

---

<b>Report To:</b>	<b>Education &amp; Communities Committee</b>	<b>Date:</b>	<b>9 March 2021</b>
<b>Report By:</b>	<b>Corporate Director Education, Communities &amp; Organisational Development</b>	<b>Report No:</b>	<b>EDUCOM/17/21/RB</b>
<b>Contact Officer:</b>	<b>Ruth Binks</b>	<b>Contact No:</b>	<b>01475 712748</b>
<b>Subject:</b>	<b>Education and Communities Committee: performance report for the Education part of the Committee</b>		

---

## 1.0 PURPOSE

- 1.1 The purpose of this report is to consider performance updates for the Education part of the Education and Communities Committee.

## 2.0 SUMMARY

### 2.1 Education – Period 9 Revenue Budget Monitoring Report

The projected Revenue Budget Outturn for Education as at 31 December 2020 is an overspend of £4.025 million which is an increase in expenditure of £734,000 since the last Committee.

The projections include net Covid costs of £4.476 million which will be fully funded by the Council's agreed Covid-19 budget. Excluding the Covid-19 costs, there is a projected underspend of £451,000 which is a decrease in expenditure of £338,000 since the last Committee.

### 2.2 Education capital report

Overall, the Committee is projecting to contain the costs of the 2020/23 Capital Programme within available budgets. Expenditure at 31 January 2021 is 115.72% of the 2020/21 restated approved budget (69.68% of revised projection), there is net advancement of £2.135m (66.08%) being reported. This is an increase in net advancement of £434K (13.43%) from that reported to the last Committee.

The Committee is requested to note the current over-expenditure of £172K on the recently completed St Mary's Primary School Refurbishment & Extension project (an increase of £126K from that reported to the last Committee) and that a more detailed report will be brought back to a future Committee upon agreement of the final account for the project. The future years lifecycle fund will be utilised to contain this within existing model resources pending a review of overall model allowances including the COVID pressure allowances.

## 3.0 RECOMMENDATIONS

- 3.1 The Education and Communities Committee is asked to:
- note the contents of this report.

**Ruth Binks**  
**Corporate Director**  
**Education, Communities & Organisational Development**

## 5.0 RELEVANT UPDATES

### 5.1 Education – Period 9 Revenue Budget Monitoring Report

The projected Revenue Budget Outturn for Education as at 31 December 2020 is an overspend of £4.025 million which is an increase in expenditure of £734,000 since the last Committee.

The projections include net Covid costs of £4.476 million which will be fully funded by the Council's agreed Covid-19 budget. Excluding the Covid-19 costs, there is a projected underspend of £451,000 which is a decrease in expenditure of £338,000 since the last Committee.

#### 5.1.1 Main areas of underspend are:

- An underspend of £400,000 for Facilities Management Catering Supplies due to reduction in number of school meals being produced during Covid-19 pandemic.
- An underspend of £400,000 for Education Catering Recharge as a result of the FM Catering Supplies underspend noted above.

#### Main areas of overspend are:

- An overspend of £956,000 for Teachers. Additional costs of £1.167m have been incurred as a result of the Council's response to the Covid-19 pandemic. These costs are partially offset by savings on Supply Teachers.
- An overspend of £167,000 for Non Teacher Employee. An overspend of £412,000 for Facilities Management as a result of additional cleaners employed to deal with Covid-19 is partially offset by additional turn over savings mostly within Early Years and Schools.
- An overspend of £277,000 for Education Cleaning Recharge as a result of additional cleaning required as part of the Council's response to Covid-19.
- An overspend of £429,000 for Facilities Management Catering Resources as a result of payments to Foodbanks and purchase of food items for vulnerable people.
- An overspend of £250,000 for purchase of Personal Protective Equipment (PPE) required in schools.
- An overspend of £435,000 on IT Equipment required for Schools Digital Connectivity as part of Home Learning.
- An overspend of £1.579 million for payments made to families entitles to Free School Meals during school lockdowns and holidays.
- A shortfall in School Meal Income of £646,000 as a result of low uptake of meals as a result of school closures.

Earmarked Reserves for 2020/21, excluding those for Asset Plans and Strategic Funds, total £2.359 million of which £1.412 million is projected to be spent in the current Financial Year. To date expenditure of £931,000 (65.9%) has been incurred. Spend to date per profiling was expected to be £1.366 million, therefore slippage to date is £435,000 or 31.8% and relates to the Early Years 1140 Hours earmarked reserve.

Further detail is attached to this report as Appendix 1.

### 5.2 Education capital report

Overall, the Committee is projecting to contain the costs of the 2020/23 Capital Programme within available budgets. Expenditure at 31 January 2021 is 115.72% of the 2020/21 restated approved budget (69.68% of revised projection), there is net advancement of £2.135m (66.08%) being reported. This is an increase in net advancement of £434K (13.43%) from that reported to the last Committee.

The Committee is requested to note the current over-expenditure of £172K on the recently completed St Mary's Primary School Refurbishment & Extension project (an increase of £126K from that reported to the last Committee) and that a more detailed report will be brought back to a future Committee upon agreement of the final account for the project. The

future years lifecycle fund will be utilised to contain this within existing model resources pending a review of overall model allowances including the COVID pressure allowances. Further detail is attached to this report as Appendix 2.

#### 5.2.1 PROJECTS RECENTLY COMPLETED ON SITE

##### **St Mary's Primary School Refurbishment & Extension:**

As previously reported the final account negotiations are still ongoing and additional funding will be required to address projected over expenditure. The Committee is requested note the current over expenditure of £172K (an increase of £126K from that reported to the previous Committee) and that a more detailed report on the final position will be brought back to a future Committee upon agreement of the final account for the project. The Committee is also requested to note and approve the temporary allocation of future years lifecycle funding to contain the expenditure within the current funding model. The overall position will be reviewed including potential allocation from the COVID contingency and reallocation of current complete on site allowances.

#### 5.2.2 PROJECTS ON SITE / UNDER CONSTRUCTION

##### **Gourock Primary School Extension:**

Tenders for the completion works were issued on the Public Contracts Scotland (PCS) web portal during week commencing 7<sup>th</sup> December with a return currently programmed for 19<sup>th</sup> February 2021. As previously reported it is anticipated that the cost of the completion works contract will exceed the available remaining budget. Subject to tender return and evaluation, and in order to minimise any further delay on restarting the project, the acceptance of the most economically advantageous tender will be progressed through the use of emergency powers. Engagement with the Head Teacher and wider stakeholders will continue as the project is progressed towards recommencement of works on site.

##### **Hillend Children's Centre Refurbishment:**

Works are progressing on site with internal partitions and timber kit structure for the extension substantially complete. Mechanical and electrical first fix works are progressing well with wall linings also commenced ahead of second fix works which will commence in the near future. Roof covering works are imminent with external wall cladding rail installation ongoing. As previously reported the project is currently reporting behind programme with completion anticipated in 2<sup>nd</sup> Quarter 2021.

##### **Former Kelly Street Children's Centre Demolition / Landscaping Works:**

The formal acceptance of the project has been delayed due to the inability to conclude the Building Warrant process in relation to Scottish Water approval for drainage connection of the site which is currently still awaited. A site start will be programmed upon receipt of Building Warrant and formal legal acceptance.

#### 5.2.3 INTERACTIVE WHITEBOARD REFRESH

The first phase works covering 5 primary schools has been completed as previously reported. The second phase works covering 3 secondary schools has commenced and is projected to be substantially completed by the end of March 2021.

#### 5.2.4 SCHOOL ESTATE LIFECYCLE WORKS 2020/21

Lifecycle works continue to be addressed with further flooring and decoration works being progressed and some work brought forward due to the current low school occupancy e.g. new gym hall timber floor within St John's PS. The larger value sports pitch lifecycle works are also progressing with rejuvenation of pitches complete at Port Glasgow Community Campus and St Columba's High School, and with the 3G pitch carpet replacement ongoing at Inverclyde Academy.

5.2.5 **DEVELOPMENT AND IMPLEMENTATION OF 1140 HOURS OF EARLY LEARNING & CHILDCARE - INFRASTRUCTURE PROJECTS PROGRESS COMPLETED PROJECTS**

<b>Project/Establishment Name</b>	<b>Date Completed</b>
Blairmore Nursery Expansion (2-3s)	April 2018
St Joseph's Primary School Nursery Class (2-3s and 3-5s)	December 2018
St Francis Primary School Nursery Class (2-3s and 3-5s)	December 2018
Binnie Street Children's Centre (Outdoor)	June 2019
Kilmacolm Primary School Nursery Class (Outdoor)	September 2019
Wemyss Bay Primary School Nursery Class (Outdoor)	September 2019
Blairmore Nursery (Outdoor)	October 2019
Rainbow Family Centre (Outdoor)	December 2019
Gibshill Children's Centre (Outdoor)	February 2020
Craigmarloch School	August 2020
Gourock YAC	October 2020

5.2.6 **PROJECTS ON SITE / UNDER CONSTRUCTION**

**Rainbow Family Centre Extension**

The works are progressing on site with the substructure and timber kit installation completed and external superstructure brickwork ongoing. Roofing work, first fix joinery and first fix mechanical and electrical installations have commenced. External works are partly complete on the formation of block parking bays. The Contractor is currently reporting 4 weeks behind programme due to a combination of adverse weather, difficult ground conditions and site logistics.

**Larkfield Children's Centre New Build**

The works are progressing with initial groundworks including vibro-compaction ground improvement, foundations, gas membrane and underbuilding works substantially completed. Formation of car parking bays and access hardstanding is ongoing with main floor slab casting awaiting a suitable weather window. The Contractor is currently reporting 3 weeks behind programme due to a combination of adverse weather and site logistics.

**Wellpark Children's Centre**

Building warrant approved with works now commenced on site. Structural alterations and infill works are progressing. A site start will be programmed upon receipt of Building Warrant which has been submitted. Project is projected to be substantially completed by the end of March 2021.

5.2.7 **PROJECTS AT PRE-CONSTRUCTION STAGE**

**Glenpark Early Learning Centre**

Advance services connection work has been completed with formal acceptance now issued for outdoor teaching unit. The Contractor will now provide all information to allow submission of the necessary building warrant. Site programme will be dependent on receipt of warrant with projected start on site in 2<sup>nd</sup> Quarter 2021.

**6.0 IMPLICATIONS**

**6.1 Finance**

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

6.2 **Legal**

The legal basis for the closure of schools is provided by Education Continuity Directions from the Scottish Government.

6.3 **Human Resources**

N/A.

6.4 **Equalities**

Equalities

(a) Has an Equality Impact Assessment been carried out?

	YES
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

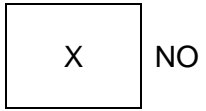
Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
--	---



**6.5 Repopulation**

N/A.

**7.0 CONSULTATIONS**

7.1 N/A.

**8.0 BACKGROUND PAPERS**

8.1 N/A.

EDUCATION CAPITAL REPORT  
COMMITTEE: EDUCATION & COMMUNITIES



Project Name	1	2	3	4	5	6	7	8
	Est Total Cost	Actual to 31/3/20	Approved Budget 2020/21	Revised Est. 2020/21	Actual to 31/01/21	Est 2021/22	Est 2022/23	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
<b>SEMP Projects</b>								
Hillend Children's Centre - Refurbishment	1,484	113	500	700	563	621	50	0
Lifecycle Fund	10,217	3,934	400	900	578	1,000	2,882	1,501
Gourock PS - Extension	2,056	1,483	250	50	13	500	23	0
St Mary's PS - Refurbishment & Extension	6,763	5,949	611	814	814	0	0	0
Demolish Kelly Street Children's Centre	46	23	16	23	23	0	0	0
Kelly Street Site Landscaping (St. Mary's PS)	221	0	41	15	0	196	10	0
Demolish Sacred Heart Primary School	366	0	0	0	0	150	216	0
Interactive Whiteboard Refresh	700	0	75	550	220	150	0	0
Complete on site	407	0	0	0	0	0	407	0
<b>TOTAL SEMP</b>	<b>22,260</b>	<b>11,502</b>	<b>1,893</b>	<b>3,052</b>	<b>2,211</b>	<b>2,617</b>	<b>3,588</b>	<b>1,501</b>
<b>Early Learning &amp; Childcare Expansion (1140hrs) Projects</b>								
Craigmarloch - Internal Alterations	6	0	10	6	2	0	0	0
Gourock YAC - Internal & External Alterations	275	182	40	93	93	0	0	0
Larkfield Children's Centre - New Build	2,906	260	500	950	599	1,550	146	0
Rainbow Family Centre - Extension	2,389	201	578	1,200	796	868	120	0
Wellpark Children's Centre - Alterations	40	0	80	30	6	10	0	0
Glenpark Early Learning Centre - Outdoor	164	0	120	25	23	129	10	0
ELC Complete on site	1,078	1,068	10	10	9	0	0	0
<b>TOTAL ELC EXPANSION</b>	<b>6,858</b>	<b>1,711</b>	<b>1,338</b>	<b>2,314</b>	<b>1,528</b>	<b>2,557</b>	<b>276</b>	<b>0</b>
<b>CFCR Projects</b>								
Education Connectivity	414	0	0	414	0	0	0	0
Additional COVID Pressure Allowance	506	0	0	0	0	0	506	0
	<b>920</b>	<b>0</b>	<b>0</b>	<b>414</b>	<b>0</b>	<b>0</b>	<b>506</b>	<b>0</b>
<b>TOTAL ALL PROJECTS</b>	<b>30,038</b>	<b>13,213</b>	<b>3,231</b>	<b>5,780</b>	<b>3,739</b>	<b>5,174</b>	<b>4,370</b>	<b>1,501</b>

**EDUCATION****REVENUE BUDGET MONITORING REPORT****CURRENT POSITION****Period 9 - 1st April 2020 to 31st December 2020**

2019/20 Actual £000	Subjective Heading	Approved Budget 2020/21 £000	Revised Budget 2020/21 £000	Projected Out-turn 2020/21 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
45,120	Employee Costs - Teachers	46,096	50,562	51,518	956	1.9%
25,031	Employee Costs - Non Teachers	22,739	28,413	28,580	167	0.6%
16,598	Property Costs	8,091	8,085	8,252	167	2.1%
5,420	Supplies & Services	5,349	5,550	5,843	293	5.3%
2,638	Transport Costs	2,033	2,094	2,233	139	6.6%
645	Administration Costs	689	678	678	0	-
5,292	Other Expenditure	18,147	22,538	24,010	1,472	6.5%
(19,673)	Income	(12,353)	(26,173)	(25,342)	831	(3.2%)
81,071	TOTAL NET EXPENDITURE	90,791	91,747	95,772	4,025	4.4%
	Earmarked Reserves	0	(73)	(73)	0	
	Loan Charges / DMR	0	(4,808)	(4,808)	0	
	Additional Funding Covid-19			(4,476)	(4,476)	
	TOTAL NET EXPENDITURE excluding Earmarked Reserves	90,791	86,866	86,415	(451)	

2019/20 Actual £000	Objective Heading	Approved Budget 2020/21 £000	Revised Budget 2020/21 £000	Projected Out-turn 2020/21 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
174	Corporate Director	149	149	157	8	5.4%
58,529	Education	61,864	62,545	65,959	3,414	5.5%
95	Facilities Management	110	110	794	684	621.8%
9,237	School Estate Management Plan	14,557	14,738	14,738	0	-
67,861	TOTAL EDUCATION SERVICES	76,531	77,393	81,491	4,098	5.3%
9,402	ASN	10,337	10,345	10,265	(80)	(0.8%)
1,614	Community Learning & Development	1,685	1,745	1,745	0	-
2,020	Other Inclusive Education	2,089	2,115	2,114	(1)	(0.0%)
13,036	TOTAL INCLUSIVE EDUCATION	14,111	14,205	14,124	(81)	(0.6%)
81,071	TOTAL EDUCATION COMMITTEE	90,791	91,747	95,772	4,025	4.4%
	Earmarked Reserves	0	(73)	(73)	0	
	Loan Charges / DMR	0	(4,808)	(4,808)	0	
	Additional Funding Covid-19	0	0	(4,476)	(4,476)	
	TOTAL EDUCATION COMMITTEE excluding Earmarked Reserves	90,791	86,866	86,415	(451)	



**EDUCATION****REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****Period 9 - 1st April 2020 to 31st December 2020**

<u>Out Turn</u> <u>2019/20</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Budget</u> <u>2020/21</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>31-Dec-20</u> <u>£000</u>	<u>Projection</u> <u>2020/21</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Over / (Under)</u>
45,120	ED Employee Costs -Teachers	50,562	33,708	31,279	51,518	956	1.9%
25,031	Employee Costs - Non Teachers	28,413	19,662	18,465	28,580	167	0.6%
528	Gas	513	342	253	463	(50)	(9.7%)
897	Electricity	930	620	499	884	(46)	(4.9%)
1,190	ED Cleaning Contract	1,144	858	932	1,421	277	24.2%
1,053	FM Catering Supplies	979	734	333	579	(400)	(40.9%)
3,253	ED Catering Recharge	3,249	2,437	1,464	2,849	(400)	(12.3%)
0	FM Catering Supplies - Covid-19	0	0	252	429	429	-
0	FM PPE / Hans Sanitiser - Covid 19	0	0	243	250	250	-
0	IT Digital Access Equipment	0	0	379	435	435	-
29	Outdoor Education Supplies	29	0	0	0	(29)	-
90	Pupil Consortium Travel	93	70	53	139	46	49.5%
416	ASN Transport	352	352	445	422	70	19.9%
3	EMA Administration	25	15	1	5	(20)	(80.0%)
8	Early Years Framework	37	21	1	7	(30)	(81.1%)
350	ASN Placements	371	216	110	337	(34)	(9.2%)
0	Food Payments - Covid-19	0	0	1,368	1,579	1,579	-
(30)	Music Tuition Fees	(34)	(34)	4	5	39	-
(900)	School Meal Income	(981)	(685)	(229)	(335)	646	(65.9%)
(32)	Breakfast Club Income	(62)	(43)	0	0	62	(100.0%)
(30)	Music Fees	(34)	(26)	1	5	39	(114.7%)
(6,442)	FM Income	(6,448)	(4,299)	(3,138)	(6,383)	65	(1.0%)
	<b>Total Covid-19 Material Variances</b>					<b>4,606</b>	
<b>Total Material Variances</b>						<b>4,051</b>	

## EARMARKED RESERVES POSITION STATEMENT

## COMMITTEE: Education &amp; Lifelong Learning

<u>Project</u>	<u>Lead Officer/ Responsible Manager</u>	<u>Total Funding 2020/21</u>	<u>Phased Budget To Period 9 2020/21</u>	<u>Actual To Period 9 2020/21</u>	<u>Projected Spend 2020/21</u>	<u>Amount to be Earmarked for 2020/21 &amp; Beyond</u>	<u>Lead Officer Update</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Beacon Arts	Tony McEwan	87	0	0	27	60	Contingency for Beacon funding.
Autism Friendly	Tony McEwan	189	16	15	189	0	CVS post funded until end of Sept 2020, assumes balance spent by year end
Year of Young People Legacy	Tony McEwan	40	0	0	20	20	£40k of original funding written back to General Reserves. Now projecting £20k to be spent 20/21 and £20k c/f for use in 21/22.
Early Years 1140 c/f	Michael Roach	2,043	1,350	916	1,176	867	£90k committed for Glenpark & Wellpark work in 21/22, £350k committed for new nursery fit out in 21/22 and £427k unallocated at this time.
<b>Total</b>		<b>2,359</b>	<b>1,366</b>	<b>931</b>	<b>1,412</b>	<b>947</b>	