

**Motherwell, 14 December 2006 at 2 pm.**

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

**PRESENT**

Councillor Morgan, Convener, Councillors Gray, Holloway, McAuley, McCulloch, Sullivan and Wallace.

**CHAIR**

Councillor Morgan (Convener) presided.

**IN ATTENDANCE**

The Committee Services Manager, Head of Educational Provision, Head of Design Services, Head of Facility Support Services, Assistant Principal Officer – Contracts/Provision Section, School Travel Co-ordinator and Accountant.

**ALSO IN ATTENDANCE**

Mr J. Robin, Strathclyde Partnership for Transport.

**APOLOGIES**

Councillors Donnelly, Lyle, McKeown, Moran and Robertson.

**SCHOOL JANITORIAL SERVICE LEVEL AGREEMENT – PERFORMANCE REVIEW**

1. There was submitted a joint report (docketed) dated 27 November 2006 by the Directors of Education and Community Services reviewing the performance of the school janitorial service for the period from April to October 2006.

**Decided:**

- (1) that the performance of the school janitorial service for the period from April to October 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 27 November 2006 by the Directors of Education and Community Services reviewing the performance of the school cleaning contract for the period from April to October 2006.

**Decided:**

- (1) that the performance of the school cleaning contract for the period from April to October 2006 be noted, and
  - (2) that further reports on the performance of the contract be submitted to future meetings of the Sub-Committee.
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**SCHOOL CATERING CONTRACT – PERFORMANCE REVIEW**

3. There was submitted a joint report (docketed) dated 27 November 2006 by the Directors of Education and Community Services (1) reviewing the performance of the school catering contract for the period from April to October 2006; (2) providing an analysis of the uptake of school meals in primary and secondary schools and of the budget performance for the period in comparison to 2005/2006, 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 2006 be noted, and
- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**SCHOOL TRAVEL PLANS – PROGRESS REPORT**

4. With reference to paragraph 6 of the Minute of the meeting of this Sub-Committee held on 15 December 2005, there was submitted a report (docketed) dated 30 November 2006 by the Director of Education (1) providing an update on the Scottish Executive's School Travel Plan Initiative; (2) outlining the background relative thereto; (3) detailing the progress, to date, and (4) containing, in Appendices to the report (a) details of the various schools participating in the development of a School Travel Plan; (b) the Kirk'o'Shotts Primary School Travel Plan, and (c) the various schools that had variable mandatory and mandatory 20 mph speed limits implemented to date.

**Decided:**

- (1) that progress made in respect of the Scottish Executive's School Travel Initiative be noted, and
- (2) that further reports on the future development of the Initiative be submitted to future meetings of the Sub-Committee.

**SCHOOL ROLL PROJECTIONS**

5. There was submitted a report (docketed) dated 30 November 2006 by the Director of Education (1) giving details of the current and projected pupil rolls and places in respect of secondary, primary and special schools; (2) describing the current procedure for projecting school rolls; (3) outlining the Council's policy on placing requests; (4) explaining the formula used to calculate school roll projections as a result of new housing developments; (5) summarising the various strategies that were available to cope with situations where increasing rolls created accommodation difficulties, and (6) advising that, following discussion with the Director of Planning and Environment, various changes to the school roll projection procedures had been implemented, as detailed within the report.

**Decided:** that the changes to the school roll projection procedures as detailed in the report be noted.

**EDUCATION MAINTENANCE ALLOWANCE - PERFORMANCE REVIEW**

6. There was submitted a report (docketed) dated 29 November 2006 by the Director of Education (1) reviewing the performance of the Education Maintenance Allowance Scheme for the period from April to November 2006; (2) providing details of the number of applications received to date; (3) containing
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information on the awards processed, and (4) outlining the payments made in respect of each level award.

**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.

**CAPITAL PROGRAMME 2006/2007 - PERFORMANCE REVIEW**

7. There was submitted a report (docketed) dated 27 November 2006 by the Director of Education (1) summarising the performance of the Capital Programme for 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 information on the progress of projects which had been committed to date, and (4) indicating that, from a total allocation of £17.06m, 86.8% had been committed and that the actual expenditure, to date, was £11.754m, 59.8% of the budget.

**Decided:**

- (1) that the financial performance of the 2006/2007 Major Building Programme be noted, and
- (2) that further reports on the programme be submitted to future meetings of the Sub-Committee.

**GROUNDS MAINTENANCE CONTRACT - PERFORMANCE REVIEW**

8. There was submitted a joint report (docketed) dated November 2006 by the Directors of Education and Community Services reviewing the performance of the Grounds Maintenance Contract for the period from April to November 2006.

**Decided:**

- (1) that the performance of the Grounds Maintenance Contract for the period from April to November 2006 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**

9. There was submitted a report (docketed) dated November 2006 by the Director of Education (1) reviewing the performance of the Additional Support Needs Transport Service provided by the 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 Transport Section of the Department of Community Services and private contractors be noted, and

- (2) that further performance reports on the contract be submitted to future meetings of the Sub-Committee.

**CORPORATE PROPERTY MAINTENANCE PERFORMANCE INFORMATION**

10. There was submitted a report dated 23 November 2006 by the Director of Housing and Property Services (1) advising of the number of repairs and performance in respect of the Corporate Property Maintenance for Education during the period from April to October 2006; (2) summarising the results of the joint inspections carried out with Maintenance Property Care Limited up to 18 November 2006; (3) detailing the results of the client feedback received following the repair works being carried out, and (4) providing a summary of current expenditure as at 17 November 2006.

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

**SITE SURPLUS TO EDUCATIONAL REQUIREMENTS AT KYLE ROAD, CUMBERNAULD**

11. There was submitted a report (docketed) dated November 2006 by the Director of Education proposing, for the reasons detailed therein, that the site of his Department's Psychological Services former premises at Kyle Road, Cumbernauld, as outlined in the Appendix to the report, be declared surplus to educational requirements.

**Decided:**

- (1) that the disused site at Kyle Road, Cumbernauld, as shown in the Appendix attached to the report, be declared surplus to educational requirements;
- (2) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration, and
- (3) that the report be remitted to the Community Services Committee for information.

**SEATBELTS ON SCHOOL TRANSPORT**

12. With reference to paragraph 7 of the Minute of the meeting of the Sub-Committee held on 12 October 2006, there was submitted a report (docketed) dated November 2006 by the Director of Education (1) outlining the background to the changes to the regulations covering seatbelts and child restraints in taxis, mini buses, buses and coaches which came into effect on 18 September 2006; (2) reminding members that, of the 277 mainstream transport contracts, 138 include the provision of seatbelts and 139 do not include the provision of seatbelts; (3) advising that the additional cost of making the provision of seatbelts mandatory on all mainstream transport contracts would amount to approximately £96,680 per annum, and (4) containing his observations on how the new legislation affected school transport.

**Decided:**

- (1) that the position regarding seatbelt provision on school transport following the introduction of the new legislation be noted, and
- (2) that the cost implication of changing the condition of contract to make the provision of seatbelts on school transport be noted.

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

13. There were submitted reports by the Director of Housing and Property Services (1) providing details of tenders received for various schools building maintenance contracts, and (2) advising that, following consultation with the Convener, the Director of Administration had accepted the lowest tender for each of the projects, all in terms of his delegated powers and as detailed below:-
- (a) the lowest tender for the replacement of windows at St. Andrew's Primary School, Airdrie, which was, after checking, that submitted by Century 21 Replacement Windows Company Limited in the sum of £97,556.00;
  - (b) the lowest tender for the replacement of windows at Golfhill Primary School, Airdrie, which was, after checking, that submitted by Scottech Limited in the sum of £104,035.14;
  - (c) the lowest tender for the erection of temporary classroom accommodation at Cathedral Primary School Motherwell, which was, after checking, that submitted by GE Capital Modular Space Limited in the amended sum of £120,749.50, and
  - (d) the lowest tender for the demolition of Columba High School, Coatbridge, which was, after checking, that submitted by Reigart Contracts Limited in the sum of £208,215.00.

**Decided:**

- (1) that the terms of the report by the Director of Housing 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, be noted.