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To: Councillor May, Convener; Councillor Greig, Vice-Convener; and Councillors Allan, Boulton, Collie, Cooney, Corall, Cormack, Farquharson, Laing, Leslie, McCaig, Reynolds, Robertson, Jennifer Stewart, Kevin Stewart, Kirsty West, Wisely; and Mumtaz Abdullah, Grant Bruce, Peter Campbell, Stewart Duncan and Mario Vicca.

Town House,
ABERDEEN, 8 September, 2010

EDUCATION, CULTURE AND SPORT COMMITTEE

The Members of the **EDUCATION, CULTURE AND SPORT COMMITTEE** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 16 SEPTEMBER 2010 at 2.00 pm.**

With reference to the invitation previously circulated, please note that there will be the opportunity for Members to 'drop in' to the Council Chamber from 11.30am to 2.00pm on the 16th September to learn more about the work of the Reading Bus.

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

EXEMPT BUSINESS

1.1 Exempt Business

Members are requested to resolve that the business listed under items 9.1, 10.1, 10.2, 10.3 and 10.4 of this agenda be considered with the press and public excluded.

COMMITTEE BUSINESS AND MOTIONS LISTS

2.1 Minute of Previous Meeting of 27 May, 2010 (Pages 1 - 22)

2.2 Committee Business Statement and Motions List (Pages 23 - 40)

MOTIONS

3.1 Motion by Councillor Jennifer Stewart - Background Report (Pages 41 - 46)

Referred from Council meeting of 19 May, 2010

“Instruct Council officers to explore all potential sources of external funding, including the McDonald Trust, which would allow Aberdeen City Council to acquire an original Jack Vettriano painting to be hung in Aberdeen Art Gallery.”

3.2 Options for Floodlighting Manor Walk Football Pitch - Motion by Councillor Gordon Graham (Pages 47 - 50)

PERFORMANCE MANAGEMENT AND SERVICE WIDE REPORTS

4.1 2010/11 Revenue Budget Monitoring (Pages 51 - 66)

4.2 Maximising Attendance Policy (Pages 67 - 82)

4.3 Managing Substance Misuse Policy (Pages 83 - 100)

4.4 Education, Culture and Sport Performance Report (Pages 101 - 144)

REFERRALS FROM OTHER COMMITTEES

5.1 Selection of Artist to Produce Gordon Highlanders Commemorative Statue - Referral from the Gordon Highlanders Commemorative Statue Working Group of 4 August, 2010 - for information (Pages 145 - 146)

5.2 Beach Leisure Centre - Referred from Finance and Resources Committee of 17 June, 2010 (Pages 147 - 156)

EDUCATION

6.1 Kaimhill to Braeside 3Rs Project Decant - Oral Update

6.2 Aberdeen City of Learning Strategy (Pages 157 - 176)

Would Members please note that colour copies of the Learning Strategy have been circulated separately.

- 6.3 Replacement School for Bucksburn and Newhills Schools - Stakeholder Engagement (Pages 177 - 192)
- 6.4 Progress with Community Learning Satellite Options (St Machar ASG) and Transfer of 2 Buildings to Leased Centre Status (Pages 193 - 200)
- 6.5 Pre-School Provision for Children with Additional Support Needs arising from Complex Factors (Pages 201 - 208)

CULTURE

- 7.1 Acquisitions and Disposals Policy 2010-2015 (Pages 209 - 244)

SPORT

- 8.1 Bookings and Lettings Review - Oral Update
- 8.2 Review of Sports Working Groups (Pages 245 - 246)
- 8.3 Sports Grants (Pages 247 - 252)

ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

EDUCATION

- 9.1 School, Social Work and Client Transport - Review of Procurement Procedure (Pages 253 - 256)

REFERRALS FROM OTHER COMMITTEES

- 10.1 Aberdeen Sports Village - 6 month report - Referred from the Culture and Leisure Trust Shareholder Monitoring Working Group of 31 May, 2010 (Pages 257 - 284)
- 10.2 Bon-Accord Indoor Bowling Club - Following the Public Pound - Referred from the Culture and Leisure Trust Shareholder Monitoring Working Group of 31 May, 2010 (Pages 285 - 302)
- 10.3 Transition Extreme - Following the Public Pound - Referred from the Culture and Leisure Trust Shareholder Monitoring Working Group of 31 May, 2010 (Pages 303 - 316)

10.4 Tullos Swimming Pool - Internal Works - Referred from Finance and Resources Committee of 17 June, 2010 (Pages 317 - 322)

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Stephanie Dunsmuir, tel. (52)2503 or e-mail sdunsmuir@aberdeencity.gov.uk

EDUCATION, CULTURE AND SPORT COMMITTEE

ABERDEEN, 27 May, 2010. – Minute of Meeting of the EDUCATION, CULTURE AND SPORT COMMITTEE. Present:- Councillor May, Convener; Councillor Greig, Vice-Convener; and Councillors Allan, Boulton, Collie, Cooney, Corall, Cormack (to article 12), Cormie (as substitute for Councillor McCaig), Farquharson, Laing, Leslie, Reynolds, Robertson (as substitute for Councillor Cormack from article 12), Jennifer Stewart, Kevin Stewart, Kirsty West, Wisely (to article 12) and Yuill (as substitute for Councillor Robertson). External Members:- Mrs. M. Abdullah (for part of the meeting), Mr. G. Bruce, Mr. P. Campbell, Mr. S. Duncan and Mr. M. Vicca.

REQUESTS FOR DEPUTATIONS

1. In accordance with Standing Order 10(1), the Convener advised that requests for deputations had been received on behalf of (1) Kaimhill Area Management Committee; (2) Seaton Community Project; (3) Ruthrieston Community Centre Management Committee; (4) Inchgarth Community Centre; (5) Portal Community Centre; (6) Ashley and Broomhill Community Council; and (7) Mr. David Henderson, in relation to the report on Community Learning Hubs and Review of Learning in the Wider Community (as detailed at Article 8 of this minute).

The Committee resolved:-

to accept and hear the deputations prior to considering the relevant report.

ORDER OF AGENDA

2. The Convener advised that it was his intention to take item 7.2 (Community Learning Hubs and Review of Learning in the Wider Community) immediately after the Committee Business Statement and Motions List.

The Convener further advised that item 6.1 (Bookings and Lettings Review: Varying Charges Proposals) had been withdrawn from the agenda.

The Committee resolved:-

to agree to the amendment of the agenda running order.

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ANNOUNCEMENTS

3. The Committee were advised that the Education, Culture and Sport Service had held its first “Snapshot” day on 13 May, 2010. All services, learners and users across the education, arts, heritage, community learning and sports sectors had been invited to submit examples of their activities on a particular date. The event had been a tremendous success, and people of all ages from all Services had taken the opportunity to participate by submitting video clips, photographs and written accounts of their activities. The Committee heard that the results were available to view on www.abernet.org.uk/snapshot and that Services would use the link to share examples of good practice throughout the Council.

The Committee heard that the Visitor Attraction Monitor had published its attendance figures for 2009 and that Aberdeen Art Gallery was listed as the third most popular visitor attraction in the Aberdeen and Grampian area after the David Welch Winter Gardens and Johnston’s of Elgin Cashmere Centre, making it the top gallery and museum in the area. It was noted that the Art Gallery was the 13th most visited museum and gallery in Scotland in 2009, which was an improved placing on the previous year.

The winners of this year’s Scottish Education awards were to be announced on 18 June, 2010, and the Committee were advised that Holy Family School was a finalist, and that representatives of the school would be attending the award ceremony in Glasgow.

The Committee heard that the Aberdeen City Children and Young People’s Services award ceremony would be held on 15 June, 2010, at the Aberdeen Exhibition and Conference Centre. It was expected that approximately 300 adults, young people and their families, and Council officers would attend the event, where the winners of all the Council’s award categories would be announced and presented with trophies and certificates. It was noted that the event, to be officially opened by the Lord Provost, was generously sponsored by a number of local companies. The Committee heard that the Chief Executive would be introducing the event.

The Committee were advised that the Aberdeen City Council Arts Education team had been awarded £10,000 from the Scottish Arts Council and Children in Scotland to establish a creative learning network in the city. The team had been successful in attracting the maximum amount which could be awarded, and the money would be used to develop new and existing creative learning networks, and to champion the arts, culture and creativity in schools and communities within the context of the Curriculum for Excellence.

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The Committee heard that a local sports person, Ronnie Watt, had been awarded the Order of the Rising Sun with Gold and Silver Rays for services to karate. The Committee was advised that this was a tremendous achievement and that Mr. Watt was one of only three people in the UK to be given this award. The Convener congratulated all those involved in the aforementioned events.

Finally, the Convener advised the Committee that this would be the last meeting attended by Rhona Jarvis, Head of Policy and Planning for Education, as she was shortly to retire from the Council. The Convener wished Mrs. Jarvis a long and happy retirement and thanked her for the immense amount of work she had undertaken for the Council throughout her career.

The Committee resolved:-

to concur with the congratulatory remarks and best wishes of the Convener.

DETERMINATION OF EXEMPT BUSINESS

4. Prior to considering the matters before the Committee, the Convener proposed that, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, the items identified as Articles 15 and 16 of this minute be considered with the press and public excluded so as to avoid disclosure of exempt information of the class described in paragraphs 2 and 8 of Schedule 7(A) of the Act.

Councillor Laing moved as a procedural motion:-

That item 10.1 (Tullos Swimming Pool – Internal Works) be taken in public session.

It being a procedural motion, the terms were put straight to the vote.

On a division, there voted:- for the procedural motion (4) – Councillors Allan, Collie, Cooney and Laing; against the procedural motion (17) – the Convener; the Vice-Convener; and Councillors Boulton, Corall, Cormack, Cormie, Farquharson, Leslie, Reynolds, Jennifer Stewart, Kevin Stewart, Kirsty West, Wisely and Yuill; and Mrs. M. Abdullah, Mr. P. Campbell and Mr. M. Vicca; declined to vote (2) – Mr. G. Bruce and Mr. S. Duncan.

The Committee resolved:-

to consider the above-mentioned items in private session.

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MINUTE OF PREVIOUS MEETING

5. The Committee had before it the minute of its previous meeting of 15 April, 2010.

The Committee resolved:-

- (i) in relation to Article 7 (2009/2010 Revenue and Budget Monitoring), to note the update provided on the review of Devolved Educational Management (DEM) procedures, namely, (a) that the DEM Working Group had met and had discussed what the budget and degree of carry forward should be for schools, and that a letter would shortly be circulated to schools on this matter; and (b) that any school could discuss concerns with officers about the proposed new figures;
- (ii) in relation to Article 18 (Roll Capping in Aberdeen City Schools 2011/2012), to request that officers circulate the recently produced school roll forecast to all Members of the Committee; and
- (iii) to approve the minute as a correct record.

COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

6. The Committee had before it a Statement of Committee Business and a Motions List prepared by the Head of Legal and Democratic Services.

The Committee resolved:-

- (i) in relation to item 7 (Review of Sports Grant Criteria), to note the delay in receiving a report back on the Shared Education Trust being run in Aberdeenshire, and request that officers continue to liaise with officers in Aberdeenshire Council for this information;
- (ii) in relation to item 8 (Property Sales Investigation), and whether a report providing an overview on the number of tied houses in existence and the justification for those properties being tied houses would come before Committee for discussion, to note that the Director of Education, Culture and Sport would require to discuss the matter with the Directors of Enterprise, Planning and Infrastructure and Housing and Environment and would provide a verbal update to the next Committee meeting on this matter;
- (iii) in relation to item 9 (2009/10 Revenue Budget Monitoring), to note that the additional staffing resources for accounting in relation to Education, Culture and Sport were now in place;

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- (iv) in relation to item 13 (Bookings and Lettings Review), to note that the report on this matter which had been due for discussion later in the meeting had been withdrawn and would potentially come before Committee at its meeting in September;
- (v) in relation to item 15 (Provision for Children with Additional Support Needs – Raeden), to note that officers would report back to the September meeting of the Committee on the closure of Hazlewood, Raeden and Woodhill nurseries and the redesign of pre-school ASN; and
- (vi) to otherwise note the updates provided for the business and motions list.

COMMUNITY LEARNING HUBS AND REVIEW OF LEARNING IN THE WIDER COMMUNITY – ECS/10/50

7. Prior to considering the item and hearing the deputations as agreed at the start of the meeting (Article 1 refers), the Convener circulated the amended wording he proposed to move in place of the recommendations contained in the report. There followed a brief adjournment to enable Members and the deputations to consider the recommendations.

With reference to Article 13 of the minute of its meeting of 8 October, 2009, the Committee had before it a report by the Director of Education, Culture and Sport which sought approval for various options for the development of community learning hubs across the city. It advised that the options outlined in the report were the results of further consultation, research, and consideration of the best use of the Council estate, and took into account opportunities for service co-location, partnership working and shared resources.

The report advised that the Committee had before it a revised proposal for eight community learning hubs, designed to complement the proposals for city-wide rezoning which were also before Committee for discussion (Article 11 refers). The hubs proposals were based on the proposed Associated School Groups, namely Dyce/Bucksburn; Bridge of Don/Oldmachar; St. Machar; Torry/Kincorth; Aberdeen Grammar; Harlaw/Hazlehead; Cults; and Northfield. The underpinning rationale and research information for the proposals was detailed in the report under each option, and consultation information and supporting maps were included as appendices to the report.

The report recommended:-

- (a) to approve the preferred option for the Dyce/Bucksburn Associated School Groups community learning hub as Bucksburn 3Rs campus, comprising Bucksburn Academy, the Beacon Centre and Bucksburn Community Library, as outlined in Section 6.1 of the report;

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- (b) to instruct officers to undertake a capital business case in relation to the provision of a new community facility for the Bridge of Don/Oldmachar Associated School Groups to include a library and community learning hub in the light of new developments outlined in Section 6.2 of the report;
- (c) to approve the preferred short-term community learning hub option for the St Machar Associated School Group as Seaton 3Rs School and to approve the actions outlined in Section 6.3 of this report, namely (1) that officers, in liaison with other Directorates and partner agencies, undertake further work and report back on medium to long term community learning hub options; (2) that the outcome of research on the future location of Portal Community Centre and Tilly Youth Project be reported to the next meeting of the Committee; (3) that the Hilton Community Learning and Development Centre officer base be declared surplus to the requirements of the Education, Culture and Sport Directorate once the building had been vacated; (4) that Woodside Library be retained as an archive/store in the short-term, with the medium term option of the building being taken over and run for alternative community use; and (5) that a decision on the future of the Seaton Community Learning and Development Centre on School Road be deferred pending further investigation on funding options which would be included in a report to the next meeting of the Committee;
- (d) to approve Rosemount Community Learning and Development Centre as the community learning hub for the Grammar Associated School Group area in the short to medium term as outlined in Section 6.4 of the report, namely, subject to the approval of a bid to the Non-Housing Capital Programme 2011/12 to meet the costs of adapting the Centre as a community learning hub; and to instruct officers to prepare this bid and submit it to the Finance and Resources Committee;
- (e) to approve Torry Academy as the preferred option for the community learning hub for the Torry/Kincorth Associated School Groups in the short to medium term; and to approve the actions outlined in Section 6.5 of this report, namely (1) that a decision on the future of Torry Community Centre at Abbey Place be deferred to the next Committee cycle to allow an informed decision on the viability of the centre in community ownership; (2) that the Torry Learning House remain open as long as accommodation costs were self-financing; (3) the removal of the option to close Loirston Annexe due to the lack of alternative accommodation for the 48 children using the service; (4) the retention of the option for the use of Balnagask Leased Community Centre as a learning satellite; and (5) the submission of a capital bid for the financial year 2011/12 to the Finance and Resources Committee for immediate remedial repair and maintenance costs for Kincorth Community Learning and Development Centre;

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- (f) to approve the preferred option for the Harlaw and Hazlehead Associated School Groups community learning hub as Kaimhill 3Rs Primary School, co-locating the school, library and community learning and development centre and to approve the actions outlined in Section 6.6 of this report, namely (1) that no further consideration be given to the proposal from Inchgarth Community Centre that it manage Kaimhill Community Learning and Development Centre; (2) that the approach of combining Kaimhill and Inchgarth Community Centres to form a joint management committee known as Garthdee Community Centre, be further explored and a report submitted to the next meeting of the Committee on the proposal; (3) the removal of the option to close Ferryhill Library following further detailed consultation with service users, and the removal of the provision of alternative library services in the Ferryhill area; and (4) in relation to Ruthrieston Community Learning and Development Centre, that further work be carried out into the viability of either a leased or community ownership model of management detailing the financial implications for professional staffing;
- (g) to approve Cults 3Rs Academy as the short-term community learning hub for the Cults Associated School Group allowing consideration of and consultation on other options as outlined in Section 6.7 of the report, these being, the identification of viable medium to long-term options for a community learning hub for the Cults ASG through consultation with local communities, partners and learning stakeholders, taking into account any options for service co-location, integrated service delivery, and opportunities presented as a result of planning developments; remitting officers to provide a further report;
- (h) to approve the preferred short to medium term option for a community learning hub for the Northfield Associated School Group as Northfield Community Learning and Development Centre and Library as outlined in Section 6.7 of the report; and
- (i) to note the budget savings identified in this report and to approve in principle that any savings over the £100,000 required for the 2010 - 2011 budget settlement are used to undertake necessary capital work and service redesign/improvement and to refer this for consideration to the Finance and Resources Committee.

The Committee firstly heard from Mr. Bruce Wood and Ms. Sheila Jones who represented Kaimhill Community Learning and Development Centre Management Committee. Mr. Wood thanked the Committee for agreeing to listen to their concerns but noted that his prepared statement related to the original recommendations contained in the report. He outlined concerns in relation to the alleged conduct of named Elected Members relative to the future of Kaimhill Community Learning and Development Centre, and advised that he was concerned that the decision in relation to the management of the new Community Learning

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Hub at Kaimhill had already been made. When later asked to withdraw these comments about Elected Members, Mr. Wood declined to do so.

Members asked Mr. Wood and Ms. Jones several questions relating to their deputation, and both Elected Members referred to by Mr. Wood strenuously denied the allegations made against them.

Following the allegations made by the deputation, the Convener, having sought advice from a representative of the Head of Legal and Democratic Services which was then conveyed to the Committee, informed Members that if any member of the public had a concern in relation to the conduct of an Elected Member, they could raise the matter with the Standards Commission, however, this did not prevent discussion of the community learning hubs report later on the agenda.

The Committee then heard from Mr. Stephen Mackland and Mr. Hamish Mackay on behalf of Seaton Community Project. Mr. Mackay advised that his presentation was also based on the original recommendations outlined in the report, and introduced Mr. Mackland, who spoke of his experience of the drugs rehabilitation centre based at Seaton Community Learning and Development Centre. Mr. Mackland told the Committee that the Centre made a huge difference to recovering drug addicts, and that it was vital to retain it in its current format and location. He advised that people who required assistance needed to be able to “drop in” to the Centre, and that the nature of addiction meant it was impossible for the scheme to work if it was to be appointment based. He advised that if the scheme was to be located in a school, he believed it would discourage addicts from attending, and stated that he did not believe that children should be exposed to addiction. Mr. Mackay then read a statement from Mr. John Yallop who had been unable to remain at the meeting. Mr. Yallop stated that the scheme had made a huge difference to his family life and had been of great benefit to him. Mr. Mackay and Mr. Mackland advised the Committee that there was no suitable alternative accommodation for the project, which had the backing of Grampian Police, the church and NHS Grampian.

Members asked several questions of the deputation, and the Convener thanked Mr. Mackay and Mr. Mackland for their presentation.

The Committee then heard from Mr. Lewis Bainbridge and Mr. Gregor McAbery who represented Ruthrieston Community Centre Management Committee. Mr. McAbery advised the Committee that they were extremely content with the proposed new recommendations and thanked the Committee.

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The Committee then heard from Mr. Paul O'Connor who spoke on behalf of Inchgarth Community Centre. Mr. O'Connor described the wide-ranging programme provided by Inchgarth and outlined the benefits which he felt would arise from Inchgarth taking on the management of the new Kaimhill Community Learning Hub. He believed there was a gap in the Community Learning provision in certain parts of the city, such as Mannofield and Broomhill, and that if Inchgarth was to manage the new hub, he would look to meet the demand for provision in these areas. Mr. O'Connor explained what he felt would be the financial benefits to the Council of allowing Inchgarth to manage the new hub. He also strenuously denied the allegations made earlier in the meeting by the Kaimhill deputation.

Members asked several questions of Mr. O'Connor in relation to the programme provided at Inchgarth and any costs which could potentially be incurred by the Council if Inchgarth managed the new facility. The Convener then thanked Mr. O'Connor for his comments.

The Committee heard from Mr. Ian Fryer of Portal Community Centre who provided Members with some background information as to the history of the Centre. He advised that although the report suggested that community learning and development service provision could continue for two to three years, he felt that the Centre could remain in place for a longer period. He requested that Tilly Youth Project did not merge with Portal as suggested in the report as he felt that the Centre could not accommodate the project. Mr. Fryer advised that Tillydrone was an area of deprivation and that there was concern in the community about the potential loss of resources for the area. He then outlined the numerous achievements by users of Portal Community Centre.

Members asked several questions of Mr. Fryer and the Convener thanked him for his presentation.

The Committee then heard from Ms Jennifer Butler and Ms Ruth Payne who represented Ashley and Broomhill Community Council. Ms Butler thanked the Committee for the recommendation in the report that Ferryhill Library remain open and advised that it was an excellent library with a good range of learning facilities. She noted that it was used by all ages and by at least 200 people each day. Ms Butler suggested that if the library was closed, there was no alternative facility available which was as successful and accessible to all. Ms Payne advised that Ferryhill Library was also relied upon by residents of Queens Cross and Ashley Road.

The Convener thanked Ms Butler and Ms Payne for their informative presentation.

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Finally, the Committee heard from Mr. David Henderson who spoke in support of retaining Woodside Library. Mr. Henderson stated that he was pleased to note that the proposed new recommendations were advocating the retention of Woodside Library and outlined the role he felt the library played in the lives of the community. He advised that the older residents in the Hilton area would find it difficult to walk to any other facility if the library was closed, and stressed the support for a library service to be retained in Woodside.

The Convener thanked Mr. Henderson for his contribution.

The Convener, seconded by the Vice-Convener, moved an amended set of recommendations, namely:-

1. To approve the preferred option for the Dyce / Bucksburn Associated School Groups community learning hub as Bucksburn 3Rs Campus, comprising Bucksburn Academy, the Beacon Centre and Bucksburn Community Library, as outlined in Section 6.1 of the report;
2. To instruct officers to undertake a capital business case in relation to the provision of a new community facility for the Bridge of Don / Oldmachar Associated School Groups to include a library and community learning hub in the light of new developments outlined in Section 6.2 of the report;
3. To approve the preferred short-term community learning hub option for the St Machar Associated School Group as Seaton 3Rs School and to approve the actions outlined in Section 6.3 of the report and set out above, except as they relate to Woodside Library, and agree to retain Woodside Library as an operational library in the short-term;
4. To approve Rosemount Community Learning and Development Centre as the community learning hub for the Grammar Associated School Group area in the short to medium term as outlined in Section 6.4 of the report, subject to the approval of a bid to the Non Housing Capital Programme 2011/12 to meet the costs of adapting the Centre as a community learning hub; and to instruct officers to prepare this bid and submit it to the Finance and Resources Committee;
5. To approve Torry Academy as the preferred option for the community learning hub for the Torry / Kincorth Associated School Groups in the short to medium term and to approve the actions outlined in Section 6.5 of the report and set out above, except as they relate to Abbey Place Community Centre, including the submission of a capital bid for the financial year 2011/12 to the Finance and Resources Committee for immediate remedial repair and maintenance costs for Kincorth Community Learning and Development Centre and agree to establish Abbey Place Community Centre as a voluntary leased community centre with officers instructed to report back to the next meeting on the early implementation of this;

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6. To approve the preferred option for the Harlaw and Hazlehead Associated School Groups community learning hub as Kaimhill 3Rs Primary School, co-locating the school, library and community learning and development centre and to approve the actions outlined in Section 6.6 of the report and set out above, except as they relate to Kaimhill Community Learning & Development Centre and Ruthrieston Community Learning & Development Centre, and to agree:
 - (a) That Inchgarth Community Centre manage the Kaimhill Community Learning & Development Centre building.
 - (b) To establish Ruthrieston Community Learning & Development Centre as a voluntary leased community centre with officers instructed to report back to the next meeting on the early implementation of this;
7. To approve Cults 3Rs Academy as the short-term community learning hub for the Cults Associated School Group allowing consideration of and consultation on other options as outlined in Section 6.7 of the report and set out above, remitting officers to provide a further report.
8. To approve the preferred short to medium term option for a community learning hub for the Northfield Associated School Group as Northfield Community Learning and Development Centre and Library as outlined in Section 6.7 of the report.

As an amendment, Councillor Laing, seconded by Councillor Cooney, moved:-

To approve the revised recommendations as detailed above but to remove recommendation 6(a) and replace it with the recommendation contained in the report, as follows:-

“To instruct officers to further explore the possibility of combining Kaimhill and Inchgarth Community Centres to create a Joint Management Committee with a report back to the next meeting of the Education, Culture and Sport Committee on these proposals.”

On a division, there voted:- for the motion (14) – the Convener; the Vice-Convener; Councillors Corall, Cormack, Cormie, Leslie, Reynolds, Jennifer Stewart, Kevin Stewart, Kirsty West, Wisely and Yuill; and Mr. P. Campbell and Mr. M. Vicca; for the amendment (8) – Councillors Allan, Boulton, Collie, Cooney, Farquharson and Laing; and Mr. G. Bruce and Mr. S. Duncan; and absent from the division (1) – Mrs. M. Abdullah.

The Committee resolved:-

- (i) to note that the comments in section 6.7.3 of the report in respect of Culter Police Station being up for sale and therefore unavailable as a facility for the co-location of Council services were not in fact accurate;
- (ii) to adopt the motion and approve the revised recommendations; and

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- (iii) to thank Jane Nicklen for the immense amount of work she had undertaken in relation to the community learning hubs.

EDUCATION, CULTURE AND SPORT PERFORMANCE REPORT - ECS/10/055

8. With reference to Article 6 of the minute of the meeting of the Education, Culture and Sport Committee of 15 April, 2010, the Committee had before it a report by the Director of Education, Culture and Sport which provided Members with an overview of service performance for the period to March, 2010. Appended to the report were the Directorate's balanced scorecard for 26 key performance indicators; detailed performance information and analysis sheets containing library and information service summary statistics and summaries of city-wide sports facilities and museums and galleries admissions; and a year-end report on Neighbourhood Community Action Plans.

The report advised that work was ongoing to develop a robust performance management framework for the Directorate, utilising Covalent as a performance management, monitoring and reporting tool. The report highlighted where there had been good performance in the Service throughout March, 2010, and made particular mention of Indicator 1 where the sickness absence figure of 4.66 days was far lower than the target of 10 days; Indicator 6 where the Service had achieved a 95% compliance with the health and safety matrix; Indicator 6.1 where the Service had completed 99% of the recommendations from Internal Audit; and the Neighbourhood Community Planning Actions, where 68% of targets had been achieved.

The report recommended:-

that the Committee consider the performance reporting and analysis as contained in the appendices.

The Committee resolved:-

to note the performance information provided in the report.

PARENTAL INVOLVEMENT IN EDUCATION – MOTION BY COUNCILLOR CORMACK - ECS/10/047

9. With reference to (1) Councillor Cormack's motion to the Policy and Strategy (Education) Committee of 28 April, 2009:-
"That this Council agrees to promote further and to continue to develop parental involvement in the Council's decision-making process and that a

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report is therefore produced with recommendations for including parents in the work of the main Council Committee with education responsibilities, relevant Sub-Committees and consultation processes.” and
(2) Article 4 of the minute of the Education, Culture and Sport Committee of 24 November, 2009, the Committee had before it a report by the Director of Education, Culture and Sport which provided an update on actions and progress and the arrangements that had been put in place to establish an Aberdeen City Parent Forum.

The report advised that since the last update to Committee at its meeting in November, 2009, officers had arranged an additional meeting with Parent Councils to establish how individuals would be identified to serve on the Forum and to also discuss the remit of the Forum. As a result of this meeting, a proforma had been circulated to all Parent Councils to seek their views on the appropriate mechanisms for identifying representatives for the Forum. Officers had suggested that representatives could be selected via city-wide elections, through categories or communities of interest, or by nomination from each Associated School Group (ASG). Following further discussion with Parent Councils, and a vote by the attendees at a meeting on 22nd February, 2010, it was agreed that the Forum should adopt the proposal to nominate members through ASGs. At this meeting, officers had also circulated a draft remit for the Forum, which combined suggestions from the Walker Road and Airyhall Parent Councils. It was agreed by those present at the meeting that the draft remit was appropriate, but that the new Forum would possibly wish to make further adjustments prior to its adoption.

The report advised that officers had circulated information to Parent Councils which set out both the process for establishing the Forum and how Parent Councils could nominate representatives. It was noted that the first meeting of the new Forum would be held in the week commencing 21 June, 2010, and that roles and responsibilities on the Forum would be determined following the formation of the body.

The various papers which had previously been circulated to Parent Councils, as well as the draft remit and the timeline for the establishment of the Forum, were appended to the report. A further appendix detailed the outcome of a meeting held with Parent Councils on 18 May, 2010, to consider the process for the establishment of the city-wide Parent Forum and how to secure nominations to the body.

The report recommended:-

that Committee endorse the work undertaken by Parent Council representatives and officers to establish the new Forum.

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The Committee resolved:-

- (i) to approve the recommendations contained in the report with a request that officers submit a further report back on the matter in six months' time;
- (ii) to request that the wording of Councillor Cormack's original motion be included in the next report to Committee, in order not to lose sight of the second part of the motion, namely, "that a report is therefore produced with recommendations for including parents in the work of the main Council Committee with education responsibilities, relevant Sub-Committees and consultation processes"; and
- (iii) to thank Sohail Faruqi and Rhona Jarvis for their work to establish an Aberdeen City Parent Forum.

DECLARATION OF INTEREST

Councillor Leslie declared a personal interest in the following article, but did not consider it necessary to withdraw from the meeting during consideration of the item.

SPORTS GRANTS – ECS/10/049

10. The Committee had before it a report by the Director of Education, Culture and Sport which detailed six applications for financial assistance received from various sports organisations throughout the city. The report advised that if the recommendations contained in the report were to be approved, £48,922 would be available in the sports grant budget for the remainder of the year.

The Committee resolved:-

- (i) to award funding of £3,400 to City of Aberdeen Gymnastics in order to support the hosting of the second open competition to be held by the Group at the Beach Leisure Centre on 12 and 13 June, 2010;
- (ii) to award funding of £500 to Aberdeen Churches League to support the cost of holding a one-day open bowling tournament at Westburn Park Bowling Centre at the end of May, 2010;
- (iii) to award funding of £1,000 to Scottish Schools Gymnastics to offset some of the costs incurred in assisting primary and secondary pupils from schools in Aberdeen to participate in a team gymnastics competition to be held at the Beach Leisure Centre in November, 2010;
- (iv) to award funding of £10,000 to Aberdeen Youth Rugby Association in support of a Rugby Development Officer for the city;

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- (v) to award funding of £2,000 to Grampian Institute of Sport in relation to an annual partner contribution to programme funding in support of the work undertaken and services delivered to city athletes and coaches; and
- (vi) to award funding of £500 to Aberdeenshire Ladies County Golf Association in support of hosting a Ladies Open competition at Hazlehead Golf Course on 8 July, 2010.

LEARNING ESTATE STRATEGY (SCHOOLS) – REZONING EXERCISE – (SECONDARY) ECS/10/052

11. With reference to Article 13 of the minute of its meeting of 18 February, 2010, the Committee had before it a report by the Director of Education, Culture and Sport which detailed the latest phase of the development of the Learning Estate and outlined options for reducing the number of secondary schools and redefining catchment areas to allow a more efficient delivery of secondary school education.

The report detailed the history of the work undertaken to improve the Learning Estate thus far, and the 25 stakeholder engagement events which had been held to develop the potential options for improvement. The priorities and principles for the Learning Estate had been approved by Committee at its meeting in February, 2010.

The report advised that there were three main influences which impacted on planning the delivery of the service, namely sufficiency, suitability and condition. A revised strategy on the evaluation of school capacities had previously been approved by Committee and the report stated that it was essential that the Council provided the right size of schools in the right places. It was also noted that some of the current schools were not suitable for the delivery of a modern curriculum and were of inferior quality to schools completed as part of the 3Rs Project. Finally, the report advised that there were aspects of all schools, other than in those which were part of the 3Rs Project, which were in an unsatisfactory condition.

The report outlined that there was a commitment to bring all places of learning, including schools, up to a standard which was equivalent to, or better than, those which were built as part of the 3Rs Project. While it was acknowledged that this would be challenging, particularly in the current financial climate, it was noted that decisions would be taken based on sound educational rationale, value for money and to meet the aspiration of communities.

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The report highlighted that there were currently 16,008 primary school places and 10,896 secondary places in Aberdeen, however, the current primary roll of 11,819 and secondary roll of 9,208 reflected a 74% and 85% occupancy rate respectively. These figures did not, however, reflect the fact that some schools were over-subscribed while others were under occupied. It was predicted that the level of overprovision in secondary schools would continue to rise until 2018. Therefore, the report recommended that an eight academy model should be investigated, which would allow for 800 to 1,200 pupils in each secondary school. It was however noted that this size of school was not appropriate in every case, and the option proposed took this into consideration. For example, the report advised that due to the provision at Bucksburn Academy for pupils with Additional Support Needs, it was felt that a smaller secondary school would provide a more supportive environment for pupils. It was also noted that the location and footprint of certain schools would not easily allow expansion to accommodate 1,200 pupils.

It was advised that work was ongoing to develop co-operative arrangements between schools and the report noted that additional subject and course choice could be provided through the use of technology, particularly virtual learning. It was noted that where existing consortium arrangements between schools were in place, these could be enhanced, however the report also advised that certain combinations of schools could not be considered for consortium working due to the geographical layout of Aberdeen.

Appended to the report were various maps illustrating the potential options for improving the learning estate, and the gross book value which provided an indication of the level of potential income which disposal of the identified sites might generate.

The report also outlined the planned consultation process for the development of the Learning Estate Strategy, and noted that the period of consultation with stakeholders would run from 31 May to 26 August, 2010.

The report recommended:-

that the Committee –

- (a) instruct officers to engage widely on the proposal to move as soon as is practicable to, in the first instance, an eight secondary school model as described in Section 6.3.2 and report back to Committee in September, 2010, on the outcome of the stakeholder engagement. Recommendations to move to statutory consultation on specific schools and zones would be included in that report;
- (b) instruct officers to prepare detailed plans to provide accommodation for additional pupils generated by proposed new housing developments under the Structure Plan;

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- (c) instruct officers to prepare a proposed schedule of improvements to the learning estate which will bring all establishments up to a standard at least equivalent to schools being completed under the 3Rs Project; and
- (d) instruct officers to undertake a further rezoning exercise of primary schools, to take account of any decisions taken by Committee on the secondary school estate.

The Committee resolved:-

- (i) to approve the recommendations contained in the report, subject to an amended recommendation (a), namely:-
 - “That Committee instruct officers to engage widely, as soon as is practicable, on all four secondary school models and report back to a special single issue meeting of the Education, Culture and Sport Committee in September, 2010, on the outcome of the stakeholder engagement.”;
- (ii) to request that officers expand the detail included for each option for the consultation with stakeholders;
- (iii) to request that officers include information on the number of out-of-zone pupils in secondary schools;
- (iv) to request that officers ensure that pupils, parents and Elected Members of Aberdeenshire Council are included in the consultation; and
- (v) to request that officers extend the consultation events to include more Parent Council meetings, ASG events and Community Council meetings.

KAIMHILL TO BRAESIDE DECANT – ORAL UPDATE

12. With reference to Article 3 of the minute of its previous meeting, the Committee received an update from David Leng, Head of Schools and Educational Establishments, who drew Members’ attention to the update report provided in the Committee Information Bulletin. Mr Leng advised that work was ongoing to reduce the number of buses required for the decant, and there had been a decrease of two buses since the last update to Committee.

The Committee noted its concern that twenty one pupils had received warnings about their conduct on the buses, with six of those pupils on their second warning. The Committee also enquired about the status of the Director of Education, Culture and Sport’s investigation into the promise to parents that transport would be provided for pupils, and the Director updated the Committee accordingly, noting that she hoped to report her findings on the matter to the Chief Executive by the end of June, 2010.

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The Committee resolved:-

- (i) to note the update provided; and
- (ii) in relation to the investigation into the promise to parents that transport would be provided, (a) to note that the Director of Education, Culture and Sport would undertake to provide Committee members with the names of those she had interviewed in connection with the investigation; and (b) to note that once the remaining interviews had been conducted, the Director would discuss her findings with the Chief Executive and advise the Committee following this discussion.

ABERDEEN CITY POLICY FOR SCHOOLS (HEALTH PROMOTION AND NUTRITION) (SCOTLAND) ACT 2007 – ECS/10/046

13. The Committee had before it a report by the Director of Education, Culture and Sport that set out a draft policy to give direction and practical suggestions to all those providing food and drink in school settings to enable them to implement the regulations within the abovementioned Act.

The report advised that the Scottish Government “Schools (Health Promotion and Nutrition) (Scotland) Act 2007” aimed to ensure that all schools were health-promoting and that all food and drink served within school settings met nutritional requirements as set out in the Nutritional Requirements for Food and Drink in Schools (Scotland) Regulations 2008. Following the introduction of the Act, there had been numerous queries from schools in the city as to how they should implement the nutritional requirements under the regulations. Schools had advised officers that it would be helpful if a policy was produced which would provide guidance on the implementation, and as a result of this, the Aberdeen City Health Focus Group had prepared the draft policy which was presented to Committee for endorsement.

The report recommended:-

that Committee endorse the proposed Aberdeen City Policy on the Schools (Health Promotion and Nutrition) (Scotland) Act 2007.

The Committee resolved:-

to agree and note the proposed Aberdeen City Policy on the Schools (Health Promotion and Nutrition) (Scotland) Act 2007.

PROGRESS REPORT ON PROPOSALS TO REDEVELOP ABERDEEN ART GALLERY AND REPORT ON IMPROVING ACCESS TO THE MUSEUMS AND GALLERIES COLLECTIONS – ECS/10/054

14. With reference to Article 18 of the Council meeting of 24 June, 2009, the Committee had before it a report by the Director of Education, Culture and Sport which outlined the progress to date on the proposal to redevelop the Art Gallery.

The report outlined the history of the proposed redevelopment, and advised that Gareth Hoskins Architects, who had been appointed in August, 2009, had recently completed the development study for the project. The study proposed five options for the redevelopment of the gallery. It was noted that a pre-application had been lodged with the Heritage Lottery Fund (HLF) for the redevelopment, and the report advised that in order to make a Stage One application to the HLF, a conservation statement on the Art Gallery would be required. As this would be outwith the scope of the original development study, the request for funding of the conservation statement would be referred to the next Finance and Resources Committee for consideration.

The report also detailed the ongoing work to investigate how to provide accommodation for the museums and galleries collections not currently on display. It was noted that the redevelopment of the Art Gallery would be eased if a new facility to house the collections was in place prior to the commencement of the redevelopment work. Without a new facility to store the collections, the cost and time to complete the redevelopment project would increase. The facility could also be used as an exhibition space and would provide a safe and secure environment for the collections.

The report advised that funding for the redevelopment of the Art Gallery and the provision of a museums collections centre would be sought from the Non Housing Capital Programme in the 2013/2014 financial year and the following two financial years. It was stressed that a funding campaign would be an integral part of a successful redevelopment project and a further report would be presented to Committee at its meeting in September, 2010, which would outline the proposals for this campaign. This report would also include recommendations for the preferred redevelopment option and details of any potential funders to be considered.

The report recommended:-

that the Committee –

- (a) note the work to date;
- (b) remit the report to the Finance and Resources Committee on 17th June, 2010, to consider funding the conservation statement, estimated cost,

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- £19,444 plus VAT, for the Art Gallery, if required as part of the proposed Stage One application to the Heritage Lottery Fund;
- (c) instruct officers to prepare a capital business case for further consideration and report to the Education, Culture and Sport Committee on 16th September, 2010, and Finance and Resources Committee on 28th September, 2010, to include recommendations on the most appropriate option to redevelop the Art Gallery, and on the commitment the Council is being requested to make at that stage; and
 - (d) instruct officers to report to a future meeting of the Committee on how best to improve access to the Museums and Galleries Collections.

The Committee resolved:-

to approve the recommendations contained in the report.

EXEMPT INFORMATION

In terms of Article 4, the following items of business were considered with the press and public excluded.

TIED HOUSING WITHIN ENVIRONMENTAL SERVICES – REFERRAL FROM HOUSING AND ENVIRONMENT COMMITTEE

15. By way of referral from the Housing and Environment Committee of 13th April, 2010, the Committee had before it a report on tied housing within Environmental Services which detailed the current status of a particular property which fell within the remit of the Education, Culture and Sport account.

The Committee resolved:-

that the property listed in the report as being on the Education, Culture and Sport account was no longer a tied property.

TULLOS SWIMMING POOL – INTERNAL WORKS – ECS/10/048

16. The Committee had before it a report by the Director of Education, Culture and Sport which outlined the ongoing work to re-open Tullos Swimming Pool and

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sought Committee approval to refer to the Finance and Resources Committee a request for funding to carry out the necessary works to the interior of the building.

The report advised that Tullos Pool had been closed in the autumn of 2008, due to ongoing problems in relation to the roof of the building. The roof was considered to be unsafe and had been leaking badly for a considerable period of time. Initial work had been undertaken to repair the roof, however at this time, it had become apparent that the existing structural timber deck was badly decayed and it was recommended that the entire roof should be replaced. As a result of the roofing work, it was discovered that the internal building fabric was in an extremely poor condition due to a high level of water penetration and therefore, considerable additional work would be required to bring the building up to a standard where it could be re-opened to the public. The report detailed the cost of the necessary work and advised that the repairs could take approximately 5 to 6 months to complete.

The report recommended:-

- (a) that the Committee note the progress with work to make Tullos Swimming Pool safe and water-tight, and the likely costs and implications of the water damage to the building interior; and
- (b) that the Committee refer a request for urgent funding from the capital plan to the next Finance and Resources Committee.

The Committee resolved:-

to approve the recommendations contained in the report.

- **ANDREW MAY, Convener**.

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**EDUCATION CULTURE AND SPORT COMMITTEE
COMMITTEE BUSINESS
16 September, 2010**

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	Area North Committee 18 November, 2008 Article 7	<u>Library Home Service Development</u> The Committee requested that the current fortnightly street site at Kingswells be maintained until January 2011, thereafter officers in Culture and Leisure, Neighbourhood Services (North Area) be instructed to report to Committee concerning the provision of a library service within the Kingswells community.	A report on the Kingswells service will be submitted in 2011.	Head of Communities, Culture and Sport	Early 2011	
2.	Policy & Strategy (Education) 3 March 2009 Article 7	<u>Improving Educational Outcomes in Aberdeen within a Strategic Framework – Learning Strategy</u> The Committee resolved, amongst other things, to instruct officers to bring an update report to the Committee at its June meeting and quarterly progress reports thereafter. A report was considered by the Committee on the development of an Aberdeen Learning Strategy and officers were requested to implement the consultation and engagement process. Informal consultation was completed on 3 rd July 2009 and analysis of consultation feedback and questionnaires undertaken during	A report was considered by the Committee on 8 October, 2009 and the Committee (a) agreed the principles, vision and priorities which had already been consulted on and which had met with wide approval among stakeholders; (b) agreed the short term objectives set out in the draft strategy and instruct officers to include these in future service plan objectives and to take forward work to see these objectives implemented; (c) instructed officers to carry out further work to widen out the strategy to better address learning to include school education and wider life long learning; (d) instructed officers to publish to	Head of Communities, Culture and Sport	15.04.10	16.09.10

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		July and August 2009. At its meeting on 27 August, 2009, the Committee received a report on the draft Learning Strategy which provided details on the consultation which had been undertaken to date.	stakeholders, the consultation results to date and the arrangements for taking forward the learning strategy; and (e) instructed officers to consult further on this and bring back a report to the Committee by April, 2010, a long term strategy for implementing the vision for Aberdeen: City of Learning, including medium and long term proposals for the learning estate. A report is on the agenda.			
3.	Education, Culture & Sport 27 May, 2010 Article 11	<u>Learning Estate Strategy (Schools) – Rezoning Exercise (Secondary)</u> A report was considered by the Committee on 27 May, 2010, and the Committee resolved to approve the recommendations contained in the report, subject to an amended recommendation (i), namely:- “that Committee instruct officers to engage widely, as soon as is practicable, on all four secondary school models and report back to a special single issue meeting of the Education, Culture and Sport Committee in September, 2010, on the outcome of the stakeholder engagement”.	A special meeting of the Education, Culture and Sport Committee has been scheduled for 2pm on 28th October, 2010 as due to diary commitments, it was not possible to arrange a meeting in September.	Director of Education, Culture and Sport	28.10.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
4.	Policy & Strategy (Education) 9 June, 2009 Article 11	<p><u>Strategic Music Partnership</u> The Committee approved the recommendations in the report and requested that officers report back on potential links with Sistema Scotland.</p>	<p>A report was considered by the Committee on 8 October and the Committee, amongst other things (a) noted the costs, timescale and actions involved in being a Sistema Scotland orchestra centre; (b) instructed relevant officers to consider feasibility of the development of the Sistema Children's orchestra centre in Aberdeen as part of an integrated approach to community regeneration and to report to future committees as appropriate; and (c) requested a further report within 18 months, by which time the strategic music partnership would have been operational, on the feasibility of developing a Sistema Children's orchestra centre in Aberdeen as part of an integrated approach to community regeneration, with regular progress reports submitted to the Committee as appropriate.</p> <p>This item has been deferred to the January meeting of the Committee to allow time for the Stirling project to bed in and to allow a visit to the partnership next year.</p>	Head of Communities, Culture and Sport	16.09.10	20.01.11

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
5.	Resources Management Committee 5 February, 2009 Article 12	<p><u>Community Learning Hubs - Review of Branch Libraries - Budget 2009/10</u></p> <p>The Committee instructed officers to develop the concept of Community Learning Hubs, in which public libraries would be a key component with the aims of improved access to individuals and the wider community to knowledge, learning and cultural opportunities, providing value added service delivery, being more efficient and effective and achieve ongoing savings for the Council and report back in June 2009.</p>	<p>At its meeting on 27 May, 2010, the Committee resolved , amongst other things:-</p> <p>(i) to instruct officers to undertake further work, in liaison with partner agencies and other Directorates, and report back on medium to long-term community learning hub options for St Machar ASG; (A report is on the agenda)</p> <p>(ii) to note that officers were exploring alternative venues for Tilly Youth Project activity to minimise the need for reallocation of Portal services to other local venues, and that a report on the outcome of the research would come back to the next meeting of the Committee; (A report is on the agenda)</p> <p>(iii) to note that a report would come before the next meeting of the committee outlining funding options for Seaton Community Learning and Development Centre; (A report is on the agenda)</p>	Head of Communities, Culture and Sport	18.11.10 16.09.10 16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		<p><u>Community Learning Hubs - Review of Branch Libraries - Budget 2009/10 (cont.)</u></p>	<p>(iv) to establish Abbey Place Community Centre as a voluntary leased community centre and instruct officers to report back to the next meeting on the early implementation of this matter; (A report is on the agenda)</p> <p>(v) to establish Ruthrieston Community Learning and Development Centre as a voluntary leased community centre and instruct officers to report back to the next meeting on the early implementation of this matter; and (A report is on the agenda)</p> <p>(vi) to approve Cults 3Rs Academy as the short-term community learning hub for the Cults Associated School Group allowing consideration of and consultation with local communities, partners and learning stakeholders to identify viable medium to long-term options for a community learning hub, remitting officers to provide a further report.</p>		<p>16.09.10</p> <p>16.09.10</p> <p>18.11.10</p>	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
6.	Education, Culture and Sport 15 April, 2010 Article 18	<p><u>Leased Community Centres</u> The Committee noted progress made; requested a report back to Committee at its meeting on 16th September, 2010, on implementing a 20 year lease with repairs and maintenance being undertaken in agreement with leased centres along the same lines as Devolved Educational Management Schools budgets were dealt with at the present moment; and requested that consultation be undertaken with leased community centres on the formulation of the report.</p>	<p>The report has been deferred to the January meeting of the Committee to allow the scheme to be considered alongside the ongoing Education, Culture and Sport priority based budgeting work.</p>	Head of Communities, Culture and Sport	16.09.10	20.01.11
7.	Education, Culture and Sport 27 August, 2009 Article 10	<p><u>Kaimhill School – Braeside School - 3Rs project Decant</u> At its meeting on 27 August, 2009, the Committee resolved, amongst other things to agree to the provision of school transport for all nursery and primary 1 – 7 pupils, on an exceptional basis, due to the particular circumstances of the decant proposal, which this provision to be reviewed by officers on a weekly basis with reports to the Committee each cycle.</p>	<p>Information on this issue is now routinely included in the information bulletin with oral updates provided at Committee.</p> <p>At the meeting on 27 May, 2010, the Director advised the Committee that on completion of her investigation, she would discuss the findings with the Chief Executive and advise Committee following this discussion.</p>	Director of Education, Culture and Sport	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
8.	Education, Culture and Sport 27 August, 2009 Article 15	<p><u>Review of Sports Grant Criteria</u> The Committee resolved to approve the principal of re-aligning the criteria for the Sports Grants against the objectives of the new sport and physical activity strategy and instructed officers to develop the detail of the criteria and report back to the Committee in October 2009.</p> <p>The Committee considered a report on 8 October, 2009 and requested a report back with information on the Shared Education Trust being run in Aberdeenshire.</p>	<p>At its meeting on 27 May, 2010, the Committee noted the delay in receiving the report back and requested that officers continue to liaise with Aberdeenshire Council for the information.</p> <p>An oral update will be provided at Committee.</p>	Head of Communities, Culture and Sport	16.09.10	
9.	Audit and Risk 8 September, 2009 Article 5	<p><u>Property Sales Investigation – Follow-up Report</u> The Committee instructed each Director to report to their Service Committee in the next cycle on how many tied houses were still in existence, where they were located and with a statement explaining the justification for being tied houses, and requested the Finance and Resources Committee to take a corporate overview by producing a corporate register for reporting back to the Audit and Risk Committee.</p>	<p>Following reports to previous meetings of the Committee, the Committee requested a report back which provided an overview on the number of tied houses in existence and the justification for those properties being tied houses. The Director undertook to discuss the matter with the Directors of Enterprise, Planning and Infrastructure and Housing and Environment and provide a verbal report to the next meeting.</p> <p>A report went before the Committee at its meeting on 27th May, as directed by the Audit & Risk Committee.</p>	Director of Education, Culture and Sport	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
			<p>The Finance and Resources Committee considered a detailed set of proposals for staff houses at the meeting of 17th June, and officers were instructed to consult current tenants on those proposals in line with relevant legislation. A further report is scheduled to be considered by Finance and Resources Committee in September with recommendations based on the consultation responses and the individual decision of service committees relative to the staff houses they are responsible for managing.</p>			
10.	Corporate Policy and Performance 21 January, 2010 Article 7	<p><u>Catering Services</u> The Corporate Policy and Performance Committee noted that the scheme utilised at Cults Academy where S1 and S2 pupils are not allowed to leave the school at lunchtime had resulted in an uptake of pupils having school meals, and requested that officers prepare a report for the Education, Culture & Sport Committee, with a follow-up report to Corporate Policy & Performance Committee for information, advising on the possible benefits to all schools of the Cults scheme and of the pilot to introduce the same menu in all schools.</p>	<p>The item will form part of a report to the 18th November Committee on progress on healthy eating.</p>	Head of Schools and Educational Establishments	16.09.10	18.11.10

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
11.	Finance and Resources 10 December, 2009 Article 4	<u>Financial Strategy Review Budget 2010/11</u> The Finance and Resources Committee resolved that in respect of non statutory education matters (1) to note that there would be a 20% reduction in the budget for nutrition; and (2) to instruct that a report be submitted to the relevant committee on the music teaching service and the balance of income generation in relation to these items.	A report on the music service is included in the information bulletin.	Head of Schools and Educational Establishments	16.09.10	
12.	Education, Culture and Sport 18 February, Article 16	<u>Analysis of Scottish Index of Multiple Deprivation</u> The Committee, amongst other things, agreed to receive a further report on the strategy for closing the gap in attainment.	A report will be presented to the January meeting of the Committee.	Director of Education, Culture and Sport	16.09.10	20.01.11
13.	Education, Culture and Sport 18 February, Article 21	<u>Bookings and Lettings Review</u> The Committee, amongst other things (i) agreed to receive a report back on the issue of an electronic Leisure Management System; (ii) agreed that officers would proceed with discussions with Trade Unions about options for the deployment of janitorial cover and report back; (iii) that officers report to a future meeting on the outcome of the review of the Corporate Budget; and (iv) to receive oral updates at each meeting on the Bookings and Lettings Review and its implementation.	The report on the agenda at the May meeting of the Committee was withdrawn. There is a report in the information bulletin and an oral update will be provided at Committee.	Head of Communities, Culture and Sport	27.05.10	16.09.10

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
14.	Education, Culture and Sport 18 February, 2010 Article 22	<u>A Games Legacy for Scotland</u> The Committee, amongst other things, agreed that further reports would be submitted in due course on how the initiatives could be supported and developed in Aberdeen City.	There is a report in the information bulletin.	Head of Communities, Culture and Sport	16.09.10	
15.	Resources Management Committee 16 June, 2009 Article 20	<u>Provision for Children With Additional Support Needs – Raeden</u> A comprehensive review of provision for children and young people with complex needs was conducted between June and December 2005. At its meeting on 16 th June, 2009, the Resources Management Committee approved the development of a new specialist facility for children with additional support needs arising from complex factors on the current Raeden Development Centre site. At its meeting on 15 th April, 2010, the Education, Culture and Sport Committee requested that this remain on the business statement.	At its meeting on 27 May, 2010, the Committee heard that officers would report back on the closure of Hazlewood, Raeden and Woodhill nurseries and the redesign of pre-school ASN. A report is on the agenda.	Head of Schools and Educational Establishments	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
16.	Education, Culture and Sport 15 April, 2010 Article 20	<p><u>Provision for Children With Additional Support Needs – Cordyce</u></p> <p>At its meeting on 15th April, 2010, the Committee instructed officers to conduct an options appraisal on the redevelopment of the Cordyce site to include, in addition to a replacement school, a specialist residential facility on a spend-to-save basis, subject to confirmation of the required funding.</p>	<p>The options appraisal was referred to the Finance and Resources Committee of 11th May, 2010, for funding approval. Funding approval was granted.</p> <p>The options appraisal will not be completed by the planned reporting date of 18/11/10, therefore the report will be deferred to the January 2011 meeting. A bulletin report and oral update will be provided for the 18 November meeting.</p>	Head of Schools and Educational Establishments	18.11.10	20.01.11
17.	Education, Culture and Sport 15 April, 2010 Article 21	<p><u>Learning Partnerships</u></p> <p>The Committee agreed to proposals for a network of Learning Partnerships across the City to support the implementation of the Aberdeen Learning Strategy, “Aberdeen City of Learning”; and noted these Partnerships would support improvements in learning outcomes, support the Council’s implementation of a Curriculum of Excellence and support people of all ages, abilities and backgrounds to become more involved in their own learning and their community’s development to help develop lifelong learning in Aberdeen. The Committee requested a further report back at its meeting on 16th September, 2010.</p>	There is a report in the information bulletin.	Director of Education, Culture and Sport	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
18.	Corporate Policy and Performance 29 April, 2010 Article 6	<p><u>Statutory Performance Indicators</u> At its meeting on 29th April, 2010, the Corporate Policy and Performance Committee agreed:-</p> <p>(i) that all Service Committees be asked to consider and agree discretionary statutory indicators for 2010/11 which appropriately address the requirements of “New SPIs 1 and 2”, as detailed in the report; and</p> <p>(ii) that all Service Committees receive a consolidated Service performance report 4 times per year which monitors, as appropriate:-</p> <ul style="list-style-type: none"> • all Statutory Performance Indicators which fall within the Committee’s remit; • other Key Performance Indicators which the Service and / or the Committee deem necessary to manage performance; • specifically, data showing actual and projected expenditure on revenue and capital budgets, as well as delivery of agreed savings; • progress with actions set out in the relevant Service Business Plan; and • the relevant Service Risk Register. 	This information is included in the performance report which is on the agenda.	Director of Education, Culture and Sport	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
19.	Finance and Resources 17 June, 2010 Article 34	<p><u>Tullos Swimming Pool – Internal Works</u></p> <p>The Committee had under consideration a request from Education, Culture and Sport Committee to consider urgent funding from the Capital Plan to carry out works to the interior of the Tullos Swimming Pool. Members expressed their concern that not enough detail was included within the report, and questioned why the repairs had not been carried out at a much earlier date. The Convener expressed his concern that the Service Committee was requesting capital funding for the repairs and intimated that Service Committees should take ownership of their Non Housing Capital Programmes, and reprioritise their budgets to take account of urgent matters such as this case. He continued that there was no leeway in the Capital Plan of the Council. Members again expressed their concern at the content of the report, and requested that the matter also be referred to the Audit and Risk Committee in order for an investigation to take place in this regard.</p> <p><u>The Committee resolved:-</u></p> <p>(i) that the matter be referred back to the Education, Culture and Sport</p>	A report is on the agenda.	Director of Education, Culture and Sport	16.09.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		<p>Committee in order that members may consider the matter as part of a review of the Non Housing Capital Programme for that Service; and</p> <p>(ii) to request the Audit and Risk Committee to investigate the matter of the internal works on Tullos Swimming Pool, particularly the costs, delays and inadequate reasoning provided in this regard.</p>				

EDUCATION, CULTURE AND SPORT COMMITTEE

MOTIONS LIST

16 September, 2010

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
1.	<p><u>Motion by Councillor Cormack</u></p> <p>“That this Council agrees to promote further and to continue to develop parental involvement in the Council’s decision making process and that a report is therefore produced with recommendations for including parents in the work of the main Council committee with education responsibilities, relevant sub-committees and consultation processes.”</p>	<p>Policy and Strategy (Education) 28/04/09</p>	<p>The Committee resolved (i) that the terms of the motion be approved, subject to adding “guardian and carer” after parental; and (ii) to request that a background report be brought back to the Committee on the options for parental representation on the successor to this Committee within the new Committee structure, which should include information on other local authorities which have (a) parents as members of their education committees; (b) parental involvement units; and (c) should involve engagement with Aberdeen Parent Council Liaison Group, as well as the national development officer with regards to the plans being prepared nationally for parental involvement.</p>	<p>A report was submitted to the Committee on 24 November, 2009, and the Committee agreed to endorse the need to enhance parent representation in Education, Culture and Sport Services and agreed to the establishment of a representative forum of parents as set out in proposal 1 of the report, through the organisation of Parent Council elections, with a report back to a future meeting on the running of the elections, following consultation with parents.</p> <p>A report was submitted to the Committee on 27 May, 2010, and the Committee endorsed the work undertaken to establish the new Forum and requested a further report back in 6 months’ time. The Committee requested that the wording of Councillor Cormack’s original motion be included in the next report so as not to lose sight of the second part of the motion.</p>	<p>Director of Education, Culture and Sport</p>	<p>18/11/10</p>	<p>No</p>

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
2.	<u>Motion by Councillor Cormack</u> “That in the light of the restoration and reuse of Marischal College, the second largest granite building in the world, and in recognition of the central role that the granite industry has played in the city’s economic development and in its cultural identity, that this Council agrees to the production of a report with options on how the Council and its partners can properly acknowledge the key contribution that the use of granite has made to the environment of Aberdeen and the wider North East region.”	18/11/09	At its meeting of 7 January, 2010, the Committee agreed the terms of the motion and noted that a full report would be submitted to the a future meeting which would contain details of the potential links with local geology, oil companies and the Curriculum for Excellence and would look at partnership working with Aberdeenshire Council to promote the history of granite in the wider area. Officers met with Councillor Cormack at the beginning of February to progress the issue.	It has been agreed with Councillor Cormack that this report will be deferred until the November meeting of the Committee. A report is in the information bulletin.	Head of Communities, Culture and Sport	16/9/10	No
3.	<u>Motion by Councillor Graham</u> “That this Council works with the youths of Middlefield to develop proposals to floodlight the football pitch at Manor Walk.”	Education, Culture & Sport 15/04/10	At its meeting of 15 th April, 2010, the Committee resolved to agree the terms of the motion and request that officers from Education, Culture and Sport investigate options and associated costings for interim measures for lighting the football pitch in	A report is on the agenda.	Head of Communities, Culture and Sport	16/9/10	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
			liaison with officers from Housing and Environment, in light of the site being zoned for future residential development as part of the Local Development Plan Main Issues report; with a report back on their findings no later than the 16 th September, 2010 meeting of the Committee.				

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ABERDEEN CITY COUNCIL

BACKGROUND REPORT

<u>Name of Committee</u>	Education, Culture and Sport
<u>Date of Meeting</u>	16 September 2010
<u>Title of Report</u>	Potential external funding sources available to acquire an original Jack Vettriano painting
<u>Director</u>	Annette Bruton
<u>Author of Report</u>	Christine Rew

BACKGROUND REPORT

This report is provided as background information to the motion proposed by Councillor Jennifer Stewart:

"Instruct Council officers to explore all potential sources of external funding, including the McDonald Trust, which would allow Aberdeen City Council to acquire an original Jack Vettriano painting to be hung in Aberdeen Art Gallery"

1. Information about Jack Vettriano

Jack Vettriano was born in Methil, Fife in 1951. He left school at sixteen to become a mining engineer, however after he received a set of watercolour paints for his twenty-first birthday he taught himself to paint.

His earliest paintings, under the name "*Jack Hoggan*", were copies or pastiches of impressionist paintings – his first painting was a copy of Monet's *Poppy Fields*. Much of his early influence came from studying paintings at the Kirkcaldy Museum and Art Gallery.

In 1989 he submitted two paintings to the Royal Scottish Academy's annual exhibition, both of which were sold on the first day of the exhibition. The following year three paintings were accepted for the prestigious Summer Exhibition at the Royal Academy in London and from then on his career as a painter took off.

His recent paintings are reminiscent of the film noir genre, often with romantic or nude themes.

In 2004 he was awarded an OBE for Services to the Visual Arts and was the subject of a South Bank Show documentary *Jack Vettriano: the People's Painter*. In the same year his best known painting *The Singing Butler* was sold at Sotheby's for close to £750,000. More recently prices have levelled. The highest seller at a Sotheby's auction sale of Scottish Art in April 2010 was a 15 inch by 12 inch painting entitled *Game On*, which fetched £49,250.

Images of his paintings can be seen on Jack Vettriano's official website:
www.jackvettriano.com/pages/exhibitions.html.

His distinctive paintings, including *The Singing Butler*, are among the most widely sold artworks on prints, postcards and posters in Britain. According to *The Guardian*, he earns £500,000 a year in print royalties. Each year a new set of limited edition prints are published, and his most popular work, *The Singing Butler*, sells more posters and postcards than any other artist in the UK.

Jack Vettriano's work can evoke strong views and has divided art critics and public opinion alike. Currently he is not represented in any of Scotland's national collections. Kirkcaldy Museum and Art Gallery owns two paintings and is the only local authority funded public collection to include his work. One painting was donated in 1997 and the other, a self portrait, was a gift of the artist in 2002.

Vettriano's known collectors range from lyricist Sir Tim Rice and businessman Sir Tom Farmer to the former motor-racing champion Sir Jackie Stewart, who commissioned a triptych of himself and his wife.

Jack Vettriano appeared at the Music Hall in Aberdeen on 26th November 2009 as part of the *Look Who's Talking* series of talks. He was interviewed by journalist, Anne Mackenzie, followed by a book signing in the main foyer. 685 tickets were sold for the event.

Record numbers of people visited Kirkcaldy Museum and Art Gallery in 2010 to see Vettriano's latest exhibition of work *Days of Wine and Roses*. 46,000 visitors were recorded during its 5 weeks run and it is believed to be the most successful exhibition in 85 years of the Museum's history.

2. Potential external funding sources

Purchase prices for Jack Vettriano's work have fluctuated over the years, ranging from the record price reached at auction for *The Singing Butler* (£744,500 in 2004) to an auction sale at Sotheby's in 2010 where seven out of ten paintings failed to find a buyer. The highest seller was *Game On* which sold for £49,250. A selection of images and their purchase prices is attached for information.

The Museums and Galleries purchase budget is £26,376 to cover works of art and artefacts from all disciplines, dating from earliest times to contemporary work. The budget for the year 2010-11 is already committed. If the acquisition of a Jack Vettriano painting was considered in future years external match-funding would be required. Many grant-giving organisations require a percentage of local funding to match the grant given.

Potential sources include:

A. National Fund for Acquisitions

This fund supports Scottish public museums and galleries, with Accreditation status, to purchase works of art and objects for their permanent collections. Proposed acquisitions must conform to the applicant's collecting policy.

Applications are assessed by a relevant expert adviser from the staff of National Museums Scotland, the National Galleries of Scotland or the National Library of Scotland. Advisers will base their recommendations on evidence given in the application under the following headings:

- significance of the proposed acquisition
- relevance of the acquisition to the applicant's collecting policy
- whether the price quoted for the acquisition is a fair one
- evidence of public benefit demonstrated by proposals for display, learning/public programmes, study or research, or loan to other organisations

The expert advisers' reports form the basis of decisions on funding. Other factors taken into consideration are:

- the level of funding currently available
- how much funding may already have been awarded to the applicant in the current financial year

Awards are usually given for no more than 50% of the purchase price.

B. The Art Fund

The Art Fund offers financial assistance to UK public museums and galleries, with Accreditation status, to help with the purchase of works of art and objects for their permanent collections.

The Art Fund's broad conditions of grant are:

We will support the acquisition of extant works of art and a wide range of other objects of aesthetic interest, dating from antiquity to the present day.

Within this broad category our criteria include:

- objects of national and international importance, including high value items subject to temporary export licence deferral or being offered with tax remission
- objects of great local interest judged to be of good museum quality
- objects which will aesthetically enrich collections and support the expansion and development of new areas of collecting

Applications are assessed by a panel of experts with independent advice on the valuation.

Awards are usually given for 25% -75% of the purchase price; in exceptional cases the Art Fund may award a 100% grant.

C. The Friends of Aberdeen Art Gallery & Museums

Aberdeen Art Gallery & Museums Friends organisation regularly makes financial contributions towards the purchase of acquisitions for the collections. Contributions are generally less than £10,000 and frequently match other grants received.

Recent examples of purchases supported by the Friends include: £4,750 towards the purchase of an archive of material relating to Hall Russell (total purchase price £9,500), £4,250 towards the cost of a silver and amethyst Arts and Crafts necklace by Ann MacBeth (total purchase price

£8,500), £5,000 towards the purchase of a silver communion beaker by Alexander Galloway of Aberdeen dating to 1670-80 (total purchase price £20,000) and £6,000 towards the purchase of *For You* by Tracey Emin (total purchase price £40,000). In each of these instances the balance was met by a combination of funds from other sources.

An exceptional purchase was made in 2010 when the Friends purchased outright an oil painting by Aberdeen-born artist William Dyce to commemorate the Art Gallery's 125th anniversary.

D. The Macdonald Bequest

When the granite merchant Alexander Macdonald died in 1884 he bequeathed a legacy to complete the building of Aberdeen Art Gallery and his personal collection of paintings. This collection came to the Art Gallery in 1901 along with a monetary bequest exclusively for the purchase of works of art. The formation of a committee to oversee expenditure was stipulated in Macdonald's Trust Disposition and Deed of Settlement. The terms of the bequest further stipulate that "no pictures painted more than twenty-five years before the date of purchase shall be eligible; that no direct commission shall be given to any artist, but that all pictures shall be finished before being considered eligible; that the Art Committee may, if they think necessary take professional advice, at the expense of the funds, for their guidance, but that they are to consider only the intrinsic merits of the work, and are not to be influenced by any other considerations, such as a preference for local talent, although by no means excluding it ...".

Funds from the Macdonald bequest have been used to acquire examples of contemporary art from leading artists such as Barbara Hepworth, Henry Moore, Stanley Spencer, Lucien Freud and more recently Andy Goldsworthy and Christine Borland.

The Macdonald Art Committee is made up of representatives from Aberdeen City Council, the University of Aberdeen and the Robert Gordon University. The committee meets on an occasional basis to consider potential acquisitions when an appropriate sum has accrued as interest on the capital invested. As of 31 March 2010 the Capital Fund stands at £32,545 and the Accumulated Income available to spend at £7,505. The committee last met in 2001 and prior to that in 1992.

Although prices for Vetriciano's paintings have fluctuated recently at auction, it is likely that a combination of some or all of the above funding sources would be necessary to acquire an example of his work for the collections. An example of joint funding is the acquisition in 2001 of *Rivière* by Scottish artist Alison Watt. This painting was acquired with grants from both the National Fund for Acquisitions and the Art Fund.

E. Direct approach

An alternative option might be to identify an individual or commercial business organisation which would be interested in purchasing a work by Vetriciano on behalf of the Art Gallery and consequently gifted to the collections.

Councillors may also wish to note that the Art Gallery has recently been offered the loan of a work by Vettriano for a 5 year period. Acceptance of a loan for an agreed period could be considered as another option. Offers of loan are relatively rare and usually are accepted for a specific exhibition or display for a fixed period of time. A current example is Nathan Coley's light piece *There Will Be No Miracles Here*, which hangs in the central court of the Art Gallery.

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ABERDEEN CITY COUNCIL

COMMITTEE:	Education, Culture and Sport
DATE:	16 September 2010
DIRECTOR:	Annette Bruton
TITLE OF REPORT:	Options for floodlighting football pitch at Manor Walk
REPORT NUMBER:	ECS/10/068

1. PURPOSE OF REPORT

This report provides an update on work being undertaken to investigate floodlighting options for the football pitch at Manor Walk, Middlefield. The report follows on from the interim response to Councillor Gordon Graham's motion considered by the April 2010 meeting of the Education, Culture and Sport Committee.

2. RECOMMENDATIONS

That the Committee:

- 1) Note the two options (A and B) and their attendant financial implications.
- 2) Note that while the site is zoned for future residential development, local services and Community representatives are in support of the floodlighting proposal as a short-term measure.
- 3) Note that Option B would allow for the equipment to be dismantled and reused elsewhere, in the event of future residential development.
- 4) Note that funding has been identified to fund the installation and annual maintenance and electricity costs associated with Option B.
- 5) In light of the above points, approve Option B and instruct Officers to progress the installation of the floodlighting.

3. FINANCIAL IMPLICATIONS

In addition to the ongoing revenue costs associated with the electricity supply, the financial implications for the two options for the purchase and installation of infrastructure are as follows:

Option A	Option B
£21,245.86 + VAT	£7,286.56 + VAT

A budget has been identified to progress the installation of option B from the Neighbourhood Planning regeneration budget. Revenue costs for Option B have been confirmed as £350 per annum, which can be funded from the street lighting Revenue Budgets. The revenue costs comprise £150 +VAT for electricity costs and £200 maintenance costs.

No funding has as yet been identified to fund Option A.

4. SERVICE & COMMUNITY IMPACT

This report is in keeping with the Community Plan Challenge to develop Aberdeen as an Active City, encouraging participation and developing active communities, and links to the Sport and Physical Activity Strategy, "Fit for the Future". The report also contribute to "Vibrant, Dynamic and Forward Looking" in recognising the role that Sports and recreational space can make in tackling anti-social behaviour, increasing community cohesion and participation. There are also strong links to the "Closing the Gap", regeneration strategies and the local 2010 Cummings Park, Heathryfold, Middlefield and Northfield Neighbourhood Community Action Plan.

5. OTHER IMPLICATIONS

The football pitch is located within an area adjacent to Manor Walk currently zoned for future residential development within the Aberdeen Local Development Plan Main Issues Report. The land is currently remitted to the Housing and Environment Directorate. Any future housing development is likely to accommodate some of the 300 households, which would require to be re-housed from the Middlefield area, following the Scottish Government's recent decision to approve the redevelopment of the Haudagain roundabout.

The proposed floodlighting would be seen as a temporary measure at this site, and would be installed with a view to minimising opportunities for vandalism. Feedback from both residents and services would suggest there would be significant local benefit to introducing floodlighting as a short-term measure to improve local facilities and enhance a much needed local diversionary activity. This will also allow time to address the options for a permanent floodlit site in the greater Northfield area in the future.

6. REPORT

In 2010, Councillor Graham submitted a Motion to the Education, Culture and Sport Committee:-

"That this Council works with the youths of Middlefield Community Flat to develop proposals to floodlight the football pitch at Manor Walk"

Officers gave an interim response to the April 2010 Education, Culture and Sport Committee and were remitted to provide a follow up report on progress.

Lighting engineers have provided the following options and attendant costs for installing floodlighting at Manor Walk:

Option A	Option B
Light pitch area from around perimeter, inclusive of power supply, cabinet, timer, underground cabling & 8 x No. 8 metre column with floods	Light pitch area from Manor Walk side only, inclusive of power supply, timer, underground cabling and 2 x No. 12 metre columns each with 2 x No. floods
£21,245.86 plus VAT	£7,286.56 plus VAT

Option A, while significantly the more expensive option, would allow for floodlighting to be introduced around the perimeter, at a level which be expected for a permanent, all weather facility.

However, Option B provides lighting from one side only, at a lesser cost, whilst still providing a lighting standard acceptable for the pitch area. This option also provides a cost effective solution, which would allow the equipment to be reused at some point in the future; to an alternative site, as and when the current site is developed for housing.

Local representative groups and services have been consulted on the floodlighting proposal and the options. Responses received at the time of writing indicate support for the floodlighting and a preference for Option B, in light of the fact that the site may be developed in a few years.

Environment Services did raise concerns about investing in an area, which has been prone to vandalism. However, local residents and services have highlighted a number of local factors that may help mitigate opportunistic vandalism, including:

- the fact that local young people have themselves requested the facility as a diversionary activity, and
- the growing sense of community ownership of the area encouraged by the Middlefield Project and particularly the Healthy Roots team at Manor Park Garden, who have been working in partnership with the local Polish Community who use the pitch.

In terms of funding, budgets have been identified to cover the purchase, installation and ongoing revenue costs associated with Option B. Given the significantly greater costs, a budget to fund Option A has not been identified.


Regarding timescales for completing works, Option B could be progressed immediately. Once the Street Lighting service receives the instruction, manufacture and delivery is likely to take approximately 10 weeks, with installation taking a further two weeks. Where possible, all efforts would be made to expedite this timescale to provide the facility as soon as possible to allow young people to have use of the facility during the darker nights. It is

proposed the floodlighting would be on timer, which would automatically switch off at 10pm, in order to avoid creating a nuisance for local residents.

7. REPORT AUTHOR DETAILS


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8. BACKGROUND PAPERS

Report and minutes of Education, Culture and Sport Committee meeting of 15 April 2010

Local services and community representative responses to the floodlighting proposals and options.

ABERDEEN CITY COUNCIL

COMMITTEE:	Education, Culture and Sport
DATE:	16 September 2010
REPORT BY:	Director and Head Of Finance
TITLE OF REPORT:	2010/11 REVENUE BUDGET MONITORING
REPORT NUMBER:	ECS/10/79

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to
- i) bring to Committee members notice the current year revenue budget performance to date for the services which relate to this Committee; and
 - ii) advise on any areas of risk and management action.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- i) Note this report and the information on management action and risks that is contained herein; and
 - ii) instruct that officers continue to review budget performance and report on service strategies

3. FINANCIAL IMPLICATIONS

- 3.1. The total Education, Culture & Sport budget, amounts to £185 million net expenditure. This is made up of £200 million of gross expenditure, offset by £15 million of Income and recharges.
- 3.2. Based upon present forecasts it is anticipated that the financial performance of the service will result in an unfavourable movement on the Council finances overall. This position will be reflected in the overall financial monitoring for the Council when it is reported to Finance and Resources Committee at the end of this Committee cycle.
- 3.3. Further details of the financial implications are set out in section 6 and the appendices attached to this report.

4. SERVICE & COMMUNITY IMPACT

- 4.1. As a recognised top priority the Council must take the necessary measures to balance its budget. Therefore Committees and services are

required to work within a financial constraint. Every effort is being focused on delivering services more efficiently and effectively.

5. OTHER IMPLICATIONS

- 5.1. Every organisation has to manage the risks inherent in the operation of large and complex budgets. These risks are minimised by the regular review of financial information by services and corporately by Members. This report is part of that framework and has been produced to provide an overview of the current operating position.

6. REPORT

- 6.1 This report informs members of the current year revenue budget performance to date, for the service's budget and provides high level summary for the consideration of Members, to period 3 (end to June 2010). The exception to this is the more recent movement in respect of the Out Of Authority Placements budget, where it is felt important to reflect the most up to date position.
- 6.2 The service report and associated notes on progress towards achievement of the 2010-11 savings targets are attached at Appendices A and B.

2009-10 Approved Savings

There are 37 approved savings, for 2010-2011 totalling £8,560,000. These are listed at Appendix A. Against each of the savings is a narrative detailing the progress to date on each of these. The current forecast is that the service is on target to achieve the majority of these savings, although the following savings are noteworthy. |

DS01 & DS02 – Directorate & Operational Support Costs £810K

Although a number of staff have already left the service, more are scheduled to leave within the next few months. This is expected to generate additional savings. An exercise is underway to confirm the exact staffing saving which will be generated.

L05 – Facilities Savings £750K

There is a double count in savings between Enterprise, Planning & Infrastructure and EC&S in relation facilities. The extent of this double count is £400K and lies within the EC&S budget. Methods by which this potential overspend can be minimised are being examined by both services.

Financial Position and Risks Assessment

In overall terms at this stage, analysing Appendix B, the position reflects a potential overspend of £640,000 It should be noted that this forecast position does not take account of the payment of increments or of corporate savings which have still to be allocated to services. This will be

adjusted following decisions by the council and corporate management team.

6.3 At this time, the following areas of risk are highlighted together with management action being taken.

a) Out Of Authority Placements

This is an aligned budget with Social Care and Wellbeing which funds those costs associated with educating and accommodating children in specialist schools and residential not run by Aberdeen City Council. The total aligned budget is £6,506,000, of which the Education Culture and Sport part of this budget totals £2,631,000.

An analysis of costs and commitments for this aligned budget is shown at Appendix 3. There are currently 74 children at residential schools not run by Aberdeen City Council. The total costs shown per school may include charges for children who have previously been on the role of the school but who have since left. The level of cost per child may vary based upon factors such as the level of support required, whether they are day or boarding pupils, and the type of provision in which they are placed.

The latest estimate as at 22 June 2010 is that the total aligned budget has an anticipated overspend of £1,148,000. The Education, Culture and Sport element of the aligned budget is likely to be over-committed by £456,000.

Note that commitments for Secure Accommodation are based on the assumption that all placements end after 3 months. In forecasting likely expenditure for the year, it would then be necessary to allow for new secure placements and/or extensions to existing placements. The risk and likelihood is presumably that actual expenditure on secure placements will exceed the current level of commitment and it will be necessary to identify other reductions in commitments in order to manage the cost within existing budgets.

The projected overspend at present is £1,148,000 across the two services and the development of the proposed Intensive community support service will have an impact on this budget in the year 2010/11. New screening, resource and authorisation arrangements have been implemented, which are designed to impact on the numbers of children and young people being accommodated and going to residential school.

b) Sports

It was assumed that the Sport Aberdeen would take over responsibility for Sports from 1 April 2010. The actual date of transfer was 9 July 2010, and this has had a knock on effect on budget savings associated with the transfer.

Full year savings in relation to property rates (£400k) and annual contributions to the Aberdeen Sport (£500K) are projected to be £230K

less than budgeted following the delayed transfer. The savings in 2010/11 are expected to be £670K

c) Energy Costs

Energy Costs are estimated to be £540,000 greater than budget In line with the budget preparation instructions no uplift was built into the 2010-11 budget energy uplifts associated with contractual changes. There is however a central contingency for energy costs held by Corporate Accounting. All services have now been requested to identify their energy budget shortfall so an allocation can be made from this contingency.

6.4 Additional Grant Funding

Members may be interested to note that an additional grant of £100,800 has recently been notified to the service to support quality assurances and moderation of assessments whose purpose is support for the implementation of assessment approaches to Curriculum For Excellence.

7. REPORT AUTHOR DETAILS

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01224 523573

8. BACKGROUND PAPERS

Financial ledger data extracted for the period;

Education Culture and Sport Budget Savings 1011

Report Type: PIs Report
Report Author: Denise Godzman
Generated on: 02 September 2010



Rows are sorted by Code

Responsible OUs Education, Culture and Sport

Traffic Light: Red 8 Green 29

Code	Budget Saving	Target	Value	August 2010	Status	Latest Note	Managed By
				Forecast			
ECS BS C01	Catering (Non School)	24,000	24,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C02	Reduction in central support/management posts	145,000	0	145,000		02 September 2010 The restructuring has been delayed by internal HR processes relating to job matching. It is anticipated that the process will be completed by the end of September and that savings will be generated in the second half of the year.	Patricia Cassidy
ECS BS C03	Reduction in CLD Team Leader/Development posts	68,000	68,000			02 September 2010 B Morgan - Confirms completion	Patricia Cassidy
ECS BS C04	Reduction in CLD Senior Community Worker Posts	37,000	37,000			21 June 2010 B Morgan - Complete	Patricia Cassidy
ECS BS C05	Reduction in Community Training Unit Budget	30,000	30,000			21 June 2010 B Morgan - Complete	Patricia Cassidy
ECS BS C06	Reduction in CLD Training and Development Funding	80,000	80,000			21 June 2010 B Morgan - Complete	Patricia Cassidy

ECS BS C07	Arts Development Team	23,000	23,000			17 June 2010 L Thomson - Full year saving achieved - removed from core budget	Patricia Cassidy
ECS BS C08	Sports and Culture Grants	191,000	191,000			17 June 2010 L Thomson - Full year saving achieved - removed from core budget	Patricia Cassidy
ECS BS C09	Reduction in funding for Sport Aberdeen	500,000	500,000			17 June 2010 L Thomson - Full year saving - removed from the transfer budget	Patricia Cassidy
ECS BS C10b	Museum and Gallery Staffing Reductions	62,000	62,000			26 August 2010 All staff affected by this saving left the Council by 24 May 2010. Savings removed from Salary budgets with effect from 1/4/2010	Patricia Cassidy
ECS BS C11	Reduction in grants to Community Projects	33,000	33,000			21 June 2010 B Morgan - Complete	Patricia Cassidy
ECS BS C12	Reduction in budgets for leased community centres	29,000	29,000			11 August 2010 02 August 2010 £29,000 saving removed from gross budget at start of financial year and shows as a saving in the development programme grant quarterly payments.	Patricia Cassidy
ECS BS C13	Reduction in Neighbourhood Planning budget	40,000	40,000			01 September 2010 J Nicklen - Removed from base budget at start of year. Saving achieved.	Patricia Cassidy
ECS BS C14a	Library Service - Reduction in library posts	122,000	122,000			11 August 2010 09 August 2010 - Fiona Clark - Achieved through vacant posts and reduction in hours. Redundancy costs for 1 post offset saving however it is expected shortfall will be met by vacancy management across the service and the additional staffing savings from the closure of Linksfield Library at the end of September	Patricia Cassidy
ECS BS C14b	Library Service Charges	20,000	20,000			11 August 2010 09 August 2010 - Fiona Clark - Although Library Service income is up overall on same period last year A/V charges are down as predicted with the double loss of annual subscription and increase in pay as you go charges achieved.	Patricia Cassidy
ECS BS C15a	Citymoves	14,000	14,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C15b	Arts Education	11,000	11,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C16	Tribal Electronic Strategic Planning	17,000	17,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C17	Admin Support Integrated Children's Service	15,000	15,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy

ECS BS C18	Integrated Children's Service Development Budget	17,000	17,000	17,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C20	Reduction in gross budget for Adventure Aberdeen	20,000	20,000	20,000			02 September 2010 Removed from base budget. Saving achieved.	Patricia Cassidy
ECS BS C21	Reduction in Clerical Post	24,000	24,000	24,000			21 June 2010 B Morgan - Complete	Patricia Cassidy
ECS BS C22	Station House Media Unit	50,000	50,000	50,000			17 June 2010 L Thomson - Double counted funding - removed from core budget	Patricia Cassidy
ECS BS C23	Linksfield Swimming Pool	125,000	125,000	0	125,000		02 September 2010 Closure planned for 24 October - savings realised thereafter. Relocation and redeployment underway	Patricia Cassidy
ECS BS DS01	Directorate and Support Costs	164,000	164,000	164,000			21 June 2010 J Stephen - In total 7 posts have been disestablished from the EC&S Support Services structure to date. This saving is on track	Lesley Kirk
ECS BS DS02	Operational Support	647,000	647,000	647,000			21 June 2010 J Stephen - The Service Manager restructuring is underway and it is anticipated that these savings will be met.	Lesley Kirk
ECS BS L01	Schools - Teaching	2,225,000	2,225,000	0			21 June 2010 D Leng - School staffing changes will have effect from August 2010 - savings will be made	David Leng
ECS BS L02a	Secondary Schools Technical Support	197,000	197,000	197,000			21 June 2010 D Leng - Budget has been adjusted in line with savings target	David Leng
ECS BS L02b	Secondary Schools Admin/Clerical	218,000	218,000	218,000			21 June 2010 D Leng - Budget has been adjusted in line with savings target	David Leng
ECS BS L03	Non-statutory Education Services	535,000	535,000	535,000			21 June 2010 D Leng - Budget has been adjusted in line with savings target	David Leng
ECS BS L04	ICT- Glow/European/Resourses	20,000	20,000	20,000			21 June 2010 D Leng - Budget has been adjusted in line with savings target	David Leng
ECS BS L05	Facilities - Education	750,000	750,000	0			21 June 2010 D Leng - Increase in income from school meals will come into effect from August 2010	David Leng
ECS BS L06	School Transport	125,000	125,000	0			21 June 2010 D Leng - New transport contracts come into effect in August 2010 - savings will be made	David Leng
ECS BS L07	Continuing Professional Development Learning	75,000	75,000	75,000			21 June 2010 D Leng - CPD budget has been adjusted in line with savings target	David Leng
ECS BS L08	Staffing adjustments due to school roll	211,000	211,000	0			21 June 2010 D Leng - School staffing changes will have an effect from August 2010 - savings will be made	David Leng

	reductions										
ECS BS L12	Additional Support Needs	1,552,000	0							21 June 2010 D Leng - Part savings made due to full year effect of PSA reduction. Further savings will come into effect from August 2010	David Leng
ECS BS L13	Early Years, Early Intervention	145,000	0							21 June 2010 D Leng - Changes will come into effect from August 2010 - savings will be made	David Leng

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2010 / 2011

DIRECTORATE :Education Culture & Sport
SUMMARY

AS AT	30 June 2010	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END		
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE	
ACCOUNTING PERIOD 3		£'000	£'000	£'000	£'000	£'000	£'000	%
STAFF COSTS		131,988	32,996	32,131	(865)	130,828	(580)	-0.4%
PROPERTY COSTS		30,422	5,769	2,720	(3,049)	30,962	540	1.8%
ADMINISTRATION COSTS		2,152	343	240	(103)	2,152	0	0.0%
TRANSPORT COSTS		3,340	835	466	(369)	3,340	0	0.0%
SUPPLIES & SERVICES		9,112	2,136	1,176	(960)	9,112	0	0.0%
COMMISSIONING SERVICES		5,938	1,484	1,701	217	6,616	678	11.4%
TRANSFER PAYMENTS TOTAL		4,496	1,125	938	(187)	4,496	0	0.0%
CAPITAL FINANCING COSTS		12,817	0	0	0	12,817	0	0.0%
GROSS EXPENDITURE		200,265	44,688	39,372	(5,316)	200,323	637	0.3%
LESS: INCOME								
GOVERNMENT GRANTS		(1,833)	(445)	(1,156)	(711)	(1,833)	0	0.0%
OTHER GRANTS		(233)	(56)	63	119	(233)	0	-0.1%
FEES & CHARGES		(6,019)	(1,505)	(818)	687	(6,019)	0	0.0%
RECHARGES		(2,243)	(461)	(222)	239	(2,243)	0	0.0%
OTHER INCOME		(4,778)	(1,195)	(354)	841	(4,778)	0	0.0%
TOTAL INCOME		(15,106)	(3,662)	(2,487)	1,175	(15,106)	0	0.0%
NET EXPENDITURE		185,159	41,026	36,885	(4,141)	185,217	637	0.3%

**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2010/2011**

DIRECTORATE : Education, Culture & Sport

AS AT	30 June 2010	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END		
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE	
		£'000	£'000	£'000	£'000	£'000	£'000	%
ACCOUNTING PERIOD 3								
Head of Service - Communities, Culture & Sport		33,267	6,332	4,949	(1,383)	33,701	434	1.3%
Head of Service - Schools and Educational Services		145,491	33,427	30,474	(2,953)	145,694	203	0.1%
Head of Service - Policy & Performance		6,402	1,267	1,462	195	6,402	0	0.0%
TOTAL BUDGET		185,160	41,026	36,884	(4,142)	185,797	637	0.3%

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2010/2011

DIRECTORATE : Education Culture & Sport
HEAD OF SERVICE : Patricia Cassidy

AS AT	30 June 2010	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
ACCOUNTING PERIOD 3		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		19,615	4,890	4,578	(312)	19,223	(392)	-2.0%	0
PROPERTY COSTS		5,455	894	257	(637)	5,603	148	2.7%	0
ADMINISTRATION COSTS		947	127	63	(64)	947	0	0.0%	0
TRANSPORT COSTS		393	98	36	(62)	393	0	0.0%	0
SUPPLIES & SERVICES		3,083	771	414	(357)	3,083	0	0.0%	0
COMMISSIONING SERVICES		3,453	863	969	106	4,131	678	19.6%	0
TRANSFER PAYMENTS TOTAL		2,146	537	590	53	2,146	0	0.0%	0
CAPITAL FINANCING COSTS		5,579	0	0	0	5,579	0	0.0%	0
GROSS EXPENDITURE		40,671	8,180	6,907	(1,273)	41,105	434	1.1%	0
LESS: INCOME									
GOVERNMENT GRANTS		(193)	(48)	(946)	(898)	(193)	0	0.0%	0
OTHER GRANTS		(103)	(23)	(73)	(50)	(103)	0	0.0%	0
FEES & CHARGES		(5,063)	(1,266)	(734)	532	(5,063)	0	0.0%	0
RECHARGES		(365)	(91)	0	91	(365)	0	0.0%	0
OTHER INCOME		(1,680)	(420)	(205)	215	(1,680)	0	0.0%	0
TOTAL INCOME		(7,404)	(1,848)	(1,958)	(110)	(7,404)	0	0.0%	0
NET EXPENDITURE		33,267	6,332	4,949	(1,383)	33,701	434	1.3%	0

VIREMENT PROPOSALS

None this cycle

BUDGET TO DATE MONITORING VARIANCE NOTES	PROJECTED VARIANCE £'000	CHANGE £'000
Staff Costs		
The lower than budgeted staff cost reflect estimates of the effect of non payment of annual salary increments.	(392)	(392)
Property Costs		
Based upon final energy expenditure in relation to 2009-10, there is an estimated shortfall in the energy budget of £148k. In respect of the year to date variance, there are still significant charges for energy and sewage which have not yet been received.	148	148
Supplies & Services		
The year to date expenditure variance relates partly to monies held in respect of the 3R's project which is being used on a needs led basis, plus training budgets which will not be utilised until later in the school year.	0	0
Commissioning Services		
Aberdeen Sports Trust - This budget includes provision for both rates savings of £400k plus a saving of £500k in relation to contributions to Aberdeen Sports Trust. This saving was based upon an assumption that the handover to the trust would take place by 1 April 2010. The handover did not take place until Friday 9 July and the element of those savings which will not arise is £222k.	222	222
Out Of Authority Placements - The present position on the aligned budget shows an overcommitment of £1,148k, of which £456k is attributable to Education, Culture & Sport	456	456

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2010/2011
DIRECTORATE: Education Culture & Sport
HEAD OF SERVICE : David Leng

AS AT	30 June 2010	BUDGET TO DATE			PROJECTION TO YEAR-END			CHANGE FROM LAST REPORT
		ANNUAL BUDGET	PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE	
		£'000	£'000	£'000	£'000	£'000	£'000	£'000
ACCOUNTING PERIOD 3		107,788	26,943	25,943	(1,017)	107,600	(188)	0
STAFF COSTS		24,987	4,875	2,463	(2,412)	25,359	392	0
PROPERTY COSTS		453	113	136	23	453	0	0
ADMINISTRATION COSTS		2,945	736	419	(317)	2,945	0	0
TRANSPORT COSTS		5,222	1,306	905	(401)	5,222	0	0
SUPPLIES & SERVICES		2,485	621	732	111	2,485	0	0
COMMISSIONING		2,350	588	348	(240)	2,350	0	0
TRANSFER PAYMENTS		6,412	0	0	0	6,412	0	0
CAPITAL FINANCING								
GROSS EXPENDITURE		152,622	35,199	30,946	(4,253)	152,826	204	0
LESS: INCOME								
GOVERNMENT GRANTS		(1,630)	(397)	(210)	187	(1,630)	0	0
OTHER GRANTS		(130)	(53)	136	169	(130)	0	0
FEES & CHARGES		(865)	(216)	(81)	135	(865)	0	0
RECHARGES		(1,484)	(370)	(222)	148	(1,484)	0	0
OTHER INCOME		(3,023)	(756)	(95)	661	(3,023)	0	0
TOTAL INCOME		(7,132)	(1,772)	(472)	1,300	(7,132)	0	0
NET EXPENDITURE		145,491	33,427	30,474	(2,953)	145,694	204	0

WIREMENT PROPOSALS
None this cycle

BUDGET TO DATE MONITORING VARIANCE NOTES	PROJECTED VARIANCE
£'000	£'000
Staff Costs	(188)
The lower than budgeted staff cost reflect estimates of the effect of non payment of annual salary increments.	

Property Costs

Based upon final energy expenditure in relation to 2009-10, there is an estimated shortfall in the energy budget of £392k. In respect of the year to date variance, there are still significant charges in respect of energy and sewage related charges which have not yet been received. However, the significant element of this are Utility Charges for 3 R's buildings which were awaiting processing.

Transport Costs

The reason for the year to date variance relates to a number of schools transport contract charges which had still to be received at this time.

Supplies & Services

The main reason for the lower than planned expenditure relates to schools delaying expenditure in respect of Books and equipment until after the summer break.

Commissioning Services

The variance shown relates to payments made to pre school providers of nursery education. This is in line with previous years, and the phasing of the budget requires to be examined.

Other Income

The main reason for the year to date variance is in relation to DEM target savings which are not normally made until later in the financial year.

204	204
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**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2010 / 2011**

**DIRECTORATE :Education Culture & Sport
HEAD OF SERVICE : C Penman**

AS AT 30 June 2010	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
		PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 3								
STAFF COSTS	4,585	1,146	1,610	464	4,585	0	0.0%	0
PROPERTY COSTS	0	0	0	0	0	0	0.0%	0
ADMINISTRATION COSTS	752	103	41	(62)	752	0	0.0%	0
TRANSPORT COSTS	2	1	11	10	2	0	0.0%	0
SUPPLIES & SERVICES	807	59	(143)	(202)	807	0	0.0%	0
COMMISSIONING SERVICES	0	0	0	0	0	0	0.0%	0
TRANSFER PAYMENTS	0	0	0	0	0	0	0.0%	0
CAPITAL FINANCING COSTS	826	0	0	0	826	0	0.0%	0
GROSS EXPENDITURE	6,972	1,309	1,519	210	6,972	0	0.0%	0
LESS: INCOME								
GOVERNMENT GRANTS	(10)	0	0	0	(10)	0	0.0%	0
OTHER GRANTS	0	0	0	0	0	0	0.0%	0
FEES & CHARGES	(91)	(23)	(3)	20	(91)	0	0.0%	0
RECHARGES	(394)	0	0	0	(394)	0	0.0%	0
OTHER INCOME	(75)	(19)	(54)	(35)	(75)	0	0.0%	0
TOTAL INCOME	(570)	(42)	(57)	(15)	(570)	0	0.0%	0
NET EXPENDITURE	6,402	1,267	1,462	195	6,402	0	0.0%	0

VIREMENT PROPOSALS

None this cycle

BUDGET TO DATE MONITORING VARIANCE NOTES

Staff Costs

The year to date expenditure includes £213k of lump sums and redundancy costs which will be met from central contingencies.

PROJECTED VARIANCE £'000 CHANGE £'000
0 0

Supplies & Services

The year to date expenditure variance relates partly to monies held in respect of the 3R's project which is being used on a needs led basis, plus training budgets which will not be utilised until later in the school year.

0 0

Commissioning Services

0	0
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Glossary

The following glossary refers to terms used within the body of the report and its appendices

Staff Costs

This cost category includes all direct staff costs such as salaries and wages as well as indirect staff costs such as pension and lump sum payments.

Property Costs

This heading includes all costs associated with the upkeep of buildings and grounds. This includes such expenditure as rates, energy, property repairs, cleaning, grounds maintenance and the 3 R's unitary charge.

Administration Costs

This heading relates to the administrative functions associated with the service. This includes such expenditure as courses, printing & stationery, telephones, disclosure checks and advertising.

Transport Costs

This heading includes the costs of day to day travel for all staff, car parking passes, Home to School Transport and any relocation travel expenses.

Supplies & Services Costs

This heading relates to a number of types of expenditure, and includes purchase, hire, repair and maintenance of equipment, catering costs, exam fees, Community Centre management funds purchases, schools per capita budgets.

Commissioning Services

This heading includes payment for services carried out by external agencies. This includes payments in respect of External Placements, swimming pools, Grampian Health Board.

Transfer Payments

This mainly reflects payments to third parties such as clothing grants, free school meal costs and education maintenance allowance payments, grants and contributions to external bodies.

Capital Financing Costs

This is the repayment costs associated with projects previously approved within the Non Housing Capital Programme. The budget reflects the planned repayment of both capital and interest elements.

Income - Fees & Charges

This is income generated from the sale of services. This includes admission charges, premises hire, music and coaching fees catering sales and the sale of season tickets.

Income - Other Income

This tends to encompass expenditure recoveries and includes education maintenance allowance reclaims from the Scottish Government, DEM Target Savings, funding carried forward from previous years and miscellaneous income categories.

CHILDREN IN RESIDENTIAL CARE/EDUCATION PLACEMENTS 2010/11

	Social Care		Education	Total Joint Costs
	Current Nos	Full Year Commitme	Full Year Commitme	
RESIDENTIAL SCHOOL - SECURE ACCOMMODATION				
Rossie		323,438	215,626	539,064
Howdenhall		0	0	0
Kenmuir St Marys		0	0	0
Kibble Secure		0	0	0
	2	323,438	215,626	539,064

RESIDENTIAL SCHOOL - EDUCATIONAL BEHAVIOURAL DIFFICULTIES

Beath School		9,388	6,259	15,647
Balnacraig		196,295	130,863	327,158
Ballinkrain		335,070	223,380	558,450
Benarty Primary School		15,330	10,220	25,550
Burntisland Primary School			10,923	10,923
Craigiebarns Primary School		6,771	4,514	11,285
Denbigh Primary			10,689	10,689
Drumoak School		2,460	1,640	4,100
Falkland House School		87,866	58,577	146,443
Giesland		137,093	91,395	228,488
Harmeny		124,457	82,971	207,428
Hillside		196,431	130,954	327,385
Kibble		702,852	468,568	1,171,420
Keilhill		98,763	65,842	164,605
Common Thread - Bogton		96,984	64,656	161,640
Moore House		147,072	98,048	245,120
Mintlaw Academy		4,305	2,870	7,175
Pitcoudie Primary School			7,375	7,375
Radical Intervention		262,420	174,946	437,366
Seamab		193,433	128,956	322,389
St Josephs			12,613	12,613
Snowdon School		46,702	31,135	26,000
Queen Ann High School		15,600	10,400	80,434
SWIIS		48,260	32,174	80,434
Selkirk High School		9,247	6,164	15,411
Troup House		123,580	82,386	205,966
Wilderness Experience		11,956	7,971	19,927
Torbain Primary School		8,185	5,456	13,641
Aberlour - Taylor House		16,988	11,326	28,314
	41	2,897,509	1,973,272	4,870,781

Total Educational Behavioural Difficulties	43	3,220,947	2,188,898	5,409,845
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RESIDENTIAL SCHOOL - DISABILITY

Sue Ryder		0	0	0
Linn Moore		445,886	297,257	743,143
Camphill		786,531	524,354	1,310,885
Nickirian Care		0	0	0
Donald Dewar Court		0	0	0
Royal School for Blind MDVI		38,860	25,907	64,767
	34	1,271,277	847,518	2,118,795

Total Disability	34	1,271,277	847,518	2,118,795
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Total Children Residential	77	4,492,224	3,036,416	7,528,640
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Summary as at 22 June 2010

	Budget	Commitment	Underspend
Social Work	3,875,388	4,492,224	616,836
Education	2,630,520	3,036,416	405,896
Joint Total	6,505,908	7,528,640	1,022,732

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ABERDEEN CITY COUNCIL

COMMITTEE	Education Culture and Sport
DATE	16 September 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Maximising Attendance
REPORT NUMBER	ECS/10/063

1. PURPOSE OF REPORT

This report proposes a revised policy/procedure on maximising attendance in the workplace. The policy/procedure was approved at Finance and Resources Committee on 17th June 2010 in respect other staff in the Authority. This report seeks approval to apply the same policy and procedure to teaching staff.

2. RECOMMENDATION(S)

It is recommended that the Committee approves the revised policy/procedure (detailed at Appendix A).

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the revised policy.

4. SERVICE & COMMUNITY IMPACT

This policy will enable us to comply with our obligations under health and safety and employment legislation.

5. OTHER IMPLICATIONS

This policy will ensure that managers adopt a fair and consistent approach to the maximising of attendance.

6. REPORT

This report updates the existing policy and procedure on maximising attendance to bring it in to line with best practice.

The policy and procedure will be supported by guidance notes for managers.

The policy/procedure will be discussed by the Teachers' Consultative Forum and the Local Negotiating Committee for Teachers on 10th September 2010.

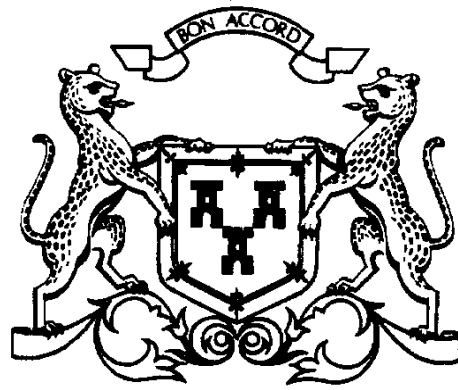
7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None



ABERDEEN CITY COUNCIL

MAXIMISING ATTENDANCE

POLICY & PROCEDURE

Contents

Section 1: POLICY

1.1 Policy statement

- The importance of effective attendance management

1.2 Scope

1.3 Core Principles

1.4 Policy Provisions

- Short duration Sickness Absence Trigger Level
- Employee AIDE – (Absences involving to domestic emergencies)

1.5 Absence Prevention and the promotion of well-being

Section 2: The Procedure

'Return to work discussion'

2.1 Dealing with short –term absence

- Consideration of short term sickness issues

Stage 1 - Attendance review meeting

Stage 2 - Attendance improvement meeting

Stage 3 - Capability/Conduct

Stage 4 - Appeal

2.2. Dealing with long-term sickness absence

Section 3: Review of the Policy and Procedure

SECTION 1 - POLICY

1.1 Policy statement

We are committed to maximising attendance at work. This policy seeks to ensure that this is achieved and to encourage reliable attendance among all employees. It intends to convey to employees that their employer is concerned about their attendance and wellbeing, that management genuinely wishes to remove or reduce any work-related factors that may discourage reliable attendance, and that taking time off work without good reason is not acceptable.

The importance of managing attendance

- All employees have a contractual duty to attend work. Any absence has a financial and operational impact on the provision of services and customer service levels. When an employee is unable to attend work either due to sickness or for other prior approved reason, managers (including headteachers) are responsible for identifying, understanding and taking the appropriate action in relation to the reason(s) for absence. In order to manage attendance effectively managers need to quickly establish the reasons why employees fail to attend work.
- Positive management of attendance issues indicates to employees that this issue is important to the Council. A relaxed attitude to absence notification, recording and monitoring and/or lack of effective management can send an incorrect message to employees that a certain level of non-attendance is acceptable. One of the main purposes of this policy is to send the clear message that managers who do not take the necessary steps by applying the provisions of this policy to manage attendance will themselves be subject to performance management measures.
- The policy recognises that from time to time an employee will have legitimate reason for absence. We will provide reasonable support to employees whose absence is genuine with the aim of assisting their immediate or swift and/or sustainable return to work.
- However, this policy is clear that appropriate action will be taken against employees who take time off work without good and sufficient reason and/or without providing proper notification.
- We recognise that short term absences and long term absences need to be managed differently although they could potentially result in the same outcome.

1.2 - SCOPE

This procedure applies to **all employees** of the Council. It does not apply to any casual or agency worker where a contract of employment does not exist.

1.3 - CORE PRINCIPLES

Employees are paid and contracted to attend work and are expected to do so unless they have legitimate reasons for their absence.

The responsibility for **Maximising Attendance** and **Managing Absence** rests with Line/Service Managers, who will be supported by Human Resources by providing advice and guidance as necessary.

Attendance issues will be dealt with promptly and consistently in accordance with the provisions of this and related policies.

Every employee has a responsibility to appreciate the impact their absence has on work colleagues and service delivery.

Reasonable support will be given to employees who are absent for legitimate reasons with the aim of assisting a swift and/or sustainable return to work. Ultimately, the responsibility for regular and reliable attendance rests with employees

Employees will be offered the opportunity to be accompanied by a trade union representative or work colleague of their choice at each stage of the formal procedure. The employee will not however be permitted to be accompanied by a legal practitioner, partner or spouse.

Throughout the procedure, special allowance should be made for those employees whose first language is not English or who have difficulty expressing themselves

Whilst maximising attendance, the Council will always recognise our statutory obligations and comply with all relevant legislation and Council policy, including our responsibilities in relation to health and safety and disability discrimination.

Where requested all employees will comply with any request to attend medical appointments with the Council's Occupational Health advisers.

Employees will be permitted to request and granted a manager of the same gender to consider matters under the formal stages of this procedure, where the medical reason is of a gender specific and/or intimate nature.

1.4 - POLICY PROVISIONS

In order to effectively maximise attendance it is necessary to clarify what is being referred to in these policy provisions. Maximising attendance is seeking to eliminate any unnecessary absence from work .

Absences that can be approved prior to the time off could be (this is not an exhaustive or inclusive list):

- Leave from work (including annual leave, public holidays and unpaid leave)
- Work related training
- Jury Service
- Maternity, Paternity, Parental and Adoption Leave
- Special leave for public service duties (e.g. Justice of the Peace, member of the Children's Panel, elected member of another Local Authority etc.)

Absences that are unplanned could be due to:

- Sickness
- domestic crises (e.g. need to be in attendance for security or maintenance of the home)
- family bereavement
- bad weather
- break-down of caring arrangement of dependents

The absences that are subject to prior approval can be pre-planned and as such can and MUST be managed. However, the unplanned absences require appropriate action and decisions by managers at the appropriate time, depending on the circumstances.

In managing sickness absence (which can be subdivided further into short-term and long-term sickness) it is necessary in all cases to have the appropriate immediate response by the manager. This is outlined in the procedure in Section 2 and the guidance notes which support this policy.

Short duration Sickness Absence Trigger Levels

For the purposes of this procedure there are short duration trigger levels that, if met, require a formal management response as detailed in the table below (i.e. commencement of Stage 1 of the short duration sickness absence process.) **The table below shows the trigger points at which the formal process must be applied.** This includes the reference period during which a sickness absence will be considered (this will be a rolling reference period), the number of working days lost due to sickness during the rolling reference period and the number of separate occasions of absence during the rolling reference period. For the sake of clarity the formal procedure will be applied if either of the trigger points (i.e. lost number of working days OR number of separate occasions) is met.

Absence over a rolling reference period of:	Total Working Days lost to sickness absence	Number of separate occasions
12 months	10 days	3 occasions
24 months	15 days	5 occasions

The formal procedure may also be applied where an employee's sickness record viewed over a period of time indicates the employee is managing their sickness within the trigger points and appears to be using these triggers as additional leave entitlement.

When an employee hits a trigger or the manager decides to apply the formal procedure it is for the manager to use his/her judgement to determine whether referral to the council's occupational health adviser, is appropriate. This is **NOT** automatic.

Long term sickness absence is where the employee has been absent from work for a continuous period that exceeds four calendar weeks from the first day of sickness.

The number of days lost due to long term sickness will not be taken into account when looking at the above short duration trigger levels.

'Employee AIDE' (i.e. Absences Involving Domestic Emergencies)

Employee AIDE is a provision which recognises that on occasion, employees may experience unexpected family, personal or domestic problems and may need to take time off work to deal with such emergencies. Employees facing these problems may not have the opportunity to give sufficient notice to take annual or flexi leave so may report that they are sick to avoid being penalised for taking such time off work.

Further information on how Employee AIDE is to be applied is detailed in the guidance notes which accompany this policy.

1.5 - ABSENCE PREVENTION AND PROMOTION OF WELL-BEING

Absence prevention is vitally important and this starts with the recruitment process, ensuring new employees are medically fit to carry out the duties of the post. This will include pre-employment screening and requesting/checking absence details from employer references in a manner that takes account of all legal implications.

The Council also seeks to promote a working environment which encourages healthy working lives and personal well-being.

Further information on absence prevention and promotion of well-being is detailed in the guidance notes which accompany this policy.

SECTION 2 - THE PROCEDURE

This is the formal procedure which must be applied in all cases by managers when an employee is absent or hits a trigger level identified in the policy

"Return to work discussion"

On each occasion an employee returns to work following a period of sickness absence, irrespective of the duration, the employee's line manager/supervisor will arrange to meet or at least contact the employee to enquire in a supportive manner about their absence and taking an interest in their welfare.

This is the informal part of the management of absence process where managers have the opportunity to identify possible underlying cause(s) or patterns of absence. It also demonstrates to employees that their manager is noticing their lack of attendance and this has been raised with them.

The manager must make a note of each return to work discussion.

2.1 Dealing with Short-Term Absence

This procedure consists of a defined number of stages which provide for the employee's sickness absence record to be subject to review and possible action if the required improvement is not achieved.

There are **four stages** within the formal process irrespective of the reason underpinning the absence:

Stage 1 : Attendance review meeting

Stage 2 : Attendance improvement meeting

Stage 3 : Capability/Conduct hearing

Stage 4: Appeal

Consideration of Short Term Sickness Issues

Where short-term persistent sickness is due to an underlying medical condition this will normally require advice from the council's occupational health adviser and will be viewed as a capability issue. However, where the reasons given for absence appear to have no medical connection, the matter should be viewed (initially at least) as an issue of conduct. It is **NOT** necessary for the Council's occupational health adviser to be involved in conduct cases.

UNDERLYING MEDICAL CAUSE (CAPABILITY)

This route will be applied where there is an underlying medical condition, identified by the council's occupational health adviser. The approach will be supportive with the employee being responsible for improving their sickness absence record. The manager will make all reasonable efforts to support the employee to improve their sickness absence record.

NO UNDERLYING MEDICAL CAUSE (CONDUCT)

This route will be applied where there is NO apparent underlying medical condition. The approach will be focussed on the employee being responsible for improving their sickness absence record.

Should an issue initially be determined as one of conduct but at a subsequent point the employee claims there is an underlying medical reason that contributes to their absence record, the Manager should refer the employee to the Council's occupational health adviser. Where it is reported there is an underlying medical condition the case transfers to the corresponding stage in the capability process. Where the report indicates there is no underlying medical cause the matter will progress in accordance with the conduct process.

The Process

As intimated earlier the formal process for both capability and conduct will have four stages. At each stage a review period will be set by the Manager conducting the meeting. Where the employee's attendance improves and achieves an acceptable level of attendance following the review period the manager will inform the employee of that in writing and normal monitoring arrangements will apply thereafter. If normal monitoring arrangements show that the employee has returned to an unacceptable level of sickness the employee will once again be subject to the provisions of this procedure. However, the employee will not normally re-start at Stage 1 of the procedure but may return to the same stage from which they last left the procedure.

STAGE 1 - ATTENDANCE REVIEW MEETING

The meeting

A letter will be sent to the employee that will

- notify the employee of the manager chairing the meeting
- include a statement summarising the employee's periods of absence during the defined period
- advise the employee of their right to be accompanied by a trade union representative or work colleague

The chair of the meeting will ensure that the employee understands the requirements of the Maximising Attendance Policy and the reasons why the policy is in place.

The employee will be given the opportunity to explain their reasons for the level of sickness. The chair of the meeting will consider the explanation before determining how to progress matters.

Outcome of the meeting

- The chair of the meeting, following consideration of the issues discussed and reasons for absence put forward by the employee, will determine the outcome of the meeting.
- In all cases an appropriate review period will be set to seek the required improvement in attendance.
- Where explanation of absence is deemed to be unacceptable a **caution** may be issued.
- The meeting outcome will be confirmed in writing.

STAGE 2 - ATTENDANCE IMPROVEMENT MEETING

A letter will be sent to the employee whose sickness record has not demonstrated sufficient improvement since Stage 1 of the process. It will:

- include an updated statement summarising the employee's periods of absence during the defined period
- advise the employee of their right to be accompanied by a trade union representative or work colleague

The meeting

The chair of the meeting will reiterate the requirements of the Maximising Attendance Policy and the reasons why the policy is in place.

The employee will be given the opportunity to explain the lack of improvement in their sickness record since the Stage 1 meeting.

Outcome of the meeting

- The chair of the meeting, following consideration of the issues discussed and reasons for absence put forward by the employee, will determine the outcome of the meeting.
- In all cases a further appropriate review period will be set to seek the required improvement in attendance.
- Where explanation of absence is deemed to be unacceptable a **FINAL** caution may be issued.
- The meeting outcome will be confirmed in writing.

STAGE 3 - CAPABILITY/CONDUCT HEARING

The hearing will be chaired by someone different to the manager (headteacher) who has managed and determined action at stages 1 & 2. of procedure It must be someone of no less seniority in the organisation and must be at least at Service Manager (or Headteacher) level or above.

The hearing

A letter will be sent to the employee whose sickness record has not demonstrated sufficient improvement since Stage 2 of the process. It will:

- notify the employee of the manager chairing the hearing
- specify the reason for the hearing and that an outcome of the hearing could potentially be dismissal
- explain that the employee has not achieved the acceptable attendance level required since the Stage 2 Attendance Improvement Meeting
- include a statement summarising the employee's periods of absence since formal proceedings commenced
- detail the process to be followed at the Hearing
- advise the employee of their right to be accompanied by a trade union representative, work colleague or legal representative where appropriate.

The employee will be given the opportunity to explain the reasons behind their sickness absence record and why this has not improved at previous stages of the process.

Outcome of the meeting

Following consideration of the issues discussed, the chair of the hearing will determine the outcome.

Where the employee's explanation is viewed as satisfactory the employee will be informed that their sickness record remains a concern and improvement is required and that their sickness record will continue to be monitored. The review period will normally be for a further **12 month period**.

If at any time during the review period there is further absence due to sickness absence, the management of the case may be immediately reviewed at Stage 3. It is not necessary to wait to the end of the review period to reconvene the Hearing.

Where the employee explanation is viewed as unsatisfactory the employee may be dismissed from employment. Where the outcome of the capability hearing is dismissal the reason will be by lack of capability due to ill-health. In conduct cases where the outcome is dismissal for the identified reason it is unlikely there will be a summary dismissal but one where the contractual notice provisions of the employee's contract of employment need to be observed.

STAGE 4 - APPEAL

- The employee has the right of appeal against dismissal **within 14 calendar days of receipt of written notification** of the decision.
- The employee can choose for the appeal to be heard either by the Service Director or a Head of Service of the Council, who has had no prior involvement in the case OR to the Council's Appeals Committee (or equivalent in the case of teachers).
- After the appeal hearing, the employee will be informed in writing of the decision.

2.2- : DEALING WITH LONG TERM ABSENCE

Long term sickness absence for the purposes of this policy is one continued period of absence that lasts longer than four weeks. When managing long term sickness absence cases, managers should take the following steps:

Occupational health referral

refer the employee to the occupational health adviser for medical assessment at an appropriate juncture when the employee's absence is classified as long term. Referral may be earlier if it is apparent at an early stage of the absence that the absence is likely to be long-term.

Contact and dialogue with employee

Managers are required to:

- Maintain regular contact with employees on long term sick leave, which should be empathetic and supportive.
- Arrange to discuss the contents of reports from the occupational health adviser with the employee.
- Discuss and make arrangements for any reasonable support to be given to the employee to facilitate a return to work and offer advice and guidance, where appropriate.
- Keep a record of contact with the employee.
- Where the employee refuses to co-operate in making medical evidence/information available to management, inform the employee in writing that decisions will be taken on the basis of the information available.

Consideration of long term sickness absence cases

- A Capability Hearing will be arranged where an employee has been on sick leave for some considerable time and the latest occupational health report states that there is very little or no likelihood of an early return to work.
- The meeting will be chaired by a Service Manager or Head of Service.
- The purpose of the meeting is to carefully examine all options, including likelihood of return to work, dismissal by reason of lack of capability due to ill health etc.
- At the hearing the employee's manager will present a report on the employee's period of long term sickness absence and on the content of the meetings held with the employee during that period to discuss their

absence, including highlighting any measures taken to assist the employee to return to work.

- The reason for the long- term absence will be discussed as well as the contents of the latest occupational health medical report. The employee will be given the opportunity to provide a full response at the Hearing .
- The employee should be informed that they should make every effort to attend the hearing and if they refuse or fail to attend it could take place in their absence. A decision will be taken on the basis of the information available at the hearing, including a decision to dismiss by reason of lack of capability.
- Where the Chair of the Hearing decides, after considering all available information and options put forward, to dismiss the employee, the employee will be informed of that and the reason why, with the decision confirmed in writing along with their right of appeal. The appeals procedure is set out earlier in this document.

SECTION 3 - : REVIEW OF THE POLICY & PROCEDURE

The Human Resources and Organisational Development Service will review this procedure every 5 years. It will, nevertheless, be subject to continual review and amendment in light of experience of its operation, employment best practice and statutory requirements. Changes will only be made following normal consultation arrangements.

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ABERDEEN CITY COUNCIL

COMMITTEE:	Education Culture and Sport
DATE:	16 September 2010
DIRECTOR:	Annette Bruton
TITLE OF REPORT:	Managing substance misuse policy and procedure (updated)
REPORT NUMBER:	ECS/10/064

1. PURPOSE OF REPORT

This report proposes a revised policy/procedure on managing substance misuse, including alcohol, in the workplace.

2. RECOMMENDATION(S)

It is recommended that the Committee approves the revised policy/procedure (detailed at Appendix A).

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the revised policy.

4. SERVICE & COMMUNITY IMPACT

This policy will enable us to comply with our obligations under health and safety and employment legislation.

5. OTHER IMPLICATIONS

This policy will ensure that managers adopt a fair and consistent approach to the management of alcohol and substance misuse.

6. REPORT

This report updates the existing policy and procedure on managing alcohol and/or substance misuse to bring it in to line with best practice. The review has been conducted in accordance with the Healthy Working Lives criteria in support of the Council's aspiration to achieve the Healthy Working Lives Silver award. This award

recognises organisations that meet a prescribed standard of a healthy and safe workplace.

The main features of the revised policy and procedure are as follows:

- The policy provides a structure for a supportive and constructive approach to managing substance misuse in line with the Council's legal obligations under the Health & Safety at Work Act 1974 and Misuse of Drugs Act 1971.
- The policy states that employees must attend work free of the affects of alcohol and / or substances.
- The substances that are covered by the policy and procedure are defined, including alcohol.
- The policy states that employees should notify their manager if they are taking prescribed medication which may impair their ability to undertake their duties safely and effectively.
- The responsibilities of managers and employees in the management of alcohol or substance misuse are explained.
- The procedure identifies 3 possible referral routes and explains when it is appropriate to follow each depending upon how the substance misuse issue has come to light.
- The procedure details the supporting provisions that are available and when these should be put in place.
- Clarification is provided on how and when management of substance misuse may integrate with the implementation of the Managing Discipline, Managing and Supporting Work Performance or Managing Attendance Policies.
- The circumstances when testing for alcohol or substances may occur are explained.
- Information is provided on sources of support, sensible drinking limits and recognising alcohol and/or substance misuse.

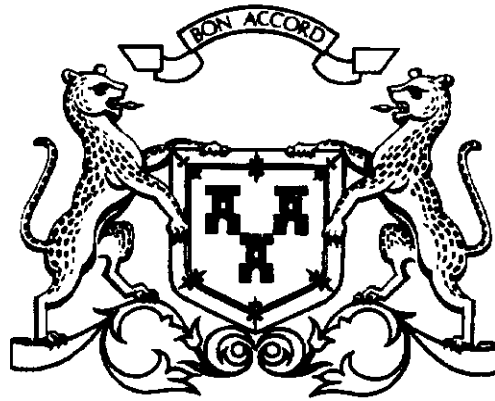
The policy and procedure will be supported by guidance notes for managers.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None



ABERDEEN CITY COUNCIL

MANAGING SUBSTANCE MISUSE

POLICY AND PROCEDURE

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SECTION 1: POLICY STATEMENT

Introduction

The Council recognises the need to manage the effects of alcohol and substance misuse problems in the workplace and will make every effort to ensure that such problems do not adversely affect service delivery nor the health, safety and welfare of employees or the public. Employees must ensure that, whilst at work, they are free of the effects of alcohol and / or substances. It is recognised that alcohol and substance misuse problems may arise which have an effect on an employee's ability to perform their duties and/ or their behaviour. The Council will make every reasonable effort to help and support employees in such circumstances with encouragement given to seek appropriate treatment that will allow them to return to an acceptable standard of performance and/or behaviour. Likewise, the Council is committed to assisting managers to recognise and effectively deal with alcohol and substance misuse problems in the workplace. An employee who refuses advice or assistance or discontinues an identified recovery programme before its conclusion will normally be subject to the appropriate Council procedure for managing conduct, attendance or work performance where their conduct, attendance or work performance continues to be unacceptable.

Scope

This policy is concerned with the effects of alcohol and substance misuse in the workplace and applies to all employees. Others undertaking work for or on behalf of the Council, but not employed by the Council, e.g. casuals/reliefs contractors and visitors are required to adhere to the policy guidelines even although not covered by procedural details.

Core Principles

- To meet the Council's legal obligations under the Health & Safety at Work Act 1974 to ensure the health and safety of its employees and others at work by providing a work environment in which the safety and optimum performance of employees is not adversely affected by the misuse of alcohol and/or substances.
- To minimise problems arising from the impact of alcohol and substance misuse on work.
- To ensure that all employees are clear that it is unacceptable to attend for work whilst unfit through alcohol and substance misuse, and that such behaviour will be addressed through the Managing Discipline procedure and will normally constitute gross misconduct
- To ensure a supportive and constructive approach to managing alcohol and substance misuse issues is adopted by the Council but at the same time recognising the need to maintain high service delivery standards. All reasonable efforts will be made to support and assist an employee to

overcome an alcohol or substance misuse problem, where the employee acknowledges the problem and demonstrates a willingness to address it.

- To ensure that every reasonable effort is made to address known alcohol or substance misuse issues promptly, consistently and effectively.
- To ensure that appropriate guidance is provided to managers on how to handle employee alcohol and substance misuse issues. The Council will also seek to educate and raise awareness of alcohol and substance misuse issues amongst employees.
- To ensure employees are aware of the consequences of possession of an illegal substance within the workplace. This will be subject to the 'Managing Discipline' procedure and may be reported to the Police. Any person suspected of trafficking illegal substances in the workplace will be reported to the Police and will be subject to the 'Managing Discipline' procedure, this normally being construed as gross misconduct.

The confidential nature of any records of employees who have an alcohol or substance misuse problem will be preserved.

Throughout the procedure, special allowance should be made for those employees whose first language is not English or who have difficulty expressing themselves

Definition

Alcohol and substance misuse is defined for the purposes of this Policy as the intermittent or continual use of alcohol or other substances which causes detriment to the employee's health, social functioning or work performance, and which affects efficiency, productivity, safety, attendance, timekeeping or conduct in the workplace.

For the purpose of this policy, the term 'substance' includes:

- Any illegal drugs (as defined in the Misuse of Drugs Act 1971);
- Alcohol;
- Prescribed drugs;
- Over the counter medication;
- Solvents, i.e. lighter gas refills, aerosols, glues, paint thinners, etc.

Prescribed Medication

Regardless of whether an employee has an alcohol or substance misuse problem where drugs are prescribed by a GP, employees should seek advice from the GP or pharmacist as to whether these drugs might affect their ability to fully undertake their work duties. If this is the case the employee must notify their manager immediately that the medicine might cause side effects and impair their ability to undertake their duties safely and effectively.

Organisational Responsibilities

The recognition and management of alcohol and/or substance misuse is an integral part of the Council's responsibility to its employees, and the role of Directors, Heads of Service, managers, supervisors and employees in addressing this issue is vital.

As a responsible employer, the Council is aware of its responsibility for the health, safety and welfare of its employees and recognises that their well being is important to performance. In view of this it is important that the responsibilities for the management of alcohol and/or substance misuse within the workplace are explicit and clearly defined.

Managers

Directors, Heads of Service, managers and supervisors are responsible, so far as is reasonably practicable, for ensuring the health, safety and welfare at work of all employees in their respective service. These responsibilities are detailed in the corporate health and safety policy. In relation to workplace alcohol and/or substance misuse these responsibilities also include:

- actively seeking to maintain a good level of communication with all employees;
- dealing with those who may have a problem with alcohol and/or substance misuse empathetically;
- encouraging employees to seek counselling and supporting employees in their attendance at counselling;
- being aware of the signs of alcohol and/or substance misuse (see appendix 5) and the facilities available for employees who may have a problem;
- taking an objective and non-judgmental approach when meeting with employees;
- bringing this policy and procedure to the attention of all employees within their service;
- Informing the appropriate authorities of illegal drug use or any activity or behaviour over which there are concerns as to its legality.

Employees

All employees have a duty to:

- Co-operate with managers and other employees in dealing with alcohol and/or substance misuse issues;
- declare any alcohol or substance misuse problem at an early stage when being managed under any of the Council's procedures for managing work performance, conduct or attendance;
- co-operate with any support and assistance provided by the organisation to address alcohol or substance misuse;
- be responsible for their own behaviour and ensure that, whilst at work, they are free of the effects of alcohol and/or substances. This includes corporate or celebratory events during working hours. Intoxicating substances may remain in the system for some time and even small amounts can impair performance and jeopardise safety;

- inform a manager/supervisor, in confidence, if they have been prescribed medication or are taking over the counter drugs which may affect their ability to carry out their work;
- be aware of the symptoms of alcohol and/or substance misuse and raise any concerns for any individual with their line manager;
- make use, where offered, of the occupational health service and counselling service provided by the Council;
- familiarise themselves with this policy and comply with its provisions; and not possess, store, trade or sell controlled drugs on the premises or bring the organisation into disrepute by engaging in such activities outside work.

SECTION 2: MANAGING SUBSTANCE MISUSE PROCEDURE

An alcohol or substance misuse problem can come to light in various ways, either by line manager identification or as a result of a formal disciplinary, capability or attendance process, or through the employee raising the matter themselves. An alcohol or substance misuse problem will be addressed as either a 'management referral', a 'disciplinary referral' or as a 'voluntary referral', depending on how the matter is identified. A flowchart showing the process routes is detailed at Appendix 1.

1. Management Referral

Where an employee's work performance, attendance or behaviour is regarded as unsatisfactory by their manager and the manager's belief is that alcohol or substance misuse may be the cause or a contributing factor, the manager will raise their concerns with the individual and, if deemed appropriate, refer the employee to the occupational health service for assessment.

2. Disciplinary Referral

If during the course of a discipline case the employee indicates that the underlying cause of their conduct/ behaviour is related to alcohol or substance misuse, the manager undertaking the discipline case will normally adjourn the disciplinary proceedings (except in the case of apparent gross misconduct or where it is not reasonable to accept that the employee's unacceptable conduct was directly caused by their alcohol or substance misuse) to allow for referral of the employee to the occupational health service for assessment.

3. Voluntary Referral

An employee with an alcohol or substance misuse problem which has not been identified by their manager and which has not yet had an adverse effect on their work performance or behaviour at work, is encouraged to voluntarily seek help and assistance in overcoming their problem. The employee can either contact the Council's confidential employee counselling service or can approach their manager, a more senior manager or their trade union representative, who will be able to offer assistance and guidance with regard to their problem.

If no underlying problem is identified through a management or disciplinary referral, or if a problem is identified but the employee does not comply with or accept support, the appropriate procedure will be instigated.

Supporting Provisions

If a problem is identified through the management or disciplinary route the employee will be offered the following support and will be required to sign an agreement outlining the commitment expected of them and the consequences of failing to adhere to the support programme (see appendix 2).

- Where treatment involves a full-time absence from work, the employee will be regarded as being on sick leave and will be subject to the normal conditions governing such leave.
- Where the employee requires time off to attend a treatment/support programme during working hours, reasonable paid time off will be granted provided there is full co-operation from the employee in respect of attendance and responsiveness to the programme.
- The employee will, where possible, remain in their post during their period of recovery/rehabilitation, unless they are unfit to fulfil their duties, there is an issue relating to health and safety or if their duties conflict with the long term resolution of their alcohol or substance misuse problem, in which case efforts will be made to identify a suitable alternative role in the interim.
- Following treatment, reasonable efforts will be made, where possible, to ensure that the employee is able to continue in their substantive post.
- Where the employee is unable to continue in their substantive post, reasonable efforts will normally be made to re-deploy the employee to work of a more suitable nature, in consultation with the employee and their trade union representative. The manager will allow a fixed period of time for a redeployment search to be undertaken. However, where the search was unsuccessful, the matter will be deemed to be one of lack of capability, with the process detailed below followed by the Council.
- Sources of information for support and help outwith the workplace are contained within Appendix 3.

Disciplinary Action

- In cases of one off incidents where there is no evidence of underlying alcohol or substance misuse problems the normal disciplinary process will be followed.
- If an alcohol or substance misuse problem has been identified following a disciplinary referral but the employee does not comply with or accept support the disciplinary procedure will be continued and the employee's alcohol or substance misuse problem will not be regarded as a mitigating factor in terms of deciding the level of disciplinary penalty.

- Following a support programme where the employee has committed to supporting provisions and has responded well, the disciplinary procedure should be continued and the employee's alcohol or substance misuse problem may be regarded as a mitigating factor and as such may be taken into account when deciding the level of disciplinary penalty.

In cases of apparent gross misconduct, the disciplinary process will continue regardless of whether the employee's apparent actions may be attributed to alcohol or substance misuse. Also, there is no need to defer disciplinary proceedings if it is not reasonable to accept that the employee's conduct was directly caused by their alcohol or substance misuse. In each of these situations the employee's misuse problem needs to be dealt with as a separate matter and the offer of assistance and support should still be made.

Action Other than Disciplinary

If the employee's performance continues to cause concern or if the employee fails to achieve acceptable levels of attendance following the conclusion of a support programme the Managing and Supporting Work Performance or Managing Attendance procedure will be instigated.

Capability

Where the employee is deemed unfit to return to their substantive post and reasonable efforts to re-deploy the employee have been unsuccessful, a Capability Hearing will be arranged, which will be chaired by a senior manager. An up-to-date occupational health report will be available at the hearing.

The employee will be provided with appropriate written notification of the hearing, which will detail the grounds for calling them to the hearing and that a possible outcome may be dismissal on grounds of capability. The employee will have the right to be accompanied at the hearing by a trade union representative or work colleague of their choice. Management guidance notes detail the process that should be followed at the hearing.

The employee has the right of appeal against dismissal within 10 days of receipt of written notification. They can choose for the appeal to be heard by either a senior manager of the Council, who has had no prior involvement in the case, or by the 'Appeals by Employees Committee' (or equivalent in the case of teachers and chief officials). After the appeal hearing, the employee will be informed in writing of the decision. Appeal hearings will be convened at the earliest opportunity.

Testing

The Council may test an employee for substance misuse in the following circumstances:-

- 'With cause', where there is a reasonable suspicion by a manager concerning an employee's possible inappropriate use of substances which is having an adverse effect on their work or has the potential to put themselves, work colleagues, service users or others at risk in terms of health and safety.
- 'Post incident', if it is suspected that substance misuse was a contributory factor to an accident or an incident.
- As part of a recovery programme. After the initial test the employee will have two further random tests within a twelve month period. If these tests show no evidence of use/misuse then the employee will continue to be managed as appropriate. If there is evidence of continued use/misuse, then the employee will be managed under the appropriate Council procedure.

Drugs tested are as follows;

- * Amphetamines
- * Barbiturates
- * Benzodiazepines
- * Cannabinoids
- * Cocaine
- * Opiates
- * Methadone

The sample is also checked for creatinine levels which indicates if a sample is too dilute to give an accurate result.

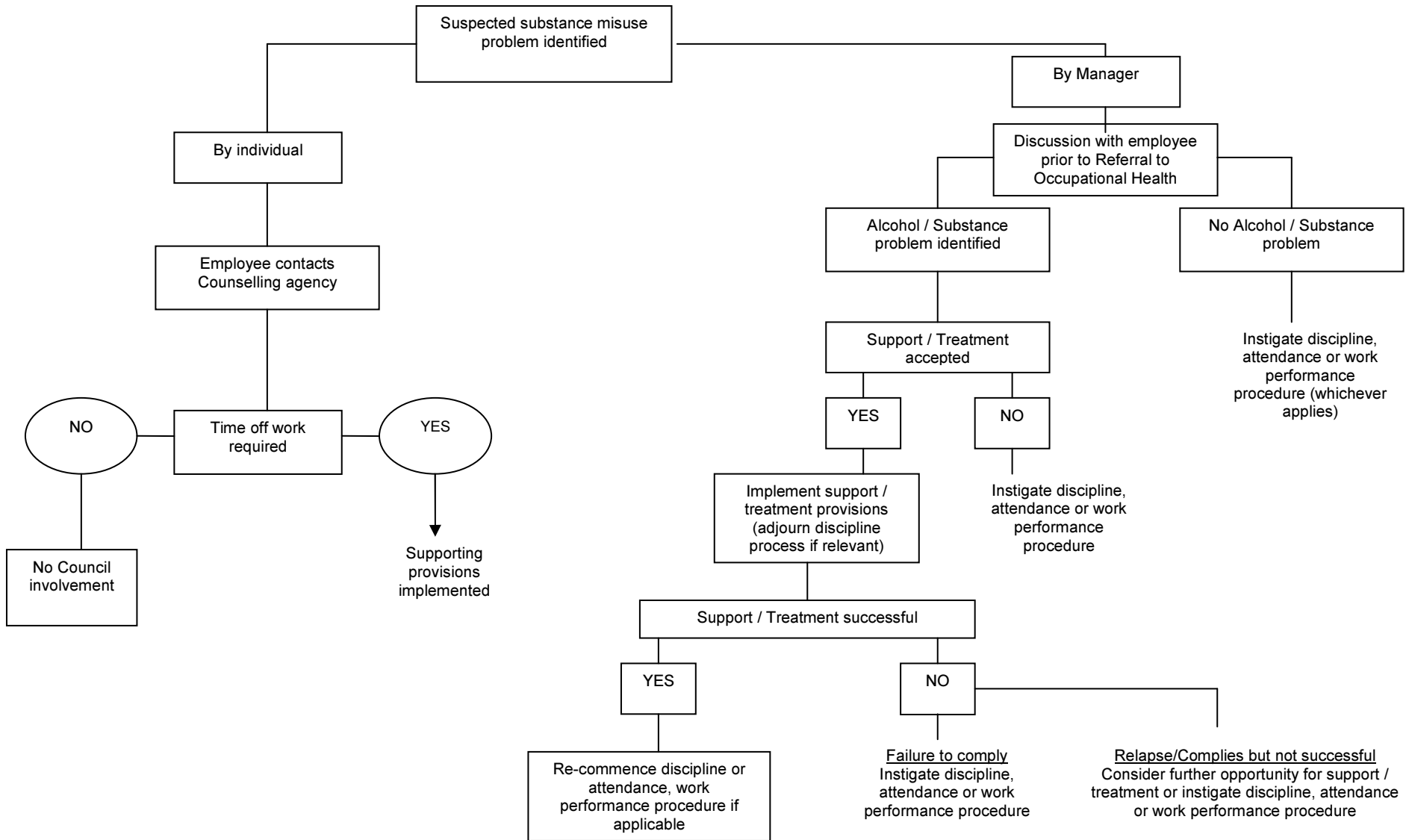
Testing will be carried out only by the Council's occupational health provider. Employees are required to co-operate if they are requested to undergo a test.

SECTION 3: REVIEW OF THE PROCEDURE

Human Resources will review this procedure every 3 years. It will, nevertheless, be subject to continual review and amendment in light of experience of its operation, employment best practice and statutory requirements. Changes will only be made following normal consultation arrangements.

Appendices:

- | | |
|------------|---|
| Appendix 1 | Referral diagram |
| Appendix 2 | Treatment/Support agreement |
| Appendix 3 | Sources of information/support |
| Appendix 4 | Information on sensible drinking |
| Appendix 5 | Recognising alcohol and/or substance misuse |



Treatment/Support Agreement

Employee Name: _____

Service: _____

I agree that I will commit to the following treatment programme/support provisions that have been put in place in respect of my alcohol or substance misuse problems.

Treatment/Support Programme

[enter full details of the agreed treatment programme and support provisions that have been agreed.]

Required Improvement

[enter details of required improvement in conduct, performance or attendance.]

Review

[enter the review periods that have been set to monitor progress].

I am aware that if I fail to adhere to this agreement or to achieve the required improvement in my performance/conduct/attendance (delete as appropriate) I will be managed under the appropriate procedure and understand that this may have consequences for my employment, including possible dismissal.

Employee Signature: _____

Date: _____

Name: _____

Manager Signature: _____

Date: _____

Name: _____

Sources of further advice and information

There are a number of support services available to which employees may be referred. Among them are:

Occupational Health Service

Serco Occupational Health
200 Ashgrove Road West
ABERDEEN
AB16 5NY

Tel: 01224 305550

Email: oh.aberdeen@serco.com

Employee Counselling Service

Employee Advisory Resource
Free phone 0800 243458 (24 hours a day; 365 days a year)
www.ear.co.uk

Further information

Advice and information can also be obtained from the following sources:

- Alcohol Concern - www.alcoholconcern.org.uk
- NHS Scotland - www.hebs.scot.nhs.uk
- Drugscope - www.drugscope.org.uk
- The Scottish Drugs Forum – www.sdf.org.uk

Guidance on Sensible Drinking

Drinking too much can damage your physical and mental health in the short and long term. As well as affecting your weight, looks and sleep, heavy drinking can lead to a wide range of medical conditions including high blood pressure, liver disease, strokes, cancers and brain damage.

Alcohol and units

Units of alcohol are a way of measuring how much alcohol someone is drinking. A unit is 8 grams of pure alcohol – but the amount of alcohol in any given type of drink will depend on how big the glass, can or bottle is and how strong the drink is.

Generally speaking, a half pint of ordinary strength beer/cider/lager is 1 unit. A single (25ml) measure of spirits is also 1 unit, a small glass of wine (125ml) is 1.5 units, or a Smirnoff ice/Bacardi Breezer is 1.4 units. However, home measures of spirits or wine are often 2-3 times bigger than you would get in a bar or restaurant.

Recommended safe limits are:

Women: 2-3 units per day, up to 14 per week

Men: 3-4 units per day, up to 21 per week

We all need at least 2 days a week without alcohol.

How to recognise alcohol and/or substance misuse

Behaviour and work performance should be the concern of managers and supervisors. Expert knowledge about the misuse of alcohol and/or substances is not necessary, but managers and supervisors should remain alert to changes from the normal work pattern and/or behaviour of employees.

Listed below are various warning signs that may indicate some consequences of alcohol or substance misuse. It is impossible to list all relevant behavioural and work pattern signs. They can appear singularly or in combination. They may also signify problems other than alcohol or substance misuse. For example: diabetes, high blood pressure, thyroid disease, psychiatric disorders, emotional problems and certain heart conditions all share some of the same signs. Therefore, it is important to remember that unusual or odd behaviour may not be connected in any way with alcohol and/or substance misuse. The role of managers and supervisors is to recognise and document changes in accordance with the policy, without making any moral judgment or taking the position of counsellor or doctor.

Professional resources within the occupational health service should be used to help evaluate the manager's observations.

General signs

- misses deadlines
- misses appointments
- makes mistakes due to inattention or poor judgement
- wastes more material than usual, has to re-do work
- makes bad decisions - errors in judgement, does not accept assigned responsibilities
- gets complaints from customers and work colleagues
- improbable excuses for poor job performance
- attributes poor performance to poor health
- fails to follow instructions
- does not respond to training
- mood fluctuations
- loss of personal esteem

Absenteeism

Monitoring the frequency and reasons given for absence can be an indicator of alcohol or substance misuse problems:

- a pattern of absence following weekends, holidays, etc.
- late for work or appointments
- illness with no medical certificate

On the-job absenteeism

- frequent trips to toilets
- poor time keeping

Prone to incidents

- repeated incidents on the job
- frequent trips to first aid
- incidents off the job

- repeated violation of safe working practices

Confusion and poor concentration

- difficulty in understanding and recalling instructions, details, etc.
- cannot carry out sequential assignments

Erratic work patterns

- fluctuating periods of very high and very low productivity and quality of work
- work is not planned properly; shifts from one thing to another without reasons

Unwillingness to change

- Changing jobs or duties may present a threat that would uncover an alcohol or substance misuse problem that has been carefully hidden.

Coming or returning to work in an obviously abnormal condition

Problems with other employees

Friction in relationships, including supervisor/employee relationships, usually results in decreased performance and efficiency:

- over-reacts to real or imagined criticism
- borrows money from colleagues
- colleagues complain about behaviour
- express unreasonable resentment and rebellion against authority
- avoids associates/colleagues
- talks louder than usual, or talks when should be listening
- lies chronically
- disruptive behaviour, causing unrest among other employees
- gets others to take over own work responsibilities for no good reason; does not accept work assigned

Personal appearance and demeanour

- grooming deteriorates, weight loss or gain
- dress becomes sloppy or inappropriate
- appears withdrawn or preoccupied
- smells of alcohol/breath sweeteners/mints/strong perfume or aftershave
- inability to follow or participate in conversation
- reports of marital/family problems
- increasing financial problems
- co-ordination problems such as unsteady walk, eyes uncoordinated
- memory gaps
- tremors
- eyes red or bleary; pupils dilated or constricted; wears sunglasses
- extreme sensitivity to mentioning a possible alcohol or substance misuse problem
- excessive denial of a problem

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ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16th September 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Education, Culture and Sport Performance Report
REPORT NUMBER	ECS /10/073

1. PURPOSE OF REPORT

The purpose of this report is to:

- provide Elected Members with a summary of performance data up to June 2010 for the Education, Culture and Sport Service
- to seek agreement for future financial and performance monitoring and reporting arrangements to Elected members

2. RECOMMENDATION(S)

The Committee are asked to:

- Approve the Service scorecard report for June 2010
- Approve the Statutory Performance Indicators (SPIs) report for financial year 09/10
- Agree to receive performance reports on a quarterly basis showing progress and outturns in relation to:
 - SPIs within the Education, Culture and Sports committee remit
 - Other Key Performance Indicators which are used by the Education, Culture and Sports (ECS) Service to manage performance
 - Data showing the delivery of agreed savings
 - Progress with actions set out in the ECS Service Plan
 - The risk register for the ECS Service

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising directly from the report.

4. SERVICE & COMMUNITY IMPACT

There are no direct implications arising from this report however, the purpose of performance measurement and reporting is to manage improvement to services to the community. The measures ensure linkage to the Single Outcome Agreement, the Administration's Policy Statement - Vibrant, Dynamic and Forward Looking and the themes contained in "Improving Scottish Education." Improvements in the services provided by Education, Culture and Sport impact positively on communities across the City.

5. OTHER IMPLICATIONS

Legal

The Council is required to act as set out in the Statutory Performance Indicator Direction.

Resources

No additional resources are required to undertake performance management which is a core responsibility of managers.

Other

There are no property, equipment or Health and Safety implications arising directly from this report.

6. REPORT

6.1 This report provides Elected Members with a scorecard summary of performance data up to June 2010 for the Education, Culture and Sport Service and outlines new arrangements for financial and performance monitoring as set out in Report CG/10/040 to Corporate Policy and Performance Committee in April 2010. The report outlined the importance that an effective performance management framework fulfilled the following:

Presented a rounded picture of performance, addressing key performance indicators, including financial performance, progress with planned actions and management of risks;

Ensured that the performance indicators, actions and risks are those which directly relate to the organisation's stated objectives;

Ensured that the performance management is demonstrably aligned throughout different levels of planning and activity, e.g the Single Outcome Agreement, Corporate Business Plan, Service Business Plans, Teams Plans and individual Development Plans;

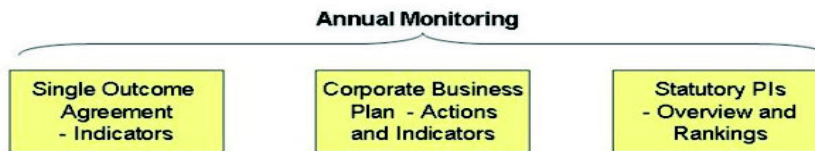
Had appropriate reporting and governance arrangements in place, whereby those charged with decision making having regular access to current, accurate and appropriate data.

6.2 Members should note that, in future, they will receive a consolidated Service performance report on a quarterly basis that monitors, as appropriate:-

- i. all Statutory Performance Indicators which fall within ECS committee's remit;
- ii. other Key Performance Indicators which are important and necessary to manage performance;
- iii. specifically, data showing actual and projected expenditure on revenue and capital budgets, as well as delivery of agreed savings;
- iv. progress with actions set out in the ECS Service Business Plan; and
- v. the ECS Service Risk Register, currently under construction.

Diagram 1 below shows the annual & quarterly reporting mechanisms:

Corporate Policy & Performance Committee



Service Committees Performance Pack

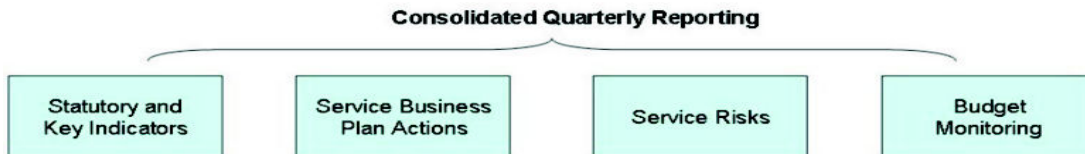


Diagram 1 Performance Reporting Framework: Annual & Quarterly

6.3 Members should note that performance reporting will take place, wherever possible, using the Council's performance management tool, Covalent. A recent review of performance management in the ECS Service highlighted the need to reduce our manual data collection processes through the use of electronic collection and reporting. It is envisaged that the Covalent system will streamline reporting by linking with existing Management Information Systems throughout the Education, Culture and Sports Service.

6.4 This also provides us with an opportunity to standardise performance reporting, in particular, the Red/Amber/Green status indicators where Covalent reports on the percentage variance of the target value in the following way:

Variance against target of 0-20%	= red
Variance against target of 21-94%	= amber
Variance against target of 95% and above	= green

Each quarter, members can expect to see hotspots and highlights reports will be used identify indicators that are red (performing poorly) and green (performing well) .

6.5 Our new report consists of 2 appendices as outlined below:

Appendix 1: Education, Culture and Sports Service **Balanced Scorecard June 2010** showing the latest performance against key indicators in the four scorecard quadrants of Management of Resources, Impact, Business Processes and Organisational Learning and Development. Our hotspots report shows those indicators where performance has declined and our highlights report shows indicators where targets have been met or are near to being reached.

Appendix 2: **Statutory Performance Indicators for 2009/10 (financial year)** for the Education, Culture and Sports Service against statutory or specified SPIs and additionally local indicators that indicate Best Value in the delivery of Cultural & Community services covering sport & leisure, museums, the arts and libraries and the education of children.

Appendices 3 and 4: **Summary of HMIE and Care Commission Inspections for the 2009/2010 academic session** where positive ratings were: 100% of primary, special and learning community inspections, 50% of secondary school inspections, 100% of local authority nursery classes and 87% of partner providers as part of Care Commission inspections, 100% of local authority and 91% of partner providers as part of integrated HMIE and Care Commission inspections.

6.6 Members should note that our work to develop a robust performance management framework for the Directorate utilising Covalent will be ongoing throughout the coming months and feedback would be appreciated. Members can anticipate that our next performance report will include performance against the Education, Culture and Sports Service Improvement Plan and the Education, Culture and Sports Risk Register.

7 REPORT AUTHOR DETAILS

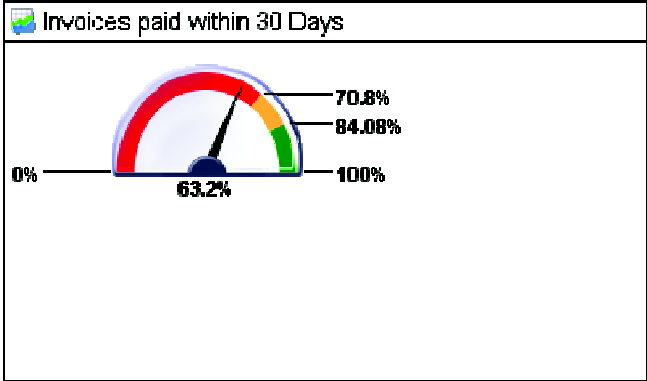
Sarah Gear, Service Manager (Policy and Performance)
Education, Culture & Sport
☎ 01224 522865
✉ sagear@aberdeencity.gov.uk

8 BACKGROUND PAPERS

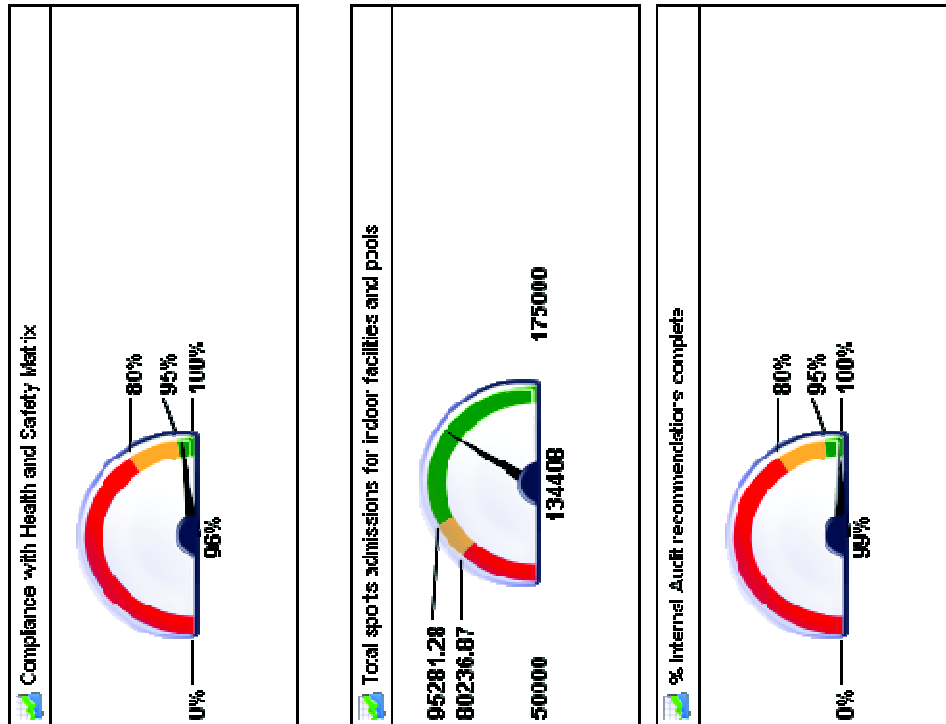
Appendix 1	Education, Culture and Sports Service Balanced Scorecard June 2010 (including academic year 09/10)
Appendix 2	Statutory Performance Indicators for 2009/10 (financial year)
Appendices 3&4 Inspections	Summary of HMIE and Care Commission for the 2009/2010 academic session

Education, Culture and Sport
Hotspots Report for August 2010

Hotspots



Education, Culture and Sport Highlights Report for August 2010



ECS Committee Scorecard Report

Generated on: 19 August 2010






Name
01. Management of Resources


Performance Measure	Target	Latest Value	Traffic Light
Compliance with Health and Safety Matrix	100%	96%	
% Internal Audit recommendations complete	100%	99%	
Invoices paid within 30 Days	88.5%	63.2%	

Name
02. Impact

Performance Measure	Target	Latest Value	Traffic Light
% attainment of primary 5 - 14 maths per academic year	90%	84%	
% attainment of primary 5 - 14 reading per academic year	87%	81%	
% attainment of primary 5 - 14 writing per academic year	79%	73%	
% attainment of secondary 5 - 14 maths per academic year	69%	64%	
% attainment of secondary 5 - 14 reading per academic year	74%	67%	
% attainment of secondary 5 - 14 writing per academic year	55%	52%	

Performance Measure	Target	Latest Value	Traffic Light
Collective number of monthly visits to libraries in person		98664	
Collective number of monthly visits to/usages of council funded or part funded museums - in person		35881	
Total sports admissions for indoor facilities and pools	100296.08	134408	




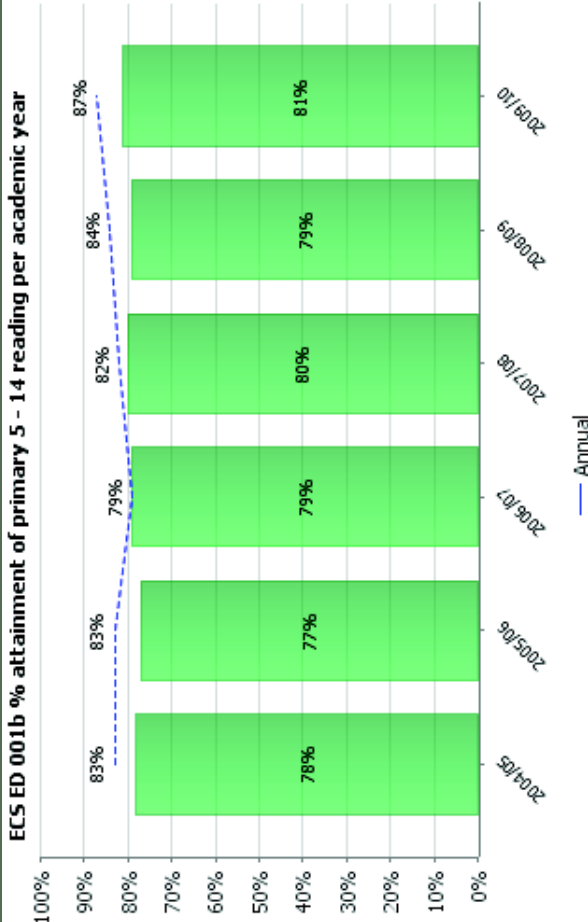
Name
03. Business Processes

Performance Measure	Target	Latest Value	Traffic Light
% of success in dealing with written queries and complaints within 15 working days	95%	74%	

ECS Committee Appendix Report

Generated on: 19 August 2010

Performance Indicator	% attainment of primary 5 - 14 maths per academic year			Traffic Light	Short Trend	Long Trend														
Target	90%			▲	↗	↗														
Current Value	84%																			
% of P3, P4, P6 and P7 roll meeting or exceeding the appropriate levels in maths	<p>ECS ED 001 a % attainment of primary 5 - 14 maths per academic year</p> <table border="1"> <caption>ECS ED 001 a % attainment of primary 5 - 14 maths per academic year</caption> <thead> <tr> <th>Academic Year</th> <th>% Attainment</th> </tr> </thead> <tbody> <tr> <td>2004/05</td> <td>80%</td> </tr> <tr> <td>2005/06</td> <td>80%</td> </tr> <tr> <td>2006/07</td> <td>82%</td> </tr> <tr> <td>2007/08</td> <td>82%</td> </tr> <tr> <td>2008/09</td> <td>82%</td> </tr> <tr> <td>2009/10</td> <td>84%</td> </tr> </tbody> </table>			Academic Year	% Attainment	2004/05	80%	2005/06	80%	2006/07	82%	2007/08	82%	2008/09	82%	2009/10	84%			
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	<p>2009/10 result</p>																			
Latest Update	<p>Analysis After a three year plateau, primary maths results increased two percent as 84% of pupils reached or exceeded the appropriate level, the highest level since testing began. Out of 48 primary schools, 27 schools achieved an increase of at least one percentage point, 13 of which increased by at least five points. Sixteen schools reported a decrease of at least one percentage point with four schools decreasing by at least five points. In four schools, attainment in mathematics remained level with last year's results. One new primary school had no previous data to compare against and 2009/10 will form the baseline going forward.</p> <p>Action Data analysis and improvement actions to be discussed with Senior Managers and Quality Improvement Officers. Actions supporting, challenging and sharing good practice to form part of School Improvement Visits during 2010/11 academic session. A decision on the future direction of 5-14 assessments to be taken following the publication of Curriculum for Excellence documents by the Scottish Government.</p>																			

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Performance Indicator	% attainment of primary 5 - 14 writing per academic year			Traffic Light	Short Trend	Long Trend														
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	<p>2009/10 result</p> <p>0% — 63.2% — 75.05% — 100%</p> <p>2009/10 result: 73%</p>																			
	<p>Analysis Attainment in primary writing decreased by 1% from 2008/09 to 2009/10. Seventy three percent of pupils reached or exceed the appropriate level, one percent less than the highest level on record achieved last year. Out of 48 primary schools, 18 schools reported an increase of at least one percentage point over the previous year's results of which eleven schools achieved an increase of at least five percentage points from last year's results. Twenty two schools reported a decrease of at least one percentage point and ten of those schools experienced a decrease of at least five points. In seven schools, writing attainment level remained level. One new primary school had no previous data to compare against and 2009/10 will form the baseline going forward.</p> <p>Action Data analysis and improvement actions to be discussed with Senior managers and Quality Improvement Officers. Actions supporting, challenging and sharing good practice to form part of School Improvement Visits during 2010/11 academic session. A decision on the future direction of 5-14 assessments to be taken following the publication of Curriculum for Excellence documents by the Scottish Government.</p>																			
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Performance Indicator	% attainment of secondary 5 - 14 maths per academic year			Traffic Light	Short Trend	Long Trend														
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% S2 pupils meeting or exceeding level E in maths	<p>ECS ED 001d % attainment of secondary 5 - 14 maths per academic year</p> <table border="1"> <caption>Annual Attainment Data</caption> <thead> <tr> <th>Academic Year</th> <th>% Attainment</th> </tr> </thead> <tbody> <tr> <td>2004/05</td> <td>55%</td> </tr> <tr> <td>2005/06</td> <td>56%</td> </tr> <tr> <td>2006/07</td> <td>53%</td> </tr> <tr> <td>2007/08</td> <td>59%</td> </tr> <tr> <td>2008/09</td> <td>58%</td> </tr> <tr> <td>2009/10</td> <td>64%</td> </tr> </tbody> </table>						Academic Year	% Attainment	2004/05	55%	2005/06	56%	2006/07	53%	2007/08	59%	2008/09	58%	2009/10	64%
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Latest Update	<p>Analysis Attainment levels in secondary maths have increased by eight percent from 2008/09 to 2009/10. Sixty four percent of pupils reached or exceeded the appropriate level this year, though this level falls short of the 69% target set for the year. Out of 12 secondary schools, seven schools achieved at least a one percentage point increase of the previous year's results, and five of those schools achieved an increase of at least five percentage points. Three schools reported a decrease, all of which were a decrease of at least five points. Two school achieved results within one percentage point of the previous year. One new secondary school had no previous data to compare against, and 2009/10 will form the baseline going forward.</p> <p>Action Data analysis and improvement actions to be discussed with Senior managers and Quality Improvement Officers. Actions supporting, challenging and sharing good practice to form part of School Improvement Visits during 2010/11 academic session. A decision on the future direction of 5-14 assessments to be taken following the publication of Curriculum for Excellence documents by the Scottish Government.</p>																			

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Latest Update	<p>Analysis Attainment levels in secondary reading have remained level from 2008/09 to 2009/10. Sixty seven percent of pupils reached or exceeded the appropriate level this year, though this level falls short of the 74% target set for the year. Out of 12 secondary schools, four schools achieved at least a one percentage point increase of the previous year's results, and one of those schools achieved an increase of eleven percentage points. Five schools reported a decrease of at least one percentage point, and two schools experienced a decrease of five or more points. Two schools achieved results within one percentage point of the previous year. One new secondary school had no previous data to compare against, and 2009/10 will form the baseline going forward.</p> <p>Action Data analysis and improvement actions to be discussed with Senior managers and Quality Improvement Officers. Actions supporting, challenging and sharing good practice to form part of School Improvement Visits during 2010/11 academic session. A decision on the future direction of 5-14 assessments to be taken following the publication of Curriculum for Excellence documents by the Scottish Government.</p>																			

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Target	55%			▲	↑	↔						
Current Value	52%											
% attainment of primary 5 - 14 maths per academic year	<p>ECS ED 001f % attainment of secondary 5 - 14 writing per academic year</p> <table border="1"> <caption>2009/10 result</caption> <tr> <td>44%</td> <td>52.25%</td> <td>100%</td> </tr> <tr> <td>0%</td> <td>52%</td> <td></td> </tr> </table>						44%	52.25%	100%	0%	52%	
44%	52.25%	100%										
0%	52%											
Analysis	<p>Attainment levels in secondary writing have increased by one percent from 2008/09 to 2009/10. Fifty two percent of pupils reached or exceeded the appropriate level this year, though this level falls short of the 55% target set for the year. Out of 12 secondary schools, five schools achieved at least a one percentage point increase of the previous year's results, and three of those schools achieved an increase of at least five percentage points. Five schools reported a decrease of at least one percentage point, and two schools experienced a decrease of five or more points. One school achieved results within one percentage point of the previous year. One new secondary school had no previous data to compare against, and 2009/10 will form the baseline going forward.</p>											
Latest Update	<p>Action Data analysis and improvement actions to be discussed with Senior managers and Quality Improvement Officers. Actions supporting, challenging and sharing good practice to form part of School Improvement Visits during 2010/11 academic session. A decision on the future direction of 5-14 assessments to be taken following the publication of Curriculum for Excellence documents by the Scottish Government.</p>											

Performance Indicator	Collective number of monthly visits to libraries in person			Traffic Light	Short Trend	Long Trend																																																				
Target																																																										
Current Value	98664																																																									
Collective number of monthly visits to libraries in person	<p>ECS LIB 001a Collective number of monthly visits to libraries in person</p> <table border="1"> <caption>Monthly Visits to Libraries in Person (2008-2010)</caption> <thead> <tr> <th>Month</th> <th>2008</th> <th>2009</th> <th>2010</th> </tr> </thead> <tbody> <tr><td>April</td><td>99938</td><td>97469</td><td>95486</td></tr> <tr><td>May</td><td>103690</td><td>98600</td><td>96785</td></tr> <tr><td>June</td><td>102760</td><td>98636</td><td>96998</td></tr> <tr><td>July</td><td>108362</td><td>103516</td><td>98664</td></tr> <tr><td>August</td><td>102493</td><td>103651</td><td>101801</td></tr> <tr><td>September</td><td>101801</td><td>102449</td><td>110001</td></tr> <tr><td>October</td><td>110001</td><td>103684</td><td>100227</td></tr> <tr><td>November</td><td>100227</td><td>104717</td><td>84795</td></tr> <tr><td>December</td><td>84795</td><td>77024</td><td>102022</td></tr> <tr><td>January</td><td>102022</td><td>86494</td><td>95284</td></tr> <tr><td>February</td><td>95284</td><td>110354</td><td>108833</td></tr> <tr><td>March</td><td>110354</td><td>108833</td><td>98664</td></tr> </tbody> </table>			Month	2008	2009	2010	April	99938	97469	95486	May	103690	98600	96785	June	102760	98636	96998	July	108362	103516	98664	August	102493	103651	101801	September	101801	102449	110001	October	110001	103684	100227	November	100227	104717	84795	December	84795	77024	102022	January	102022	86494	95284	February	95284	110354	108833	March	110354	108833	98664			
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Analysis:	<p>Several libraries continue to show a marked decrease in visitors and usage with Ferryhill, Linksfield and Bridge of Don in particular with Ferryhill having a 17% drop in visitors over the same period last year and a drop in issues of 12.7%. On a positive note several libraries welcomed more visitors with Bucksburn again topping the charts and Mastrick Library and Culter not far behind. Mastrick library also saw a healthy increase in childrens' usage no doubt as a direct result of their programme of summer activities for children including the summer Reading Challenge which encourages children to read more over the holidays.</p> <p>PC usage has been affected this month with 2 Aberdeen College PCs at Tillydrone, and 2 in the Media Centre out of action for all or part of the month. PC access was affected on the 19th July for 3.5 hours in the Media Centre of the Central Library and system wide for 3 hours on the 26th July due to a problem with the PC booking system.</p> <p>The impact of the increased charges for borrowing audio visual material continues to be demonstrated by the overall decrease in the total number of A/V issues of 7% from last year.</p> <p>Local Studies enquiries have almost doubled during July as a result of attendance at Local History Fayres on the 10th & 11th July at Crathes Castle</p>																																																									
Latest Update																																																										

and Tratan Day on the 31st July.

Action:




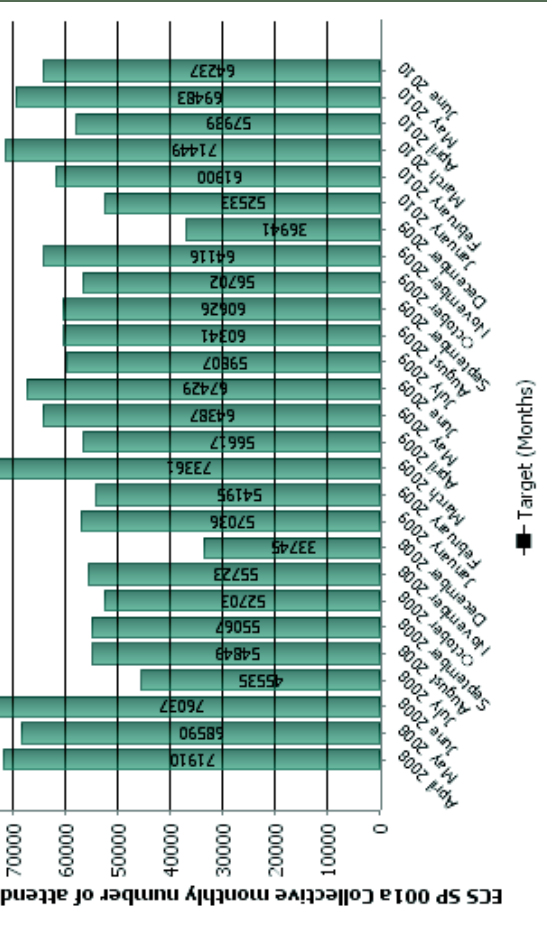
Aberdeen College will be replacing PCs at Tillydrone Library on the 19th August and in the Media Centre on the 20th August. This will address the continuing problems with aging PCs at both locations.




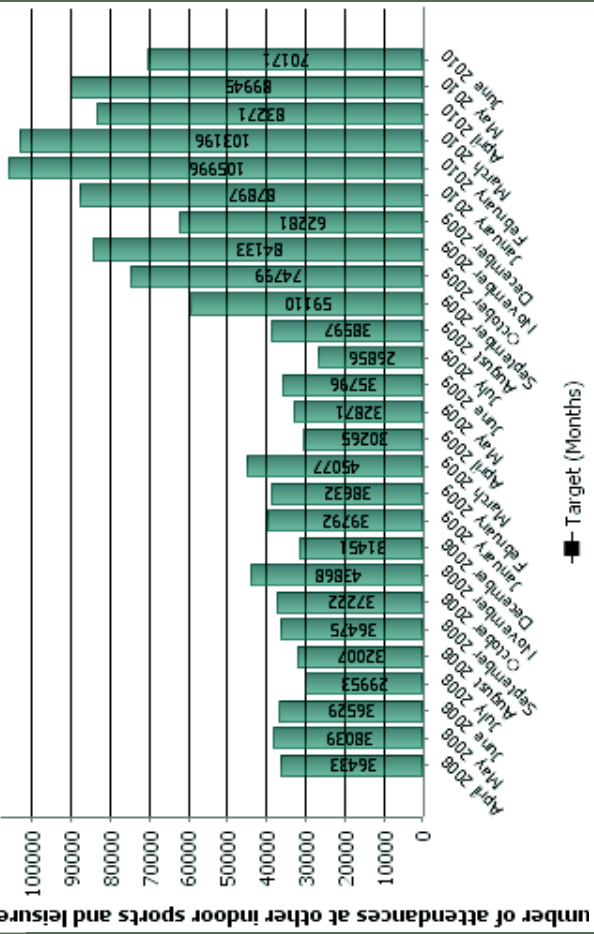
The Home Service scheme is beginning to be rolled out across the city over the next few months. This will increase the capacity of the Home Service to allow for potential growth, establish a local point of contact for customers and increase the usage of stock at community libraries.

The launch of the BookBug early years book gifting programme at the start of July was very successful and there will be a programme of events in all libraries to introduce the new mascot and book bags aimed at encouraging children to become regular library visitors and readers. The Summer Reading Challenge entitled "Space Hop" is taking place in every Community Library and the Central Children's Library.

Web page hits figure is not available at the time of issue.

Performance Indicator	Collective number of monthly visits to/ usages of council funded or part funded museums - in person			Traffic Light	Short Trend	Long Trend																																																										
Target					↑	↑																																																										
Current Value	35881																																																															
Collective number of monthly admissions to Aberdeen's museums and galleries	<table border="1"> <caption>Monthly Visits to Museums (2008-2010)</caption> <thead> <tr> <th>Month</th> <th>Visits</th> </tr> </thead> <tbody> <tr><td>Apr 2008</td><td>28119</td></tr> <tr><td>May 2008</td><td>31456</td></tr> <tr><td>Jun 2008</td><td>27297</td></tr> <tr><td>Jul 2008</td><td>36019</td></tr> <tr><td>Aug 2008</td><td>32604</td></tr> <tr><td>Sep 2008</td><td>24519</td></tr> <tr><td>Oct 2008</td><td>27336</td></tr> <tr><td>Nov 2008</td><td>26984</td></tr> <tr><td>Dec 2008</td><td>21044</td></tr> <tr><td>Jan 2009</td><td>23258</td></tr> <tr><td>Feb 2009</td><td>22183</td></tr> <tr><td>Mar 2009</td><td>25832</td></tr> <tr><td>Apr 2009</td><td>26131</td></tr> <tr><td>May 2009</td><td>27614</td></tr> <tr><td>Jun 2009</td><td>26132</td></tr> <tr><td>Jul 2009</td><td>39404</td></tr> <tr><td>Aug 2009</td><td>34576</td></tr> <tr><td>Sep 2009</td><td>36689</td></tr> <tr><td>Oct 2009</td><td>39542</td></tr> <tr><td>Nov 2009</td><td>22210</td></tr> <tr><td>Dec 2009</td><td>19337</td></tr> <tr><td>Jan 2010</td><td>16384</td></tr> <tr><td>Feb 2010</td><td>24602</td></tr> <tr><td>Mar 2010</td><td>27237</td></tr> <tr><td>Apr 2010</td><td>25132</td></tr> <tr><td>May 2010</td><td>26138</td></tr> <tr><td>Jun 2010</td><td>25948</td></tr> <tr><td>Jul 2010</td><td>35881</td></tr> </tbody> </table>			Month	Visits	Apr 2008	28119	May 2008	31456	Jun 2008	27297	Jul 2008	36019	Aug 2008	32604	Sep 2008	24519	Oct 2008	27336	Nov 2008	26984	Dec 2008	21044	Jan 2009	23258	Feb 2009	22183	Mar 2009	25832	Apr 2009	26131	May 2009	27614	Jun 2009	26132	Jul 2009	39404	Aug 2009	34576	Sep 2009	36689	Oct 2009	39542	Nov 2009	22210	Dec 2009	19337	Jan 2010	16384	Feb 2010	24602	Mar 2010	27237	Apr 2010	25132	May 2010	26138	Jun 2010	25948	Jul 2010	35881		35881	
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Performance Indicator Collective monthly number of attendances at pools	Collective monthly number of attendances at pools			Traffic Light 	Short Trend 	Long Trend 																																																								
Target	ECS SP 001a Collective monthly number of attendance																																																													
Current Value	64237																																																													
Collective monthly attendance to pools excluding community facilities (see ECS SP 002a for dry facility attendance)	 <table border="1"> <caption>Monthly Attendance Data (Approximate)</caption> <thead> <tr> <th>Month</th> <th>Attendance</th> </tr> </thead> <tbody> <tr><td>April 2008</td><td>71910</td></tr> <tr><td>May 2008</td><td>68590</td></tr> <tr><td>June 2008</td><td>76037</td></tr> <tr><td>July 2008</td><td>45535</td></tr> <tr><td>August 2008</td><td>54849</td></tr> <tr><td>September 2008</td><td>55067</td></tr> <tr><td>October 2008</td><td>52703</td></tr> <tr><td>November 2008</td><td>55723</td></tr> <tr><td>December 2008</td><td>33745</td></tr> <tr><td>January 2009</td><td>57036</td></tr> <tr><td>February 2009</td><td>54195</td></tr> <tr><td>March 2009</td><td>73361</td></tr> <tr><td>April 2009</td><td>56617</td></tr> <tr><td>May 2009</td><td>64387</td></tr> <tr><td>June 2009</td><td>67429</td></tr> <tr><td>July 2009</td><td>59807</td></tr> <tr><td>August 2009</td><td>60341</td></tr> <tr><td>September 2009</td><td>60626</td></tr> <tr><td>October 2009</td><td>56702</td></tr> <tr><td>November 2009</td><td>64116</td></tr> <tr><td>December 2009</td><td>36941</td></tr> <tr><td>January 2010</td><td>52533</td></tr> <tr><td>February 2010</td><td>61900</td></tr> <tr><td>March 2010</td><td>71449</td></tr> <tr><td>April 2010</td><td>57989</td></tr> <tr><td>May 2010</td><td>69483</td></tr> <tr><td>June 2010</td><td>64237</td></tr> </tbody> </table>						Month	Attendance	April 2008	71910	May 2008	68590	June 2008	76037	July 2008	45535	August 2008	54849	September 2008	55067	October 2008	52703	November 2008	55723	December 2008	33745	January 2009	57036	February 2009	54195	March 2009	73361	April 2009	56617	May 2009	64387	June 2009	67429	July 2009	59807	August 2009	60341	September 2009	60626	October 2009	56702	November 2009	64116	December 2009	36941	January 2010	52533	February 2010	61900	March 2010	71449	April 2010	57989	May 2010	69483	June 2010	64237
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
Performance Indicator	Collective monthly number of attendances at other indoor sports and leisure facilities excluding pools in a combined complex	Traffic Light	Short Trend	Long Trend																																																								
Target																																																												
Current Value	70171																																																											
<p>Collective monthly attendance at indoor sports and leisure facilities excluding those with pools in a combined complex (see ECS SP 001a for pool attendance figures)</p>	 <table border="1"> <caption>Monthly Attendance Data (Approximate)</caption> <thead> <tr> <th>Month</th> <th>Attendance</th> </tr> </thead> <tbody> <tr><td>Apr 2008</td><td>36,433</td></tr> <tr><td>May 2008</td><td>38,039</td></tr> <tr><td>Jun 2008</td><td>36,529</td></tr> <tr><td>Jul 2008</td><td>29,953</td></tr> <tr><td>Aug 2008</td><td>32,007</td></tr> <tr><td>Sep 2008</td><td>36,475</td></tr> <tr><td>Oct 2008</td><td>37,222</td></tr> <tr><td>Nov 2008</td><td>43,868</td></tr> <tr><td>Dec 2008</td><td>31,451</td></tr> <tr><td>Jan 2009</td><td>39,792</td></tr> <tr><td>Feb 2009</td><td>38,632</td></tr> <tr><td>Mar 2009</td><td>45,077</td></tr> <tr><td>Apr 2009</td><td>30,265</td></tr> <tr><td>May 2009</td><td>32,871</td></tr> <tr><td>Jun 2009</td><td>35,796</td></tr> <tr><td>Jul 2009</td><td>25,856</td></tr> <tr><td>Aug 2009</td><td>38,597</td></tr> <tr><td>Sep 2009</td><td>59,110</td></tr> <tr><td>Oct 2009</td><td>74,759</td></tr> <tr><td>Nov 2009</td><td>84,133</td></tr> <tr><td>Dec 2009</td><td>62,281</td></tr> <tr><td>Jan 2010</td><td>87,897</td></tr> <tr><td>Feb 2010</td><td>105,996</td></tr> <tr><td>Mar 2010</td><td>103,196</td></tr> <tr><td>Apr 2010</td><td>83,271</td></tr> <tr><td>May 2010</td><td>89,945</td></tr> <tr><td>Jun 2010</td><td>70,171</td></tr> </tbody> </table>	Month	Attendance	Apr 2008	36,433	May 2008	38,039	Jun 2008	36,529	Jul 2008	29,953	Aug 2008	32,007	Sep 2008	36,475	Oct 2008	37,222	Nov 2008	43,868	Dec 2008	31,451	Jan 2009	39,792	Feb 2009	38,632	Mar 2009	45,077	Apr 2009	30,265	May 2009	32,871	Jun 2009	35,796	Jul 2009	25,856	Aug 2009	38,597	Sep 2009	59,110	Oct 2009	74,759	Nov 2009	84,133	Dec 2009	62,281	Jan 2010	87,897	Feb 2010	105,996	Mar 2010	103,196	Apr 2010	83,271	May 2010	89,945	Jun 2010	70,171		70171	
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Performance Indicator	Total sports admissions for indoor facilities and pools			Traffic Light	Short Trend	Long Trend																																																				
Target	100296.08																																																									
Current Value	134408																																																									
Combined monthly attendance for pools and indoor facilities, including Aberdeen Sports Village (see ECS SP 001a and 002a for individual breakdown)	<p>ECS SP 013 Total sports admissions for indoor facilities and pools</p> <table border="1"> <caption>Monthly Admissions Data (Estimated from Chart)</caption> <thead> <tr> <th>Month</th> <th>2008</th> <th>2009</th> <th>2010</th> </tr> </thead> <tbody> <tr><td>April</td><td>108343</td><td>86882</td><td>141210</td></tr> <tr><td>May</td><td>106629</td><td>97258</td><td>159428</td></tr> <tr><td>June</td><td>112566</td><td>103225</td><td>134408</td></tr> <tr><td>July</td><td>75488</td><td>86663</td><td></td></tr> <tr><td>August</td><td>86856</td><td>98938</td><td></td></tr> <tr><td>September</td><td>91542</td><td>119736</td><td></td></tr> <tr><td>October</td><td>89925</td><td>131501</td><td></td></tr> <tr><td>November</td><td>99591</td><td>148249</td><td></td></tr> <tr><td>December</td><td>65196</td><td>99222</td><td></td></tr> <tr><td>January</td><td>96828</td><td>140430</td><td></td></tr> <tr><td>February</td><td>92827</td><td>167896</td><td></td></tr> <tr><td>March</td><td>118438</td><td>174645</td><td></td></tr> </tbody> </table>			Month	2008	2009	2010	April	108343	86882	141210	May	106629	97258	159428	June	112566	103225	134408	July	75488	86663		August	86856	98938		September	91542	119736		October	89925	131501		November	99591	148249		December	65196	99222		January	96828	140430		February	92827	167896		March	118438	174645				
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					<p>June 2010 result</p> <p>95281.28 80236.87 50000 134408 175000</p>																																																					
Latest Update																																																										

Education, Culture and Sport Statutory Performance Indicators 2009-10





Name				
SPI 10a - No of attendances per 1,000 population for Pools				
Performance Measure	Target	Value	Traffic Light	Analysis
Annual number of attendances per 1,000 population for pools	2940	2387.71		Citywide admissions for 2009/10 have decreased by 9.9%. This is due to the continued closure of Tullos pool due to long term maintenance issues and the closure of Cults pool in relation to the 3Rs project at Cults Academy and the development of the new pool
Actual annual number of attendances at city pools (sports facilities; schools and community education establishments)		510517		Citywide admissions for 09/10 have decreased by 56,663 admissions. 100% reduction in admissions to Tullos Pool due to continued closure due to maintenance. Cults Pool closed in October 2009 as part of 3Rs project, although there has been an annual decrease in admission, the admissions for the first two months at the new pool indicate that annual admissions should exceed previous years. Reduction in admissions of 10,940 recorded at Summerhill pool due to relocation and reduction in number of Aberdeen Aquatic swimming lessons at pool. Reintroduction of 2 early morning sessions and the relocation of some club time due to closure of Cults pool led to increase of 1,991. Grammar School pool reopened following maintenance work leading to increase in admission of 10,838 from 2008/09. Beach Leisure Centre 11% (16,062) increase due to increased public admissions and increased Aberdeen Aquatic swimming lessons at facility.
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010
Name				
SPI 10b - No of attendances per 1,000 population for other indoor sports and leisure facilities excluding pools in a combined complex				
Performance Measure	Target	Value	Traffic Light	Analysis

Performance Measure	Target	Value	Traffic Light	Analysis
Annual number of attendances per 1,000 population for other indoor sports and leisure facilities excluding pools in a combined complex	5272	4750.51		Recorded admissions at the main council indoor facilities including school and community based activities increased compared to 2008/09. This was anticipated due to the inclusion for the first year of admission figures for Aberdeen Sports Village which opened in August 2009 and already operating at 30% above anticipated figures with regards to the business plan. In addition, the Linx Ice Arena which had been closed for major maintenance during 2008/09 reopened in January 2010 showing admissions of 37512.
Actual annual number of attendances at other indoor sports and leisure facilities excluding pools in a combined complex (sports facilities; schools and community education establishments	1109228	1015706		Citywide admissions increased by 21% compared to 2008/09. St Machar Games Hall was closed for 6 months resultant in a 64% decrease in admissions. Cults and Bankhead Academies were closed from April 2009 due to 3Rs programme however, the new builds opened in August and October respectively with admissions comparable to previous year. Kincorth and Peterculter sports centres show a reduction of an average of 20% due to reduction of 21 opening hours per week at each facility from April 2009 as part of budget process. 12% reduction in admissions at Jesmond Centre due to reduction in programme and event bookings, particularly due to relocation of dance school.
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010

Name



SPI 11a - No of visits to/usages of council funded or part funded museums per 1,000 population

Performance Measure	Target	Value	Traffic Light	Analysis
Number of visits to/usages of council funded or part funded museums per 1,000 population	3010	3426.58		The target figure for 2009-10 per 1,000 population was set as 3,010. Based on the mid year population statistics for 2009 the service has exceeded this by 416 achieving 3,426. Figures are reported for physical visits to Aberdeen Art Gallery, Aberdeen Maritime Museum, Provost Skene's House and the Tolbooth; virtual visits to websites; outreach visits - talks and events held outwith venues; and enquiries - members of the public seeking information about museum collections.
Number of visits to/usages of council funded or part funded museums - virtual		388008		This year has seen a continued increase in usage of websites to access the collections and collection-related information. In 2008-9 there were 347,640 visits made to the websites run by the service. In 2009-10 388,008 visits were recorded; an increase of 40,368 is attributable to the launch of a revitalised website for the service, www.aagm.co.uk in January 2010 (development work funded by a



Performance Measure	Target	Value	Traffic Light	Analysis
				grant from Museums Galleries Scotland). This redevelopment saw an increased number of images of the collections and many new features including curator blogs and improved publicity and promotion pages. Anecdotal evidence indicates that visitors are increasingly using the website to access information about the service, although these general enquiries / hits are not counted for the SPI return. The Aberdeenquest website, which is aimed at young people and families, continues to be popular with schools and maintains a good level of usage during vacation periods suggesting a much wider use beyond schools.
Number of visits to/usages of council funded or part funded museums - in person		339858		
Number of visits to/usages of council funded or part funded museums - enquiries		2667		
Number of visits to/usages of council funded or part funded museums - outreach		2103		The numbers of people accessing the service through an outreach visit by a member of staff, rather than an actual visit to a venue has decreased during 2009/10. In 2008/9 2,897 people were recorded and in 2009/10 the figure was 2,103. This is attributed to cessation of the fixed-term New Audiences Development Officer post in 2009. The remit of the post was to develop new audiences for museums through a combination of activities, including visits to various groups and communities which traditionally would not visit museums. Pressures on revenue funding meant we were unable to extend the post or change it to a permanent contract. Prior to the post ceasing we established 4 display cases in community locations which have allowed us to display parts of the collection on a rolling basis. These visitor figures are not included in the SPI as it is not possible to differentiate those who view the collections on display from those who visit the community centre for another purpose. We have increased the number of free lunchtime talks in our venues this year and focused on attracting school and community groups to the museum sites; these visitor figures are included in the Physical Visits section.
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010

Name
SPI 11b - No of those visits to council funded or part funded museums that were in person per 1,000 population

Performance Measure	Target	Value	Traffic Light	Analysis

Performance Measure	Target	Value	Traffic Light	Analysis
Annual number of visits to/usages of council funded or part funded museums that were in person per 1,000 population	1539	1589.53		This is the fourth year that this SPI has been reported. The target figure for 2009-10 per 1,000 of population for usages which were in person was set as 1,539. Based on the mid year population statistics for 2009 the service has exceeded this by 51 achieving 1590. Aberdeen Art Gallery has seen a significant increase on visitor figures which is attributable to effective exhibition programming, particularly ARTIST ROOMS Ron Mueck which had a popular response from visitors. Aberdeen Maritime Museum has seen a reduction in visitor figures due to the development and building works in the Shiprow areas which give the perception that the road is closed, with no access to the Museum. Provost Skene's House has maintained its visitor figures for the year. The Tolbooth saw a reduction in visitor figures attributed to a slightly shorter summer opening period in 2009.
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010

Name
SPI 12a - No of visits per 1,000 population to council libraries

Performance Measure	Target	Value	Traffic Light	Analysis
Annual number of visits to libraries per 1,000 population	6000	5583.53		There has been a decrease in visitor figures from 5,841 to 5,583 per 1,000 of population from a population base of 213,810. This represents a drop in visitor figures of 4.42%. Factors contributing include reduction in opening hours for all libraries across the City include the Central Library; severe weather conditions during December through to February restricting access for many visitors unable to visit the library; the increasing use of online services such as online renewals and reservations for book lending which can be done remotely and which reflect the continued growth in the number of homes with broadband access. Kaimhill Library which had a 12 PC Aberdeen Learning Centre was closed in September 2009 as part of the 3Rs rebuild programme. The new school with integrated community facilities is due to open early in 2011. Currently the Mobile Library is visiting two local sites in Kaimhill for up to 14 hours a week but it does not have facilities for PC access. Protracted heating problems on the mobile library reduced the number of visits to sheltered housing where residents come on to the vehicle over the winter months.
Actual monthly number of visits to libraries in person		1176559		

Performance Measure	Target	Value	Traffic Light	Analysis
Actual annual number of virtual visits to libraries		17255		
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010

Name
SPI 12b - Library borrowers as % of resident population

Performance Measure	Target	Value	Traffic Light	Analysis
Annual number of borrowers from libraries as percentage of resident population	28%	26.31%		The population has increased from 210,400 in 2008/9 to 213,810 in 2009/10. The number of registered borrowers has decreased from 57,728 in 2008/9 to 56,259 in 2009/10. The number of borrowers as a percentage of the resident population has dropped from 27.6% in 2008/9 to 26.3% in 2009/10. Factors contributing include a reduction in opening hours for all libraries across the City including the Central Library from April 2009. This has reduced access for many people who no longer find it convenient to use the library service at times which suit them. Many existing memberships have therefore not been renewed. The closure of Kaimhill Library in September 2009 as part of the 3Rs rebuild programme reduced access for residents who used the library and who do not find it convenient to use the mobile library which has been introduced as a temporary measure. The Mobile Library is parked at Inchgarth Community Centre and Janesfield Manor sheltered housing complex several mornings and afternoons per week. Again, many existing memberships have not been renewed in the interim period.
Actual number of borrowers from libraries per annum		56259		
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010




Name
SPI 43a - Academic achievement of children aged 16+ ceasing to be looked after achieving SCQF L3 in English and Maths

Performance Measure	Target	Value	Traffic Light	Analysis
% of 16 - 18 year olds, ceasing to be looked after, achieving SCQF level 3 in English & Maths	42.5%	42.31%		Significant decrease in 2008/09 of 1.3%. Work is ongoing to look at successful strategies of engaging with and increasing the attainment and achievement of Looked After Children in schools.

Performance Measure	Target	Value	Traffic Light	Analysis
Number of 16 - 18 year olds, ceasing to be looked after, achieving SCQF level 3 in English & Maths		33		Significant year on year improvement from 2006/07 onwards.
Total number of looked after children aged 16-18 per academic year		78		
Name				
SPI 43b - Academic achievement of children aged 16+ ceasing to be looked achieving after SCQF L3 any subject				
Performance Measure	Target	Value	Traffic Light	Analysis
% of 16 - 18 year olds, ceasing to be looked after, achieving SCQF level 3 (any subject)	72.2%	69.23%		
Number of 16 - 18 year olds, ceasing to be looked after, achieving SCQF level 3 (any subject)		54		Significant year on year improvement from 2006/07 onwards.
Total number of looked after children aged 16-18 per academic year		78		
Name				
SPI 44a - 5 - 14 Primary attainment for reading, writing and maths				
Performance Measure	Target	Value	Traffic Light	Analysis
% attainment of primary 5 - 14 maths per academic year	88%	82%		Attainment in maths has remained consistent for 3 consecutive years. During 2008/09, maths attainment increased in 20 schools, decreased in 22 and remained the same for 3. Maths attainment in Aberdeen has consistently been below the national and consortium levels since 1998/99. Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.
% attainment of primary 5 - 14 reading per academic year	84%	79%		Attainment in reading for 2008/09 is down by 1% on the 2007/08 figure. During 2008/09, reading attainment increased in 17 schools, decreased in 25 and remained the same for 3. Reading attainment in Aberdeen has consistently been below the national and consortium levels since 1999/00. Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.
% attainment of primary 5 - 14 writing per academic year	77%	74%		Attainment in writing for 2008/09 has increased by 1% on the

Performance Measure	Target	Value	Traffic Light	Analysis
				<p>previous years figure. During 2008/09, writing attainment increased in 20 schools, decreased in 23 and remained the same for 2. Writing attainment in Aberdeen has consistently been below the national and consortium levels since 1999/00</p> <p>Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.</p>

Name
SPI 44b - 5 - 14 Secondary attainment for reading, writing and maths










Performance Measure	Target	Value	Traffic Light	Analysis
% attainment of secondary 5 - 14 maths per academic year	67%	58%		<p>Attainment in maths for 2008/09 has decreased by 1% on the 2007/08 figure. During 2008/09, maths attainment increased in 7 schools, decreased in 4 and remained the same in 1. Maths attainment in Aberdeen has always been below the national average.</p> <p>Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.</p>
% attainment of secondary 5 - 14 reading per academic year	72%	67%		<p>Attainment in reading for 2008/09 has increased by 4% on the 2007/08 figure. During 2008/09, reading attainment increased in 10 schools and decreased in 2. Reading attainment in Aberdeen equalled or exceeded the national average between 1998/99 and 2003/04, since then we have remained slightly below.</p> <p>Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.</p>
% attainment of secondary 5 - 14 writing per academic year	54%	51%		<p>Attainment in writing for 2008/09 has increased by 1% on the 2007/08 figure. During 2008/09, writing attainment increased in 6 schools, decreased in 4 and remained the same in 2. Writing attainment in Aberdeen has always been below the national average.</p> <p>Due to the differences in the academic and financial years, we are using the 2008/2009 outturns for 2009/2010 SPI reporting purposes.</p>

Name
SPI 45 - Cumulative attainment of national qualifications by all pupils in nationally funded secondary schools for S4, S5 and S6



Performance Measure	Target	Value	Traffic Light	Analysis











Performance Measure	Target	Value	Traffic Light	Analysis
SQA Performance - % attaining English and Maths at SCQF level 3+ by the end of S4	95%	94%		Standard Grade results for Aberdeen City have shown a steady increase since 2007 and were 1-2% above the national average as well as the average of our comparators.
SQA Performance - % attaining 5+ SCQF 3 or more by end of S4	90%	91%		Results for Aberdeen City have shown a steady increase in the region of 2% per annum since 2006/07.
SQA Performance - % attaining 5+ SCQF 4 or more by end of S4	76%	72%		Increase of 0.9% on 2007/08 results. City performance has been below national average from 2006/07 onwards having previously exceeded it in 2005/06.
SQA Performance - % attaining 5+ SCQF 5 or more by end of S4	36%	30%		Decrease of 2.9% on 2007/08 results. City performance has been below national average from 2006/07 onwards having previously exceeded it in 2005/06.
SQA Performance - % attaining 5+ SCQF 5 or more by end of S5	46%	42%		Slight increase of 0.7% on 2007/08 result. Over the past two years, our results have been 4-5% below our comparators and approximately 6% below the national average.
SQA Performance - % attaining 1+ SCQF 6 or more by end of S5	40%	39%		0.28% increase on 2007/08 results. City consistently matched or exceeded national average until 2006/07, when results fell below by 0.1% and 1% in 2007/08 and 2008/09 respectively.
SQA Performance - % attaining 3+ SCQF 6 or more by end of S5	23%	23%		Increase of 0.9% on 2007/08 result matching national average of 23%. Fell slightly below national average in 2007/08 having previously exceeded it from 2003/04 - 2006/07.
SQA Performance - % attaining 1+ SCQF 6 or more by end of S6	45%	41%		Decrease of 2.7% on 2007/08 result. Has fallen 3% in comparison to national average having consistently performed above from 2004/05 to 2007/08.
SQA Performance - % attaining 3+ SCQF 6 or more by end of S6	31%	30%		Decrease of 2.5% on 2007/08 result. Fallen 1% below national average having previously exceeded in years 2003/04 to 2007/08.
SQA Performance - % attaining 5+ SCQF 6 or more by end of S6	20%	20%		Decrease of 1.7% on 2007/08 result matching national average of 20%. Results have consistently exceeded national average from 2003/04 to 2007/08.
SQA Performance - % attaining 1+ SCQF 7 or more by end of S6	13%	14%		Decrease of 0.7% on 2007/08 result; exceeding national average by 1%. Results have consistently exceeded national average since 2003/04.






Name	Target	Value	Traffic Light	Analysis
SPI 46 - % of schools receiving positive inspection reports				
Performance Measure				

Performance Measure	Target	Value	Traffic Light	Analysis
% of primary schools receiving positive HMIE inspection reports (financial year)	85%	88.89%		In financial year 2009/2010 there were 9 inspections of primary schools (St Joseph's RC, Woodside, Cults, Tullos, Quarryhill, Westpark, Airyhall, Seaton and Newhills). 8 of these inspections were positive.
Number of primary schools receiving positive HMIE inspection reports (financial year)	85	8		
Total number of primary schools receiving HMIE inspections (financial year)	85	9		Data for financial year 2009/2010
% of secondary schools receiving positive HMIE inspection reports (financial year)	85%	50%		In financial year 2009/2010 there were 2 inspections of secondary schools (Northfield and Hazlehead). 1 of these inspections was positive.
Number of secondary schools receiving positive HMIE inspection reports (financial year)	85	1		
Total number of secondary schools receiving HMIE inspection reports (financial year)	85	2		
% of special schools receiving positive HMIE inspection reports (financial year)	85%	100%		In financial year 2009/2010 there were 3 inspections of special schools (Hazlewood, Marpool and Aberdeen School for the Deaf). All 3 inspections were positive.
Number of special schools receiving positive HMIE inspection reports (financial year)	85	3		
Total number of special schools receiving HMIE inspection reports (financial year)	85	3		




Name
SPI 47 - % positive evaluations from HMIE of Learning Communities

Performance Measure	Target	Value	Traffic Light	Analysis
% of positive evaluations from HMIE of learning communities	100%	100%		Management set a target of 100% positive inspection ratings for all Learning Communities, and this target was met by both inspections conducted during this time. In 2008/09, two inspections of learning communities were undertaken. The percentage of positive inspections undertaken was 50% as one learning community was graded beneath the satisfactory level on one of the five specified quality indicators.
Number of positive evaluations from HMIE of learning communities		2		

Name					
SPI 48 - % positive inspections of local authority pre-school settings by HMIE and Care Commission					
Performance Measure	Target	Value	Traffic Light	Analysis	
% of local authority pre-school education centres and nurseries receiving positive inspection reports from HMIE and Care Commission joint inspections	97.9%	100%		The total number of joint HMIE and Care Commission inspections undertaken for the financial period 2009/10 was 4. 100% of these were graded satisfactory and above.	
Total number of local authority pre-school education centres and nurseries receiving inspection reports from HMIE and Care Commission joint inspections.		4		Data for financial year 2009/2010	
Number of local authority pre-school education centres and nurseries receiving positive inspection reports from HMIE and Care Commission joint inspections		4			
% of local authority pre-school education centres and nurseries receiving positive inspection reports from Care Commission inspections	97.9%	100%		The total number of Care Commission inspections undertaken for the financial period 2009/10 was 10. 100% of these were graded 3+	
Total number of local authority pre-school education centres and nurseries receiving inspection reports from Care Commission inspections.		10			
Number of local authority pre-school education centres and nurseries receiving positive inspection reports from Care Commission inspections		10			
% of local authority pre-school education centres and nurseries receiving positive inspection reports from HMIE inspections	97.9%	100%		The total number of HMIE inspections undertaken for the financial period 2009/10 was 7. 100% of these were graded satisfactory and above.	
Total number of local authority pre-school education centres and nurseries receiving inspection reports from HMIE inspections.		7			
Number of local authority pre-school education centres and nurseries receiving positive inspection reports from HMIE inspections		7			
Name					
SPI 49 - % positive inspections of partner provider pre-school settings by HMIE and Care Commission					
Performance Measure	Target	Value	Traffic Light	Analysis	
% of partner provider pre-school education centres and nurseries receiving positive inspection reports from HMIE and Care Commission joint inspections	100%	90%		The total number of joint HMIE and Care Commission inspections undertaken for the financial period 2009/10 was 10. 90% of these were graded satisfactory and above.	

Performance Measure	Target	Value	Traffic Light	Analysis
Total Number of partner provider pre-school education centres and nurseries receiving inspection reports from HMIe and Care Commission joint inspections.		10		
Number of partner provider pre-school education centres and nurseries receiving positive inspection reports from HMIe and Care Commission joint inspections		9		
% of partner provider pre-school education centres and nurseries receiving positive inspection reports from Care Commission inspections	100%	88.46%		The total number of Care Commission inspections undertaken for the financial period 2009/10 was 26. 88.46% of these were graded 3+
Total Number of partner provider pre-school education centres and nurseries receiving inspection reports from Care Commission inspections.		26		
Number of partner provider pre-school education centres and nurseries receiving positive inspection reports from Care Commission inspections.		23		



Name
SPI 50 - % school leavers in positive and sustained destinations

Performance Measure	Target	Value	Traffic Light	Analysis
% of school leavers in positive and sustained destinations	90%	82.72%		Overall the percentage of leavers entering a positive destination in 08/09 is 82.7%, a fall of 2.9% on last year and well below the national average of 85.7%. However, the proportion of young people entering further and higher education has reached its highest level in a decade, at 61.4%, a rise of 7.0% on last year. The percentage of leavers entering higher education has risen by 1.3% in comparison to 1999-2000. Leavers entering further education have witnessed an increase of 5.5% over the same period. As anticipated, this is balanced by a decrease in leavers entering employment which has dropped to its lowest level in a decade at 18.6%, 10.5% lower than last year. However, as the percentage of young people entering employment has fallen the percentage entering training has increased slightly at 2.5%.
Number of school leavers in positive and sustained destinations		1431		
% of school leavers from special education in positive and sustained destinations	54%	43.59%		Analysis of local statistics held by Skills Development Scotland shows the overall percentage of school leavers from special education provision entering positive destinations is 43.6% highlighting significant challenges to support those young people into education,

Performance Measure	Target	Value	Traffic Light	Analysis
Number of school leavers from special education in positive and sustained destinations		17		employment or training
Total number of school leavers per academic year	90	1730		
Total number of school leavers from special education per academic year	51.4	39		
Name				
SPI 51a - Learning Centre and Access Point users as % of resident population				

Performance Measure	Target	Value	Traffic Light	Analysis
Number of users of Learning Centres and Learning Access Points as percentage of resident population	17%	18.26%		This indicator has exceeded its 2009/10 target of 17%. There has been a slight increase in this indicator from 18.2% in 2008/9 to 18.26% in 2009/10 due to a number of factors. Availability of WiFi capable devices has led to a change in traditional PC users requirements for PC access with an increasing demand for libraries to provide WiFi access. 897 WiFi users have joined the library over the past year to access the broadband network and 17,196 hours of WiFi access has been used. The population in Aberdeen has again increased from 210,400 in 2008/9 to 213,810 in 2009/10.
Actual number of users of Learning Centres and Learning Access Points		39031		
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010
Name				
SPI 51b - Learning Centres and Access Points - no of times terminals used per 1,000 population				

Performance Measure	Target	Value	Traffic Light	Analysis
Number of times that terminals in Learning Centres and Learning Access Points are used per 1,000 population		1175.1		This indicator has decreased from 1,631.8 in 2008/09 to 1,175.1 in 2009/10 due to a number of factors. The opening hours for all libraries across Aberdeen City including the Central Library were reduced from 6 April 2009 by just under 10%. This translated in terms of PC use into an 8.7% decrease in PC availability. Available weekly PC hours in 2008/9 were 8,386 and in 2009/10 they were 7,657. Overall trends from previous years have shown a gradual

Performance Measure	Target	Value	Traffic Light	Analysis
				decline in PC usage overall. There was a 11.5% drop between 2007/8 and 2008/9 and expectations were that usage would continue to drop in 2009/10. Increase in availability of WiFi capable devices has led to a change in traditional PC users requirements for PC access with an increasing demand for libraries to provide WiFi access.
Actual number of times that terminals in Learning Centres and Learning Access Points		251249		
Population for Aberdeen City		213810		2009 mid year estimate published 30 April 2010

Summary of HMIE and Care Commission Inspections for the 2009/2010 session.

Overview

As Elected Members will be aware, HMIE visit a sample of primary, secondary and special schools and learning communities each year to find out how well they are performing. Quality indicators as set out in How Good is Our School v3 (HGIOS3), Child at the Centre and How Good is our Community Learning and Development (HGIOCLAD) are used to judge what is good and what needs to be improved. Prior to September 2008, HMIE gathered evaluations across 15 quality indicators. Since September 2008, HMIE gather evaluations across 3 Core Quality Indicators and 2 Reference Quality Indicators and have increasingly adopted a proportionate approach, making judgements across the following 6 point scale:

Table1: HMIE word scale

Word Scale	
Excellent	Outstanding, sector leading
Very Good	Major Strengths
Good	Important strengths with some areas for improvement
Satisfactory	Strengths just outweigh weaknesses
Weak	Important weaknesses
Unsatisfactory	Major weaknesses

The Care Commission regulate all registered day care services for children under 8. Services are required to register with the Care Commission if they operate for more than 2 hours a day. Services with children under three are inspected annually and services with children over three are inspected every two years providing there are no concerns or complaints made about the service. The Care Commission introduced a new grading system in April 08. Services are graded on a scale of 1-6 with 6 being excellent in four areas – care and support; environment; staffing; and management and leadership.

Attached at Appendix 4 are the outcomes of HMIE and Care Commission inspections in pre-school settings, in primary, secondary and special schools across the City. Members will also be aware that HMIE undertake follow-through visits to schools to assist improvement and monitor progress, normally within two years of the date of publication of the original report. Members should also note that HMIE recently announced that, from August 2010, secondary school inspections would be deferred to January 2011 and primary school inspections due to take place August-December 2010 would be reduced. This is in order to allow schools to further embed Curriculum for Excellence. It is anticipated that the Care Commission will continue with its own inspection programme.

1. Primary
1.1 Full Inspections

There were 5 full HMle inspections (Westpark, Airyhall, Seaton, Forehill, Newhills) in the 2009/2010 academic session. An overview of HMle analysis is outlined below, with 100% of indicators in primary school inspections rated positive, a 4% increase from last year's rating of 96%.

Table 2: Primary School Inspection analysis

Primary					
	Improvements in performance	Learners experiences	Meeting learning needs	The curriculum	Improvements in self-evaluation
Level	% Score	% Score	% Score	% Score	% Score
Excellent*					
Very Good	20%	40%		60%	60%
Good	60%	60%	80%	20%	20%
Satisfactory	20%		20%	20%	20%
Weak					
Unsatisfactory					
% positive	100%	100%	100%	100%	100%

1.2 Follow-through

There have been 3 HMle follow-through inspections and 3 Authority follow-through inspections in the primary sector in the 2009/2010 session. 4 primary schools have been signed off from the inspection process and 1 primary school is now subject to a further follow-through report. The following are extracts from the follow-through reports:

Broomhill (Authority) September 2009:

‘Overall, the school had made very good progress towards meeting the main points for action and continued to show capacity for improvement. As was indicated in the initial report, HMle will make no further visits to the school in connection with this inspection. Education Officers will continue to monitor the work of the school as part of the ongoing quality assurance framework’.

Hanover Street School and Nursery Class (HMle) 16th February 2010

‘Staff have made a strong and determined effort to improve the school’s provision. Arrangements to meet the needs of children and for evaluating the work of the school are now satisfactory or better. As a result, we will make no further visits in connection with the inspection report of March 2008’.

- Loirston (HMle) 29th September 2009 and 23rd March 2010**
 HMle visited Loirston in June 2009 and January 2010 as part of the follow-through arrangements to the initial inspection in March 2008.
 The June visit was reported in September 2009 when HMle reported that ‘whilst there was insufficient evidence of

improvement, the school, supported by the education authority, was taking important steps to support improvement.’
HMle revisited the school in January 2010 and reported in March 2010 that ‘the school has improved aspects of its work since the original inspection. The newly appointed headteacher has made a promising start to ensuring the school is well placed to improve further. Her work has not yet had time to have significant impact. We will continue to engage with the school and the education authority in monitoring progress. We will carry out a further follow-through visit to the school within one year of the publication of this report and will report to parents on the extend of the improvement that has been achieved.’

Culter School (Authority) March 2010

‘Overall, the school had made good progress towards meeting the main points or action and continued to show capacity for improvement. As was indicated in the initial report, HMle will make no further visits to the school in connection with this inspection. Education Officers will continue to monitor the work of the school as part of the ongoing quality assurance framework.’

Bramble Brae (Authority) May 2010

Overall the school had made good progress towards meeting the main points for action and continued to show a capacity for improvement. Attainment in reading, writing and mathematics showed very good improvement. Good leadership of learning created the necessary capacity for the improvements noted within this report. Improvements to the curriculum, ensuring continuity and progression in pupils’ learning, and improving the quality of learners’ experiences all showed good progress leading to the noted rise in attainment. Improvements in children’s progress in communication and language and early mathematics in the nursery area were identified as being good with a capacity for further improvement noted.

2. Secondary

2.1 Full inspections

There have been 2 full HMle inspections (Northfield Academy and Hazelhead Academy) in the 2009/2010 session, one positive and one negative so an overall rating of 50%. An overview of HMle analysis for the secondary sector is outlined below with 70% of indicators in secondary school inspections rated positive, a decrease from last year's rating of 90%.

Table 3: Secondary School Inspection analysis

Secondary					
	Improvements in performance	Learners experiences	Meeting learning needs	The curriculum	Improvements in self-evaluation
Level	% Score	% Score	% Score	% Score	% Score
Excellent					
Very Good					
Good					
Satisfactory	50%	50%	50%	100%	100%
Weak	50%	50%	50%		
Unsatisfactory					
% positive	50%	50%	50%	100%	100%

2.2 Follow-through

There has been 1 HMle follow-through inspection in the secondary sector in the 2009/2010 session. The following is an extract from the report:

Torry Academy (HMle) 9th March 2010

'Working with the education authority, senior managers and staff at Torry Academy have made important improvements to young people's attainment and learning experiences. More remains to be done to continue and extend this work as the school implements Curriculum for Excellence. We will request a report from the education authority on improvements within one year of the publication of this report. Depending on the progress which has been made, we will consider whether or not to carry out any further inspection visits. Parents will be informed of the progress made'.

3. Special

3.1 Full inspections

There has been 1 full HMle inspection (Raeden Centre Nursery School) in the 2009/2010 session. An overview of HMle analysis for the special sector is outlined below with 100% of indicators in special school inspections rated positive, a 7% increase from last year's rating of 93%.

Table 4: Special School Inspection analysis

Special					
	Improvements in performance	Learners experiences	Meeting learning needs	The curriculum	Improvements in self-evaluation
Level	% Score	% Score	% Score	% Score	% Score
Excellent					
Very Good	100%	100%			
Good			100%	100%	
Satisfactory					100%
Weak					
Unsatisfactory					
% positive	100%	100%	100%	100%	100%

3.2 Follow-through

There were no HMle follow-through inspections in the special sector in the 2009/2010 session.

4. Pre-School**4.1 Care Commission**

There have been Care Commission inspections in 10 nursery classes in local authority primary schools with 100% rated positive and 21 partner providers, with 87% rated positive. In general, the quality of provision is consistently of a good and very good standard, broadly in line with the distribution of quality indicators across Scotland as reported in HMle 'Improving Scottish Education 2009'.

Where there are low scores, it is possible to identify specific issues and support and challenge is offered to those settings. Often staffing changes can have a sudden impact on the quality of provision. The scores are based on a point in time and don't necessarily reflect the ongoing quality of the service. The Care Commission are working to ensure that they have a consistent and robust approach to evaluating quality. The pre-school Partnership Terms and Conditions will allow the local authority to cancel its partnership arrangements if partners do not address improvement objectives within the agreed timescales set by either HMle or the Care Commission. The Pre-school Team fulfil both functions with partner providers.

4.2 HMle

There have been integrated inspections on 4 nursery classes in schools with 100% rated positive and 11 partner providers with 91% rated positive. Local authority pre-school provision is inspected as part of the whole school inspection, except in exceptional circumstances. Support to improve quality in local authority pre-school provision is led by the Pre-School team and support and challenge led by the Education Officers.

5. Learning Community

There have been 2 full HMle inspections in learning communities in Aberdeen in the 2009/2010 session (Northfield and Hazelhead). An overview of HMle analysis for learning communities is outlined below with 100% of learning communities inspections rated positive, a 10% increase from last year's rating of 90%.

Table 5: Learning Community Inspection analysis

Learning communities					
	Improvements in performance	Impact on young people	Impact on adults	Impact of capacity building	Improving services
Level	% Score	% Score	% Score	% Score	% Score
Excellent					
Very Good		50%	50%	100%	
Good	50%	50%	50%		50%
Satisfactory	50%				50%
Weak					
Unsatisfactory					
% positive	100%	100%	100%	100%	100%

Continuous Improvement

6. Aberdeen City Council is committed to continuous improvement and the pursuit of excellence in all aspects of its work. The Education, Culture and Sport Service is committed to the pursuit of excellence in education. The 'Quality Improvement Framework 2007' sets out work to discharge our statutory duty to 'secure improvement in the quality of school education' (Scotland's Schools, etc Act 2004) and to 'secure pre-school education' (Standards in Scotland's Schools etc. Act 2000 Section 34).

Quality Assurance is seen as the positive concept through which our commitment to secure improvement is demonstrated. In 'Improving Scottish Education' HMIE identified *'that education authorities can and often do make a significant contribution to providing high quality education in Scotland'*. For the purposes of this framework, quality assurance is defined as: *'a process of continuous improvement in the course of which a commitment to personal, professional and institutional reflection and self-evaluation is encouraged: where progress is supported and monitored and quality achieved by means of a planned, steady improvement. Quality is about taking key steps to deliver attainable standards of performance based on agreed goals and targets'*.

There are a number of key staff (Headteachers and their staff, Quality Improvement Officers, Pre-school Development Officers, Service Managers and HR professionals) who have important roles to raise standards of performance and to deliver support which might be needed in order to effect any necessary improvements in the quality of education. These staff are responsible for providing challenge, advice and support as appropriate and work with schools, pre-school settings and in learning communities throughout the City on a daily basis.

Appendix 4 Summary of HMIE inspections 2009-10 (Primary, Secondary and Special)

Summary of HMIE inspections 2009-10 (Primary)

Primary School	How good are learning teaching and achievement?		How good are pupils' learning experiences?		How good are learning teaching and achievement?		How well are pupils' learning needs met?		Leading and improving the school		Academic Year 2009/2010	
HGIOS3 Indicators	Structure of the curriculum	Pupils' learning experiences	Learners experiences*	Pupils' learning English language	Improvements in performance*	Meeting learning needs	Meeting learning needs*	Self-evaluation through self-evaluation*	Self-evaluation through self-evaluation*	Number of Positive Indicators	Number of Negative Indicators	Inspection Result (1=Positive,Blank=Negative)
Core indicators	Date	Type										
Airyhall Primary School	12.01.10	Full	Very Good	Good	Good	Very Good	Very Good	Very Good	Very Good	5	0	1
Forehill Primary School	16/03/2010	Full	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	5	0	1
Newhills Primary School	23.03.10	Full	Very Good	Very Good	Very Good	Very Good	Very Good	Very Good	Very Good	5	0	1
Seaton Primary School	19.01.10	Full	Very Good	Good	Good	Very Good	Very Good	Very Good	Very Good	5	0	1
Westpark Primary School	25.08.09	Full	Good	Good	Good	Good	Good	Good	Good	5	0	1
Total Positive Inspections											5	

*new core indicators reported from September 2008

Summary of HMIE inspections 2009-10 (Secondary)

Secondary School	How well does the school raise achievement for all?		How well does the school raise achievement for all?		How well does the school raise achievement for all?		How well does the school raise achievement for all?		Leading and improving the school		Academic Year 2009/2010	
	Structure of the curriculum	Meeting pupils' needs	Meeting learning needs*	Pupils' learning experiences	Pupils' learning experiences	Overall quality of attainment: S1/S2	Improvements in performance*	Self-evaluation through self-evaluation*	Self-evaluation through self-evaluation*	Number of Positive Indicators	Number of Negative Indicators	Inspection Result
Core indicators	Date	Type										
Hazlehead Academy	23/03/2010	Full	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	5	0	1
Northfield Academy	25/08/2009	Full	Weak	Weak	Weak	Weak	Weak	Weak	Weak	2	3	1
Total Positive Inspections											5	

Summary of HMIE inspections 2009-10 (Special)

Special School											
	How well does the school raise achievement for all? Structure of the curriculum	How well does the school raise achievement for all? Meeting pupils' needs	How well does the school raise achievement for all? Pupils' learning experiences	How well does the school raise achievement for all? Overall quality of attainment: S1/S2	Leading and improving the school	Academic Year 2009/2010					Inspection Result
	The curriculum*	Meeting learning needs*	Learner's experiences*	Improvements in performance*	Self-evaluation through self-evaluation*	Number of Positive Indicators	Number of Negative Indicators				
	good	good	very good	very good	satisfactory	5	0				1
	Date	Type									1
	01.12.09	Full									
	Total Positive Inspections										

Summary of HMIE inspection 2009-10 (Learning Communities)

	Learning Community	Publication Date	Improvement in Performance	Impact on Young People	Impact on Adults	Impact of capacity building	Improving Services	Academic Year 2008/2009				
								Number of Positive Indicators	Number of Negative Indicators	Inspection Result		
	Northfield Academy	25/08/2009	Satisfactory	Very Good	Very Good	Very Good	Satisfactory	5	0	1		
	Hazlehead Academy	29/03/2010	Good	Good	Very Good	Good	Good	5	0	1		
								Total Positive Inspections		2		

Appendix 4 Summary of HMIE inspections 2009-10 (Pre-School)

Partner Provider - Joint

Setting	Publication Date	Improvements in Performance	Children's Experiences	Meeting Learning Needs	The Curriculum	Self Evaluation	Number of Positive Indicators	Academic Year 2009/2010 Number of Negative Indicators	Inspection Result
The Shepherds	11/11/2009	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	5	0	1
Broomhill	25/11/2009	Good	Good	Satisfactory	Satisfactory	Satisfactory	5	0	1
J Puddleducks	02/12/2009	Good	Satisfactory	Satisfactory	Satisfactory	Weak	4	1	1
Oldmachar Play Group	02/12/2009	Very Good	Very Good	Good	Good	Good	5	0	1
Clockwork	20/01/2010	Weak	Weak	Unsatisfactory	Weak	Weak	0	5	1
The Bridges	10/03/2010	Satisfactory	Good	Satisfactory	Satisfactory	Satisfactory	5	0	1
Cults East Play Group	24/03/2010	Satisfactory	Good	Satisfactory	Satisfactory	Weak	4	1	1
St Devenick's Playgroup	21/04/2010	Satisfactory	Good	Satisfactory	Satisfactory	Weak	4	1	1
Woodend Nursery	05/05/2010	Satisfactory	Good	Good	Good	Weak	4	1	1
Tree House	19/05/2010	Very Good	Very Good	Very Good	Very Good	Good	5	0	1
Greenburn	16/06/2010	Good	Very Good	Very Good	Good	Good	5	0	1
Total Positive Inspections							10		

Local Authority - Joint

Setting	Publication Date	Improvements in Performance	Children's Experiences	Meeting Learning Needs	The Curriculum	Self Evaluation	Number of Positive Indicators	Academic Year 2009/2010 Number of Negative Indicators	Inspection Result
Westpark	25/08/2009	Very Good	Very Good	Good	Good	Good	5	0	1
Alryhall	12/01/2010	Good	Good	Good	Very Good	Very Good	5	0	1
Seaton	19/01/2010	Good	Good	Good	Very Good	Very Good	5	0	1
Forehill	16/03/2010	Satisfactory	Good	Satisfactory	Satisfactory	Satisfactory	5	0	1
Total Positive Inspections							4		

Local Authority - HMIE

Setting	Publication Date	Improvements in Performance	Children's Experiences	Meeting Learning Needs	The Curriculum	Self Evaluation	Number of Positive Indicators	Academic Year 2009/2010 Number of Negative Indicators	Inspection Result
Seaton	19/01/2010	Good	Good	Good	Very Good	Very Good	5	0	1
Northhills	23/03/2010	Good	Very Good	Good	Very Good	Very Good	5	0	1
Total Positive Inspections							2		

Setting	Publication Date	Care and Support	Environment / Information	Staffing	Management & Leadership	Academic Year 2009/2010		
						Number of Positive Indicators	Number of Negative Indicators	Inspection Result
Aberdeen Step by Step	03/09/2009	5	5	5	5	4	0	1
Altens Nursery	18/09/2009	5	N/A	4	N/A	2	0	1
Fountainhall Nursery	21/09/2009	2	2	3	2	1	3	1
Beech House	23/09/2009	3	3	4	4	4	0	1
Great Western @ K	28/09/2009	5	5	4	5	4	0	1
Great Western @ Broomhill	28/09/2009	4	4	4	4	4	0	1
Cove Bay Kindergarten	08/10/2009	4	4	2	3	3	1	1
Shedocksley Play Group	28/10/2009	4	N/A	4	N/A	2	0	1
Kids Crew Play Group	01/11/2009	4	N/A	4	N/A	2	0	1
Pebbles Play Group	09/11/2009	5	N/A	5	N/A	2	0	1
Pebbles Play Group	09/11/2009	5	N/A	4	N/A	2	0	1
Kids Crew	11/11/2009	5	N/A	5	N/A	2	0	1
Greenburn Nursery	12/11/2009	5	N/A	2	2	0	4	1
Winnies World	17/11/2009	2	2	5	N/A	2	0	1
Midstocket Playgroup	26/11/2009	6	N/A	4	4	3	0	1
Granville Lane Nursery	08/12/2009	4	N/A	5	N/A	2	0	1
The Kindergarten	15/12/2009	5	N/A	5	N/A	2	0	1
Donview Nursery	18/01/2010	5	N/A	5	N/A	2	0	1
Summers Nursery	18/01/2010	5	N/A	5	N/A	2	0	1
The Bruce Nursery	18/01/2010	5	N/A	5	N/A	2	0	1
The Hadley Pre School	15/03/2010	5	N/A	5	N/A	2	0	1
Great Western @ GWR	23/03/2010	5	N/A	5	5	3	0	1
St Margaret's	20/04/2010	4	N/A	5	N/A	2	0	1
Queen's Cross	10/05/2010	5	5	5	5	4	0	1
Total Positive Inspections						4	0	21

Appendix 4 Summary of HMIE inspections 2009-10 (Pre-School)
Local Authority - Care Commission

Setting	Publication Date	Care and Support	Environment / Information	Staffing	Management & Leadership	Number of Positive Indicators	Academic Year 20/09/2010 Number of Negative Indicators	Inspection Result
Braehead School	16/09/2009	4	4	4	4	4	0	1
Cornhill School	30/09/2009	5	5	4	4	4	0	1
Dyce School	05/10/2009	5	5	4	4	4	0	1
Cults School	06/10/2009	5	5	5	5	4	0	1
Danestone School	04/11/2009	5	5	5	5	4	0	1
Ashley Road School	17/11/2009	4	4	4	4	4	0	1
Greenbrae School	25/11/2009	4	4	4	4	4	0	1
Walker Road	01/12/2009	5	N/A	5	N/A	2	0	1
Muirfield School	13/01/2010	5	5	5	5	4	0	1
Milltimber School	22/03/2010	5	5	4	5	4	0	1
Total Positive Inspections								10

N/A on reports - Where Care Services have a low or medium Regulatory Risk Assessment and grades at 4 or above at last inspection, only 2 Quality Themes (Care and Support and Staffing, will be inspected.

DRAFT

GORDON HIGHLANDERS COMMEMORATIVE STATUE WORKING GROUP

4 AUGUST, 2010

SELECTION OF SUCCESSFUL ARTIST

With reference to article 5 of the meeting of the Education, Culture and Sport Committee held on 24th November, 2009, where the Committee had agreed that the Gordon Highlanders Commemorative Statue Working Group should approve the selection of the successful artist, the Working Group proceeded to discuss the merits of the two proposals presented earlier to the Selection Panel by artists Mark Richards and Sam Holland. Following extensive debate of the two maquettes and the presentations made by each artist, the Working Group unanimously agreed that the preferred proposal was that submitted by Mark Richards.

At this juncture, the Working Group advised both artists of their decision and requested that Mr. Richards rejoin the meeting to allow the Working Group to discuss his proposal further. Following queries from the Working Group about the finish of the statue, Mr. Richards advised that the finished statue would be much more anatomically accurate than the maquette and could have a smoother finish if required. The Working Group then discussed the plinth, badges and the positioning of the statue and it was noted that Lesley Thomson and Daniel Parrott would liaise with Raymond Moffat, Principal Technical Officer, on where the statue could be located.

The Working Group resolved:-

- (a) to approve the selection of Mark Richards as the artist who would produce the Gordon Highlanders statue; and
- (b) to refer the decision to the Education, Culture and Sport Committee of 16th September, 2010, for information.

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FINANCE AND RESOURCES COMMITTEE

17 JUNE, 2010

DECLARATIONS OF INTEREST

The Vice Convener and Councillor John West declared an interest in the subject matter of the following article by virtue of their position as Council representatives on Sport Aberdeen. Both Councillors withdrew from the meeting and Councillor Corall substituted for the Vice Convener, and Councillor Cormie substituted for Councillor John West.

During the general debate that ensued in relation to the following article, Councillor Graham intimated an interest as a member of the Fairer Scotland Fund Board, but did not leave the meeting. Councillors Crockett and Kiddie also declared interests as members of the Council's Pension Panel but again did not consider it necessary to withdraw from the meeting.

BEACH LEISURE CENTRE – HEATING AND VENTILATION WORKS – (ECS/10/058) AND SPORT ABERDEEN – TRANSFER OF SPORTS SERVICES (ECS/10/059)

With reference to article 1 of this minute, and article 13 of the minute of meeting of Council of 19 August, 2009, the Committee had under consideration (1) a report by the Director of Education, Culture and Sport on the condition of the heating and ventilation plant at the Beach Leisure Centre which was badly in need of urgent attention following recent frequent breakdowns; and (2) a separate report by the same Director containing updated information on the current negotiations between the Council and the Board of Sport Aberdeen, the arm's length charitable organisation to which certain Council owned sports services were to be transferred for a period of ten years.

As regards the heating and ventilation equipment at the Beach Leisure Centre, the report referred to the condition survey carried out by consultant engineers on the Council's behalf in March, 2009; reminded members of the outcome thereof, ie. that the general condition of the plant was found to be very poor and that, because of access difficulties and issues of scale, the particular components affected would be very difficult to replace or refurbish; and set out the options available to the Council in order to address the matter and which would involve the closure of the facility for a time and a corresponding reduction in income. As part of the report content, the concerns expressed by the Board of Sport Aberdeen as regards taking over responsibility for the Beach Leisure facility in its current condition, were

highlighted.

The report on the heating and ventilation plant at the Beach Leisure Centre recommended:-

that the Committee:

- (a) note the situation in relation to the heating and ventilation equipment; and
- (b) approve urgent funding for the necessary works involved from the Capital Plan, when contingencies allowed.

The report in respect of the transfer of Sports Services from the Council to Sport Aberdeen advised that detailed discussions had taken place through the Sports Trust Project Board/Working Group over the past eighteen months, to oversee the transfer process; indicated that as part of those discussions, a number of changes to the specification for the services to be provided, had been proposed; outlined what the changes were; and confirmed that the facilities and services that would now transfer were listed within appendix 2 to the report. The report went on to advise that there were a number of details and issues still to be resolved through further discussion and negotiation prior to the proposed transfer date of 1 July, 2010, but that given the scope of the key principles agreed by the Committee at its meeting on 17 September, 2009, the issues raised were not so significant that they needed to be referred to members. The report concluded with a statement that officers believed that Sport Aberdeen's Corporate Plan demonstrated that the company understood the key elements of operating the Council's Sport Services and had in place workable financial arrangements that would enable the services to be operated and developed in an efficient manner which will help to achieve the Council's strategic and financial objectives.

The report on the transfer of sports services to Sport Aberdeen recommended:-

- (a) that the Committee agrees to transfer the Council's sports service to Sport Aberdeen for a ten year period in line with a Transfer Agreement, a Funding and Service Provision Agreement and ancillary documents, on 1 July, 2010 or as soon as possible thereafter;
- (b) that appropriate officers be authorised to continue negotiations with Sport Aberdeen and its advisers over the specific terms of the Transfer Agreement, the Funding and Service Provision Agreement and ancillary documents, between the Council and Sport Aberdeen;
- (c) that the Committee endorses Sport Aberdeen's Corporate Plan for the remainder of 2010/11;
- (d) that the Committee agrees that the Council will pay Sport Aberdeen £5m to operate the Council's Sports Services for 2010/11 (based on a total annual cost of £6.3m);
- (e) that the Committee confirms that it will act as guarantor for Sport Aberdeen in relation to the pension fund and in the event that Sport Aberdeen should cease to exist, will guarantee up to £295,000 as required to meet these liabilities; and
- (f) that the Committee agrees that the Council will meet any costs arising from outstanding contractual or employment issues lodged prior to the

date of transfer.

At this point in the meeting and in accordance with the earlier decision on deputations (article 1 of this minute refers), the Committee welcomed a deputation from the Northfield Community Council who wished to address the members regarding Northfield Swimming Pool and the difficulties being experienced by ordinary members of the public who are not members of a swimming or other club, in gaining access to the pool at times when public sessions might be anticipated, for example, on Saturday or Sunday afternoons.

The Committee heard from Mr Keith Paterson and Mr Kevin Wallace, after which members were invited to ask questions firstly of the deputation and secondly of Council officers.

The Director of Education, Culture and Sport alluded to the fact that a number of Directors of Sport Aberdeen had recently resigned, and advised that the posts were currently being advertised, and that she hoped the new Directors would be in place in a matter of weeks. When questioned by members, Mrs Bruton advised that the Board was competent in terms of its constitution in its current form (ie there being currently only four Directors, with three of these being Councillors).

With reference to page 315 of the report, the Committee queried whether members of the public would continue to have access to the cricket pitch at Duthie Park. The Director undertook to have this assurance written into the Council's Service Level Agreement with Sport Aberdeen.

The Convener moved, seconded by Councillor Yuill:-

- (i) that the content of the report on the Beach Leisure Centre be noted;
- (ii) that the Council agrees in principle to meet the cost of replacing the heating and ventilation equipment at the Beach Leisure Centre to give the Board of Sport of Aberdeen the comfort it requires, and remits to the Education, Culture and Sport Committee to consider reviewing its capital programme to meet the expenditure involved (estimated to be up to £1.5m);
- (iii) that the recommendations contained within the report on the transfer of Sports Services from the Council to Sport Aberdeen be approved;
- (iv) that Tullos Swimming Pool be removed from the list of properties to be transferred to Sport Aberdeen, as a report on this matter would be considered at a later point in the meeting (article 34 of this minute refers); and
- (v) that Sport Aberdeen be requested to enter into consultation with the local community and local members with a view to the provision of public swimming sessions at Northfield Swimming Pool at times when the community are most likely to want to use the pool.

Councillor Graham moved as an amendment, seconded by Councillor Laing:-

- (i) that the Committee does not agree to transfer the Council's sport services to Sport Aberdeen until the appointment of a range of suitable,

acceptable and representative independent Directors, meeting the requirements of best practice in government; and for clarity, no decision on changes on provision will be made until a further report is presented to Council; and

- (ii) that appropriate officers be instructed to identify funding from the Capital Programme to meet any costs incurred by the Council arising from the delayed transfer.

On a division, there voted :- for the motion (10) – the Convener; and Councillors Corall, Cormack, Cormie, Dunbar, Kiddie, Leslie, McCaig, John Stewart and Yuill; for the amendment (5) – Councillors Cassie, Crockett, Farquharson, Graham and Laing.

The Committee resolved :-

- (i) that the successful motion be adopted; and
- (ii) to note that the Director of Education, Culture and Sport undertook to ensure that written into the Service Level Agreement with Sport Aberdeen, would be an assurance that members of the public would continue to have access to the cricket pitch at Duthie Park.

ABERDEEN CITY COUNCIL

COMMITTEE:	Education, Culture and Sport Committee
DATE:	16 September 2010
DIRECTOR:	Annette Bruton
TITLE OF REPORT:	Beach Leisure Centre – Heating & Ventilation Works
REPORT NUMBER:	ECS/10/081

1. PURPOSE OF REPORT

This report provides an update on the request to Finance and Resources Committee for funding to carry out major repairs or replacement to the heating and ventilation plant at the Beach Leisure Centre. The report recommends that the Committee retains the project on the reserve list for the Non Housing Capital Programme, for consideration as part of the capital prioritisation process for the years 2011/12 and beyond.

2. RECOMMENDATION(S)

That the committee:

- 1) Notes the feedback from Finance and Resources Committee.
- 2) Notes the proposal to monitor the condition of the heating and ventilation plant at Beach Leisure Centre, in order that Sport Aberdeen can report to the Council any further deterioration of this equipment.
- 3) Retains the project on the reserve list for the Non Housing Capital Programme, for consideration as part of the capital prioritisation process for the years 2011/12 and beyond.

3. FINANCIAL IMPLICATIONS

The estimated cost for undertaking this work, based on 2009 costs, are as follows:

- Option 1 - Remedial works – approximately £630K, or
- Option 2 - Replacement of ventilation system – approximately £1.5 million.

There is likely to be a slight uplift in these costs, to reflect inflationary increases.

Officers have reviewed the Education, Culture and Sport elements of the Non Housing Capital Programme, (which is included as an Appendix 1 to this report), and have not been able to identify anything within the programme for the current year, which is neither already underway, nor is not essential.

4. SERVICE & COMMUNITY IMPACT

The report relates to the Arts, Heritage and Sport strand of the Community Plan, specifically in relation to the Sports, Leisure and Recreation vision of developing Aberdeen as an “Active City” and in relation to ensuring that our Community has ‘access to services of a high quality that meet their needs.’ under the ‘We value our people’ strand and Single Outcome Agreement Outcomes 6, ‘We live longer, healthier lives’ and 13, ‘We take pride in a strong, fair and inclusive national identity.’

The report also links to Vibrant, Dynamic and Forward Looking through Culture, Arts and Sport:

- Increase participation in sport, provide support for athletes and reward excellence
- Ensure high quality, well managed sports facilities in Aberdeen
- Recognise the contribution of Sport, Culture and Arts to promoting the area as a tourist destination
- Recognise the role of Sport and Arts in tackling anti-social behaviour

The report relates to Fit for the Future, a Sport and Physical Activity Strategy for Aberdeen City 2009-2015, which has 5 key objectives:

- Promote and increase opportunities for participation in sport and physical activity for everyone in Aberdeen
- Provide a comprehensive and high quality range of sports facilities in Aberdeen City Council
- Maximise the social, educational, health and economic benefits of sport and physical activity in Aberdeen City
- Develop and sustain pathways which nurture local, regional and national sporting people to reach their potential
- Raise the profile of sport in Aberdeen.

5. OTHER IMPLICATIONS

As part of the discussions about the transfer of the Sport Service, the board of Sport Aberdeen raised particular concerns about the condition of heating and ventilation at the Beach Leisure Centre, and this matter was therefore raised with Finance and Resources Committee at their meeting on 17 June 2010, as part of the discussions about the transfer of services to Sport Aberdeen.

The current condition of the heating and ventilation installation presents significant risks, and requires ongoing and substantial maintenance.

The Beach Leisure Centre is a major provider of the rates relief saving, which will be accrued by transferring sports facilities to Sport Aberdeen, and accounts for approximately 25% of the overall net funding for sports within the city.

6. REPORT

Beach Leisure Centre

The Beach Leisure Centre is the City Council's largest, and best used leisure facility, attracting approximately 260,000 visits per annum. However it is now nearly 21 years old, and is starting to show its age, in relation to the general condition of the fabric and some of the mechanical and electrical installation.

It is now recognised for some time that the ventilation plant within the facility is in need of attention, with frequent breakdowns. This has proved difficult to progress, in the light of ongoing budgetary pressures. In March 2009 a condition survey was undertaken by CCDP consultant engineers, to determine the extent of the problems with the heating and ventilation plant in the Beach Leisure Centre. This included recommendations for a number of areas of work, along with associated costings.

The report states that:

“the general condition of the ventilation plant is very poor. The plant is subject to a wide range of harsh conditions and corrosive elements, which will reduce the expected life span of the individual components. A significant number of the components on all the air handling units have failed or are in the process of failure and replacement or refurbishment of these particular components would prove difficult due to access and physical size of certain items.”

It is worth noting is that the report indicated that the boiler and heating systems are generally considered to be in a good condition, although they would benefit from the associated work to the ventilation plant.

In summary, the report clearly indicates that the centre's ventilation system needs urgent attention, with three options. Either:

- a) Do nothing – this is likely to result in the Centre continuing to over-extend the limited repair budgets in order to maintain services, and will ultimately result in at best a limited year's service before catastrophic failure ensues.
- b) Remedial works – the consultants have indicated work to a cost of approximately £630K, which includes largely “fixes”. What this does not offer is the ability to recoup costs through energy efficiencies, as suggested by the report. It is likely also that this may also identify other areas of shortfall, which would require further investment.
- c) Replacement – the report recommends replacing the ventilation units, and implementing a number of energy efficiency measures. This would benefit from the fact that the Leisure Centre was linked up to the Aberdeen Heat and Power plant in late 2009, which may afford opportunities for further operational efficiencies. The overall scope of this work is in the region of £1.5 million. The report indicates that the initial outlay would be recouped within the lifetime of the installation, and overall efficiency would be improved. This also links to the national objective of reducing carbon emissions.

Both options b) and c) above would involve a degree of closure of the site, and associated reduction in admissions and income. Consideration could be given to whether a total centre closure would be required, or whether certain parts of the centre could be kept open. Initial timescales indicate that work could take up to 24

weeks to complete. Obviously it would be preferable to have this mitigated by only closing areas at a time.

In discussion with the board of Sport Aberdeen, they raised particular concerns about taking responsibility for this facility, with the heating and ventilation systems being in the current condition. Officers recommend that consideration be given for the Council to commit to undertaking priority works to the facility, as funds become available in the non-housing capital programme.

When this matter was considered by the Finance and Resources Committee on 17 June 2010, the Committee resolved that:

‘The Council agrees in principle to meet the cost of replacing the heating and ventilation equipment at the Beach Leisure Centre and remits to the Education, Culture and Sport Committee to consider alterations or changes to its budgetary plans to enable the expenditure involved (estimated to be £1.5m) to be met.’

Officers have reviewed the Education, Culture and Sport elements of the Non Housing Capital Programme, (which is included as an Appendix 1 to this report), and have not been able to identify anything within the programme for the current year, which is neither already underway, nor is not essential.

Given the current lack of resources to progress the project at this stage, officers feel that the risk associated with not committing to carrying out this work is significantly great that the project should be retained on a reserve list for the Non Housing Capital Programme, in order to be considered as a priority for future years.

In the meantime, it is proposed that the condition of the heating and ventilation plant at the Beach Leisure Centre is closely monitored, in order that Sport Aberdeen can report to the Council any further deterioration of this equipment, and growing risk to the facility.

The scope for funding this work would then be reconsidered as part of capital prioritisation process for the years 2011/12 and beyond within the Council’s Non Housing Capital Programme.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Cameron Chisholm Dawson Partnership (CCDP) – Report on Condition of Existing Heating and Ventilation Plant at Beach Leisure Centre (March 2009)
Report and minutes of Finance and Resources Committee on 17 June 2010.

Education, Culture and Sport Approved Non Housing Capital Programme	Budget 2010/11
<u>Schools Estate</u>	
Hanover Street Primary School Refurbishment	140
3R's Temporary Accommodation	24
Music School Accommodation	215
Outdoor Education Move to Kingswells	47
Bridge of Don Alterations	8
Renovate Sunnybank School	900
Bucksburn/ Newhills New School	190
Provision for Children with Complex Needs (Initial Allocation)	96
Provision for Children with Complex Needs (Construction)	1,088
Oldmachar Academy Heating/ Ventilation	809
	3,517
<u>Schools - ICT</u>	
Education ICT Rolling Programme	1,156
3R's New Schools ICT Provision	583
Information Communication Technology Connectivity	618
Upgrade to Management Information System	474
	2,831
<u>Schools - Other Equipment</u>	
Adequate Funding for TASSCC Equipment & Advisory Service	30
3R's Furniture, Fittings & Equipment and Other Works	2,244
	2,274
<u>Sports</u>	
Rubislaw/Harlaw Playing Fields	392
Changing Facilities Upgrade – Aulton & Hazlehead	923
Torry Outdoor Sports Centre	9
Regional Sports Facility - 50m Pool	6,000
Links Ice Arena Refrigeration Plant	130
Community Stadium	86
	7,561
<u>Culture & Leisure</u>	
Aberdeen Arts Centre Refurbishment	5
Music Hall Ceiling & Roof Space	13
Peacock Visual Arts	500
Beach Ballroom Floor Replacement	86
	604
<u>Other</u>	
Woodside Customer Access Point	135
	135
Total - Education, Culture and Sport	16,922

Note – The Corporate Asset Group is currently reviewing the current Non Housing Capital Programme, and a report is scheduled for Finance and Resources Committee on 28 September 2010, to provide an overview of the Capital Programme.

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ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16 September 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Aberdeen City of Learning Strategy
REPORT NUMBER:	ECS/10/034

1. PURPOSE OF REPORT

The report provides the final version of the Aberdeen Learning Strategy.

2. RECOMMENDATION(S)

The Committee is asked to:

- 2.1 Note the content of the report and approve the Strategy document which is attached as Appendix 1.
- 2.2 Note that the Aberdeen Learning Strategy consists of the document at Appendix 1, which represents the policy framework for learning, plus all the other major plans that have been (or will be) produced to implement the ten priorities for learning.
- 2.3 Note that as a consequence of Recommendation 2.2 above, major pieces of work are being developed and implemented as part of the roll out of the Strategy and that the finalisation of the Strategy document is therefore not an end in itself.
- 2.4 Note that the new structure of the Education, Culture & Sport service provides a fit-for-purpose structure to deliver the vision, aims and priorities set out in the Learning Strategy.

3. FINANCIAL IMPLICATIONS

- 3.1 Implementation of the short term and medium term actions can be met within existing resources.
- 3.2 The financial implications, in outline, are set out in the Education, Culture & Sports service plan and will be consistent with the financial planning in the council's costed 5 year business plan which is currently being developed. The detailed financial implications will be set out in next and

future years' service plans and are subject to finalisation of the priority based budgeting process.

3.3 In the financial climate that currently exists (and will continue to exist for the foreseeable future) it is essential that we align our resources to meet the priorities set out in the Learning Strategy.

4. SERVICE & COMMUNITY IMPACT

The Learning Strategy vision, aims and priorities fit with the vision in the Community Plan to develop Aberdeen as a 'City of Learning'. It is congruent with *Vibrant Dynamic and Forward Looking* and the Single Outcome Agreement.

5. OTHER IMPLICATIONS

The Strategy sets out a long term vision for learning in the City. As plans are developed from now and over the coming years to implement the priorities set out within the Strategy, the nature and shape of learning services will change. Whilst it is not possible to specify the implications of that change in specific detail at this time across all ten priorities, it is likely that services, assets and resources will change eg. the financial resources available, service delivery models, the nature and use of buildings, etc. The Learning Strategy represents a substantial change programme and it will be essential to consult with stakeholders.

6. REPORT

6.1 Background

Elected Members have received updates at previous Committee meetings on the development of the Aberdeen Learning Strategy. The last update was in February 2010 in the Members' Bulletin. In developing the Learning Strategy the focus of work has been three-fold:

Further progression of key pieces of work such as A Curriculum for Excellence, development of our Learning Estates Strategy, development of Learning Partnerships and of Community Hubs, implementation of the Early Years Framework, finalization of our Cultural Strategy, implementation of our Sports Strategy, development of a new service structure, priority based budgeting, and so forth.

Further drafting of the Aberdeen Learning Strategy document as a result of, and building upon, the work done previously. The final version of the Strategy document is attached as Appendix 1 to this report. The development of this Strategy document and of the key pieces of work mentioned above have gone hand-in-hand with development of a new service business plan, and has been informed by the interim corporate business plan.

In parallel with the redrafting work on the Learning Strategy, officers have held a range of discussion events. These events have been very different in nature to the events held last year in that the focus and intention was to foster a genuine dialogue with different stakeholder groups on key issues to do with learning. These dialogue sessions have been based around a set of 3/4 core questions used to stimulate debate. The dialogue is reflected in the next section of this report below.

6.2 Final version of the Learning Strategy (Appendix 1)

The previous drafts of the Learning Strategy set out eight priorities, which were broadly endorsed. As part of the more recent development work, the Director and senior management team held a workshop with managers to discuss the new service business plan and as a result of that we now propose a set of ten priorities as below (the additional two are highlighted):

- Curriculum for Excellence
- Helping those with different needs
- Working together
- Learning in the wider community
- Fit-for-purpose schools/learning centres
- Technology
- Skilled and trained staff
- Value for money
- Community health and well being**
- Community engagement in culture, arts and heritage**

The two additional priorities allow a more explicit focus on two critical areas of work and help to secure a more effective alignment with the Single Outcome Agreement (SOA)/Community Plan and with our corporate business plan priorities, which are:

- Environment
- Economic and social growth and regeneration
- Reducing poverty and inequality
- Better performing, better value

The addition of the two new priorities, along with the work being done to widen out the Strategy, requires us to think again about the vision set out in the last version of the Strategy. Furthermore, whilst the general vision that was set out previously met with support, stakeholders had difficulty in visualising how the Strategy would change or improve outcomes for learners and the city.

We now propose a broad and overarching vision for learning which is about **lifelong learning**. Therefore, within the council and outwith it amongst its stakeholders and partners, it is essential that we develop a strong lifelong learning culture in order to realise fully the positive outcomes in the **attainment, achievement and aspirations** of children, young people, adults, families and communities. The continued development and establishment of a clear and collective lifelong learning message, together with access to high quality lifelong

learning services for Aberdeen communities is key if the aims within the council and the aspirations of citizens, parents, schools and communities are to be achieved.

A culture of lifelong learning brings real benefits to society as well as to the individual, to the employer as well as those employed. We strongly believe that lifelong learning is the key to improving the social fabric of our city as well as our local economy. Learning contributes to all stages of life, and our vision for learning in Aberdeen is inclusive of all ages and all communities.

Aberdeen is committed to achieving a positive future for everyone and to ensure this, we wish to see learning and skills at the very heart of council services. This means ensuring that:

Learning is valued in its own right, as a source of fulfilment, and as a means of building individual and community capacity and self-determination.

Lifelong learning is integral to raising attainment in pre-school children and in schools by influencing attitudes to learning and enhancing the abilities of parents and carers to support their children's education.

Learning supports the development of skills, to ensure that jobs of the future are sourced locally, and that the city and its communities thrive through improved opportunities for fulfilling and rewarding employment.

We believe that our Strategy and our ambition for Aberdeen to be a *City of Learning* is about achieving a number of desired outcomes, including:

- Increased recognition of the importance of learning throughout life
- Enhanced access to learning opportunities for at risk, disadvantaged and marginalised community members and groups
- Higher staying on and course completion rates for pupils/students
- Greater levels of literacy and numeracy
- Increased access to and use of learning technologies
- Increased citizen engagement and social inclusion
- Increased recognition of and support for minority ethnic communities alongside a celebration and promotion of our Scottish heritage
- Greater collaboration among educators and trainers

These desired outcomes will contribute to the social, economic and environmental well being of our city and its people:

Socially, more literate, educated and informed citizens will be better able to contribute to and participate in all facets of community life. They will also be more aware, respectful and tolerant of different cultures, lifestyles, races and religions. These qualities are catalysts for building healthy, inclusive and safe communities, in other words, for community cohesion.

Economically, more literate, educated and informed citizens will enhance employee productivity; facilitate innovation and research; and build business and workforce capacity to respond to change. These qualities will contribute to business and community competitive advantage. Individually, more literate,

educated and informed citizens will enhance employability, earning potential and independence.

Environmentally, more literate, educated and informed citizens will be better able to make consumer and lifestyle choices which support sustainability, while working cooperatively to develop innovative and unique solutions to address environmental challenges.

The lifelong learning approach now proposed has resulted in a different way of thinking about the Learning Strategy and, as Appendix 1 sets out, we believe that we should think of learning and learners in terms of a life stages approach. The Strategy will be delivered through five life stages:

1. Early childhood
2. Childhood and early adolescence
3. Later adolescence and early adulthood
4. Adulthood
5. Later life

6.3 Engagement with stakeholders

The purposes of this phase of engagement and dialogue events was to achieve a better understanding of what learning means for everyone, to understand people's experiences of learning, to help build a compelling vision for learning for all Aberdeen learners, and to inform our planning for learning services over the coming years.

Set out below is an outline of the main engagement events:

- An event led by our Arts Education Team for primary-aged children at the Art Gallery
- A parallel event for secondary-aged pupils
- Two briefing and workshop sessions for elected Members, following on from previous briefings on the Learning Estate and on A Curriculum for Excellence
- A workshop for The Aberdeen Community Alliance (TACA)
- Discussion session with the Youth Forum
- An event with School Councils from across our schools
- Dialogue sessions with Aberdeen Council of Voluntary Organisations
- Staff briefings and workshops
- A pupil opinion survey on their learning experiences and ideas for change
- A workshop for parent councils, following on from previous engagement
- School-based engagement, via head teachers, with teaching and support staff
- Discussion with early years providers
- Engagement with TACA's Lifelong Learning Forum, and through that with the Universities and Aberdeen College
- A workshop and discussion session with the Burgesses of Guild Workshop and discussion with the Civic Forum

Briefings for head teachers
Discussions with officials from Aberdeen City Community Health Partnership

The events for school-aged children and young people were particularly successful, with over 130 pupils from our schools and with over 50 adults (parents, teachers, and support staff) participating. A presentation was made by a few of the primary children involved to councillors who attended the first briefing in February. Some of those children were also involved in a news item for the BBC's Newsround programme.

6.4 Next steps

Once the Learning Strategy has been approved, the major pieces of work highlighted in section 6.1 above will continue to be progressed and implemented. The Learning Strategy represents a long term vision for learning in the city and as part of that it is essential that we maintain an on-going dialogue with learners of all ages and all stakeholders. Such dialogue and engagement forms part of the development work on all the priorities set out in the Learning Strategy.

The Strategy document will be widely circulated and made available, with further opportunities to comment on the whole document as priorities are implemented or on the separate pieces of work, such as A Curriculum for Excellence, etc. Further work will also be undertaken to ensure that we know how well we are achieving the outcomes set out in the Strategy.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Previous related reports to Committee:

- (a) 27 August, 2009: Draft Learning Strategy: Update on the Consultation and Engagement Process
- (b) 8 October, 2009: Vibrant Aberdeen: The Draft Cultural Strategy for Aberdeen City 2010-15
- (c) 8 October, 2009: Community Learning Hubs and Review of Community Centres and Community Learning & Development Activity
- (d) 8 October, 2009: Learning Strategy Update
- (e) 8 October, 2009: Draft Learning Estates Strategy 2009-2024
- (f) 15 April, 2010: Education, Culture and Sport Directorate Service Improvement Plan 2010-2013

ABERDEEN LEARNING STRATEGY: AN OVERVIEW ACROSS THE FIVE LIFE STAGES

	Early Childhood	Childhood and Early Adolescence	Later Adolescence and Early Adulthood	Adulthood	Later Life
 Curriculum for Excellence	Give children the best start in life ensuring all children have access to integrated child centred play, learning, health and care services	Emphasize parental involvement in and responsibility for learning. Encourage family learning.	Cultivate a lifelong learning perspective and access to learning via community hubs and learning partnerships.	Cultivate a lifelong learning perspective and access to learning via community hubs and learning partnerships.	Cultivate a lifelong learning perspective and access to learning via community hubs and learning partnerships.
	Recognize that parents have the key role to play in their children's learning. Welcome and encourage them to be actively involved in early years settings, as well as supporting parents as educators.	Connect children to services eg. community centres, libraries, sports and recreation opportunities..	Emphasize individual responsibility for learning and opportunities for individual choice.	Support access to ICT and published resources eg. on healthy living choices, via a wide range of outlets in the community. Enhance adult literacy and numeracy.	Support a range of leisure activities for older people.
Fit-for-purpose schools/learning centres	Secure pre-school services that build on children's previous learning and provide a rich, stimulating, exciting and active learning environment where creativity and innovation flourish.	Cultivate a joy of learning and a sense of inquiry in all settings.	Develop strong analytical and technological skills supported through access to and use of new technologies.	Foster civic engagement and Volunteering.	Foster civic engagement and volunteering
	Actively involve young children in planning their own learning, encouraging high aspirations and a can do attitude.	Encourage involvement in arts, cultural, recreation and sports activities by supporting easy/affordable access to services..	Focus on skills for life. Foster healthy life styles and choices.	Support a range of adult and continuing education programmes.	Promote inter-generational linkages and mentoring opportunities
Learning in the wider community	Support the development of high quality indoor and outdoor play opportunities that develop children's early literacy, numeracy, enquiry and creativity skills.	Develop effective social skills and independence and with a focus on emotional intelligence development. Work with children and young people to help them learn about what affects their health and wellbeing and to help them make informed decisions about preventing harms to health.	Foster civic engagement and social responsibility.	Increase physical and sporting activity. Support individuals and communities to take effective self-help action to improve and maintain their.	Provide learning opportunities in comfortable and suitable settings.
	Develop and employ staffs who are appropriately qualified, highly motivated, effective and able to work with children and families.	Focus on literacy and numeracy, ensuring a focus on practical and real life use of skills.	Increase rates of secondary school attainment, achievement and core skills for life. Foster achievement via homework and revision clubs, and via mentoring.	Encourage employers to create a culture which embraces lifelong learning..	Identify and address barriers to learning e.g., ageism, transport, health, including mental health, etc.
Technology	Develop seamless transitions between services.	Foster civic engagement and social responsibility. Develop seamless transitions between services.	Develop seamless transitions between services and enhance partnerships with colleges, universities and employers.	Encourage employers to facilitate learning on the job eg job coaching and mentoring opportunities..	Develop seamless transitions between services.
	Encourage family learning.	Identify and address barriers to learning eg. learning disabilities and different needs.	Help to enhance opportunities and capacity for post-16 education and training, including apprenticeships.	Facilitate re-entry into the workforce for displaced and older workers.	Encourage appropriate outdoor learning.
Helping those with different needs	Engage with families/parents in family /community settings to help equip them with the knowledge, skills and resources to take actions that will improve the health and wellbeing outcomes of their children.	Build on knowledge and skills to ensure good progression and depth of learning. Encourage learning beyond the classroom.	Increase FE/course completion rates. Increase HE positive learner destinations.	Increase collaboration between employers, educators and trainers in the wider community.	
			Identify and address barriers to learning eg entry requirements, financial, etc and work to reduce these barriers. Encourage learning beyond the classroom.	Identify and address barriers to learning.	
Better performing/Value for money					
Skilled and trained staff					
Working together 					



Aberdeen Learning Strategy

City of Learning

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Section 1

Introduction and context

What do we mean by learning?

Learning takes place throughout life and involves both formal and informal learning. It involves everyone - children and young people of all ages; adults, both in and out of employment; workplace training; further and higher education; learning and development - and is tailored to communities, individuals and families.

We want Aberdeen to be a City of Learning where learning is for everyone and lots of people are involved as participants and educators. While some learning is delivered by the council, this strategy covers learning activities paid for by the council and delivered by our partners, such as our early years partner providers and the Sports Trust. It also includes the role of the council in delivering learning to its own workforce.

Why do we need an Aberdeen Learning Strategy?

A sound education opens doors, not just to positive employment opportunities, but also to the enjoyment of art and culture and the stretching of imagination and horizons. It also provides information to enable children, young people and adults to make informed choices about their life and work.

Aberdeen City Council delivers a wide range of services which enable people to take part in learning, sport and cultural activities. We want to develop a single learning strategy showing how we are going to develop and improve learning over the coming years. The Aberdeen Learning Strategy sets out our vision, our priorities and what we want to achieve. It will focus our attention on how we are going to spend our money.

The strategy builds on the wealth of experience and good practice that has been present in Aberdeen for many years. It has been developed by engaging with services across the council, our partners, parent and youth councils and members of the public (children, young people and adults).

We need a strategy so that our citizens, whether a child, young person or adult know what to expect from learning in the city.



What did we take into account when developing this strategy?

In developing this strategy we have considered the following trends, challenges and opportunities – all of which impact on how learning is delivered within the city.

Trends

Reducing school rolls

Many of our schools are under-capacity resulting in increased costs and additional money needing to be spent on maintaining the buildings instead of being directed at learning.



Ageing school estate

Some of our school buildings are in poor condition and not fit for the 21st century.

Increasing achievement gaps

We need to tackle the gap that exists between the most advantaged and those associated with socio-economic disadvantage, including those learners for whom English is an additional language and those who are looked after children.



Population

Overall the population continues to fluctuate and the pupil population is predicated to decline by up to 37% over the next 15 years.

English as an additional language

The growth in the number of migrant families continues to rise year-on-year and there is a requirement to support children, young people and adults with English as an additional language.



Challenges

Changing employment opportunities

The gradual downturn in the oil and gas industry means that we need to ensure that young people and adults acquire the skills to be the workforce of the future.

Closing the inequalities gap

Aberdeen is the third largest city and is perceived as a prosperous city. The view is supported by data showing low levels of unemployment, high earnings, buoyant house prices and good health. There are citizens in Aberdeen however who do not achieve good levels of health and wellbeing, educational achievement and life chances. There are significant numbers of children with additional support needs who require social work and/or learning support during their lives because of family, social and economic circumstances. The number of children in this category is projected to rise, in some instances due to drug and alcohol related issues. The costs associated with providing services to them is also projected to increase significantly.

Opportunities

Aberdeen City Local Plan, Aberdeen City Regeneration Plan and Regional Structure Plan

These plans set out a programme for economic growth with housing developments both within the city and shire including affordable housing.

3Rs Project

Our 3Rs Project includes the development of nine new schools and one refurbished school.

Curriculum for Excellence

The introduction of a new curriculum in our schools will enhance curriculum choice and flexibility.

Learning environments

We need to create opportunities to allow learning to happen outwith the classroom and schools.

Promoting health and wellbeing

At schools and into adulthood we need to continue to promote health and wellbeing, including mental health, to reduce the negative impact of childhood obesity and address the high levels of teenage pregnancy.

What does the Aberdeen Learning Strategy cover?

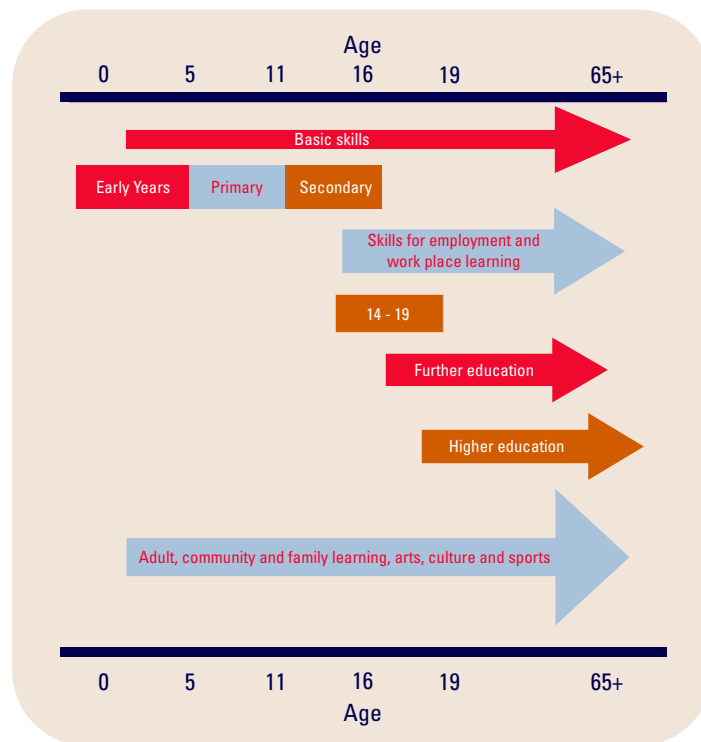
The Aberdeen Learning Strategy does not only relate to the age of learners, it relates to our ambition to use learning to help individuals, communities and organisations to contribute to the social, economic and environmental wellbeing of our city. The strategy also addresses the barriers and gaps which may inhibit learning from occurring. It emphasises collaboration and partnership and facilitates stronger links between formal learning (school education) and the learning that takes place at home, in communities and in the workplace.

Change is a part of life and our services need to be able to respond to change in order to improve the quality of life for children, young people, adults, families and communities. Aberdeen's Learning Strategy is a strategy for how learning will be delivered in the city, the opportunities for everyone and the benefits that improved learning will bring.

Five life stages

The strategy will be delivered through five life stages:

1. Early childhood.
2. Childhood and early adolescence.
3. Later adolescence and early adulthood.
4. Adulthood.
5. Later life.



Developing a strong lifelong learning culture is integral to realising positive outcomes in the attainment, achievement and aspirations of children, young people, adults, families and communities.

The continual development of and access to lifelong learning for Aberdeen communities will help us achieve an important aim of the council and of the city's Single Outcome Agreement* and Community Plan.

* Each council in Scotland has a Single Outcome Agreement (SOA) which is an agreement between the Scottish Government and council, setting out how each will work towards achieving the national priorities.

Section 2

Our vision for a City of Learning

What is our vision?

Aberdeen is a place which recognises, values and celebrates learning; a place where all sectors work together to ensure access to learning; a place where citizens accept learning as an essential and integral part of their lives; and a place where citizens take responsibility for learning throughout their lives.

What does this vision mean for Aberdeen?

This strategy brings together in a single document the principle of lifelong learning – while it builds on what you learn at school, it is more than that. Learning happens everywhere – at home, at school, at work and in the community. We learn from everyone and we educate others. The strategy is intended to provide the framework through which we can achieve this vision and our learning aspirations for everyone in Aberdeen.



Learning will start at birth. Every child will have a caring, nurturing, safe and stimulating environment in which to develop and grow. Parents will play a critical role in their child's development, building early literacy skills and cultivating a joy of learning, especially through play and a sense of inquiry. Families will be supported by a range of community services from health to quality childcare, which will build upon family and individual capacities and identify and address potential barriers to learning.

At the age of five, every child will not only be ready for school (cognitively, emotionally, physically and socially), they will be equipped to progress. **Children, whether at home, in the community or at school, will be exposed to new experiences and ideas and will be encouraged to pursue individual interests.** They will develop effective social skills and will be proficient in literacy and numeracy. Parents will play a pivotal role, providing assistance, encouragement and support. Children will be encouraged to explore their artistic and creative sides through community and school-based activities, as well as contribute to their community through volunteering.

Young people will be prepared for the world of work and will have developed a lifelong learning perspective, taking responsibility for their own learning, as well as a sense of social responsibility. Those at risk or vulnerable in some way, will be supported by the community and school services to help them move into adulthood.

Young adults will be ready and equipped for employment or post-16 education and training. Barriers to access, such as finance or transport, will be addressed, ensuring that those who want to learn can. Post-16 learning will be supplemented by a range of adult and **continuing education programmes catering for different aptitudes, ages, cultures and interests.** These programmes will include basic literacy and other courses, which will equip participants with the knowledge and skills necessary for further learning, while facilitating civic engagement and social inclusion.

Adults will be encouraged to continue learning throughout their lives, whether for employment or personal reasons. They will also be encouraged to explore artistic, creative and spiritual interests, and leisure and recreational pursuits, enabling them to live fuller, richer lives, while preparing them for later life, when they will likely have more leisure time.

Learning will not be confined to the classroom but will occur in a multitude of settings, including at home, in community facilities, informally with friends, through participation in cultural activities and events, as a result of volunteering and in the workplace.

Employees will be empowered to take responsibility for their own learning, capitalising on the options available to them, while creating their own learning opportunities. Business and industry will create a culture of learning which embraces competency development and continuous improvement. **Education and training will be seen as an investment;** a way of enhancing productivity and competitive advantage, while building internal capacity, local knowledge and employee loyalty. As such, employees will be able to respond and adapt to change, including employment and technological shifts, which may necessitate new work situations or career paths.

Later life will open up an array of new learning opportunities. Older people will seek out volunteer work, acting as coaches and mentors to younger people; or they will participate in the workforce on a casual or part-time basis.

What does a City of Learning mean?

Raising the levels of attainment, achievement and aspiration among children, young people and adults throughout the city is essential. Raising attainment and achievement in schools cannot be achieved in isolation from raising attainment, achievement and aspiration among adults. Aberdeen parents, carers and families need to have the confidence and skills to support their children in school; to become involved in their children's learning, and play their part in supporting and challenging our schools to deliver the high standards that a prosperous learning community demands. The development of communities as learning hubs is, in part, dependent upon building knowledge and skills, together with developing intellectual, professional and social capital throughout our communities.

A culture of lifelong learning brings real benefits to society as well as to the individual and similarly to the employer as well as those employed. We strongly believe that lifelong learning is the key to improving our city socially as well as economically. Learning contributes to all stages of life, and our vision for learning in Aberdeen is inclusive of all ages and all communities.

Aberdeen is committed to achieving a positive future for everyone and to ensure this, we want learning to be at the very heart of council services.

This means ensuring that:

- Learning is valued in its own right, as a source of fulfilment, and as a means of building individual and community capacity and self-determination.
- Lifelong learning is integral to raising attainment in pre-school children and in schools by influencing attitudes to learning and enhancing the abilities of parents and carers to support their children's education.
- Learning supports the development of skills, to ensure that the jobs of the future are sourced locally, and that the city and its communities thrive through improved opportunities and fulfilling and rewarding employment.

As a City of Learning we want an Aberdeen where:

- People have the basic skills to enable them to participate in economic, social and civic life.
- Opportunities and participation in learning within the community are increased, and aspiration is raised.
- People have the skills they need for sustained employment.
- Progression to further and higher education is a shared aspiration and is accessible to all areas of the community.
- The council takes the lead in developing its own workforce and becomes an example of good practice.

What difference will the Aberdeen Learning Strategy make?

By implementing this strategy and the idea that learning happens everywhere, we will achieve our vision for Aberdeen to be a City of Learning. This will be shown by:

- Increased recognition of the importance of learning throughout life.
- Enhanced access to learning opportunities for everyone.
- Higher staying on and course completion rates for pupils/students.
- Greater levels of literacy and numeracy.
- Increased access to and use of learning technologies.
- Increased citizen engagement and social inclusion.
- Increased recognition of and support for minority ethnic communities alongside a celebration and promotion of our Scottish heritage.
- Greater collaboration among educators and trainers.

This will also contribute to the social, economic and environmental wellbeing of our city and its residents.

Social

More literate, educated and informed citizens will be better able to contribute to and participate in community life. They will be more aware, respectful and tolerant of different cultures, lifestyles, races and religions. These qualities will help build healthy, inclusive and safe communities.

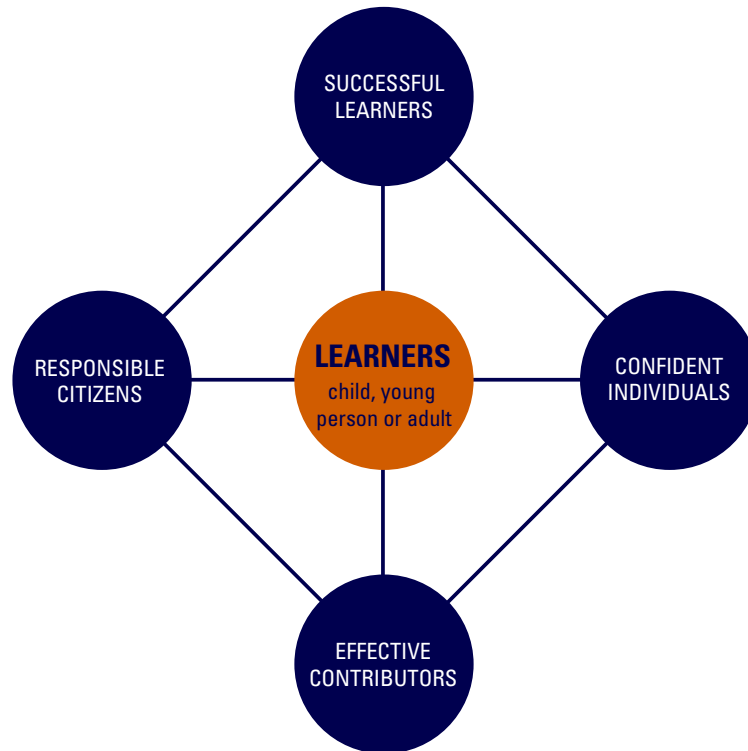
Economic

More literate, educated and informed citizens will enhance employee productivity; facilitate innovation and research; and build business and workforce capacity so it can respond to change. These qualities will contribute to business and community competitive advantage. Individually, more literate, educated and informed citizens will be more attractive to employers, therefore enhancing an individual's earning potential and independence.

Environmental

More literate, educated and informed citizens will be better able to make consumer and lifestyle choices which support sustainability, while working cooperatively to develop innovative and unique solutions to address environmental challenges.

What does this mean for learners?



For children and young people

- Have the best possible start to learning through a high quality play-based curriculum.
- Be treated as a partner in your learning.
- Be able to learn about things that interest and affect you.
- Be equipped with the basic skills which open doors to a full life and promote your inclusion in the social, economic and environmental wellbeing of Aberdeen society.
- Have positive and inspiring learning environments.
- Have enjoyable and motivating learning experiences.
- Experience education, training and work place learning that is tailored to your needs.
- Access a wide and varied range of opportunities to participate in volunteering and active citizenship.
- Be able to access high quality, responsive and accessible services and facilities.
- Receive personal support and advice - where and when it is needed.
- Be able to participate in recreational and social opportunities in a safe and accessible environment.
- Gain sporting, artistic, musical and outdoor experiences to develop your talents, broaden horizons and promote your lifelong learning.
- Have the right to be consulted, to participate in decision making, and to be heard, on all matters which concern your learning or that have an impact on your lives.

For adults

- Be able to access a wide range of learning opportunities, either in your local community or elsewhere in the city.
- Have the opportunity to participate in volunteering and community activities.
- Have the opportunity to improve your basic skills.
- Have opportunities to gain more formal qualifications through out your working life and beyond.
- Be able to participate in a wide range of physical, recreational and musical activities.
- Be able to fully engage in the learning of your child if you are a parent/carer.
- Be supported to develop your skills in order to enhance your personal prosperity.



Section 3

Our priorities

What are our priorities?

The Education, Culture and Sport directorate has 10 priorities which will focus our work on achieving our vision of lifelong learning.

Curriculum for Excellence

Implementing the new curriculum for schools.

Fit-for-purpose schools/learning centres

Making sure that we have the right facilities in the right place.

Learning in the wider community

Lifelong learning for everyone.

Technology

Using technology for learning.

Health and wellbeing

Helping people to make the right lifestyle choices from an early age and throughout their lives.

Engagement in arts, culture and heritage

Improving the quality of and impact of arts, culture and heritage provisions across the city

Helping those with different needs

Helping everyone reach their potential.

Better performing/Value for money

Demonstrate our commitment to continuous improvement

Skilled and trained staff

Continually developing our staff through training opportunities.

Working together

Making sure services work together in the interests of the learner

ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16th September, 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Replacement School for Bucksburn and Newhills Schools – Stakeholder Engagement
REPORT NUMBER:	ECS/10/074

1. PURPOSE OF REPORT

A new school to replace Bucksburn and Newhills Primary Schools is to be built. This report informs members of the outcome of stakeholder engagement on which site should be selected for the new school. The report also makes a recommendation on the preferred site based upon stakeholder feedback and an evaluation of the feasibility report.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- a) agrees that the preferred site for the new school is the current Newhills School campus and
- b) instructs officers to make all necessary arrangements to facilitate the establishment of the new school, including interim decant arrangements and requisite application for planning permission.

3. FINANCIAL IMPLICATIONS

Decision was taken by Policy and Strategy (Education) Committee on January 21 2009 (affirmed by Council on 11th February, 2009) to provide funding for the new Bucksburn/Newhills School (£10,450,000 Gross Cost) under the non-housing capital programme. £5,225,000 is to be released in 2011/12 and a further £5,225,000 in 2012/13.

Subsequently, further support has been received in principle from Scottish Government through Scottish Futures Trust. This amounts to £4.125 million which is anticipated to commence in 2011/12. This funding is intended to support construction costs.

Additional costs will be incurred to support decant of pupils during demolition of the old school and construction of the new provision.

4. SERVICE & COMMUNITY IMPACT

The replacement school will provide fit-for-purpose facilities to allow delivery of a modern curriculum and facilities for community use. The new school will include all services currently provided in the existing schools, including the Vision Support Service.

Provision of the new replacement school fits within Aberdeen City Council's priorities as set out in the Council Leader's budget speech on 11th February 2010

- The opportunities we provide for all our school children to attain and achieve to the very best of their potential.

Educational Priority 2 of *Vibrant, Dynamic & Forward Looking* indicates the partnership will 'Ensure Aberdeen's pupils and teachers have school buildings fit for 21st century'.

There will be a reduction in some staff posts as a result of the new school being created. Excess staffing will be managed in consultation with relevant trade unions and implement existing Aberdeen City Council's Policies on the compulsory transfer of teaching staff and/or redeployment of excess support staff will be implemented. There will be a modest saving to the council as a result in the reduction in staff as a result of the establishment of the new school. The number of staff involved will not be significantly influenced by the choice of site for the new school.

The decision on the name of the new school will be decided under the existing Aberdeen City Council policy and again is not dependent on the choice of site.

This is a significant investment for Aberdeen City Council and it is anticipated that such a valuable resource would be made available for community use outwith the core school opening hours.

5. OTHER IMPLICATIONS

Arrangements will be made for the safe and efficient decant of pupils and staff from the chosen site during demolition of the old building and construction of the new school. Detailed decant arrangements will be finalised and announced on ratification by this committee of the decision on which site is to be developed.

The preference is to bring the two school communities together as soon as possible and, if feasible, use the existing, non-developed site to accommodate the pupils from the school on the site which will be developed.

Following formal statutory consultation, on 21st January, 2009, Policy and Strategy (Education) Committee resolved to adopt the motion to close both Bucksburn and Newhills Primary Schools and establish a new school on the preferred site (at that time, specifically Newhills site as indicated in the statutory consultation document). This decision was ratified by Council who further instructed a feasibility study be conducted upon both school sites.

The Planning etc. (Scotland) Act 2006 which came into effect on 3rd August 2009 introduces substantial changes to the planning process. It introduces 3 categories of development, National, Major and Local. The new school may fall into the category of 'Major', which has a threshold of 5000m². This requires a notice detailing the pre-application consultation that is proposed to be submitted to the planning authority 12 weeks in advance of the application being lodged. As the applicant will be Aberdeen City Council who are also the planning authority, the application will be referred to the Development Management Sub-Committee to determine.

Transfer of land (between services of the City Council) is required to create a site that is large enough to accommodate the proposed building (this applies to both sites).

A working group to develop the detailed brief for the new provision will be established in August, 2010. This will include representatives of teaching and support staff, pupils, parents and officers. The establishment of this group will not have any resource of financial implications.

Decant arrangements are detailed in the report below, including provisional costs of providing additional accommodation.

The site that is not chosen, if declared surplus by Education, Culture and Sport, could be available for use by other services of the City Council and ultimately be could declared surplus and potentially disposed of.

The new school will complement the 3Rs schools and will achieve at least the same standard of accommodation, design and specification. Any assets raised by disposal could potentially be used to offset some of the costs involved in establishing the new school.

The new building will be designed to the highest sustainability principles to achieve a BREEAM (Building Research Establishment Environment Assessment Method), rating of excellent for new schools. It will be designed to enhance the environment and provide a resource for residents which can provide services during opening hours beyond the school day. This provision is a major investment for Aberdeen City Council.

The new school would be provided with new furniture and equipment, subject to suitable additional funds being approved.

Health and Safety is constantly considered at all stages of the design development. Both in terms of the end user and during construction, i.e. pupils, parents, staff, visitors, local residents, construction workers and the general public at large. A Construction Design and Management Coordinator, whose role is to ensure that H & S is considered has already been appointed as required by the CDM Regulations 2007.

6. REPORT

6.1 Stakeholder Engagement

Stakeholder Engagement ran from 17th May until 23rd August, 2010.

6.2 Stakeholder Engagement Document

This document was published on 21st May and made available via the two existing primary schools. Stakeholders could consult the document at the schools and request a full copy if required. No requests were received. A copy has been placed in the Members' Library.

6.3 Web pages

Dedicated web pages were set up on the Council website www.aberdeencity.gov.uk/Consultations/current_cst/cst_bucksburn_newhills_replacement.asp. At the end of the engagement period, there had been over 400 hits on the site. The nature and identity of visitors to the site were not established.

6.4 Stakeholder Engagement Event

Approximately 80 people attended this drop-in event which took place from 3.30 to 8.30pm on 25th May 2010 at Bucksburn Academy, including current parents, pupils, staff of the primary schools and the academy and local residents and a local MSP. On display were indicative plans for the development of both sites, including a non-site specific representation of the floor plan of the replacement school.

Officers in attendance were Head of Schools and Educational Services, the Project Officer and an Architect, Aberdeen City Council. They answered stakeholders' questions and cards were provided for attendees to leave their comments and submissions.

There were 56 comment cards left. Many of these contained statements of concerns on decant arrangements, rather than on the preferred site for development.

The following clearly stated preferences were submitted.

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	7
Newhills PS	16
Neither	0
Other	1
No preference	32
Total	56

There was some criticism that some local residents had not been adequately made aware of the event, particularly those elderly residents living in proximity to Newhills School.

Local media were informed of the event in advance and a short article appeared in the Press and Journal and reference was made to it by local radio stations. The event was also publicised by distribution of posters and leaflets at the following locations:

- The Point, St Nicholas House
- Central Library, Rosemount Viaduct
- English as an Additional Language Service, Sunnybank School
- Summerhill Centre, Stronsay Drive
- Bucksburn School, Inverurie Road
- Newhills School, Wagley Parade
- Bucksburn Academy, Kepplehills Road
- Beacon Centre, Kepplehills Road

- Bucksburn Medical Practice, Kepplehills Road
- Bucksburn Library, Bucksburn Academy
- Grampian Police, Inverurie Road

Details of the event were also posted on the Council website and the Parent Councils at both schools were notified as was Bucksburn and Newhills Community Council.

Parents/carers were informed by a letter which was delivered by pupil post.

6.5 Email address

A dedicated email address (educationconsult@aberdeencity.gov.uk) for questions and submissions was established in May.

There were 21 submissions.

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	4
Newhills PS	14
Neither	3
Other	0
No preference	0
Total	21

6.6 Submissions in writing

Submissions in writing to the Director were also accepted.

Disappointingly, there were only three submissions in writing.

One letter was received from the local MSP. This summarised local constituents' concerns. In summary, these were pupils should not be transported out of the area during decant; the new school should be established as soon as the chosen site is vacated; traffic and travelling issues should be addressed; as many learning/teaching areas as possible should be located on the ground floor; relationship between the new building and existing properties should be properly planned; further consultation with local residents should be considered.

The two other written submissions also covered some of these points.

6.7 Other Submissions

There was one verbal submission made by telephone on 25/06/2010. This was in favour of the Newhills site.

6.8 Other meetings

Officers met with the Parent Council Members of Newhills and representatives of Bucksburn & Newhills Community Council on Monday 26th April 2010. A meeting with Bucksburn Parents Council, attended by some local residents took place separately, on the same day.

6.9 Stakeholder Submission Summary and Feedback

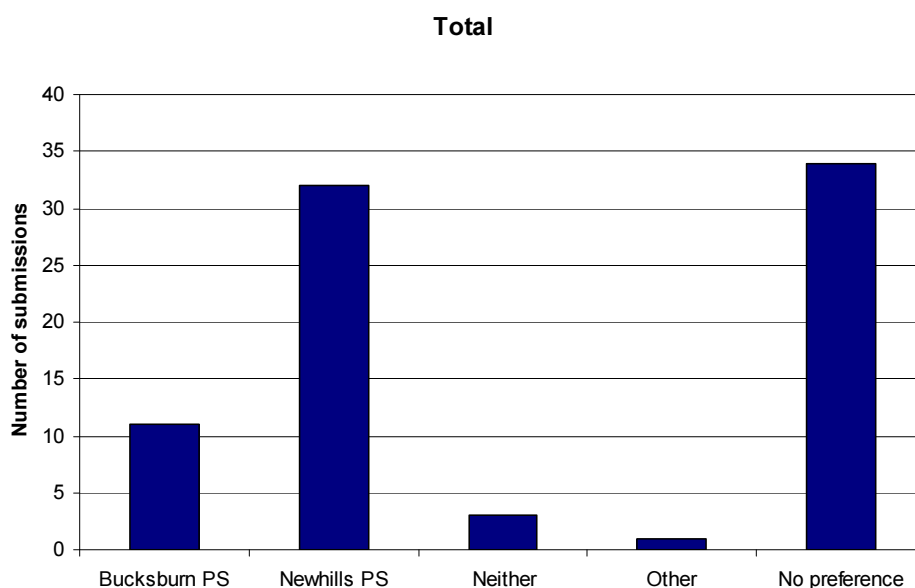
Appendix 1 is a summary of the Stakeholder Engagement which will be serve as a summary and be fed back to both schools, their Parent Councils and to Bucksburn/Newhills Community Council.

Many of the submissions reflected parental concerns about decant arrangements.

Overall, the majority of submissions were in favour of the Newhills site for the new school.

Total Submissions in all formats

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	11
Newhills PS	32
Neither	3
Other	1
No preference	34
Total	81



6.10 Preferred Site

The Feasibility Report on the two sites identifies a number of issues, many of which have been identified by stakeholders in their submissions.

Theoretically, the size of building and grounds required to meet the design brief could be accommodated on either site.

Appendix 2 is a summary of the Feasibility Report and this includes advice of traffic engineers which indicates that the existing Bucksburn School site is considered to be poorly located in transportation, access and road safety terms and would attract a recommendation of refusal should a planning application be lodged for a new primary school to serve the Bucksburn area.

Based upon both the stakeholder engagement and the feasibility report, it is the view of officers that the preferred site for the replacement school is the current Newhills site.

Arrangements for the safe and efficient decant of pupils from the chosen site will be finalised following discussion with all relevant interested parties.

6.11 Decant Arrangements

It is intended, for educational, social and financial reasons to bring the two school communities together at the earliest possible opportunity.

Accordingly, it is likely that during demolition of the existing school on the site chosen for the new facility and the subsequent construction period, pupils and staff will decant to the other school site and additional accommodation provided if required.

This will best meet the aspirations of the community, and have educational and social benefits for pupils and staff.

Detailed costings will be established once the decision on the preferred site is ratified and staff, parents and carers and pupils will be involved in making necessary arrangements to minimise disruption.

It is likely that additional temporary accommodation will be required on the decant site. The estimated cost involved, should the Newhills site be chosen for development, would be sufficient to allow installation and purchase or lease of two double portable classroom units at an estimated cost of £300000 including annual leasing costs.

7. REPORT AUTHOR DETAILS

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dsamson@aberdeencity.gov.uk
(01224) 523817

8. BACKGROUND PAPERS

Appendix 1: Proposed New Primary School in the Bucksburn & Newhills Area – Stakeholder Engagement Feedback Summary

This document summarises the returns made in response to the stakeholder engagement. Its content is included in the above report.

The summary will be distributed to both schools' Parents' Councils and made available to all parents, pupils and other stakeholders, including the Bucksburn/Newhills Community Council.

Paper copies of all submissions have been placed in the Members' Library.

Appendix 2: Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

This summarises the content of the feasibility report which leads to the conclusion on the preferred site.

A copy of the full Feasibility Report has been placed in the Members' Library.

Proposed New Primary School in the Bucksburn & Newhills Area Stakeholder Engagement Feedback Summary

Stakeholder Engagement on which of the two existing school sites is preferred as the site of the new replacement school ran from 17th May until 23rd August, 2010.

A **Stakeholder Engagement Document** was published and made available via both primary schools as well as on the dedicated web pages on the Council **website**

www.aberdeencity.gov.uk/Consultations/current_cst/cst_bucksburn_newhills_replacement.asp

By the end of the engagement period, there had been over 400 hits on the site. The nature and identity of visitors to the site were not established.

The engagement document was published on 21st May and made available via the two existing primary schools. Stakeholders could consult the document at the schools and request a full copy if required. No requests were received. A copy has been placed in the Members' Library.

An **email address** educationconsult@aberdeencity.gov.uk for questions and submissions was established and ran for the duration of the engagement.

Stakeholders' questions and views were also accepted **in writing** to the Director of Education, Culture and Sport.

Stakeholder Engagement Event

Approximately 80 people attended this drop-in event which took place from 3.30 to 8.30pm on 25th May 2010 at Bucksburn Academy, including current parents, pupils, staff of the primary schools and the academy and local residents and a local MSP. On display were indicative plans for the development of both sites, including a non-site specific representation of the floor plan of the replacement school.

Officers in attendance were Head of Schools and Educational Services, the Project Officer and an Architect, Aberdeen City Council. They answered stakeholders' questions and cards were provided for attendees to leave their comments and submissions.

There were 56 comment cards left. Many of these contained statements of concerns on decant arrangements, rather than on the preferred site for development.

The following clearly stated preferences were submitted.

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	7
Newhills PS	16
Neither	0
Other	1
No preference	32
Total	56

There was some criticism that some local residents had not been adequately made aware of the event, particularly those elderly residents living in proximity to Newhills School.

Local media were informed of the event in advance and a short article appeared in the Press and Journal and reference was made to it by local radio stations. The event was also publicised by distribution of posters and leaflets at the following locations:

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- Bucksburn Academy, Kepplehills Road
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- Bucksburn Medical Practice, Kepplehills Road
- Bucksburn Library, Bucksburn Academy
- Grampian Police, Inverurie Road

Details of the event were also posted on the Council website and the Parent Councils at both schools were notified as was Bucksburn and Newhills Community Council.

Parents/carers were informed by a letter which was delivered by pupil post.

Email submissions

There were 21 submissions made by email.

The table below shows the number of submissions indicating preferences.

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	4
Newhills PS	14
Neither	3
Other	0
No preference	0
Total	21

Submissions in writing

Disappointingly, there were only three submissions in writing to the Director. One letter was received from the local MSP. This summarised local constituents' concerns. In summary, these were pupils should not be transported out of the area during decant; the new school should be established as soon as the chosen site is vacated; traffic and travelling issues should be addressed; as many learning/teaching areas as possible should be located on the ground floor; relationship between the new building and existing properties should be properly planned; further consultation with local residents should be considered.

The two other written submissions also covered some of these points but made no clear preference on site.

Other Submissions

There was one verbal submission made by telephone on 25/06/2010. This was in favour of the Newhills site.

Other meetings

Officers met with the Parent Council Members of Newhills and representatives of Bucksburn & Newhills Community Council on Monday 26th April 2010. A meeting with Bucksburn Parents Council, attended by some local residents took place separately, on the same day.

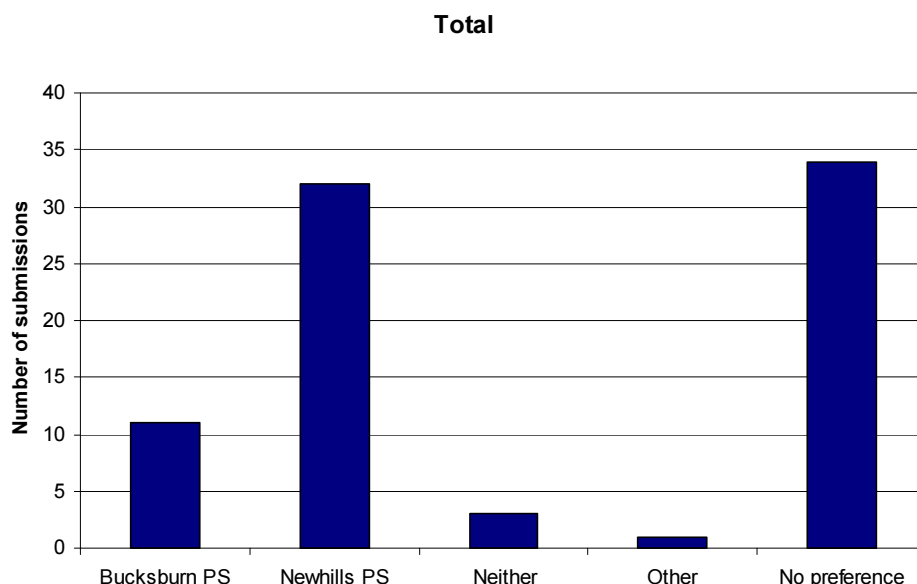
Stakeholder Submission Summary and Feedback

Many of the submissions reflected parental concerns about decant arrangements.

Overall, the majority of submissions were in favour of the Newhills site for the new school.

Total Submissions in all formats – Preferred site expressed

<i>Preferred site</i>	<i>Number</i>
Bucksburn PS	11
Newhills PS	32
Neither	3
Other	1
No preference	34
Total	81



Conclusion on Preferred Site

Theoretically, the size of building and grounds required to meet the design brief could be accommodated on either site.

The Feasibility Report on the two sites identifies a number of issues, many of which have been identified by stakeholders in their submissions.

Overall, the Feasibility Report makes no recommendation on site preference. It does, however, raise issues on a range of issues including the advice of traffic

engineers which indicates that the existing Bucksburn School site is considered to be poorly located in transportation, access and road safety terms and would attract a recommendation of refusal should a planning application be lodged for a new primary school to serve the Bucksburn area.

Based upon both the stakeholder engagement and the feasibility report, it is the view of officers that the preferred site for the replacement school is the current Newhills site.

Arrangements for the safe and efficient decant of pupils from the chosen site will be finalised following discussion with all relevant interested stakeholders, including school based staff, parents and carers and centrally deployed staff.

Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

Constraints and opportunities identified in the feasibility study:

Site Area, Ownership and Rights of Way

Neither of the existing sites is of sufficient area to accommodate the proposed school, playground, playing field, car parking and service area. Both sites require the incorporation of adjacent land, in both cases there is adjacent land in the ownership of the City Council.

In both cases the additional land is currently a community recreational facility/playing field and would therefore have to be replaced with a recreational facility of at least equal recreational value. Discussions with Education Culture and Sport have identified that the all weather pitch incorporated within the brief could be made available for public use outside school hours which would satisfy this requirement.

Existing Bucksburn Primary School Site

Whilst the Council’s Conveyancing team have confirmed that the City Council own the land required to the east they are unable to advise on which account it is lodged. Potentially it could be on the Common Good Account and, if this is the case, transfer to Education Culture and Sport is likely to involve a financial settlement.

However the combined site area would be sufficient and it would be possible to build on the recreation ground before demolishing the existing building and replacing it with the school playground/all weather pitch.

Although this would alleviate the requirement to temporarily decant pupils it would not permit the establishment of the new school at an early stage without the installation of temporary accommodation.

Existing Newhills Primary School Site

The adjoining recreation ground is currently on the Housing Revenue Account and would need to be transferred to Education, Culture and Sport to allow the proposed development to go ahead. It is currently unclear whether there would be a financial implication associated with this transfer.

It is not possible to construct the new school without demolishing the existing buildings and clearing the site first.

The footpath that crosses the site, dividing it into two sections, is likely to be a public right of way as it has been in use for more than twenty years. In order to create a site that has the potential to accommodate the proposed building and associated playground, playing field, car parking and servicing area the footpath would need to be relocated.

Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

Existing Bucksburn Primary School Site	Existing Newhills Primary School Site
<p>The existing school grounds and adjacent land are separated by a lane/track that is not owned by the City Council (owned by Seaton Estates). Although the City Council has right of access over this land, in effect this would mean that the site of the new school would be divided by land owned by others. The whole school site could therefore not be made secure in a single area - it could only be made secure in two parts.</p>	<p>The footpath could be relocated however this would either;</p> <ul style="list-style-type: none"> • require a diversion order that involves a legal process that requires the proposal to be advertised in the press. Should any objections be forthcoming then the issue would need to be referred to Ministers and subsequently to an enquiry, <p>or</p> <ul style="list-style-type: none"> • a more flexible alternative procedure is possible, in accordance with the Land Reform (Scotland) Act 2003. This requires consultation with the community to identify desire lines. It is suggested that the northern end of the path could be relocated towards the east to link with Nether Brae. This would create a usable site and would enhance the pedestrian movements across the site providing a more direct link to shops, public buildings and the pedestrian crossing on Kepplehills Road.
Highways Engineers' Comments	
Existing Bucksburn Primary School Site	Existing Newhills Primary School Site
<p>The location and access to the proposed development site would have significant difficulties given that access would have to be taken via the A96 Trunk Road. Whilst access could be taken from the existing Howes Road and/or an unnamed road between nos 39 and 43 Inverurie Road, there would be a significant intensification of traffic movements that would raise serious road safety concerns.</p> <p>The intensification of turning traffic movements, particularly right turn movements, onto the very busy A96 is likely to have serious implications in safety terms given the limited opportunities for side road traffic to enter the main road flow in the peak periods.</p>	<p>Netherhills Place is considered to be the preferred vehicular access route for visitors, staff and dropping off pupils. Service and emergency vehicle access could be via the existing Wagley Parade. Wagley Parade is not considered to be an acceptable access route for large numbers of vehicles as it has no pavements resulting in increased risk to pedestrians.</p> <p>Netherhills Place provides much better visibility for drivers and pedestrians however further consideration will be required regarding increased traffic movements on Netherhills Avenue, which leads onto Netherhills Place; this may result in the introduction of a restricted parking zone and/or traffic calming measures.</p>

Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

Existing Bucksburn Primary School Site	Existing Newhills Primary School Site
<p>There is limited ability to improve the existing junction layouts and therefore it is considered that the necessary road safety mitigations that would be necessary would be extremely difficult to deliver and may not be acceptable to the Trunk road authority.</p> <p>The site is poorly located in terms of pedestrian access and is severed from significant areas of the local community by the A96. There are serious concerns for pedestrian access and safety for those crossing the A96 which is likely to be seen by parents as real barrier to access by foot. The implications for this would be that parents would be very likely to take the pupils to school by private transport which in itself will have implications for traffic generation and road safety as noted above.</p> <p>When considering the walk and cycle distances in combination with the severance issues created by the A96 the site would be considered to have poor accessibility and consequently raises serious safety and accessibility issues.</p> <p>In summary traffic engineers advise that the site is considered to be poorly located in transportation, access and road safety terms and would attract a recommendation of refusal should a planning application be lodged for a new primary school to serve the Bucksburn area.</p>	<p>The additional vehicular movements introduced to Netherhills Avenue and Place are likely to lead to objections from local residents.</p> <p>The existing footpath could be utilised to provide a barrier between vehicular movements and the school grounds</p>

Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

Ground Investigation

Existing Bucksburn Primary School Site

The site investigation identified made ground or suspected made ground at eight out of fifteen locations.

The made ground will not be appropriate as a bearing strata and thus foundations will need to penetrate these strata (or they will need to be removed) to bear on natural deposits beneath. It is considered that trench fill foundations would be the most suitable foundation option for any development on section 1 (existing site) of the site. Variable ground conditions have been recorded across section 2 (recreation ground) of the site. Possible founding strata were recorded at varying depths of 0.3m and 1.9m within the centre of the site. Founding strata was not identified to the east and west of this part of the site. Further investigations would be required to delineate soft clay deposits and to establish suitable founding strata at the eastern and western parts of this section of the site. Any further investigations should be done in consideration of the building footprint proposed. It is likely that as a result abnormal founding options will be required for development on this section of the site.

Five exploratory locations encountered groundwater during drilling at the eastern corner of section 1. No groundwater strikes were recorded during drilling on section 2.

Existing Newhills Primary School Site

The site investigation identified made ground or suspected made ground at eight out of thirteen locations.

Three exploratory locations definitively encountered groundwater during drilling. Strike depths suggest that the groundwater is generally flowing in a south easterly direction. Two boreholes terminated in granular deposits which could suggest that running sand may be present possibly attributable to the presence of water within the granular structure.

The made ground will not be appropriate as a bearing strata and thus foundations will need to penetrate these strata (or they will need to be removed) to bear on natural deposits beneath. However, the presence of shallow and potentially upwelling groundwater at the site will result in a reduced bearing capacity. It is likely that as a result abnormal founding options will be required for development on this site.

It is recommended that groundwater monitoring of installed boreholes should be carried out over an extended period to better characterise the behaviour of the groundwater underlying the site to allow appropriate options for foundation design to be fully considered. It is anticipated that dewatering will be required in order to form foundations on the site.

An allowance has been made within the budget cost estimate for an appropriate foundation design and temporary dewatering of the site.

Proposed New Primary School in the Bucksburn & Newhills Area – Feasibility Study Summary

Development Cost

Development cost estimates for a notional building are set out below. These costs should be considered as a budgetary guide to be confirmed on completion of the clients brief.

Tender indices are forecasting a very slow increase in costs over the next two years. In line with the proposed programme, the current costs would need to be forecast to mid-point construction which is 2nd quarter 2012. The indices are forecasting circa 2.36% increase on current costs (1st quarter 2010) and the effect on the current costs is shown below.

Existing Bucksburn Primary School Site		Existing Newhills Primary School Site	
1 st Quarter 2010	2 nd Quarter 2012	1 st Quarter 2010	2 nd Quarter 2012
£10,388,300	£10,633,500	£10,420,200	£10,666,000

It can be seen from the development cost estimates above that the development of the existing Newhills Primary School site is marginally more expensive (c. £32k or 0.3%), largely due to higher demolition costs and consideration of ground water.

It should be noted that all budget figures do not include site transfer costs which at present cannot be determined.

The following budget costs will be more accurately evaluated on ratification of the preferred site:

VAT - estimated £1.76m

Allowance for contaminated ground - provisional allowance of up to £200,000

Computer and associated data cabling - estimated at £150000 (not dependent on choice of site).

Loose furniture - estimated at £50000 (**not** dependent on choice of site).

COMMITTEE:	Education, Culture and Sport
DATE:	16 September 2010
DIRECTOR:	Annette Bruton
TITLE OF REPORT:	Progress with Community Learning Satellite Options in St Machar Associated School Group and transfer of two buildings to Leased Centre Status
REPORT NUMBER:	ECS/10/076

1. PURPOSE OF REPORT

This report provides updated information on:

- Service delivery options for Tilly Youth Project and The Portal Community Learning and Development Centre;
- Funding for services at Seaton Community Learning and Development Centre at School Road; and,
- The establishment of Abbey Place Community Centre and Ruthrieston Community Learning and Development Centre as voluntary leased community centres.

2. RECOMMENDATION(S)

1. To approve the closure of The Portal Community Learning and Development Centre and relocation of community learning and development activity to other sites as outlined in this report. .
2. To note the intention to retain Tilly Youth Project building until such time as the site is required for housing development and to investigate collaborative opportunities for new community facilities for the Tillydrone area as outlined in this report.
3. To note the intention to retain Seaton School Road Community Learning and Development Centre using existing funding streams until improved premises are available.
4. To note progress on the establishment of Abbey Place Community Centre and Ruthrieston Community Learning and Development Centre as voluntary leased community centres as detailed in the report.

3. FINANCIAL IMPLICATIONS

The cost of isolating utility supplies, (currently supplied through St Machar Primary School) to Portal Community Learning and Development Centre is estimated at £50,000 pending detailed discussions with the service companies. This would allow the centre to operate for an estimated 2-3 years before the land is cleared for housing. This does not include the cost of fencing the site off from the St Machar Primary site or the additional costs

which would be incurred with two separate demolition contracts; one for the school and one, at a later date for the community centre. The closure of the school also means there is no revenue budget to support building-related costs at The Portal. These costs, together with information on the ability to relocate centre activities as detailed in paragraph 6.1 have informed recommendation 1 of this report.

Partnership working at Tilly Youth Project offers the potential for an external partner, who currently uses the site, to make the centre self-sustaining and officers are actively pursuing this option. If this was achievable, it would deliver revenue savings of £11,556 per annum based on 2010 -11 budgets.

The additional revenue costs of establishing Torry Community Centre at Abbey Place and Ruthrieston Community Learning and Development Centre as voluntary leased community centres are estimated at £5,280 and £4,921 respectively for the remaining six months of the current financial year. These figures represent the additional cost of development programme grants and, in the case of Torry Community Centre, the premises revenue costs, estimated at £6,000 per annum. Members have previously been advised that the budget stream for Torry Abbey Place was removed in the 2008 - 09 budget round. The total revenue deficit of £10,201 for this financial year is being funded through existing Communities Team staffing budgets available through vacancy management and thereafter is being addressed as a budget pressure through the Priority Based Budgeting and 5 Year Business Plan processes.

Officers have undertaken a review of progress with the savings originally identified through the implementation of community learning hubs in the report to committee in October 2009.

Item	Revenue saving	Delivery Status
Reduction from Bucksburn library staff rationalisation	£10,000	Possible saving of £10,000 against vacancy management.
Estimated saving on premises charges for Bridge of Don Library	£9,000 for year 1 (£17,000+ per annum thereafter)	Reported to May committee as no longer viable due to increased nursery numbers at Scotstown Primary where library was to be relocated
Woodside Library staffing cost saving	£21,000	Decision to transfer library services to other premises not made
Linksfield Library staffing and building costs	£38,000	Closes as of 30.9.10, savings of £20,369 identified
Item	Revenue saving	Delivery Status
Hilton CLD Centre staff base closure	£23,000	Not achieved. Community dentist to be relocated, CLD have

		vacated.
Tilly Youth Project building costs	£12,000	Building proposed to be retained. Should be self financing from 2011 onwards
Portal CLD Centre building costs	50,000	Schools Budget saving
Clerical savings at Grammar ASG (Rosemount) Community Learning Hub through co-location of staff	18,000	Achieved
Torry Community Learning and Development Centre at Oscar Road Nursery building costs	32,000	Dependant upon adaptation of Torry Academy requiring NHCP funding
Torry Community Centre at Abbey Place building costs	6,000	Reported to May 2010 committee, decision to retain building as leased centre with estimated additional revenue costs of £10,000
Ferryhill Library staffing and building costs	45,000	Reported to May 2010 committee, decision to retain building so no savings achieved.
Ruthrieston CLD Centre building costs	17,000	Reported to May 2010 committee, decision to retain building as leased centre with estimated additional revenue costs of £10,000
Relocation of Summerhill activity and Mastrick Youth Project	5,889	No saving achieved due to relocation costs
Savings from Cummings Park flat	2,000	£11,000 achieved through vacancy management
Additional staff saving, Harlaw Learning Partnership		6,552
TOTAL	270,889	65,921 to date

4. SERVICE & COMMUNITY IMPACT

The links to the Community Plan, the Single Outcome Agreement and Vibrant, Dynamic & Forward Looking are as follows:

- **Vibrant, Dynamic and Forward Looking – The Liberal Democrat and SNP Programme for Aberdeen City Council:** This contains a commitment to establish a network of Community Learning Hubs across the city.
- **Combined Community Plan and Single Outcome Agreement –** The development of Community Learning Hubs and review of community centres and community learning and development activity contribute to SOA Outcomes as follows:
 - People of all ages take an active part in their own learning to achieve their full potential.

- Learning and training is appropriate and accessible to learner's needs
- Children and young people access positive learning environments and develop their skills, confidence and self esteem to the fullest potential
- Children, young people and their families/carers are involved in decisions that affect them. Their voices heard and they play an active and responsible role in their communities
- Educational attainment in Aberdeen is continuously sustained and improved
- School leavers enter positive destination of employment, training or further and higher education with a focus on and support for young people who require More Choices and More Chances
- Children and young people actively participate in their communities and have optimum involvement in decision making
- All children, young people and their families have access to high quality services when required and services provide timely, proportionate and appropriate response that meeting the needs of children and young people within Getting it Right for Every Child, (GIRFEC) requirements
- Improve the quality of life in our most deprived areas
- Citizens are increasingly more active in their communities regardless of age, gender, sexual orientation, ethnic origin, where they live, disability or faith/religion/belief and contribute to 'active citizenship'
- Develop pathways to participation which enhance the diversity of local representation at and engagement with regional, national and international arts, heritage and sporting events
- Our public services are consistently high quality, continually improving, efficient and responsive to local people's needs

An Equalities & Human Rights Impact Assessment has been undertaken and submitted.

5. OTHER IMPLICATIONS

This report has other implications as follows:

- Property and personnel – future co-location of services, partner agencies and staff and changes to the Council estate will be actively pursued in the interests of best value.
- Sustainability - options for future consideration are intended to provide more sustainable services that are fit for the future.

6. REPORT

Officers were asked to report back on progress with alternative venues for Tilly Youth Project, funding for Seaton (School Road) Community Learning and Development Centre and implementation of Abbey Place Community Centre and Ruthrieston Community Learning and Development Centre as voluntary leased community centres.

6.1 Tilly Youth Project

As reported to the May 2010 meeting of this committee, officers have been working to ensure continuity of services for learning in the wider Tillydrone community. This has been undertaken within the context of the wider

regeneration of the area and collaborative work has been undertaken with officers from Housing and Regeneration and Corporate Governance adopting a “Total Place”, (joined up), approach to service planning and delivery.

In the report to May committee, officers had identified opportunities for certain Tilly Youth Project activities to be undertaken in The Portal Community Learning and Development Centre and for certain activities at the Portal to be undertaken at other local venues. It was also identified that retention of the Portal would require isolation of utility supplies previously supplied through St Machar Primary School. The costs relating to this are detailed in paragraph 3 of this report. As this will only support a further 2^{1/2} years operational use of the site, this does not provide a best value solution. Further collaborative cross-Directorate working has identified that the best option is to:

- Go ahead with relocation of all services currently undertaken at the Portal Community Learning & Development Centre to alternative venues within the community. This includes use of Tillydrone Flat, Tillydrone Library, Tilly Youth Project and collaborative work with other local service providers.
- Retain Tilly Youth Project in the current building for the time being. The Housing & Regeneration Directorate intend to develop a limited liability partnership to lever in external funding to support regeneration plans which would include improved community facilities. This provides the best service delivery option until alternative community facilities for the Tillydrone community can be built for Tilly Youth Project and learning in the wider community activities as part of the planned housing and regeneration developments.

6.2 Seaton (School Road) Community Learning and Development Centre

When the report on community learning hubs was presented in May 2010, it was believed that the operational costs of the School Road Centre were being met from the 3Rs budget cost centre. While this cost centre had provided resources for some improvements within the centre, further investigation has shown that the existing Seaton Project Community Learning and Development budget has met the operational costs of centre prior to and during the 3Rs relocation of services. It is now clear that there will no additional costs associated with the continued occupation of the centre by the drug rehabilitation service as the operational costs are contained within existing budgets.

It should be noted that whilst the building is sound and is suitable for the current drugs rehabilitation work, given its age and condition, it would not be advisable to invest in any major repair works on this building. A review of suitable accommodation to enable sustainable services within the immediate locality has not identified any currently viable options. Officers will continue to seek out possibilities for accommodation in the area that is fit for the future working collaboratively with internal and external partners.

6.3 Torry Community Centre at Abbey Place

As reported previously to committee, Torry Community Centre revenue budget was removed as part of the 2008-09 budget round. This has meant that the establishment of the centre as a voluntary leased centre will require the creation of a new budget stream to cover premises revenue costs and to provide a development programme grant. Details of this are at Section 3 of

this report. Future funding will be subject to committee decision about the report on leased centres also presented to this committee and corporate decisions as part of Priority Based Budgeting and the Council's 5 Year Business Plan.

In May 2010, officers reported concerns about the low level of activity at Abbey Place Community Centre and the need for the centre programme to be developed. Officers are also concerned about the capacity of the current cohort of community volunteers to undertake the running of the centre. Officers from the Communities Team and the voluntary sector will need to assist with capacity building to help the volunteers at Abbey Place develop a more viable and self-sustaining programme that meets local needs.

A centre management committee will need to be elected as this does not exist at present. Subject to committee decision about the report on leased centres also presented to this committee, it is envisaged that the centre will be working to a new model lease and management agreement, revised leased centre constitution and any devolved finance arrangements for defined premise-related costs. The development programme grant for the remaining year will be a proportion of the current annual grant provided to a centre of a similar size. Subject to committee approval of new award criteria, a new development programme grant will be implemented at the start of the new financial year 2011 -2012.

6.4 Ruthrieston Community Centre in Ferryhill

The transfer of Ruthrieston Community Learning & Development Centre to leased centre status progressed after May committee with the establishment of a "Transition" group which has started working towards the transfer to leased centre status and begun to deal with any requests for lets in the building.

Subject to committee decision about the report on leased centres, also presented to this committee, is envisaged that the centre will be working to a new model lease and management agreement, revised leased centre constitution and devolved finance arrangements. A new leased centre management committee will also need to be elected and any devolved funds transferred to the new management committee to cover defined premises-related costs. The centre Transition Group has requested consideration of a 1 February take over date. This will allow them to establish an interim management committee and to generate a programme of activity.


Future funding will be subject to committee decision about the report on leased centres also presented to this committee and corporate decisions as part of Priority Based Budgeting and the Council's 5 Year Business Plan.

A development programme grant of £5,280 for the remainder of the calendar year, (representing a grant to a centre of a similar size) has been found through vacancy management and a development programme grant will be implemented, subject to committee approval of new award criteria, at the start of the new financial year 2011 -2012.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

- Report ECS/09/032, Community Learning Hubs and Review of Community Centres and Community Learning & Development Activity
- Report ECS/10/050, Community Learning Hubs and Review of Learning in the Wider Community

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ABERDEEN CITY COUNCIL

COMMITTEE	Education Culture and Sport
DATE	16 September 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Pre-school Provision for Children with Additional Support Needs arising from Complex Factors
REPORT NUMBER	ECS/10/071

1. PURPOSE OF REPORT

- 1.1 Policy and Strategy (Education) Committee in March 09 and Resources Management Committee in June 09 approved the proposal to rationalise Hazlewood and Woodland School and Raeden Nursery and to develop a new facility for children and young people with additional support needs arising from complex factors on the current Raeden Centre site.
- 1.2 The proposals for the new school will provide 120 education places for children and young people aged 3 -18. This includes 8 full-time equivalent (16 part-time) places for pre-school children with the most complex needs. As the new school will have fewer pre-school places than is available at the current Raeden nursery, it was agreed by the Policy and Strategy (Education) Committee in October 2008 that the authority should review pre-school nursery education for children with the most complex needs. It was agreed by Committee that the new provision should be more accessible and locally based for families and that it should be designed to complement the provision in the complex needs school.
- 1.3 The purpose of this report is to:
- advise members of the committee of the approach that has been taken to involve families and staff in the redesign of pre-school and family support services for children with additional support needs as a result of complex factors;
 - provide the committee with information about the complementary work being done by NHS Grampian on the redesign of Health Service for Children with Complex Needs and their consultation process and timescales;
 - present the committee with a proposal for a new, modernised, pre-school nursery and family support service for children with complex needs. In summary the proposed new service will have part-time 0-3 and pre-school nursery places which will be based in the new school based on the Raeden complex. It will also have part-time pre-school provision at 3 locally based pre-school nurseries based in Kaimhill and Seaton Primary

Schools and Ashgrove Children's Centre and full day care at an existing pre-school partner provider nursery at the Maisie Munro Centre; and to

- seek approval for the redesign of the service and to consult formally on the closure of Raeden Nursery School.

2. RECOMMENDATIONS

It is recommended that the Committee:

- (i) consider and, if appropriate approve, the proposal for the new modernised pre-school nursery and family support service;
- (ii) request that officers continue to collaborate with NHS Grampian, Aberdeen City Community Health Partnership to ensure that the redesign of health, family support and pre-school services are appropriately aligned to meet the needs of this group of children and their families; and
- (iii) instruct officers to consult formally on the closure of Raeden Nursery and the new proposal; and to report back to Committee in January 2011.

3. FINANCIAL IMPLICATIONS

- 3.1 At its meeting in June 2009 the Resources Management Committee took into account: the cost associated with running three schools, Hazlewood, Woodlands and Raeden; the costs associated with supporting children with disabilities in out of authority placements; and the capital receipts from the sale of Hazlewood. The committee approved funding for the new complex needs provision at an estimated cost of £16,675,000 to be spread over five years.
- 3.2 The unit cost per pupil at Raeden Nursery is £36,682. In addition to enable children to mix with their mainstream peers, some pupils also attend a mainstream local authority nursery (additional £2,100 per pupil). Some working parents also place their children in private nursery provision. It is anticipated that the redesigned pre-school service will not only provide a better service to families and their children but will be delivered within existing budget.
- 3.3 There will be costs associated with moving the nursery from the current site to the temporary site at Braeside School, and back into the new school and to move equipment into the 3 new local nurseries. (£20,000) In addition, there will be refurbishment costs at Ashgrove Children's Centre (£27,600). This will be built into the 2011/12 base budget.

4. SERVICE & COMMUNITY IMPACT

- 4.1 This proposal fits with the vision in the Community Plan to develop Aberdeen as a 'City of Learning'. It also links to the priorities set out in Vibrant Dynamic and Forward Looking Manifesto commitments to: ensure Aberdeen's pupils and teachers have school buildings fit for 21st century; ensuring expenditure on

education delivers maximum benefit to pupils' education; continue to involve parents and pupils in their schools; ensure education is appropriate to pupils' needs; allocate additional resources to support for learning, target areas of greatest need; continue work to raise the achievement of vulnerable children and close the attainment gap across the city and make greater provision within the city for young people with additional needs to avoid placements out of the area.

- 4.2 It relates to the requirement to report in the Single Outcome Agreement in particular Priority 5 - Our children have the best start in life and are ready to succeed; and Priority 8 - We have improved the life chances for children, young people and families at risk.

5. OTHER IMPLICATIONS

- 5.1 There will be property implications as a direct result of this report. No construction work will be required at Kaimhill Primary or the newly refurbished Seaton Family Centre. Minor works will be required at Ashgrove Children's Centre and may be required in the temporary accommodation at Braeside Primary School.
- 5.2 If Committee approve the proposed change to the pre-school service and the closure of Raeden Nursery there will be implications for Information Technology, Human Resources, and Facilities Management and these will be reported to committee at a future date.
- 5.3 In order to begin the construction of the new school it is anticipated that the Raeden site will have to be vacated between April and June 2011 and the authority will have to provide alternative pre-school provision by this time. Given the complex nature of the children's additional support needs it will be crucial to minimise the disruption to the children who currently attend the nursery and to ensure staff and families have enough notice to enable them to manage the transition. It is therefore proposed to vacate the Raeden site at the end of the academic year July 2011.
- 5.4 The new locally based developmental nurseries will be established by August 2011. The aim will be to minimise the disruption to any children currently attending the pre-school nursery at the Raeden Centre and to ensure we are able to offer new children places in the locally based special needs nurseries or in the full day care provision being commissioned from the voluntary sector.

6. REPORT

Background

- 6.1 A comprehensive review of provision for children and young people with complex needs was conducted between June to December 2005. The review recommended the development of a new specialist school for children and young people 3-18 years old with additional support needs resulting from complex needs on the current Raeden Development Centre site. Committee approved the development of the new school which will

offer nursery, primary, and secondary school and related health provision for up to 120 children and young people. The new school will offer for 16 part time pre-school nursery places. The number of pre-school has been calculated on the number of children that currently transfer annually from Raeden to Woodlands. In addition it agreed that the school would provide wrap around family support including information and advice, and out of school care services on the school campus.

- 6.2 In order to ensure there is sufficient pre-school provision for children with additional support needs the Committee also recommended the development of a range of other special needs pre-school nursery services to address the reduction in the number of pre-school places in the new school. The Committee agreed to continue to offer the same number of places but to expand the range of options for parents to better meet children's' needs and family circumstances.
- 6.3 Work is now progressing on the development of the new facility at Raeden. A feasibility study has been completed and the site has been evaluated as suitable for the proposed new facility. A briefing session and presentation for elected members was held in the week beginning 24th May 2010.
- 6.4 The redesign of the school will also impact on the existing NHS provision at the Raeden Developmental Centre which currently comprises of day nursery provision for 0-3 year olds, assessment, outpatient clinics and a nursery school for 3-5 year olds which is jointly run by NHS and Aberdeen City Council.
- 6.5 NHS Grampian is currently redesigning its health service provision for children with complex needs. Workshops were conducted to identify options and this has resulted in a preference for a *Hub and Spoke* model of service delivery. The proposals were considered by the NHS Board in June 2010 who agreed to a formal consultation period between 7 June and 3 September 2010. Aberdeen City Council staff have supported NHS at the two public consultation events.
- 6.6 The process of scoping the review of pre-school nursery education for children with additional support needs as a result of complex factors began in the autumn of 2009. It was agreed to establish a joint advisory group that would include NHS, parent representatives and voluntary sector partners to consider and make recommendations about the more locally based pre-school provision that Committee had previously approved.
- 6.7 The brief given to the joint advisory group was to develop the proposal taking account of children and family needs; legislation and statutory entitlements; national priorities set out in the National Early Years Strategy; HMIE inspection and Care Commission regulation and requirements; and curriculum changes. The group was asked to ensure that the proposals mirrored the pre-school and childcare services offered to parents with children in mainstream local authority and partner provider provision and to take account of the NHS developing proposals for children 0-3 years old with complex health needs.

6.8 The Advisory Group met between January and June 2010 to consider the options, to visit the proposed sites and to prepare the redesign proposal. Meetings were held with parents and staff to discuss the proposal. The proposal outlined in the next section has incorporated staff and parents ideas and has addressed many of their concerns.

6.9 Pre-school education for children with additional support needs as a result of complex factors - Proposal

6.9.1 The Standards in Scotland's Schools etc Act 2000 places a duty on local authorities to secure pre-school education for all eligible children from the school term following their third birthday. This duty allows local authorities to provide pre-school education within its mainstream services but the guidance to the Act sets out the statutory requirement to secure provision from other providers to meet parental need.

6.9.2 Parents are eligible for 475 hours (12.5 hours weekly x 38 weeks) of funded pre-school provision. In addition, the Act allows local authorities to secure 'wraparound' childcare to complement the pre-school education it provides or secures. The approach taken by the Council in delivering mainstream pre-school education and childcare services has been to charge parents for any childcare elements of service. This approach makes best use of all the fiscal resources available (access to vouchers/working tax credits etc). Developing wrap around childcare will therefore be considered as part of the continuum of provision for pre-school children with additional support needs as a result of complex factors. Some parents will be eligible for financial support to contribute to the childcare elements of the costs.

6.9.3 The joint advisory group agreed a set of principles that informed the redesign proposal. These included:

- alternative accommodation being considered should be appropriate to the needs and ages of the children;
- services should be more locally based and where possible should be accessible by public transport;
- parental needs for support, information and advice should be addressed;
- childcare for working parents should be considered as part of the overall proposal to avoid the current split placement arrangements;
- proposals should be aligned to the redesign of the health services for children with complex needs; and
- implementation plans should ensure minimum disruption for the children who currently attend the nursery who will have to move off the Raeden site to accommodate the new build.

6.9.4 The overall aim of the proposal is to retain the same number of pre-school nursery places for children with additional support needs overall, but to offer parents more choice of the type and location of service they would prefer and modernise and ensure a high standard of service across all services.

6.9.5 The school for children and young people with complex needs on the Raeden site will provide 16 part-time pre-school places for children with

the most complex needs. The planned number of pre-school places was calculated on the known number of children with complex needs that currently transfer from Raeden to Woodlands annually. Access criteria to the pre-school nursery provision in the new school are currently being developed. The proposal will be to deliver the pre-school entitlement of 12.5 hours per child at the complex needs school over three days. Childcare for working parents could be commissioned from a specialist voluntary sector provider and delivered in the designated out of school care area of the new school.

- 6.9.6 The pre-school services delivered in the new school (the 'hub') will be developed as the centre of excellence and resource bank. It will also be accessible to parents and children using the complementary 'cluster' centres and partner centre services for parental support activities, networking events and training.
- 6.9.7 24 additional part-time pre-school places will be provided in three cluster nurseries based in existing local authority early years settings. Each nursery will be developed as either as a specialist nursery or as integrated pre-school services with the Social Care and Well Being Service. The proposal is to establish the cluster nurseries in the parts of the city with the highest level of need. Kaimhill Primary School, Ashgrove Children's Centre and Seaton Primary School/Family Centre have been identified as suitable sites for these nurseries. Braeside Primary School, which will be vacated when Kaimhill school moves into the new school has been identified as temporary accommodation for the children with the most complex needs when the Raeden Centre closes in July 2011.
- 6.9.8 In line with the Standards in Scotland's Schools etc. Act 2000 and the duty to secure pre-school education from other sectors and to offer parental choice, the authority proposes to commission a maximum of 20 places from the voluntary and private sector that deliver special pre-school provision for children with additional support needs for working parents. Where children have less severe support needs pre-school services would be placed in mainstream local authority nurseries or commissioned from mainstream private nursery providers. The voluntary sector will also be able to contribute to providing specialist training and support to parents.

6.10 Family Support Services

A range of family support services will be incorporated into the new service in the main school, the cluster nurseries and in full day care services. These services will be delivered in line with the principles of the Early Years Framework - 'to help children, families and communities to help themselves'. The support for families who have children with additional support needs as a result of complex factors reflect the consultation with parents and include the following:

- Support at diagnosis;
- Information and advice including health and more general service information through the Family Information Service;
- The development of mutual support networks;
- The implementation of community development parenting programmes such as PEEP Parents as Early Education Partners);

- 0-3 years provision childcare/crèche provision in the school complex and at other nominated sites.

6.11 The NHS Grampian Board is currently consulting on a set of proposals for health services for children with complex needs (Appendix 1). In summary the proposal is based on a hub and spoke model, with a specialist resource centre based in the new school, providing health, medical and therapeutic services to children in an integrated way. In addition, they are proposing that three teams of specialist staff should be established to provide more community and home based health service to families. The pre-school nursery and family support proposals complement the NHS proposed hub and spoke model.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Review of the Provision for Children and Young People with Additional Support Needs Arising from Complex Factors June 2007
Brief for a New Specialist Facility for Children with Additional Support Needs Arising from Complex Factors October 2008
Review of Long Term Health Provision by NHS Grampian for Selected Categories of Children with Disabilities and Complex Needs (NHS Grampian 2003)
Review of Pre-school Services in Aberdeen City for Children with Special Needs (NHS Grampian and Aberdeen City Council 2004)
Aberdeen City Council's Nursery Admission Policy
The Standards in Scotland's Schools etc Act 2000
Early Years Framework 2008

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ABERDEEN CITY COUNCIL

COMMITTEE	Education Culture and Sport
DATE	16 September 2010
DIRECTOR	Annette Bruton
TITLE OF REPORT	Acquisitions and Disposals Policy 2010-2015
REPORT NUMBER	ECS/10/067

1. PURPOSE OF REPORT

To seek the committee's adoption of the Museums and Galleries service's Acquisitions and Disposals Policy 2010-2015.

2. RECOMMENDATIONS

That the committee adopts the policy

3. FINANCIAL IMPLICATIONS

The revised policy acknowledges the current financial situation and available budget for acquisitions. Where appropriate, the service will continue to seek matching grants from external organisations towards the cost of new acquisitions.

4. SERVICE AND COMMUNITY IMPACT

The Museums and Galleries service plays a key role in the cultural life and heritage of the city. The continuing development of the collections ensures that they reflect the changing communities and traditions of the city and civic life and encourage people to value their heritage. Continual review and development ensures that the collections are relevant and present high quality and innovative work. The collections also form the foundation for museum resources for schools and learning opportunities for all ages. By presenting high quality artefacts and artworks in our venues the service has a positive impact on the promotion of the area as a tourist destination.

5. OTHER IMPLICATIONS

If the revised policy is not adopted the Museums and Galleries service risks losing its Full Accreditation status. This would preclude the service from applying for external grants for revenue and capital projects.

6. REPORT

Background

In November 2004 the Museums Libraries and Archives Council (MLA) launched a new standard for museums, the Accreditation Scheme, which set nationally agreed minimum standards for all UK museum services. Accreditation benefits users of museum services and acts as benchmark for grant-making organisations, sponsors and donors.

Aberdeen Art Gallery and Museums service achieved Full Accreditation status in 2006.

To qualify for Accreditation status museums must meet clear basic requirements on how they are governed, how they care for and document their collections and make their services accessible to all. All museums participating in the Accreditation Scheme are required to devise and maintain an Acquisitions and Disposals Policy, agreed and adopted by their governing body, to maintain Accreditation status. The document must conform to a standard format specified published by MLA in April 2008 and revised in January 2010. It must also be subject to regular review.

The current policy was agreed and adopted by the Education and Leisure Committee at its meeting of 30 August 2005. It covers the period 2005-2010 and is now due for review.

Acquisitions and Disposal Policy 2010-2015

The revised policy document (appendix 1) complies with the Accreditation standard model. The collecting strategy is set within the prevailing financial situation in which the Museums and Galleries service operates and acknowledges potential future limitations on collecting imposed by factors such as display, storage and staffing levels. It sets out current strengths of the collections and describes criteria and priorities for future acquisition

The policy acknowledges our partnership agreements with neighbouring museum services including those governed by the University of Aberdeen, the Robert Gordon University and Aberdeenshire Council. We will take account of the collecting strategies of these services and other organisations collecting in the same or related subject fields. We will consult with these organisations where conflicts of interest or unnecessary duplication may arise.

Acquisitions outside the current stated policy will be made in very exceptional circumstances and only after due consideration.

The policy complies with our legal and moral obligations in relation to acquisition. These include the *Dealing in Cultural Objects (Offences) Act 2003*, *Treasure Trove* (relating to archaeological artefacts) and the *Spoliation of Works of Art during the Holocaust and World War II period: Statement of Principles and Proposed Actions*, 1998.

The museum service holds collections in trust for society. Consequently there is a presumption against the disposal of objects once they have been accessioned into the collections. However, there may be occasions where disposal is an appropriate action to take. These are outlined in detail in the policy, along with

measures to ensure that any disposal is undertaken in a transparent and open manner. These articles comply with the Museums Association's Code of Ethics for Museums.

The Acquisitions and Disposal Policy reflects the Museums and Galleries Service's commitment to high quality services and facilities that enrich the cultural, educational and recreational life of citizens. It also addresses our core purpose of preserving and developing local culture, history and heritage.

Once adopted, the Acquisitions and Disposal Policy 2010-2015 will be subject to review and revision before 31 December 2015.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Appendix 1: Acquisitions and Disposals Policy 2010-2015

Committee Report to Education and Leisure Committee 30 August 2005 -
Accreditation: Collecting and Disposal Policy 2005-10

ACQUISITION and DISPOSAL POLICY

Name of museum: Aberdeen Art Gallery and Museums

Name of governing body: Aberdeen City Council, Education Culture and Sport Museums and Galleries

Date on which this policy was approved by governing body: 16 September, 2010

Date at which this policy is due for review: September, 2015

Museum's statement of purpose:

Our Mission is to realise the potential of Aberdeen Art Gallery & Museums collections and create an art gallery and museum service that enlightens, educates and inspires.

1.0 INTRODUCTION

- 1.1 This is the Policy Statement regulating the acquisition of items for the Collections of Aberdeen City Council, Aberdeen Art Gallery and Museums (AAGM, hereafter known as 'the Museum'). The adoption and implementation of such a policy by The Council is a requirement of the Museums Libraries Archives Council (MLA) Accreditation Scheme for Museums in the UK.
- 1.2 This represents the aims and plans of the Council at the time of its adoption in 2010, and as such will be subject to revision as AAGM develops. It is intended that this policy should be reconsidered at least once every five years and no later than 2015, and a revised statement brought before the Council for its agreement.
- 1.3 This Policy Statement supersedes all previous and existing practices and policies, formal or informal, relating to the acquisition of items for the collections of the museum.
- 1.4 The general intention of the policy shall be to strengthen the scope of the existing collections by filling gaps and in some cases by acquiring comparative material. This shall be achieved both by purchase and by adding to the collections by passive means, i.e. accepting gifts. Disposal will be undertaken only for sound curatorial reasons and following MLA procedures.
- 1.5 The Aberdeen Art Gallery and Museums received full Accreditation in 2005 from the MLA. This has been successfully reviewed on a biennial basis by the MLA.
- 1.6 Aberdeen Art Gallery and Museums re-launched its website in 2009 greatly enhancing online access to the collection.
- 1.7 This Policy recognises the financial restraints that are likely to occur over the period 2010 – 2015. Future collecting by means of purchase will reflect the economic climate and AAGM will continue to seek grant aid avenues in order to maximize our purchasing potential.

2.0 Existing collections, including the subjects or themes and the periods of time and geographic areas to which the collections relate.

For details of existing collections see Appendix 2.

3.0 Criteria governing future acquisition policy including the subjects or themes, periods of time and geographic areas and any collections which will not be subject to further acquisition.

For details of future acquisition policy see Appendix 2.

4.0 LIMITATIONS OF COLLECTING

- 4.1 The Museum recognises its responsibility, in acquiring additions to its collections, to that ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Accreditation Standard. It will take into account limitations on collecting imposed by such factors such as staffing, storage and care of collections arrangements.
- Where the acquisition of any item would result in significant financial implications, the matter will be referred to Aberdeen City Council, Education, Culture and Sport Committee for decision.

5.0 COLLECTING POLICIES OF OTHER MUSEUMS

- 5.1 The museum will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialisms, in order to avoid unnecessary duplication and waste of resources. Specific reference is made to the following museums:

Aberdeenshire Museums Service
The Gordon Highlanders Museum
Grampian Transport Museum
The Blairs Museum
St Peter's Heritage Trust
University of Aberdeen Museum Collections
National Museums Scotland
National Galleries of Scotland

- 5.2 The Museum will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialisms, in order to avoid unnecessary duplication and waste of resources.
- 5.3 The Museum acknowledges the Concordat *Developing the Collections of Museums in North East Scotland* (see appendix 4). The principal purpose of the Concordat is to minimise competition and duplication of collections of the partner museums of Aberdeen City Council, Aberdeenshire Council and the University of Aberdeen, along with those of the Moray Council and Angus Council. The Museum also recognises the North East Museum Partnership, formed by Aberdeen City Council,

Aberdeenshire Council and the University of Aberdeen to deliver its Regional Development Challenge Fund-supported project with the aim of augmenting and developing the work of the museums sector in the North East of Scotland.

- 5.4 Acquisitions outside the current stated policy should be made in very exceptional circumstances, and then only after proper consideration by the governing body of the museum itself, having regard to the interests of other museums.

6. POLICY REVIEW PROCEDURES

- 6.1 The Acquisition and Disposal Policy will be published and reviewed from time to time, at least once every five years. The date when the policy is next due for review is noted above.
- 6.2 Museum Galleries Scotland will be notified of any changes to the Acquisition and Disposal Policy, and the implications of any such changes for the future of existing collections.

7. ACQUISITIONS NOT COVERED BY THE POLICY

- 7.1 Acquisitions outside the current stated policy will only be made in very exceptional circumstances, and then only after proposer consideration by the governing body of the Museum itself, having regard to interests of other museums.

8. ACQUISITION PROCEDURES

- 8.1 The Museum will exercise due diligence and will make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the governing body or responsible officer is satisfied that the Museum can acquire valid title to the item in question.
- 8.2 In particular, the Museum will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. For the purposes of this paragraph 'country of origin' includes the United Kingdom.
- 8.3 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the UK ratified with effect from 1st November 2002, the museum will reject any items that have been illicitly traded. The Governing body will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005.
- 8.4 So far as biological and geological material is concerned, the Museum will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law, or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.
- 8.5 In Scotland, under the laws of *bona vacantia* including Treasure Trove, the Crown has title to all ownerless objects including antiquities. Scottish archaeological material cannot therefore be legally acquired by means other than by allocation to Aberdeen Art Gallery and Museums by the Crown. Where the Crown chooses to

forego its title to a portable antiquity, a Curator or other responsible person acting on behalf of the Governing Body, can establish that valid title to the item in question has been acquired by ensuring that a certificate of 'No Claim' has been issued on behalf of the Crown.

- 8.6 The only exceptions to the above General Rules – 8.1, 8.2, 8.3, 8.5 - will be in specific circumstances where the Museum is either: acting as an externally approved repository of last resort for material from the UK; or

acquiring an item of minor importance that lacks secure ownership history but in the best judgment of experts in the field concerned has not been illicitly traded; or

acting with the permission of authorities with the requisite jurisdiction in the country of origin; or

in possession of reliable documentary evidence that the item was exported from its country of origin before 1970.

In these cases the museum will be open and transparent in the way it makes decisions and will act only with the permission of an appropriate outside authority.

- 8.7 As the museum holds or intends to acquire human remains from any period, it will follow the guidelines in the "Guidance for the Care of Human Remains in Scottish Museums" issued by Museums Galleries Scotland in 2008. The Museum's governing body, acting on the advice of the Art Gallery and Museums Manager may take a decision to return human remains, objects or specimens to a country or people of origin. This is entirely a matter for individual museums to consider, taking into account the ethical implications and within their legal position

9. SPOILIATION

- 9.1 The Museum will use the statement of principles 'Spoliation of Works of Art during the Nazi, Holocaust and World War II period' issued for non-national museums in 1999 by the Museums and Galleries Commission.

10. THE REPATRIATION AND RESTITUTION OF OBJECTS AND HUMAN REMAINS

- 10.1 The Museum's governing body, acting on the advice of the Museum's professional staff, may take a decision to return human remains (unless covered by "Guidance for the Care of Human Remains in Museums" issued by DCMS in 2005), objects or specimens to a country or people of origin. The Museum will take such decisions on a case by case basis; within its legal position and taking into account all ethical implications and available guidance. This will mean that the procedure described in 12.1.1–12.1.4, 12.3.1 and 12.8.1 below will be followed but the remaining procedures are not appropriate

11. MANAGEMENT OF ARCHIVES

- 11.1 As the Museum holds archives, including photographs and printed ephemera, its governing body will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (3rd ed., 2002).

12. DISPOSAL PROCEDURES

12.1 Disposal Preliminaries

- 12.1.1 The governing body will ensure that the disposal process is carried out openly and with transparency.
- 12.1.2 By definition, the museum has a long-term purpose and holds collections in trust for society in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any items in the museum's collection.
- 12.1.3 The museum will confirm that it is legally free to dispose of an item and agreements on disposal made with donors will be taken into account.
- 12.1.4 When disposal of a museum object is being considered, the museum will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

12.2 Motivation for disposal and method of disposal

- 12.2.1 When disposal is motivated by curatorial reasons the procedures outlined in paragraphs 7.3. – 7.8 will be followed and the method of disposal may be by gift, sale or exchange.
- 12.2.2 In exceptional cases, the disposal may be motivated principally by financial reasons. The method of disposal will therefore be by sale and the procedures outlined below in paragraphs 7.3 – 7.6 and 7.8 will be followed. In cases where disposal is motivated by financial reasons, the governing body will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:

the disposal will significantly improve the long-term public benefit derived from the remaining collection,
the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit),
the disposal will be undertaken as a last resort after other sources of funding have been thoroughly explored.

12.3 The disposal decision-making process

- 12.3.1 Whether the disposal is motivated either by curatorial or financial reasons, the decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including the public benefit, the implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. External expert advice will be obtained and the views of

stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought.

12.4 Responsibility for disposal–decision making

12.4.1 A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the governing body of the museum acting on the advice of professional curatorial staff, if any, and not of the curator of the collection acting alone.

12.5 Use of proceeds of sale

12.5.1 Any monies received by the museum governing body from the disposal of items will be applied for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from MLA.

12.5.2 The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

12.6 Disposal by gift or sale

12.6.1 Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain, unless it is to be destroyed. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.

12.6.2 If the material is not acquired by any Accredited Museums to which it was offered directly as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material, normally through an announcement in the Museums Association's Museums Journal, and in other specialist journals where appropriate.

12.6.3 The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

12.7 Disposal by exchange

12.7.1 The nature of disposal by exchange means that the museum will not necessarily be in a position to exchange the material with another Accredited museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.

- 12.7.2 In cases where the governing body wishes for sound curatorial reasons to exchange material directly with Accredited or unaccredited museums, with other organisations or with individuals, the procedures in paragraphs 7.1 and 7.3-7.4 will be followed as will the procedures in paragraphs 7.7.4-7.8.
- 12.7.3 If the exchange is proposed to be made with a specific Accredited museum, other Accredited museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.
- 12.7.4 If the exchange is proposed with a non-accredited museum, with another type of organisation or with an individual, the museum will make an announcement in the Museums Journal and in other specialist journals where appropriate.
- 12.7.5 Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

12.8 Documenting disposal

- 12.8.1. Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with SPECTRUM Procedure on deaccession and disposal.

APPENDIX 1

Definitions

1. The Museum is defined as those premises, staff and collections of Fine Art, Decorative Art, Maritime History, Science, Technology and Industry, Archaeology, Numismatics and Social History which may from time to time be under the control of the Art Gallery and Museums Manager. At the time of adoption of this Policy, this principally encompasses Aberdeen Art Gallery, Aberdeen Maritime Museum, Provost Skene's House, the Tolbooth and the Reserve and Study Collections housed at Frederick Street and Kittybrewster, although certain artefacts, normally held in other premises owned by The Council and public statues, sites and monuments are generally recognised as being the responsibility of the Museum. The term "Museum" is used in a functional sense, and may at all times be taken to subsume the terms "Gallery", "Art Gallery", "Heritage Centre" or otherwise as appropriate.
2. "Collections" are defined as:

"any item entered in the Accession Registers of (the) Museum, whether as gift, or purchase, together with any item not entered in the Accession Registers, but in the possession of (the) Museum at (a specified date), which was donated or purchased with the intention that it should become part of the Collections."

"Valid title" is defined as valid legal ownership.
3. The Art Gallery and Museums Manager is defined as being the professional officer responsible to The Council through the Director of Education Culture and Sport for the operation of the Museum according to proper professional standards. The Art Gallery and Museums Manager must have a relevant degree, or a diploma in museum studies (or equivalent), or experience of the principles and practice of museum operation and management as may be determined to be acceptable by Museums Galleries Scotland.

APPENDIX 2

Existing Collections and Criteria Governing Future Acquisitions, 2010-2015

A. Introduction

The Art Gallery and Museums Manager, as Aberdeen City Council's senior museum professional, will normally have delegated authority and responsibility for the acceptance or rejection of potential gifts or bequests to the Museum, for soliciting gifts of material for the collections within the terms of this policy, and for making recommendations and taking action on the purchase of material in accordance with this Policy and within Aberdeen City Council's normal standing orders.

Items offered to the Museum as gifts or bequests will not normally be accepted if they are subject to any restrictive covenant or special conditions, such as that they be displayed in a particular way. In exceptional circumstances, if the Art Gallery and Museums Manager feels that the item(s) in question are of over-riding importance, the Council may be asked to approve the acquisition of a specific item to which conditions are attached. A general exception to this rule will be deemed to exist in respect of restrictive covenants or conditions intended only to assure the permanent protection of the item concerned in the Museum's collections, such as restrictions placed upon any legal powers of disposal that the Museum may have; under such circumstances, the Art Gallery and Museums Manager may reasonably recommend that the Council accept the gift or bequest in question.

The acceptance of items, on loan, normally for a finite period for display or specific study, may be authorised by the Art Gallery and Museums Manager acting on the Aberdeen City Council's behalf. In exceptional cases, a privately owned item of major importance that falls within the scope of this Policy may be accepted on a finite long loan, whether or not it is required for immediate display or study. No item will be received on 'permanent loan', a term which has no legal status. The period of all loans will normally be agreed in writing between the Art Gallery and Museums Manager and the owner of the item at the time of deposit. Where the term of a loan has expired, it may be renewed or extended for further finite periods, at the discretion of both the owner and the Art Gallery and Museums Manager.

The Collecting Area for the Museum will be principally the City of Aberdeen and Aberdeenshire. Some specific collecting themes are of national and international artefacts or are governed by association (for example the Bill Gibb archive) and these specific collecting areas are defined in this policy statement.

The period of time to which the collection relates will be from Prehistoric times (archaeological material) to present day.

Items made in, at some point used within, or otherwise provenanced to the Museum's Collecting Area, may be acquired, regardless of their location at the time of acquisition. Where this involves the collection of items from a place within the geographical sphere of influence of another museum, a principle of open actions and good communications will apply.

In an emergency, and to ensure the preservation locally and in public ownership of important material, the Art Gallery and Museums Manager is exceptionally authorised to collect material from outside the museum's stated collecting area, relating to those parts of

Aberdeen City not yet covered by any museum service. Such material is acquired on the understanding that it may be transferred to other museums at a future time.

Where the Museum seeks to collect the work of 'local' artists, or to acquire 'local views, the area defined above will normally be used as the basis for decisions.

B. Description of current collections and future collecting

1.0 FINE and DECORATIVE ART

1.1 FINE ART

It is recognised that in the prevailing financial climate it is not possible to collect as widely as we have done in the past. Without limiting the range of possible acquisitions, a process of prioritisation has, nevertheless, taken place and the Fine Art Section is currently restricting purchases largely (though not exclusively) to contemporary art, whilst other areas of the collection will continue to be enhanced through gifts and bequests. Given the increase in status and quality of photographs, video, DVD pieces and installations, we envisage that much of our forthcoming acquisitions will be in these and other new media.

1.1.1 OIL PAINTINGS: BRITISH SCHOOL - Late 17th Century to Present

The collection of British oil paintings dates from the 17th Century to the present day. Amongst the earliest are portraits by the Aberdeen painter George Jamesone. Portraits and a large view of Aberdeen by William Mosman, along with portraits by Cosmo Alexander, represent the early 18th century. From 1750 onwards the collection can count works by Allan Ramsay, William Hogarth, Johannes Zoffany, Sir David Wilkie and Sir Henry Raeburn. From the mid 19th century are Landseer's *Flood in the Highlands*, and a group of Pre-Raphaelite works by Millais, Burne-Jones, Holman Hunt and Rossetti. There are two fine subject paintings by J. W. Waterhouse, and works also by the Glasgow Boys, including Lavery's *The Tennis Party* and Sir James Guthrie's *To Pastures New*. Aberdeen has bred several painters acclaimed both nationally and internationally; the foremost of these is William Dyce. The Museums own the major part of his known oil paintings, including the Italianate *Lamentation over the Dead Christ*. John "Spanish" Phillip, a favourite artist of Queen Victoria, is equally well represented, both by his earlier Scottish subjects and his later Spanish ones.

Aberdeen Art Gallery is exceptionally rich in paintings of the earlier 20th century, with works by Walter Richard Sickert and artists of the New English Art Club and the Camden Town Group such as Phillip Wilson Steer, Harold Gilman, Robert Bevan and Lucien Pissarro. The Scottish Colourists, Peploe, Cadell, Fergusson and Hunter are each well represented as are other notable 20th Century Scottish artists, such as William Gillies, Robin Phillipson, Joan Eardley and Ian Mackenzie Smith. Paintings by the Bloomsbury Group include Vanessa Bell, Roger Fry and several canvasses by Duncan Grant. Paul Nash is handsomely represented by *Wood on the Downs* and *Northern Adventure*. There is a fine Ben Nicholson *Still Life March 14/47* and three paintings by Winifred Nicholson. Some of the best of Stanley Spencer's work is in Aberdeen, including one of the Resurrection series. Both Gwen and Augustus John are represented in the collection. We also have an outstanding work by Francis Bacon, his *Pope I – study after Pope Innocent X after Velasquez* and other works by several of his contemporaries, including Frank Auerbach, Robert Colquhoun and Robert MacBryde.

There are also works by a number of local artists including James Cowie and James McBey. Indeed, we have the largest collection of James McBey's works in the world.

The more recent years have added works by Gilbert and George, and younger artists, Tim Ollivier, Trevor Sutton, Ken Currie, Alison Watt and Julie Roberts.

Future Collecting

Aberdeen's principal benefactor Alexander Macdonald added to his fine personal collection of Victorian paintings, a bequest of purchase funds with the proviso that they only be spent on works of art created within 25 years of the purchase. This has ensured that contemporary works have been progressively added to the collection over the years.

We intend to continue this practice and to collect actively to fill the gaps throughout the British collection, giving priority to contemporary art. Oil painting is not now the most popular of media and for this reason we envisage that future acquisitions of contemporary art will more often be in other media. However this does not preclude our desire to buy challenging contemporary paintings in oil, should they be appropriate additions to the collections.

1.1.2 FOREIGN SCHOOLS

There is a small number of early works including a triptych, recently attributed to the early Sienese artist Vecchietta and a painting by Pieter Breugel the Younger, *The Faithless Shepherd* but these are exceptions and most of this collection dates from the 19th, 20th and 21st centuries.

The small but choice collection of French paintings is of international importance, including a portrait of a Scottish sitter on the Grand Tour by Blanchet, a French artist resident in Rome who also painted the Young Pretender and his brother. There are two flower pieces by Fantin Latour, seascapes by Boudin and works by the Impressionists, Monet, Renoir, and Sisley, in addition to Fernand Léger and Marie Laurencin.

As Aberdeen patrons and painters admired and bought works by the Hague School, the Gallery has paintings by Roelofs, Mollinger, the Maris brothers and Josef Israels. The last of these visited Aberdeen and had his portrait painted by Sir George Reid and two other Scottish artists (also in our collection).

More recent acquisitions by foreign artists include a watercolour by Jules Bissier and a collage by the American Abstract Expressionist Robert Motherwell.

Future Collecting

Aberdeen Art Gallery has, since its inception, always included foreign art in its collections. We actively collect through purchase in the area of foreign paintings and sculptures already represented, and also intend to broaden this holding to include notable works of the modern schools so that the Aberdeen public can see examples of art reflecting modern movements which influenced, and continue to influence, Scottish artists. We have acquired, for example, examples of contemporary Japanese art, such as that by Chiho Aoshima, thus allowing comparison with art by Scots such as Kenny Hunter who have been inspired by contemporary Japanese culture.

1.1.3 DRAWINGS and WATERCOLOURS: BRITISH SCHOOL - Late 18th Century to Present

There are four exceptional illuminated pages depicting Stations of the Cross. They are thought to be Flemish and to date from the 14th century but this is a collection, in the main, of work dating from the 18th century or later.

Aberdeen has a very fine collection of British watercolours including Paul Sandby, JMW Turner, William Blake, Samuel Palmer, Miles Birket Foster, Charles Rennie Mackintosh, Eric Ravilious, Oscar Kokoshka and more recently John Piper and John Bellamy.

Amongst the drawings is a fine group by William Dyce. There are figure studies by John Phillip and landscape drawings by the Aberdeen born painter James Giles. There are also some 150 drawings by Joan Eardley.

Future Collecting

It is intended to continue an active collecting policy especially enhancing our current holding and filling obvious gaps.

1.1.4 PRINTS

The earliest prints in the collection are mostly engravings, which include many portraits, the moral scenes of William Hogarth and a variety of early views of Aberdeen.

The 19th century prints begin with William Daniell's aquatints of the Scottish coastal towns and landscape, completed by the end of the first quarter of the century.

The Etching Revival of the latter part of the century is well represented, with work by Seymour-Haden, Whistler, Sickert, D. Y. Cameron, Muirhead Bone, and the largest holding in the world of etchings by local artist James McBey. Wood engravings, which saw such popularity in the 1920s and 1930s, are represented with over two hundred and fifty prints.

The superb collection of French 19th century paintings and sculpture is echoed by a small, but excellent holding of prints by Toulouse-Lautrec, Renoir, Matisse, Picasso, Bonnard and Chagall.

Modern movements in printmaking, specifically the rise in popularity of the screenprint, are reflected in work by artists of international standing - Lichtenstein, Warhol and Kitaj being a few of the well known names. Aberdeen's own printmaking studio, Peacock Printmakers, is included with many etchings, screenprints and woodcuts. Within the last few years the Peacock Archive, comprising an example of every print ever produced by the local printmaking workshop, has been added to the collections of the Museums.

Future Collecting

It is intended to continue a limited amount of active collecting although this would principally be in order to fill obvious gaps in our current holding.

1.1.5 REPRODUCTIONS

Over the years various reproductions have come into the collections, including sets of reproductions after works by Picasso and Matisse, amongst others.

Future Collecting

We do not plan to acquire any more reproductions in the future.

1.1.6 SCULPTURE

A plaster cast collection was formed in 1905 for the new Art Gallery building - celtic crosses, classical sculpture and sculpture of the Italian renaissance, largely funded by local subscription. The sculpture collection dates from the 19th and 20th centuries - important Scottish sculptures, include work by Alexander and William Brodie, James Pittendrigh Macgillivray as well as English sculptors - Papworth, Thomas Woolner, etc., are represented. The 20th century collection is stronger, with important examples of the work of Sir Jacob Epstein, Barbara Hepworth, Henry Moore, Eduardo Paolozzi, Richard Long, Anthony Caro and Gavin Scobie. A small but good holding of sculpture by French artists includes work by Degas, Rodin and Bourdelle. Recent additions to the collection have enhanced our contemporary collections with notable works by David Batchelor, Michael Wilkinson, Kenny Hunter, Christine Borland, Bryndis Snaeborndottir and Charles Avery, amongst others.

Future Collecting

Further purchases are likely, especially of contemporary works.

1.1.7 ART PHOTOGRAPHS

Largely as a result of the Scottish Arts Council Bequest of 1997 we now have a small but significant collection of artist – photographs. Recently this has been enhanced by several notable acquisitions of photopieces, by Gilbert and George, Jenny Saville, Chiho Aoshima and Francesca Woodman.

Future Collecting

It is intended to supplement and enrich this collection with future acquisitions and we predict that given the increase in status of photography as an art medium, that this will be a fast growing area of our collecting for the foreseeable future.

1.1.8 NEW MEDIA

Artists are using new media, including computer generated film, video and DVD. We have reflected this trend with recent acquisitions such as Dalziel and Scullion's *Another Place*, Julian Opie's *Sparkly Jeans and Top*, which came with an integral plasma screen, and Tracey Emin's neon light piece, *For You*.

Future Collecting

Given the popularity of new media, it is intended to focus on supplementing and enriching this small collection with future acquisitions.

1.1.9 INSTALLATIONS

Two installation works by Richard Wright and Craig Richardson were acquired through the Scottish Arts Council Bequest in 1997. More recently we have acquired another installation entitled *Head and Shoulders with Conditioner* by Jim Lambie.

Future Collecting

We plan to supplement and enrich this small collection with future acquisitions. As with New Media works, we predict that, given the popularity of installations amongst younger artists, acquisitions of this type will make up a large proportion of our future collecting, within the constraints of resources and display space.

1.2 DECORATIVE ART

This is a diverse and comprehensive collection covering all aspects of applied and decorative art; design, craft, costume and textiles. The prime collecting areas are

ceramics, glass, metalwork, jewellery, costume and textiles which includes Scottish, British and International work. An extensive contemporary craft collection has been developed, and is now recognised as one of the most important of its kind in Britain. Participation in the National Collecting Scheme for Scotland has enriched the collection with important acquisitions of contemporary metalwork and we will continue to augment this collection by acquiring work by UK and International makers.

1.2.1 CERAMICS

This section comprises representative examples from the major English and Continental porcelain factories (including Meissen, Sevres, Chelsea, Bow, Worcester), a group of 1920s and 30s British Studio Pottery presented by the Contemporary Art Society, the Robinson-Young Collection of Art Pottery and the Cochrane Collection of British and Continental porcelain. In recent years a collection of British contemporary ceramics has been developed, with the emphasis on work by ceramists with Scottish connections. There is a small group of ceramics designed by artists, which includes work by Scottie Wilson, Eric Ravilious and Bruce McLean. Examples of British 20th century factory wares have been acquired, particularly pieces designed by Gordon Mitchell Forsyth, Susie Cooper and Clarice Cliff and key factories such as Shelley, Denby and Hornsea. The Scottish historic collection includes examples of transfer print wares, spongeware, hand-painted wares, work from the East Coast (particularly Wemyss) and Glasgow potteries and Aberdeen's Seaton Pottery. In addition there are examples of general domestic and commercial wares of local significance.

Future Collecting

Collecting in this area will be actively pursued with the exception of general domestic and commercial wares, where only those of local significance will be added to the collection.

1.2.2 GLASS

There is a mixed collection of British and Continental glassware from 17th century to present day, illustrating the development of stylistic techniques and decoration. Examples of commercial glassware such as lemonade and ink bottles, and stained glass panels are also acquired. Strengths lie in 18th century British drinking glasses, the Cromar Watt collection of Venetian glassware and the Vaughan collection of Monart and Vasart glass. There are groups of European Art Nouveau and Art Deco glass and key examples of contemporary Scottish glass.

Future Collecting

Collecting in this area will be actively pursued with the exception of general domestic and commercial ware, such as soft drink bottles.

1.2.3 METALWORK

English and Scottish silver domestic hollowware and flatware from 17th century onwards are included. Strengths lie in outstanding examples of North East of Scotland silver and the study collection of Aberdeen silversmiths' hallmarks. There is a growing collection of early 20th century metalwork and enamelling, featuring important work by Arts and Crafts designers.

Participation in the National Collecting Scheme for Scotland has greatly enhanced the representation of contemporary metalwork, making it the strongest collection of its kind in Scotland.

Future Collecting

Every opportunity will be taken to fill gaps in this important collection, particularly historic Scottish silverware, Arts and Crafts metalwork and contemporary metalwork by UK and International makers.

1.2.4 JEWELLERY

Jewellery includes a good mixed media group of material including precious metals, resins and plastics, gemstones, cameos, costume and mourning jewellery from 17th century to present day. There is strong collection of Victorian local and Scottish jewellery, including clan badges, granite brooches and Scottish semi-precious gemstone work.

Aberdeen Art Gallery & Museums now holds the best collection of designer jewellery in Scottish local authority museums, with recent acquisitions of outstanding work by international makers.

There is a small, but significant group of Arts and Crafts jewellery including enamel and jewellery work by the Aberdeen born James Cromar Watt (1862 – 1940).

Future Collecting

Active collecting will continue in this area, with a particular focus on contemporary jewellery and Arts and Crafts jewellery.

Exceptional examples of historic, costume and mourning jewellery will be collected through donation and bequest.

1.2.5 CRAFT and FURNITURE

A broad mixed media collection including leatherwork, papermaking, lapidary, basketry, and woodworking and wood specialities such as marquetry and pyrography. The strength of the collection lies in its high quality work with a Scottish emphasis.

The furniture collection comprises domestic British furniture from 16th century to present day, with an emphasis on Scottish work. Most of the collection is on display permanently in the City Council's buildings, particularly Provost Skene's House.

Musical instruments (plucked, bowed and keyboard) are represented, as is ecclesiastical furniture.

This section also includes a small group of British timepieces dating from 17th century to present day, with specific reference to clocks, watches, timepieces and movements made in Aberdeen

Future Collecting

Objects offered through gift or bequest will be examined on their individual merits, ensuring that duplication of material in the existing collection does not take place.

Active collecting will focus on examples of contemporary craft work. Furniture will be acquired in line with opportunities for public display.

1.2.6 COSTUME AND FASHION

The Costume collection numbers some 7,355 individual items covering historic dress and accessories for adults and children, from the 1770s to present day. The collection mainly comprises middle class dress, with the emphasis on clothes worn, purchased or retailed in the local area. Personal accessories such as millinery, eyewear, gloves and footwear are included. There is a group of occupational costume relating to local industries and trades, uniforms and regalia from local schools, regiments, societies and clubs, and civic robes. Packaging and ephemera connected with local costume, fashion shops, dressmakers, tailors and milliners (e.g. hat boxes, hangers, hat stands) have also acquired, along with photographs recording local people in fashionable and occupational dress. Notable acquisitions include the Peggy Walker Gift, Joan Burnett Collection, Stewart Collection of children's clothing, and two collections of costume and accessories worn locally by Mrs. F. Farquharson of Invercauld and Mrs. Hamilton of Skene.

Future Collecting

Not actively adding to the collection – offers of gift and bequest will be examined on their merits and with reference to the existing collection. Only exceptional items will be added to the collection.

1.2.7 THE BILL GIBB COLLECTION

This nationally significant collection of over 100 garments is complemented by an archive of 2460 fashion sketches, working drawings and notes by the famous North East born designer, Bill Gibb.

Future Collecting

Additions to this collection will only be considered where objects do not duplicate material in existing holdings.

1.2.8 TEXTILES

This is a relatively small collection comprising Scottish needlework, needlepoint, lace, samplers and beadwork from the early 19th century onwards. There is a group of household and domestic textiles and furnishings, and a collection of local Trade Union banners. Needlework accessories and tools along with dressmaking and knitting patterns form part of this collection. Notable acquisitions include The Harrower Bequest of Continental and British Lace dating from mid 17th century, examples of local New Pitsligo lace and the collection of dressmaking tools and teaching aids donated by the Robert Gordon University.

There is an important collection of Scottish tapestry, which has been significantly enhanced by the SAC Bequest.

Future Collecting

Exceptional examples of historic textiles including samplers and lace will be collected through donation and bequest.

Every opportunity will be taken to fill gaps in the modern and contemporary textile collection with a view to acquiring UK and International makers.

1.2.9 DOLLS

Good collection of dolls from mid 19th century to present day including examples of wax, bisque, composition, plastic and fabric dolls. A large collection of foreign costume dolls, and a representative collection of doll related material such as dolls' houses and furnishings, beds, clothes and teasetts.

Future Collecting

Not actively adding to the collection – offers of gift and bequest will be examined on their merits and with reference to the existing collection.

1.2.10 ORIENTAL

A significant group of Asian art, including the James Cromar Watt bequest of Chinese lacquer, carvings in ivory, semi-precious stone and wood, bronzes, and cloisonné enamel. Japanese *netsuke* and *okimono* are also represented.

Future Collecting

Not actively adding to the collection – offers of gift and bequest will be examined on their merits and with reference to the existing collection.

2.0 HISTORY

2.1 MARITIME HISTORY

This is a rich and varied collection relating to the maritime history of Aberdeen with reference to the marine trades and industries of the North East of Scotland and the North Sea. The collection consists of over 320 ship models, including builders half models, 230 watercolour paintings and over one hundred maritime oil paintings, the majority of which are ships portraits, thousands of shipbuilders drawings; more than 7,500 maritime photographs as well as the artefacts used in the prime collecting areas of fishing, shipbuilding and the history of the port of Aberdeen. An extensive collection relating to the North Sea oil and gas industry has also been established and a major initiative is to maintain and upgrade this material. Future acquisitions will continue to be informed by the U.K. Maritime Collecting Strategy in consultation with The Maritime Curator's Group. Under this Strategy Aberdeen Maritime Museum has been designated the "Lead Museum for UK Offshore Oil Industries".

Subject areas not represented in the collection include naval history and marine wildlife. Active collecting will not take place in these areas.

The Maritime section has been successful in acquiring the bulk of its collections through gift, business sponsorship or substantially subsidised purchase. In this context priority will be given to the North Sea Oil and Gas Industry section and in acquiring ship models, paintings and photographs with a significant Aberdeen connection.

2.1.1 ABERDEEN HARBOUR

The top floor of the Church Building in Aberdeen Maritime Museum was opened as Aberdeen Harbour Gallery in May 2006. This gallery, sponsored by Aberdeen Harbour Board, allows for a permanent display of items relating to the history of the harbour area.

There is a small collection of items relating to the harbour and its operation. This includes model quay sections; patterns for items such as capstans, and diving equipment of the type used in harbour maintenance. There is also a photographic record of the harbour landmarks, such as the sheerlegs as well as art works relating to events in the harbour such as the Royal visit of 1848. Objects held in the Science and Technology Collection reflect the industries of the hinterland served by the harbour, such as granite and agriculture. Therefore, items relating to this hinterland are not collected by Maritime History.

Future Collecting

Items which reflect the harbour and its operation will continue to be collected. Material relating to cargo and cranes would be of particular interest as this area is poorly represented at present.

2.1.2 FISHING

The fishing collections comprise artefacts, photographs and models on the main subject areas of this primary industry of the North East of Scotland, augmented with a large collection of records from Aberdeen Steam Fishing Vessel Owner's Association. The collection in general includes great line fishing, life and work in small fishing communities, trawling, fish processing, herring fishing, fisheries research and the environmental impact of fishing. Decommissioning of vessels, the demolition of the fish market at Aberdeen harbour and the effective cessation of fish being landed and traded at Aberdeen provides an opportunity to collect information, records and objects from areas under threat. Recent acquisitions from the closure of Aberdeen Inshore Fishsellers reflect the change in the fish industry in Aberdeen.

Future Collecting

Every opportunity will be taken to fill gaps in the collection but cognisance of other North East museums will be taken so that policies do not come into conflict. Particular attention will be paid to recording current fishing activity out of Aberdeen and the impact of decommissioning and fish quotas on the industry.

2.1.3 LEISURE

This collection consists of a small number of high quality pond models, which were sailed at Duthie Park Lake as well as minute books from the Aberdeen Model Boat Club 1908 to 1972.

Future Collecting

Passive collecting will continue in this area with reference to paragraph 2.1. Items relating to contemporary leisure activities, such as windsurfing, would be of particular interest.

2.1.4 LIFE AND WORK AT SEA

This diverse collection covers life aboard a range of vessels from trawlers to clipper ships. Objects include navigational instruments, master's certificates and diaries written at sea.

Future Collecting

Items connected to Aberdonians and Aberdeen vessels will be added to the collection when available and with reference to paragraph 2.1.

2.1.5 SHIPPING

The collection currently consists of over 175 ship models representing the diversity of Aberdeen shipping. The collection of ships' portraits is very strong with examples ranging from the oil painting of a Scottish warship of the 1660s through to a model of the North Boat *St. Clair III*. The acquisition of a large amount of material on the North Boats from P and O and the McRobb bequest has significantly enriched the collection.

Other recent acquisitions relating to early Aberdeen ships and shipping include the purchase at auction of a coin 'rummer-type' glass commemorating the ship *Ranger* 1833, a glass engraved with a portrait of the ship *Walter Hood*, 1853 donated by the owner and a very early watercolour painting of the ship *Success*, 1819, purchased

with assistance from the National Fund for Acquisitions and the *Friends* of Aberdeen Art Gallery and Museums maritime fund.

Future Collecting

Portraits of Aberdeen ships, ephemera, objects and photographs illustrating Aberdeen shipping will be collected when available. A policy of documenting current maritime activity in the harbour through photography will also be pursued.

2.1.6 NORTH SEA ENERGY INDUSTRIES

The change of name for this area of collecting, previously referred to as the North Sea Oil and Gas collections, reflects the changing nature of the industry as it seeks to expand into other forms of energy production, but still maintaining its offshore focus.

Aberdeen Maritime Museum is the UK's 'Lead Museum' in oil and gas industries, as acknowledged by our peers in the United Kingdom Maritime Collections Strategy and intends to maintain this lead as the industry evolves to include new and renewable energies, carbon capture offshore, etc.

A panel of industry experts meet with curators three times a year to inform the museum on latest trends and assist in the collecting of material deemed to be significant. The collection includes documents relating to the industry, hardware, photographs, models and large engineering models of oil platforms.

It is intended that the permanent displays of these collections at Aberdeen Maritime Museum will be upgraded and renewed in 2010/2011.

Future Collecting

Aberdeen is in the unique position of being able to acquire objects, documents and photographs on the offshore energy industry which can be classed as being of National or even International importance. The commitment to build this contemporary material into a large and coherent collection must be continued through an active collecting policy in this field. Efforts must be made to document the industry as thoroughly as possible. This includes looking at a range of issues, such as transport and supply to platforms, life offshore and the environmental impact of the oil industry and new and renewable energy developments offshore. Photography, DVD and digital images will continue to be one of the major elements in collecting related to the North Sea energy industry.

2.1.7 OCEANOGRAPHY

There is a small but nationally important collection of oceanographic instruments and related items.

Future Collecting

Passive collecting will continue in this area, with most acquisitions likely to be on a small scale, such as current markers and drift bottles.

2.1.8 SHIPBUILDING

A significant part of this collection is formed by the Hall Russell half models, drawings, specification books and photographs gifted by A and P (Holdings) Ltd. A recent exhibition '*Hall Russell and Co Ltd; the jewel in British shipbuilding*', prompted a large number of individual donations of material, mostly photographs and ephemera relating to the yard. This exhibition also identified objects, in particular a large oil painting of the steam ship *Thermopylae*, formerly believed lost, held by a company in one of the former shipyard premises, ITCA Ltd., who agreed to sell these items to the collections. The purchases were made with assistance from the

National Fund for Acquisitions and the *Friends* of Aberdeen Art Gallery and Museums maritime fund.

19th century shipbuilding is represented by items relating to the clipper ships, including a large collection of photographs, papers and objects from the Duthie family. There is also a small collection of shipyard tools and drawing instruments. Additional collections of John Lewis and Sons material have been added recently.

Future Collecting

Additional material will be collected when possible although opportunities to acquire large pieces of machinery are unlikely since there are no remaining Aberdeen shipyards. Aberdeen built vessels may be available as possible exhibits. However, at the present time, there is no space permanently available in the harbour and a floating exhibit is not a possibility.

2.1.9 WHALING

This small collection includes a number of fine items including ship models, harpoons and scrimshaw.

Future Collecting

Further items will be acquired when possible although reference will be made to the collecting policies of Aberdeenshire Museums Service and Dundee City Museums to avoid possible conflicts of interest.

2.1.10 HANDLING COLLECTION

The Handling Collection, which is used extensively by schools from across the region, is extensive and represents all the areas of maritime history collected by the museum. The collection includes two harpoons, a merlan basket, shipbuilder's tools, an offshore survival suit, cork lifebelt, foghorn and most recently a lifeboat radio was added.

The objects are handled under the supervision of the Formal Learning Officer. All items are drawn from the main collection and are varied according to the lesson or subject under discussion. Occasionally this collection is used outwith the museum, for outreach projects.

2.1.11 MARITIME ORAL HISTORY COLLECTIONS

For the Hall Russell Shipbuilders exhibition, which opened in 2009, more than a dozen oral history recordings were made with former employees and others associated with the history of the shipyard. Extracts from these interviews were used in the exhibition and the interviews in their entirety now form part of the oral history collections and will be retained as a permanent public reference collection. Relevant copyright permissions have been signed by participants to allow for future use by Aberdeen City Council.

In addition to interviews relating to Hall Russell shipyard, other interviews have been recorded relating to offshore oil and gas work and the fishing industry in Aberdeen. Other recordings will be made as and when it is appropriate in line with the maritime collections strategy as outlined above.

2.2 SCIENCE, TECHNOLOGY and INDUSTRY

This large and varied collection focuses on working life in Aberdeen and the way in which scientific and technological change impacts on our communities.

The collection is very broad, covering most local industries over the modern period. Collecting will primarily focus on improving the quality of the collection through the judicious acquisition of well provenanced local objects and oral histories, with more proactive collecting to fill gaps in the collection. In extreme cases it may be necessary to collect outwith this policy due to the pace of technological change.

The storage restraints experienced by the service over many years has necessarily restricted the collection of large objects of our industrial heritage. This has created an over reliance on archival material and ephemera to represent industries such as textile manufacture and engineering. Wherever possible, similar acquisitions will be assessed in partnership with Aberdeen City Archives to ensure best possible care for collections and to safeguard storage for the acquisition of objects with a greater display and interpretation value. The curatorial post for this subject was vacant for a substantial period which has impacted on the quality of recent collecting.

Most of this collection was gifted and it is anticipated that most future acquisitions will continue to be acquired by gift or bequest.

2.2.1 AGRICULTURE

A representative collection of hand implements from pre 1900 and the early 20th century forms the core of this collection, complemented by many photographs, horse harness and a number of larger items such as ploughs and threshing mills.

Future Collecting

This policy statement acknowledges the strength and importance of the collections of Aberdeenshire Museums Services and Pitmedden Gardens (National Trust for Scotland). Material will be added to this collection only if it has a strong local provenance, such as machinery made or used by people in Aberdeen.

2.2.2 WEAPONRY

A small collection of firearms with examples of 18th century militia muskets, 19th century pistols and sporting guns form the basis of this collection. All items have Aberdeen provenance.

Future Collecting

Our policy shall not conflict with the remit of the Gordon Highlanders' Museum and we shall only extend this collection where some very strong North East connection has been established.

2.2.3 CRAFT TRADES

This area is strongly represented by woodworking and leather working trades. Woodworking comprises handtools from coopering, wheelwright, coachbuilding and joinery trades. Handtools also form the core of the collection of leather working items, particularly strong for shoe repair and shoe making. There is also a collection of handtools relating to the trade of plumber.

Future Collecting

Where gaps exist collecting will continue.

2.2.4 ENGINEERING

This is a large area of collecting which ranges from civil and mechanical to electrical and electronic engineering. The collection comprises many hundreds of engineering drawings of the 19th and 20th centuries, catalogues, photographs, models, handtools

and products (such as radios and televisions). This collection reflects both the face of local industries and the way in which technology impacted upon Aberdeen.

In recent years, our strong collection of photographs relating to the Harper family engineering and bridge building companies has been supplemented by John Harper's original 19th century letters patent and an example of his patented wire tensioner.

Future Collecting

Collecting will continue to ensure representation of Aberdeen firms and locally made products where these become available. Oral histories will also be collected to add depth to existing collections and to fill gaps in representation. Archival collections where there is little material of engineering value will be considered in partnership with Aberdeen City Archives.

2.2.5 GRANITE INDUSTRY

This industry is of prime importance in the history of Aberdeen and how the City defines itself. The Granite Industry is well represented in the collections with strengths are in hand tools, photographs, catalogues, business records and drawings.

Recently there have been several highly significant acquisitions in this area. These include the remaining minutes of the Aberdeen Granite Association, which had been presumed lost, but the complete set is now in our collections and has already generated several research visits. Along with these we were also gifted a set of photographs from Garden and Co.'s granite yard on King St, c.1910. These photographs are believed to be unique because they clearly show the whole yard, its layout and each individual process. Recent exhibitions and talks have also generated further donations.

Future Collecting

Collecting will continue in this area as there is substantial public interest in this collection, in particular in response to future aspirations for a permanent museum display on the industry. Machine tools are particularly sought either through acquisition of originals or the commissioning of models.

2.2.6 MEDICINE AND HEALTHCARE

A very strong medical collection has been built up with two major collections forming the core: The George Shepherd Pharmaceutical Collection and The Kenneth A Webster Nursing Collection. All artefacts have North East connections and reflect the way in which medical science and practise impact upon local communities. The collection is of national significance.

Future Collecting

This policy statement recognises RGU Art and Heritage Collection who collect items of equipment formerly used in teaching or research at RGU, photographs and ephemera and oral history relating to RGU.

Collecting will be actively pursued looking to add both historical and contemporary items to the collection, with a particular emphasis on items with a strong provenance to local hospitals, pharmacists or locally based medical practitioners. In keeping with the spirit of the Kenneth A. Webster Nursing Collection, the focus of this collection will continue to be professionals other than qualified doctors.

Nursing badges, certificates and teaching aids (with a local provenance) are particularly sought but books will no longer be accepted except in extraordinary circumstances.

2.2.7 OFFICE WORK

A good strong representative collection exists which reflects the rising importance of the office and the move from typewriting technologies to the emergence of the computer.

Future Collecting

Collecting will continue to reflect future changes in office and personal technologies or to fill historical gaps in the existing collection where there is a strong local provenance. Oral histories may be collected to add depth to the existing collections.

2.2.8 HISTORY OF PHOTOGRAPHY

This is a strong collection with a good balance of professional and amateur equipment but weak pre-1880s and post-1960s items. In addition we hold a major archive of George Washington Wilson photographs, ephemera and a large and wide ranging collection of glass and film negatives, slides and photographs depicting life in work in the city.

Future Collecting

Collecting will continue with gaps being filled where possible, especially important for early technologies and the current move into digitising images. The G.W. Wilson archive will be added to when resources allow and when significant items become available.

2.2.9 TRANSPORT

We hold a good collection of railway items and material such as handcarts that reflect the ways in which different forms of transport affected life in the North East. In addition we have a small Gandar Dower archive, which records the story of the emergence of commercial flight at Dyce.

Future Collecting

Our policy shall not conflict with that of Grampian Transport Museum at Alford, which holds the premier transport collection in the North East of Scotland. Items might be taken into the collection when they are deemed to be of very particular significance to Aberdeen. Identified gaps are the absence of material relating to city based road haulage forms and the Western Peripheral Route.

2.2.10 METROLOGY

The science and practice of weighing and measuring is well covered in the collections with particular strengths in examples of standards from the 19th and early 20th centuries.

Future Collecting

This will only be added to where significant historical items or where examples of unrepresented technologies and new technologies become available.

2.2.11 PAPERMAKING

This is a relatively small collection. We hold examples of products, raw materials and photographs of the industry. A significant collection of samples and ephemera from Mugiemoos Mill was acquired in recent years.

Future Collecting

Items should continue to be represented in the collection if suitable items become available.

2.2.12 PRINTING

This is a relatively small collection but does include an example of an 18th century printing press as well as a good selection of printing blocks and ephemera. The collection represents printing in Aberdeen, currently with an emphasis on City Council departments and Aberdeen Journals.

Future Collecting

Items should continue to be represented in the collection, with an emphasis on the evolution and local use of printing machinery. 18th and 19th century examples of presses and type are particularly sought. Printing blocks and ephemera should only be collected where they are of exceptional historical value or add knowledge to the collection.

2.2.13 BREWING AND DISTILLING

This is a relatively small collection with examples of bottles from various local brewers and distillers, with some national examples sold by local businesses. The collection extends to some ephemera as well as fixtures and fittings and other material from local pubs.

Future Collecting

Only examples of locally produced beers and spirits should now be added to the collection, with additional ephemera photographs and oral histories collected where they add to our knowledge of local brewers and distillers.

2.2.14 CHEMICALS AND GAS

This is a good solid collection that represents the emergence of gas manufacture and associated chemical processing. The collection comprises photographs, manuscript material, catalogues and domestic appliances. A large proportion of this comes from the John Lovie Gas Works Collection.

Future Collecting

Items should continue to be represented in the collection if suitable items become available and where storage constraints allow.

2.2.15 TEXTILE INDUSTRY

This small collection includes a number of items on loan from the former owners of Grandholm Mills. Notable recent acquisitions include some mid 18th century maps of the River Don, Woodside Works and Grandholm Mills. A significant oral history project also gathered numerous testimonies from former workers at Grandholm.

Future Collecting

Collecting will continue as will building a photographic archive.

2.2.16 POST OFFICE

Largely dating from the 1880s to the present day, this collection represents various aspects of the Post Office in Aberdeen. It contains several large significant items including post boxes, a telephone box and fixtures and fittings from the former General Post Office and sorting office on Crown Street.

Future Collecting

This should continue to be represented in the collections with an emphasis on adding value to current holdings through oral histories and collecting select items representing significant changes to the role and processes of postal services in Aberdeen.

2.3 ARCHAEOLOGY

Collecting in this area has always been well focused, with the aim of reflecting the extraordinarily rich archaeological heritage of Aberdeen and the North East of Scotland and the internationally significant excavations which have taken place within the medieval burgh since the 1970s. The strength of the collections lies mainly in the substantial body of local medieval material, which, owing to special staff expertise in this field, is an important resource for research and interpretation. Additions to the collection will continue to be carefully considered on a case-by-case basis. Unfortunately, budgetary constraints in 2008 and 2009 numerically reduced the available curatorial expertise in this area of the City's collections.

- 2.3.1** For the purposes of cataloguing, the collection is divided into two classifications, Archaeology Excavated and Archaeology Collected, reflecting the acquisition of objects either through the process of modern archaeological excavation or as a result of chance finds or purchases in the past by individual collectors.
- 2.3.2** Across and within those categories, the archaeology collections fall into three broad groups, which can be defined as prehistoric, medieval and Mediterranean.
- 2.3.3** The prehistoric and medieval material comes almost entirely from localities within the former Grampian Region, now Aberdeenshire, Moray, Angus and Aberdeen City. Most of the prehistoric material is the result of the activities of private enthusiasts whose finds have been donated over the years. This includes a large group of neolithic stone axes, along with other stone objects including carved stone balls, a small group of bronze axes and swords and a substantial collection of Mesolithic flints from the Dee Valley. The prehistoric collections also include several items acquired through Treasure Trove and a number of groups of objects from excavations in Aberdeenshire. Among the prehistoric material the main strengths are in the collections of local flintwork, while the centrepiece of the group is the late Bronze Age gold bracelet from Tomnaven, Moray, acquired through Treasure Trove procedures.
- 2.3.4** The medieval material is largely the product of the excavations carried out in the city since the mid 1970s, largely by the City's Archaeological Unit. It is composed of pottery, metalwork, glass, wood, bone and leather objects, textiles and samples, is backed up by a substantial archive, and is of major national and international importance. In addition, the Museums hold small groups of medieval material (largely pottery) from other sites in the former Grampian Region.
- 2.3.5** The third aspect of the archaeological collections is represented by a small group of Egyptian, Greek and Roman artefacts collected by local travellers in the 19th and early 20th centuries.
- 2.3.6 Future Collecting**
Continued excavation in Aberdeen City will add to the body of local medieval material. Further research into this material as more sites are published will make the evidence more comprehensive and accessible.

In line with the archaeological strategy to understand further the relationship between the medieval burgh and its hinterland, material from other well-documented medieval excavations within Aberdeenshire and Moray will also be acquired. From the same area, individual medieval and later finds, or groups, will be acquired where they add to, or complement existing collections.

Where possible attempts will be made to fill significant gaps within the prehistoric collections, with the aim of presenting an overall view of the development of human activity in the region. The interests of all museums in the area will, however, be taken into consideration in this aspect of collecting.

2.4 NUMISMATICS

The collection of coins, medals, tokens and paper money is one of our most comprehensive since it covers the period from ancient Greece and Rome to the present day as well as most countries of the world. It has as its nucleus a number of early-20th- century bequests and the contents of the medieval hoards from Aberdeen city centre. The inclusion of the latter mean that the collection is of European significance. The collection as a whole may be divided into the following categories: British Coins; Ancient Coins; Foreign Coins; Medieval Hoard Coins; British Banknotes; Foreign Banknotes; Trade Tokens; Communion Tokens; General Tokens; Military Medals; Commemorative Medals; Prize Medals; Numismatic Miscellanea.

Since April 2009 there has been no specialist curator of these collections. However an overview is maintained to ensure an awareness of opportunities to fill significant gaps, particularly in the assemblages of material from Scottish and local contexts.

2.4.1 BRITISH COINS

This is the most important area of the collection. The Scottish material in particular was added to significantly in the 1990s, so that it includes sixteen rare gold pieces and a wide range of silver including a number of pieces minted in Aberdeen. It is hoped that it will be possible to fill at least some of the remaining gaps in this fine collection.

English coins are also well represented and specimens from the Anglo-Saxon period to the Union of 1707 are present. This section is not being actively added to.

As well as the above the collection includes coins from Ireland, the Isle of Man and the Channel Islands together with a large number of modern British coins dating from 1707 to the present day. Selective additions to modern British have been made from time to time via the Royal Mint Coin Club.

2.4.2 ANCIENT COINS

There are about 150 ancient coins, mostly of Greece and Rome, and including a few rare silver pieces of the Roman Republic. Since the University of Aberdeen holds a larger collection of ancient coins it is anticipated that additions in this area will be by donation or bequest only.

2.4.3 FOREIGN COINS

Most countries of the world are represented in this part of the collection which covers the period from the late Middle Ages to the present day. It is an area which has been extensively 'modernised' recently by donations of European pre-Euro coins and a few examples of the Euro itself, including a Vatican City set. Foreign coins are not acquired by purchase.

2.4.4 MEDIEVAL HOARD COINS

The entire contents of two hoards of medieval silver pennies found in the centre of Aberdeen during the 1980s together with half the contents of a third hoard unearthed a century earlier form a unique feature of the collection. As these hoards may be said to be 'complete' in themselves further additions would be inappropriate. However, that does not preclude the possible acquisition of any future hoards which may be discovered in the Aberdeen area.

2.4.5 BRITISH BANKNOTES

This is another important area in which the emphasis is very much on issues by Scottish banks. In particular it contains a considerable number of great rarities issued by the old Aberdeen-based banks. It has been one of the most active collecting areas in recent years and it is hoped that, despite financial restrictions, it will still be possible to make occasional additions.

2.4.6 FOREIGN BANKNOTES

A fairly large and miscellaneous part of the collection which has been considerably augmented by donations during the past few years. It is not otherwise an active collecting area.

2.4.7 TRADE TOKENS

A specialised category of pieces from all parts of Britain and Ireland dating mostly from the late 18th and early 19th centuries. Some recent additions have been made but it is not proposed to fill remaining gaps unless the items have a definite connection with the north of Scotland.

2.4.8 COMMUNION TOKENS

Although examples of church tokens from almost all parts of Scotland are present the large majority relate to the North East and the Highlands. As these are relatively inexpensive items it should be possible, despite present financial restrictions, to make occasional acquisitions in this area of the collection.

2.4.9 GENERAL TOKENS

This is a very mixed group comprising pieces relating to advertising, admission, gaming, transport etc. Although mostly basic in design they are often interesting in a social history context. Collecting policy is the same as that for communion tokens.

2.4.10 MILITARY MEDALS

A small part of the collection of which a group of Victorian campaign medals are the highlight. Additions will only be made on the basis of local interest and giving consideration to the interests of other local museums.

2.4.11 COMMEMORATIVE MEDALS

By far the largest area of the medals collection, its contents range from locally-issued medals and badges of various periods to limited-edition Victorian medallions struck by the Royal Mint. There is also a small number of foreign medals. Most have been acquired by donation or bequest and it is expected that that will continue to be the case.

2.4.12 PRIZE MEDALS

This is a small but valuable part of the collection containing as it does gold, silver and bronze pieces relating to education, sport, agriculture etc. The majority of the

items are of local interest and that characteristic will continue to be important in relation to future acquisitions.

2.4.13 NUMISMATIC MISCELLANEA

A group of non-numismatic objects which are related to numismatics, e.g. purses, money boxes and promotional material issued by banks. These items are not actively collected but donations are accepted provided suitable storage is available.

2.4.14 Future Collecting

While the collection is international in compass its greatest strength lies in the material relating to Scotland and to Aberdeen and the North-east in particular. This category has seen considerable enhancement since the late 1980s and, within current financial and curatorial constraints, is likely to remain the principal focus of numismatic collecting for the foreseeable future. During the period of this current collecting policy a strategy will be developed to secure the level of curatorial expertise that these fine collections deserve.

2.5 SOCIAL HISTORY

The Social History collection comprises material of local, social and domestic interest that is not included in other collecting areas. This collection focuses on themes such as sports, recreation, books, toys, games, hobbies, domestic appliances, kitchenware, smoking and writing accessories.

Miscellaneous artefacts and ephemera relating to local personalities such as Donald Dinnie and Mary Garden are included. There is also material relating to local clubs, societies and organisations, civic history and items connected with ex-Lord Provosts and Freemen of the City. Other artefacts reflect the life and story of the people who live and work in the City of Aberdeen.

There is a small group of souvenirs and commemoratives, including objects connected with royalty and objects celebrating landmarks in the City's story.

This section also includes a collection of design and graphics comprising packaging, printed tins and boxes, especially those relating to local shops and famous designers (eg Mary Quant and Biba).

Most artefacts in this collection were acquired by gift or bequest, and it is likely that future acquisitions will continue to be acquired by gift or bequest.

2.5.1 CIVIC

This collection includes artefacts relating to the civic history of Aberdeen, especially objects relating to ex-Lord Provosts and Freemen of the City. Material relating to city services, such as fire and police are also included in this section. Recent notable acquisitions include a collection of material from PC Donald Cameron from his 30 years as a local police officer, including elements of his uniform and early police radios.

Future Collecting

Material will be added as the opportunity arises, subject to storage restrictions and in consultation with the City Archives.

2.5.2 DOMESTIC

This area of the collection focuses on domestic life and activities, including cooking, washing and grooming. A wide-ranging collection of greetings cards and Christmas cards is part of this grouping.

Future Collecting

Collecting will concentrate on material relating to domestic life as experienced by inhabitants of Aberdeen.

2.5.3 ECCLESIASTICAL

A small group of objects relating to the ecclesiastical history of Aberdeen, including ephemera, hymn books, communion vessels and artefacts saved from disused Aberdeen churches.

Future Collecting

This policy document recognises the policy of Blairs Museum of Scottish Catholic history to collect moveable items of whatever nature that refer to the history of the Catholic Church in Scotland. Material will be acquired from Aberdeen places of worship of any religion or spiritual belief as the opportunity arises and with reference to storage restrictions.

2.5.4 EDUCATION

A small group of objects relating to formal and informal education, including school and college certificates of achievement and prizes.

Future Collecting

Not actively collecting in this area, however additions of artefacts of local significance will be made to fill gaps in the collection.

2.5.5 SHOPPING

This collection includes packaging and graphics, shop fittings and furniture and receipt books and ephemera. Previous collecting has concentrated on recording Aberdeen shops and stores, such as Watt and Grant and Isaac Benzie's. Notable recent acquisitions include promotional figures, price signs and a juke box from the popular Rendezvous Café, on the corner of Union Grove and Forest Avenue.

Future Collecting

Material will be acquired from Aberdeen shops as the opportunity arises and with reference to storage restrictions.

2.5.6 SOCIETIES

This collection includes account books, records and memorabilia connected with local organisations and societies, including Friendly Societies such as the British Order of Ancient Free Gardeners.

Future Collecting

Collecting will concentrate on objects connected with Aberdeen-based societies and organisations, as the opportunity arises, subject to storage restrictions.

2.5.7 SOUVENIRS

A small collection of holiday souvenirs and commemoratives. This section also includes memorabilia relating to royalty including magazines, publications and mementoes. This collection was augmented in 2002 by the Petersen Bequest of

royal souvenirs and by the addition of memorabilia marking the Golden Jubilee of HM Queen Elizabeth.

Future Collecting

Additions will be made of locally significant material and where potential acquisitions do not duplicate existing holdings.

2.5.8 SPORT AND RECREATION

This collection includes objects and ephemera relating to recreational activities and hobbies such as scrap books, cigarette card collections, philately and postcards. There is a good representation of sheet music and magazines. Sporting equipment, accessories and trophies are included.

Future Collecting

Collecting will focus on sports clubs and individuals from Aberdeen who have achieved significant goals and on hobbies pursued by Aberdonians, subject to storage restrictions. Particular emphasis during this period is on material relating to local individuals who participate in or attend the London Olympics in 2012 and the Glasgow Commonwealth Games in 2014.

2.5.9 TOYS AND GAMES

The scope of this collection ranges from 19th century board games to electronic games of the late 20th century. There is a good collection of miniature trains and model cars along with more contemporary television-inspired toys.

Future Collecting

As the pace of technology makes new games and toys redundant, the policy will focus on adding representative examples of toys and games to the collection.

2.5.10 WARTIME

A small, but important, collection with objects reflecting life during wartime. Most artefacts in this collection are objects of local significance including ration books, gas masks and ephemera. An important collection of family correspondence from World War One was recently collected charting the domestic experience of war and war work, as well as a World War Two diary from the same family.

Future Collecting

Collecting will concentrate on objects recording the history of Aberdeen and its inhabitants during wartime. Particular emphasis during this period will be on identifying and acquiring material relating to World War One as we work towards commemorating the centenary in 2014.

2.6 ORAL HISTORY

An oral historian was previously employed by the Arts Education team and conducted both individual and group interviews with city residents over a period of approximately 20 years. As was common during this period, copyright forms were not signed by participants until c. 2000 but the material collected was recorded and kept on audio cassettes and used in the writing of published books.

The oral historian post was transferred to the museums and galleries service in 2007 along with all material recorded and generated by previous post-holders becoming part of the McBey Library. This material is therefore not part of the

accessioned collections at present but represents a remarkable historical resource which the service has undertaken to preserve for the public benefit.

Curatorial staff have added further oral history interviews and also care for a small number of recorded interviews and speeches that have entered the accessioned collections through donations and by active collection.

Modern oral history interviews are recorded in a digital format.

Future Collecting

Oral histories will continue to be collected for internal research and exhibitions and will be retained as a permanent public reference collection. Relevant copyright permissions should always be signed by participants to allow for these and future use by Aberdeen City Council.

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APPENDIX 3

DEVELOPING THE COLLECTIONS OF MUSEUMS IN NORTH-EAST SCOTLAND

A CONCORDAT TO FOSTER COLLABORATION

General Principles

A wide range of material from the North-East of Scotland is curated by a variety of different museums. While no one institution has ever attempted to collect all types of item, together they make up a spectacular range of material, ranging from geological and archaeological specimens from the North-East to zoological and ethnographic items collected from throughout the world. These collections have been created by the exploits of many different people since the 18th century and so in themselves give a valuable insight into the recent history of the region.

In recent years, the collecting activities of these museums has become more formalised, with written collecting policies. This offers museums the opportunity to work together, understanding and respecting their varied collections, resources and interests. This concordat reflects that shared concern, highlighting in particular the benefits to be gained from working together when acquiring new material for the collections. Three aspects are of particular note:

- The need to ensure the long-term preservation of material worthy of collection by a museum.
- The value of working together to minimise competition between museums when collecting.
- The benefits to be gained from providing access to each others' collections for research, teaching and display.

From these statements of principle flow a number of policies that apply to all material to be considered for acquisition by one of the partner museums.

- Each museum will provide to the others a copy of its collection policy, outlining the key areas for future development of the collection. As changes to collecting policies are adopted, they will be circulated to the other museums.
- Where a museum is offered material that does not fall within its collecting area, it will make this known to those museums that might be interested or direct people to those museums.
- If a museum believes that it is in competition with another museum over the acquisition of material, it will contact the other museum to discuss whether there is scope for collaboration.
- Each museum expresses its willingness to lend material for display in the other museums agreeing to this concordat, subject to security and conservation conditions and other uses of the material. Requests for loans will be considered favourably.

- The museums express their willingness to work towards publicly accessible on-line catalogues of their collections.

Principles for the collection of Scottish archaeological material

The acquisition of archaeological material through the Treasure Trove procedure and Historic Scotland's Finds Disposal Panel is governed by external procedures. These ensure that information about competing bids is circulated and that an independent decision is made about allocation. Any registered museum is entitled to bid for material within its collecting policy. The museums agreeing to this concordat respect each other's collecting areas, recognising that there are overlaps in their collecting interests. This concordat is the first step in minimising overlaps and conflicts in the collection of material.

Material made available through these procedures will range from high-value attractive items to large assemblages of excavated material of little display value and with no monetary valuation. While the National Museums of Scotland has expressed its willingness to accept material for which no museum has made a bid, this concordat expresses the willingness of museums in the North-East to try to ensure that this is not necessary.

To achieve these aims, the museums agreeing to this concordat will abide by the following policies.

- To eliminate competing bids wherever possible, each museum that wishes to bid for material agrees to contact other museums with a possible interest in the material to discuss possible collaboration or withdrawal of bids. This should be done as far as possible in advance of the deadline for bids. If there is no agreement, competing bids will be submitted for assessment by the relevant Panel.
- In order to encourage the retention of as much relevant material as possible in the North-East, if a museum decides not to bid for material for which it has expressed a general interest in its collecting policy, it will contact the other museums with a possible interest in the material to discuss possible collaboration. If no museum is willing to bid for material, this should be reported to the relevant Panel.

The published collecting policies of museums are the only authoritative source of information about the collecting interests of each museum.

Maritime Finds and Wreck Material

Any items of wreck material recovered from the seabed, no matter how small or seemingly insignificant must be reported to the Receiver of Wreck under the terms of the Merchant Shipping Act 1995. Any items of Wreck handed in to the museum will be registered with the receiver of Wreck who will establish legal title to the item.

On designated and scheduled historic wrecks, as well as certain military wrecks covered by the Protection of Military Remains Act 1986, other restrictions apply and the museum will seek advice on the application of the Protection of Wrecks Act 1973 from the Royal Commission on Ancient and Historic Monuments Scotland.

ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16 September 2010
DIRECTOR	Stewart Carruth
TITLE OF REPORT	Review of Sports Working Groups
REPORT NUMBER:	CG/10/146

1. PURPOSE OF REPORT

In the light of the recent transfer of Aberdeen City Council's sports facilities to Sport Aberdeen, it is suggested that there is no longer a need for meetings of either the Sports Strategy Working Group or the Sports Trust Project Board.

2. RECOMMENDATIONS

- (i) that Committee agree to disband both Groups with immediate effect; and
- (ii) that Committee agree to thank officers and Elected Members for their significant contributions to the work of both the Sports Strategy Working Group and the Sports Trust Working Group (formerly Project Board).

3. FINANCIAL IMPLICATIONS

There are no financial implications as this report is of a housekeeping nature.

4. SERVICE & COMMUNITY IMPACT

There is no Service impact due to the move of the Council's sports services to a trust. Although the report recommends that the two working groups are disbanded, the Culture and Leisure Trust Shareholder Monitoring Working Group will continue to meet to scrutinise, monitor and challenge all culture or sports trusts financed by the Council to provide leisure and cultural services to ensure best value in relation to the expenditure of public money.

5. OTHER IMPLICATIONS

There are no other implications other than those covered above.

6. REPORT

At its meeting on 17th January, 2005, the Education and Leisure Committee had requested that a Sports Strategy Working Group be established to bring together all sports and recreation related reviews which were being undertaken within the Council. Further to this decision, at its meeting on 24th April, 2007, the Committee agreed that sports services in Aberdeen should be transferred to a trust, subject to further feasibility work. As a result, Council took the decision at its meeting on 13th February, 2008, to establish a Project Board to take the proposal forward.

At its meeting on 27th August, 2009, the Education, Culture and Sport Committee agreed to rename the Project Board as the Sports Trust Working Group as a result of the August 2009 committee restructure and the subsequent review of sub-committees and working groups. As part of this decision, the Committee also agreed that the Sports Strategy Working Group should continue for one more meeting only, and that the Sports Trust Working Group should meet until the sports facilities had transferred.

The Sports Strategy Working Group is chaired by Councillor Jennifer Stewart with the other members being Councillors Collie, May, Milne, Penny, John Stewart and Kirsty West. It should be noted that the Working Group is currently in abeyance, with the last meeting held on 17th June, 2009.

The membership of the Sports Trust Working Group comprises Councillor Jennifer Stewart (Chairperson), and Councillors Boulton, May, Milne, John Stewart, Kirsty West and Young, and the last meeting of this Group was held on 22nd September, 2009.

Following ongoing work and discussion over several months at the Sports Trust Project Board / Working Group, Aberdeen City Council's sports facilities formally transferred to Sport Aberdeen on 9th July, 2010. In light of this, the Education, Culture and Sport Committee decision of 27th August, 2009, listed above, and the fact that both Groups have fulfilled their objectives, it is therefore recommended that there is no longer a need for either the Sports Strategy Working Group or the Sports Trust Working Group to continue.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None.

ABERDEEN CITY COUNCIL

COMMITTEE:	Education, Culture and Sport
DATE:	16th September 2010
DIRECTOR:	Annette Bruton
TITLE OF REPORT:	Sports Grants
REPORT NUMBER:	ECS/10/070

1. PURPOSE OF REPORT

This report brings before the Committee applications for financial assistance from sports organisations and makes a recommendation for each application. There have been six funding applications received.

2. RECOMMENDATION(S)

That the Committee considers the applications and approves the recommendations:

2.1	Aberdeen Secondary Schools Football Association	£1500
2.2	The Chris Anderson Trust	£2500
2.3	Grampian Coaching	£5000
2.4	Aberdeen Sports Council	£7000
2.5	Aberdeen Disability Sport	£582.50
2.6	Young Sports Ambassadors	£175

3. FINANCIAL IMPLICATIONS

The Financial Assistance sports budget for the year 2010/11 is £69,000. Assuming that the recommendations are approved there will be £32,164.50 funding available for the remainder of the financial year.

4. SERVICE & COMMUNITY IMPACT

The report relates to the Arts, Heritage and Sport strand of the Community Plan, specifically in relation to the Sports, Leisure and Recreation vision of developing Aberdeen as an "Active City".

The report also links to Vibrant, Dynamic and Forward Looking through Culture, Arts and Sport:

- Increase participation in sport, provide support for athletes and reward excellence
- Recognise the contribution of Sport, Culture and Arts to promoting the area as a tourist destination
- Recognise the role of Sport and Arts in tackling anti-social behaviour

5. OTHER IMPLICATIONS

The local sports groups and organisations adopt a variety of methods to attract funding, however, some groups would be unable to host an event or develop further without the financial assistance from this grant. Groups who do not meet the criteria will be assisted by officers to source alternative solutions.

6. REPORT

The Financial Assistance budget for 2010/11 has been set by the Council at £69,000. A copy of the guideline notes for sports organisations is included in the City Council Funding Pack sent to potential applicants. In addition a copy of the new sports grants criteria approved at the Education, Culture and Sport Committee on the 8th of October 2009 is provided outlining the assessment process.

The new criteria are directly linked to the five key objectives of Fit for the Future, the Sport and Physical Activity Strategy for Aberdeen. Applicants are assessed against the criteria and recommendations made for Committee approval.

Aberdeen Secondary Schools Football Association

Aberdeen Secondary Schools Football Association (ASSFA) is an association with an objective of providing organised football for pupils attending Academies within Aberdeen City. Membership of the association is open to all Secondary Schools in the City and currently 18 schools are affiliated.

The purpose of this funding request is to enable the ASSFA to continue to organise competitions for all pupils who attend affiliated schools. Overall it is projected that over 1110 pupils made up of both boys and girls would take part in the inter-school competitions ranging from Under 13 through to senior level. These tournaments are played after-school and on Saturday mornings with many volunteers including teachers responsible for organising and officiating. Additionally, the grant requested would also allow teams from Aberdeen to continue to represent the City nationally at Girl's Under 15 and Boy's Under 15 and senior level. The grant requested would be used on various items of expenditure including travel, administration, equipment and the secretary's honorarium.

Funding Requested	Funding Recommended
£3000	£1500

The Chris Anderson Trust

This request is for an annual grant in support of the Chris Anderson Trust. The Chris Anderson Trust supports young people, both boys and girls, in the North East under the age of 18 years to develop their sporting talent by awarding grants to assist training, travel and participation in competitions. The trust provides the opportunity for Schools of Excellence to be held in a number of sports and also supports grass root participation through the provision of skills schools.

Funding Requested	Funding Recommended
£2500	£2500

Grampian Coaching

Grampian Coaching is the collaboration between the Sports Development Departments and Sports Council's of Aberdeenshire, Aberdeen City and Moray together with the Coaching Network of sportscotland. Other partners are Active Schools, Youth Scotland, Grampian Institute of Sport and Volunteer Scotland.

The main objectives for Grampian Coaching are:

- Increase the quantity and quality of coaches in the Grampian region - strengthening the infrastructure of focus sport & active schools.
- "Sustaining volunteers who are contributing to the development and delivery of Grampian sport." - by marketing and promoting a coach/volunteer education programme across the region which will lead to improving the experience & performance of children and young people participating in sport.

Grampian Coaching's Education Programme offers courses for all involved in physical activities where:

- Experienced coaches can improve their coaching qualifications
- Interested volunteers who would like to work with the youth section of their sports club can find the appropriate level of qualification to begin working with youngsters.
- Those who are simply 'helping out' in a youth group, after school club or community centre can find the right course to encourage physical activity amongst those they care for.

This request is in support of continuing Partnership funding for Grampian Coaching. Three local authorities, Aberdeen, Aberdeenshire, Moray and the national agency sportscotland contribute funding to the project. The funding allows for the employment of a Regional Coaching Development Manager who is

responsible for the co-ordination and implementation of the action plans for coach education and development

Funding Requested	Funding Recommended
£5000	£5000

Aberdeen Sports Council

This request is for an annual programme grant to support the work of the Aberdeen Sports Council. The Aberdeen Sports Council provides essential support, both advisory and financial to the member sports clubs in the city. They also provide grant funding to both individual athletes and coaches within a variety of sports.

The Sports Councils main objectives include:-

- To promote interest and participation in Sport and Recreation among Sportsmen, Women and Children within the City of Aberdeen.
- To assist in co-coordinating the activities of the various Sports and Recreational Organisations within the City of Aberdeen
- To assist with the formation of Sports Clubs and Recreational Organisations where none exist, or where existing clubs need help.
- To award grants to Sportsmen, Women and Children within the City of Aberdeen and help them in their pursuit of excellence!

Funding Requested	Funding Recommended
£7000	£7000

Aberdeen Disability Sport

This grant would allow Aberdeen Disability Sport to offer bowling sessions throughout the season for bowlers in Aberdeen with disabilities. Beyond general participation it will also allow bowlers from the city to participate in the Scottish Disability Sport National Lawn Bowl Championships which is to take place at Westburn Outdoor Centre.

Aberdeen Disability Sport is the local voluntary branch of Scottish Disability Sport. The organisation provides opportunities for people to progress in their chosen sport and access quality training and competition. They also work with local sports clubs to promote sport and leisure activities and improve access for those with disabilities.

The recommendation for funding is only half of the funding requested as the grant requested represents the full cost of the activity. The sports grant criteria outlines that a maximum of 50% of identified costs can be awarded.

Funding Requested	Funding Recommended
£1165	£585.50

Young Sports Ambassadors

The Young Ambassador programme is a volunteer led initiative which works with young people aged 14-19. Young volunteers are trained as ambassadors and develop skills which allow them to promote the importance of sport and physical activity amongst other young people in Aberdeen. The role of ambassadors is embedded within schools and communities and involves increasing participation, promoting active and health lifestyles and spreading the word of the Olympic and Paralympic values.

This funding request relates to providing the opportunity for Aberdeen's Young Ambassadors to attend the Young Ambassador National Conference taking place in Ratho near Edinburgh. This conference is an integral part of the programme and this year, a team of Olympic and Paralympic athletes will attend to support the Young Ambassadors in further developing their leadership skills and thus becoming more effective locally.

The recommendation for funding is only half of the funding requested as the grant requested represents the full cost of the activity. The sports grant criteria outlines that a maximum of 50% of identified costs can be awarded.

Funding Requested	Funding Recommended
£350	£175

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Appendix 1

Summary Table of Financial Assistance Sports Awards 2010/11

Sports Organisation	Funding Awarded	Committee Approval
Netball Scotland	£678	Education, Culture & Sport 15/04/10
North East Tennis Group	£2000	Education, Culture & Sport 15/04/10
City of Aberdeen Gymnastics	£3400	Education, Culture & Sport 27/05/10
Aberdeen Churches League	£500	Education, Culture & Sport 27/05/10
Scottish Schools Gymnastics	£1000	Education, Culture & Sport 27/05/10
Aberdeen Youth Rugby Association	£10,000	Education, Culture & Sport 27/05/10
Grampian Institute of Sport	£2000	Education, Culture & Sport 27/05/10
Aberdeenshire Ladies County Golf Association	£500	Education, Culture & Sport 27/05/10
Total Grant Funding Awarded to date	£20,078	
Grant Funding Remaining	£48,922	

Exempt information as described in paragraph(s) 8, 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

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