



City Chambers  
DUNDEE  
DD1 3BY

1st February, 2010

Dear Sir or Madam

**EDUCATION COMMITTEE**

You are requested to attend a MEETING of the **EDUCATION COMMITTEE** to be held in the Main Council Chamber, City Square, Dundee on Monday, 8th February, 2010 to follow the meeting of the City Council called for 6.00 pm.

Yours faithfully

DAVID K DORWARD

Chief Executive

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which might be perceived as influencing your opinion/vote on any matter.

**AGENDA OF BUSINESS**

**1 TENDERS RECEIVED**

(Report No 87-2010 enclosed).

**2 DUNDEE SCHOOL'S PPP PROJECT - PROGRESS REPORT**

(Report No 55-2010 enclosed).

**3 ADDITIONAL STAFF DEVELOPMENT DAY 2009-2010**

(Report No 78-2010 enclosed).

**REPORT TO: Education Committee - 8 February 2010**

**REPORT ON: Tenders Received**

**REPORT BY: City Architectural Services Officer**

**REPORT NO: 87-2010**

### **PURPOSE OF REPORT**

This report details tenders received and requests a decision on acceptance thereof.

### **RECOMMENDATIONS**

Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors and (2) the undernoted total amount, including allowances, for each project:

<b>Project Reference</b>	<b>Project</b>	<b>Contractor</b>	<b>Tender Amount</b>	<b>Total Amount</b>	<b>Finance Available</b>
07-7329	Bell Street Music Centre - Fire Alarm System	Dundee Contract Services	£23,843.70	£28,281.70	£28,281.70

### **FINANCIAL IMPLICATIONS**

The Director of Finance has confirmed that funding for the above projects is available as detailed on the attached sheets.

### **POLICY IMPLICATIONS**

This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. Any issues are detailed on the attached sheets.

### **CONSULTATIONS**

The Client Department has been consulted with regard to policy implications and the Chief Executive, Depute Chief Executive (Support Services) and Director of Finance have also been consulted in the preparation of this report. Any issues are detailed on the attached sheets.

### **BACKGROUND PAPERS**

Unless stated otherwise on the attached sheets, there are no background papers.

### **FURTHER INFORMATION**

Detailed information relating to the above Tenders is included on the attached sheets.

**Rob Pedersen**  
**City Architectural Services Officer**  
**29 January 2010**

**87-2010**

**EDUCATION COMMITTEE - 8 FEBRUARY 2010**

<b>CLIENT</b>	Education	
<b>PROJECT REFERENCE</b>	07-7329	
<b>PROJECT</b>	Bell Street Music Centre Fire Alarm System	
<b>DESCRIPTION OF WORKS</b>	The works comprise the installation of a new fire alarm system at the above premises.	
<b>TOTAL COST</b>	Several Works	£23,843.70
	Allowances	£4,438.00
	<b>TOTAL</b>	<b>£28,281.70</b>
<b>FUNDING SOURCE</b>	Capital	
<b>BUDGET PROVISION &amp; PHASING</b>	2009/2010	£28,281.70
<b>ADDITIONAL FUNDING</b>	None	
<b>REVENUE IMPLICATIONS</b>	Annual capital financing costs	£2,633.00
<b>POLICY IMPLICATIONS</b>	There are no major issues.	
<b>CONSULTATIONS</b>	There are no major issues.	
<b>TENDERS</b>	Negotiated contract :	
	1 Dundee Contract Services	£23,843.70
<b>RECOMMENDATION</b>	Acceptance of offer	
<b>ALLOWANCES</b>	Contingencies	£1,000.00
	Professional Services	£3,438.00
	<b>TOTAL</b>	<b>£4,438.00</b>
<b>SUB-CONTRACTORS</b>	None	
<b>BACKGROUND PAPERS</b>	None	

**REPORT TO: EDUCATION COMMITTEE – 8 FEBRUARY 2010**  
**REPORT ON: DUNDEE SCHOOLS PPP PROJECT – PROGRESS REPORT**  
**REPORT BY: DIRECTOR OF EDUCATION**  
**REPORT NO: 55-2010**

**1. PURPOSE OF REPORT**

1.1 The purpose of this report is to advise the Committee as to progress on the construction and fitting out of the schools in the PPP project.

**2. RECOMMENDATIONS**

2.1 It is recommended that the Committee note:

- i. the construction completion and operational dates for the schools in the PPP project; and
- ii. the expenditure committed to date on the construction phase contract variations.

**3. FINANCIAL IMPLICATIONS**

3.1 The construction phase contract variations will be funded from the projected underspend within the Education Capital Programme in 2009-10, excluding DSM element which is being funded by the schools.

**4. MAIN TEXT**

**4.1 Background**

4.1.1 Reference is made to Article III of the minute of the meeting of the Education Committee of 19 March 2007 and to Article I of the minute of the meeting of the Policy and Resources Committee of 19 March 2007 when the Committees noted the contents of report no. 147-2007 including inter alia the proposed construction programme for the schools in the PPP project and approved the procedure for dealing with variations during the construction phase of the project.

4.1.2 Reference is also made to Article II of the minute of the meeting of the Education Committee of 9 March 2009 when the Committee noted the contents of report no. 53-2009 including inter alia the actual construction completion and operational dates for the schools in phase 1 of the PPP project and the expenditure committed to date on the construction phase contract variations.

4.1.3 Reference is further made to Article II of the minute of the meeting of the Education Committee of 28 September 2009 when the Committee noted the contents of report no. 465-2009 including the actual construction completion and operational dates for Fintry and Rowantree Primary Schools and the anticipated construction completion and operational dates for Grove Academy phase 2.

## **4.2 Construction Progress**

- 4.2.1 The actual construction completion and operational dates for the schools in the PPP project are shown in appendix 1.
- 4.2.2 Fintry Primary external works were completed on 16 October 2009 following the demolition of the old school buildings, with the remaining hard play and landscaped areas handed over to the Council at that time.
- 4.2.3 Grove Academy phase 2 was completed and handed over to the Council on 22 October 2009 with the school going fully operational on 16 November 2009.
- 4.2.4 It should also be noted that, as with all construction works, at handover of the schools there are still outstanding snagging and remedial works to be completed, some of which only become apparent following the occupation of the building.

## **4.3 Construction Phase Contract Variations**

- 4.3.1 The following procedure was agreed by the Education and Policy and Resources Committees on 19 March 2007 for dealing with variations during the construction phase of the project:
- all variations required the approval of the PPP Project Manager or in his absence the Depute Chief Executive (Finance)
  - all individual variations costing above £50,000 also required the approval of the Chief Executive or in his absence the Depute Chief Executive (Finance)
  - the cost of variations are to be reported retrospectively to the Education Committee for information
- 4.3.2 The expenditure of £663,479 committed to date on variations together with the estimated cost of variations in the process of being instructed is summarised in appendix 2. The total capital cost of variations to date is £595,227 and the total lifecycle replacement cost over the 30-year life of the project is £68,252.
- 4.3.3 The above expenditure can be broken down into three broad headings:
- contractual risk carried by the Council relating to additional works and time delays which could not be identified until Macalpine and Fintry Primary Schools were vacated (£172k)
  - design changes at Council's behest during and after construction - normal construction contingencies (c.£260k)
  - works relating primarily to fit-out of schools once handed over to the Council - these items were excluded from the construction element of the PPP contract since they could not be specified in detail at an early stage (c.£230k)
- 4.3.4 It was also noted by the Education and Policy and Resources Committees on 19 March 2007 that, although the Council had the option of paying for the cost of variations through the annual Unitary Charge, the Director of Finance had concluded that the most financially advantageous option was to make payment via a one-off lump sum. This can be funded from the projected underspend in the Education Capital Programme in 2009-10, excluding DSM element which is being funded by the schools.

## **5. POLICY IMPLICATIONS**

- 5.1 The report has been screened for any policy implications in respect of sustainability, strategic environmental assessment, anti-poverty, equality impact assessment and risk management.
- 5.2 There are no major issues.

## **6. CONSULTATION**

- 6.1 The Chief Executive, the Depute Chief Executive (Support Services) and the Director of Finance have been consulted in the preparation of this report.

## **7. BACKGROUND PAPERS**

- 7.1 None

Jim Collins  
Director of Education

21 January 2010

## CONSTRUCTION PROGRAMME

<b>School</b>	<b>Target Construction Completion Date under Contract</b>	<b>Actual Construction Completion Date</b>	<b>Actual Operational Date of School</b>
<b>Phase 1</b>			
Craigowl PS	14 April 2008	6 May 2008	21 August 2008
Claypotts Castle PS	21 April 2008	9 May 2008	29 May 2008
St Andrew's RC PS	21 April 2008	27 May 2008	21 August 2008
Downfield PS	28 April 2008	5 May 2008	21 August 2008
Grove Academy phase 1	15 August 2008	15 August 2008	21 August 2008
St Paul's RC Academy	17 November 2008	17 November 2008	9 January 2009
<b>Phase 2</b>			
Fintry PS	30 March 2009	30 March 2009	22 April 2009
Rowantree PS	13 April 2009	13 April 2009	28 May 2009
Grove Academy phase 2	22 October 2009	22 October 2009	16 November 2009

**CONSTRUCTION PHASE CONTRACT VARIATIONS**

<b>School</b>	<b>PPP Capital Cost</b>	<b>School DSM Capital Cost</b>	<b>Total Capital Cost</b>	<b>Lifecycle Replacement Cost</b>	<b>Total Cost</b>
<b>Expenditure committed to date</b>	£	£	£	£	£
Craigowl	7193	3309	10502	1704	12206
Claypotts Castle	8531	617	9148	1253	10401
Downfield	26074	4871	30945	1566	32511
St Andrew's	69243	112	69355	782	70137
Rowantree	44119	-	44119	7909	52028
Fintry	147450	2973	150423	4206	154629
Grove	132418	11298	143716	24898	168614
St Paul's	113510	23509	137019	25934	162953
<b>Total Variations to date</b>	<b><u>548538</u></b>	<b><u>46689</u></b>	<b><u>595227</u></b>	<b><u>68252</u></b>	<b><u>663479</u></b>
<b>Estimated Future Expenditure</b>					
Estimated Expenditure before 31/03/10	60000		60000	10000	70000
Estimated Expenditure after 01/04/10	60000		60000	10000	70000

**REPORT TO: EDUCATION COMMITTEE - 8 FEBRUARY 2010**  
**REPORT ON: ADDITIONAL STAFF DEVELOPMENT DAY 2009-2010**  
**REPORT BY: DIRECTOR OF EDUCATION**  
**REPORT NO: 78-2010**

## **1.0 PURPOSE OF REPORT**

1.1 This report brings to the attention of the Education Committee a request to approve one additional day for staff development and training in all schools and establishments on June 1 2010. To make this possible, the Cabinet Secretary for Education and Learning has indicated his intention to modify the number of days schools must be open using his powers under Section 133(4) of the 1980 Act.

## **2.0 RECOMMENDATIONS**

2.1 The Education Committee is recommended to:

- i. note the contents of this report;
- ii. approve one additional staff development and training day on June 1 2010;
- iii. instruct the Director of Education to make a formal request to the Cabinet Secretary for the additional day; and
- iv. instruct the Director of Education to provide parents and carers with advance notice of the additional staff development and training day.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 None.

## **4.0 MAIN TEXT**

4.1 Reference is made to Article V of the minute of the meeting of the Education Committee of 9 March 2009 where the Committee approved report no. 163 - 2009. The report requested the allocation of an additional staff development and training day to be held in each of August 2009, 2010 and 2011. This was to assist in the implementation of a Curriculum for Excellence.

4.2 The implementation of a Curriculum for Excellence (CfE) represents a major development across Scottish education. In September 2009, *Assessment for Curriculum for Excellence* set out the strategic vision and key principles with the agreement that a framework for assessment would follow later. The framework would provide guidance to teaching staff on how the new assessment system would raise standards and expectations, promote depth of understanding and improve learners' skills. The relevant framework document, *Building the Curriculum 5: A Framework for Assessment*, was published on 29 January 2010 together with an associated paper on quality assurance and moderation.

- 4.2 To support the effective implementation of the assessment framework within CfE, the Cabinet Secretary for Education and Learning has approved the allocation of a further staff development and training day between April and June 2010, and has invited and encouraged all local councils formally to request it. This decision has clear implications for the work of the Education Department given our stated commitment to the successful implementation of CfE across all sectors of education. The allocation of an additional staff development day will be used to introduce staff to the new assessment framework and the ways in which the revised approaches will raise standards and expectations, promote depth of understanding and improve learners' skills.
- 4.3 Quality assurance and moderation of assessment are essential to ensure the development of robust nationally benchmarked standards. The assessment framework and the associated quality assurance paper have been agreed by the national Curriculum for Excellence Management Board. Implementation of the new framework will require significant and sustained activity and development time by local authorities and schools. The allocation of an additional staff development and training day would clearly enhance the existing time for professional development. The programme for the day will be developed by the Educational Development Service and monitored closely to ensure that the time is used to maximum effect.
- 4.4 In our view, the most suitable date on which to request the additional staff development and training day would be 1 June 2010. This would follow on from the Victoria Day holiday on 31 May 2010 and would minimise potential disruption for parents and carers in terms of childcare arrangements. Having considered alternative dates between April and June 2010, the department would consider this solution to be the most appropriate one for a number of reasons such as the need to be sensitive to the SQA examination period and the fact that, throughout June, schools will have already planned events such as residential visits, field trips and induction events for pre-school and P7 pupils.
- 4.5 Opting for the date of 1 June 2010 would provide a staff development day when staff could participate in a variety of carefully planned and relevant professional development activities at school, departmental and individual level. This would enable staff to engage in professional discussion about the new assessment framework and its implications at class and school level.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any implications in respect of Sustainability, Strategic Environment Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.
- 5.2 There are no major issues.

## **6.0 CONSULTATIONS**

- 6.1 This report has been subject to consultation with the Chief Executive, Depute Chief Executive (Support Services), the Director of Finance, Head Teachers and the teacher trade unions.

## **7.0 BACKGROUND PAPERS**

7.1 None

Jim Collins  
Director of Education  
21 January 2010