

Supplementary Agenda

Educational Services Committee

Date: Wednesday, 21 December 2016

Time: 14:00

Venue: Council Chamber
Clydebank Town Hall

Contact: Scott Kelly, Committee Officer
Tel: 01389 737220 scott.kelly@west-dunbarton.gov.uk

Dear Member

Item to Follow

I refer to the agenda for the above Special Meeting of the Educational Services Committee which was issued on 30 November 2016 and now enclose for your attention a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Undernote:-

Item to Follow

5 PROPOSAL TO RELOCATE THE CHOICES PROGRAMME, WITHIN A WIDER SCHOOL SUPPORT SERVICE, TO NEW PREMISES IN THE VACANT JAMESTOWN PRIMARY SCHOOL BUILDING 39 – 52

Submit report by the Chief Education Officer:-

- (a) presenting the proposal to relocate the Choices Programme and associated central support services to Jamestown Primary School Building in 2017; and
- (b) seeking approval to initiate a formal consultation process within the terms of the Schools (Consultation) (Scotland) Act 2010 to relocate the Choices Programme which is a designated school.

Distribution:

Councillor M. McGinty (Chair)
Councillor G. Black
Councillor G. Casey
Councillor W. Hendrie
Provost D. McAllister
Councillor D. McBride
Councillor J. McColl
Councillor J. Millar
Councillor J. Mooney (Vice Chair)
Councillor I. Murray
Councillor T. Rainey
Councillor M. Rooney
Councillor K. Ryall
Councillor H. Sorrell
Mrs B. Barnes
Ms L. Bonnar
Mr G. Corrigan
Mr G. Hill
Miss E. McBride
Miss S. Rennie
Ms J. Strang

All other Councillors for information

Strategic Director – Transformation & Public Service Reform
Chief Education Officer

Date of Issue: 8 December 2016

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Education Officer****Educational Services Committee: 21 December 2016**

Subject: Proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown

1. Purpose

1.1 The purposes of this report are:

- a) to present the proposal to relocate the Choices Programme and associated central support services to Jamestown primary School Building in 2017.
- b) to seek approval to initiate a formal consultation process within the terms of the Schools' (Consultation) (Scotland) Act 2010 to relocate the Choices Programme which is a designated school.

2. Recommendations

2.1 Members of the Educational Services Committee are asked to:-

- a) note the option to relocate The Choices Programme and wider central support services and;
- b) give approval to adopt for consultation purposes the proposal to relocate The Choices Programme to new premises in Jamestown, to undertake a formal consultation under the Schools' (Consultation) (Scotland) Act 2010, and to bring a report back to the next meeting of the Committee.
- c) give approval for authority to be delegated to the Strategic Lead, Regeneration to award the contracts for the renovation of the building to be occupied by The Choices Programme to the contractors submitting the most economically advantageous tenders following evaluation of the tenders submitted.

3. Background

3.1 The Choices Programme is designated as a specialist school, and operates as an alternative education placement for secondary aged pupils. These pupils require additional support to address social, emotional and/or other vulnerabilities and have been assessed as benefiting from a smaller, more nurturing learning environment with a more vocationally based curriculum.

- 3.2** The Choices Programme is currently based within the Skypoint building (the former Faifley Primary building) in Faifley. It caters for up to 24 pupils on a full-time basis with approximately 6 part-time placements available to support pupils who are continuing in their secondary school but who require additional specialist education support.
- 3.3** The Choices Programme has been located within the Skypoint building for the past 14 years and has been successful in supporting this group of young people to remain within education locally and to develop the skills necessary to move on to a positive destination. The facility to place young people within a Council-managed local provision out with mainstream in order to complete their education allows the authority to fulfil its obligations to one group of young people with additional support needs, and contributes to our ability to provide a continuum of resources locally. It provides a specialist part-time and full-time setting for secondary aged pupils who are particularly vulnerable and are experiencing social and/or emotional difficulties.
- 3.4** The quality of the service offered requires not only to be maintained but to be enhanced to ensure that the young people selected to attend have the best possible chance to achieve their potential. Choices provides:
- Interrupted Learners' Programme catering for pupils who are not able, for a variety of reasons, to access mainstream education (reasons may include illness, exclusion, the need for transition support to an alternative placement or insurmountable barriers to attendance).
 - A range of course options such as employability, social enterprise/community projects and vocational opportunities are available.
- 3.5** As the Choices Programme is designated as a school, a change of location, or changes in the nature of the services provided, requires to be considered within Scottish Government guidance on relocation or closure of a school, contained in the Schools' (Consultation) (Scotland) Act 2010 which came into force on 5 April 2010. This involves entering into a formal consultation process with all stakeholders and involving Education Scotland in considering the educational implications of a change of location.
- 3.6** The Central Support Service Base is currently based in Braehead Primary School. To support the expansion of the Early Years provision, it is proposed that the Central Support Service Base would relocate with the Choices Programme.

4. Main Issues

4.1 Relocation of the Choices Programme to the vacant Jamestown Primary School Building by early 2018.

- 4.1.1** It has been clear for a number of years that the effect of the poor and limited physical environment in Skypoint has been negatively impacting on the work undertaken by and development of The Choices Programme.

The building requires repairs and further improvements in order to create a secure and appealing learning environment for young people and an appropriate working environment for staff. Rain has been coming through the roof and the plastic windows have deteriorated to the point where they are now opaque. In January 2010 the technical workshop which provided much of the practical and vocational aspects of the curriculum was deemed unfit for use on health and safety grounds, resulting in a loss of all mechanical and technical subjects with the exception of painting and decorating.

4.2.2 Repairs to the fabric of the building would be the responsibility of The Leisure Trust as the landlord but considerable interior adaptation would be required to reinstate a suitable workshop environment. In addition the service has now outgrown the available space and so limits the scope of the Programme.

4.2.3 One of the main rooms within the Choices Programme building has been turned into a catering kitchen and eating area. This has been a positive development in that it has allowed young people to develop skills which should lead to a qualification in hospitality, under the supervision of a qualified chef, but unfortunately the combination of the kitchen and vocational area has reduced the space available for more conventional teaching and learning activities. Even with significant upgrading to the interior of the building it is unlikely that the space available can be made fit for purpose.

4.2.4 In view of the concerns regarding the state of the building and the limitations in terms of the teaching and learning environment, work has been undertaken to review other options for relocating the Choices Programme. The three main options considered for relocation were as follows:

1. locating within an existing school;
2. space within an Educational Services facility; and
3. use of alternative Council premises.

Option 1: relocation to a secondary school within the area is not possible due to the nature of the support required; often an alternative provision to a mainstream setting.

Option 2: as a result of the new Balloch campus, Jamestown Primary School becomes vacant. This Building is to be retained by the Service as it was land gifted on the condition of being used for educational purpose. This provides The Choices Programme the necessary space, within a self-contained area which does not interfere with the main purpose of the building or with other service users. The building is also within walking distance of Balloch Train Station and on a main bus route.

Option 3: To investigate accommodation in the wider Council estate has been pursued on three separate occasions each time with the assistance of Regeneration Services.

Based on experience of some of our external providers of alternative education, an industrial/business facility was seen as offering a potential location which could be customised to the needs of the Choices Programme and the wider support service. However, no such suitable premises could be identified.

- 4.2.5** The proposal is for the Choices programme to relocate to the Jamestown Building. The new building, with appropriate refurbishment, would provide a more attractive and flexible learning environment for the delivery of both academic and vocational courses in line with Curriculum for Excellence. There would be the opportunity to develop a high quality workshop facility which would give pupils vocational training experience which is not currently available to them within the existing Skypoint building. There is accommodation to create a catering kitchen and develop a café type area which would allow pupils to practice the skills required for the hospitality qualifications in a real life situation. The spaces in and around the building would lend themselves to the development of a range of learning experiences.
- 4.2.6** A planned transition programme will be developed to support staff and young people.

5. People Implications

- 5.1** Informal consultation with these staff groups indicates a positive response to the relocation. Staff will be offered home to work travelling expenses, if appropriate, in line with Council policy.

6. Financial and Procurement Implications

- 6.1** The current budget for the Choices Programme includes £41,830 per year rent for the accommodation within Skypoint. While the refurbishment budget is set at £750k the rent currently paid to The Leisure Trust would be an ongoing saving. Funding for the refurbishment is from a stand-alone Capital Bid, previously agreed.
- 6.2** The programme within Choices will continue to be delivered within the current budgetary provision.

7. Risk Analysis

- 7.1** If the Council is unable to allocate appropriate accommodation for the Choices Programme there is a risk that the support to potentially 24 young people on a full time basis and 6 on a part time basis, will require to be purchased from an external provider.
- 7.2** In order to relocate the Choices Programme to the Jamestown building, that accommodation requires to be vacated by the existing primary school. This is dependent on the new build of the Balloch campus adhering to the present schedule.

8. Equalities Impact Assessment (EIA)

- 8.1** All of the young people whose needs are met through the Choices Programme would be considered to have additional support needs. The proposals are to enhance the quality of the service provided to these groups of young people and therefore the proposals can be seen to have a positive impact in terms of the quality.

9. Strategic Environmental Assessment

10. Consultation

- 10.1** The initial aspects of the consultation process are specified in the following table:

Item	Date/details
Issue proposal Document to notify consultees (in advance of start of required consultation period).	9 January 2017
Formally commence consultation period (the formal Date of Publication).	16 January 2017
Public notices to be advertised through agreed local print media (Dumbarton Reporter) and placed on notice boards in relevant West Dunbartonshire Council buildings. West Dunbartonshire Council website to be updated with relevant information.	During the week beginning 9 January 2017; Council Website notices displayed, advert in local paper.
Public meeting	Thursday 9 February 2017 at 7.00pm in Jamestown Primary School
Consultation period ends (over 6 weeks since commencement, including 32 school days).	9 March 2017
Comments / representation submitted to the Chief Education officer during consultation period forwarded to education Scotland to allow preparation of their report.	16 March 2017
Education Scotland provide the Chief Education officer with report (3 weeks from submission of information).	20 April 2017

In addition to the formal aspects of the consultation detailed above, Council officers will also meet with the staff groups from all affected establishments and with any Parent Council related to the choices programme which wishes to discuss the implications of the proposal.

10.2 The Proposal Document will be made available by the Chief Education Officer to the consultees included in the following list.

- Education Scotland;
- The Parent Councils of the Choices programme
- The parents/carers of pupils attending The Choices programme;
- The parents/carers of any children expected by West Dunbartonshire Council to attend The Choices Programme within one term of the date of publication of this Proposal Document (with that date of publication being defined in the table above);
- The pupils attending The Choices Programme and
- The teaching and support staff at The Choices Programme;
- The trade union representatives of the above staff; User groups or individuals who currently utilise the facilities at The Choices Programme;
- The constituency MSP;
- The constituency MP; and
- The constituency MEPs.

11. Strategic Assessment

11.1 This report reflects the Council's aspiration to improve life chances for children and young people which is one of the strategic priorities for 2012-2017.

Laura Mason
Chief Education Officer

Person to Contact:	Laura Mason, Chief Education Officer Education, Learning and Attainment, Garshake Road, Dumbarton, G82 3PU (tel: 01389 737304) e-mail: laura.mason@west-dunbarton.gov.uk
Appendices:	Appendix 1 – Proposal Paper
Background Papers:	Schools' (Consultation) (Scotland) Act 2010
Wards Affected:	All Wards Affected

West Dunbartonshire Council

Educational Services

**A proposal Document
for**



Relocating The Choices Programme from the Skypoint Building in Faifley to the vacated Jamestown Primary Building in Alexandria.

The following school is affected by this proposal document:
The Choices Programme, Skypoint Faifley

The following Early Learning and Childcare Centre (ELCC) is affected by this proposal document: Jamestown ELCC

This document has been issued by West Dunbartonshire Council for consultation in terms of the Schools (Consultation) (Scotland) Act 2010 as amended in 2014

1. Introduction

1.1 At its meeting on 21 December 2016, the Educational Services Committee of West Dunbartonshire Council agreed to:

- a) approve the launch of statutory consultation by the Chief Education Officer under the terms of the Schools (Consultation) (Scotland) Act 2010, as amended (“the 2010 Act”), on the proposal to relocate The Choices Programme from the Skypoint Building in Faifley to the vacated Jamestown Primary building in Alexandria. The new campus will open as soon as possible after the completion of the new Balloch Campus.
- b) approve a recommendation that the consultation period should run from Monday 16 January 2017 to Friday 9 March 2017.
- c) note the financial implications identified in section 7 of this report; and
- d) agree that a report outlining the results of the consultation and making appropriate recommendations be presented to a future meeting of the Educational Services Committee.

2. The Proposal

2.1 West Dunbartonshire Council is proposing, subject to the outcome of the consultation process, to relocate The Choices Programme from the Skypoint Building in Faifley to the vacated Jamestown Building in Alexandria. The new campus would open as soon as possible after the completion date of the new Balloch Campus.

3. Background to the Proposal

3.1 West Dunbartonshire Council has made significant progress in improving the quality of its schools estate, and will, by school session 2016/17, have moved over 7,000 pupils from poor condition buildings into new, purpose-built or substantially refurbished educational establishments over a seven year period. By 2017, the entire mainstream secondary school estate, together with Kilpatrick ASN Secondary, will have been re-built. The Choices Programme remains the only secondary school provision still in a poor condition building.

3.2 The creation of new, fit-for-purpose schools and other educational facilities helps the Council to fulfil its strategic priority of improving life chances for children and young people by providing buildings which encourage imaginative and innovative teaching and learning with the aim of improving attainment and achievement.

3.3 The Choices Programme has been housed in the Skypoint Building in Faifley since 2002. Despite some refurbishment to the building over the years the layout, size and condition of the accommodation is unsuitable to fully meet the needs of the young people who attend the programme. Education continues to pay the Leisure trust £41,830k per annum for the use of the building.

- 3.4** At its meeting on 13 August 2014, Council approved the adoption of a new strategic approach to the regeneration of the primary schools estate ("Regenerating Learning"). The proposals contained in this report are consistent with the terms of this strategic policy.
- 3.5** In September 2015, Council approved £750k to refurbish the Jamestown Building to accommodate the Choices Programme. The Jamestown Building is listed and is therefore unsuitable for disposal. The terms of the listing stipulates educational use.

4. Current Position

- 4.1** Delivering an appropriate curriculum to the young people who attend the Choices Programme is challenging and there has been a range of issues over the past 2 years which have led us to review the provision and reconsider how to develop the service in line with good practice. The Choices Programme is considered to be a key element in a range of provision in the development of the Senior Phase. The quality of the service offered requires not only to be maintained but improved to ensure that the young people selected to attend have the best possible chance to achieve their potential.
- 4.2** This proposal, since it involves the re-location of a registered secondary school, requires statutory consultation in terms of the 2010 Act. The regulations require that the consultation period lasts for at least 30 days while the schools are in session. It is therefore proposed that the consultation period will run from Monday 9 January 2017 until Friday 9 March 2017. As part of the consultation there will be a public meeting in Jamestown Primary School at 7.00 pm on Thursday 9 February 2017.
- 4.3** It is the view of officers involved in the development of this proposal that, if approved, it would be a very exciting next stage in the development of the Senior Phase of education in West Dunbartonshire Council.

5. Proposed new arrangements

- 5.1** The new arrangements would involve the refurbishment of the vacated Jamestown Primary School raising the condition of the building from C to B.
- 5.2** The campus would provide office space for the flexible workforce of the wider Central Support Service as well as expanded teaching space.

6. Educational Benefits Statement

6.1 Introduction

- 6.1.1** West Dunbartonshire Council believes this proposal will provide a range of educational benefits and enhance the Council's efforts to meet statutory obligations enshrined in the:
- Education (Scotland) Act 1980;

- Standards in Scotland's Schools etc. Act 2000;
- Local Government in Scotland Act 2003;
- Education (Additional Support for Learning) (Scotland) Act 2004;
- Educational (Additional Support for Learning) (Scotland) Act 2009;
- Equality Act 2010; and
- Children and Young People Act 2014
- Education (Scotland) Act 2016

6.2 Likely effect of proposal on pupils currently attending or expected to attend the establishments affected by this proposal

- 6.2.1** The pupils of Choices will benefit from learning in an environment which is much improved; moving from a C rated building to a category B. Amenities and standards within the building and the surrounding grounds will be modern and more appropriate to 21st Century learning and teaching. The learning and teaching environment will be inviting, motivating and more similar to that of their peers. The improved spaces will allow for an imaginative, wider provision of learning and teaching experiences and work with Senior Phase staff and partner agencies. A fit-for-purpose industrial kitchen will be relocated from Poplar Road (Skillseekers Kitchen) and the improved space available will facilitate increased opportunities for employability, social enterprise, community and vocational opportunities.

6.3 Likely effect of Proposal on Other Users of the School

- 6.3.1** The annexe building containing two classrooms will not form part of the Choices relocation and will be transferred to the remit of West Dunbartonshire Council Asset Management, providing a small sum of rental revenue. It is anticipated that Hop, Skip and Jump who currently operate from the school building will relocate to here.

6.4 Likely effect of Proposal on other pupils across West Dunbartonshire schools

- 6.4.1** Senior phase enhancement in terms of vocational provision

7 Financial Implications

- 7.1** The capital costs, including the upgrading of building, preparation of the classroom areas and the relocation of the industrial kitchen from skillseekers in Dumbarton would be £750k. This funding is in place as approved by Council in September 2015.
- 7.2** Annual revenue savings on rent are estimated at £49k.
- 7.3** The Choices Programme caters for young people from across the West Dunbartonshire area. The pupils are encouraged to travel independently to the Choices Programme by public transport. The current location is difficult to access by this means. The Jamestown building has easier access by public

transport as Balloch Train station is within walking distance by a safe walking route and the Building is on a main bus route. No change in transport costs is envisaged.

- 7.4** Financial templates relating to this proposal are provided as part of Appendix 3 in accordance with the requirements of the 2014 amendments to the Schools (Consultation) (Scotland) Act 2010.

8 The Consultation Process

- 8.1** At its meeting on 21 December 2016, West Dunbartonshire Council authorised the Chief Education officer to undertake formal consultation in terms of the Schools (Consultation) (Scotland) Act 2010 as amended in 2014 in relation to the Proposal specified in section 2 above and the arrangements noted below have been made to discharge that instruction.
- 8.2** The initial aspects of the consultation process are specified in the following table:

Item Date/Details

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Education Scotland provide the Chief Education officer with report (3 weeks from submission of information)	20 April 2017

In addition to the formal aspects of the consultation detailed above, Council officers will also meet with the staff groups from all affected establishments and with any Parent Council related to the choices programme which wishes to discuss the implications of the proposal.

- 8.3** The Proposal Document will be made available by the Chief Education Officer to the consultees included in the following list.
- Education Scotland;
 - The Parent Councils of the Choices programme
 - The parents/carers of pupils attending The Choices programme;
 - The parents/carers of any children expected by West Dunbartonshire Council to attend The Choices Programme within one term of the date of publication of this Proposal Document (with that date of publication being defined in the table above);
 - The pupils attending The Choices Programme and
 - The teaching and support staff at The Choices Programme;
 - The trade union representatives of the above staff; User groups or individuals who currently utilise the facilities at The Choices Programme;
 - The constituency MSP;
 - The constituency MP; and
 - The constituency MEPs
- 8.4** The Proposal Document will also be published on the West Dunbartonshire Council website and copies will also be available from the reception point at the following West Dunbartonshire Council buildings:
- The Choices Programme,
 - Jamestown Primary School
 - Jamestown ELCC
 - Balloch Library and
 - Educational Services, Second Floor, West Dunbartonshire Council Offices, Garshake Road, Dumbarton G82 3PU
- 8.5** The Proposal Document can also be made available in alternative formats or in translated form for readers whose first language is not English. Please make contact with West Dunbartonshire Council's Educational Services, Second Floor, West Dunbartonshire Council HQ, Garshake Road, Dumbarton G82 3PU, Tel: 01389 737309, e-mail: education.centralregistry@west-dunbarton.gov.uk.
- 8.6** A public notice to advertise the consultation will be placed in the Dumbarton Reporter and the same notice will be displayed on the reception area notice boards in the above noted West Dunbartonshire Council buildings.
- 8.7** A public meeting will be held on Thursday 9 February 2017 at 7.00 pm in Jamestown primary at which representatives of West Dunbartonshire Council's Educational Services Department and other Council officers will be

in attendance to present the details of the Proposal, answer questions and record comments/representations from those in attendance at the meeting.

- 8.8** Comments/representations may also be made by using the Council's Contact Centre (tel: 01389 738282; email contactcentre@west-dunbarton.gov.uk) by writing to the Chief Education Officer at West Dunbartonshire, Council HQ, Garshake Road, Dumbarton G82 3PU or by e-mailing education.centralregistry@west-dunbarton.gov.uk.
- 8.9** At the end of the consultation period, The Chief Education Officer will submit a copy of all written comments/representations, together with oral comments/representations made at the public meeting, to Education Scotland who will prepare a professional and independent report on the educational aspects of the Proposal.
- 8.10** The Chief Education Officer will consider all written and oral comments/representations received in relation to the Proposal which have been received during the consultation period, together with Education Scotland's report, and prepare a Consultation Report.
- 8.11** The Chief Education Officer shall publish the Consultation Report which will be made available on Council's website; it will also be available in printed format from the reception points at West Dunbartonshire Council buildings specified in section 8.4 above.
- 8.12** The Consultation Report shall be published to allow a period of no less than 3 weeks prior to the Council's Decision to either implement or reject the Proposal.
- 8.13** The Chief Education Officer shall immediately notify Scottish Ministers if the Council's Decision is to implement the Proposal to relocate the current Choices Programme from the Skypoint building in Faifley to the vacated Jamestown Primary Building in Jamestown.
- 8.14** Representations (from consultees) can be made to Scottish Ministers within 3 weeks of the Council Decision to request Scottish Ministers 'call-in' the Council Decision.
- 8.15** West Dunbartonshire Council can only implement the Council decision 8 weeks after the date of the Council Decision or in the event that earlier notification is received from Scottish Ministers that the decision can be implemented.
- 8.16** Ministers have the power to "call in" decisions if it appears that the Council has failed in a significant way to comply with the Act or if, in coming to its decision, it has failed to take proper account of a material consideration relevant to the proposal.

- 8.17** Where a proposal is called in by Ministers, it will be referred to the Convener of the School Closure Review Panel who will be required to constitute a School Closure Review Panel to consider the case and make a decision within 8 weeks.
- 8.18** Consultees are invited to indicate whether or not they are in favour of this proposal to relocate The Choices Programme to the Jamestown Primary Building in Jamestown. Consultees may also wish to provide reasons for their opinions.