

City Chambers
DUNDEE
DD1 3BY

19th April, 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, 26th April, 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 PARTNERSHIP REMOVALS CONTRACT 2008/2010 - EXTENSION TO CONTRACT

(Report No 232-2010 enclosed).

2 PROVISION OF FINANCIAL SUPPORT TO VOLUNTARY SECTOR PARTNERS

(Report No 220-2010 enclosed).

3 TENDERS RECEIVED

(Report No 233-2010 enclosed).

4 EDUCATION COMMITTEE - TEACHER REPRESENTATIVES (AN62-2010)

Reference is made to Article III of the statutory meeting of the City Council of 24th May, 2007, where it was agreed to appoint two teaching staff representatives to this Committee.

A letter has been received from Mr Eric Baillie intimating his resignation from the Education Committee effective from 30th June, 2010 as he will be retiring from his teaching post at Braeview Academy at the end of the summer term.

The Committee is asked to approve the filling of the resultant vacancy and to instruct the Depute Chief Executive (Support Services) to make the necessary arrangements to seek nominations.

REPORT TO: EDUCATION COMMITTEE - 26 APRIL, 2010
**REPORT ON: PARTNERSHIP REMOVALS CONTRACT 2008/2010
EXTENSION TO CONTRACT**
REPORT BY: CITY ARCHITECTURAL SERVICES OFFICER
REPORT NO: 232-2010

1.0 PURPOSE OF REPORT

1.1 This report seeks approval to extend the existing contract for a period of one year.

2.0 RECOMMENDATIONS

2.1 That approval be given to extend the existing contract by one year.

3.0 FINANCIAL IMPLICATIONS

3.1 Expenditure will be reported within the reports for the individual projects. There are no direct financial implications in this report.

4.0 TENDER REPORT

4.1 Dundee Removal Services Ltd. have provided the removals service for the Education Department for the last three years and the agreement has provided an excellent service at a fair and reasonable price over this period. As further removals are envisaged in the near future it is considered beneficial to extend the existing arrangement for a further year.

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

5.2 There are no major issues.

6.0 CONSULTATIONS

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

7.0 BACKGROUND PAPERS

7.1 Reference is made to Article II of the Education Committee held on 11 February 2008 when authority was given to the City Architectural Services Officer to negotiate a partnership with Dundee Removal Services Ltd. for the period up to 31 March 2010.

**Rob Pedersen
CITY ARCHITECTURAL SERVICES OFFICER**

Date: 26 March, 2010

Report Nr. 232-2010

REPORT TO: EDUCATION COMMITTEE - 26 APRIL 2010

REPORT ON: PROVISION OF FINANCIAL SUPPORT TO VOLUNTARY SECTOR PARTNERS

REPORT BY: DIRECTOR OF EDUCATION

REPORT NO: 220-2010

1.0 PURPOSE OF REPORT

1.1 This report seeks approval to provide funding to voluntary sector partners for the continued delivery of childcare services. The organisations included in this report are Home-Start Dundee and Childcare @ Home.

2.0 RECOMMENDATIONS

2.1 It is recommended that the Education Committee note and approve the contents of this report and approve the award of funding of £60,000 as outlined in Appendix A.

3.0 FINANCIAL IMPLICATIONS

3.1 The full cost of this proposal is £60,000 in the current financial year 2010 - 2011. This will be met from the Education Department's revenue budget.

3.2 Funding amounts have been calculated following discussions with each Voluntary Partner agency. The Department has given full consideration to the continuation and maintenance of meeting childcare and parental support needs across Dundee. This is in line with demands and expectations contained in the Scottish Government and COSLA's *Early Years Framework* joint policy document and supports Dundee's *Integrated Children's Services Plan 2010 - 2012*.

4.0 MAIN TEXT

4.1 The voluntary sector plays an important role in providing access to a range of services to support children and families. A key priority identified by Dundee's Integrated Children's Services Strategic Planning Group and outlined in Dundee's *Integrated Children's Plan 2010 - 2012* is to " build on and link existing services and resources and develop a shared vision of working together with a shared commitment to improve services aimed at the well-being, needs and interests of all children". This aspiration is echoed by the recommendations contained in the *Early Years Framework* policy document. Partnership arrangements between the Education Department and local voluntary sector agencies have been established and successful for several years.

4.2 Home-Start Dundee

- 4.2.1 Home-Start Dundee is a voluntary home visiting organisation working with families who are experiencing difficulties and have at least one child below 5 years of age.
- 4.2.2 Trained volunteers, usually parents themselves, give practical and emotional support to families, often representing a lifeline for many parents who are finding it hard to cope. Home-Start Dundee has a clear aim to empower each parent to take more responsibility in raising their family and to foster positive relationships with their children.
- 4.2.3 At a meeting with Home-Start Dundee in March 2010, the agency indicated that demand for their services has increased recently due to the economic recession. Increasing numbers of parents are experiencing depression as they try to cope with recent unemployment or redundancy and constrained finances.
- 4.2.4 Home-Start Dundee report that they currently have 32 volunteers and that over the past year they have supported 44 families and 100 children.
- 4.2.5 This proposal seeks to provide a total funding of £30,000 in 2010-2011 to secure the continued training of volunteers and to support services provided by Home-Start Dundee.
- 4.2.6 Home-Start Dundee aims to recruit more volunteers to meet increased demand from local families with vulnerable children.

4.3 Childcare @ Home

- 4.3.1 Childcare @ Home provides a home-based sitter service for parents working unsocial hours, such as during evenings and at weekends. Formerly known as Dundee Sitter Service, this agency has been in operation since 1999. It was established by One Parent Families Scotland in conjunction with Dundee City Council and this model of wrap around flexible childcare has been and continues to be copied and emulated in other areas of Scotland.
- 4.3.2 The service aims to provide affordable, quality home-based childcare for families mainly on a low income, who are working or are in education, at times when no other childcare provision is available to them. The service also provides a limited respite care service linked to parental income.
- 4.3.3 It is proposed to award £30,000 to Childcare @ Home in 2010 - 2011 to allow them to continue to deliver childcare services.
- 4.4 The funding proposals for each of these agencies will allow services to continue to enrich and enhance the learning, development and wellbeing of young children. The proposals will also support families and enable them to play a full part in society. This in turn will facilitate Dundee's Integrated Children's Services in fulfilling the *Getting It Right For Every Child* (GIRFEC) agenda and in addressing the demands of the *Early Years Framework* policy document.
 - 4.4.1 The work of each of the above projects is supported by the Education Department's Early Years Team. The Early Years Team works closely with voluntary sector partners to ensure that services they provide are of a satisfactory standard and that identified outcomes for children and families are agreed and evaluated.

5.0 POLICY IMPLICATIONS

- 5.1 This Report has been screened for any policy 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 CONSULTATION

- 6.1 This report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Support Services), Director of Finance and Director of Social Work.

7.0 BACKGROUND PAPERS

- 7.1 None

JIM COLLINS
Director of Education

JC/CMacC/LB
16 April 2010

APPENDIX A

Voluntary Partner	Breakdown of Costs 1st April 2010 - 31st March 2011	Total funding
Home-Start Dundee	Funding to continue service delivery and further increase the number of volunteers to support vulnerable parents and families	£30,000
Sub total		£30,000
Childcare @ Home	Funding to allow the continued delivery of childcare services at unsocial hours (evenings and weekends) to enable parents to access employment or study towards employment.	£30,000
Sub total		£30,000
TOTAL		£60,000

REPORT TO: Education Committee - 26 April 2010

REPORT ON: Tenders Received

REPORT BY: City Architectural Services Officer

REPORT NO: 233-2010

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:

Project Reference	Project	Contractor	Tender Amount	Total Amount	Finance Available
10-2301	Kingspark School - Removal of Furniture & Equipment	Dundee Removal Services Ltd., Dundee	£45,000.00	£48,200.00	£48,200.00
10-6028	Menzieshill Nursery School - Upgrade Severy/Kitchen Facilities	Dundee Contract Services	£15,847.00	£18,105.00	£18,105.00
10-6035	Craigie High School - Upgrade Technical Department	Dundee Contract Services	£104,243.20	£119,515.20	£119,515.20
10-6036	Braeview Academy - Upgrade Technical Department	Dundee Contract Services	£81,597.00	£94,505.00	£94,505.00
10-6021	St.Ninian's Primary School - Window Replacement	Dundee Contract Services	£68,308.00	£75,116.00	£75,116.00
10-6031	St.Ninian's Primary School - Window Replacement - Gym	Dundee Contract Services	£39,903.00	£44,070.00	£44,070.00
10-6019	Sidlawview Primary School - Window Replacement	Dundee Contract Services	£70,365.00	£77,144.00	£77,144.00
10-6030	Menzieshill High School - Window Replacement	Dundee Contract Services	£163,735.00	£186,658.00	£186,658.00
10-7002	St.Peter & Paul's Primary School - Heating Replacement (Main Building)	Jaydee Heating and Electrical, Dundee	£124,281.39	£143,336.39	£143,336.39
10-7001A	Gowriehill Primary School - Heating Replacement - Gas Supply	Scottish and Southern Energy Ltd., Cardiff	£15,847.00	£18,105.00	£18,105.00

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

- (1) Detailed information relating to the above Tenders is included on the attached sheets.
- (2) The construction works in this report have been procured using the general guidance contained in the following documents approved by the Council :-
 - a) Report Nr 148-2003 : Partnering Guidelines for Construction Projects
 - b) Report Nr 356-2009 : Construction Procurement Policy
 - c) Standing Orders : Tender Procedures of the Council

Rob Pedersen
City Architectural Services Officer
16 April 2010

233-2010

EDUCATION COMMITTEE - 26 APRIL 2010

CLIENT	Education		Education	
PROJECT REFERENCE	10-2301		10-6028	
PROJECT	Kingspark School		Menziesshill Nursery School	
DESCRIPTION OF WORKS	Removal of Furniture & Equipment The works comprise the removal of furniture and equipment etc. from the existing Kingspark School to the replacement Kingspark School.		Upgrade Severy/Kitchen Facilities The works comprise the refurbishment of the Kitchen/Servery facilities.	
TOTAL COST	Several Works	£45,000.00	Several Works	£15,847.00
	Allowances	£3,200.00	Allowances	£2,258.00
	TOTAL	£48,200.00	TOTAL	£18,105.00
FUNDING SOURCE	Capital		Capital	
BUDGET PROVISION & PHASING	2010/2011	£48,200.00	2010/2011	£18,105.00
ADDITIONAL FUNDING	None		None	
REVENUE IMPLICATIONS	Annual capital financing costs	£2,619.00	Annual capital financing costs	£1,686.00
POLICY IMPLICATIONS	There are no major issues.		There are no major issues.	
CONSULTATIONS	There are no major issues.		There are no major issues.	
TENDERS	Partnering project :		Negotiated contract :	
	1 Dundee Removal Services Ltd., Dundee	£45,000.00	1 Dundee Contract Services	£15,847.00
RECOMMENDATION	Acceptance of offer		Acceptance of offer	
ALLOWANCES	Professional Services	£3,200.00	Professional Services	£2,258.00
	TOTAL	£3,200.00	TOTAL	£2,258.00
SUB-CONTRACTORS	None		None	
BACKGROUND PAPERS	None		None	

EDUCATION COMMITTEE - 26 APRIL 2010

CLIENT	Education		Education	
PROJECT REFERENCE	10-6035		10-6036	
PROJECT	Craigie High School		Braeview Academy	
DESCRIPTION OF WORKS	Upgrade Technical Department The works comprise the refurbishment of the Technical Department.		Upgrade Technical Department The works comprise the refurbishment of the Technical Department.	
TOTAL COST	Several Works	£104,243.20	Several Works	£81,597.00
	Allowances	£15,272.00	Allowances	£12,908.00
	TOTAL	£119,515.20	TOTAL	£94,505.00
FUNDING SOURCE	Capital		Capital	
BUDGET PROVISION & PHASING	2010/2011	£119,515.20	2010/2011	£94,505.00
ADDITIONAL FUNDING	None		None	
REVENUE IMPLICATIONS	Annual capital financing costs	£11,129.00	Annual capital financing costs	£8,800.00
POLICY IMPLICATIONS	There are no major issues.		There are no major issues.	
CONSULTATIONS	There are no major issues.		There are no major issues.	
TENDERS	Negotiated contract :		Negotiated contract :	
	1 Dundee Contract Services	£104,243.20	1 Dundee Contract Services	£81,597.00
RECOMMENDATION	Acceptance of offer		Acceptance of offer	
ALLOWANCES	Professional Services	£15,272.00	Professional Services	£12,908.00
	TOTAL	£15,272.00	TOTAL	£12,908.00
SUB-CONTRACTORS	None		None	
BACKGROUND PAPERS	None		None	

EDUCATION COMMITTEE - 26 APRIL 2010

CLIENT	Education		Education	
PROJECT REFERENCE	10-6021		10-6031	
PROJECT	St.Ninian's Primary School		St.Ninian's Primary School	
DESCRIPTION OF WORKS	Window Replacement The works comprise replacement windows to the North and West elevations including all ancillary works as required.		Window Replacement - Gym The works comprise replacement windows to the Gym including all ancillary works as required.	
TOTAL COST	Several Works	£68,308.00	Several Works	£39,903.00
	Allowances	£6,808.00	Allowances	£4,167.00
	TOTAL	£75,116.00	TOTAL	£44,070.00
FUNDING SOURCE	Capital		Capital	
BUDGET PROVISION & PHASING	2010/2011	£75,116.00	2010/2011	£44,070.00
ADDITIONAL FUNDING	None		None	
REVENUE IMPLICATIONS	Annual capital financing costs	£5,066.00	Annual capital financing costs	£2,972.00
POLICY IMPLICATIONS	There are no major issues.		There are no major issues.	
CONSULTATIONS	There are no major issues.		There are no major issues.	
TENDERS	Negotiated contract : 1 Dundee Contract Services £68,308.00		Negotiated contract : 1 Dundee Contract Services £39,903.00	
RECOMMENDATION	Acceptance of offer		Acceptance of offer	
ALLOWANCES	Professional Services	£6,808.00	Professional Services	£4,167.00
	TOTAL	£6,808.00	TOTAL	£4,167.00
SUB-CONTRACTORS	None		None	
BACKGROUND PAPERS	None		None	

EDUCATION COMMITTEE - 26 APRIL 2010

CLIENT	Education		Education	
PROJECT REFERENCE	10-6019		10-6030	
PROJECT	Sidlawview Primary School		Menzieshill High School	
DESCRIPTION OF WORKS	Window Replacement The works comprise replacement windows to the school including all ancillary works as required.		Window Replacement The works comprise replacement windows to several elevations of the school including all ancillary works as required.	
TOTAL COST	Several Works	£70,365.00	Several Works	£163,735.00
	Allowances	£6,779.00	Allowances	£22,923.00
	TOTAL	£77,144.00	TOTAL	£186,658.00
FUNDING SOURCE	Capital		Capital	
BUDGET PROVISION & PHASING	2010/2011	£77,144.00	2010/2011	£186,658.00
ADDITIONAL FUNDING	None		None	
REVENUE IMPLICATIONS	Annual capital financing costs	£5,203.00	Annual capital financing costs	£12,588.00
POLICY IMPLICATIONS	There are no major issues.		There are no major issues.	
CONSULTATIONS	There are no major issues.		There are no major issues.	
TENDERS	Negotiated contract : 1 Dundee Contract Services		Negotiated contract : 1 Dundee Contract Services	
		£70,365.00		£163,735.00
RECOMMENDATION	Acceptance of offer		Acceptance of offer	
ALLOWANCES	Professional Services	£6,779.00	Professional Services	£22,923.00
	TOTAL	£6,779.00	TOTAL	£22,923.00
SUB-CONTRACTORS	None		None	
BACKGROUND PAPERS	None		None	

EDUCATION COMMITTEE - 26 APRIL 2010

CLIENT	Education		Education	
PROJECT REFERENCE	10-7002		10-7001A	
PROJECT	St.Peter & Paul's Primary School		Gowriehill Primary School	
DESCRIPTION OF WORKS	Heating Replacement (Main Building) The works comprise removal of existing heating system and installation of new heating system including all connections and adaptations in plantroom to suit and associated builder work as required.		Heating Replacement - Gas Supply The works comprise the installation of a new gas supply to the school. This is preparatory work which will enable the installation of new boiler plant planned for later this year.	
TOTAL COST	Several Works	£124,281.39	Several Works	£15,847.00
	Allowances	£19,055.00	Allowances	£2,258.00
	TOTAL	£143,336.39	TOTAL	£18,105.00
FUNDING SOURCE	Capital		Capital	
BUDGET PROVISION & PHASING	2010/2011		2010/2011	
		£143,336.39		£18,105.00
ADDITIONAL FUNDING	None		None	
REVENUE IMPLICATIONS	Annual capital financing costs		Annual capital financing costs	
		£11,019.00		£1,392.00
POLICY IMPLICATIONS	There are no major issues.		There are no major issues.	
CONSULTATIONS	There are no major issues.		There are no major issues.	
TENDERS	Five invited; four received	<i>Received</i>	<i>Checked</i>	Quotation from Utility Supplier :
	1 Jaydee Heating and Electrical, Dundee	£124,281.39	£124,281.39	1 Scottish and Southern Energy Ltd., Cardiff
	2 Taylor Mechanical Services Ltd., Dundee	£136,991.28	£136,991.28	£15,847.00
	3 CMS Heating & Plumbing Ltd., Arbroath	£144,270.40	£144,266.40	
	Highest Tender	£159,591.24		
RECOMMENDATION	Acceptance of lowest tender		Acceptance of quotation	
ALLOWANCES	CDM Co-ordinator	£1,344.00	Professional Services	£2,258.00
	Professional Services	£17,711.00		
	TOTAL	£19,055.00	TOTAL	£2,258.00
SUB-CONTRACTORS	AA Thermal, Glenrothes	Insulation	None	
BACKGROUND PAPERS	None		None	