in certain schools and related issues such as free school meals, Education Maintenance Allowances and Footwear and Clothing Grants

**Decided:**

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

**AMENDMENTS TO BURSARIES AND EDUCATION MAINTENANCE ALLOWANCES REGULATIONS**

6. There was submitted a report (docketed) dated July 2006 by the Director of Education detailing changes in the residence criteria which applied to the Education Authority's Bursaries (Scotland) Regulations 1995 and the Education Maintenance Allowances (Scotland) Regulations 2004 which came into effect on 30 June 2006.

**Decided:** that the changes in residence criteria as detailed in the report be noted.

**SCHOOL TRANSPORT ARRANGED BY STRATHCLYDE PARTNERSHIP FOR TRANSPORT - PERFORMANCE REVIEW**

7. There was submitted a report (docketed) dated July 2006 by the Director of Education reviewing (1) the financial performance from the period August 2005 to June 2006 of the mainstream school transport contract which had been arranged by Strathclyde Partnership for Transport, and (2) the general performance of the school transport contractors during that period.

**Decided:**

- (1) that the performance for the period from August 2005 to June 2006 of the mainstream school transport contract which had been arranged by Strathclyde Partnership for Transport be noted, and
- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**ADDITIONAL SUPPORT NEEDS TRANSPORT – PERFORMANCE REVIEW 2005/2006**

8. There was submitted a report (docketed) dated August 2006 by the Director of Education (1) reviewing the performance of the additional support needs transport service provided by Transport Section of the Department of Community Services and private contractors, and (2) providing information on the financial performance of these contracts.

**Decided:**

- (1) that the performance of the additional support 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.
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**PROCEDURES FOR DECLARING PROPERTIES SURPLUS TO REQUIREMENTS AND ASSOCIATED RESPONSIBILITIES**

9. With reference to paragraph 11 of the Minute of the meeting of this Sub-Committee held on 11 May 2006, there was submitted a report dated 25 July 2006 by the Director of Education describing the procedures for dealing with surplus education property.

Following a question being raised, the Sub-Committee then gave consideration to the number of surplus education properties that been lying vacant for some time.

**Decided:**

- (1) that the procedures for dealing with properties surplus to the education requirement be noted, and
- (2) that the Director of Education would submit a report to the next meeting of the Sub-Committee detailing the number of surplus education properties that were awaiting to be transferred or sold, together with the length of time these properties had been vacant.

**HUTTED UNIT SURPLUS TO EDUCATION REQUIREMENTS – ST. MARGARET'S HIGH SCHOOL, WAVERLEY DRIVE, AIRDRIE**

10. There was submitted a report (docketed) dated August 2006 by the Director of Education proposing, for the reasons detailed therein, that the disused double classroom hutted unit (but not the land thereon) located within the playground at St. Margaret's High School, Waverley Drive, Airdrie, as outlined in the Appendix to the report, be declared surplus to educational requirements.

**Decided:**

- (1) that the disused classroom unit (but not the land thereon) building at St. Margaret's High School, Waverley Drive, Airdrie, as shown in the Appendix attached to the report, be declared surplus to educational requirements, and
- (2) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

**SPORTS FACILITIES AT DALZIEL PARK, MOTHERWELL**

11. With reference to paragraph 10 of the Minute of the meeting of this Sub-Committee held on 13 April 2000, there was submitted a report dated August 2006 by the Director of Education (1) referring to an agreement that had initially been concluded in 1974 by the former Strathclyde Regional Council for the use by Dalziel High School of the sports facilities at Dalziel Park, Motherwell, and which had been subsequently re-negotiated at appropriate times; (2) recommending a further extension of the existing formal user agreement for the use of sports facilities at Dalziel Park for an additional period of nine years; (3) outlining the background relative thereto; (4) providing details on the proposed agreement; (5) proposing, for the reasons detailed therein, that the initial annual charges for the period April 2007 to March 2010 be increased from £27,653 to £32,800, and (6) indicating that the Head of Legal Services was currently in negotiations with Dalziel Sports Management Limited on the extension of this agreement and it was expected that the negotiations would be completed in the near future.

There was then submitted (tabled) a draft copy of the proposed Agreement between North Lanarkshire Council and Dalziel Sports Management Limited relative to the proposed Lease extension.

**Decided:**

- (1) that the extension of the formal user agreement between the education authority and the Dalziel High School Sports Management Limited for the use of the sports facilities at Dalziel Park, Motherwell be approved, and
- (2) that the Director of Administration be authorised to complete the formal signing on completion of the negotiations.

**CAPITAL PROGRAMME 2005/2006 AND 2006/2007 – PERFORMANCE REVIEW**

12. There was submitted a report (docketed) dated 26 July 2006 by the Director of Education (1) summarising the performance of the Capital Programmes for 2005/2006 and 2006/2007 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 projects which have been committed to date, and (4) indicating that from a total allocation in 2006/2007 of £14.767 million which, after adjustments for carry forwards, was currently £16,344,333, £15.8 million, equating to 96%, had been committed and actual expenditure recorded by the Department of Finance of £4,277,028, equating to 26.2% of the budget.

**Decided:**

- (1) that the final performance of 2005/2006 Major Building Programmes be noted;
- (2) that the performance of the 2006/2007 Major Building Programmes be noted, and
- (3) that further reports on the Programme be submitted to a future meetings of the Sub-Committee.

**CORPORATE PROPERTY MAINTENANCE – PERFORMANCE INFORMATION**

13. There was submitted a report dated 7 August 2006 by the Director of Housing and Property Services (1) describing the performance of the corporate property management account for the period from April to July 2006; (2) indicating that although the Central Repairs Account budget for the financial year was £6,275,000, additional works had been instructed through the contract and funded by client Revenue budgets, the Capital Programme or insurance claims, and (3) providing a summary of current expenditure as at 13 July 2006.

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

**REMIT FROM COMMUNITY SERVICES COMMITTEE HELD ON 24 MAY 2006**

**(1) BREAKFAST SERVICES CO-ORDINATOR POST**

14. With reference to paragraph 28 of the Minute of the meeting of the Community Services Committee held on 24 May 2006, there was submitted a report (docketed) dated 24 May 2006 by the Director of Community Services regarding the Breakfast Service provided in some primary schools, and which had been remitted to this Sub-Committee for its information.

**Decided:** that the information be noted.

**(2) BOOKSTART SCHEME AND BOOKSTART POSTS**

15. With reference to paragraph 29 of the Minute of the meeting of the Community Services Committee held on 24 May 2006, there was submitted a report (docketed) dated 20 April 2006 by the Director of Community Services regarding the Bookstart Scheme, and which had been remitted to this Sub-Committee for its information.

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

**SCHOOL TRANSPORT ARRANGED BY STRATHCLYDE PARTNERSHIP FOR TRANSPORT - CONTRACTS FOR THE PERIOD 2006/2009**

16. With reference to paragraph 13 of the Minute of the meeting of this Sub-Committee held on 11 May 2006, there was submitted a report (docketed) dated July 2006 by the Director of Education providing details of additional school transport contracts which had been arranged by Strathclyde Partnership for Transport for the period 2006/2009 and which had been approved by the Chief Executive, following consultation with the Convener of the Education Committee, under delegated powers granted to him by the Council to deal, where appropriate, with matters of urgency during the Council recess.

**Decided:**

- (1) that the action taken by the Chief Executive, following consultation with the Convener of the Education Committee, under delegated powers in authorising the Director of Education to instruct Strathclyde Partnership for Transport to accept a tender for each of the school transport contracts exceeding £50,000 in value, as detailed in Appendix 3 to the report, be noted, and
- (2) that it be noted that the Director of Education had instructed Strathclyde Partnership for Transport to accept a tender for each of the school transport contracts not exceeding £50,000, as detailed in Appendix 2 of the report.

**EDUCATION 2010 - APPOINTMENT OF SPECIALIST CONTRACTOR FOR THE SCHOOLS ICT MANAGED SERVICE**

17. There was submitted a report dated 26 July 2006 (1) advising the Sub-Committee of two tenders received for the provision of a Schools Area Wide Network Managed Service, and (2) indicating that the lower tender, after checking, was that submitted by Alfred McAlpine plc in the sum of £392,130 for a three year period from October 2006 with an option to extend on a yearly basis for a further three years.

**Decided:** that the Director of Administration be authorised to accept the tender from Alfred McAlpine plc to undertake the School Area Wide Network Managed Service.

**TRANSPORT OF SCHOOL CHILDREN WITH ADDITIONAL SUPPORT NEEDS – CONTRACTS FOR PERIOD 2006/2008**

18. There was submitted a report (docketed) dated July 2006 by the Director of Education detailing, in an Appendix to the report, additional support needs contracts for the period 2006/2008 accepted by the Director of Education, and advising that, as each individual contract amounted to less than £50,000, he had accepted them, in terms of his delegated powers.

**Decided:** that the action taken by of the Director of Education, in terms of his delegated powers in accepting the lowest or most suitable tender for each of the school support contracts, not exceeding £50,000 and as detailed in Appendix 1 to the report , be noted.

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

19. There were submitted reports by the Director of Housing and Property Services (1) providing details of tenders received for various school building contracts; (2) containing his proposals for the acceptance of the tenders for the replacement of the boiler plant at St. Edward's Primary School, Airdrie and the electrical rewiring of St. Margaret of Scotland Primary School, Cumbernauld, and (3) advising that, following consultation with the Convener, the Director of Administration had arranged for acceptance of the lowest tenders for the Demolition of Schools Programme (Contracts 2 and 3), all in terms of his delegated powers and as detailed below.
- (a) the lowest tender for the replacement of the boiler plant at St. Edward's Primary School, Airdrie which was, after checking, that submitted to Heatcare Services (Scotland) Limited, Glasgow in the sum of £122,769.63;
  - (b) the lowest tender for electrical rewiring works at St. Margaret of Scotland Primary School, Cumbernauld which was, after checking, that submitted by WWW Electrical Contractors Limited, Glasgow in the sum of £209,888.59;
  - (c) the lowest tender for the Demolition of Schools Programme – Contract 2 which was, after checking, that submitted by Nicholson Contractors Limited, Glasgow in the amended sum of £715,522.50, and
  - (d) the lowest tender for the Demolition of Schools Programme – Contract 3 which was, after checking, that submitted by William Goodfellow (Demolition) Contractors, Glasgow in the sum of £359,364.60.

**Decided:**

- (1) that the terms of the reports by the Director of Housing and Property Services be noted;
- (2) that the Director of Administration accept the lowest tender for the replacement of the boiler plant at St. Edward's Primary School, Airdrie and the electrical rewiring of St. Margaret of Scotland Primary School, Cumbernauld, and
- (3) that the action taken by the Director of Administration, following consultation with the Convener, in accepting each of the tenders for the Demolition of Schools Programme (Contracts 2 and 3), as detailed in the report, be noted.