

Public Document Pack



To: Councillor Laing, Convener; Councillor Thomson, Vice Convener; Councillors Boulton, Cameron, Carle, Cooney, Crockett, Lesley Dunbar, Greig, Kiddie, Malik, May, McCaig, Noble, Jennifer Stewart, Stuart, Taylor, Townson and Young ; and Mr S Duncan (Teacher Representative (Primary Schools)), Reverend E McKenna (Church of Scotland Religious Representative), Mr A Nicoll (Parent Representative (Primary Schools and ASN)), Mr M Paul (Teacher Representative (Secondary Schools)), Mrs A Tree (Third Religious Representative), Ms S Wildi (Parent Representative (Secondary Schools)) and Mrs I Wischik (Roman Catholic Religious Representative).

Town House,
ABERDEEN 6 June 2014

EDUCATION, CULTURE AND SPORT COMMITTEE

Members of the **EDUCATION, CULTURE AND SPORT COMMITTEE** are requested to meet in Council Chamber - Town House on **MONDAY, 16 JUNE 2014 at 10.00 am.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

1 REQUESTS FOR DEPUTATION

None received.

2 DETERMINATION OF EXEMPT ITEMS OF BUSINESS

3 MINUTES, COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

3.1 Minute of Previous Meeting - for approval (Pages 1 - 12)

3.2 Minute of Meeting of the Culture and Sport Sub Committee of 19 February 2014 - for noting (Pages 13 - 18)

3.3 Minute of Meeting of the Culture and Sport Sub Committee of 7 May 2014 - for approval (Pages 19 - 26)

Please note that only members present at this meeting can approve the minute as a correct record.

3.4 Committee Business Statement (Pages 27 - 30)

4 SERVICE WIDE REPORTS

4.1 Revenue Budget Monitoring (Pages 31 - 40)

4.2 Capital Monitoring (Pages 41 - 44)

4.3 Performance Report (Pages 45 - 88)

5 EDUCATION

5.1 Parent Involvement Strategy (Pages 89 - 108)

5.2 School Rezoning Statutory Consultation (Pages 109 - 136)

6 CULTURE

6.1 Future of City Moves (Pages 137 - 144)

6.2 Culture Programme 2014-19 (Pages 145 - 160)

7 SPORT

7.1 Sports Grants (Pages 161 - 168)

ITEM WHICH CONTAINS DATA PROTECTED INFORMATION

7.2 Sports Grants - Appendix (Pages 169 - 170)

ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

8 SPORT

8.1 Aquatics Centre (Pages 171 - 178)

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If you require any further information about this agenda, please contact Rebecka Coull, tel. (52)2869 or e-mail rcoull@aberdeencity.gov.uk

EDUCATION, CULTURE AND SPORT COMMITTEE

ABERDEEN, 27 March 2014. Minute of Meeting of the EDUCATION, CULTURE AND SPORT COMMITTEE. Present:- Councillor Laing, Convener; Councillor Thomson, Vice-Convener; and Councillors Allan (as a substitute for Councillor Boulton), Cameron, Carle, Cooney, Crockett, Lesley Dunbar, Greig, Kiddie, Malik, May, McCaig, Noble, Jennifer Stewart, Stuart, Taylor, Townson and Young. External Members:- Mr Stewart Duncan (Teacher Representative (Primary Schools)), Mr Alex Nicoll (Parent Representative (Primary Schools and ASN)), Mr Paul (Teacher representative – secondary schools), Ms Shona Wildi (Parent Representative (Secondary Schools)) and Mrs Irene Wischik (Roman Catholic Religious Representative).

The agenda and reports associated with this minute can be located at the following link:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=143&MId=2892&Ver=4>

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GOOD NEWS

1. The Convener advised the Committee of a number of good news stories as follows –

- On Sunday 16 March 2014, Aberdeen Football Club played Inverness Caledonian Thistle Football Club in the Scottish League Cup Final at Celtic Park. Due to the allocation of up to £50,000 from the Common Good fund, the Council was able to provide 188 tickets to consulted groups and organisations to allow young people to go to Glasgow and watch the match, 16 groups applied for tickets, 14 of which were successful. The Convener listed some of the 14 successful groups. In addition, a live showing of the match was aired at the Belmont cinema for young people and accompanying adults to ensure as many young people as possible could watch the match. In total 135 people attended the live screening. Following the match a number of groups who attended had been in touch with officers to express their thanks and appreciation for the tickets and some of the groups provided photographs of the day. The Convener reminded members that an update on this item was contained in the information bulletin.
- The Basketball Grampian finals were held on Saturday 24th March 2014, at the Beach Leisure Centre, Aberdeen. The under 14 Beacon girls and boys teams, as well as the under 16 Beacon boys team were successful in reaching and winning their respective finals.

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- Zariba, synchronized skating team, successfully defended their senior crown at the Trophy D'Ecosse in Dumfries, Scotland, the only International Skating Union competition to be staged in the UK. The synchronized skating team, who train in Aberdeen under the guidance of coach Sara Petterson, took top spot ahead of Inverness' Moray Dolphins with a score of 74.94.

Thereafter, Councillor Kiddie took the opportunity to commend the weekend of concerts performed by music centre at the Music Hall on 22 and 23 March 2014. He also highlighted the success of the Aberdeen Grammar School Senior Concert Band at the Scottish Concert Band Festival finals held in Perth Concert Hall on Sunday 16th March 2014.

MINUTE OF PREVIOUS MEETING OF 30 JANUARY 2014

2. The Committee had before it the minute of its previous meeting of 30 January 2014.

The Committee resolved:

to approve the minute as a correct record.

MINUTE OF MEETING OF THE CULTURE AND SPORT SUB COMMITTEE

3. The Committee had before it the minute of meeting of the Culture and Sport Sub Committee of 1 July 2013.

The Committee resolved:

to note the minute.

COMMITTEE BUSINESS STATEMENT

4. The Committee had before it a statement of pending and outstanding committee business which had been prepared by the Head of Legal and Democratic Services.

The Committee resolved:

- (i) to remove item 5 (Respite Facilities for Children with Complex Needs – Charlie House) from the business statement; and
- (ii) to otherwise note the updates provided.

MOTIONS LIST

5. The Committee had before it the outstanding motions statement which had been prepared by the Head of Legal and Democratic Services.

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The Committee resolved:

to remove motion 1 (Motion by Councillor Greig – Policing Museum).

INTERNAL AUDIT AND RISK AUDIT AND RISK COMMITTEE OF 27 FEBRUARY 2014

6. The Committee had before it by way of referral, a report from the Audit and Risk Committee of 27 February, 2014 relating to the Internal Audit Plan 2014/15.

The Audit and Risk Committee had resolved:-

to agree that the Internal Audit Plan be referred to each Service Committee for their information.

The Committee resolved:-

to note the Internal Audit Plan 2014/15.

REVENUE BUDGET MONITORING (ECS/14/022)

7. With reference to article 10 of the minute of its previous meeting of 30 January 2014, the Committee had before it a report by the Director of Education, Culture and Sport which advised members of the current year revenue budget to date for the Service, and outlined any areas of risk and management action being taken in this regard.

The report recommended –

that the Committee –

- (a) agree to £94,153 being transferred from Sport Aberdeen to Aberdeen Sports Village to reflect the change in operational arrangements for COAST, and that this take effect at date to be agreed with both organisations;
- (b) note the report on the forecast outturn on the revenue budget and the information on areas of risk and management action that was contained within the report; and
- (b) instruct that officers continue to review budget performance and report on service strategies.

At this juncture, the Convener advised that recommendation (a) had been withdrawn at the request of the Head of Finance as approval for this matter had been given by the Committee at its meeting on 21 November 2013 (article 16 refers).

The Committee resolved:

to approve the recommendations (b) and (c).

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CAPITAL MONITORING (EPI/13/145)

8. With reference to article 11 of the minute of its previous meeting of 30 January 2014, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which detailed the capital spend to date for Service projects included within the non housing capital plan.

The report recommended –
that the Committee note the current position.

The Committee resolved:
to approve the recommendation.

EDUCATION, CULTURE AND SPORT STANDARDS AND QUALITY IMPROVEMENT PLAN (ECS/14/021)

9. The Committee had before it a report by the Director of Education, Culture and Sport, which advised of the Education, Culture and Sport Standards and Quality Improvement Plan 2012/13 and 2013/14-15/16.

The report recommended –
that the Committee -

- (a) note the impact of the work of the Education, Culture and Sport Service in 2012/13; and
- (b) approve the Education, Culture and Sport Standards and Quality Improvement Plan 2013/14-15/16.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to request that an update on the mental health framework pilot be reported to the next meeting of the Committee by way of the information bulletin; and
- (iii) to commend officers for the new layout of the report.

KNOWLEDGE TRANSFER PARTNERSHIP (KTP) AGREEMENT BETWEEN UNIVERSITY OF ABERDEEN AND ABERDEEN CITY COUNCIL (ECS/14/015)

10. The Committee had before it a report by the Director of Education, Culture and Sport which informed of (a) a Knowledge Transfer Partnership (KTP) Agreement between the University of Aberdeen and the Council; and (b) the need for a decision to be taken by officers under Standing Order 1(6)(b) of the Council's Standing Orders Relating to Contracts and Procurement to exempt Standing Order 1(3) for the expenditure of funds and to approve the contract with the University.

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The report recommended –

that the Committee note the decision of the Chief Executive, the Head of Finance, the Head of Legal and Democratic Services and the Head of Procurement to approve the expenditure of funds detailed in Section 3 of the report and their approval to enter into the contract with the University.

The Committee resolved:

- (i) to approve the recommendation; and
- (ii) to instruct officers to review the Knowledge Transfer Partnership Agreement in twelve months and report back to the Committee in this regard.

STATUTORY CONSULTATION REPORTS - FORESTERHILL HOSPITAL COMPLEX AND THE NORTHWEST PART OF SCOTSTOWN SCHOOL (ECS/14/025)

11. With reference to article 3 of the minute of its meeting of 7 February 2013, the Committee had before it a report by the Director of Education, Culture and Sport which advised of the outcome of the statutory consultation on the proposals to (1) rezone the Foresterhill Hospital Complex area from Mile End School to Cornhill School and consequently from Aberdeen Grammar School to St Machar Academy and (2) rezone the northwest part of Scotstown School Catchment Area to Greenbrae School and consequently from Bridge of Don Academy to Oldmachar Academy.

The report recommended –

that the Committee implement the proposals (i) and (ii) above, with implementation at the start of school session 2015-16, i.e. August 2015.

At this juncture, the Convener advised that there was an error within the report and that the recommendation should state that the implementation of the proposals would be at the start of the school session 2014-15, i.e. August 2014, rather than 2015-16, i.e. August 2015 as currently stated in the report.

The Committee resolved:

- (i) to approve the recommendation with the proposals being implemented at the start of the school session 2014-15, i.e. August 2014,
- (ii) to note that a feasibility study on extent and nature of the additional accommodation required at Greenbrae School, as well as the timing of carrying out any works required, would be undertaken and reported to the Committee in due course; and
- (iii) to request officers to advise the Committee, by way of email, of the number of pupils affected by the rezoning of the Foresterhill Hospital Complex.

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**ABERDEEN CITY SCHOOLS ROLL CAPPING AND RESERVED PLACES (2014/15)
(ECS/14/016)**

12. The Committee had before it a report by the Director of Education, Culture and Sport which sought approval in relation to intake numbers for a number of primary and secondary schools in the city, and reserved places in named primary and secondary schools for children likely to become resident in the zone of these schools during the school year.

The report recommended –
that the Committee –

- (a) agree that the secondary year 1 intakes, and reservation of spaces for children likely to become resident in the zone during the school year as follows:
- Aberdeen Grammar School 210 (including 10 reserved spaces);
 - Bucksburn Academy 120 (including 6 reserved spaces);
 - Cults Academy 180 (including 14 reserved spaces);
 - Harlaw Academy 180 (including 4 reserved spaces).
- (b) agree that the secondary year 2 intake and reserved spaces for the session 2014/2015 would be set at the level previously agreed for their entry into secondary year 1 and that the secondary year 3 intake and reserved spaces for session 2014/2015 would be set at the level previously agreed for their entry into secondary year 1;
- (c) agree to limit the primary 1 intakes of the named primary schools for August 2014 by limiting the number of classes at primary 1 and primary 1/2 composite as follows:
- Airyhall 13 classes
 - Ashley Road 14 classes
 - Cults 19 classes
 - Hanover Street 8 classes
 - Heathryburn School 12 classes
 - Kaimhill School 10 classes
 - Kingswells School 17 classes
 - Manor Park School 12 classes
 - Mile End School 16 classes
 - Seaton School 10 classes
 - Stoneywood 7 classes
 - St Peters 11 classes
 - Tullos 13 classes
 - Walker Road 17 classes
- (d) agree to reserve spaces in the following primary schools in the 2014/2015:
- Airyhall 3 reserved places
 - Ashley Road 3 reserved places
 - Cults 3 reserved places
 - Hanover Street 3 reserved places

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- Heathryburn School 3 reserved places
- Kaimhill School 2 reserved places
- Kingswells School 3 reserved places
- Manor Park School 3 reserved places
- Mile End School 4 reserved places
- Seaton School 3 reserved places
- Stoneywood 3 reserved places
- St Peters 3 reserved places*
- Tullos 3 reserved places
- Walker Road 3 reserved places*

* The in zone pupil numbers currently identified will not provide space for further enrolment until a space becomes available.

- (e) agree to continue to apply the class size maximum of 18 for primary 1 and primary 1/2 composite classes in schools as set out in the report;
- (f) reserve St Peters from the list of maximum class sizes of 18 in primary 1;
- (g) instruct the Schools Service Managers to closely monitor the number of pupils transferring to the identified capped schools in August 2014 relative to the roll limits and classes being recommended; and
- (h) devolve authority to the Director of Education, Culture and Sport to make decisions as to the management of roll capping, and the reservation of school places in both primary and secondary schools, and to instruct officers to update the Scheme of Delegation accordingly.

The Committee heard from the Head of Schools and Education Establishments who advised that since publication of the agenda further information in relation to the number of pupils due to attend Walker Road Primary School had been received and as such 18 classes, rather than 17 as recommended within the report, would be required.

The Convener, seconded by the Vice Convener, moved:

that the Committee approve recommendations (a) to (g) and delegate authority to the Director of Education, Culture and Sport to make decisions as to the management of roll capping, and the reservation of school places in both primary and secondary school, within existing council policy, subject to all uses of this delegation being reported to the Committee by way of the information bulletin, and to instruct officers to update the Scheme of Delegation accordingly.

Councillor Townson, seconded by Councillor McCaig, moved as an amendment –

that the Committee (1) approve recommendations (a), (b), (e), (f), (g); (2) approve recommendations (c) and (d) but in future follow the process as detailed in (3) and (4) as follows; (3) instruct officers in regard to roll capping and reservation of school places in both primary and secondary schools, where there were proposed changes in configuration, to put in place a consultation process with relevant groups and organisations such as Parent Councils, Parent Teacher Associations, Community Councils and where appropriate Community Centre Management Committees; and (4) instruct officers to present relevant statistical

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information in an appropriate format specifying resultant recommendations on said roll capping and reserved places for Committee's approval.

At this juncture, the Committee received legal advice from Mrs Elaine Falconer, Senior Solicitor, Legal and Democratic Services regarding the terms of the amendment. Mrs Falconer advised in terms of point (3) of the amendment that the management of roll capping and reservation of school places was a decision for the Education Authority to make annually in advance of placing requests being determined by 31 March in any given year; therefore legally there was no locus for these bodies to be consulted upon in advance of a decision being made. She explained the resource and timing implications which would be experienced should the proposal be implemented. Finally, she advised that the proposal was not advisable and that notwithstanding any consultation being undertaken the decision would still require to be taken by the Education Authority.

On a division, there voted: for the motion (15) – the Convener, the Vice Convener, and Councillors Allan, Carle, Cooney, Crockett, Lesley Dunbar, Greig, Malik, Jennifer Stewart, Taylor and Young, and Mr Duncan, Mr Paul and Mrs Wischik; for the amendment (7) – Councillors Cameron, Kiddie, May, McCaig, Noble, Stuart and Townson, and Mr Nicoll and Ms Wildi.

The Committee resolved:
to adopt the motion.

**REVIEW OF DENOMINATIONAL PRIMARY SCHOOLS INTERIM REPORT
(ECS/14/023)**

13. With reference to article 3 of the minute of its meeting of 7 February 2013, the Committee had before it a report by the Director of Education, Culture and Sport, which provided members with an interim position on the review of denominational primary schools in the City.

The report recommended –
that the Committee note:

- (a) the Council's continuing commitment to denominational education and to the securing of an appropriate and sustainable school estate for denominational provision;
- (b) in respect of St Peter's Primary:
 - (1) the constraints of the existing physical accommodation and site of the school;
 - (2) that work would continue to develop a sustainable solution to this situation;
 - (3) that wider discussions between Council Directorates would continue in order to review the medium to long term implications for all Council Services on the existing site; and

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- (4) that discussions were continuing regarding suitable long term solutions and that these options would be reported to a future Committee.
- (c) in respect of St Joseph's Primary, officers were requested to:
 - (1) progress the negotiation of a short term extension to leasing arrangements for the property at Queens Road in order to secure use of the property beyond the end of the current lease in 2015;
 - (2) explore longer term implications of accessibility issues at the school; and
 - (3) explore whole life costs in respect of longer term leasing of the property.
- (d) that in respect of all issues, officers:
 - (1) continue to liaise with Parent Councils; and
 - (2) continue to consult with the Bishop of Aberdeen on all of the matters outlined in the report.

The Convener noted at this juncture that the above recommendations should be **agreed** by the Committee, rather than noted as specified in the report.

The Committee resolved:

- (i) to approve the Council's continuing commitment to denominational education and to the securing of an appropriate and sustainable school estate for denominational provision;
- (ii) to agree in respect of St Peter's Primary, to note:
 - (a) the constraints of the existing physical accommodation and site of the school;
 - (b) that work would continue to develop a sustainable solution to this situation;
 - (c) that wider discussions between Council Directorates would continue in order to review the medium to long term implications for all Council Services on the existing site; and
 - (d) that discussions were continuing regarding suitable long term solutions and that these options would be reported to a future meeting of the Committee;
- (iii) to agree in respect of St Joseph's Primary, to request officers to:
 - (a) progress the negotiation of a short term extension to leasing arrangements for the property at Queens Road in order to secure use of the property beyond the end of the current lease in 2015;
 - (b) explore longer term implications of accessibility issues at the school; and
 - (c) explore whole life costs in respect of longer term leasing of the property;
- (iv) to agree that in respect of all issues, officers continue to liaise with Parent Councils and consult with the Bishop of Aberdeen on all of the matters outlined in the report;
- (v) to request officers to review the prospectuses of denominational schools to ensure that they clearly advise that attendance at the school does not qualify them for attendance at any particular secondary school;
- (vi) to request officers to advise the Committee, by email, of the number of non Catholics attending denominational schools.

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DECLARATION OF INTEREST

Councillor Carle declared an interest in the following item of business by virtue of his membership of the Middlefield Community Project Management Committee, and withdrew from the meeting.

FUNDING COMMUNITY PROJECTS (ECS/14/018)

14. The Committee had before it a report by the Director of Education, Culture and Sport which advised of the budget decision on contracts and procurement in respect of Service Level Agreements (SLAs) relating to the various external organisations which provide community learning and development services, commissioned by the Council.

The report recommended –
that the Committee –

- (a) approve the estimated expenditure in relation to the funded projects for 2014/15 as set out in the financial implications section of the report; and
- (b) note the addition in allocation of funding of £20,000 to Aberdeen Lads Club to support the health and wellbeing of its members.

The Committee resolved:
to approve the recommendations.

MATTER OF URGENCY

The Convener intimated that she had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, that the following item of business be considered as a matter of urgency as a decision on this matter was required timeously to enable the procurement process to commence.

ART GALLERY REDEVELOPMENT PROGRAMME - PROCUREMENT OF THE MUSEUMS' COLLECTIONS CENTRE (ECS/2014)

15. With reference to article 18 of the minute of its meeting of 28 March 2013, the Committee had before it a report by the Director of Education, Culture and Sport which provided an update on progress to develop the Museums' Collections Centre, including confirmation that design work had been completed and an application for planning permission lodged.

The report recommended –
that the Committee -

- (a) note the progress to date with the development of the Museums' Collections Centre;

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- (b) note the success in achieving grant funding, through two separate bids from Museums Galleries Scotland and that the grants would contribute towards the costs of providing picture racking and shelving, and storage; and
- (c) approve the total estimated expenditure as stated in the report and instructs officers to issue the Invitation to Tender to the shortlisted tenderers.

The Committee resolved:

- (i) to approve recommendations (a) and (b); and
- (ii) to instruct officers to issue the Invitation to Tender to the shortlisted tenderers at an estimated cost of £3.85million.

SPORTS GRANTS (ECS/14/017)

With reference to article 17 of the minute of its previous meeting 30 January 2014, the Committee had before it a report by the Director of Education, Culture and Sport which presented applications for financial assistance from a number of individuals and organisations.

The report recommended –

that the Committee –

- (a) consider the applications through the development grants and approve the following recommendations:

Applicant	Funding Recommended
Volunteer For Sport Programme	£10,000
Riverbank School Kayak Club	£800.00
Aberdeen Life Saving Club	£2,000
Aberdeen Schools Rowing Association	£10,000
Physical Activity research Project – Torry and Cove	£5,000
AFC/SFA School Football and Mentoring Programme	£10,000
Kingswells Boxing Club	£1,988
Stoneywood Dyce Cricket Club	£4,082
Total Award	£43,870

- (b) consider the application through the significant sporting events grant programme and approve the following recommendation:

Applicant	Funding Recommended
Cameroon Pre Commonwealth Games Training	£15,000

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Camp	
Total Award	£15,000

- (c) consider the application through the talented athlete grants programme and approve the following recommendation:

Applicant	Sport	Funding Recommended
Ashley Pearson	Triathlon	£700.00
Total Award		£700.00

- (d) note that there was an underspend of £37,011.50 from the budget that was allocated from the 2013/14 Common Good fund for the Olympic Games Legacy; and
- (e) agree to recommend to the Finance, Policy and Resources Committee that a proportion of the Common Good Budget underspend be allocated to support the Games Legacy through ensuring that local communities celebrate Glasgow 2014 at a grassroots level during 2014/15.

The Committee resolved:

- (i) to approve recommendations (a) to (d); and
- (ii) to agree to recommend to the Finance, Policy and Resources Committee that £25,000 from the Common Good Budget underspend be allocated to support the Games Legacy through ensuring that local communities celebrate Glasgow 2014 at a grassroots level during 2014/15.

- JENNIFFER LAING; Convener

CULTURE AND SPORT SUB COMMITTEE

ABERDEEN, 19 February 2014 - minute of meeting of the CULTURE AND SPORT SUB COMMITTEE. Present: Councillor Thomson (Acting Convener); and Councillors Boulton, Cameron, Lesley Dunbar, Stewart, Townson and Young (as substitute for Councillor Laing).

The agenda and reports associated with this minute can be accessed at the following link:

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In the absence of the Convener, Councillor Thomson assumed the Chair.

MINUTE OF PREVIOUS MEETING

1. The Sub Committee had before it the minute of its previous meeting of 1 July 2013.

The Sub Committee resolved:

to approve the minute as a correct record.

ABERDEEN PERFORMING ARTS (ECS/14/012)

2. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented background information on Aberdeen Performing Arts (APA).

The Committee heard from the Chief Executive of APA, Jane Spiers, and the Director of Finance and Corporate Services of APA, Garry Craig, who (1) stated the ambitions for APA moving forward, including their vision, values and goals for the organisation; (2) advised of the organisation's five year business plan; (3) provided a synopsis of the planning framework and development priorities for APA; (4) advised that they were undertaking an organisational review to take account of new and updated policies and procedures, the harmonisation of employees' terms and conditions and the requirement to comply with the Freedom of Information Act as of 1 April 2014; and (5) outlined their financial and governance arrangements. Ms Spiers answered a number of questions from members, and the Acting Convener thanked Ms Speirs and Mr Craig for their contribution.

The report recommended:

that the Sub Committee note the content of the report and the work of Aberdeen Performing Arts in delivering on the city's cultural ambitions and providing leadership for the sector.

The Sub Committee resolved:

to approve the recommendation.

DECLARATIONS OF INTEREST

Councillor Cameron declared an interest in the subject matter of paragraph 5.4.18 of the report due to his position as Director of Peacock Visual Arts and indicated that he would withdraw from the meeting if there was to be any discussion on this application.

Councillor Boulton declared an interest in the subject matter of paragraph 5.4.9 of the report by virtue of her position as a Council appointed Board member of Castlegate Arts. Councillor Boulton advised that she attended these meetings as an observer and as such did not feel it was necessary to withdraw from the meeting.

CULTURAL AWARDS – PROJECT FUNDING (ECS/14/011)

3. The Sub Committee had before it a report by Director of Education, Culture and Sport which presented recommendations for the allocation of cultural awards – project funding.

The report recommended:

that the Sub Committee –
approve the recommendations as follows:

Organisation	Funding recommended
Aberdeen Barbershop Harmony Club (Granite City Chorus)	£4,870
Aberdeen Chamber Music Concerts	£1,500
Aberdeen Performing Arts – International Youth Theatre	£10,000
Aberdeen Performing Arts – Singer Songwriter Festival	£10,000
Aberdeen Sinfonietta	£3,000
Aurora Scottish Dance and Music	£1,500
Elementz Adult Community Dance Company	£3,000
Fitlike records	£5,000
Grampian Hospitals Art Trust	£10,000

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Organisation	Funding recommended
Grampian Youth Orchestra	£7,500
Granite City Highland Dancing Association	£1,200
The Learig Orchestra	£1000
The North East of Scotland Music Scotland	£800
Peacock Visual Arts	£10,000
Quids in Theatre Company	£9,510
RGU Open House	£6,000
Scottish Community Drama Association	£3,390
Scottish Culture and Traditions Association	£2,000
Scottish Opera	£5,000
Special Collections Centre	£4,950
Station House Media Unit – 57 Degrees North	£10,000
Station House Media Unit – shmuFM	£3,500
Tete a Tete – Grind	£5,000
Transition Extreme – Extreme Art School	£8,000
University of Aberdeen – Director’s Cut	£4,000

The Sub Committee resolved:

- (i) to approve the recommendations; and
- (ii) to request that officers work with ACT Aberdeen (Castlegate Arts), with a view to the organization reapplying for funding in May 2014.

SPORTS GRANTS (ECS/14/014)

4. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented nine applications for financial assistance.

The report recommended –

that the Sub Committee:

(a) considers the applications through the development grants and approve the following recommendations:

Applicant	Funding Recommended
School of Football – St Machar Academy	£978
Aberdeen Roughnecks American Football Club	2,000
Games for Scotland – a day to celebrate	£5,000
Total Award	£7,978

(b) considers the application through the coach and volunteer workforce development grant programme and approve the following recommendations:

Applicant	Sport	Funding Recommended
D Fraser	Table Tennis	£80
D Webster	Trampolining	£130
A Pearson	Cycling	£147.50
Total Award		£357.50

(c) considers the application through the talented athlete grants programme and approve the following recommendations:

Applicant	Sport	Funding Recommended
P Gillespie	Touch Rugby	£247
L Thomson	Weightlifting	£690
J Steel	Rowing	£1,000
Total Award		£1,937

The Sub Committee resolved:

to approve the recommendations.

COMMUNITY SPORTS HUB UPDATE – INFORMATION BULLETIN

5. The Sub Committee had before it an information bulletin by the Director of Education, Culture and Sport which brought members up to date on the development of sportscotland's community sports hub initiative within the city.

The Sub Committee resolved:

to note the information provided.

PLACEMAKING: PLACE PARTNERSHIP UPDATE – INFORMATION BULLETIN

6. The Sub Committee had before it an information bulletin by the Director of Education, Culture and Sport which advised members on the programmes developed through the Creative Scotland Place Partnership investment agreement.

The Sub Committee resolved:

to note the information provided.

MADE IN ABERDEEN – INFORMATION BULLETIN

7. The Sub Committee had before it an information bulletin by the Director of Education, Culture and Sport which advised members of the "Made in Aberdeen" initiative to profile and support the development of individual creative practitioners who live in Aberdeen.

The Sub Committee resolved:

to note the information provided.

- **COUNCILLOR ROSS THOMSON, Acting Convener**

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CULTURE AND SPORT SUB COMMITTEE

ABERDEEN, 7 May 2014. minute of meeting of the CULTURE AND SPORT SUB COMMITTEE. Present: Councillor Laing, Convener; and Councillors Boulton, Cameron, Thomson, Townson and Young (as substitute for Councillor Lesley Dunbar).

The agenda and reports associated with this minute can be accessed at the following link:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=470&MIId=3098&Ver=4>

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

DETERMINATION OF EXEMPT ITEMS OF BUSINESS

1. The Convener proposed that items 12 and 13 of today's agenda (Sport Aberdeen Business Plan and Garthdee Alpine Business Plan) be considered with the press and public excluded.

The Sub Committee resolved:

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for items 12 (Sport Aberdeen Business Plan) and 13 (Garthdee Alpine Adventure Park Business Plan) of the agenda (articles 12 and 13 of this minute) so as to avoid disclosure of information of the class described in paragraph 8 of Schedule 7(A) to the Act.

MINUTE OF PREVIOUS MEETING

2. The Sub Committee had before it the minute of its previous meeting of 19 February 2014.

The Sub Committee resolved:

to approve the minute as a correct record.

PRESENTATION BY ABERDEEN SPORTS VILLAGE

3. The Committee heard from Jan Griffiths and David Beattie of Aberdeen Sports Village, who outlined their vision for the organisation and provided information on partnership working they were involved in and the use of the Sports Village by residents. Ms Griffiths advised that the organisation was focussing on increasing participation by early years children, teenagers and senior citizens through a number of initiatives. Ms Griffiths and Mr Beattie answered a number of questions from members and the Convener thanked them for their participation.

The Sub Committee resolved:

to thank Jan Griffiths and David Beattie (ASV) for their presentation.

SPORTS GRANTS (ECS/14/034)

4. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented eight applications for financial assistance.

The report recommended:

that the Sub Committee:

- (a) consider the application through **the club development grants** and approve the following recommendation:

Applicant	Funding Recommended
Granite City Guerillas	£725
Total Award	£725

- (b) consider the applications through **the talented athlete grants programme** and approve the following recommendations:

Applicant	Sport	Funding Recommended
David Vernon	Athletics	£500
Chukwudi Onyia	Athletics	£1,000
Chris Leiper	Squash	£500
Total Award		£2,000

- (c) consider the applications through **the coach and volunteer workforce development grant programme** and approve the following recommendations:

Applicant	Club	Funding Recommended
Neil Kinninmonth	Deeside Thistle Cycling Club	£98.75
Alex Doig	Deeside Thistle Cycling Club	£98.75
Kenneth Reid	Aberdeenshire Cricket Club	£175
Jon Entwistle	Deeside Thistle Cycling Club	£98.75
Total Award		£471.25

The Sub Committee resolved:
to approve the recommendations.

CULTURAL AWARDS – PROJECT FUNDING (ECS/14/032)

5. The Sub Committee had before it a report by Director of Education, Culture and Sport which presented recommendations for the allocation of cultural awards – project funding.

The report recommended:
that the Sub Committee approve the recommendations as follows:

Applicant	Project	Recommendation
AB+	Increase the volume	£4,650
AbChoir	An evening of modern theatre	£4,000
Aberdeen Art Gallery and Museums	After Hours	£2,600
Aberdeen Art Gallery and Museums	Lunchbreak Concerts	£4,750
Aberdeen International Youth Festival	Northern Lights Traditional Music Project	£6,000
Aberdeen Multicultural Centre	Cultural and Linguistic Diversity Enhancement Project	£4,850
Aberdeen Women's Alliance	Women Make History / Women of Aberdeen Plaques Trail	£10,000
Bethany Christian Trust	Writing Home	£7,870
Breathless Breastless	Breathless Breastless Project	£1,380
Castlegate Arts Limited	ACT International	£10,000
Creative Learning Team	Arts Across Learning Festival Hub	£10,000
Edinburgh Quartet Trust	Seven Last Words	£3,500
Fusion Youth Dance Company	Aberdeen Youth Dance Project	£2,500
Gray's School of Art/RGU	NE Scotland's Skills Biennale	£7,010
KaSt Dance Co and CityMoves	Stone Petals	£10,000
Literal Lines	Pieces of Eight	£1,730
Peacock Visual Arts	In Motion 2	£9,990
Puppet Animation Scotland	Aberdeen: Animated Music	£3,720
Satrosphere Science Centre	Magnet Magic	£2,256
SC and T	Increased accessibility project	£9,910
Scottish Contemporary Art Network	Contemporary Art Ideas	£3,000
Scottish Ensemble	Concert Series	£10,000
Sound Festival	Framed Against the Sky 2	£10,000

Applicant	Project	Recommendation
The Millennium Tapestry Company	The Commonwealth Tapestry Exhibition	£3,580
The Reading Bus	Is Anyone Out There?	£5,000
The Reading Bus	Our Cinematic Heritage	£4,150
University of Aberdeen	May Festival	£10,000
Made in Aberdeen	5 x Artist Bursaries	£10,000
Made in Aberdeen	2 x Artist Commissions	£10,000

The Sub Committee resolved:

to approve recommendations.

MARY GARDEN FUND 2014/15 (ECS/14/033)

6. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented a proposal from Aberdeen International Youth Festival in relation to the Mary Garden Fund.

The report recommended:

that the Sub Committee approve the proposal of Aberdeen International Youth Festival to use the Mary Garden Fund to support up to five young promising singers from Aberdeen to attend an opera residency.

The Sub Committee resolved:

to approve the recommendation.

ABERDEEN CITY LEGACY PLAN (ECS/14/031)

7. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented the Legacy Plan for Aberdeen city, further to the London 2012 Olympic and Paralympic Games and the 2014 Glasgow Commonwealth Games.

The report recommended:

that the Sub Committee:

- (a) note the work of the city wide Legacy Working Group; and
- (b) approve the Games Legacy Plan as detailed in appendix 1 to the report.

The Sub Committee resolved:

to approve the recommendations.

DECLARATION OF INTEREST

Councillor Cameron declared an interest in the subject matter of the following article of business by virtue of his position as Board member of

Aberdeen Sports Village, and withdrew from the meeting prior to any discussion taking place.

ABERDEEN AQUATICS STRATEGY (ECS/14/035)

8. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented the Aberdeen Aquatics Strategy for approval.

The report recommended:

that the Sub Committee:

- (a) note the content of the report; and
- (b) approve the content of the Aquatic Strategy and to instruct that the strategy be launched on the official opening day of the Aquatic Centre.

The Sub Committee resolved:

- (i) to approve the recommendations; and
- (ii) to note with disappointment, the decision of Aberdeenshire Council to renege on their previous commitment to make an annual revenue contribution to the Aquatic Centre; and instruct officers to investigate the feasibility of introducing a pricing structure at the Sports Village and Aquatics Centre which differentiates between Aberdeen city residents and those living outside the city's boundaries.

ABERDEEN INTERNATIONAL YOUTH FESTIVAL – REFERRAL FROM AUDIT AND RISK COMMITTEE

9. Reference was made to article 2 of the minute of meeting of the Audit and Risk Committee of 27 February 2014 at which time this Committee noted that there was an outstanding action for officers to report to each meeting to provide an update on Aberdeen International Youth Festival. The Audit and Risk Committee noted that the management of risk in this regard should lie with the responsible service committee, and, as such, referred this matter to this Sub Committee. The Sub Committee had before it on this day, the minute extract from the aforementioned meeting of the Audit and Risk Committee.

The Sub Committee resolved:

to note the remit from the Audit and Risk Committee of 27 February 2014.

DECLARATIONS OF INTEREST

Councillors Thomson and Boulton declared an interest in the subject matter of the following article of business by virtue of their positions as Board members of Aberdeen International Youth Festival. They did not feel it was necessary to withdraw from the meeting during consideration of this item.

ABERDEEN INTERNATIONAL YOUTH FESTIVAL – BULLETIN REPORT

10. With reference to the previous article of this minute, the Sub Committee had before it, a bulletin report, prepared by the Director of Education, Culture and Sport, which provided members with an update on the organisational review underway at Aberdeen International Youth Festival.

The Sub Committee resolved:
to note the content of the bulletin.

CREATIVE SCOTLAND – A SHARED PLAN FOR THE ARTS, SCREENS AND CREATIVE INDUSTRIES (2014 – 2024) – BULLETIN REPORT

11. The Sub Committee had before it a bulletin report prepared by the Director of Education, Culture and Sport, which provided members with information on Creative Scotland's ten year plan.

The Sub Committee resolved:
to note the content of the bulletin.

EXEMPT BUSINESS

In accordance with the decision taken at article 1 of this minute, the Committee considered the following items of business with the press and public excluded.

DECLARATIONS OF INTEREST

Councillor Boulton declared an interest in the subject matter of the following article by virtue of her position as Council appointed Board member of Sport Aberdeen. Councillor Boulton chose to remain in the meeting as Sport Aberdeen had a specific exclusion in terms of the Councillors' Code of Conduct.

Councillor Cameron declared an interest in the subject matter of the following article of business by virtue of his position as Board member of Aberdeen Sports Village, and withdrew from the meeting prior to any discussion taking place.

SPORT ABERDEEN BUSINESS PLAN (ECS/14/029)

12. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented the Sport Aberdeen Business Plan 2014/15.

The report recommended:

that the Sub Committee:

- (a) note the content of the report; and
- (b) approve the Sport Aberdeen Business Plan for 2014/15.

The Sub Committee resolved:

to approve the recommendations.

GARTHDEE ALPINE ADVENTURE PARK BUSINESS PLAN (ECS/14/130)

13. The Sub Committee had before it a report by the Director of Education, Culture and Sport which presented the Garthdee Alpine Sports Limited Business Plan for 2014/15.

Members raised concerns in relation to the formatting of the business plan, commenting that it did not contain much information other than financial data. Officers advised that they were in discussions with the Board in order that they are in a position to produce a fuller business plan at an early date.

The report recommended:

that the Sub Committee:

- (a) note the contents of the report;
- (b) approve the Garthdee Alpine Sports Limited Business Plan for 2014/15, on the basis that the recommended actions highlighted in section 5.4 of the report are implemented within prescribed timescales;
- (c) authorise officers to process the Council's budgeted grant payment to Garthdee Alpine Sports Limited for the quarter April to June and July to September 2014; and
- (d) instruct officers to report to this Sub Committee of 1 October 2014 on the progress of the recommended actions noted in the report.

The Sub Committee resolved:

- (i) to approve recommendations (a), (b) and (c) above; and
- (ii) to instruct officers to report to the Education, Culture and Sport Committee of 12 June 2014 and this Sub Committee (1 October 2014) on the progress of the recommended actions noted in the report.

- COUNCILLOR JENNIFER LAING, Convener

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EDUCATION, CULTURE AND SPORT

COMMITTEE BUSINESS

JUNE 2014

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision.

<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u> (items in bold are overdue)	<u>Report Expected</u> (if known)
1. Education, Culture and Sport 24/03/11 article 19 & 15/09/11 article 13 30/05/13 article 11	<u>Reduced Communities Team / Leased Community Centres – Libraries and Information Services and Community Learning and Development Audit</u> to instruct the Director of Education, Culture and Sport to review the number of community facilities within Aberdeen City, as part of the wider service asset management plan for Education, Culture and Sport. following on from the initial modelling based on the current level of provision, instruct officers to run the model based on variations of current provision according to benchmarking, and report back to Committee on the outcomes of this modelling.	An update was provided in the information bulletin in November.	Head of Communities, Culture and Sport	12/11/13	12/06/14
2. Education, Culture and Sport 28/03/13 article 17 Council	<u>Sistema Scotland</u> to instruct officers to report back to committee in due course that a subsequent report be brought to	A report was submitted to Council on 14 May.	Head of Communities, Culture and Sport	27/03/13	12/06/14

<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u> (items in bold are overdue)	<u>Report Expected</u> (if known)
18/12/13 article tbc	Council, which would include the business plan, financial costings, asset and other implications; and thereafter reports be submitted to the Education, Culture and Sport, Enterprise, Strategic Planning and Infrastructure, Housing and Environment and Social Care, Wellbeing and Safety Committees, to ensure that the introduction of a "Big Noise" Centre in the city, its principles and experience could be integrated in other aspects of the Council's work.				
3. Education, Culture and Sport 28/03/13 article 20	<u>Adventure Aberdeen – Fairley Road Field</u> to instruct officers to develop a detailed costed proposal, and report back to a future meeting.		Head of Communities, Culture and Sport	21/11/13	12/06/14
4. Education, Culture and Sport 30/05/13 article 12	<u>Scottish Statutory Instrument – Community Learning and Development</u> to request a further report on the implications of the legislation once it is enacted.	An update was provided in the information bulletin in January 2014. It is intended that following the conclusion of the Community Learning and Development and Libraries Analysis project, the findings from this project will directly contribute to Aberdeen City Council's 3 year CLD Strategy. A report will be submitted in due course.	Head of Communities, Culture and Sport		12/06/14
5. Corporate Policy and Performance Committee	<u>Parenting Strategy</u> At its meeting of 27 September 2012, the Committee approved the Parenting	In line with the SOA this work will be reported as part of the supporting	Director of ECS	06/06/13	12/06/14

<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u> (items in bold are overdue)	<u>Report Expected</u> (if known)
27/09/12 article 13	Strategy and asked that a review of the policy be brought back to Corporate Policy and Performance Committee in six months' time.	families' priority. A revised strategy will be reported to the Committee in May 2014. The ECS service is currently working with parents on the detail of the Parent Involvement Strategy. The focus of the strategy is involving parents in their children's learning in the nursery and school context. And would be more appropriate for this to be reported to ECS Committee. The timetable to report the supporting vulnerable families that will incorporate parenting to the CPP families has been scheduled for June 2014. A report is on the agenda. Recommended for removal.			
6. Culture and Sport Committee 07/05/14 article 13	Garthdee Alpine Adventure Park Business Plan to instruct officers to report to the Education, Culture and Sport Committee of 12 June 2014 and this Sub Committee (1 October 2014) on the progress of the recommended actions noted in the report.	Update: A full written report will come to the October Culture and Sport Sub Committee which will see permission to release further quarterly grant payments.	Head of Culture and Sport	12/06/14	
7. Education, Culture and Sport Committee	Knowledge Transfer Partnership to instruct officers to review the Knowledge Transfer Partnership Agreement in twelve		Director of Education, Culture and Sport	March 2015	

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u> (items in bold are overdue)	<u>Report Expected</u> (if known)
	27/03/14 article 10	months and report back to the Committee in this regard.				

/14ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture & Sport
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	2013/14 Revenue Budget Monitoring
REPORT NUMBER:	ECS/14/039
CHECKLIST RECEIVED:	YES

1. PURPOSE OF REPORT

1.1 The purpose of this report is to

- i) bring to Committee members attention the current year revenue budget performance 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 on the near actual figures on the revenue budget and the information on areas of risk and management action that is contained herein;
- ii) Instruct that officers continue to review budget performance and report on service strategies;

3. FINANCIAL IMPLICATIONS

3.1 The revised total Education, Culture & Sport revenue budget amounts to around £162.5M net expenditure.

3.2 Based upon the near actual figures it is anticipated that the financial performance of the Directorate, an underspend of £1,390K, which compares favorably with the period 10 estimate of a £720K underspend.

4. OTHER IMPLICATIONS

- 4.1 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.

5. BACKGROUND/MAIN ISSUES

- 5.1 This report informs Members of the current year EC&S revenue budget performance to date, and provides a high level summary for the consideration of Members, of the near actual figures for the year.

- 5.2 The Directorate's revenue budget report and associated notes are attached as

Financial Position

- 5.3 In overall terms, as set out in Appendix A, the near actual position reflects spend of £1,390k below budget.

- 5.3.1 The main areas of variance leading to this level of underspend are also detailed in the appendices to this report.

- 5.3.2 Key underlying assumptions and risks concerning the near actual figures are as follows:

- Accruals have been calculated based on the most appropriate available data. In some instances the accruals are based on actual invoices paid or received in the new financial year, whereas in other instances it has been necessary to identify an appropriate method to estimate the value of invoices outstanding.
- It is assumed that heads of service, service managers and budget holders have advised Services Accounting of any costs or incomes that need to be accrued or prepaid in 2013/14. Accruals have been prepared on the basis of information thus received.
- It remains a risk that significant accruals or prepayments are identified which have not been allowed for and which have a material effect on the figures reported or result in pressure on next year's budget.

6. IMPACT

- 6.1 As a recognised top priority the Council must take the necessary measures to balance its revenue budget. Therefore Committees and Directorates are required to work within a financial constraint. Every effort is being focused on delivering services more efficiently and effectively.

7. BACKGROUND PAPERS

Financial ledger data extracted for the period.

8. REPORT AUTHOR DETAILS

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Additional contributions to analysis of risks and management action by
Director & Heads of Service – Education, Culture & Sport.

**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013/2014**

DIRECTORATE : Education, Culture & Sport

As At 31 March 2014				
ACCOUNTING PERIOD 12	Full Year Revised £'000	Actual Expenditure £'000	Variance Amount £'000	Variance Percent %
Head of Service - Communities, Culture & Sport	30,810	29,507	(1,303)	(4.2)
Head of Service - Education Services	127,797	127,604	(193)	(0.2)
Head of Service - Resources	3,927	4,037	110	2.8
TOTAL	162,534	161,148	(1,386)	(0.9)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013/2014

DIRECTORATE : Education Culture & Sport
HEAD OF SERVICE : G Woodcock (Acting)

As At 31 March 2014					
Accounting Period 12	Full Year Revised Budget	Actual Expenditure	Variance Amount	Variance Percent	Change from Last Report
	£'000	£'000	£'000	%	£'000
STAFF COSTS	13,454	12,677	(777)	(5.8)	42
PROPERTY COSTS	1,898	2,114	216	11.4	15
ADMINISTRATION COSTS	542	584	42	7.7	(24)
TRANSPORT COSTS	179	146	(33)	(18.4)	(3)
SUPPLIES & SERVICES	3,786	4,164	378	10.0	(49)
COMMISSIONING SERVICES	5,845	5,293	(552)	(9.4)	(150)
TRANSFER PAYMENTS TOTAL	10,071	9,756	(315)	(3.1)	140
GROSS EXPENDITURE	35,775	34,734	(1,041)	(2.9)	(29)
LESS: INCOME					
GOVERNMENT GRANTS	(693)	(787)	(94)	13.6	246
OTHER GRANTS	(573)	(870)	(297)	51.8	(200)
FEES & CHARGES	(2,848)	(2,546)	302	(10.6)	(177)
RECHARGES	(333)	(370)	(37)	11.1	(37)
OTHER INCOME	(518)	(654)	(136)	26.3	65
TOTAL INCOME	(4,965)	(5,227)	(262)	5.3	(103)
NET EXPENDITURE	30,810	29,507	(1,303)	(4.2)	(132)

BUDGET TO DATE	MONITORING	VARIANCE	NOTES	VARIANCE	CHANGE
		£'000		£'000	£'000
<u>Staff Costs</u>					
An underspend in Libraries, £500K, can attributed to the large number of vacancies due to the rolling 51 week contracts which have taken longer to fill due to PVG checking time; Phase 1 or the internal staffing review which reduced number of librarian/manager posts; Phase 2 will increase capacity (additional posts) of the frontline service in response to demand aligned to the on-going CLD/Library review. In the Arts and Culture budget, there has been an underspend of £600K as a result of vacancies, including during the integration of Arts Development and Arts Education teams, into the Creative Learning Team. Underspend of £150K in CLD is attributed to vacancies during the year which took some time to fill. These underspends have been used to offset the staff vacancy factor of £500K. The level of underspend is not expected to continue in the current financial year.				(777)	42
<u>Property Costs</u>					
The bulk of the variance reflects commitments in respect of property works at Rosemount Centre at the March 2014 ECS Committee. The energy budget was £60K overspent.				216	15
<u>Administration costs</u>					
There were no significant variances within this budget.				42	(24)
<u>Transport costs</u>					
There were no significant variances within this budget.				(33)	(3)
<u>Supplies & Services</u>					
The Council benefited from increased annual business at the Beach Ballroom, which coupled with the level of Civic catering provided is reflected as overspends on catering provisions by £70K, and resulted in increased income levels. External funding, including grants of £90k, enabled Museums and Galleries to purchase Works of Art; this is reflected as an overspend of £90k, balanced by an increase in income of the same amount. Externally funded project funding applications brought in £80k, which offsets the shown overspend of £80K.				378	(49)
<u>Commissioning Services</u>					
Swimming Pool management fees of £460K covering both last year and the current year are not now payable following a review of this area of operation. Provision had previously been made within the Services year end accounts for the 2012-13 fees and as this is no longer required it has been released back into the funds available to ECS. the Out Of Authority budget was £120K overspent.				(552)	(150)
<u>Transfer payments</u>					
The delay in opening of the 50M pool, plus payments to Sport Aberdeen as a result of the budget being set at a higher rate than required has given rise to this saving.				(315)	140
<u>Income - Government Grants</u>					
The main favourable variance arises from Sports Scotland Grants being carried forward into 2014-15, as the grant covered a school and not a financial year.				(94)	246
<u>Income - Other Grants</u>					
In year grants accounts for this favourable variance. Costs against this grant are reflected elsewhere, including the Supplies and Services budget above.				(297)	(200)
<u>Income - Fees & Charges</u>					
Creche Income was £200K below budget, Library Audio Subscriptions £50K less than budget, and the Maritime Museum shop sales were £60K less than budget.				302	(177)
<u>Income - Recharges</u>					
No significant variances from budget are forecast for this item.				(37)	(37)
<u>Income - Other Income</u>					
The additional forecast income represents a number of small income streams which were not originally envisaged. There are additional expenditures linked with these incomes and these are reflected within the body of expenditure categories.				(136)	65
				(1,303)	(132)

**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013/2014**

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

As At 31 March 2014					
Accounting Period 12	Full Year Revised Budget	Actual Expenditure	Variance Amount	Variance Percent	Change from Last Report
	£'000	£'000	£'000	%	£'000
STAFF COSTS	98,688	98,666	(22)	(0.0)	50
PROPERTY COSTS	23,392	24,198	806	3.4	(287)
ADMINISTRATION COSTS	227	176	(51)	(22.5)	(56)
TRANSPORT COSTS	206	218	12	5.8	(103)
SUPPLIES & SERVICES	7,474	6,925	(549)	(7.3)	(149)
COMMISSIONING SERVICES	407	416	9	2.2	(104)
TRANSFER PAYMENTS TOTAL	214	195	(19)	(8.9)	65
GROSS EXPENDITURE	130,608	130,794	186	0.1	(584)
LESS: INCOME					
GOVERNMENT GRANTS	(365)	(365)	0	0.0	(3)
OTHER GRANTS	(306)	(696)	(390)	127.5	1
FEES & CHARGES	(1,119)	(988)	131	(11.7)	105
OTHER INCOME	(1,021)	(1,141)	(120)	11.8	(65)
TOTAL INCOME	(2,811)	(3,190)	(379)	13.5	38
NET EXPENDITURE	127,797	127,604	(193)	(0.2)	(546)

<u>BUDGET TO DATE MONITORING VARIANCE NOTES</u>	<u>VARIANCE</u> <u>£'000</u>	<u>CHANGE</u> <u>£'000</u>
<u>Staff Costs</u>		
The probationers budget was £260K underspent as a result of maximising the use of probationers by using them to fill vacancies which matched their teaching commitment, thus ensuring there was as little excess capacity as possible. The School Escorts budget was £70K overspent, mainly due to additional pension costs associated with auto-enrolment of pensions. Staff Advertising was £140 K overspent following extensive staff vacancy advertising during the year. Provision was made within the accounts for the estimated cost of the Teachers 2013-14 pay award which was agreed late in the financial year. This will be in the region of £850K, and due to timing is not reflected within the teaching budgets. This is being dealt with centrally so as not to affect schools DEM Carry Forward Balances.	(22)	50
<u>Property Costs</u>		
Energy costs were £700K greater than budget. Metered water charges were £100K higher than budget. The favourable movement since period 10 reflects lower than forecast energy cost as a result of the mild weather in the last quarter of the year.	806	(287)
<u>Administration costs</u>		
Telephone Rental and Advertising costs were £20K below	(51)	(56)
<u>Transport costs</u>		
There were no significant variances within this budget.	12	(103)
<u>Supplies & Services</u>		
The exam fees budget was £250K under budget following changes in SQA invoicing procedures.	(549)	(149)
<u>Commissioning Services</u>		
There were no significant variances within this budget.	9	(104)
<u>Transfer payments</u>		
Pupil Clothing budgets were underspent by £80K. This is in line with past expenditure levels and the rationalisation of entitlements with Free School meals legislation. A contribution of £60K toward the Riverbank School extension was also met from within this category.	(19)	65
<u>Income - Government Grants</u>		
There were no significant variances within this budget.	0	(3)
<u>Other Grants</u>		
Recharges to Aberdeenshire for Aberdeenshire children with ASN needs at City schools are estimated to be £350K higher than budget.	(390)	1
<u>Income - Fees & Charges</u>		
Music Fee Income was £100K less than budget. A review of charges in relation to SQA courses accounts for £70K of this shortfall, with the remaining £30K being offset by reduced Music Instructor staff costs.	131	105
<u>Income - Other Income</u>		
Recoveries in respect of Statutory Sickness and Maternity pay were £150K greater than budget. These income streams were originally offset against sickness costs, but more accurate data has allowed these income streams to now be reflected correctly as Income. This does not reflect increased levels of either sickness or maternity absence.	(120)	(65)
	<u>(193)</u>	<u>(546)</u>

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013/ 2014

DIRECTORATE :Education Culture & Sport
HEAD OF SERVICE : D Anderson (Acting)

As At 31 March 2014					
Accounting Period 12	Full Year Revised Budget	Actual Expenditure	Variance Amount	Variance Percent	Change from Last Report
	£'000	£'000	£'000	%	£'000
STAFF COSTS	2,570	2,348	(222)	(8.6)	42
PROPERTY COSTS	271	256	(15)	(5.5)	(15)
ADMINISTRATION COSTS	467	449	(18)	(3.9)	(49)
TRANSPORT COSTS	56	53	(3)	(5.4)	5
SUPPLIES & SERVICES	659	1,045	386	58.6	105
TRANSFER PAYMENTS	325	317	(8)	(2.5)	(8)
GROSS EXPENDITURE	4,348	4,468	120	2.8	80
LESS: INCOME					
GOVERNMENT GRANTS	(367)	(348)	19	(5.2)	11
OTHER GRANTS	(19)	(59)	(40)	210.5	(18)
FEES & CHARGES	(10)	(14)	(4)	40.0	(4)
OTHER INCOME	(25)	(10)	15	(60.0)	10
TOTAL INCOME	(421)	(431)	(10)	2.4	(1)
NET EXPENDITURE	3,927	4,037	110	2.8	79

<u>BUDGET TO DATE MONITORING VARIANCE NOTES</u>	<u>VARIANCE £'000</u>	<u>CHANGE £'000</u>
<u>Staff Costs</u> The year to date underspend reflects the management of vacancies to contribute towards service wide annual vacancy factor savings of £740K, plus delays in filling posts pending the finalisation of proposed admin. staffing restructures.	(222)	42
<u>Property Costs</u> There were no significant variances within this budget.	(15)	(15)
<u>Administration costs</u> There were no significant variances within this budget.	(18)	(49)
<u>Transport costs</u> There were no significant variances within this budget.	(3)	5
<u>Supplies</u> The main variances relate to additional Software Licence fees of £70K associated with the MIS project, additional costs of £250K for school linked property repairs and maintenance and £70K in respect of external support for the school estate works and cover for the vacant Head Of Service post.	386	105
<u>Transfer Payments</u> There were no significant variances within this budget.	(8)	(8)
<u>Government Grants</u> There were no significant variances within this budget.	19	11
<u>Other Grants</u> This represents a small Staff Development Grant received from NHS Grampian for Substance Misuse Training. This grant was carried forward from 2012/13 and was utilised within the 2013-14 financial year.	(40)	(18)
<u>Income - Fees & Charges</u> There were no significant variances within this budget.	(4)	(4)
<u>Other Income</u> There were no significant variances within this budget.	15	10
	<u>110</u>	<u>79</u>

ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture & Sport
DATE	16 June 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Education, Culture & Sport Projects.
REPORT NUMBER:	EPI/14/136

1. PURPOSE OF REPORT

To advise the Committee of the capital spend in 2013/14 for the Education, Culture & Sport projects included within the Non-Housing Capital Programme.

2. RECOMMENDATION(S)

The Committee note the current position.

3. FINANCIAL IMPLICATIONS

The monies required to fund these projects are achieved through external borrowing, capital receipts and grant income. These projects are all accommodated within the Non-Housing Capital Programme. Any underspend, carry forward or overspend will have implications for the programme. There are no issues at present that would result in such implications. As part of the Council's five year business plan, capital expenditure is now monitored within a five year timescale where appropriate. This has given budget holders the ability to profile across the full five years. In year monitoring will continue, alongside monitoring the complete Capital Programme.

4. OTHER IMPLICATIONS

There are no other implications at this time but as projects progress or indeed fail to progress then other implications may arise and will be reported at an appropriate Committee.

5. BACKGROUND / MAIN ISSUES

As reported at the Finance & Resources Committee in June 2012 the overall responsibility for the monitoring / management of the Capital Programme lies with the Head of Asset Management & Operations. The Planning & Monitoring Officer within Asset Management &

Operations is in regular contact with the Service Representative and the Capital Accountant, reporting in the first instance to the Corporate Asset Group. This ensures that the spend figures are always up to date and accurate.

Education, Culture & Sport has a total of 8 projects, totaling £12.512 million allocated to it from the 2013/14 Non-Housing Capital Programme. The projects and total budget committed to each project included in the programme are:-

- 1) School Estate Strategy - Bucksburn / Newhills
£1.737 million
- 2) School Estate Strategy – Riverbank
£1.654 million
- 3) Provision for Children with Complex Needs
£6.422 million
- 4) Tullos Pool Refurbishment
£771,000
- 5) Museums Collections Centre
£246,000
- 6) Art Gallery HLF Redevelopment
£1.1 million
- 7) Woodside Replacement Pitch
£82,000 (project completed)
- 8) Replacement School for Kincorth and Torry Academies
£500,000

Spend for all projects in 2013/14 totaled £5.841 million. Spend profiles provided by budget holders show it is anticipated that underspend this financial year will be picked up in the following financial year(s).

Appendix A shows the total expenditure for 2013/14.

There is a requirement for carry forward on the Provision for Children with Complex Needs, Museums Collections Centre and Art Gallery HLF Redevelopment projects in order to retain the approved funding envelope for each project. This was agreed at Corporate Asset Group on 30 April 2014.

Budget holders will be providing spend profiles for each project which will be provided within the update to this Committee on 11 September 2014.

6. IMPACT

Corporate - The continued implementation of the Property Asset Management Plan will ensure that the Council is utilising its property portfolios to support Services in implementing the Single Outcome Agreement. In addition the plan contributes to achieving the vision set out in 'Aberdeen: The Smarter City'. Property has a particularly important role to play in Smarter Living, Smarter People and Smarter Environment themes.

Public - This report will be of interest to the public as it outlines the Council's capital spending to date on Education, Culture & Sport projects.

7. BACKGROUND PAPERS

Non-Housing Capital Programme 2012/13 – Capital Monitoring Report approved at Finance & Resources Committee on 19 June 2012

8. REPORT AUTHOR DETAILS

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Planning & Monitoring Officer
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**Appendix A:
Capital Monitoring – Education, Culture & Sport projects 2013-14**

Project Description	Revised Budget 2013/14 £'000	Final 2013/14 spend £'000	Five year budget 2013- 18 £'000
School Estate Strategy - Bucksburn / Newhills	1,737	2,144	12,079
School Estate Strategy - Riverbank	1,654	2,028	1,742
Provision for Children with Complex Needs	6,422	6	14,707
Tullos Pool Refurbishment	771	934	771
Museums Collections Centre	246	0	3,000
Art Gallery HLF Redevelopment	1,100	639	30,000
Woodside Replacement Pitch	82	69	82
New Academy to the South	500	21	32,000
New Milltimber Primary	0	0	11,750
Totals	12,512	5,841	106,131

- The Head of Asset Management & Operations authorised an additional spend of 10% on the Riverbank and Tullos Pool projects. The additional overspend on the Riverbank project has been funded from the Condition & Suitability budget and EC&S revenue budgets. Both of these projects are now completed.

ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Education, Culture and Sport Service Performance Report
REPORT NUMBER	ECS/14/037
CHECKLIST RECEIVED:	Yes

1. PURPOSE OF REPORT

The purpose of this report is to:

- provide Elected Members with a summary of quarterly, and rolling year Education, Culture and Sport (E,C&S) performance data up to and including 31st March 2014.

2. RECOMMENDATION(S)

The Committee is asked to:

- Approve the E, C&S Service Performance report for the period January to March 2014.
- Approve the proposed Service Improvement Plan reporting template (Appendix B) for future Committee reports

3. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from the report.

4. OTHER IMPLICATIONS

There are no direct implications arising from this report.

The Service is required to act as set out in the Local Government Act 1992, and as defined within the Statutory Performance Indicator 2012

Direction provided by the Accounts Commission, in respect of its reporting obligations and;

There may be legislative, property, equipment or Health and Safety implications linked to the Service-wide Health and Safety update included in this report. These are addressed by Service as a matter of course, and in accordance with best practice, as required.

5. BACKGROUND/MAIN ISSUES

5.1 Service Plan Priorities and Reporting

- As reported to the January meeting of this Committee, the Service is working to a renewed tranche of Service Plan Priorities, around four core objectives which will, subject to the outcomes of the pending Directorate re-design, drive the work of the Service over the next 24 months.

The four Service Priorities, as identified by the Directorate's Leadership, are based on the overarching aim of the Education, Culture and Sport Service which is to 'Improve learning opportunities to deliver better outcomes', and are outlined below:

- Accelerating progress to improve outcomes for specific underperforming groups and areas;

Additional Support Needs
Literacy
Adults

- Improve health and wellbeing outcomes through people becoming more active more often and improving mental health resilience
- Improve and increase positive and sustained destinations for 14-25 year olds
- Extending quality cultural opportunities

These Priorities and action linkages that support this work, alongside the wider range of existing strategic Actions, were outlined in the Education, Culture and Sport, Standards and Quality Improvement Plan 2013/14-15/16, approved at the March meeting of this Committee.

The outcomes from these Priorities, and any adjustments or additions linked to the 'living' plan', will be reflected in a high level Progress of Actions template (**Appendix B**) and a variable Key Performance Indicator suite.

To align with the availability and publication of both local and national metrics data covering the academic and fiscal years, this data will encompass reporting periods April to September and October to March and will be provided bi-annually to this Committee.

This expanded information will be presented on each occasion as an enhancement to the existing quarterly core data capture which is reflected in the Scorecard and Trend Chart Analysis, with which the Committee is familiar.

- The reports attached at **Appendices A,1-2** provide;

Scorecard and Trend Chart Analysis relating to Key Service Performance Indicators covering the most recently available data up to and including 31st March 2014

- **Appendix B** reflects the template format which will form the basis of Progress of Actions reporting linked to the detailed six monthly Service Improvement Plan updates outlined above. The first of these reports, covering the reporting period April to September, will be provided to Committee in November

5.2 Key Analysis

Members should note the following performance this period and that the statutory year-end performance reporting (SPI) requirements, of which the annual Key Performance Indicators form part, will subsequent to completion of the necessary external audit review, be provided to a future meeting of the Committee.

5.2.1 Communities, Culture and Sport

5.2.2.1 Library and Information Services

5.2.2.2 Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres and Learning Access Points

Quarterly Key Performance Indicator

Over the period from January to March 2014, there were 54,972 uses of PC terminals and Wi-Fi Netloan connections, 7.5% greater than were recorded during the fourth quarter of 2013.

The component indicators reflect a minimal increase in Wi-Fi Netloan users with an 8.3 % rise in the number of PC uses made within facilities that, in the case of the latter figure, is a sustained reversal of quarterly trends recorded in 2012-13.

Annual Key Performance Indicator

Across the course of the twelve month period, the number of terminal and Wi-Fi access uses rose from 211,283 in 2012-13 to 221,304 (+ 4.7%) with PC use contributing more than 86% of the overall increase of just over 10,000 uses.

5.2.2.3 Visits In Person

Quarterly Key Performance Indicator

There were a total of 238,698 visits in person to Library premises in the final quarter of 2013-14 which is less than 1 % lower than that recorded over Quarter 4 in 2012-13.

Over this period, the majority of premises showed an increase in visitor numbers which might have generated an aggregated positive comparative outcome had it not been for building related access issues at Dyce, the Information Centre and, latterly, Ferryhill Library which materially contributed the majority of visitor losses recorded over the quarter.

Annual Key Performance Indicator

Noticeably the gap between quarterly outcomes, when comparing 2012-13 and 2013-14, has reduced over the course of the 12 months suggesting that, although the cumulative figure of 987,435 is marginally short of the previous years figure (-1.8%), visitor numbers are relatively stable.

These aggregated year end figures cover a range of individual facility outcomes with the combined Central Libraries noting a decrease of 2.3%, statistically linked to losses aligned with early year essential lift repairs and community based premises noting a proportionately stronger performance with only 1.5% fewer visits.

Factoring out the detrimental impacts noted above, and accounting for changes in service delivery profiles at particular sites, it can be reasonably assumed that the aggregated figures for both community and Central Library based services would have demonstrated a like for like performance with that recorded in the previous year, which is particularly creditable given the national trend of falling year-on-year visitor numbers

5.2.2.4 Virtual Visits

Quarterly Key Performance Indicator

The Library and Information Service recorded a total of 150,769 virtual visits in the fourth Quarter of 2013-14, some 23,785 visits (+ 18.7%) ahead of the comparable period in 2012-13.

Annual Key Performance Indicator

Overall, the number of virtual visits to and uses of the Library and Information Service's on-line provision increased by just over 39% with an additional 186,308 visits over 2012-13 resulting in a full year total of 659,567 visits.

This reflects both the comparatively low annual figures from 2012-13 arising from specific technical issues in mid-year, but also a level of overall absolute growth in visits across a number of areas of the Service's web-based offering, most noticeably, against visits to the Silver City Vault which have more than doubled to a figure of over 380,000.

The effectiveness and rising use of technology based access by the Service, particularly in regards to mobile applications, was recently reflected in the SOCITM, Better Connected 2014 Report as an area of good practice and has been enhanced by the Council's wider website visibility which, from the Report above, recorded the highest number of un-weighted hits of the 32 Scottish local authorities over the monitoring period.

5.2.3 Museums and Galleries

5.2.3.1 Visits In Person

Quarterly Key Performance Indicator

A total of 72,364 visits were recorded against the four museum and gallery venues during January to March, an increase of just under 44% on 2013. Of the 22,069 additional admissions, the Aberdeen Art Gallery and Museum contributed some 13,700 added visits (+39.4%), and the Maritime Museum, Cowdray Hall and Tolbooth noting percentage increases of 31.9%, 6.0% and 987.4% respectively.

Annual Key Performance Indicator

With a rise in visits of 5.1% against the previous year, leading to an annual figure of 273,217 admissions in person, the various venues have shown a range of outcomes.

Of these, the efforts made to off-set the impact of closure of Provost Skene's House through an enhanced programme and opening hours at the Tolbooth have been the most positive with visits rising by 169.5% (+14,230).

At the same time, and reflecting the significance of the larger venues, it is also important to note that the Maritime Museum experienced an increase of 2.7% and that the Art Gallery and Museum effectively matched visit levels from the previous year with 162,000 visits, although the Cowdray Hall experienced a 6.0% fall in attendances

5.2.3.2 Virtual Visits

Quarterly Key Performance Indicator

202,894 virtual visits were noted during Quarter 4 with 77,182 additional 'landings' across the Service's web-based provision, a rise of 61.4%.

Annual Key Performance Indicator

Over the course of 2013-14, a total of 835,822 virtual visits were recorded, a rise of just over 70% (+ 345,746). This, in large part, is linked to the increased range and accessibility of services encompassed within the 'stand-alone' AAGM website, launched during the course of 2013 and the increased generic visibility of the Council's web presence as reflected in the commentary on Library Virtual Visits.

5.2.3.3 Outreach Visits

Quarterly Key Performance Indicator

The number of Outreach visits (377) fell over the course of the quarter with some 365 fewer participations/attendances (-49.2%). This reflects a combination of a marginally reduced events programme and the nature of audience capacities for these events.

Annual Key Performance Indicator

Overall, the level of outreach based events increased marginally on 2012-13 with a subsequent and proportional rise in visit numbers to just fewer than 1,900 visits (+0.4%) which maintains a similar level of attendances per event as the previous year.

5.2.4 Sport and Physical Activity

- 5.2.4.1 As a result of changes to the recording frameworks and processes applied to Sport Aberdeen facilities, arising from the introduction of the XN LMIS in mid 2012-13, data contained under the Key Performance Indicator headings is expressed as a provisional outcome and should be regarded as such.

This information, along with that offered by Aberdeen Sports Village, will require to be formally evaluated through the Statutory Performance Indicator audit process prior to incorporation into the Services formal SPI submissions against this activity.

5.2.4.2 Indoor Dry Sports Facility Attendances*

Quarterly Key Performance Indicator

There were a total of 428,049 combined attendances at dry sports facilities operated by Sport Aberdeen and Aberdeen Sports Village.

This represents the highest quarterly outcome recorded under this comparative performance indicator framework since its introduction in 2009-10 and is some 5% ahead of the same quarterly period in 2013

Annual Key Performance Indicator (Provisional)

The provisional 2013-14 annual out-turn for dry sports centre attendances, provides for a cumulative total of 1,476,730 attendances, a rise of 10.75% on the previous year and continues the sustained growth pattern demonstrated in each of the previous five years, with admissions now at a level that is just under double that recorded in the base 2009-10 indicator year.

5.2.4.3 Sport Aberdeen Indoor Sports Attendances*

Quarterly Key Performance Indicator

Across the 11 facilities, 211,182 attendances were generated with Cults, Sheddocksley, Linx, Beacon and Beach Leisure Centre contributing towards the overall increase of 8.1%, the second highest quarter outcome recorded by Sport Aberdeen since transfer of the main facilities in 2010.

Of the remaining premises, each performed at levels below the comparative quarterly period in 2013 with falls of between 2-5% with both Bridge of Don based centres noting a proportionately higher combined loss of 16.5%

Annual Key Performance Indicator (Provisional)

Just fewer than 750,000 attendances were recorded across Sport Aberdeen managed facilities over the course of the year which represents a four year high and an improvement of 16.8% (+107,643) on 2012-13.

Drill down into the figures shows that the greatest individual contribution to this increase stems from the Beacon Centre with a 69.3% rise, in significant part due to the incorporation of activities that were previously not recorded under this framework.

Outwith this, Westburn Tennis Centre and the Cults campus both contributed around an additional 25,000-26,000 admissions and the Beach Leisure Centre some 13,000.

In total, 9 out of 11 facilities recorded a positive movement in attendance levels with all but Lord Provost Alex Collie (-18.6%) and Torry Youth and Leisure (-12.8%) centres achieving higher visit figures than in 2012-13.

5.2.4.4 Aberdeen Sports Village Indoor Sports Attendances*

Quarterly Key Performance Indicator

A total of 216,867 attendances were recorded at the Aberdeen Sports Village over the course of Quarter 4, some 2.3% ahead of the comparable period last year, and the highest quarterly figure recorded for use the facility to date.

Within this figure, Class and Ticketed Activity admissions both demonstrated improvement with 29,916 (+9.3%) and 110,624 (+3.5%) attendances, although both categories of booked use and Course attendances fell marginally.

Annual Key Performance Indicator (Provisional)

With 727,009 attendances during the fiscal period, Aberdeen Sports Village has exceeded the 2012-13 annual outcomes by 3.6% with an additional 25,135 admissions which, as with the quarterly figure, is the greatest number of comparative visits noted against the facility since opening.

Across the five core activity areas, Ticketed Activities and Classes which primarily represent the extent of individual 'pay-and-play' access linked to community use, have risen by 4.7% and 18.9% respectively with Courses having generated an increase of 29.1%.

In combination, these attendances now constitute some 62.1% of the facility's overall use, a similar proportion to that experienced in 2012-13 and maintains the upwards trend in this particular category of user.

By contrast, attendances generated by both Management Bookings and Booked Activities that reflect organised and/or club-based usage have reduced by 1.1% and 7.3%

* These figures exclude admissions generated directly through use of associated outdoor facilities

5.2.4.5 Pool Facility Attendances

Quarterly Key Performance Indicator

During the Quarter, some 132,532 attendances were recorded, an increase of 22,151 visits equating to a 20.1% rise in comparison with 2013.

Within these figures, five of the seven pools operating over the course of the full 2012-13 year, noted increased admissions with Cults, Northfield, the Beach Leisure Centre, Kincorth and Bridge of Don pools generating percentage improvements of 69.4%, 40.8%, 11.9%, 10.7% and 0.8% respectively.

Of the remaining sites, Bucksburn and Hazlehead recorded falling figures with the former noting a reduction of 4.1% and the latter, 24.0% both of which were influenced to a large degree by the extent of admissions generated through club session use.

Tullos noted a first full quarter outcome of just over 10,300 visits during the period with a consistent level of visits at around 3,500 in each of the three months.

Annual Key Performance Indicator

The high level summary for the Annual Key Indicator notes a full year outcome of 417,289 attendances (+3.9%), some 15,642 greater than in 2012-13.

An overwhelming proportion of this would reflect the impact of re-instatement of operations at Tullos, the increased programming of facilities at Cults and the relative stabilisation of admissions at the Beach Leisure Centre in comparison with 2012-13.

Outwith these aspects, attendances at the City's older pools in particular, showed a decline against the previous year with Kincorth, Hazlehead and Bridge of Don experiencing falls of 28.2%, 8.1% and 9.1% which by and large, reflects the reduced level of admissions being recorded against club use, as noted above.

This, in part, is a result of programme transfers of these sessions to newer premises and, as public session attendances have remained comparatively static at these facilities in most instances this had, to an extent, been anticipated as the effect of enhanced programme capacities at both Cults and Tullos came into play.

Of the remaining pools, Bucksburn and Northfield both experienced particularly poor comparative performance during Quarter 1 which has, over the course of the year, been reclaimed to an extent although the end of year figures still resulted in losses of 14.1% for Bucksburn and a more positive performance at Northfield in the latter part of the year which concluded with a 3% reduction.

5.2 Service Wide

5.3.1 Absence Management (Rolling Monthly Reporting Period)

The average number of days lost through absence within the E, C&S Directorate per employee over a rolling twelve month period up to March 2014 was 8.0 days.

This represents an equivalent decrease in the rolling month on month figure of 0.1 days and provides for an aggregated mean of 8.1 days

across the three month period which is 0.3 days greater than the comparable period in 2013.

5.3.1.1 Absence Level Calculations

The meeting of the Finance, Policy and Resources Committee, on 6th May 2014, approved a revised method of calculating and reporting sickness absence statistics for internal purposes. This adjusted data set will be reflected in absence levels incorporated within future Performance Reports to Committee.

This methodology will form the basis of the Council's corporate absence recording templates and operate independently of that required for meeting of the Council's annual Statutory Performance Reporting requirements that incorporates corporate absence data and enables high level comparison across all 32 Scottish local authorities.

Resultantly, the Service's intention to externally benchmark whole – Service absence outcomes on a regular basis will require to be re-examined in concert with colleagues from Corporate Governance (HR&OD) to identify and ensure alignment with other comparator authorities which, it is understood, utilise similar calculation measures.

5.3.2 Enquiries & Complaints (Quarterly Reporting Period)

Quarterly Key Performance Indicator

The Service received 24 enquiries/complaints during the course of January to March 2014. Of these, 22 were responded to within the corporate timescale of 20 days, resulting in a 92% outcome with 60% of these being responded to within five working days.

Annual Key Performance Indicator

84% of all enquiries submitted during 2013-14 received an appropriate response within the corporate timescale which, although falling short of the target of 95%, represents a seven percentage point increase on the previous year and sustains the three year upwards trend.

5.3.3 Health and Safety (Quarterly Reporting Period)

5.3.3.1 Reportable Accidents

Quarterly Key Performance Indicator

There were 3 Health and Safety reportable accidents recorded over the course of Quarter 4, the same number as were noted in the comparable quarter in 2013.

Annual Key Performance Indicator

The combined total of reportable accidents during 2013-14 was 9, some 19 (-67%) fewer than were recorded in 2012-13, and substantially the lowest annual figure noted over the course of the past four years.

5.3.3.2 Recorded and Reportable Incidents (Quarterly Reporting Period)

Quarterly Key Performance Indicator

There were a total of 24 incidents noted against the three month period from January to March 2014, some 11 fewer (-31.4%) than were recorded in the comparable quarter in 2013.

Annual Key Performance Indicator

68 incidents were recorded during the fiscal year. In comparison with 2012-13 (and 2011-12) this represents a sustained reduction in the occurrence of recorded incidents which numbered just under 200 in the previous year.

5.3.3.3 Workplace Inspections (Quarterly Reporting Period)

There were 84 workplace inspections scheduled for January to March 2014, of which 82 had been completed and returned resulting in a quarterly average of 97.6% of inspection returns being provided within the required timescale.

6. IMPACT

Corporate

Reporting to the Committee is an essential governance requirement of the Service's performance management arrangements, by which members may seek assurance that performance improvement activity is evidenced and robust.

The measures reported against ensure linkage to the Single Outcome Agreement and the themes contained in "Improving Scottish Education.", together with the Administration's Policy Statement 'Smarter Aberdeen', - "Improvements in the services provided by Education, Culture and Sport impact positively on communities across the City."

Public

The report is designed for information purposes only and no Equalities and Human Rights Impact Assessment has been prepared.

Transparency in our performance reporting is a key component of our Public Performance Reporting requirement, which is subject to annual audit by Audit Scotland. Education, Culture and Sport undertakes to report our own performance to the Committee and thereby into the public domain.

7. MANAGEMENT OF RISK

The nature of this report is not such that a risk assessment of options is required for consideration by the Committee. However, the regular reporting of performance is itself mitigation of the risk that the Council's Public Performance Reporting might be regarded as insufficient for the purposes of meeting the obligations placed upon it.

8. BACKGROUND PAPERS

- **Appendices A1-2:** Service Performance Scorecard and Trend Charts up to 31st March 2014
- **Appendix B :** Service Improvement Plan Progress of Actions Template

Finance, Policy and Resources Committee, 6th May 2014- Sickness Absence Update and revised Maximising Attendance Policy

8. REPORT AUTHOR DETAILS

Co-ordinated by Alex Paterson, Development Officer, Performance Improvement, Education, Culture & Sport

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Appendix A1 - ECS Performance Scorecard - June 2014

Summary scorecard of Service Indicators against Service Improvement Plan

Report Author: Alex Paterson

Generated on: 22nd May 2014

Performance Data Traffic Light	
Green	5
Data Only	8

PRIORITIES: LITERACY, EXPANDING CULTURAL OPPORTUNITIES

Performance Measure	January 2014	February 2014	March 2014	Q4 2013/14	2013/14	Quarterly/ Annual Targets	Status	Long Trend
	Value	Value	Value	Value	Value			
Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres and Learning Access Points	18,395	18,167	18,410	54,972	221,304	Linked to SPI		↑
Number of visits to libraries - virtual	53,987	47,277	49,505	150,769	659,567	Linked to SPI		↑
Number of visits to/usages of council funded or part funded museums - virtual	60,525	74,509	67,860	202,894	835,822	Linked to SPI		↑

PRIORITY: - HEALTH AND WELL-BEING

Performance Measure	January 2014	February 2014	March 2014	Q4 2013/14	2013/14	Quarterly/Annual Targets	Status	Long Trend
	Value	Value	Value	Value	Value			
Number of attendances at other indoor sports and leisure facilities excluding pools in a combined complex	133,549	145,586	148,914	428,049	1,476,730	Linked to SPI		↑
Number of attendances at Sport Aberdeen swimming pools (excluding community/school pools)	42,580	43,294	46,658	132,532	417,289	Linked to SPI		↓

PRIORITIES : LITERACY, EXPANDING CULTURAL OPPORTUNITIES

Performance Measure	January 2014	February 2014	March 2014	Q4 2013/14	2013/14	Quarterly/Annual Targets	Status	Long Trend
	Value	Value	Value	Value	Value			
Number of visits to libraries - person	78,161	79,939	80,598	238,698	987,435	Linked to SPI		➔
Number of visits to/usages of council funded or part funded museums - person	17,082	23,636	31,646	72,364	273,217	Linked to SPI		➔
Number of visits to/usages of council funded or part funded museums - outreach	182	51	144	377	1,897	Linked to SPI		➔

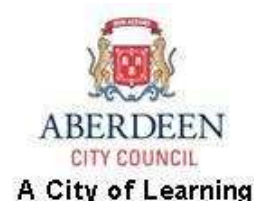
CORPORATE SERVICE INDICATORS

Performance Measure	January 2014	February 2014	March 2014	Q4 2013/14	2013/14	Quarterly (Q) /Annual (A) Targets	Status	Long Trend
	Value	Value	Value	Value	Value			
ECS and Corporate Absence showing the Average Number of Days Lost Per Employee Per Service	8.2	8.1	8.0		8.2	10.0 (A)		➔
Health and Safety Reportable Accidents	0	2	1	3	9	6 (Q) /24 (A)		➔
% of complaints and enquiries responded to within current corporate timescale of 20 working days				92%	84%	95% (Q/A)		➔
Number of Scheduled ECS Workplace Inspections Recorded As Completed to Date	100%	100%	97%	98%		100% (Q/A)		➔
Health and Safety Incidents	1.1	6	7	24	68	48 (Q)/192 (A)		➔

PI Status		Long Term Trends			Short Term Trends		
	Alert	➔	Improving	➔	Improving		
	Warning	▬	No Change	▬	No Change		
	OK	➔	Getting Worse	➔	Getting Worse		
	Unknown		Data Only				

Appendix A2 - ECS Performance Trend Chart - June 2014

Report Author: Alex Paterson
Generated on: 22nd May 2014



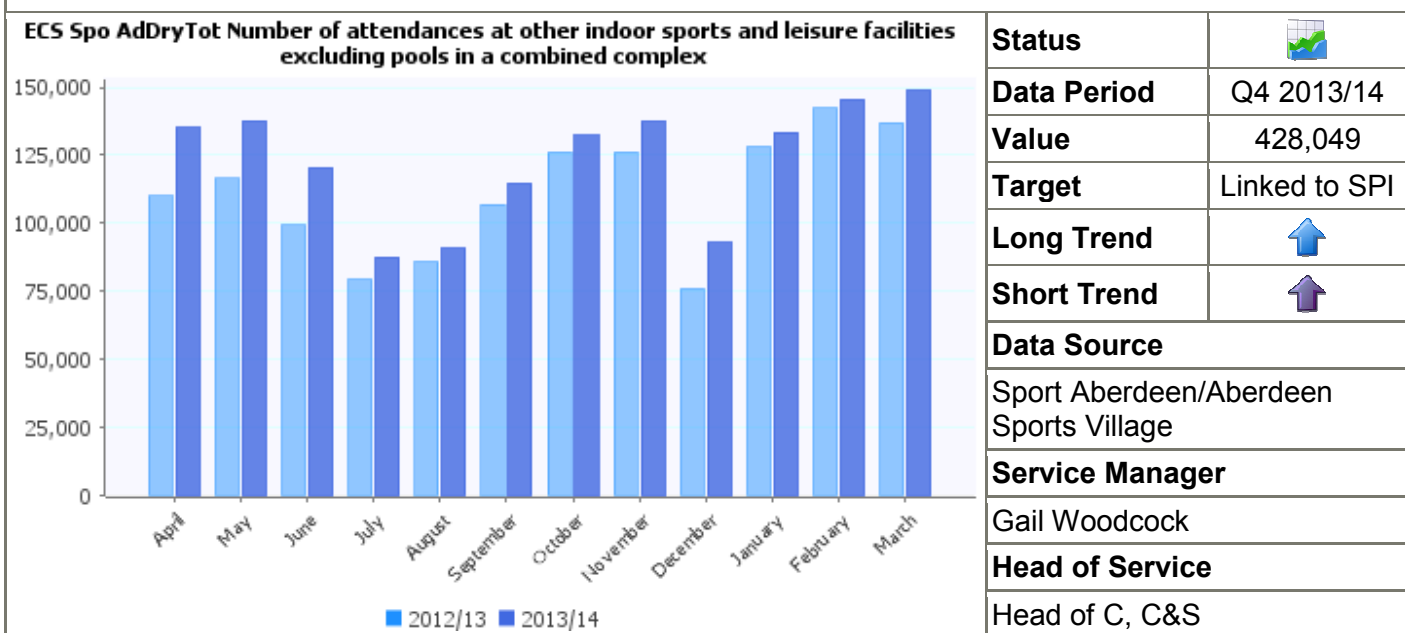
Education, Culture and Sport; Priority 2 - Health and Wellbeing

Number of attendances at other indoor sports and leisure facilities excluding pools in a combined complex

This indicator monitors the collective monthly attendance at indoor sports and leisure facilities excluding those with pools in a combined complex including those directly managed by Sport Aberdeen and Aberdeen Sports Village.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.

Monthly data for April-June for 2013-14 encompasses averaged data to accommodate prior quarterly Sport Aberdeen reporting timescales



Narrative and Analysis

Quarter Outcome

There were a total of 428,049 combined attendances at dry sports facilities operated by Sport Aberdeen and Aberdeen Sports Village. This represents the highest quarterly outcome recorded under this comparative performance indicator framework since its introduction in 2009-10 and is some 5% ahead of the same period in 2013.

Assessing the relative performance of the two contributing organisations, Sport Aberdeen noted a total of 211,182 visits (+ 8.1%) with just fewer than 16,000 additional attendances and the Sports Village recording 216,867 visits, a smaller percentage increase of 2.3%. Both of these figures, as with the total above,

represent amongst the most positive quarterly figures since establishment of the respective trusts in 2009 and 2010.

Annual Outcome

The provisional 2013-14 annual out-turn for dry sports centre attendances, which as with the Pools data below, will require to be formally evaluated through the Statutory Performance Indicator audit process, provides for a cumulative total of 1,476,730 attendances, a rise of 10.75% on the previous year.

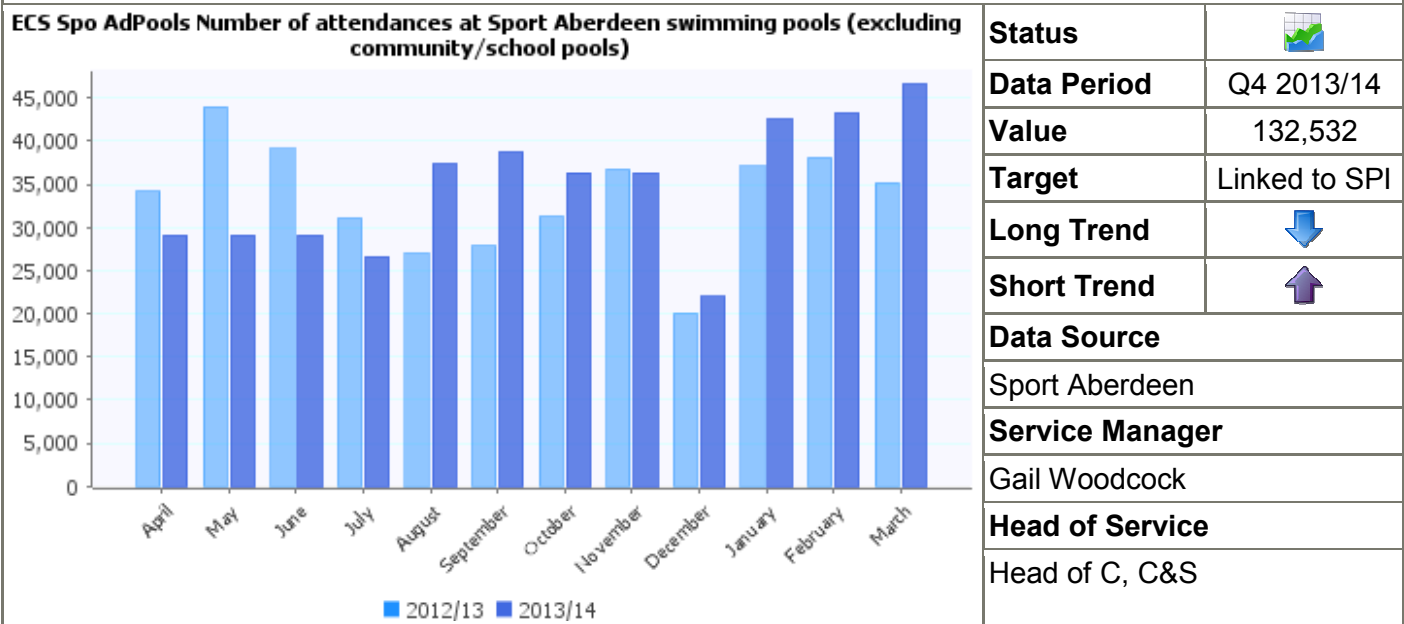
This improvement continues the sustained growth pattern demonstrated in each of the previous five years, with admissions now at a level that is just under double that recorded in the base 2009-10 indicator year.

Number of attendances at Sport Aberdeen swimming pools (excluding community/school pools)

This indicator monitors the number of pool attendances excluding community pools.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.

Monthly data for April-June for 2013-14 is averaged to accommodate prior quarterly reporting timescales



Narrative and Analysis

Quarter Outcome

During the Quarter, some 132,532 attendances were recorded, an increase of 22,151 visits equating to a 20.1% rise in comparison with 2013. Within these figures, five of the seven pools operating over the course of the full 2012-13 year, noted increased admissions with Cults, Northfield, the Beach Leisure Centre, Kincorth and Bridge of Don pools generating percentage improvements.

Of the remaining sites, Bucksburn and Hazlehead recorded falling figures with the former noting a reduction of 4.1% and the latter, 24.0% both of which were influenced to a large degree by the extent of admissions generated through club session use with Tullos noting a first full quarter outcome of just over 10,300 visits.

Annual Outcome

The high level summary for the Annual Key Indicator records a full year outcome of 417,289 attendances (+3.9%), some 15,642 greater than in 2012-13 with Cults and the Beach Leisure Centre noting improved performance and Tullos contributing in large part to the rise in attendances.

Attendances at the City's older pools, in particular, showed a decline against the previous year with Kincorth, Hazlehead and Bridge of Don experiencing falls of 28.2%, 8.1% and 9.1% which by and large, reflects, as noted above, the reduced level of admissions being recorded against club use. Bucksburn and Northfield Pools also experienced a reduction in admissions although in the case of the later this was relatively marginal as public admissions showed growth over the latter part of the year

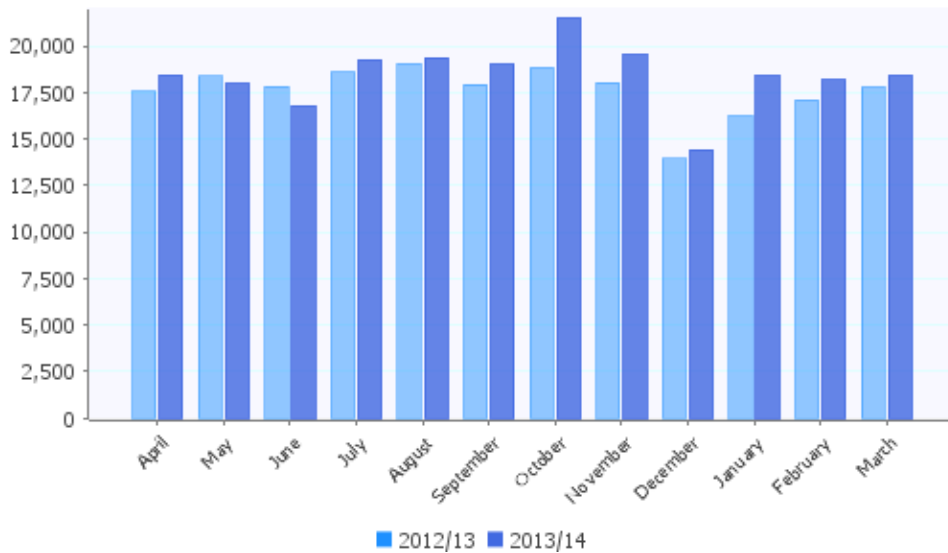
Education, Culture and Sport; Priorities 1 and 4 – Literacy/Cultural Opportunities

Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres and Learning Access Points

This indicator monitors the combined number of uses of PC terminals and uses linked to Wi-Fi gateway access.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.

ECS LibPC/WiUse Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres and Learning Access Points



Status	
Data Period	Q4 2013/14
Value	54,972
Target	Linked to SPI
Long Trend	
Short Trend	
Data Source	Library and Information Services
Service Manager	Neil Bruce
Head of Service	Head of C, C&S*

Narrative and Analysis

Quarter Outcome

Over the period from January to March 2014, there were 54,972 uses of PC terminals and Wi-Fi Netloan connections, 7.4% greater than were recorded during the fourth quarter of 2013.

The component indicators reflect a minimal increase in Wi-Fi Netloan users with an 8.3 % rise in the number of PC uses made within facilities that, in the case of the latter figure, is a sustained reversal of quarterly trends recorded in 2012-13.

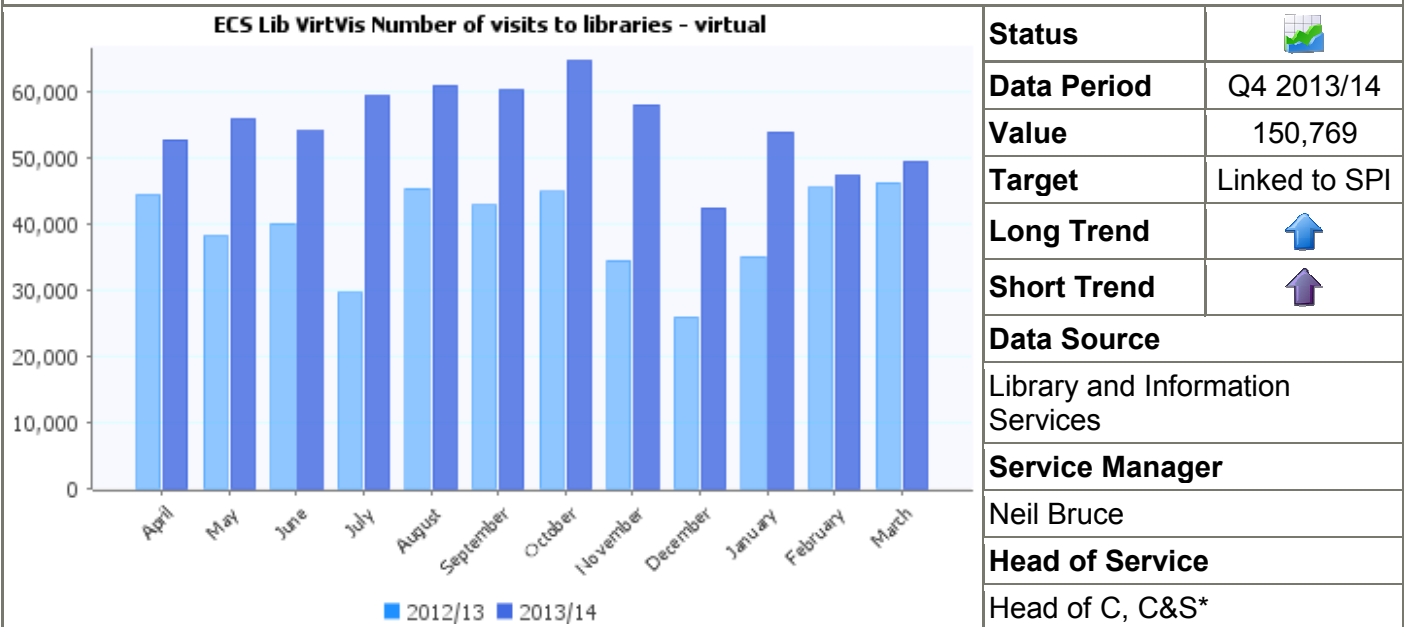
Annual Outcome

Over the course of the twelve month period, the number of terminal and W—Fi access uses rose from 211,283 in 2012-13 to 221,304 (+ 4.7%) with PC use contributing more than 86% of the overall increase of just over 10,000 uses.

Number of visits to libraries - virtual

This indicator monitors the number of virtual visits to libraries.

Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Narrative and Analysis

Quarter Outcome

The Library and Information Service recorded a total of 150,769 virtual visits in the fourth Quarter of 2013-14, some 23,785 visits (+ 18.7%) ahead of the comparable period in 2012-13.

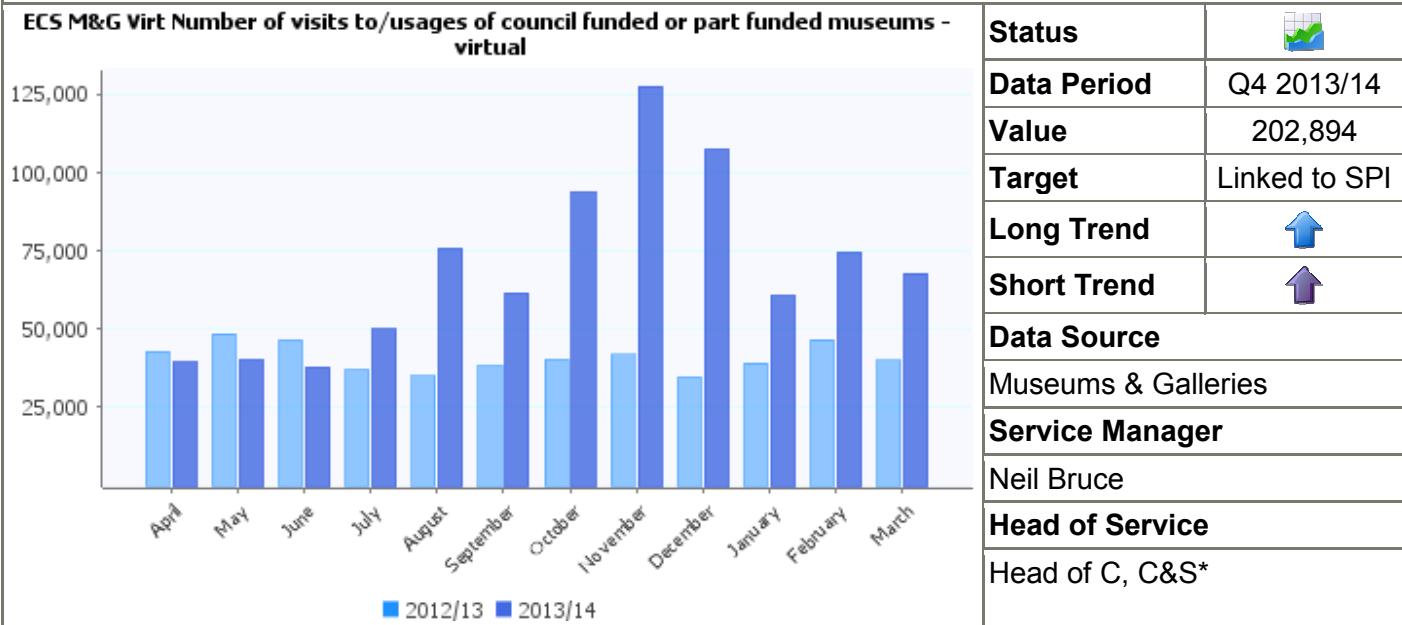
Annual Outcome

Overall, the number of virtual visits to and uses of the Library and Information Services on-line provision, increased by just over 39% with an additional 186,308 visits over 2012-13 resulting in a full year total of 659,567 visits.

Number of visits to/usages of council funded or part funded museums - virtual

This indicator monitors the number of virtual visits to council funded or part funded museums.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Narrative and Analysis

Quarter Outcome

202,894 virtual visits were noted during Quarter 4 with 77,182 additional 'landings' across the Service's web-based provision, a rise of 61.4%.

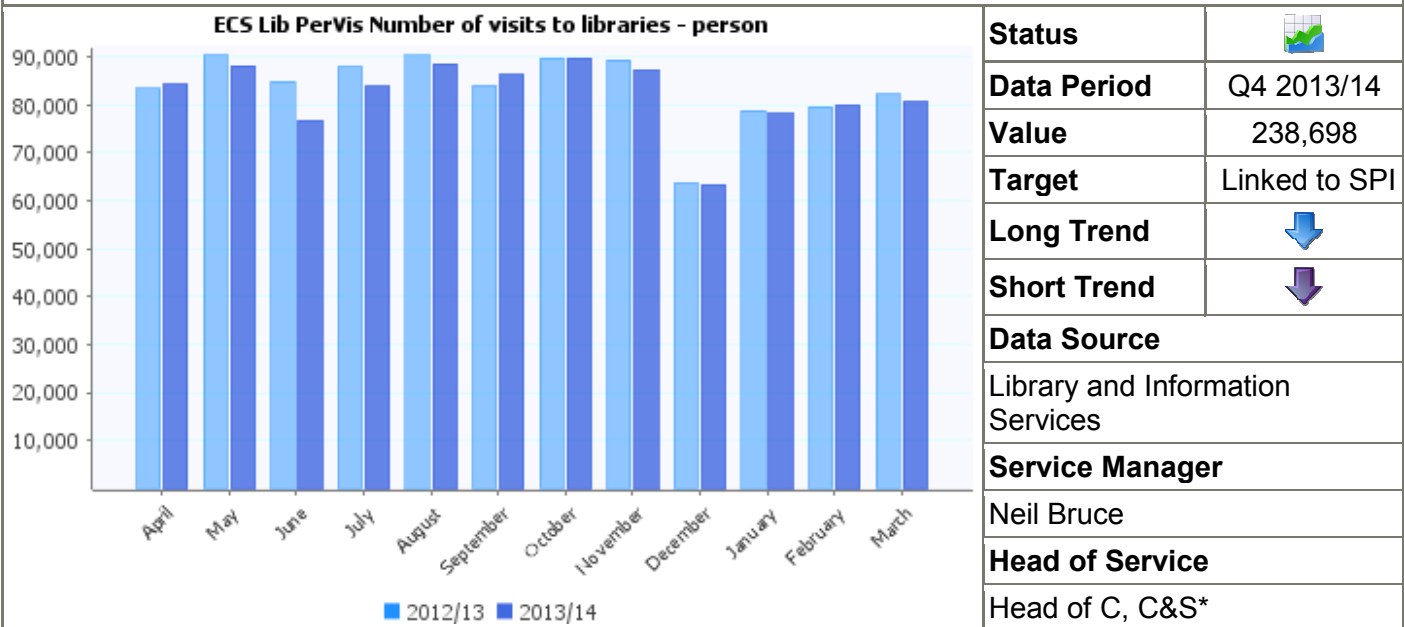
Annual Outcome

Over the course of 2013-14, a total of 835,822 virtual visits were recorded, a rise of just over 70% (+ 345,746). This, in large part, is linked to the increased range and accessibility of services encompassed within the 'stand-alone' AAGM website, launched during the course of 2013.

Number of visits to libraries - person

This indicator monitors the number of visits to libraries in person.

Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Narrative and Analysis

Quarter Outcome

There were a total of 238,698 visits in person to Library premises in the final quarter of 2013-14 which is less than 1 % lower than that recorded over Quarter 4 in 2012-13.

Annual Outcome

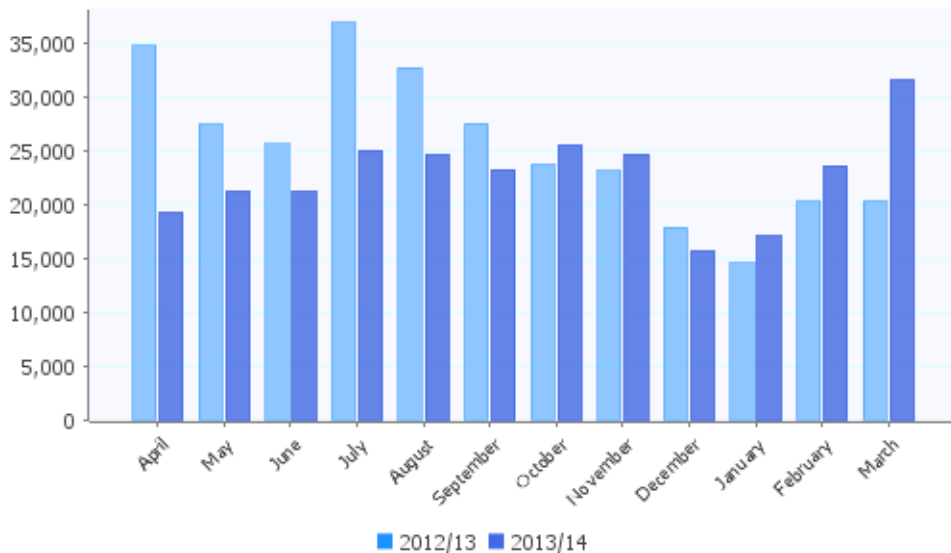
Although affected by a number of premises related issues in the course of the year, and the cumulative annual figure for 2013-14, of 987,435 being marginally short of the previous years figure (-1.8%), visits have been comparatively stable over the past two years and, when aligned with national visitor trends, are relatively positive.

Number of visits to/usages of council funded or part funded museums - person

This indicator monitors the number of admissions to council funded or part funded museums.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.

ECS M&G AdmTot Number of visits to/usages of council funded or part funded museums - person



Status	
Data Period	Q4 2013/14
Value	72,364
Target	Linked to SPI
Long Trend	
Short Trend	
Data Source	Museums & Galleries Service
Service Manager	Neil Bruce
Head of Service	Head of C, C&S*

Narrative and Analysis

Quarter Outcome

A total of 72,364 visits were recorded against the four museum and gallery venues during January to March, an increase of just under 44% on 2013. Of the 22,069 additional admissions, the Aberdeen Art Gallery and Museum contributed some 13,700 added visits (+39.4%), and the Maritime Museum, Cowdray Hall and Tolbooth noted percentage increases of 31.9%, 6.0% and 987.4% respectively

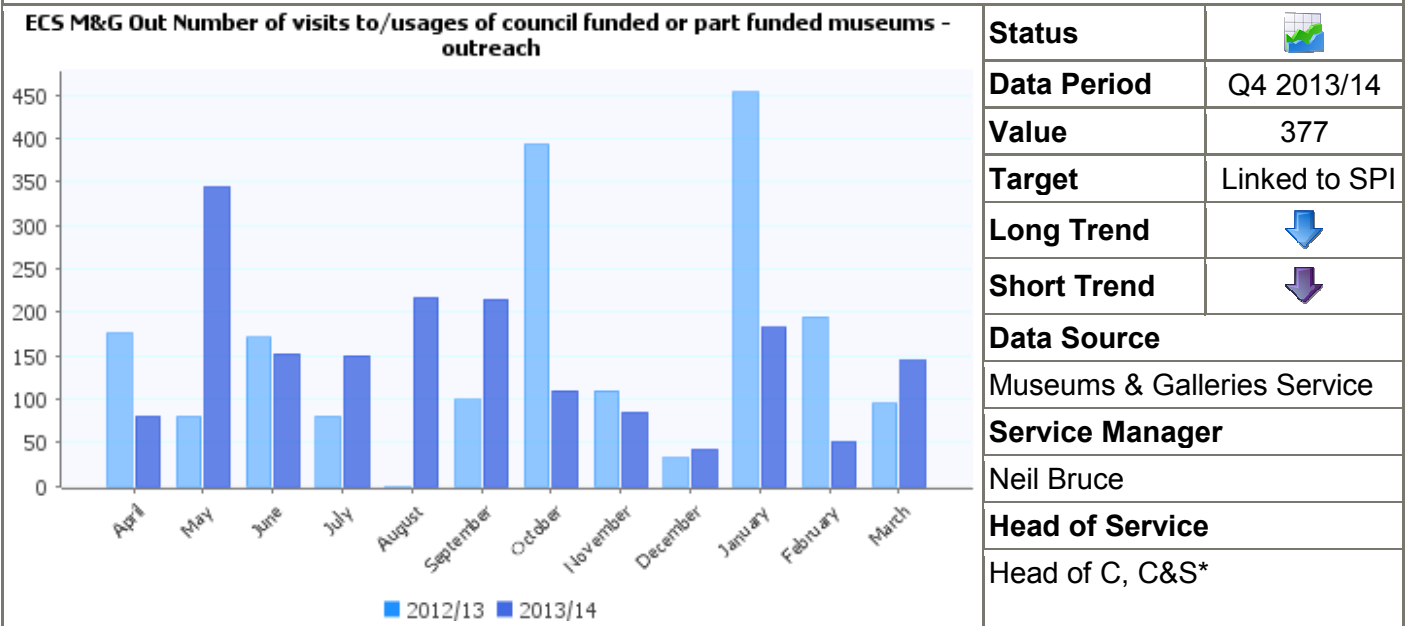
Annual Outcome.

The combined annual visits figure for Museums and Galleries facilities recorded an overall rise in visits of 5.1% against the previous year, leading to an annual figure of 273,217 admissions in person, with visits at the Tolbooth rising by 169.5% (+14,230) the Maritime Museum experiencing an increase of 2.7% and the Art Gallery and Museum effectively matching visit levels from the previous year with 162,000 attendances. The Cowdray Hall experienced a 6.0% fall in attendances which can effectively be linked to partial closure arising from essential roof repairs during July and August.

Number of visits to/usages of council funded or part funded museums - outreach

This indicator monitors the number of outreach visits to council funded or part funded museums - outreach visits are talks and events held outwith museum venues.

Trend calculation method is year on year - Short trend calculates current period v previous year period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Narrative and Analysis

Quarter Outcome

The number of Outreach visits fell over the course of the quarter with some 365 fewer participations/attendances (-49.2%). This reflects a combination of a smaller events programme in comparison with the same quarter in 2013 and reduced audience capacities for the particular events staged during the period.

Annual Outcome

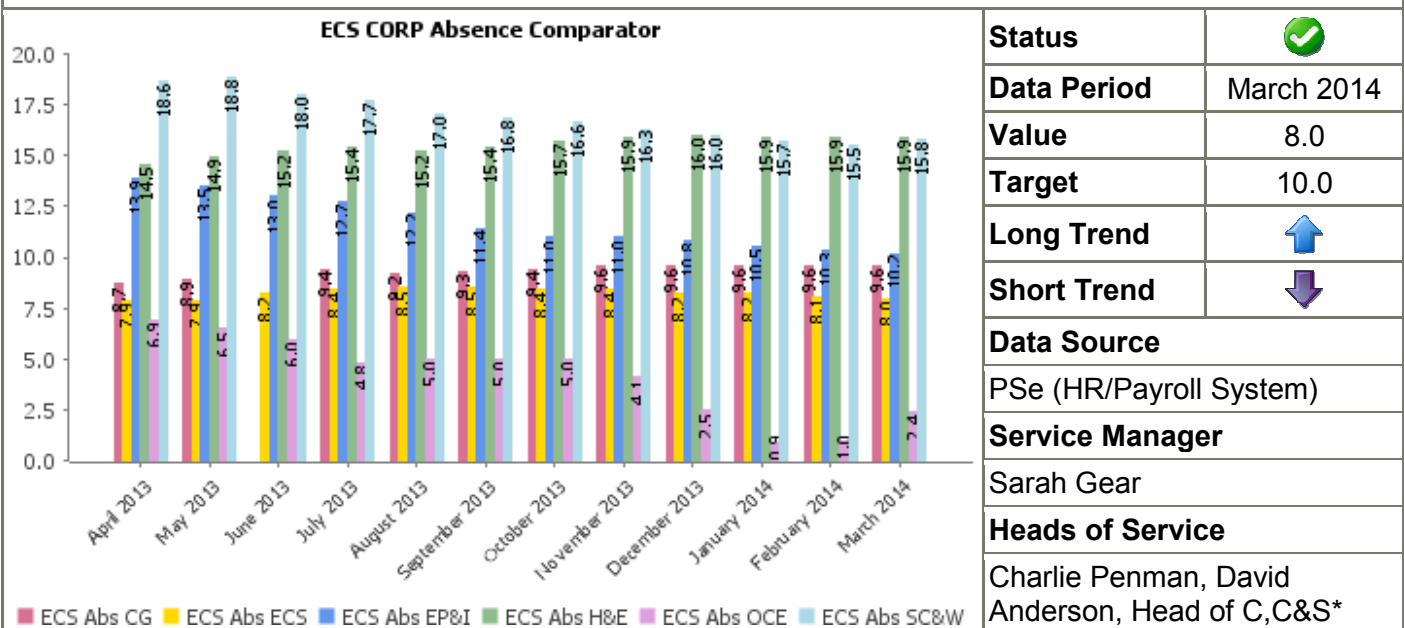
During 2013-14, the number of outreach based events increased marginally on 2012-13 with a comparable rise in visit numbers to just fewer than 1,900 visits (+0.4%), maintaining a similar ratio of attendances per event as the previous year.

Corporate Service Indicators

Comparative ECS and corporate absence levels showing the Average Number of Days Lost Per Employee Per Service

This indicator provides comparative information on Education, Culture and Sport Service and Corporate Absence levels showing the Average Number of Days Lost Per Employee Per Service for a 12 Month Rolling Period.

Trend calculation method is ongoing - Short trend calculates current period v previous period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Status	✓
Data Period	March 2014
Value	8.0
Target	10.0
Long Trend	↑
Short Trend	↓
Data Source	PSe (HR/Payroll System)
Service Manager	Sarah Gear
Heads of Service	Charlie Penman, David Anderson, Head of C,C&S*

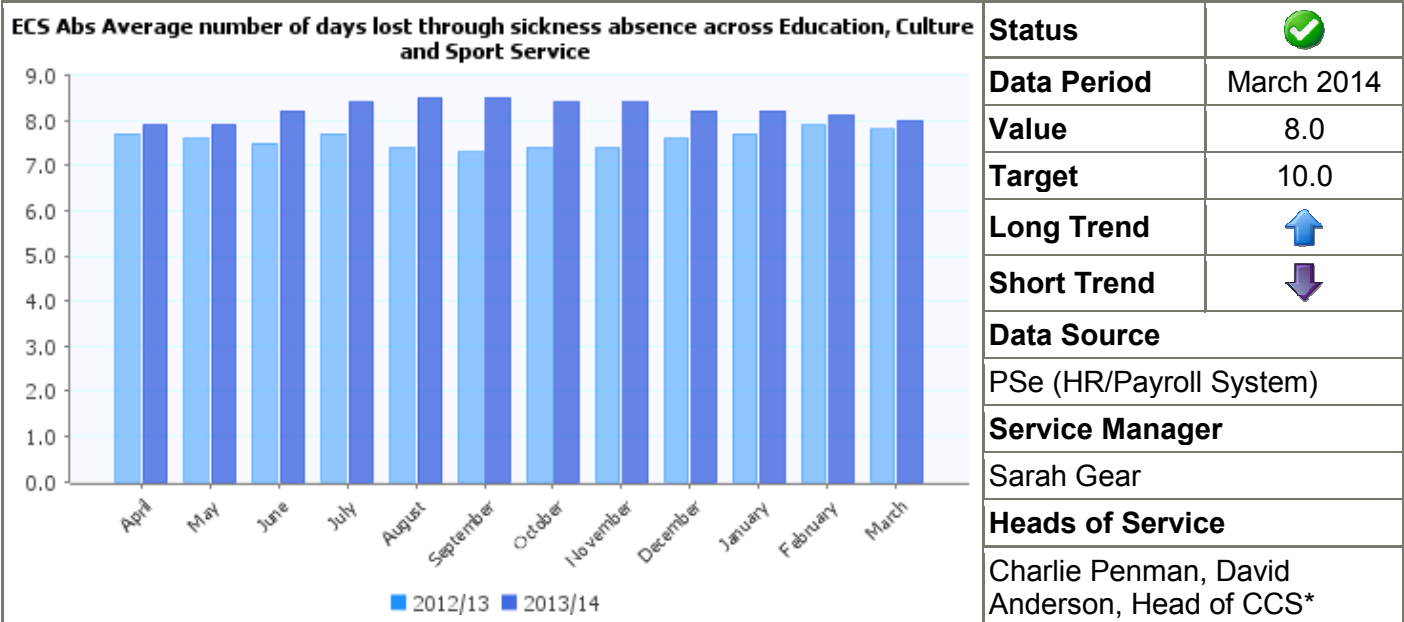
Narrative and Analysis

The Service continues to record comparatively low levels of absence in relation to the corporate average although there has been some closing of rolling year differentials in part as a result of a marginal increase from 7.8 days to 8.0 days over the course of the 2013-14 year.

Average Number of Days Lost through absence across the Education, Culture and Sport Service Per Employee

This indicator monitors the average number of days lost, for the year to date, through sickness absence per full time equivalent across the Education, Culture and Sport Service.

Trend calculation method is ongoing - Short trend calculates current period v previous period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Narrative and Analysis

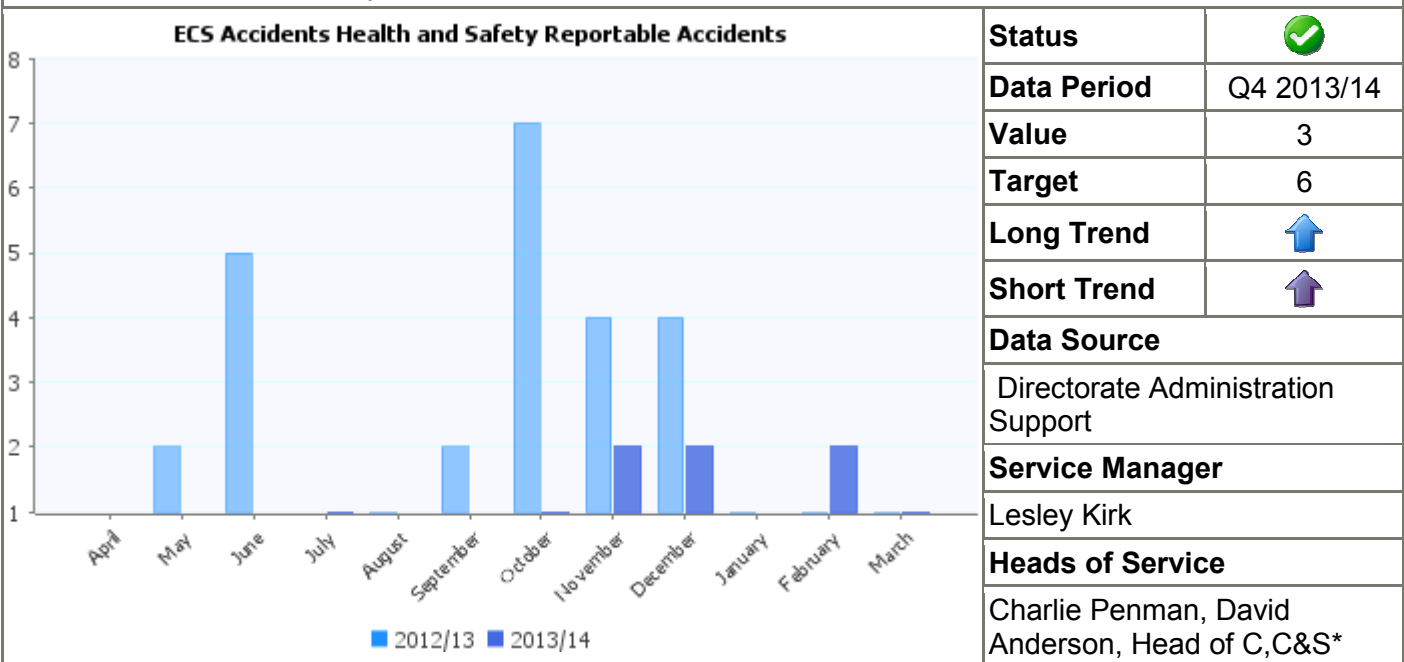
As noted above, and although the rolling year figure fell between February and March 2014 from 8.1 to 8.0 days, levels of Service absence throughout the year demonstrated a slight increase on the previous year's figures. At the same time, the long term trend shows that absence levels have fallen by an averaged 0.2 days and 2.2 days respectively from the same points in 2011-12 and 2010-11

Health and Safety Reportable Accidents

This indicator records the number of monthly accidents/injuries occurring across all Directorate service teams which are reportable to the Health & Safety Executive (HSE) under the Report of Injuries, Diseases or Dangerous Occurrence Regulations 1995 (RIDDOR).

An accident/injury is reported on an accident report form (F2508) and is determined to be reportable to the HSE under RIDDOR when (a) an employee dies or is injured or is unable to perform their normal work duties for more than seven consecutive days, or (b) a member of the public is injured following an accident that arises out of, or in connection with work and is taken to hospital for treatment.

The trend calculation method is ongoing - Short trend calculates current period v previous period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



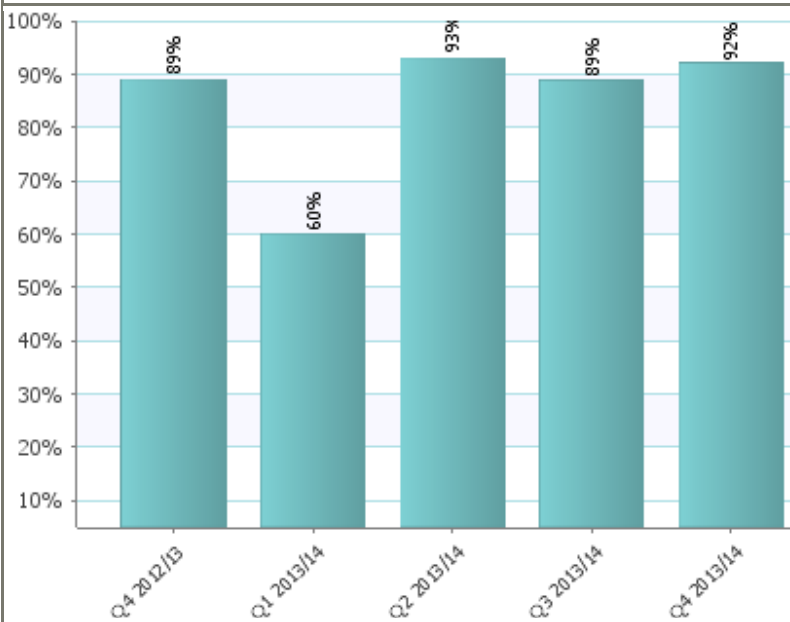
Narrative and Analysis

There were three Health and Safety reportable accidents recorded over the course of Quarter 4, the same number as were noted in the comparable quarter in 2013 and the combined total of reportable accidents during 2013-14 was 9, some 19 (-67%) fewer than were recorded in 2012-13, and substantially the lowest annual figure noted over the course of the past four years.

% of complaints and enquiries responded to within current corporate timescale of 20 working days

This Education, Culture and Sport performance indicator monitors the percentage of formal enquiries and complaints received from the MPs, MSPs, government agencies, members of the public, Elected Members and the press, met within the corporate standard for a response which 20 working days.

The trend calculation method is ongoing - Short trend calculates current period v previous period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.



Status	
Data Period	Q4 2013/14
Value	92%
Target	95%
Long Trend	
Short Trend	
Data Source	Complaints, Rights & Enquiries Team
Service Manager	Lesley Kirk
Head of Service	David Anderson

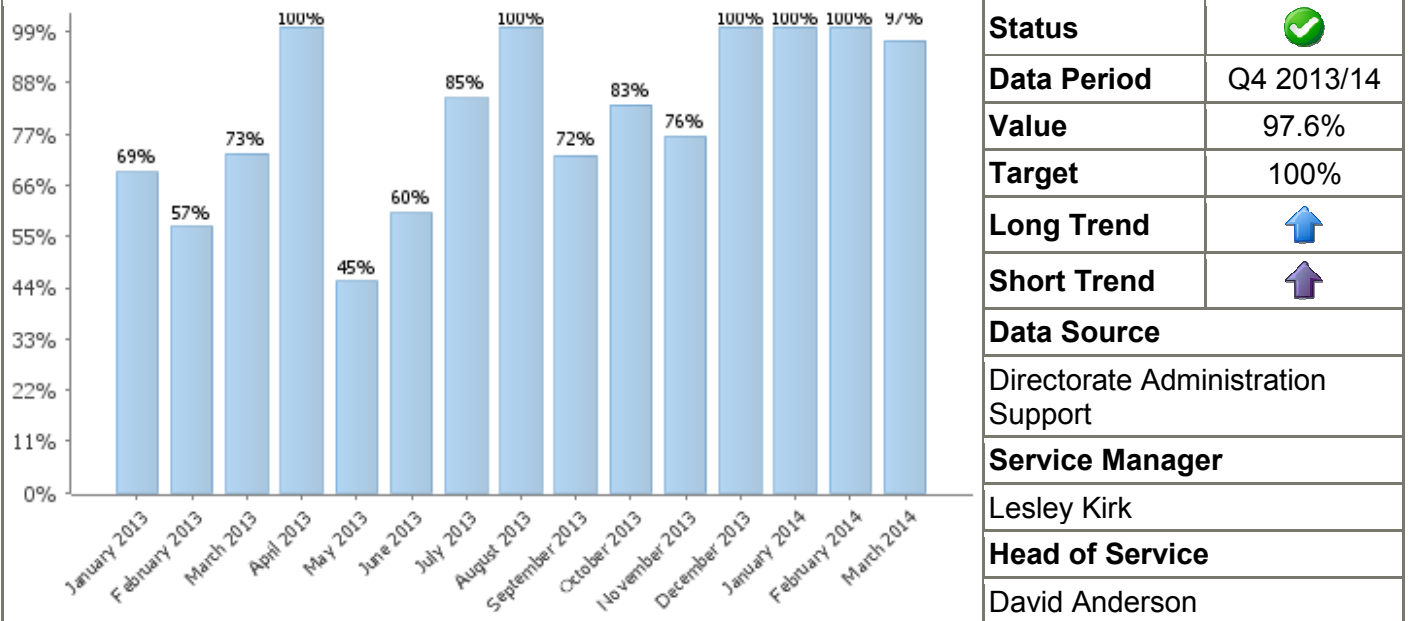
Narrative and Analysis

The Service received 24 enquiries/complaints during the course of January to March 2014. Of these, 22 were responded to within the corporate timescale of 20 days, resulting in a 92% outcome with 60% of these being responded to within five working days.

Number of Scheduled ECS Workplace Inspections Recorded As Completed to Date

A Workplace Inspection is a planned and recorded 'walk through' check of a workplace, completed by each establishment on two occasions in a calendar year to identify potential risks and implement any required actions. The percentage figures relate to inspection returns completed and received within 7 days of the months end in which inspections were scheduled.

The trend calculation method is ongoing - Short trend calculates current period v previous period; Long trend calculates average over 12 month period. Annual value = cumulative monthly values. Annual long trend is calculated over a 3 year period.

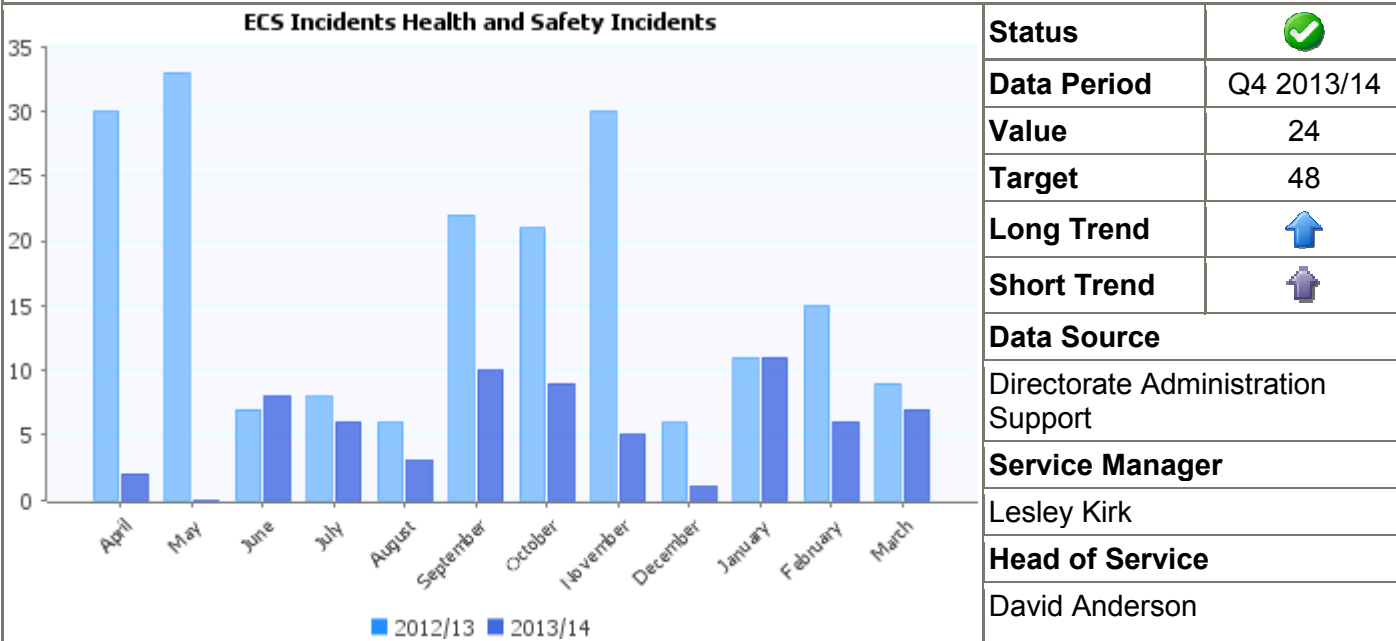


Narrative and Analysis

There were 84 workplace inspections scheduled for January to March 2014, of which 82 had been completed and returned within the required timescale, resulting in a quarterly average of 97.6% of inspection returns being provided within the required timescales.

Health and Safety Incidents

This indicator reports the number of recorded health and safety related Incidents from across the Service which may include vandalism, damage to property, breaches of security and violent incidents between pupils. (Violent incidents by pupils towards staff or another third party are reported separately). Also reported in these figures are incidents classed as 'A Dangerous Occurrence' which is a serious failure of equipment, premises or plant as defined by the Reporting of Injuries, Dangerous Diseases and Occurrences Regulations 1995 (RIDDOR).



Narrative and Analysis

There were a total of 24 incidents noted against the three month period from January to March 2014, some 11 fewer (-31.4%) than were recorded in the comparable quarter in 2013. A total of 68 incidents were recorded during the fiscal year. In comparison with 2012-13 (and 2011-12) this represents a sustained reduction in the occurrence of recorded incidents which numbered just under 200 in the previous year.

- Head of Communities, Culture and Sport

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

Appendix B: Example Template E,C&S Service Improvement Plan 2013/14 - 2015/16

Improving learning opportunities to deliver better outcomes

Report Author: Alex Paterson
Generated on: 22nd May 2014




Priority 1 - Accelerate progress to improve learning outcomes for specific underperforming groups in particular Children and Young People with Additional Support Needs, Literacy and Adults


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.01a Additional Support Needs: Analyse existing inclusion strategies and services making recommendations for improvement	31-Mar-2016	
Desired Outcome	Strategic Partnership agrees structures and procedures which impact positively on practice and lead to improved outcomes for all children and young people		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.01b Additional Support Needs: Undertake Inclusion Review and implement recommendations to improve structure and delivery of services in order to improve attainment and achievement	31-Mar-2016	
Desired Outcome	Redesigned services are in place to meet individual needs and improve outcomes for children with additional support needs. Increased attainment and achievement for children at all stages. Accurate data gathering to inform performance		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01c	31-Mar-2016	
Desired Outcome	Additional Support Needs: Establish clear criteria for assessment and identification of additional support needs Children who require additional support are timeously and effectively assessed. Improve early intervention approaches to reduce numbers of children at Stages 3 and 4 including in specialist placements/provision		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01d	31-Mar-2016	
Desired Outcome	Additional Support Needs: Develop process to reduce exclusions and removal from roll Service improvement leads to reduction in exclusions. No child is removed from the roll of their mainstream school unless in exception circumstances agreed by Head of Service		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01e	31-Mar-2016	
Desired Outcome	Additional Support Needs: Ensure clear and concise guidance on stages of intervention and mainstream support models are in place and used effectively Inclusive practice is embedded across all services. Aberdeen City meets ASN legislative requirements and works to GIRFEC principles		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01f Additional Support Needs: Move to 'Presumption of Mainstream' improving service design and delivery to ensure improved outcomes	31-Mar-2016	
Desired Outcome	Improved outcomes for children and young people who receive additional support, including looked after children, within a mainstream setting and in specialist provision. Improve learning and teaching where 'Achievement for All' is a core approach		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01g Additional Support Needs: Implement citywide communication strategy to promote 'Presumption of Mainstreaming focused on Support for All pupils	31-Mar-2016	
Desired Outcome	Increased awareness of effective mainstream inclusive practice. Evidence of consistent use of agreed vocabulary across all key stakeholders. Core messages identified and range of effective and targeted communication streams developed to drive inclusion agenda		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.01h Additional Support Needs: Provide targeted continuous professional development for identified staff on Achievement for All	31-Mar-2016	
Desired Outcome	All staff have the skills to meet the additional support needs of children. Improved links from senior phase to post school pathways that are suitable for leaver destinations for those with additional support needs. Schools investing in early intervention strategies. Improved staff confidence and skills to deal with additional support needs in mainstream provision		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.01i Additional Support Needs: Align service delivery to support inclusive learning practices in communities	31-Mar-2016	
Desired Outcome	All E, C&S services are aligned to support children and young people with Additional Support Needs. Reductions in referrals to tribunals or arbitration. Transition from children to adult services is managed from S2. Transition plans are prepared timeously from P6		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.01j Additional Support Needs: Build new Pupil Support Development Centre creating a centre of excellence to support achievement and the needs for all children	31-Mar-2016	
Desired Outcome	Create a centre of excellence to support Achievements For All, dissemination and staff development. Enhance partnership approach to supporting pupils with severe and complex needs		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.02a Literacy: Review standards in literacy across the City	31-Mar-2016	
Desired Outcome	Raise standards of all from early years to adulthood		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.02b Literacy: Review and refresh citywide Literacy Strategy	31-Mar-2016	
Desired Outcome Numbers achieving expected levels of attainment rising. Increased numbers accessing support for literacy learning			
Current Status Narrative content providing status against milestones and current actions			


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.02c Literacy: Develop and deliver citywide Visual Literacy Programme	31-Mar-2016	
Desired Outcome Increased engagement levels across CFE ranges in targeted schools. Pupil Voice assessments demonstrate impact on attitudes to learning (pre and post comparison) Increased engagement in 21 st Century learning and raised visual literacy skills across school staff through use of integrated technologies			
Current Status Narrative content providing status against milestones and current actions			


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.02d Literacy: Support vulnerable families to improve literacy and language skills in early years through national initiatives such as 'Play, Talk, Read' Campaign, 'Seeds of Empathy', Early Years Bookbug Programme	31-Mar-2016	
Desired Outcome Improved literacy and language skills in the early years			
Current Status Narrative content providing status against milestones and current actions			


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.02e Literacy: Promote the benefits of indoor and outdoor play to build on early literacy and numeracy skills	31-Mar-2016	
Desired Outcome Improved literacy and language skills in the early years			
Current Status Narrative content providing status against milestones and current actions			


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.02f Literacy: Use Early Years Collaborative methodology to identify and extend best practice in early years	31-Mar-2016	
Desired Outcome Improved literacy and language skills in the early years			
Current Status Narrative content providing status against milestones and current actions			


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P.1.03a Adult Learning: Develop adult literacy and numeracy partnerships to help parents with their own literacy difficulties to support their child's literacy development	31-Mar-2016	
Desired Outcome Parents are able to support their child's literacy development			
Current Status Narrative content providing status against milestones and current actions			

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
Explanation of associated risk factors and treatments					


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.03b Adult Learning: Increase awareness and access to adult literacy learning opportunities	31-Mar-2016	
Desired Outcome	Adult learners experience high quality learning and teaching which enables them to progress towards their goal and receive recognition for their achievements. SQA qualifications in adult literacy. Increasing number of adults accessing learning opportunities in their workplace		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P1.03c Adult Learning: Identify and support literacy needs as part of Options for Improvement, Offender Learning Programme	31-Mar-2016	
Desired Outcome	Reduction in offending in target groups		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Priority 2 - Improve health and wellbeing outcomes through more people being more active, more often and improved mental health and resilience


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.01 Form multi-agency project board within framework of Integrated Children's Services and GIRFEC	31-Mar-2016	
Desired Outcome	Parents and staff understand the importance and positive relationships in building children's resilience and wellbeing which has a positive impact on their ability to learn and develop. Every child and young person in ACC educational establishments, along with adults across the City, is enabled to develop strategies to support positive mental health and wellbeing. Improved support pathways for and increased work readiness (


Current Status	where out of work) among those experiencing mental health problems. Narrative content providing status against milestones and current actions			
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Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.02 Develop action plan to implement 'Better relationships, better learning and better behaviour' guidance	31-Mar-2016	
Desired Outcome	Whole school communities are positive environments with good links to communities and families		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.03 Continue to support schools to work towards Health Promoting Schools Excellence Award	31-Mar-2016	
Desired Outcome	Whole school communities are positive environments that support positive health choices		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.04 Ensure people of all ages, families and vulnerable groups have access to sustainable opportunities to be physically active	31-Mar-2016	
Desired Outcome	Increase sustained participation in regeneration area based communities. All children have access to quality physical education and physical activity opportunities in a range of settings. Demonstrate improvements in HGIOCS and HGIOCLD evaluations		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.05 Introduce the Safe Swim Award to all primary schools	31-Mar-2016	
Desired Outcome	Proportion of primary school children able to achieve and demonstrate core water competency skills is increased.		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.06 a As part of Commonwealth Games 2014 Legacy Plan develop an integrated programme of PE, Active Schools and sports development across schools and communities	31-Mar-2016	
Desired Outcome	Every child in ACC establishments has opportunities for sustained physical activity or sport. All children have access to quality physical education and physical activity opportunities in a range of settings. Show improvements in HGIOS/HGIOCLS/HGIOCLD evaluations and a higher level of quality sports provision across Aberdeen.		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.06b As part of Commonwealth Games 2014 Legacy Plan develop an integrated community based programme to enable people to become more active, included and engaged.	31-Mar-2016	
Desired Outcome	Members of communities (including vulnerable groups) have increased opportunities to participate in sustainable physical activity or sport		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P2.07 Complete and implement Leisure Asset Review	31-Mar-2016	
Desired Outcome	Improved accessibility, quality and sustainability of leisure facility estate		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	








Priority 3 - Improve and increase positive and sustained destinations for 14-25 year olds

Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P3.01 Introduce a branded commitment to offer learning and training for all 14-25 year olds	31-Mar-2016	
Desired Outcome	Improved positive destination outcomes for the young people of Aberdeen		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P3.02 Individualise pupil pathways with the development of a pre-16 years Early Intervention Framework	31-Mar-2016	
Desired Outcome	Publication and sharing with schools and partners of the Early Intervention Framework.		
Current Status	Narrative content providing status against milestones and current actions		


Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By


	Risk Number	Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	
Status	Action				Timescale	Lead Officer(s)
	ECS.SIP.P3.03	Implement new approach to quality improvement making intelligent use of data on pupil performance			31-Mar-2016	
Desired Outcome	Schools make more consistent use of data as part of school review process to secure positive and sustained destinations for pupils					
Current Status	Narrative content providing status against milestones and current actions					
Status	Associated Risks				Risk Score	Managed By
	Risk Number	Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	
Status	Action				Timescale	Lead Officer(s)
	ECS.SIP.P3.04	Provide and extend range of vocational, academic and youth work early intervention programmes			31-Mar-2016	
Desired Outcome	Young people have the opportunity to access a range of learning pathways across the Aberdeen City Employability pipeline					
Current Status	Narrative content providing status against milestones and current actions					
Status	Associated Risks				Risk Score	Managed By
	Risk Number	Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	
Status	Action				Timescale	Lead Officer(s)
	ECS.SIP.P3.05	Work with partners to support young people into positive destinations via 16+ Learning Choices and Activity Agreements			31-Mar-2016	
Desired Outcome	All young people in the City are offered the opportunity to participate in learning which is relevant and of interest to them individually					
Current Status	Narrative content providing status against milestones and current actions					
Status	Associated Risks				Risk Score	Managed By
	Risk Number	Explanation of associated risk factors and treatments	Impact rating	Likelihood rating	Total Risk Score	


Priority 4 - Extend quality cultural opportunities


Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P4.01 Increase participation and develop pathways in expressive arts	31-Mar-2016	
Desired Outcome	Young people are supported to realise their creative ambitions and barriers to cultural participation are minimised or removed. Culture is recognised as a means to improve the quality of life in the City.		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				

Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P4.02 Build capacity in the cultural sector	31-Mar-2016	
Desired Outcome	Cultural organisations are more sustainable, effective, efficient and ambitious and investment directly supports the delivery of cultural priorities		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				

Status	Action	Timescale	Lead Officer(s)
	ECS.SIP.P4.03 Develop place making	31-Mar-2016	
Desired Outcome	Aberdeen will be recognised as being a culturally Vibrant, Creative and Ambitious City: a place where creative people want to live and cultural organisations are encouraged to develop.		
Current Status	Narrative content providing status against milestones and current actions		

Status	Associated Risks	Impact	Likelihood	Risk Score	Managed By
	Risk Number	Impact rating	Likelihood rating	Total Risk Score	
	Explanation of associated risk factors and treatments				

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ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Parent Involvement Strategy
REPORT NUMBER:	ECS/14/038

1. PURPOSE OF REPORT

The purpose of the report is seek approval for the updated Schools Parental Involvement Strategy in line with the Scottish Schools (Parental Involvement) Act 2006. The first Parental Involvement Strategy was approved by the Education Culture and Sport in 2008 and updated in 2010. The legislation requires each authority to update its strategy from time to time and Aberdeen City Council agreed this should be every three years, in order to ensure we have a policy for engaging parents in their childrens learning and to provide a supportive and consistent framework in which Parent Councils can perform their duties.

The strategy ensures that parents are offered the opportunity to engage meaningfully in the education of their children (3 -18 year olds), at home or in school, and to contribute to the life and role of the school within the local and wider community.

2. RECOMMENDATION(S)

- (i) To approve the Parental Involvement Strategy 2014-17
- (ii) To note the examples of good practice in city schools to engage parents; and
- (iii) To request that schools continue to support parents to engage them in children learning and that officers support parent councils to have a meaningful role in the life of the school and through the parent representation on the Education, Culture and Sport Committee the strategic planning of education services.

3. FINANCIAL IMPLICATIONS

The local authority has a duty to provide financial support to parent council to support them to undertake their duties. A small per capita grant is allocated to all parent councils in the city. The total grant is £38,000 and is within existing resources

4. OTHER IMPLICATIONS

There are no other implications as a result of this strategy

5. BACKGROUND/MAIN ISSUES

5.1 Background

The Scottish Schools (Parental Involvement) Act 200 sets out the local authority's statutory duty to ensure parents are involved in their children's learning and the life of the school. It aims to help schools, education authorities and others to engage parents meaningfully in the education of their children and in the wider school community. It requires education authorities to promote the involvement of parents in children's education in schools. It aims to help all parents to be:

- involved with their child's education and learning;
- welcomed as active participants in the life of the school, and
- encouraged to express their views on school education generally and work in partnership with the school.

5.1.2 In addition the School Handbook Legislation - The Education (School and Placing Information) (Scotland) Regulations 2012 sets out the local authority duties to provide information to parents and to involve them in the deciding the most effective way of doing that. Schools are required to publish a new school handbook annually by the 8 December each year. Schools are provided with guidance on what should be included in the handbook and how to effectively involve parents in the handbooks development.

5.1.3 The purpose of the Parent Involvement Strategy 2014 is to set out the Education culture and Sport Services commitment to involve and engage parents in children learning and the life of the school, it sets out the standard of engagement expected by all schools and it provides the details of the support that will be offered by the authority to support schools to set up and sustain parent council's and parent teacher associations in all local authority schools to support them to make a difference in children and young people education in the city.

5.1.4 The strategy identifies the three areas identified in the Act where we are required to provide support and guidance and develop effective parental partnership in our education services to improve the achievement and attainment in our schools. These are Learning at Home; Home/school Partnership and Parental Presentation. The strategy provides examples of good practice and provides guidance to schools on how to involve the diversity of parents in the city in the lives of our schools. Finally the strategy sets out an action plan to enable us to monitor and measure improvement.

6. IMPACT

The EHRIA assessment has been carried out.

It links to the Smarter City objectives to:

- ensure all citizens are encouraged and supported appropriately to make a full contribution;
- provide a high quality education service within our schools and communities which will improve attainment and life chances of our children and young people to achieve their full potential in education, employment and training
- create a city of learning which will empower individuals to fulfill their potential and contribute to the economic, social and cultural wellbeing of our communities

It contributes to the delivery of the Five Year Business Plan 2013/14 to 2017/18. Smarter people – ‘Focusing on education including lifelong learning and nurturing a city of learning with a city wide workforce which can grow.’

For Aberdeen’s Children, The Integrated Children’s Services Plan – 2011–15 reinforces the commitments to improving outcomes for children, young people and their families and closing the gap between children in need and their peers. This plan recognises the crucial role played by parents, carers, families and volunteers in improving outcomes for children and young people; that all children and young people need to have a sense of belonging and to be enabled to make a positive contribution to their communities.

7. MANAGEMENT OF RISK

There are no risks associated with the approval of this strategy

8. BACKGROUND PAPERS

Aberdeen – the Smarter City
Aberdeen City Council Five Year Business Plan
For Aberdeen’s Children – Integrated Children’s Services Plan 2011-15

9. REPORT AUTHOR DETAILS

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**Aberdeen City Council
Parent Involvement Strategy**

June 2014-2017

Update due June 2017

A Strategy for Parent Involvement in children and young people's learning

1. Introduction

Both nationally and locally it is recognised that parents are the single most important influence in their child's development and achievement.

The involvement of parents in their children's learning is recognised as a key element in raising attainment through support, help and encouragement given to children at home and whilst they are at school.

“The more engaged parents are in the education of their children the more likely their children are to succeed in the education system.

School improvement and school effectiveness research consistently shows that parental engagement is one of the key factors in securing higher student achievement. Schools that improve and sustain improvement engage the community and build strong links with parents.

Where schools build positive relationships with parents and work actively to embrace racial, religious and ethnic and language difference, evidence of sustained school improvement can be found.”

J Goodall and J Vorhaus et al September 2011

2. The Purpose of the Parent Involvement Strategy

Aberdeen City Council is required under the Scottish Schools (Parent Involvement) Act 2006 to prepare a strategy that sets our action for parental involvement.

Aberdeen City Council is committed to supporting, helping and encouraging parents to be actively involved in their child's learning.

The Parent Involvement Strategy will contribute to ensuring parents, schools and education services work together to improve the outcomes for all Aberdeen's children

Our Parent Involvement Strategy will:

- Summarise the parental involvement and linked legislation;
- Set out what the authority, schools and our partners are responsible for in supporting engagement in children's learning and the life of the school;
- Set out how the local authority will support schools and parents to make a difference in their child's education.

Authority Expectations

Aberdeen City Council has set out minimum requirements for schools to involve parents in their child's learning and in the life of the school. We expect schools to do the following:

- have face to face meetings with parents who are new to the school or are at key points of transition;
- report to parents on a regular basis about their child's progress, achievement attainment and wellbeing ;
- provide information in the school handbook which includes how the school will engage with parents;
- host regular curricular learning events to share learning with parents and their children;
- have a parent council to represent the views of the parent forum;
- work with the parent council to consult, develop and promote better learning opportunities for children and parents;
- share expectations of home learning - what is required to encourage learning at home and share this information within the school handbook;
- provide opportunities for parents to contribute to the school's improvement plan; and
- collate a skills bank survey of parents to encourage and increase parental involvement, curriculum enrichment opportunities and develop stronger community links.

What do we mean by parents?

Where we use the word "parents" in this document this will refer to anyone with parental responsibilities, a guardian, and/or any person who is liable to maintain or has parental responsibilities (within the meaning of Section 1(3) of the Children (Scotland) Act 1995) in relation to a child, or has care of a child or young person.

3. Local and National Policy

This section outlines the primary legislation that sets our duty to support parents in their children's learning and the life of the school. It also describes related legislation and local policies to provide a fuller context for this strategy.

Primary legislation

The Scottish Schools (Parental Involvement) Act 2006

The Act provides the framework for supporting parental involvement in school education. It aims to help schools, education authorities and others to engage parents meaningfully in the education of their children and in the wider school community. It requires education authorities to promote the involvement of parents in children's education in schools. It aims to help all parents to be:

- involved with their child's education and learning;
- welcomed as active participants in the life of the school, and
- encouraged to express their views on school education generally and work in partnership with the school.

School Handbook Legislation - The Education (School and Placing Information) (Scotland) Regulations 2012

The guidance aims to provide a framework for Aberdeen city schools to develop, in partnership with their local parents, a School Handbook that reflects the needs and circumstances of each school community. It provides guidance on what and how information can be communicated to parents and carers, reflecting Curriculum for Excellence and the importance of effective parental involvement in children's learning.

Related Legislation

Children and Young People's (Scotland) Act 2014

This act has a major influence on how services work together to improve outcomes for children, young people and families. Areas that are covered in the Act include children's rights, an increase in an early learning and childcare entitlement for three and four year olds and a group of eligible three year olds, the duty to increase the support for looked after children up until the age of 25 if they request it, the introduction of the named person and the Getting it right for every child national practice model and the duty to share information if there are concerns about a child

Education (Additional Support for Learning)(Scotland) Act 2004

This act aims to ensure that all children and young people are provided with the necessary support to help them work towards achieving their full potential. It also promotes collaborative working among all those supporting children and young people and sets out parents' rights within the system.

The Children (Scotland) Act 1995

The Children (Scotland) Act 1995 is centred on the needs of children and their families and defines both parental responsibilities and rights in relation to children. It sets out the duties and powers available to public authorities to support children and their families and to intervene when the child's welfare requires it.

Curriculum for Excellence

Schools and parents can work together to help children develop in the four key capacities; to be successful learners, confident individuals, responsible citizens and effective contributors. We want our children and young people to be safe, nurtured, active, healthy, included, respected, responsible and given opportunities to achieve their potential. Parents have an important role in helping children develop in these capacities and help celebrate their child's achievements.

Integrated Children's Services Plan 2011 – 2015

The plan has been developed which sets out how it will improve outcomes for children and young people through the services that are delivered by the Council and its partner organisations.

Getting it Right for Every Child Policy (GIRFEC)

Getting it right for every child is the national approach to supporting and working with all children and young people in Scotland. Aberdeen City Council aims to give every child and young person the best possible start in life. We will do this by working together with parents, carers and workers to make sure every child and young person achieves their full potential and is supported to participate in the decisions that affect them

Parenting in Aberdeen 2012

The strategy is intended for everyone working with families within Aberdeen, parents and workers and communities should actively contribute to the chances and opportunities for Aberdeen's children and families.

Corporate Parenting

Aberdeen City Council has a corporate parenting responsibility for all children and young people who are looked after under the Children (Scotland) Act 1995. Our Corporate Parenting Strategy sets out our collective responsibilities for looked after children to ensure we support them whilst in our care and to make the transitions into adulthood.

4. Promoting Positive Partnerships for Children, Parents and School

There are three priority areas identified by the Scottish Schools (Parental Involvement) Act 2006 which we will use to support and develop effective parental partnership in our schools and education services.

We will highlight areas and consider what standards need to be met to encourage good practice and involvement.

- Learning at Home
- Home/school Partnership
- Parental Representation

4.1 Learning at Home

Learning doesn't only take place in the classroom. Much of children and young people's learning takes place at home, through interacting with family, friends and the wider community. As the first and on-going educators of their children, parents should have appropriate information and support to enable them to develop their child's learning at home, in the community and at school.

Parents and those with parental responsibilities can support their child's learning and their school by:

- developing a good relationship with the school and their child's teacher(s);
- attending parents' meetings and open evenings regularly and responding to advice;
- supporting school functions and activities;
- encouraging, monitoring and signing homework;
- discussing school work in the home;
- participating in the personal learning planning process in partnership with the school and outside agencies;
- being involved in family learning projects;
- offering personal support to out of school hours activities;
- encouraging the child/young person's participation in study support, out of school hours learning, Easter and Summer Schools;
- taking part in curriculum workshops;
- supporting the school's positive behaviour policy;
- raising the aspirations of their child; and
- being aware of and promoting, the importance of good physical and mental wellbeing.

Schools can support learning at home by:

- providing information for parents that is clear, specific and targeted and made available in a variety of formats to meet the needs of parents;
- understanding the needs of parents and providing ways of supporting learning at home;
- Being clear about welcoming extended family members to contribute to the school community;
- encouraging parents to take part in their child's learning;
- creating a variety of different opportunities for parents to support learning at home;
- being confident to share with parents how to support learning at home activities;
- using technology to inform and educate parents about reinforcing learning at home or helping to further research topics or cross curricular themes with children;
- providing specific activities for children and parents to do at home;
- supporting children at exam time promoting good sleep, health and exercise routines; and
- supporting parents in their role as educators by engaging a variety of services that Aberdeen City Council and partners provide - Family Learning Team, libraries, PEEP groups, Local Learning Partnerships, Community Learning and Development and nurseries.

4.2 Home/School Partnership

The role of school and parents is a shared responsibility when working together to educate children. Effective home/school partnerships are essential to ensure that children get the most out of their school and learning. When parents and school work together, children do better.

Schools will have parental involvement embedded in all aspects of school life.

All schools will:

- have an ethos of being a welcoming and a belonging community;
- produce a school handbook that provides clear and quality information on all aspects of school life and seek to consult with parents on the content;
- provide a range of events and opportunities, for example open days / learning events that are suitable for parents to attend to support families and the wider community;
- actively engage and provide opportunities for parents to contribute and volunteer to enhance school experience/curriculum;
- provide support to enable parents to build confidence in learning at home;
- promote learning opportunities for families through homework / projects;
- consult and value parent views as part of the parent forum on things will affect their children learning;
- actively involve parent councils in the recruitment and selection of senior management posts;
- take into account the barriers to involvement and participation effecting parents; and
- keep in mind the parental rights and responsibilities of parents who do not live with their child

Fernielea Primary Maths Pack

P4 pupils were involved in piloting a range of Maths Packs which contained games and puzzles designed to improve speed and accuracy in their numeracy work and to encourage the children to enjoy Maths. The Maths Packs were evaluated by the children to ensure they were suitable. The children invited their parents in to school one afternoon so they could introduce the games and activities to them. The Maths Packs then went home with the children and they were encouraged to play them with their parents. The feedback was very positive from both pupils and parents with parents reporting greater confidence in supporting their children in Maths and the children showing significantly improved recall and attitude towards Maths.

Northfield Academy

The school took the decision to move away from the traditional model of an S1 Parents' Evening. The Parents' Evening was replaced with a week-long opportunity so that parents could visit at a time of their choosing. Appointments were offered at different times throughout the week with one member of staff providing feedback on pupil progress in a location that guarantees privacy and comfort. Parents of S1 pupils were contacted by a member of teaching staff and offered an appointment during a specific week. These appointments took place between 8am – 6pm during the week. This has increased parents attendance, confidence and provided flexibility for parents who are working.

4.3 Parental Representation

Every parent should have the opportunity to express their views and have these taken into account on policy and practical matters affecting the education of their children.

All parents are automatically members of the parent forum at their child's school. As a member of the parent forum parents will be encouraged to support events and activities at the school and to get involved in their child's learning. Each forum is expected to set up a parent council. The parent council will work in partnership with pupils, the head teacher and Aberdeen City Council in the interests of their school.

Aberdeen City Council will support schools and parent councils by offering the following:

- support, training and advice to Head teachers concerning parent councils;
- support, training and advice to individual parent councils;
- financial support to allow parents to operate as a parent council;
- offer information to the wider parent forum in the form of letters, leaflets and email; updates from relevant education organisations that relate to parents and their child's education;
- host a city wide parent council meeting at least once a term to communicate with our parent councils and share current policies and practice in schools;
- support the Aberdeen Parent Council Forum;
- providing meeting facilities for parent council and parent teacher association meetings and related activity; and
- support training and parent information events at school, associated school group (ASG) and authority level.

Many Parent Councils have been working in partnership with their school and other agencies to improve their school and benefit pupils. Here are some examples:

- *unsafe parking and general safety issues relating to do with pupil safety school are common many parents have worked in partnership with schools, councillors and council officers to work for the benefit of the school community;*
- *schools grounds projects –parents, pupils and school staff have worked in partnership to achieve creative, outdoor learning environments for their pupils;*
- *school libraries have been transformed- using the support of committed parent volunteers, many libraries have benefited from updating cataloguing systems, reorganising, redesigning and fund raising for additional equipment and resources. Parents have played a key part in creating fun activities around reading to inspire young readers and develop literacy;*
- *Bikeability is 'cycling proficiency' for the 21st century, designed to give the next generation the skills and confidence to ride their bikes on today's roads. Parents have been trained and involved in the delivering this practical programme; and*
- *Careers fairs in secondary schools have been organised by parent councils with a wide variety of exhibitors attending to give pupils opportunity to explore future careers.*

4. Involving all parents and barriers to involvement

Schools will actively engage and encourage all parents to be involved in their child's education and the life of the school. Schools recognise and respect that not all parents will be open, able or willing to do so.

Every parent wants the best for their child but some may have difficulty in participating in activities to do with school. This does not mean parents are not interested in supporting their child's learning but rather have other factors that play a significant role in preventing them engage with school.

Schools will take account of these factors that act as a barrier, discourage or inhibit parents' involvement in education or contact with the school.

For example

- parents with a negative experience of their own school education
- time – full or part time working
- travelling families
- absent parents
- parents whose child is looked after by Aberdeen City Council
- working parents and give sufficient notice of meetings
- fathers who are not primary carers
- the way we work and engage with fathers
- parents whose first language is not English
- parents who have difficulties with written communication
- parents experiencing challenging family circumstances
- parents for whom domestic or care arrangements may make it difficult to come into the school
- parents with low self-confidence.

5. Action Plan

5.1 The involvement of parents in their own child's education in school and at home will be facilitated, encouraged and nurtured.

Action	ICS/ HGIOS Indicator	Responsibility
Information is readily available to parents on their children's progress, achievement and attainment. The school communicates its priorities to parents in plain language that takes account of each parent's background, circumstances, main language and residence, as well as when and in what format the information is most useful.	The child at the centre – self-evaluation in the early years & How good is our school 2.2 & 5.7	Head teacher
The school demonstrates a range of ways of involving parents in the life of the school and of benefiting from their skills and knowledge.	How good is our school 2.2 & 5.7	Head teacher
The school engages with all parents to support their child's learning and to become involved with the life of the school.	How good is our school 2.2 & 5.7	Head teacher
The school takes account of the views of pupils, parents and staff on parental involvement.	How good is our school 2.2 & 5.7	Head teacher
The school addresses ways to engage with parents who find it difficult to support their children's learning or become involved with the life of the school because of work, family, ethnic, and learning or disability barriers.	How good is our school 2.2, 4.1 & 5.7	Head teacher and staff team/ Family learning / CLD
The school will consider ways of increasing parental involvement in volunteering, supporting homework, contributing to curriculum and study support, including the promotion of family learning, adult learning opportunities will be explored.	How good is our school 2.2, 4.1 & 5.7	Head teacher Family Learning Team / CLD
Family learning team continue to develop links with school staff and the community learning partnership to expand provision of family learning courses for parents	ICS 2.2, 5.4, 7.2 How good is our school 2.2 & 5.7	Family Learning Team / Head teacher
Family learning continue to develop and offer parenting courses across all city schools	ICS 2.1, 2.2	Family Learning Team

5.2 We will actively develop opportunities for staff to help increase their expertise when engaging and supporting parents.

Action	ICS / HGIOS Indicator	Responsibility
Family learning will deliver training to teachers and volunteers to deliver parent courses. This will increase capacity to deliver more parent courses.	ICS 2.2, 7.2,	Family Learning Team / CPD Team
We will support teachers in promoting parental involvement by providing training to support teachers when working with parents.	ICS 3.1, 7.2	CPD team Family Learning Team / Business Partnerships
We will provide CPD opportunities for teachers to support active learning at home for parents.	ICS 3.1, 7.2	CPD Team

5.3 The information and advice we provide to parents about their child's education will be of a high standard.

Action	ICS / HGIOS Indicator	Responsible
Information and advice is given to parents will be in plain language about their child's progress, at times, and in a format that is helpful to parents.	The child at the centre – self-evaluation in the early years & How good is our school 2.2 & 5.7	Head teacher
The school will report to parents at regular intervals about their child's progress.	How good is our school 2.2 & 5.7	Head teacher & Quality Improvement Officer
Emphasis is given to information and advice at times of transition, and at key stages of a child's life.	How good is our school 2.2 & 5.7	Head teacher
The school handbook will have information which is available to parents about all aspects of the school life. Parents should be consulted about its content and relevance on annual basis.	How good is our school 2.2 & 5.7	Head teacher / Parent Council
The school handbook will be sampled for quality on an annual basis	ICS 6.4	Quality Improvement Officer at individual visits/ Parent Involvement Officer will sample annually city wide

5.4 Aberdeen schools will actively promote and support parent councils

Action	ICS / HGIOS Indicator	Responsibility
Parents are informed of their automatic membership of the school's Parent Forum and the importance of parent involvement and representation.	How good is our school 2.2 & 5.7	Head teacher
Head teacher will be supported and offered training on their role and responsibility in supporting their parent council.	ICS 7.2	Parent Council Support Worker
Parent Council members have access to training programmes that support their roles, responsibilities and needs.	ICS 7.2	Parent Council Support Worker
Audit of all parent council activity in schools- a sample of six schools annually	ICS 6.2, 6.4	Parent Council Support Worker

6. Useful Contact details

Family Information Service

FIS provides comprehensive, up to date information on all services for children, young people and families across Aberdeen city.

Telephone contact- 01224 764803 or text 07825 053136 www.aberdeencity.gov.uk/fis

The Parent Zone www.parentzonescotland.gov.uk

This is a useful website that gives information for parents and carers different ideas of how to support their child in education.

The National Parent Forum of Scotland <http://blogs.glowscotland.org.uk/glowblogs/npf>

Gives parent councils and parent an opportunity to discuss and raise educational issues or mutual interest or concern at a national level.

Enquire www.enquire.org.uk

The Scottish Advice Service for Additional Support for Learning

Parentline Scotland www.parentlinescotland.org.uk

ParentLine Scotland is the free, confidential, parent support helpline for anyone caring for a child in Scotland. You can call about any problem, however big or small.

Telephone: 0808 800 2222

7.0 Editorial Group

Tracey Blackie	Parent
Nicole Clark	Parent
Donna Cuthill	Parent Council Support and Development Officer
Shona Foreman	Family Learning Manager
Alex Nicol	Parent ACPF representative primary
Sheila Macgregor	Head teacher – Developmental nurseries
Kas Mohamed	Head teacher Bucksburn Academy
Lorraine Napier	Head teacher Kirkhill Primary School
Anna Porter	Parent
Sheila Sansbury	Service Manager Early Years, Families and Vulnerable Learners
Shona Wildi -	Parent and ACPF representative secondary

ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture and Sport
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Statutory Consultation – Consultation Reports for: (i) The proposal to rezone ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy from August 2014. (ii) The proposal to rezone Grandholm Village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy from August 2014.
REPORT NUMBER:	ECS\14\36
CHECKLIST:	Yes

1. PURPOSE OF REPORT

To report to Committee on the outcome of the statutory consultation on the proposals to:

- (i) Rezone ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy from August 2014; and
- (ii) Rezone Grandholm Village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy from August 2014.

2. RECOMMENDATION

- (i) To implement proposals (i) and (ii) above and to instruct officers to make the necessary arrangements to ensure successful implementation in time for the start of the academic session 2014/15 in August 2014.

3. FINANCIAL IMPLICATIONS

There are no financial implications associated with the recommendation above.

4. OTHER IMPLICATIONS

Legal – The public consultations have complied with the requirements of the Schools (Consultation) (Scotland) Act 2010. As these proposals refer to rezoning, any decision to implement them by this Committee cannot be called in by Scottish Ministers.

Resources – Officer time and expenditure associated with these consultation exercises has been met from existing service budgets.

Personnel – Implementation of the recommendations will not result in any significant personnel implications.

Property – There are no property implications arising from the implementation of these proposals.

Equipment – There are no equipment implications or risks associated with this report.

Sustainability and environmental – Implementation of these proposals will have minimal impact upon sustainability and environmental issues related to the school estate.

Health and safety – There are no implications or risks related to this report other than the requirement to carry out a School Travel Assessment Report for pupils travelling from the housing development at the former BP Headquarters to Dyce School.

Policy – there are no implications or risks related to this report.

5. BACKGROUND/MAIN ISSUES

5.1 School Reorganisation Proposals

These proposals contribute to a widespread programme to manage the school estate across the city.

Statutory consultation was carried out as result of an instruction from Education, Culture and Sport on 7 February, 2013.

5.2 Educational Implications

The Education Authority has a programme to ensure the provision of an affordable and suitable education service for all its pupils. Implementation of these proposals will assist in the delivery of these objectives.

5.3 Statutory Consultation Feedback

Appendix 1 details the Consultation Report for the Stoneywood / Dyce consultation exercise while Appendix 2 contains the Consultation Report for the Braehead / Danestone consultation exercise. The following sections provide a synopsis of the written submissions, comment from the public consultation meetings and the service's response to these submissions and the reports from Education Scotland.

5.3.1 Stoneywood / Dyce – rezoning of ground at the former BP Headquarters

(a) Methodology

All requirements of the Schools (Consultation) (Scotland) Act 2010 were met or exceeded.

(b) Feedback from Stakeholders and Education Scotland

Eight responses were received with seven in favour of the rezoning proposals. The other response did not comment on the proposal. Education Scotland also stated that the Council had presented a clear rationale for its proposal.

Responses commented on the need to improve the road crossing to Dyce School from the former BP headquarters. One submission asked the Council to look at methods which would improve the retention of teachers at Dyce School.

The Council's response to these issues are included in the Consultation Report at Appendix 1.

(c) Overall View of the Proposal

The volume of response was very low with the vast majority of responses supporting the proposal.

5.3.2 Braehead / Danestone – rezoning of Grandholm Village

(a) Methodology

The consultation met all the requirements of the Schools (Consultation) (Scotland) Act 2010.

(b) Feedback from Stakeholders and Education Scotland

In addition to comments at the public meeting, there were 10 written responses from Parent Councils or individuals. Four responses were against the proposal, three were in favour and two did not provide a view either way. Education Scotland commented that they were uncertain of the

rationale behind the proposal and that deliverable education benefits were unclear.

Those who were opposed to the proposals commented on the additional distance that would be required for secondary aged pupils to walk to Oldmachar Academy, rather than Bridge of Don Academy. Responses also commented on the potential disruption to a child's education if they were required to move school.

Those in favour of the proposal stated that Danestone Primary is closer to Grandholm Village than Braehead School. Others commented that the additional walking distance to Oldmachar Academy was negligible, being 0.2 miles further than the distance to Bridge of Don Academy.

Comments also noted that as both primary schools and both secondaries were under occupied that there would be sufficient room in every establishment to accommodate parental choice.

The Council's response to the issues raised during the consultation are included in the Consultation Report, detailed at Appendix 2 of this report.

(c) Overall View of the Proposal

The level of response was very low, with 4 responses against the proposal and 3 submissions in favour of the proposal.

5.9 Recommendations

It is recommended that the Education, Culture and Sports Committee accepts the proposals to

- (i) proceed with proposal (i) above and to instruct officers to put in place the necessary arrangements; and
- (ii) proceeding with proposal (ii) above and to instruct officers to put in place the necessary arrangements.

6. IMPACT

6.1 Corporate

Aberdeen the Smarter City

- (i) We will enhance the physical and emotional wellbeing of all our citizens by offering support and activities which promote independence, resilience, confidence and self-esteem.
- (ii) Working with our third, public and private sector partners, we will provide opportunities for lifelong learning which will develop knowledge, skills and

attributes of our citizens to enable them to meet the changing demands of the 21st Century.

- (iii) Again, working with partners, we will create a City of Learning which will empower individuals to fulfil their potential and contribute to the economic, social and cultural wellbeing of our communities.
- (iv) We will aim to have a workforce across the city which has the skills and knowledge to sustain, grow and diversify the city economy.

6.2 Equality and Human Rights implications

A full Equality and Human Rights Impact Assessment is attached as Appendix 3 of this report.

6.3 Management of the School Estate

There is no impact on the school estate as there is sufficient capacity in all schools to accommodate the outcome of these proposals.

7. MANAGEMENT OF RISK

There is not expected to be significant operational risk arising from the implementation of the proposals. Having followed all applicable legislation, the Council will be perceived as having taken account of the result of the consultation process.

8. BACKGROUND PAPERS

Appendix 1 Consultation Report on the Proposal to rezone ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy from August 2014.

Appendix 2 Consultation Report on Proposal to rezone Grandholm Village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy from August 2014

9. REPORT AUTHOR DETAILS

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CONSULTATION REPORT

on the proposal by Aberdeen City Council to rezone ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy from August 2014.

1. METHODOLOGY

This consultation was conducted in accordance with the Schools (Consultation) (Scotland) Act, 2010. All requirements of the legislation were met or exceeded.

2. INVOLVEMENT OF STAKEHOLDERS

(a) Public Events

A public consultation event was held to discuss the re-zoning proposal for Stoneywood and Dyce Schools.

The number of attendees who signed in at the public meeting was:

<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Number of Recorded Attendees</i>
27 January 2014	7-8.30pm	Dyce Academy	4 parents/public plus officers and Elected Members

(b) Further Engagement

Officers from Education, Culture and Sport also provided opportunities to meet separately with staff of both schools and representatives of the schools' Parent Councils.

(c) Comments Received

The following written submissions were received:

<i>Format</i>	<i>Number of submissions</i>
Email	5
Written	0
Comment Cards	3

Paper copies of all submissions were made available in the Members Library and have been circulated to external members of the Education, Culture and Sport Committee. Submissions, anonymised as necessary, were also made available on the Council website.

The public meeting, held at Dyce Academy, was attended by 4 individuals. At the meeting officers were advised that the rezoning proposals were logical. Questions were raised on changes to nursery provision and it was confirmed that the rezoning proposals would have no impact on nursery education. It was noted that parents felt strongly that a road crossing should be provided.

(d) Issues Raised

Parent Councils

Responses were received from the Parent Councils of Bucksburn Academy and Dyce Academy. Both responses were supportive of the Council's re-zoning proposal, commenting on the proximity of the housing development to both Dyce School and Dyce Academy and that Dyce Academy had sufficient capacity to accommodate incoming young people as a result of implementing this proposal.

Individuals

Five responses from individuals were in support, whilst one expressed no comment either way.

The issues raised focused on pupil road safety and the shortage and retention of teaching staff at Dyce School.

Education Scotland Report

An essential element of the statutory consultation process is involvement of Education Scotland whose report is provided as Appendix 1 of this Consultation Report.

Education Scotland confirm that the Council's "presents a clear rationale" for its rezoning proposals. The report also notes the strong support in favour of the proposal.

Education Scotland also comments on the need for the Council to continue to work with stakeholders in relation to the installation of safe road crossing. The report highlights the need to provide reassurance on the identified staffing issues at Dyce School, although it notes that this is not be connected to this consultation exercise.

3. THE COUNCIL'S RESPONSE TO ISSUES RAISED DURING THE CONSULTATION PERIOD AND CONTINUED WITHIN THE EDUCATION SCOTLAND REPORT

The following paragraphs detail the issues raised during the consultation process, and the matters identified by Education Scotland in their report on the Council's proposals. The Council Response to Issues Raised During the Consultation Process

(i) Road Safety

A condition of the planning approval for the housing development at the former BP Headquarters was the installation of two further road crossings. Prior to the proposed rezoning being implemented, officers from Roads will confirm that these road crossings have been put in place across Riverview Drive.

(ii) Staffing at Dyce School

It is recognised that this issue is not related to the proposals upon which comments were sought.

Dyce School receives a teaching allocation in line with established Council procedures; therefore any additional pupils who attend the school as a result of this proposal being implemented would also increase the allocation of teaching staff to the school. It is recognised that there have been difficulties in recruiting and retaining teaching staff for the Council's schools; however, the steps to address such issues and continued monitoring arrangements are in place to assess the effectiveness of these measures.

(iii) Other Comments

Should the Committee approve the recommendations contained within this report, parents would retain the opportunity to make a placing request to any school of their choice.

This proposal supports the Council's obligations to secure best value for the whole school estate, within the context of addressing over-capacity and suitability. The Council would be able to make more efficient and equitable use of its resources to the benefit of all children and young people in all schools across the city.

The educational benefits for pupils attending all schools include a reduction in the likelihood that school rolls will reach or exceed capacity. This will increase the availability of spaces within all schools allowing as wide a range of learning activities to be accommodated. Implementation of the proposal will also place the

council in a better position to plan a more efficient and effective school estate in terms of sufficiency and location of pupil spaces and, in turn, this will allow more appropriate allocation of resources to areas of demand.

4. ALLEGED OMISSIONS OF RELEVANT INFORMATION AND ALLEGED INACCURACIES CONTAINED WITHIN THE PROPOSAL DOCUMENT

No responses asserting allegations of omissions or inaccuracies within the Proposal Document were received during the consultation period.

5. COMPLIANCE WITH SECTION 9(1) OF THE SCHOOLS (CONSULTATION) (SCOTLAND) ACT 2010 AND CONSIDERATION OF THE PROPOSALS

Following the conclusion of the consultation period, Section 9(1) of the Schools (Consultation) (Scotland) Act 2010, requires the Council to review the relevant proposal, having had regard to the written representations that have been received by it during the consultation period; oral representations made to it at the public meeting held on 27 January 2014 and Education Scotland's report.

In terms of Section 10(2) (e) of the said Schools (Consultation) (Scotland) Act 2010 the Consultation Report requires to contain a statement explaining how the Council complied with its duty under the above Section 9(1) of the Act.

With relation to Section 9(1) of the 2010 Act and having considered all of the information received during the consultation process, officers are satisfied that no comments have been received which would have caused them to review the merits of the proposal to rezone the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy, with effect from August 2014.

6. RECOMMENDATION

It is recommended that the Education, Culture and Sport Committee agree:

- (i) To implement the proposed rezoning of ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy, with effect from August 2014.

Gayle Gorman
Director of Education, Culture and Sport
April 2014

REPORT FROM EDUCATION SCOTLAND

Consultation proposal by Aberdeen City Council

Report by Education Scotland, addressing educational aspects of the proposal to rezone the former BP Headquarters part of the Stoneywood School catchment area to Dyce School and consequently from Bucksburn Academy to Dyce Academy.

Context

This report from Education Scotland is required under the terms of the *Schools (Consultation) (Scotland) Act 2010*. It has been prepared by HM Inspectors in accordance with the terms of the Act. The purpose of this report is to provide an independent and impartial consideration of the council's consultation proposal. Section 2 of this report sets out the views expressed by consultees during the initial consultation process. Section 3 sets out HM Inspectors' consideration of the educational aspects of the proposal and the views expressed by consultees. Section 4 summarises HM Inspectors' overall view of the proposal. Upon receipt of this report, the Act requires the council to consider it and then prepare its final consultation report. The council's final consultation report should include a copy of this report and must contain an explanation of how it has reviewed the initial proposal, including a summary of points raised during the consultation and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision.

1. Introduction

- 1.1 Aberdeen City Council proposes to rezone the former BP Headquarters part of the Stoneywood School catchment area to Dyce School and consequently from Bucksburn Academy to Dyce Academy. It is planned that 164 houses will be built on this site. In addition to this development, a further 500 houses will be built in other parts of the Stoneywood catchment area. It is anticipated that Stoneywood School will exceed its capacity by 2014/15.
- 1.2 The report from Education Scotland is required under the terms of the *Schools (Consultation) (Scotland) Act 2010*. It has been prepared by HM Inspectors in accordance with the terms of the Act.
- 1.3 HM Inspectors undertook the following activities in considering the educational aspects of the proposal:
 - attendance at the public meeting held on 27 January 2014 in connection with the council's proposals;
 - consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits

statement and related consultation documents, written and oral submissions from parents and others; and

- Visits to the site of Stoneywood School, Bucksburn Academy, Dyce School and Dyce Academy including discussion with relevant consultees.

1.4 HM Inspectors considered:

- The likely effects of the proposal for children and young people of the schools; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people in the council area;
- any other likely effects of the proposal;
- how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
- benefits which the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

2. Consultation process

- 2.1 Aberdeen City Council undertook the initial consultation on its proposals with reference to the *Schools (Consultation) (Scotland) Act 2010*. The consultation process took place between 13 January to 28 February 2014 including a public meeting on 27 January 2014.
- 2.2 Overall, there was strong support for the proposal. It was realised that the proposal formalised what was already happening in the area with children and young people in the relevant part of the Stoneywood catchment area not attending Stoneywood School or Bucksburn Academy but almost all attending Dyce School and Dyce Academy. Other school age children in the area attended other schools in Aberdeen.
- 2.3 It was the view that the proposal made sense as it did start to address, albeit on a small scale, accommodation issues which have been identified for Stoneywood School and in due course Bucksburn Academy. Both Dyce School and Dyce Academy have the extra capacity to accommodate additional children and young people. This was recognised by the Parent Council at Dyce Academy. It was also recognised by stakeholders including community representatives that Dyce School and Dyce Academy would actually be a shorter walking distance for children and young people residing in the area.
- 2.4 Young people who currently attend Dyce Academy and reside in the area referred to in the consultation paper felt the proposal was logical as it was simply reinforcing what was happening already.

- 2.5 It was recognised by all who responded to the consultation, and at the Public Meeting, that pedestrian crossing lights would be essential on Riverview Drive to ensure a safe walking route to Dyce School and Dyce Academy from the area concerned.
- 2.6 A few responses expressed concern about staffing in Dyce School being able to accommodate this. This comment was also related to the nursery. It was commented upon that no figures for nursery children were stated in the proposal.
- 2.7 Comment was also made in one written response about the need for Aberdeen City Council to take a greater overview of house building in the area, the available school places and the school places that will be necessary in the future. The need for a more strategic plan to address the future accommodation issues for schools in the area was expressed verbally by several consultees.

3. Educational aspects of the proposal

- 3.1 Implementation of the proposal states that the proposal would formalise Aberdeen City Council's current zoning arrangements which reflect current parental choice for children/young people living in the area of the proposal. It would formalise arrangements to ensure a coherent, continuous three to 18 education for children/young people in that part of the current Stoneywood catchment area. This would also formalise quality transition arrangements between Primary and Secondary Schools for children living in the area.
- 3.2 The proposal would have educational benefits for other children/young people in the area as there would be a small reduction in potential pupil numbers at Stoneywood School and Bucksburn Academy. Aberdeen City Council is aware that this would provide minor alleviation for the potential of the school rolls, in particular at Stoneywood, reaching capacity. It is acknowledged that further future proposals would be necessary to address the pressure on places at Stoneywood School and other schools in the area.
- 3.3 The enrolments of pupils currently attending any of the schools would not be effected by this proposal. Children and young people who are due to attend the two schools within two years of the publication of the proposal paper would experience the same benefits as those currently attending.

4. Summary

- 4.1 Aberdeen City Council presents a clear rationale to rezone the former BP Headquarters part of the Stoneywood School catchment area to Dyce School and consequently from Bucksburn Academy to Dyce Academy. As this will formalise what is already happening in the area through parental placing requests, there are clear educational benefits within this proposal in

reinforcing a continuum in learning experiences for pupils from three to 18 who live in the area. This benefit will be similar for children/young people attending Dyce School and Dyce Academy now and for those who will be in attendance in two years from the date of this proposal. There will also be some benefits for children/young people attending Stoneywood School and Bucksburn Academy as this proposal will have some impact on not increasing pupil numbers in both schools in the short term.

- 4.2 Overall, there was strong support in favour of the proposal and consultees saw the proposal as making sense and the most suitable option available at this time. In taking forward the proposal, Aberdeen City Council needs to continue to liaise closely with all stakeholders to address the few operational concerns which surround this proposal. In particular Aberdeen City Council should continue to consult with stakeholders in the Dyce / Stoneywood community, including young people who are attending Dyce Academy, as to the exact location(s) for the installation of crossing lights on Riverview Drive. In so doing, Aberdeen City Council should reassure the community about a timescale for this. Reassurances should also be given about concerns raised about staffing issues at Dyce School, particularly within the nursery, which may not be directly associated with this proposal.
- 4.3 Aberdeen City Council is aware that, as part of its estates strategy, it should continue with plans to give a strategic overview to the increasing pupil numbers, including nursery children, in the area and how they will be accommodated. Specific attention should be given to the implications for Stoneywood School, in the first instance, to ensure that the educational benefits coming from this proposal are not negated.

**HM Inspectors
Education Scotland
March 2014**



CONSULTATION REPORT

on the proposal by Aberdeen City Council to rezone Grandholm Village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy from August 2014.

3. METHODOLOGY

This consultation was conducted in accordance with the Schools (Consultation) (Scotland) Act, 2010. All requirements of the legislation were met or exceeded.

4. INVOLVEMENT OF STAKEHOLDERS

(a) Public Events

A public consultation event was held to discuss the re-zoning proposal for Braehead and Danestone Schools.

The number of attendees who signed in at the public meeting was:

<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Number of Recorded Attendees</i>
28 January 2014	7-8.30pm	Danestone School	10 parents/public plus officers and Elected Members

(b) Further Engagement

Officers from Education, Culture and Sport also provided opportunities to meet separately with staff of both schools and representatives of the schools' Parent Councils.

(c) Comments Received

The following written submissions were received:

<i>Format</i>	<i>Number of submissions</i>
Email	10
Written	0
Comment Cards	0

Paper copies of all submissions were made available in the Members Library and have been circulated to external members of the Education, Culture and Sport Committee. Submissions, anonymised as necessary, were also made available on the Council website.

The public meeting, held at Danestone School, was attended by 10 individuals. Attendees commented that the new River Don crossing would significantly reduce the travel distance to Danestone. Parents were advised that if they had a child currently attending Braehead School then it would be possible for a younger sibling to also attend the school. In response to a question from a parent, officers also advised that there was a large housing development in Grandholm village which could potentially require a new secondary school and new primary schools. Comments were received which outlined concern about the timing of the decision, as it was noted that Committee would only make a final determination at their meeting in June 2014, which would leave little time for enrolment and ordering school uniforms. Officers were asked how parents could find information to determine which school was best for their children, responding that Education Scotland reports, School Standard and Quality reports and visits would provide this information.

(d) Issues Raised

Parent Councils

One response was received from the Parent Councils of Bridge of Don Academy. The response commented on a perceived unease that the Council may have a long term plan to “chip away” at the pupil roll for the school. The Parent Council noted the rezoning proposal from a primary perspective but commented on the increased distance pupils from Grandholm would require to walk to attend Oldmachar Academy. The response also commented on the need to clarify potential transport costs which could arise through the implementation of the proposal and questioned whether it would deliver the stated educational benefits.

Individuals

Of the nine responses from individuals, four were against the proposals, three were in favour and two expressed no comment either way.

Those opposed to the proposal commented on the additional distance pupils would have to travel to attend Oldmachar Academy rather than Bridge of Don Academy. Submissions also commented on the disturbance to children's education if they were taken out of Braehead School and zoned to Danestone School.

Those in favour of the proposal commented that Danestone School was closer than Braehead School, and the additional distance to Oldmachar Academy was negligible, being only 0.2 miles further than the distance to Bridge of Don Academy. It was also commented that parents would still have the right to access to choose which school they sent their children to, as all schools had surplus capacity.

Some respondents commented on the timescale for final Committee consideration of the proposal, noting that a decision on 12 June 2014 did not provide a great deal of time to enrol their children in the relevant school. One response focused on the existing issues found on the walking route from Grandholm village to Danestone School and commented that should these be addressed by the Council it would become a "quiet walk and a great idea".

Education Scotland Report

Education Scotland's report expressed uncertainty on the rationale behind the proposal, further commenting that the Council has not clearly defined the education benefits which would be derived from the proposal's implementation.

Education Scotland also ask the Council to clarify the timeline for the proposal's implementation with stakeholders and also to consult and communicate with all interested stakeholders, particularly those parents of children attending nursery or Primary 1 after the summer break.

3. THE COUNCIL'S RESPONSE TO ISSUES RAISED DURING THE CONSULTATION PERIOD AND CONTAINED WITHIN THE EDUCATION SCOTLAND REPORT

The following paragraphs detail the issues identified by Education Scotland in their report on the Council's proposals and the Council's response.

(i) Road Safety and Distance

Most respondents were clear that the distance from Grandholm village to Danestone Primary was shorter than that between Grandholm village and Braehead School.

It is accepted that the current distance from Grandholm village to Oldmachar Academy is greater than that between the village and Bridge of Don Academy. However, the construction of the new River Don crossing and the new trunk road will provide easier access to Oldmachar Academy. Should pupils wish to attend Bridge of Don Academy they would be required to cross the new trunk road to get to school.

(ii) **Available Spaces**

It is noted that all of the schools affected by this proposal have surplus capacity. This should reduce the chance of any parent not having their choice of school accepted. Based on the current pupil roll projections it would appear that Braehead School's roll is approximately 90-100 pupils below the school's maximum capacity, with the figures for Danestone School being 120-200 pupils below its maximum capacity.

(iii) **Educational Benefits of Implementing the Proposal**

Should this proposal be implemented it would, as stated within the Proposal Document, formalise the practice which takes place. The majority of parents from Grandholm village have enrolled their children into Danestone School. Access to the school by car will be improved with the construction of new roads in the area.

The proposal will also ensure that pupils attending Danestone School are educated alongside their peers from the local community. Adding pupils to the school roll of Danestone will also enrich the educational environment for all young people who attend as the increased pupil cohort will result in greater ability to attract resources, in terms of both staffing and the school's delegated budget, providing additional flexibility for the Head Teacher to better meet the needs of all pupils.

A larger group of pupils will also enrich formal and informal learning as pupils will learn from and interact with a greater number of other pupils from different backgrounds, thereby increasing their knowledge and understanding to a greater extent. An example of this would be the increased ability to work with a greater number of peers and also in different cohorts.

For those pupils already attending either Braehead School or Bridge of Don Academy, the current Council policy is that their siblings would be given priority to attend the same schools through the placing request process, provided there is sufficient spare capacity within the school.

(iv) **Continued Consultation and Communication**

The Council is committed to continue effective dialogue with the parents affected by this proposal. Should Committee approve the recommendation set out in Section 6 of this report, officers will contact both schools and correspond with parents who have enrolled their children into Primary 1 of either Braehead School or Danestone School to confirm the rezoning arrangements.

(v) **Other Comments**

Should the Committee approve the recommendations contained within this report, parents would retain the opportunity to make a placing request to any school of their choice.

This proposal supports the Council's obligations to secure best value for the whole school estate, within the context of addressing over-capacity and suitability. The Council would be able to make more efficient and equitable use of its resources to the benefit of all children and young people in schools across the city.

4. ALLEGED OMISSIONS OF RELEVANT INFORMATION AND ALLEGED INACCURACIES CONTAINED WITHIN THE PROPOSAL DOCUMENT

No responses asserting allegations of omissions or inaccuracies within the Proposal Document were received during the consultation period.

5. COMPLIANCE WITH SECTION 9(1) OF THE SCHOOLS (CONSULTATION) (SCOTLAND) ACT 2010 AND CONSIDERATION OF THE PROPOSALS

Following the conclusion of the consultation period, Section 9(1) of the Schools (Consultation) (Scotland) Act 2010, requires the Council to review the relevant proposal, having had regard to the written representations that have been received by it during the consultation period; oral representations made to it at the public meeting held on 27 January 2014 and Education Scotland's report.

In terms of Section 10(2) (e) of the said Schools (Consultation) (Scotland) Act 2010 the Consultation Report requires to contain a statement explaining how the Council complied with its duty under the above Section 9(1) of the Act.

With relation to Section 9(1) of the 2010 Act and having considered all of the information received during the consultation process, officers are satisfied that no comments have been received which would have caused them to review the merits of the proposal to rezone Grandholm village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy, with effect from August 2014.

6. RECOMMENDATION

It is recommended that the Education, Culture and Sport Committee agree:

- (ii) To implement the proposed rezoning of Grandholm village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy, with effect from August 2014.

Gayle Gorman
Director of Education, Culture and Sport
April 2014

REPORT FROM EDUCATION SCOTLAND**Consultation proposal by Aberdeen City Council
Report by Education Scotland, addressing educational aspects of the
proposal to re-zone the Grandholm Village area from Braehead School to
Danestone School and consequently from Bridge of Don Academy to
Oldmachar Academy with implementation from August 2014.****Context**

This report from Education Scotland is required under the terms of the Schools (Consultation) (Scotland) Act 2010. It has been prepared by HM Inspectors in accordance with the terms of the Act. The purpose of this report is to provide an independent and impartial consideration of the council's consultation proposal. Section 2 of this report sets out the views expressed by consultees during the initial consultation process. Section 3 sets out HM Inspectors' consideration of the educational aspects of the proposal and the views expressed by consultees. Section 4 summarises HM Inspectors' overall view of the proposal. Upon receipt of this report, the Act requires the council to consider it and then prepare its final consultation report. The council's final consultation report should include a copy of this report and must contain an explanation of how it has reviewed the initial proposal, including a summary of points raised during the consultation and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision.

1. Introduction

- 1.1 Aberdeen City Council proposes to re-zone the Grandholm Village area from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy with implementation from August 2014.
- 1.2 The report from Education Scotland is required under the terms of the Schools (Consultation) (Scotland) Act 2010. It has been prepared by HM Inspectors in accordance with the terms of the Act.
- 1.3 HM Inspectors undertook the following activities in considering the educational aspects of the proposal:
 - attendance at the public meeting held on 28 January 2014 in connection with the council's proposals;
 - consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others;
 - consideration of further information on all schools affected; and
 - visits to the site of Braehead School, Bridge of Don Academy, Danestone School and Oldmachar Academy, including discussion with relevant consultees.

- 1.4 HM Inspectors considered:
- the likely effects of the proposal for children and young people of the schools; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people in the council area;
 - any other likely effects of the proposal;
 - how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
 - benefits which the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

2. Consultation process

- 2.1 Aberdeen City Council undertook the initial consultation on its proposals with reference to the Schools (Consultation) (Scotland) Act 2010.
- 2.2 Children and young people at all four schools did not have strong views either way on the proposal.
- 2.3 Parents and staff had mixed views about the proposal. In general those at Danestone Primary School and Oldmachar Academy were broadly supportive of the proposal.
- 2.4 Parents of children and young people who live in Grandholm Village and currently attend Braehead Primary School had mixed views about the proposal. A few were supportive of the proposal and a few were against the proposal, particularly those that have children currently in school and younger siblings who are not yet attending nursery or school.
- 2.5 Parents at Bridge of Don Academy could understand the proposal for the primary school re-zoning with Danestone School being physically closer to Grandholm Village. However, regarding the secondary they were unsure as to the benefits of the proposal, stating that Bridge of Don Academy is closer to Grandholm Village than Oldmachar Academy. There is no mention of distance to schools in the consultation paper.
- 2.6 Staff at Braehead Primary School and Bridge of Don Academy were unsure of the rationale behind the proposal and the evidence regarding the educational benefits. Although they understand that Danestone School is physically closer to Grandholm Village than Braehead Primary School, particularly by foot, both schools have capacity, and they were concerned at the longer term effect of losing pupils from their school rolls.

3. Educational aspects of the proposal

- 3.1 Aberdeen City Council states that implementation of the proposal would ensure a coherent, continuous three to 18 education for children/young people in the Grandholm Village area and that it would also improve the quality of transition arrangements between primary and secondary schools for children living in the area. However, the overall educational benefits set

out in the proposal are not fully evidenced. In taking forward the proposal, the council needs to set out more detailed benefits for the children that will accrue from implementation of the proposal.

- 3.2 The rationale for the proposal is not fully clear. It states that this would formalise Aberdeen City Council's current zoning arrangements which reflect current parental choice for children/young people living in the area of the proposal. However, the number of pupils involved who attend the schools are split relatively evenly between the two primary schools and two secondary schools, all of which are operating under capacity. This is particularly the case for staff of Braehead School and Bridge of Don Academy, or for families who have children currently in either of these schools.
- 3.3 The council has stated that this proposal is one element of a coordinated approach to manage the pupil numbers at Braehead and Danestone Schools and other schools across the city. Given that both primary schools in the proposal are operating under capacity and the proposal states that there are no major housing developments planned for either of the catchment areas for the primary schools, it is not sufficiently clear how the coordinated approach to manage pupil numbers has any significance.
- 3.4 The proposal states that enrolments of pupils currently attending any of the schools would not be effected by this proposal. Parents at Braehead School reported that the proposal does not provide clarity or certainty for their children currently in the nursery or primary classes at Braehead School, particularly regarding which secondary school they would attend and potential disruption to friendship groups. Families with pre-nursery aged children and those who have children currently in nursery, primary and secondary could be particularly challenged if the proposal is implemented and their children are placed across different catchment areas. Children likely to become pupils within two years of the date of publication of the proposal paper may be affected as above where they have siblings at either of the primary or secondary schools. However, those who do not have siblings at either school will not be affected in the future. The council needs to be clear and provide reassurance for parents as to how their children will be affected if the proposal is implemented.
- 3.5 Parents of pre-school and primary aged children at the schools are very concerned about the timing for the proposal. With the decision on the proposal not being made until mid-June, and a planned implementation of the proposal in August, the council has set a challenging timescale to take forward the proposal. Parents are particularly concerned about appointment of places for nursery-aged children and the potential for having children in either two or three schools at the one time. In taking forward the proposal, the council needs to clarify the timeline for implementation of the proposal.
- 3.6 Parents at Bridge of Don Academy understandably reported their concern that this is the second proposal for re-zoning of part of their catchment area in a very short space of time which is causing a feeling of unease in Bridge

of Don Academy. They are anxious that, although in the short-term and with small numbers, there is no significant impact in the school from this proposal, the longer-term effect has a potentially negative impact on their school roll.

- 3.7 Parents who live in Grandholm Village reported many issues and concerns relating to the current plans for the creation of a bridge adjacent to Grandholm Village which may make it longer or shorter to get to school. They had uncertainties with regard to the plans and the impact of the new bridge on journeys to any of the four schools mentioned in the proposal. There is no reference to the journey time to school or to the bridge in the proposal. However, in order to assist parents the council needs to share relevant information regarding any changes to school journeys as a result of the impact of the new bridge.

4. Summary

- 4.1 The number of pupils involved who attend the schools are split relatively evenly between the two primary schools and two secondary schools, all of which are operating under capacity, and the proposal states that there are no major housing developments planned for either of the catchment areas for the primary schools, therefore the rationale for the proposal is not fully clear.
- 4.2 It is not sufficiently clear how implementation of the proposal will bring clear educational benefit to children and young people. In taking forward the proposal, the council needs to set out more detailed benefits for the children that will accrue from implementation of the proposal.
- 4.3 In taking forward the proposal, the council will need to clarify the current timeline for implementation to ensure it provides sufficient time for effective consultation and communication with parents, staff and children to alleviate their concerns. This is particularly important for children currently in nursery or primary or pre-nursery aged siblings, who are directly affected by this proposal. In taking forward the proposal, the council needs to ensure that it provides sufficient time to consult and communicate effectively with parents, staff and children to alleviate these concerns.

**HM Inspectors
Education Scotland
March 2014**



Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

ECS\14\36

2. Name of proposal.

Statutory Consultation – Consultation Reports for:

- (i) The proposal to rezone ground at the former BP Headquarters from Stoneywood School to Dyce School and consequently from Bucksburn Academy to Dyce Academy from August 2014.
- (ii) The proposal to rezone Grandholm Village from Braehead School to Danestone School and consequently from Bridge of Don Academy to Oldmachar Academy from August 2014.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Euan Couperwhite	Infrastructure and Assets Programme Manager	Educational Development, Policy and Performance	Education, Culture and Sport

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

- Para 9 of EHRIA will be published in committee report in Section 6 "Impact"
- Full EHRIA will be attached to the committee report as an appendix
- Copied to Equalities Team to publish on the Council website

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

12. Who will benefit most from the proposal?

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

The rezoning proposals will have a positive impact on young people attending the affected schools. It will have no impact on the public sector equality duties.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other? You must consider relevant evidence, including evidence from equality groups.

A full public consultation has been undertaken with stakeholders. All responses are then reviewed by officers to determine if there any aspects of the proposal which should be re-assessed. This is in full compliance with the Schools (Consultation) (Scotland) Act 2010.

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

Protected Characteristics					
Age - Younger	+	Disability	0	Gender Reassignment*	0
Older	0				
Marriage or Civil Partnership	0	Pregnancy and Maternity	0	Race**	0
Religion or Belief	0	Sex (gender)***	0	Sexual orientation****	0
Others e.g. poverty	0				

Notes:

* Gender Reassignment includes Transsexual

** Race includes Gypsy/Travellers

*** Sex (gender) i.e. men, women

**** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
Age Younger – the rezoning proposals will ensure that young people attending the affected primary schools can be taught in schools which have clearly defined school catchment areas and which serve their local communities.	

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer "no", go straight to question 22.**

NO

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

Full public consultations on the Council’s rezoning proposals have been completed. These allow stakeholders to submit comments and views, which under the requirements of the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People’s Act 2014 must be reported to the Council in the follow up Consultation Report which provides a summary of the issues raised and the Council’s response to those issues.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

This impact assessment ensures that public consultations comply with legislation and that the positive Educational Benefits of the proposal can be demonstrated.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

Name	Date	Signature
Euan Couperwhite	13 May 2014	

Quality check: document has been checked by

Name	Date	Signature
Andrew Jones	13 May 2014	

Head of Service (Sign-off)

Name	Date	Signature
David Anderson	13 May 2014	

Now –

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE	EDUCATION, CULTURE AND SPORT
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Future of Citymoves
REPORT NUMBER:	ECS/14/041
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

To inform the committee of the outcome of the options appraisal for Citymoves' future governance, undertaken both to assess Citymoves' operations and strategy, within the context of the city's wider cultural aspirations. To seek approval in principle, to develop the recommendation for Citymoves to become an independent organisation.

2. RECOMMENDATION(S)

The Committee agrees:

- (i) In principle that Citymoves becomes an independent organisation;
- (ii) That the business and transition plans are developed; and that the funding application to Creative Scotland be submitted;
- (iii) To receive a further report with recommendations following the outcome of the funding bid to Creative Scotland.

3. FINANCIAL IMPLICATIONS

Financial implications to progress the business plan, transition plan and Creative Scotland funding application are the cost of employing consultants Bonnar Keenlyside to support this work in the absence of an Artistic Director (post currently vacant). The cost of £19,000 will be met via the saving on the Artistic Director salary (salary costs for the period April to October would be £20,055 plus £5,816 on costs at 29%). This work is time critical, dictated by the funding application deadline of 7 July 2014.

Financial implications of Citymoves becoming an independent organisation have been scoped in the options appraisal. Early estimates suggest a transition cost of £30k and an increase in revenue costs of £11k per year. There is a case for

efficiencies and improving business income which may result in revenue costs being cost neutral. In addition, the funding application to Creative Scotland is likely to request an increase on the current £70k per year.

4. OTHER IMPLICATIONS

Impact on officer time to formulate the business plan and funding application will be minimal due to the employment of Bonnar Keenlyside to undertake the work.

Full progression to independence will have a range of implications which will be encompassed by the business planning process:

- (i) Legal implications: the legal structure and governance model of an independent Citymoves will need full consideration.
- (ii) Personnel implications for Citymoves employees at the time of transfer, currently one full time and four part time employees. TUPE is likely to apply.
- (iii) Resource implications include an impact on officer time to effect the move to independence.
- (iv) Review of Citymoves' accommodation needs will be a significant part of the business plan.

5. BACKGROUND/MAIN ISSUES

Citymoves Dance Agency is currently part of the Council's Creative Learning Team. A wider review of the future delivery of cultural services in the Council determined that these services should continue within the Council. However, the review highlighted Citymoves' unique status, as it resides within the Council and yet is also a Foundation Funded Organisation of Creative Scotland. It is the only dance agency in the UK which is governed and managed by a local authority.

In addition the Artistic Director post, which is the senior post, became vacant in February 2013. Officers recognised that these factors created conditions in which it would be timely to consider options for the future governance and management of Citymoves.

Following discussion with Creative Scotland an options appraisal was undertaken on the following governance models for the organisation:

- A. Remain within Aberdeen City Council as part of the Creative Learning Team (CLT)
- B. Become part of Aberdeen Performing Arts (APA)
- C. Independence

ACC secured funding from Creative Scotland to undertake the options appraisal. Bonnar Keenlyside were commissioned to undertake the work. A summary of the three options is at Appendix A; the full report is available in the Members' Lounge.

The options appraisal indicated that Option C: Independence, offers the greatest benefits to the organisation. Citymoves would be an ambitious company developing dance, supporting talent, engaging communities and individuals and developing audiences. It would be leading, driving, shining, ambitious working in the city, region,

nationally and internationally. This option would enable the organisation to make the most significant contribution to Aberdeen's cultural development. The calibre of the leader, and the available opportunities, would attract more dance artists to stay in, return to, or be attracted to Aberdeen.

Creative Scotland funding

Citymoves currently receives £70k per year from Creative Scotland towards staffing and programme costs as a Foundation Funded organisation. At the same time as the options appraisal reached its conclusion in spring 2014, Creative Scotland released its new 10 year plan and new funding criteria. The status of Foundation Funding has been replaced with the opportunity for three year funding open to a much wider catchment of arts organisations across Scotland. There is therefore steeper competition for the available funds and potentially other organisations with the ambition to develop their role as a dance agency for the North / North-East of Scotland.

Citymoves therefore needs to make a strong application to secure funding for the period April 2015 – March 2018. It is likely the application will seek an increase in funding from the current £70k per annum. Officers at Creative Scotland are supportive of the independence option over options A and B and recommended that final decisions on future governance are held until the outcome of the funding application is known. The deadline is 7 July 2014 and the outcome will be announced in October.

It is recommended that a final decision on Citymoves' future is dependent on the outcome of the Creative Scotland application. With committee approval, the bid will be made as a step towards becoming independent and will include a business plan and transition plan with proposed timescales.

Consultants Bonnar Keenlyside have been contracted to support Citymoves through the bid process as the role of Artistic Director will remain vacant while the post is reviewed as part of the business planning process.

6. IMPACT

The options appraisal was undertaken both to assess Citymoves' operations and strategy, within the context of the city's wider cultural aspirations. Through the process it became clear that Citymoves can contribute most significantly to this as an independent organisation. The report reflects that this model of governance is most likely to attract the highest calibre candidate for the lead role in the organisation. This is also the option most likely to maintain Creative Scotland's financial support.

The organisation will be in a strong position to contribute to Council priorities; this would form part of the service level agreement as with other cultural organisations in receipt of council funding.

7. MANAGEMENT OF RISK

Employment of Bonnar Keenlyside to lead the business planning and funding application process has secured specialist dance knowledge in the absence of an

Artistic Director to ensure the application to Creative Scotland is informed, relevant and robust.

Detailed consideration of risks associated with Citymoves becoming independent will be encompassed by the business plan process, including the outcome from the Creative Scotland application. Risks associated with the three options which were considered can be seen at Appendix A.

8. BACKGROUND PAPERS

Citymoves Options Appraisal Final Report
March 2014
(BONNAR KEENLYSIDE)

9. REPORT AUTHOR DETAILS

Jacky Hardacre
Creative Learning Manager
jhardacre@aberdeencity.gov.uk
Ext. 4651

APPENDIX A: Summary of the Findings from the Bonnar Keenlyside Report

(The full report is available in the Members' Lounge)

	OPTION A: ACC	OPTION B: APA	OPTION CV: Independent
Benefits	<ul style="list-style-type: none"> • stability for Citymoves and minimum disruption to APA • greater congruence with other work streams of CLT, increasing the strategic fit of the work of the Dance Development Officers 	<ul style="list-style-type: none"> • more focussed business planning and management, better marketing, audience development, fundraising and business development • a more commercial approach to income generation • access to wider skills and experience including in capital development • existing APA pension scheme similar to that of ACC which would be able to absorb any potential pension liability after transfer • a clean transfer from ACC 	<ul style="list-style-type: none"> • less management time required by ACC • more opportunities to develop dance as part of the city's cultural ambitions
Costs	<ul style="list-style-type: none"> • no additional costs 	<ul style="list-style-type: none"> • a one off transition cost • revenue support required from ACC would be equivalent to the current support levels 	<ul style="list-style-type: none"> • a one off transition cost • a revenue commitment equivalent to the current levels plus £10k
Potential rewards	<ul style="list-style-type: none"> • For ACC, the full integration of the team into CLT together with the improved governance could deliver a higher impact of priorities. There is potential to benefit further from the links with education and sport • potentially in this option Citymoves could develop a partnership with the University around third level training 	<ul style="list-style-type: none"> • potential for dance in Aberdeen to thrive as part of APA • the role of Artistic Director would potentially become the contracting senior artists to programme and champion. In this option, the dance director might therefore be a practising artist. This might lead to further success in dance activity and leadership in the City • APA would likely deliver business improvement, increasing profit from classes for example and driving down costs 	<ul style="list-style-type: none"> • potentially significant rewards from this option as the option most likely to attract a dynamic and credible leader and to take advantage of the current opportunities and position of Citymoves as a regional, national and international leader attracting artists • potential new sources of income • greater contribution to the cultural ecology of Aberdeen • option supported by Creative Scotland who are excited by this vision

Risks			
	<ul style="list-style-type: none"> • the artistic programme of Citymoves may not flourish in this arrangement. DanceLive is viewed as particularly important and successful by Creative Scotland but this activity is not fully congruent with the priorities of the CLT • there is a risk that a dynamic and credible leader would not be attracted to lead the team in this arrangement and that talent within the team would not be retained • there is potential for a weakening of support from Creative Scotland in what is a competitive funding environment. CS believes that a strong credible cultural leader with national and international networks is critical • there is a risk of stagnation and that Citymoves would not develop to take advantage of current opportunities and that dance would diminish in the city • there is also a risk that pressures of ACC management would mean that not enough support and challenge would be provided to the Citymoves director and team 	<ul style="list-style-type: none"> • there are significant risks attached to this option. APA has an ambitious and stretching business plan and its medium term development priority is the capital development of the Music Hall, followed by potentially becoming a producing hub, funded by Creative Scotland, and/or a youth arts hub • Citymoves and dance development would not be a top priority for APA in the short to medium term • the line management structure means that the main reporting would be to the Director of Programming and Creative Projects. There is a risk that the dance leadership would be hidden. Additionally, there is a risk of failure to attract and retain a dynamic and credible leader and risk that dance does not shine • APA is developing its relationships with Creative Scotland. There is a risk of a reduction in the dedicated amount of funding from Creative Scotland in this process being diluted as part of a wider agreement between APA and Creative Scotland • There is a risk that the absorption of Citymoves into APA would dilute its identity • For ACC there is a risk that APA would not wish to take on the current lease of premises 	<ul style="list-style-type: none"> • there are risks associated with transition at all stages • a failure to attract board members with the appropriate skills • ongoing risks which are endemic in all independent arts organisations, around finance, management etc. which all successful arts organisations manage • risk that Citymoves would not be sustainable in the event that it lost public funding, for example

Comparison of options

	Comparison of options based on current business		
	A.ACC	B.APA	C.Independent
Costs	£'000s		
Revenue cost to ACC	226	226	226
Creative Scotland	70	70	70
Increase in Revenue*	0	3	11
Transition cost	0	20	30
Risks and liabilities			
Pension liabilities after transfer underwritten by ACC	yes	No	yes
Organisational instability	low	Low	medium
Failure to maintain CS funding	medium	Medium	low
Failure to attract credible leader	high	Medium	low
Benefits			
Less work for ACC	no	Yes	yes
Rewards			
Citymoves achieves ambitions	low	Low	medium
Generates additional income and audiences	low	Medium	medium

*Increase in revenue potentially met by efficiencies and improved business income and/or increase in financial support from Creative Scotland

Appraisal Process

The appraisal used a framework based on:

- Strategic – the potential to meeting strategic objectives for culture
- Effectiveness – potential to deliver ambitions and mission for dance in the North East
- Financial
- Implementation

The results of this indicated that the two options which scored highest were:

Option A- staying in ACC, on the basis that it was lowest risk and had the potential to have further positive impact on achieving objectives for participation.

Option C – becoming independent, on the basis that it had the greatest potential to achieve cultural ambitions for the City, Creative Scotland and dance. However, this option carries most risk and would need careful design and management of transition.

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ABERDEEN CITY COUNCIL

COMMITTEE	Education, Culture & Sport
DATE	16 June 2014
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Culture Programme 2014-19
REPORT NUMBER:	ECS/14/045
CHECKLIST RECEIVED	Yes

1. **PURPOSE OF REPORT**

The purpose of this report is to request permission from Elected Members to tender for the 2015 Light Festival and to approve a course of action to support the delivery of the Culture Programme for 2014-19. The report also provides Elected Members with a framework of strategic objectives which will support the delivery of a targeted number of events and activities designed to improve the cultural sector.

2. **RECOMMENDATION(S)**

Elected members are requested to:

1. Approve the tender process for the 2015 Light Festival.
2. Approve a new initiative fund for an artists residency programme using £56,000 from existing budgets, in partnership with cultural and community organisations in order to deliver elements of the culture programme.
3. Agree the themes and budget allocations for 2014
4. Agree, that in order to deliver the desired improvements over a longer period, the themes be agreed for 2014-19
5. Agree the allocation of £50,000 in 2014 to the Youth Arts Hub Creative Scotland initiative, led by Aberdeen Performing Arts
6. Agree the allocation of £50,000 in 2014 to Visit Aberdeen on behalf of the Festivals Collective to improve the viability of the eight cultural festivals in the city

3. **FINANCIAL IMPLICATIONS**

At the Council budget meeting on 6 February, additional investment in culture for 2014/15 of £400,000 was approved, along with an indicative allocation in 2015/16 of £710,000, in 2016/17 of £800,000, in 2017/18 of £705,000 and in 2018/19 of £680,000. In addition, a total of £56,000

is allocated towards the appointment of an individual or individuals to lead the delivery of the cultural programme.

4. **OTHER IMPLICATIONS**

Legal support will be required for the tender process. An EHRIA has been completed and is appended to this report.

5. **BACKGROUND/MAIN ISSUES**

5.1 **Bidding for UK City of Culture 2017**

In June 2013 Aberdeen City Council submitted an unsuccessful bid for UK City of Culture 2017. During the period following the bid, the Council made a public commitment to deliver a step change in cultural activity and infrastructure over the period running up to 2017/18. During this time staff and partner organisations, including the UK City of Culture project board, identified a number of high level objectives which would support the city's ambitions for culture. These developments necessitate a 'step change' in the cultural offer over a longer period in order to deliver the kind of lasting change and improvement required to make the city ready for bidding for future accolades.

Feedback from the bid for UK City of Culture was received from Regeneris, the consultants employed by the DCMS. It stated:

'Aberdeen has great potential in terms of its potential resources and the significant interest that public and private partners have in upping Aberdeen's game. However this bid does not deliver the quality of outline programme or the clarity and vision and assurance of deliverability...there is great potential for the city to use the momentum from this bid process to take forward development of its cultural offer and deliver relationships with business sponsors'

The debrief process identified, amongst others, the following key benefits of the bidding process:

- Positive media coverage of Aberdeen, raising the profile of the city and engaging the public imagination
- Engagement between the city's cultural establishments and the private sector has been improved
- By signalling an ambition to improve the cultural life of the city, the awareness of the benefits this could bring to individuals and communities has been raised significantly
- The bid provided a dynamic drive for capital initiatives such as the redevelopment of the Art Gallery, Museums Collection Centre, Music Hall, and revenue funded initiatives like Big Noise Torry, the Made in Aberdeen Awards and the Diamond Jubilee Commonwealth Travel Bursary scheme.

Developing long lasting capacity in the cultural infrastructure of the city remains a key action, which, if addressed, will, in the long term, provide

the city with the resources and ambition to be ideally place for future bids, and to become recognised as a creatively ambitious city which attracts people to live, work and visit.

This paper lays out a series of themes against which the 2014-19 budgets for the cultural programme will be allocated

5.2 Culture Programme themes

Four key themes were developed during the bidding process:

- Placemaking - Establishing the city as a hub for creative individuals and businesses. This includes supporting development of creative and production spaces such as artists studios, residencies, locally based culture hubs, digital production spaces and other venues providing opportunities for attract and retain creative talent in the city
- Signature event - Developing an annual festival or event which is unique to the city, celebratory, of high artistic quality and which excites and involves residents and visitors.
- Building on our strengths - Where good practice exists, supporting existing organisations and creative individuals to develop their work further.
- Marketing and Communication -Investing strategically in audience intelligence and marketing, providing training and support to the independent sector, developing marketing programmes and improving the profile and perception of the city's cultural offer.

These themes will provide the framework for the allocation of the culture programme budget.

5.3 2014/15 Programme

Theme	Activity	Funding	Allocation process
Placemaking	Creative Spaces and Residency	£120,000	Partnership arrangement/culture network partners
Placemaking	Youth Arts Hub	£50,000	Contribution to successful application
Signature Event	Light Festival	£150,000	Tender
Building on our strengths	Festivals Collective	£50,000	Partnership with Visit Aberdeen
Marketing and Communications	Audience development, press promotion, website development and training	£30,000	In house

5.3.1 Placemaking: Creative Spaces/Residencies

A lack of affordable production spaces and facilities was identified in both the Aberdeen Cultural Assets Mapping report and the draft RGU EKOS North East Creative Industries research, as a key challenge for the sustainability and growth of the city's creative and cultural sector. The lack of studio, rehearsal and production space is recognised as having a negative impact on graduate retention, creative industry employment, production levels as well as perceptions of the city's contemporary identity and reputation. Officers are proposing a series of partnership initiatives to respond to this challenge, including the establishment of an 'empty space' database and network scheme, start up funding for the development of new or existing production spaces and research and piloting of new models for creative spaces in partnership with the private sector.

Recent data gathered by officers shows that the number and quality of cultural funding applications to the Council which involve developing and delivering new work in regeneration areas is significantly less than what is required to fully engage local residents in the cultural offer of the city. This sits alongside previous local and national research which illustrates that participation within regeneration areas is significantly lower in comparison to others. It is on this basis that this programme seeks to focus on developing creative spaces within the city's regeneration areas, not only promoting access to high quality cultural activity and exciting opportunities for residents but, through involvement in other Council led initiatives, playing an integrated role within wider regeneration plans.

Having secured additional investment for staffing and Seventeen running costs, officers are exploring the feasibility of realigning some of the staffing costs to allow the salary attributed to the Cultural Programme Manager to be invested in a series of one year Artists Residency programmes in the regeneration areas of Aberdeen as part of this overall programme. The purpose of these residencies is to ensure cultural organisations in Aberdeen develop sustainable and innovative approaches and practice when working with hard to reach groups and those living in some of the city's most deprived communities. Cultural organisations will be invited to apply to work with an artist or creative practitioner of national standing in partnership with a local community group or school.

5.3.2 Placemaking: Youth Arts Hub

A successful submission was made in 2014 to Creative Scotland by Aberdeen Performing Arts on behalf of a group of cultural and youth providers in the city. The initiative, over two years will: improve the infrastructure for youth arts in Aberdeen: improve access to and increase participation in youth arts provision: increase opportunities for young people to progress and excel in the arts, and to increase opportunities to celebrate and share achievements in youth arts. The

application secured £400,000 over two years. The total cost of the project delivery over two years is £700,000.

5.3.3 Signature event: Light Festival

SPECTRA, Aberdeen's first festival of light, took place in February 2014, with an array of light installations, exhibitions and events. As a pilot event, attracting 17,000 people during the week of the festival, the programme balanced school and community participation with a series of installations and projections by local, national and international artists. This approach increased the accessibility of the programme, with the school and community projects offering a built in audience. An evaluation prepared by officers shows that the weekend was well received and that it provides an excellent platform to showcase the city's unique qualities. To deliver this initiative, a tender process is required.

5.3.4 Building on our strengths: Festivals Collective

Aberdeen City Council, in partnership with Visit Aberdeen, have formally established a 'Festivals Collective' incorporating the city's key cultural festivals, including Aberdeen International Youth Festival, Sound , DanceLive, 50+, Aberdeen Jazz, Arts Across Learning, Techfest and the May Festival. The initial funding provided has covered the employment of a Co-ordinator and is supporting the delivery of a series of pilot activities including joint branding, programming and fundraising. This programme is seen as a key legacy of the city's bid for UK City of Culture 2017. The overarching objective is, through closer cooperation and working in partnership with Visit Aberdeen, to improve the local, national and international profile of the high quality cultural festivals which take place in the city.

6. IMPACT

This report relates to 'Aberdeen - the Smarter City'

- We will improve access to and increase participation in arts and culture by providing opportunities for citizens and visitors to experience a broad range of high quality arts and cultural activities
- We aspire to be recognised as a City of Culture, a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting high quality and diverse cultural events for the whole community and beyond
- We will promote and improve opportunities for physical activity and sport to enable Aberdeen's citizens to lead more active, healthier lives

This report is consistent with the City's Cultural strategy, 'Vibrant Aberdeen' as the proposal seeks to improve the City's cultural profile, and through working with partners, increase investment in cultural activity

The report relates to the EC & S Priorities and Detailed Action Plan for 2013/14 to 2015/16

ECS Strategic objectives:

- Accelerate progress to improve learning outcomes for specific underperforming groups
- Improve Health and Wellbeing outcomes
- Improve and increase positive destinations for 14-25 year olds
- Extend quality cultural opportunities

The report relates to the Single Outcome Agreement for Aberdeen:
Multi Lateral Priority: Culture City:

- Aberdeen will deliver a significantly improved cultural programme and infrastructure in 2014-19 which can be seen to impact every aspect of the 2022 vision

This proposal contributes to the Council's Equality Outcomes.

14. People with protected characteristics who make better use of cultural and sporting facilities. The lead service is Education, Culture and Sport.

The elements of the General Public Sector Equality Duty addressed will be:

- Advance equality of opportunity
- Foster good relations.

This report will be of interest to the public as evidence of the Council's public commitment to the delivery of an enhanced Cultural programme following the bid for UK City of Culture 2017.

7. MANAGEMENT OF RISK

The City Council, as stated, has made a public commitment to improving its cultural programme, and this paper provides a framework for the step change required to enable the city to address the challenges as identified in the bid feedback. This section must include an assessment of risks identified with the potential to impact negatively or positively on the decision required of the Committee. You should refer to the 'Management of Risk' Guidance (<http://thezone/nmsruntime/saveasdialog.asp?IID=27520&SID=4371>) in completing this section.

8. BACKGROUND PAPERS

UK City of Culture bid, June 2013 'Illuminating the North'

UK City of Culture feedback – Regeneris
Creative Scotland Youth Arts Hub application
Aberdeen Light festival evaluation

9. **REPORT AUTHOR DETAILS**

Lesley Thomson
Culture and Sport Commissioning Manager
lthomson@aberdeencity.gov.uk
01224 522499

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Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Lesley Thomson	Culture and Sport Commissioning Manager	Communities, Culture and Sport	Education, Culture and Sport

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

The lead council service is Education, Culture and Sport, along with the key cultural partners, such as Aberdeen Performing Arts, Peacock Visual Arts, and Aberdeen International Youth Festival.

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

This EHRIA relates to the additional investment approved in the council budget over the next five years, in relation to the commitment made by the local authority to provide a step change in the culture programme over that period. The report proposes an approach to allocating the investment in order to address some of the gaps in participation in various areas of the city.

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

- Para 9 of EHRIA will be published in committee report in Section 6 "Impact"
- Full EHRIA will be attached to the committee report as an appendix
- Copied to Equalities Team to publish on the Council website

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

The main aim of the proposal is to provide an improved culture programme which will provide some strategic funding to improve the cultural infrastructure of the city.

12. Who will benefit most from the proposal?

All residents of the city will be able to be involved. Some specific initiatives will be targeted at communities of interest and regeneration areas to improve participation and access to culture.

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

The proposal relates to additional investment in culture, including a light festival, additional monies for marketing and comms, creative production spaces and residencies and a contribution to the Creative Scotland Youth arts hub and to the Festivals collective. The initiative will use a number of ways to ensure equality groups engage in culture, including through improved marketing, locally based activities, etc. A review of cultural awards has given us a good picture of inequality of provision across the city and this will be rectified in the proposal.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other? You must consider relevant evidence, including evidence from equality groups.

Officers have done an assessment of existing cultural activity through the cultural awards programme which highlights areas for improvement, and are commissioning research on access to culture in the city to further support the strategic investment in culture. This research will cover arts forms and thematic areas, and consider issues such as employability for young people in the arts, retention of artists in the city, and issues which prevent participation.

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

Protected Characteristics					
Age - Younger	+	Disability	+	Gender Reassignment*	+
Older					
Marriage or Civil Partnership	+	Pregnancy and Maternity	+	Race**	+
Religion or Belief	+	Sex (gender)***	+	Sexual orientation****	+
Others e.g. poverty	+				

Notes:

* Gender Reassignment includes Transsexual

** Race includes Gypsy/Travellers

*** Sex (gender) i.e. men, women

**** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
The proposal provides the opportunity for those with protected characteristics to be more fully reflected in the cultural life of the city, through commissioned or partnership projects designed to engage with, or raise awareness of that group.	

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer "no", go straight to question 22. No**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

We have a database of cultural activity by geographical area and art form which enables us to assess the impact of activities and amend accordingly. We use social

networking and focus groups also.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

There will be regular review and assessment of the initiative with reports to council committees, the use of validated Self assessment such as How Good is our Culture and Sport, and future years programmes will be changed and adjusted where gaps become clear. Under the auspices of the Single Outcome Agreement, where culture is a multi lateral priority, a film will be commissioned as qualitative evidence of the impact of culture across a range of the city's priorities.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

Name	Date	Signature
Lesley Thomson	16/05/14	

Quality check: document has been checked by

Name	Date	Signature

Head of Service (Sign-off)

Name	Date	Signature

Now –

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North

Equality and Human Rights Impact Assessment – the Form.
Marischal College
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

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ABERDEEN CITY COUNCIL

COMMITTEE: **Education Culture and Sport**

DATE: **16th June 2014**

DIRECTOR: **Gayle Gorman**

TITLE OF REPORT: **Sports Grants**

REPORT NUMBER: **ECS/14/042**

CHECKLIST RECEIVED: **YES/**

1. PURPOSE OF REPORT

This report brings before Committee, three applications for financial assistance and makes recommendations accordingly.

2. RECOMMENDATION(S)

That the committee:

- (a) considers the applications through **the club development grants** and approve the following recommendations:

Applicant	Funding Recommended
North Region Girls Football League	£ 3,295
Total Award	£ 3,295

- b) considers the application through **the talented athlete grants programme** and approve the following recommendations:

Applicant	Sport	Funding Recommended
G Carter	Football	£135
J Stronach	Cycling	£200
Total Award		£335

3. FINANCIAL IMPLICATIONS

The sports grants budget for the 2014/15 is £90,000. Assuming that the recommendations contained within this report are agreed, there will be £83,173.75 remaining in this budget.

4. OTHER IMPLICATIONS

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 available from the City Council. Groups who do not meet the criteria will be assisted by officers to source alternative solutions.

5. BACKGROUND/MAIN ISSUES

Aberdeen City Council's Sports Grants is a funding programme which is open to any voluntary or not-for-profit organisation or club who deliver sport or physical activity within the city.

The grant criteria is aligned to the key objectives of "Fit for the Future" the Sport and Physical Activity Strategy for Aberdeen (2009-2015). Each application is assessed against the criteria, with recommendations developed and put forward to the relevant Committee for a decision.

All applicants are provided with support from officers before and after applications have been considered. This includes the offer of individual support sessions, resulting in detailed feedback on how to improve the quality of their application. For more information about common reasons for resubmission, deferral or rejection please see Appendix 2.

5.1 Club Development Grant Programme

The aim of this grant is to increase the availability of sporting opportunities in the city by assisting existing sports clubs to develop their sports programmes and by encouraging the establishment of new sports groups/clubs/sections.

5.1.1 North Region Girls Football League

Following ACC Sports Grant Funding for 2012/2013 the second year of this project aims to further develop football for girls of primary age in Aberdeen. This project comprises of 2 parts; part 1 - to increase participation at grassroots level; part 2 - to improve the development pathway for talented players. Both projects will develop the NRGFL's existing programme of football events for girls of primary age in Aberdeen and complement the Scottish Football Association's Youth Action Plan.

In 2012/13 the North Region Girls Football League held 31 events for primary 1 to primary 4 aged girls with 50 girls regularly attending each event. The older and more able girls who participated have gone on to organise under 8's and under 9's events. These events have successfully acted as the first step on the player pathway for girls in Aberdeen. The North Region Girls Football League would like to continue the positive outcomes of the first year of the project and further promote, increase and develop football opportunities for all P1-4 girls in Aberdeen City. They hope to provide fun

based football activities which increase the number of girls developing a desire to play, in turn increasing the number of girls participating in football, long term. They also hope to improve the social, developmental and overall technical abilities of the participants by involving them in sport at a young age.

Their Talented Girls project has seen 30 sessions take place from May 2012-April 2013 and at these sessions they had approximately 35 girls attend each session. Following on from this programme several girls have progressed onto the Under 14 North Regional Squads and to the 2020 Development Centre's. With this project they hope to increase the number of quality training sessions for existing club & school players in the City of Aberdeen, which will in turn improve skill level, tactical awareness, and the confidence levels of each individual player. They also hope that this project will assist in the positive development of the individual participants and they hope to improve the links between clubs in the Aberdeen area. The players involved in this project are likely to represent various clubs now and in the future, therefore training together will help develop positive relationships and foster a positive environment for girls playing club football in the City.

In order to progress their projects they are looking for grant support to assist them with the purchase of essential equipment, design and printing of new promotional posters and flyers, running of a Scottish Football Association Coaching Course to up skill 10 of their volunteers and to support with the costs of hiring a lead and assistant coach for the talented girls project.

Funding Requested	Funding Recommended
£ 3,295	£ 3,295

5.2 Talented Athlete Grants

The aim of the scheme is to recognise individual talented sports performers in Aberdeen and encourage them to develop to their full potential by providing funding to assist with the costs associated with competing at a high level.

A breakdown of this allocation is available in Appendix 3

5.2.4 Allocation of Talented Athlete Grant funding

A panel was developed in order to assess the application forms which were received. This panel consisted of a Scottish Institute of Sport Manager, a Performance Lifestyle Advisor and two officers from the City Council. In addition all applicants had to provide a supporting statement from the governing body for their specific sport. The applications were then reviewed against the set criteria and consideration was given to the level at which the athlete was performing and the associated costs to their training and competition.

6. IMPACT

This report relates to 'Aberdeen – the Smarter City':

- We will promote and improve opportunities for physical activity and sport to enable Aberdeen's citizens to lead more active, healthier lives.

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 relates closely to the objectives of "Fit for the Future, the sport and physical activity strategy for Aberdeen City (2009-2015)". These objectives are:

- 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.
- Maximise social, educational, health and economic benefits of sport and physical activity in Aberdeen.
- Develop and sustain pathways which nurture local, regional and national sporting people to reach their potential.
- Raise the profile of sport in Aberdeen.

7. MANAGEMENT OF RISK

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 available from the City Council.

All successful applicants are expected to agree to terms and conditions which mitigate any risk of exposure to the Council and that all supported activity meets Council Policies, processes and the Following the Public Pound guidelines.

8. BACKGROUND PAPERS

The application forms and business plan will be available in the members lounge prior to the Education, Culture and Sport committee.

9. REPORT AUTHOR DETAILS

Hannah Leslie
Sport and Physical Activity Development Officer
Email: Haleslie@aberdeencity.gov.uk
Phone: 01224 523370

Appendix 1

Summary Table of Financial Assistance Sports Awards 2014/15

Organisation	Funding Awarded	Committee Approval
Development Grants		
Granite City Guerillas	£725	Culture and Sport Sub Committee 07.05.2014
North Region Girls Football League	£3,295	Education Culture and Sport Committee 16.06.14 (pending)
Significant Sports Events Grants		
Coach and Volunteer Workforce Development Grant		
Neil Kinninmonth	£98.75	Culture and Sport Sub Committee 07.05.2014
Alex Doig	£98.75	Culture and Sport Sub Committee 07.05.2014
Jon Entwistle	£98.75	Culture and Sport Sub Committee 07.05.2014
Kenneth Reid	£175	Culture and Sport Sub Committee 07.05.2014
Talented Athletes Grants		
C Onyia	£1,000	Culture and Sport Sub Committee 07.05.2014
D Vernon	£500	Culture and Sport Sub Committee 07.05.2014
C Leiper	£500	Culture and Sport Sub Committee 07.05.2014
G Carter	£135	Education Culture and Sport Committee 16.06.14 (pending)
J Stronach	£200	Education Culture and Sport Committee 16.06.14 (pending)

Total Grant Funding Awarded if recommendations approved	£6,826.25	
Grant Funding Remaining	£ 83,173.75	

Appendix 2

Sports Grants – Please find below frequent reasons for resubmission, deferral or rejection of funding applications

- Application forms not fully completed or illegible
- The benefits of the initiative do not clearly show the primary benefit is to residents of the City, but to a wider demographic
- Projects do not have clear outputs or outcomes
- Match funding is either not confirmed (in which case an application is deferred) or indicated.
- There is no evidence of need ascertained, of wider benefit, and/or there is evidence of duplication of services already supported by Aberdeen City Council
- The organisation or Club has outstanding debt with Aberdeen City Council
- The club cannot meet FTTP (Following the Public Pound) guidance and/or has not submitted reports against previous grant allocations
- The group or club is not constituted as required by the grants criteria
- The group or club does not have a bank account with two authorised signatories
- Applications for transport represent a significant proportion of the grant with no evidence of participants subsidising travel
- Requests to visit or train at facilities out with the City may be rejected if similar facilities are available locally
- Projects or requests for staffing do not evidence any forward planning recognising future stability
- Standards of coaching or volunteering do not meet acceptable standards
- There are inadequate or no monitoring and evaluation plans

Feedback and additional support

Council Officers from a variety of backgrounds and knowledge work together to assess the wider value to the sports sector of each application.

Where time permits, Aberdeen City Council staff will contact organisations on receipt of their applications to seek clarification or further information. This is not always possible when applications are received very close to the deadline for Committee reports. Organisations are offered a telephone call or a face to face meeting to help improve their applications.

Where applications are recommended for deferral or rejection, organisations are contacted and offered verbal or written feedback to support a resubmission.

In addition, Officers provide advice and support to sports organisations with application to Awards for All, and other small sports grants funding streams.

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