

REPORT TO: CHILDREN, FAMILIES & COMMUNITIES COMMITTEE – 22 JANUARY 2024

REPORT ON: REVIEW OF THE SERVICE ESTATE

REPORT BY: EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES SERVICE

REPORT NO: 26-2024

1 PURPOSE OF REPORT

1.1 The Education Committee (Article I of the Minute of the Meeting of the Education Committee held on 12 December 2011, report 539-2011 refers) agreed that an annual update report on the school estate would be prepared for committee.

2 RECOMMENDATIONS

2.1 It is recommended that the Committee notes:

- a the current, planned and ongoing improvements to the estate;
- b the capacity levels across schools; and
- c the building safety update.

3 FINANCIAL IMPLICATIONS

3.1 There are no financial implications associated with this report.

4 BACKGROUND

4.1 The Education Committee (Article I of the Minute of the Meeting of the Education Committee held on 12 December 2011, report 539-2011 refers) agreed that an annual update report on the school estate would be prepared for committee.

4.2 There are ongoing improvements and adaptations to the school estate across Dundee. These include the new build programme; refurbishment (including nurseries); planned maintenance works; cyclical upgrades; and an ongoing programme of general works. See appendix 1.

4.3 The most recent Service Estate Management Plan (SEMP) was submitted to the Scottish Government in May 2023. In line with current Government guidance, City Development will be reviewing the management of Condition and Suitability data retained. The occupancy rate for each establishment is based on the annual census data taken each September. Appendix 2 summarises core facts data for condition and suitability for each establishment. Each establishment is graded on a scale A to D, defined by Scottish Government as follows:

		Condition	Suitability
Rating A	Good	Performing well and operating efficiently	Performing well and operating efficiently
Rating B	Satisfactory	Performing adequately but showing minor deterioration	Performing well but with minor problems
Rating C	Poor	Showing major defects and/or not operating adequately	Showing major problems and/or not operating optimally
Rating D	Bad	Life expired and/or serious risk of imminent failure	Does not support the delivery of services to children and communities

- 4.4 In the Secondary portfolio, a Council Committee decision, Article III of the Minute of this committee of 25 January 2021 (Report no 44-2021 refers) has now been taken, backed by Scottish Futures Trust (SFT) and the Scottish Government, to replace Craigie High School and Braeview Academy with a new purpose-built Community Campus facility. Planning approval was gained in 2022, works started in Spring 2023, with a planned completion in 2025. Design and consultation on the building continues with relevant stakeholders.
- 4.5 Barnhill, Craigiebarns and Eastern Primary Schools are all currently graded as C for condition. Works are being planned over the coming financial years to improve these gradings and restore these schools to grade B. Planned works will include the following as appropriate - window replacement, roof replacement, toilet refurbishments, rewire and lighting upgrades, heating services upgrades etc. In the last year, this process of investment has recently restored the grade B status to St Ninian's Primary School and St Pius Primary School. There is continual liaison between the Capital Projects and Property Management teams to ensure that priority condition concerns are targeted, to deliver the most effective capital investment results.
- 4.6 The Harris Academy extension commenced in January 2023 and completed on programme and budget in December 2023.
- 4.7 Core facts for condition and suitability are measured by Dundee City Council and reported to Scottish Government. Almost all our nurseries and schools are rated as good or satisfactory, with refurbishments planned to take place as necessary to maintain standards.

5 SCHOOL CAPACITY

- 5.1 The planning capacity for schools is based on a standard formula using the Strathclyde Model to ensure a consistent approach across the school estate.
- 5.2 Action is taken each year to create reserved spaces in schools to try to ensure that Priority 1 pupils who move into a catchment area during the school year are granted a space. The allocation of reserved spaces is reviewed on an annual basis, and a report is presented to committee detailing the proposed number of reserved spaces in specific schools. In March 2023 (Article II of the Minute of the Children and Families Service Committee of 6 March 2023, Report No 78-2023 refers) the Committee approved a revision of the allocation of reserved places in selected schools to try to ensure an adequate retention of spaces for all Priority 1 pupils entering their local primary or secondary school. Where the school roll is close to or above capacity, entry levels into Primary 1 can also be regulated to control capacity should such action be necessary. At secondary school level there is a maximum intake for each year group, and this is based on the working capacity of each school.
- 5.3 The total capacity across the primary estate is 13,261 pupils. At present 10,059 spaces are used, which represents an occupancy level of 76%. The total capacity across the secondary estate is 9,518 pupils. At present 8,213 spaces are used, which represents an occupancy level of 86%.
- 5.4 Table 4 sets out the capacity and roll for each school, the number and percentage of those pupils who live within the school catchment, and the number and percentage of pupils living outside the catchment in September 2023. There are 5 primary schools with an occupancy level greater than 95%. There are 3 secondary school with an occupancy level greater than 95%. Each of these schools has a significant number of pupils from outside catchment, ranging from 20% to 61%. The schools are:
- 5.4.1 **Blackness Primary School:** The roll is 329 pupils, and the capacity is 342 pupils. Changes to West End school catchment boundaries, effective August 2022, mean that 200 pupils now live outside catchment, and this represents 61% of the school roll. The effect of the catchment changes will be to reduce the school roll by reducing intake in future years.
- 5.4.2 **Our Lady's RC Primary School:** The roll is 239 pupils, and the capacity is 245 pupils. There are 56 pupils from outside catchment, and this represents 23% of the school roll.
- 5.4.3 **Rosebank Primary School:** The roll of 295 is 17 pupils over capacity. 114 pupils live outside catchment, and this represents 39% of the school roll.
- 5.4.5 **SS Peter and Paul RC Primary School:** The roll of 348 is 6 pupils over capacity. 125 pupils live outside catchment, and this represents 36% of the school roll.

- 5.4.6 **St Joseph's RC Primary School:** The roll of 356 pupils and the capacity is 367. 177 pupils live outside catchment, and this represents 50% of the school roll.
- 5.4.7 **Grove Academy:** The roll is 1,347, 98% of the working capacity of 1,370 pupils. 270 pupils live outside the school catchment representing 20% of the school roll.
- 5.4.8 **Harris Academy:** The roll is 1,338, 102% of the working capacity in September of 1,309 pupils. 272 pupils live outside the school catchment representing 20% of the school roll. An extension funded by Perth and Kinross Council in response to the Harris catchment review in 2020 was completed and handed over in December 2023. These additional 6 classrooms provide a capacity increase of 198. Total capacity is now 1,507 with an occupancy level of 89%. The extension ensures that an S1 intake of 260 pupils is sustainable, including eligible pupils from Invergowrie Primary School.
- 5.4.9 **St John's RC High School:** The roll is 1,279, 18 pupils over the working capacity of 1,261 pupils. In July 2023 approval was given to tender for additional modular accommodation which would provide 4 additional classrooms and increased toilet provision. Upon installation, the school's capacity will increase to 1,393. 300 pupils live outside the school catchment representing 23% of the school roll.
- 5.4.10 **Kingspark School:** The school is 8 pupils above the working capacity of 172. The nature and style of the school is such that it can accommodate additional pupils but there is an ongoing review of the present and future provision to reflect the nature of additional support needs across the city.
- 5.5 The schools with an occupancy level of over 100% are using the flexibility within their accommodation which enables them to respond appropriately to the demands of specific class compositions, individual pupil needs and occupancy levels.
- 5.6 The Children and Families Service closely monitors the capacity of all schools and takes action to address any issues. This can include, for example, capping intakes, increasing the number of reserved places for priority 1 pupils, monitoring placing requests and if this continues to be a significant issue, reviewing catchment areas. However, there is currently no plan to review catchment areas due to projected falling rolls.

Table 4: School Capacities, Rolls and catchment status as at September 2023

School Name	Sector	Planning Capacity	Roll	Occupancy	Living in catchment	Outside catchment	% in catchment	% outside catchment
Ancrum Road	Primary	451	318	71%	179	139	56%	44%
Ardler	Primary	267	110	41%	73	37	66%	34%
Ballumbie Primary	Primary	676	398	59%	288	110	72%	28%
Barnhill	Primary	534	402	75%	325	77	81%	19%
Blackness	Primary	342	329	96%	129	200	39%	61%
Camperdown Primary	Primary	338	228	67%	158	70	69%	31%
Claypotts Castle	Primary	500	348	70%	293	55	84%	16%
Clelington	Primary	574	401	70%	283	118	71%	29%
Craigiebarns	Primary	367	301	82%	135	166	45%	55%
Craigowl	Primary	434	314	72%	202	112	64%	36%
Dens Road	Primary	292	239	82%	125	114	52%	48%
Downfield	Primary	434	302	70%	145	157	48%	52%
Eastern	Primary	459	388	85%	157	231	40%	60%
Fintry	Primary	434	368	85%	193	175	52%	48%
Forthill	Primary	651	491	75%	364	127	74%	26%
Glebelands	Primary	432	356	82%	178	178	50%	50%
Longhagh	Primary	371	260	70%	128	132	49%	51%

Mill of Mains	Primary	317	277	87%	189	88	68%	32%
Our Lady's RC	Primary	245	239	98%	183	56	77%	23%
Rosebank	Primary	278	295	106%	181	114	61%	39%
Rowantree	Primary	434	299	69%	230	69	77%	23%
Sidlaw View	Primary	440	214	49%	141	73	66%	34%
St Andrew's RC	Primary	484	461	95%	347	114	75%	25%
St Clement's RC	Primary	288	209	73%	160	49	77%	23%
St Fergus RC	Primary	367	167	46%	74	93	44%	56%
St Francis RC	Primary	392	311	79%	246	65	79%	21%
St Joseph's RC	Primary	367	356	97%	179	177	50%	50%
St Mary's RC	Primary	300	282	94%	204	78	72%	28%
St Ninian's RC	Primary	308	250	81%	173	77	69%	31%
Ss Peter and Paul RC	Primary	341	348	102%	223	125	64%	36%
St Pius' RC	Primary	242	156	64%	125	31	80%	20%
Tayview	Primary	660	440	67%	270	170	61%	39%
Victoria Park	Primary	242	202	83%	97	105	48%	52%
Baldragon Academy	Secondary	1100	881	80%	718	163	81%	19%
Braeview Academy	Secondary	1058	704	67%	608	96	86%	14%
Craigie High School	Secondary	1050	725	69%	531	194	73%	27%
Grove Academy	Secondary	1370	1347	98%	1077	270	80%	20%
Harris Academy	Secondary	1309	1338	102%	1066	272	80%	20%
Morgan Academy	Secondary	1065	942	88%	697	245	74%	26%
St John's RC High School	Secondary	1261	1279	101%	979	300	77%	23%
St Paul's RC Academy	Secondary	1305	997	76%	905	92	91%	9%
Kingspark School	Special	172	180	105%				
Rockwell OES	Special	51	31	61%				

6 BUILDING SAFETY

- 6.1 A system is in place for the inspection, monitoring, reporting and addressing of defects that arise within all Council nurseries, primary schools and secondary school buildings. The Head Teachers assume the role of Building Manager and have overall responsibility for property safety assisted by the Building Co-ordinator which is the Business Manager in Secondary Schools and Locality Support Officers in both Primary and Nursery Schools. Building Surveying Services have allocated a Property Officer to each school who carry out comprehensive building condition inspections on an annual basis. The Property Officers also carry out regular inspections of the school and its facilities (typically on a monthly basis). The Building Manager, Building Co-ordinator or facility staff will also inspect on an ongoing basis and report any safety concerns to the Property Officer. The Property Officer attends regular meetings with schools once a term where a set agenda specifically looks at health and safety issues.

There are separate health and safety contracts in place for safety inspection and testing in areas as diverse as electrical testing, testing of gas appliances, fire alarm servicing and assessment of water quality.

- 6.2 Regular meetings are held and attended by Property, Children and Families Services and Tayside Contracts where any issues are identified, with solutions discussed and implemented.
- 6.3 A detailed structural inspection is carried out every three years across the estate by City Engineers. Any structural maintenance needs arising from these inspections are programmed on a prioritised basis. These cyclical inspections highlight a need for structural maintenance across the school's estate with allowance provided within the capital plan over the next five years to preserve asset condition and safety. Any major works required are identified through these inspection processes and prioritised through the capital budget process.
- 6.4 A system is also in place for the eight Dundee PPP Contract Schools through the facilities management contractor. Any work required in relation to these properties is carried out through planned maintenance processes. The works are funded through the lifecycle maintenance portion of the contract.
- 6.5 Operational Mechanical, Electrical and Property Officers continue to assist and support with day-to-day duties and repairs and maintenance where required.

6.6 REINFORCED AUTOCLAVED AERATED CONCRETE (RAAC)

- 6.6.1 Reinforced autoclaved aerated concrete (RAAC) has been used in part of the roof structure at two of our school buildings – St Fergus and Ardler Primary Schools.
- 6.6.2 The roofs have been, and continue to be, inspected regularly by the City Engineer. The RAAC at each school is described as being in good condition currently with no structural issues apparent, accordingly both schools can safely continue to operate.
- 6.6.3 Detailed inspections of the roof areas continue to be carried out at least every six months and in line with national guidelines. Relevant industry guidance is frequently reviewed and management of RAAC in these properties will reflect any subsequent advice provided by the construction industry and Scottish Government.

6.7 FIRE SAFETY

- 6.7.1 Building Surveying Services continue to deliver duty holder training to Head Teachers, Tayside Contracts, Locality Support Officers and Contract Managers working in schools. In addition, Locality Support Officers have been provided with presentations to make further training available to duty holders, fire marshals and fire stewards.
- 6.7.2 Safety Officers have undertaken a review of bin store locations, security and liaised with Tayside Contracts and Children and Families Services staff with regard to the importance of securing bins/enclosures in order to reduce the possibility of wilful fire-raising. Fire Risk Assessments are reviewed annually, followed up by fire audits.
- 6.7.3 All schools have up to date and relevant Fire Risk Assessments in place, and every school is reviewed annually by a Fire Risk Assessor.
- 6.7.4 We have had no Unwanted Fire Alarm Signal (UFAS) notifications in 2023. The Scottish Fire and Rescue Service (SFRS) changed their response to fire alarms in July 2023 which should have reduced the number of these types of incidents.
- 6.7.5 All schools are connected to a remote alarm receiver centre. However, the procedures have changed in line with changes to the SFRS response. The alarm receiver centre will contact a list of key holders. An investigation will be carried out and 999 call to SFRS to confirm if the activation is a fire or false alarm. SFRS will only respond automatically to a fire alarm activating in a sleeping risk, any other type of building will have to clarify signs of fire before they will mobilise.

6.8 ASBESTOS MANAGEMENT AND OTHER TRAINING

- 6.8.1 All relevant Education facilities have asbestos management surveys in place where required and are re-inspected annually by accredited Surveyors. Each of these Education properties have their own Action Plans which are reviewed by City Development, updated, appropriately actioned and/or managed at regular intervals.
- 6.8.2 Any asbestos related works are carried out during school holiday periods/weekends and strictly in line with relevant regulation and control.
- 6.8.3 Relevant staff are suitably trained, and guidance is provided to Building Managers and Head Teachers as appropriate.
- 6.8.4 Suitable training and support is provided to relevant Building Managers and Head Teachers in pertinent areas of building safety and management, and support is always available from fully qualified Property staff within City Development.

6.9 ADDITIONAL SUPPORT AND ASSISTANCE

- 6.9.1 Additional support and assistance is provided by Building Surveying Services, when required, by coordinating works related to property which is funded by Devolved School Management budgets.
- 6.9.2 Property Officers and Clerk of Works continue to support and assist with the installation of Wi-Fi to 18 education facilities.

7 RESIDENTIAL CHILDCARE

- 7.1 Residential childcare forms part of Dundee City Council's accommodation resources for care experienced children and young people. The Council has 6 houses offering up to 33 beds for children aged 12-21, including Gillburn Road which previously provided short breaks for families with children with a disability and is now a residential home for up to 4 young people. The houses are registered services under the Care Inspectorate whose annual inspection reports identify houses where there are clear or emerging issues around the suitability and fabric of the buildings to meet the needs of the young people we care for.
 - a Drummond House has undertaken full upgrading of the en suites to each bedroom in addition to further general upgrades and decoration. Upgrading work commenced in Autumn of 2021 and was completed in February 2022.
 - b A new build site was identified at Southampton Road to deliver a new children house to replace Fairbairn Street, work commenced in August 2022, completed in April and occupied during the summer of 2023. This resource is now named Craigie Cottage and offers specialist care to children under the age of 12 who cannot manage a family setting such as kinship care or foster care. This provision is allowing for the youngest most vulnerable of children to return to the City. This provision allows for children to access mainstream education, maintain relationships with peers and families as well as access community clubs and interests. Craigie Cottage allows Dundee City Council to have a range of internal provision to meet the needs of all children, of all ages who cannot safely remain at home.
 - c Fairbairn Street House is receiving some minor improvement work, this will enable the house to be re-purposed to deliver support for care experienced young people transitioning to independent living. Re-provisioning Fairbairn to a 6 bedded housing support service for care leavers allows us to extend the options for care leavers, allowing young adults to have supported accommodations on return to the city from out of Authority placements and means less reliance on external high-cost placements. Retaining Fairbairn provides a 7th house increasing our internal capacity from 33 to 39 beds. There have been minimal costs to retaining this house with staffing being sourced from internal capacity and house improvements largely being undertaken by the Justice Unpaid Work Team.

8 POLICY IMPLICATIONS

- 8.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate senior manager has reviewed and agreed with this assessment.

9 CONSULTATION

- 9.1 The Council Leadership Team was consulted in the preparation of this report.

10 BACKGROUND PAPERS

- 10.1 None.

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January 2024

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City Development

APPENDIX 1

Capital Works Programme 2024/25

Proposed General upgrading works:

School	Proposed Works for 2024/25	Estimated value
Barnhill PS	Electrical Upgrade Phase 3 and Fire Alarm Replacement	£450,000
Mill O' Mains PS	Development of Enhanced Support Area	£150,000
St John's HS	Enhanced Support Area Improvements	£250,000
St John's HS	Swimming Pool relining and Pool Plantroom refurbishment	£150,000
Craigiebarns PS	Roof Covering replacement – Phase 3	£200,000
St Mary's PS	Roof Covering replacement – Phase 3	£200,000
St Pius PS	Roof Covering Replacement – Assembly Hall and stage	£180,000
St Ninian's PS	Final Phase Window replacement	£150,000
Blackness PS	Upgrade of Ground Floor Toilets	£85,000
Eastern PS	Upgrade Centenary Block Toilets	£100,000
Eastern PS	Develop Strategy for Upgrade of windows through original school building	On-going

The above overall proposed investment in our service estate for session 2024/25 is circa £1.9m.

APPENDIX 2

Summary Data on the School Estate

Core facts on the school estate as at September 2023

		Condition	Suitability
Rating A	Good	Performing well and operating efficiently	Performing well and operating efficiently
Rating B	Satisfactory	Performing adequately but showing minor deterioration	Performing well but with minor problems
Rating C	Poor	Showing major defects and/or not operating adequately	Showing major problems and/or not operating optimally
Rating D	Bad	Life expired and/or serious risk of imminent failure	Does not support the delivery of services to children and communities

Early Years Establishments

	Condition	Suitability
Balgay Hill Nursery School	A	A
Frances Wright Nursery	A	A
Jessie Porter Nursery	A	A
Menzieshill Nursery (New Build)	A	A
Quarry View Nursery	A	A
Wallacetown Nursery	B	B
Woodlea Children's Centre	B	B

Primary/Secondary Schools

School Name	School Type	Overall Condition	Suitability of Estate
Ancrum Road Primary School	Primary	B	B
Ardler Primary School	Primary	B	B
Ballumbie Primary	Primary	A	A
Barnhill Primary School	Primary	C	B
Blackness Primary School	Primary	B	B
Camperdown Primary	Primary	A	A

Claypotts Castle Primary School	Primary	A	A
Cleington Primary School	Primary	B	B
Craigiebarns Primary School	Primary	C	B
Craigowl Primary School	Primary	A	A
Dens Road Primary School	Primary	B	B
Downfield Primary School	Primary	A	A
Eastern Primary School	Primary	C	B
Fintry Primary School	Primary	A	A
Forthill Primary School	Primary	B	B
Glebelands Primary School	Primary	B	B
Longhaugh Primary School	Primary	A	A
Mill of Mains Primary School	Primary	B	B
Our Lady's RC Primary School	Primary	A	A
Rosebank Primary School	Primary	A	A
Rowantree Primary School	Primary	A	A
Sidlaw View Primary School	Primary	A	A
St Andrew's RC Primary School	Primary	A	A
St Clement's RC Primary School	Primary	A	A
St Fergus RC Primary School	Primary	B	B
St Joseph's RC Primary School	Primary	A	A
St Francis RC Primary School	Primary	A	A
St Mary's RC Primary School	Primary	B	B
St Ninian's RC Primary School	Primary	B	A
St Peter and Paul RC Primary School	Primary	B	B
St Pius' RC Primary School	Primary	B	B
Tayview Primary School	Primary	A	A

Victoria Park Primary School	Primary	A	A
Baldragon Academy	Secondary	A	A
Braeview Academy	Secondary	C	B
Craigie High School	Secondary	C	B
Grove Academy	Secondary	A	A
Harris Academy	Secondary	A	A
Morgan Academy	Secondary	A	B
St John's RC High School	Secondary	A	B
St Paul's RC Academy	Secondary	A	A
Kingspark School	Special	A	A
Rockwell Learning Centre	Special	B	B