

City Chambers  
DUNDEE  
DD1 3BY

11th April, 2014

Dear Sir or Madam

**EDUCATION COMMITTEE**

You are requested to attend a MEETING of the **EDUCATION COMMITTEE** to be held in the City Chambers, City Square, Dundee on Monday, 21st April, 2014, to follow the meeting of the City Council called for 6.00 pm.

Yours faithfully

DAVID K DORWARD

Chief Executive

**AGENDA OF BUSINESS**

**1 DECLARATION OF INTEREST**

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 would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

**2 ROBERTSON SCHOLARSHIP TRUST BURSARIES**

(Report No 192-2014 enclosed)

**REPORT TO: EDUCATION COMMITTEE – 21 APRIL 2014**

**REPORT ON: ROBERTSON SCHOLARSHIP TRUST BURSARIES**

**REPORT BY: DIRECTOR OF EDUCATION**

**REPORT NO: 192-2014**

## **1.0 PURPOSE OF REPORT**

1.1 This report advises the Education Committee of the introduction of up to 20 annual bursaries from the Robertson Scholarship Trust. The bursary scheme will operate on an annual basis and will apply to senior pupils moving to university with effect from September 2014.

## **2.0 RECOMMENDATION**

2.1 The Education Committee is asked to:

- note the introduction of the bursary scheme; and
- instruct the Director of Education to write a letter of thanks to the Robertson Scholarship Trust.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 There will be no financial implications arising for Dundee City Council. The bursary scheme will be fully funded, administered and managed by the Robertson Scholarship Trust from September 2014 onwards.

## **4.0 MAIN TEXT**

4.1 The Robertson Scholarship Trust was established in 1992. Its principal object is the provision of scholarships, bursary awards and grants to help students advance their education. The main scheme administered by the Trust is the provision of bursaries to secondary school pupils moving to university. The scheme has been extended to offer ongoing financial and mentoring support for up to 20 senior pupils from across Dundee secondary schools who will enter university with effect from September 2014. The bursaries will provide direct financial support for young people who are entitled to Free School Meals or an Educational Maintenance Allowance.

4.2 The bursary scheme is available for senior pupils who attend university in the city or elsewhere in Scotland. Those who remain living at home will receive an annual sum of £2800 whilst those who live away from home will receive £4000. The bursary scheme is administered by the Robertson Scholarship Trust. Applicants are interviewed by Trust members and successful candidates are required to engage in a comprehensive support and mentoring programme throughout the course of their university career. In addition, there are opportunities in some fields of study for internships during university vacation periods as well as post graduate training with selected companies. The bursaries are allocated on an individual basis for the entire degree course regardless of the course duration.

4.3 The bursary scheme will now operate in Dundee on an annual basis from September 2014 onwards. Senior pupils who meet the application criteria will be identified with the support of schools. The scheme represents a significant level of financial support to enable this group of pupils to attend university and advance their education. It reflects the principles of the council's Fairness Strategy and has the clear potential to impact positively on the lives of the young people involved.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. An Equality Impact Assessment has been carried out and is attached to this report.

## **6.0 CONSULTATION**

- 6.1 The Chief Executive, Director of Corporate Services, Head of Democratic and Legal Services have been consulted in the preparation of this report.

## **7.0 BACKGROUND PAPERS**

- 7.1 None.

Michael Wood  
Director of Education  
8 April 2014

**DUNDEE CITY COUNCIL**

Equality and Diversity Rapid Impact Assessment Tool

**Part 1**

<b>Date of assessment</b> March 2014	<b>Title of document being assessed : Robertson Scholarship Trust Bursaries</b>
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) <input checked="" type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	This report sets out details of a bursary scheme to be administered by the Robertson Scholarship Trust. Up to 20 bursaries will be offered annually to senior pupils moving to university.
3) What is the intended outcome of this policy, procedure, strategy or practice?	The bursaries are intended to create direct financial support for up to 20 young people across the city who are entitled to Free School Meals or are in receipt of an Educational Maintenance Allowance.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	<ul style="list-style-type: none"> <li>• Fairness Strategy</li> </ul>
5) Has any consultation, involvement or research with protected communities informed this assessment? If yes please give details.	<ul style="list-style-type: none"> <li>• Secondary Head Teachers</li> <li>• Robertson Trust.</li> </ul>
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	Michael Wood, Director of Education Paul Clancy, Head of Education
7) Is there a need to collect further evidence or to involve or consult protected communities?  (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	No

**Part 2**

Which groups of the population will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form

	Positively	Negatively	No Impact	Not Known
<b>Ethnic Minority Communities including Gypsies and Travellers</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Gender</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Gender Reassignment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Religion or Belief</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>People with a disability</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Age</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Lesbian, Gay and Bisexual</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Socio-economic</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Pregnancy &amp; Maternity</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Other (please state)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 3

<p>1) Have any positive impacts been identified? (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>If yes please give further details The bursary scheme will apply to senior pupils in receipt of Free School Meals or an Educational Maintenance Allowance. The bursaries will be open to all senior pupils who come into either category and will reflect the greatest deprivation levels in the city. This will be an opportunity to remove or reduce the financial barriers to young people who attend university.</p>
<p>2) Have any negative impacts been identified? (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>If yes please give further details None</p>
<p>3) What action is proposed to overcome any negative impacts? (Without changing the aims of the policy or practice (For example: talking directly to community groups about the policy or practice, providing information in community languages, appropriate staff training, ensuring venues are accessible etc. Seek advice from your departmental Equality Champion.)</p>	<p>Please give further details N/A</p>
<p>4) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome? (If the policy that shows actual or potential unlawful discrimination you must seek legal advice)</p>	<p>If yes please give further details N/A</p>
<p>5) Has a 'Full' Equality Impact Assessment been recommended? (If the policy is a major one or is likely to have a major impact on protected communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality Champion.</p>	<p>If yes please give further details N/A</p>

Part 4

Name of Department or Partnership - Education Department

**Type of Document**

<b>Human Resource Policy</b>	<input type="checkbox"/>
<b>General Policy</b>	<input type="checkbox"/>
<b>Strategy/Service</b>	<input checked="" type="checkbox"/>
<b>Change Papers/Local Procedure</b>	<input type="checkbox"/>
<b>Guidelines and Protocols</b>	<input type="checkbox"/>
<b>Other</b>	<input type="checkbox"/>

**Contact Information**

Manager Responsible		Author Responsible	
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Telephone	01382 433071	Telephone	01382 433088
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<b>Signature of author of the policy:</b>		<b>Date 17/03/14</b>
<b>Signature of Director / Head of Service area:</b>		<b>Date 17/03/14</b>
<b>Name of Director / Head of Service:</b>	<b>Michael Wood</b>	
<b>Date of next policy review:</b>	<b>n/a</b>	