

REPORT TO: CHILDREN AND FAMILIES SERVICE COMMITTEE – 31 OCTOBER 2016

REPORT ON: REVIEW OF THE SERVICE ESTATE

REPORT BY: EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES SERVICE

REPORT NO: 347-2016

1.0 PURPOSE OF REPORT

1.1 The Education Committee agreed on 12 December 2011 that an annual update report on the school estate would be prepared for committee. This report provides an update and is a follow up to the Review of School Estate Report (406-2015) approved by the Education Committee on 26 October 2015. (Article IV refers). In addition there is a new section on Building Safety.

2.0 RECOMMENDATIONS

2.1 It is recommended that members of the Committee note:

- the current, planned and ongoing improvements to the estate;
- the capacity levels across schools;
- the proposed review of reserved spaces; and
- the building safety update.

3.0 FINANCIAL IMPLICATIONS

3.1 Across Dundee, a number of major projects have been recently completed, started or planned with the specific aim of improving the school estate. The financial implications for these projects have already been agreed. These form part of the Capital Plan or have been jointly funded through the Scottish Futures Trust with additional funding from the Capital Plan. Following formal consultation and committee agreement, the ongoing build programme has replaced or will replace:

- Harris Academy (incorporating Menzieshill High School)
- Baldragon Academy
- Sidlaw View Primary School
- Jessie Porter Nursery School
- Hillside Primary School
- Gowriehill Primary School
- Menzieshill Nursery School
- Rosebank Primary School
- Our Lady's RC Primary School
- Frances Wright Pre-School Centre
- Longhaugh Primary School
- Longhaugh Nursery School
- St Luke's and St Matthew's RC Primary School
- St Vincent's RC Primary School

- 3.2 The balance of the Capital Plan each year is prioritised to address large scale improvements to the school estate such as works to heating systems, roof replacements, window replacements, plumbing and electrical upgrades. (Appendix 1) Improvement work is planned in such a way as to minimise disruption at school level with major work taking place during school holiday periods.

4.0 MAIN TEXT

4.1 Background

There are ongoing improvements and adaptations to the Children and Families school estate across Dundee. These include the new build programme; planned maintenance works; curricular upgrades; and an ongoing programme of general works. At this point in time, there are a number of recently completed, planned or ongoing developments as set out in Appendix 1. The programme for the Capital Budget is currently being reviewed to set out priority projects across all areas of the council. This will be the subject of a separate report. The programme for opening of new build schools is set out in Table 1.

Table 1: Build Programme

Completed:

| Establishment | Entry Date |
|---|--------------|
| Harris Academy (incorporating Menzieshill High School) | August 2016 |
| Strathmartine Campus (Sidlaw View PS and Jessie Porter Nursery) | October 2016 |

Ongoing:

| Establishment | Entry Date |
|--|--------------|
| Hillside Campus (Gowriehill PS, Hillside PS and Menzieshill Nursery) | August 2017 |
| Baldragon Academy | January 2018 |
| Coldside Campus (Rosebank PS, Our Lady's PS, Frances Wright Pre-School Centre) | August 2018 |
| East End Campus (St Vincent's PS, St Luke's and St Matthew's PS, Longhaugh PS and Longhaugh Nursery) | August 2018 |

- 4.2 Across the school estate, there has been a reduction in the overall number of establishments as a direct result of the new build programme. The condition of the estate has improved through new build programmes, the effective use of the Capital Plan and the identification of relevant priorities for maintenance and improvement work. Future prioritisation of new build programmes, upgrades and adaptations will continue to be informed by the Capital Plan. Offsite Educational Service has recently located to the former primary school building at Rockwell. Nineteen offsite pupils continue to access the building at Dryburgh until they move to Rockwell at the start of session 2017/18.

- 4.3 The Education Committee agreed a strategy to monitor and inform the future direction of the school estate (Article I of the Minute of the Meeting of the Education Committee of 12 December 2011, Report 539-2011 refers) and required that the Education Department (now the Children and Families Service) take direct responsibility for:
- Updating the Education Committee and involving key stakeholders such as the Local Community Planning Partnerships, parents and carers on discussions around the school estate and the future direction of travel.
 - Making effective use of the annual School Estate Management Plan (SEMP) to ensure that the suitability and condition of establishments is graded as satisfactory or good. This provides a consistent baseline standard across the school estate. It enables prompt action to be taken when specific issues arise within establishments and necessitates the ongoing need to prioritise and maximise allocated funding from the Capital Plan. The information in the SEMP is re-evaluated on an iterative basis and a formal submission is sent to Scottish Government annually.
 - Reviewing and realigning existing boundary and catchment areas to reflect and respond to emerging demographic issues and increases in the pupil population. This also reflects new build housing programmes across the city and is carried out in conjunction with the City Development team.
 - Reviewing the function, purpose and availability of pre-school provision across the city for 3 and 4 year old children and eligible 2 year olds. This will be particularly important given the commitment of Scottish Government to increase the amount of time spent in early learning and childcare settings from 600 hours to 1140 hours by the year 2020. This will require a significant increase in provision and will be the subject of a separate committee report in June 2017 following agreement with Scottish Government officials on the capital and revenue costs associated with the increase in hours.
- 4.4 The establishment of a priority list to inform future new build programmes using central funding from Scottish Government or the council's Capital Fund is planned carefully to maximise resources. The annual SEMP data is a very useful tool in identifying buildings where there are clear or emerging issues around capacity, condition or suitability. The most recent School Estate Management Plan (SEMP) was submitted to the Scottish Government in May 2016. The SEMP presented a collation of core facts detailing floor and site areas, condition, sufficiency (roll and capacity), and suitability for all schools in Dundee. 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 |

It is reassuring to note from the condition and suitability core facts data that virtually all of Dundee's educational properties are classified as 'good' or 'satisfactory'. The aim of the department is to ensure that all establishments are graded as 'good' or 'satisfactory' in terms of their condition and suitability. The new build programme or current planned works will impact positively on establishments with a 'poor' classification. Of the 8 establishments with a classification of 'poor' condition, 6 will be replaced as part of the ongoing build programme. The funding in the revised Capital Plan will contribute towards a significant refurbishment and improvement programme to Braeview Academy and Craigie High School. Both schools are subject to a planned programme of work including upgrades to the teaching areas, replacement windows and improvements to the heating system in the short term. The additional finance being allocated within the Capital Plan will be used to ensure that substantial improvements are made to the design, layout and fabric of the buildings. This will take place in consultation with the school, parents and the community.

- 4.5 Core facts for the pre-school sector are not requested by the Scottish Government. Both condition and suitability of almost all our nursery schools are rated as good or satisfactory. Jessie Porter Nursery moved to a new build facility in October 2016.
- 4.6 In line with the agreed strategy, a number of school improvements were identified and included within the Capital Plan for 2016-17. In addition, central funding from Scottish Government was recently used to create provision to expand pre-school provision for eligible two year old children. The work carried out in each establishment was the subject of discussion and agreement between the individual schools and staff from the City Development team.

5.0 SCHOOL CAPACITY

- 5.1 The working capacity for schools is based on a standard formula using the Strathclyde Model to ensure a consistent approach across the school estate. Although every pupil is allocated Priority 1 status for their local primary or secondary school, the number of placing requests in Dundee has an impact on school rolls with every primary and secondary school having a sizeable number of placing requests. This reflects the legal right of parents to apply for a place in a school out with their local area provided that there are sufficient spaces in the receiving school. Table 2 and Table 3 set out the number of placing requests in the primary and secondary sector as a percentage of the school roll.

Table 2

| Placing Requests in Primary Schools as a % of the school roll | |
|--|------------------|
| 5 -10% | 4 schools |
| 11-20% | 7 schools |
| 21-30% | 9 schools |
| 31-40% | 4 schools |
| 41-50% | 5 schools |
| 51-60% | 5 schools |
| 61-70% | 1 school |

Table 3

| Placing Requests in Secondary Schools as a % of the school roll | |
|--|------------------|
| 5 -10% | 2 schools |
| 11-20% | 4 schools |
| 21-30% | 2 schools |

- 5.2 Action is taken each year to create reserved spaces in schools to ensure that Priority 1 pupils entering Primary 1 or Secondary 1 or who move into a catchment area during the course of 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. It is proposed to review the existing number of reserved spaces for session 2017-18 to ensure that there are adequate 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 capped 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. The allocation of spaces in pre-school is not based on school catchment areas given the non-statutory nature of pre-school, the number of stand-alone nurseries across the city and the fact that a significant number of children are placed with partner providers.
- 5.3 The total capacity across the primary estate is 13 497 pupils but at present only 10 607 spaces are used which represents an occupancy level of 79%. This means that there are 2890 available spaces and an under occupancy rate of 21%. The total capacity across the secondary estate is 8974 pupils but at present only 7165 spaces are used which represents an occupancy level of 80%. This means that there are 1809 available spaces and an under occupancy rate of 20%.
- 5.4 Table 4 sets out the capacity and roll for each school, the number of Priority 1 pupils, the number of non-priority 1 pupils (other) and the number of placing requests in September 2016. There are 6 primary schools with an occupancy level of 95% and above. There is one secondary school with an occupancy level of 102%. Each of these schools has a significant number of placing requests ranging from 13% to 52%. The schools are:

Blackness Primary School: The roll is 1 pupil above the working capacity of 343 pupils rather than 342. There are 116 placing requests into the school and this represents 34% of the school roll.

Craigowl Primary School: The catchment area of the schools in the Strathmartine area was changed with effect from January 2016. The current roll is 59 pupils above

the working capacity of 434. There are 65 placing requests into the school and this represents 13% of the school roll.

Forthill Primary School: The roll is 632 pupils and the capacity is 651 pupils. There are 170 placing requests into the school and this represents 27% of the school roll.

St Joseph's Primary School: The roll is 327 pupils and the capacity is 342 pupils. There are 170 placing requests into the school and this represents 52% of the school roll.

St Mary's RC Primary School: The roll is 298 pupils and the capacity is 300 pupils. There are 59 placing requests into the school and this represents 20% of the school roll.

St Peter and Paul's RC Primary School: The roll is 326 pupils and the capacity is 328 pupils. There 95 placing requests into the school and this represents 29% of the school roll.

Harris Academy: The roll is 1315 and is 6 pupils above the working capacity of 1309 pupils. It was anticipated that the roll would be close to the maximum for the first year as the two schools came together on the same site. There are 239 placing requests into the school and this represents 18% of the school roll.

Kingspark School: The school is 4 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.

Table 4: School Capacities, Rolls and Placing requests as at September 2016

| School Name | Sector | Capacity | Roll | Occupancy | Priority 1 | Other Priority | % Priority 1 | % Other Priority |
|---------------------------------|---------|----------|------|-----------|------------|----------------|--------------|------------------|
| Ancrum Road Primary School | Primary | 451 | 405 | 90% | 166 | 239 | 41% | 59% |
| Ardler Primary School | Primary | 267 | 170 | 64% | 128 | 42 | 75% | 25% |
| Ballumbie Primary | Primary | 676 | 413 | 61% | 334 | 79 | 81% | 19% |
| Barnhill Primary School | Primary | 534 | 472 | 88% | 426 | 46 | 90% | 10% |
| Blackness Primary School | Primary | 342 | 343 | 100% | 227 | 116 | 66% | 34% |
| Camperdown Primary | Primary | 338 | 250 | 74% | 232 | 18 | 93% | 7% |
| Claypotts Castle Primary School | Primary | 434 | 401 | 92% | 353 | 48 | 88% | 12% |
| Cleington Primary School | Primary | 574 | 515 | 90% | 381 | 134 | 74% | 26% |
| Craigiebarns Primary School* | Primary | 367 | 328 | 89% | 152 | 176 | 46% | 54% |
| Craigowl Primary School** | Primary | 434 | 493 | 114% | 428 | 65 | 87% | 13% |
| Dens Road Primary School | Primary | 342 | 241 | 70% | 133 | 108 | 55% | 45% |
| Downfield Primary School | Primary | 434 | 393 | 91% | 188 | 205 | 48% | 52% |

| | | | | | | | | |
|--|-----------|-------|-------|--------|-------|-----|-----|------|
| Eastern Primary School | Primary | 459 | 419 | 91% | 213 | 206 | 51% | 49% |
| Fintry Primary School | Primary | 434 | 406 | 94% | 211 | 195 | 52% | 48% |
| Forthill Primary School | Primary | 651 | 632 | 97% | 462 | 170 | 73% | 27% |
| Glebelands Primary School | Primary | 365 | 295 | 81% | 156 | 139 | 53% | 47% |
| Gowriehill Primary School | Primary | 367 | 115 | 31% | 76 | 39 | 66% | 34% |
| Hillside Primary School | Primary | 342 | 329 | 96% | 136 | 193 | 41% | 59% |
| Longhaugh Primary School | Primary | 415 | 278 | 67% | 155 | 123 | 56% | 44% |
| Mill of Mains Primary School | Primary | 317 | 291 | 92% | 232 | 59 | 80% | 20% |
| Our Lady's RC Primary School | Primary | 267 | 155 | 58% | 116 | 39 | 75% | 25% |
| Rosebank Primary School | Primary | 267 | 132 | 49% | 106 | 26 | 80% | 20% |
| Rowantree Primary School | Primary | 434 | 288 | 66% | 228 | 60 | 79% | 21% |
| Sidlaw View Primary School | Primary | 418 | 180 | 43% | 156 | 24 | 87% | 13% |
| St Andrew's RC Primary School | Primary | 434 | 345 | 79% | 278 | 67 | 81% | 19% |
| St Clement's RC Primary School | Primary | 228 | 212 | 93% | 181 | 31 | 85% | 15% |
| St Fergus RC Primary School | Primary | 367 | 173 | 47% | 105 | 68 | 61% | 39% |
| St Joseph's RC Primary School | Primary | 342 | 327 | 96% | 157 | 170 | 48% | 52% |
| St Luke's & St Matthew's RC Primary School | Primary | 434 | 244 | 56% | 224 | 20 | 92% | 8% |
| St Mary's RC Primary School | Primary | 300 | 298 | 99% | 239 | 59 | 80% | 20% |
| St Ninian's RC Primary School | Primary | 217 | 165 | 76% | 117 | 48 | 71% | 29% |
| St Peter & Paul RC Primary School | Primary | 328 | 326 | 99% | 231 | 95 | 71% | 29% |
| St Pius' RC Primary School | Primary | 242 | 193 | 80% | 178 | 15 | 92% | 8% |
| St Vincent's RC Primary School | Primary | 434 | 185 | 43% | 126 | 59 | 68% | 32% |
| Victoria Park Primary School | Primary | 242 | 195 | 81% | 66 | 129 | 34% | 66% |
| Baldragon Academy | Secondary | 1,126 | 759 | 67% | 698 | 61 | 92% | 8% |
| Braeview Academy | Secondary | 990 | 530 | 54% | 491 | 39 | 93% | 7% |
| Craigie High School | Secondary | 959 | 589 | 61% | 489 | 100 | 83% | 17% |
| Grove Academy | Secondary | 1,370 | 1,259 | 92% | 1,047 | 212 | 83% | 17% |
| Harris Academy (New building) | Secondary | 1,309 | 1,315 | 100.5% | 1,097 | 239 | 82% | 18% |
| Morgan Academy | Secondary | 1,050 | 911 | 87% | 667 | 244 | 73% | 27% |
| St John's RC High School | Secondary | 1,142 | 1,007 | 88% | 701 | 306 | 70% | 30% |
| St Paul's RC Academy | Secondary | 1,028 | 774 | 75% | 626 | 148 | 81% | 19% |
| Kingspark School | Special | 172 | 176 | 102% | 0 | 176 | 0% | 100% |

| | | | | | | | | |
|---------------------------|---------|----|----|-----|-----|-----|-----|-----|
| Offsite Education Centres | Special | 48 | 44 | 92% | N/A | N/A | N/A | N/A |
|---------------------------|---------|----|----|-----|-----|-----|-----|-----|

6.0 BUILDING SAFETY

- 6.1 There is a robust system in place for the inspection, monitoring, reporting and responding to defects that may arise within all Council nurseries, primary schools and secondary school buildings. A resident Building Manager is appointed to each school with overall responsibility for property safety. A fully trained Property Officer is also appointed to each school and they carry out a comprehensive building condition inspection on an annual basis. They also carry out regular inspections of the school and its facilities. (typically on a weekly basis) The Building Manager or facility staff will also inspect on an ongoing basis and report any safety concern to the Property Officer. The Property Officer has a planned meeting with schools once a term where a set agenda specifically looks at health and safety issues. There is a full time Education corporate health and safety officer who attends these meetings. It is worth noting that there are 51 separate health and safety contracts in place for the 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 A detailed structural inspection is carried out every 3 years by the City Engineer. Any structural maintenance needs arising from these inspections are programmed on a prioritised basis. In financial year 2015/16, 15 properties were inspected and no structural safety issues were apparent. These cyclical inspections highlight a need for structural maintenance for the entire schools estate of £65,000 per annum over the next 5 years to preserve asset condition and safety. Allowances have been made within the Capital Plan to cover this requirement. Safety issues that arise from any of the above sources are prioritised and actioned as appropriate with appropriate annual budgets in place for both planned and unplanned maintenance. Any major works required are identified through these inspection processes and prioritised through the capital budget process.
- 6.3 A similar system is in place for the eight Dundee PPP Contract Schools through the facilities management contractor. Any works required in relation to these properties are carried out through planned maintenance processes. The works are funded through the lifecycle maintenance portion of the contract. Following the issue with the PPP schools in Edinburgh, the facilities management contractor and the original structural design engineer inspected all eight PPP schools. This has included a detailed design review and intrusive survey work. All of this is being overseen by an Independent Structural Engineering Consultant. Initial investigative work confirmed that all Dundee schools were safe for occupancy and that minor works were required to address issues in three of the schools. These works have generally been carried out over the school holidays.

7.0 POLICY IMPLICATIONS

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

8.0 CONSULTATION

- 8.1 This report has been the subject of consultation with the Chief Executive, the Executive Director of Corporate Services and the Head of Democratic and Legal Services.

9.0 BACKGROUND PAPERS

- 9.1 None.

MICHAEL WOOD
Executive Director of Children and Families Service
October 2016

Appendix 1

Capital Works Programme 2016-17

Works identified and carried out to raise the condition assessment from 'C' to 'B':-

Ardler PS

- Window replacement (£132k)
- New Gym floor (£19k)

Craigiebarns PS

- Replace Fire alarm (£70k)
- Phase 2 - replacing electric heating with new LPHW gas fired heating system (408K)

St Pius PS

- Replace boilers (£155k)
- Upgrade pupils toilet (£35k)

Off-site Education

Relocate to and refurbish Rockwell PS building (£138k)

General Upgrades:-

Barnhill PS

New windows and door screens (£120k)

Braeview Academy

Replace boilers (from Menzieshill HS) (£67k)

Claypotts Castle PS

New double classroom (£100k)

Cleington PS

Replacement windows (£167k)

Dens Road PS

- Replacement fire doors (£50k)
- Pupil toilet upgrade (£49k)

Craigie HS

- Upgrade to heating installation (£98k)
- New gas supply to HE department (£66k)

Glebelands PS

Pupil toilet upgrade (£64k)

Mill of Mains PS

- Renew window wall to early years block (£110k)
- Replacement boilers (£99k)

St John's HS

- New windows to Iona block (£329k)
- New double classroom unit (£82k)

St Ninian's PS

Upgrade Staff Toilets (£39k)

Appendix 2

Summary data on the School Estate

School Estates Core Facts on the school estate as at September 2016.

| | | 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 Pre-School Centre | B | B |
| Jessie Porter Nursery | A | A |
| Law Nursery | B | B |
| Longhaugh Nursery | B | B |
| Menzieshill Nursery | B | B |
| Wallacetown Nursery | B | B |
| Woodlea Children's Centre | B | B |

Primary 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 | B | B |
| Blackness Primary School | Primary | B | B |
| Camperdown Primary | Primary | A | A |
| Claypotts Castle Primary School | Primary | A | A |
| Clelington Primary School | Primary | B | B |

| School Name | School Type | Overall Condition | Suitability of Estate |
|--|--------------------|--------------------------|------------------------------|
| Craigiebarns Primary School | Primary | B | B |
| Craigowl Primary School | Primary | A | A |
| Dens Road Primary School | Primary | B | B |
| Downfield Primary School | Primary | A | A |
| Eastern Primary School | Primary | B | B |
| Fintry Primary School | Primary | A | A |
| Forthill Primary School | Primary | B | B |
| Glebelands Primary School | Primary | B | B |
| Gowriehill Primary School | Primary | C | B |
| Hillside Primary School | Primary | C | B |
| Longhaugh Primary School | Primary | C | B |
| Mill of Mains Primary School | Primary | B | B |
| Our Lady's RC Primary School | Primary | C | B |
| Rosebank Primary School | Primary | C | B |
| 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 Luke's & St Matthew's RC Primary School | Primary | B | A |
| St Mary's RC Primary School | Primary | B | B |
| St Ninian's RC Primary School | Primary | B | A |
| St Peter & Paul RC Primary School | Primary | B | B |
| St Pius' RC Primary School* | Primary | B | B |

| School Name | School Type | Overall Condition | Suitability of Estate |
|--------------------------------|--------------------|--------------------------|------------------------------|
| St Vincent's RC Primary School | Primary | C | B |
| 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 |

