

Public Document Pack



To: Councillor Taylor, Convener; Councillor Carle, Vice Convener; Councillors Boulton, Cooney, Copland, Donnelly, Lesley Dunbar, Flynn, Greig, Hutchison, Len Ironside CBE, Laing, Malik, Nicoll, Noble, Samarai, Jennifer Stewart, Townson and Young; and Mrs A Bowyer (Parent Representative (Primary Schools and ASN)), Mr S Duncan (Teacher Representative - Primary Schools), Reverend E McKenna (Church of Scotland Religious Representative), Mr M Paul (Teacher Representative (Secondary Schools)), Mr A Rafferty (Parent Representative (Secondary Schools)), Mrs A Tree (Third Religious Representative) and Mrs I Wischik (Roman Catholic Religious Representative)

Town House,
ABERDEEN 25 May 2016

EDUCATION AND CHILDREN'S SERVICES COMMITTEE

The Members of the **EDUCATION AND CHILDREN'S SERVICES COMMITTEE** are requested to meet in Council Chamber - Town House on **THURSDAY, 2 JUNE 2016 at 1.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

- 1 REQUESTS FOR DEPUTATION
 - 1.1 None received at this stage
- 2 MINUTES
 - 2.1 Minute of Meeting of 24 March 2016 - for approval (Pages 5 - 22)
- 3 COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST
 - 3.1 Committee Business Statement (Pages 23 - 28)
 - 3.2 Motions List (Pages 29 - 30)

4 REFERRALS

4.1 None received at this stage

5 EDUCATION AND CHILDREN'S SERVICES FINANCE, PERFORMANCE AND SERVICE WIDE ISSUES

5.1 2015/16 Revenue Budget Monitoring - to follow

5.2 Education and Children's Services Directorate Performance Report / Children and Young People (Scotland) 2014 Act Update (Pages 31 - 66)

5.3 Education and Children's Services Directorate Business and Service Plans 2016-17 (Pages 67 - 72)

5.4 PVG Check - Cross Service Recruitment Procedures - to follow

6 EDUCATION

6.1 Statutory Consultation - Consultation Reports on the Proposals to Make Changes to the School Zone Boundary for Airyhall School and Hazlehead School, and to Remove an Area of Dual Zoning Between Sunnybank School and Hanover Street School (Pages 73 - 100)

6.2 Interim Report on Review of Bookings and Lettings (Pages 101 - 108)

6.3 Culture Programme 2016/17 (Pages 109 - 118)

6.4 The Strategy for an Active Aberdeen, 2016-20 (Pages 119 - 164)

AT THIS JUNCTURE, EXTERNAL MEMBERS OF THE COMMITTEE WILL DEPART

7 CHILDREN

7.1 Update on Readiness for Full Implementation of Parts 4, 5 and 18 of the Children and Young People (Scotland) Act 2014 (Pages 165 - 180)

To access the Information Bulletins for this Committee please use the following link:

[Education & Children's Services Committee Information Bulletin](#)

Should you require any further information about this agenda, please contact Allison Swanson, tel 01224 522822 or email aswanson@aberdeencity.gov.uk

EDUCATION AND CHILDREN'S SERVICES COMMITTEE

ABERDEEN, 24 March 2016. Minute of Meeting of the EDUCATION AND CHILDREN'S SERVICES COMMITTEE. Present:- Councillor Taylor, Convener; Councillor Donnelly, Vice-Convener; and Councillors Boulton (to article 12), Carle, Cooney, Copland, Lesley Dunbar, Finlayson (as a substitute for Councillor Boulton from article 13 onwards), Greig, Hutchison, Len Ironside CBE, Laing, Malik, Nicoll, Noble, Samarai, Sandy Stuart (as a substitute for Councillor Flynn), Townson, Young and Yuill (as a substitute for Councillor Jennifer Stewart). External Members (to article 12 only):- Ms Angela Bowyer (Parent Representative (Primary Schools and ASN)), Mr Mike Paul (Teacher Representative (Secondary Schools) (up to part of article 12)), Mr Anthony Rafferty (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.aberdeency.gov.uk/ieListDocuments.aspx?CId=504&MId=3820&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

GOOD NEWS STORIES

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

- **Middleton Park School**

Middleton Park School had received an unprecedented excellent in 11 out of 12 quality indicators, which determined the success in meeting the Curriculum for Excellence. The school had been hailed as one of the best in the country after its pioneering Head Teacher, Jenny Watson, transformed its curriculum for the modern age. Outdoor learning, multi-media courses and film-making were all part of the curriculum for youngsters at Middleton Park School.

The Head Teacher had been praised for her forward-thinking approach to education and for putting technology and creativity at the heart of the school's vision for learning. Innovative initiatives such as 'Live Learning' saw pupils create feature films and animations using the latest digital technology. One feature in particular – Macbeth in Mandarin - was shared with their partner school in China last week.

The report released was a testament to the leadership and vision of Jenny Watson and also showed that not only were pupils striving academically – but confirmed how well-adjusted, confident and happy the children were. The emotional well-being of pupils in schools was as important as their academic achievements – and this glowing report

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reflected that. The education of young people remained a top priority and the Council was committed to delivering and replicating the outstanding work being done at Middleton Park School across the city.

- **Hazlehead Academy**

Hazlehead Academy was the first secondary school in the city to have been awarded Cycle Friendly Secondary School status. The Cycle Friendly School Award rewarded secondary schools, teachers and volunteers who were committed to increasing cycling to, from and around schools.

By enabling young people to cycle to school in a safe manner with proper equipment this encouraged them to be active and aware of their own health and fitness. Cycling was a fantastic mode of transport which also helped to reduce traffic congestion on the roads and decreased the carbon emissions count.

To achieve the award, schools had to show commitment to cycling by providing facilities such as bicycle parking, changing facilities and Bikeability Scotland cycle training. Hazlehead Academy implemented measures such as creating a school travel plan, including creating safe routes to school from each of the Academy's four feeder primary schools. In addition, S3 pupils had taken part in the Go Mountain Bike programme, with the help of Adventure Aberdeen, while safe cycle parking was put in place, including a special cycle rack commemorating the 2014 Glasgow Commonwealth Games.

- **Greenbrae School extension**

On 19 February 2015 myself, the Vice convener and the Convener of Finance Policy and Resources, along with local Councillors, attended the turf cutting for the £5 million pound extension at Greenbrae School, Bridge of Don. The extended school would provide 330 more places for primary pupils as well as offering an additional 80 nursery places.

The ground floor of the extension would include classrooms, a games hall, a medical room and dining facilities. A library and new toilets for both pupils and staff would also be created. The first floor would also consist of classrooms, an outdoor classroom as well as another medical room.

- **Stoneywood School**

Following public consultations, a detailed planning application had been officially submitted to the Council for the £13 million Stoneywood School. Designed by architectural firm Scott Brownrigg, the new facility would be constructed on the grounds of the former Bankhead Academy.

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- **Riverbank School – a UNICEF Right's Respecting School**

Riverbank School had its second Level 2 RRSA reaccreditation assessment last week. Level 2 of the Rights Respecting Schools Award was the highest level a school could achieve. A school that achieved Level 2 had fully embedded the principles of the Convention into its ethos and curriculum. Schools had also to be able to show how they would maintain these rights-based values and principles.

To achieve accreditation, the school self-evaluated progress and when they believed they had met the four RRSA standards and criteria at Level 2, an external assessment took place. The Unicef UK representative would then write a report. At Level 2, a committee of experts (including Head Teachers and Unicef UK staff) decided whether to grant a Level 2 Award.

It was a very positive assessment, and the assessment team were recommending that the award was given. If approved by the Assessment Standards Committee at Unicef, Riverbank would be the only school in Scotland, and indeed the UK to be awarded Level 2 three times. Congratulations to Riverbank School on this achievement.

- **Children's Services**

A new £3million overhaul of social work services, which would cut down on red tape and allow staff to spend more time with families, was launched on Monday 29 February.

Aberdeen City Council was the first local authority in Scotland to fully implement the Reclaiming Social Work model, which was aimed at reducing the number of children in care and delivering more positive outcomes for children and families across the city.

The service, which had about 440 staff and 1,880 clients, had required a significant restructure, moving from a traditional team system with individual social workers, managed by a team manager to small units with a small number of staff working with a number of children and families. The adoption of the small unit meant that there were no families dependent on the service provided by just one practitioner.

There was a huge desire within the service to improve on what was already there and since we put our city's children and young people high on our list of priorities, we were more than willing to invest the money to make this work here in Aberdeen.

Council staff had undergone additional training as part of the ongoing transformation of the service, with further sessions planned this year. In addition, staff engagement was a huge big part of the process and started right at the beginning. Officers ensured that communication was at the top of their agenda with regular staff events and briefings.

A reorganisation of this scale could be a risk, as staff continued to run a statutory social work service, whilst implementing a whole new structure. Ensuring no children and families suffered disruption or risk had been crucial, but what had shone through was the

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commitment, agility and sheer professionalism of staff. It was anticipated that the new system could increase the amount of time spent by social workers directly with families and children by two or three times.

- **Flooding**

Aberdeen City health and social care workers, had been highly commended in a national awards scheme for their prompt evacuation of almost 100 care home residents during January's floods. The Aberdeen City Council team involved in the evacuations from the Grandholm, Persley and Woodside care homes won the accolade in the Scottish Association of Social Workers national awards. The team was competing in the 'Best Example of Collaborative Working in an Integrated Setting' category and received the commendation at a gala dinner in Edinburgh in March 2016.

City health and social care staff were called into action on 7 January 2016 in the wake of warnings from the Scottish Environment Protection Agency (SEPA) that a flood surge was heading down the River Don towards Aberdeen following a week's record-breaking rainfall. Council officials quickly realised that the three care homes were in the path of the surge and at severe risk of inundation and power cuts and of being cut off by the rising water.

The pre-prepared emergency plan swung into action. An emergency was declared as soon as the level of risk became evident – and the huge task of evacuating scores of care home residents then began as darkness gathered and road conditions worsened in the driving rain.

The care homes had only limited numbers of staff with which to manage the situation and so the City Council deployed all available social work staff and care managers to help co-ordinate the evacuations. Flooded roads forced some staff to abandon their cars and walk to the sites to give assistance.

The social work and community health teams worked in close collaboration with SEPA, the emergency services from Police Scotland and Scottish Fire and Rescue, and staff from Bon Accord Care to co-ordinate their emergency response, which involved some 85 older residents in the three homes. Transport was mustered to help with the evacuations, including taxis and minibuses. The massive exercise involved moving not just the care home residents but also in many cases their specialised beds, hoists and other personalised equipment.

All available bed spaces in care homes across the city were used to re-house most of the residents for the night. But that left 21 people still to be evacuated, who were accommodated in a mothballed hospital ward which was rapidly re-opened and comfortably fitted out.

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The effort lasted from early evening into the small hours of the following morning – and was later described by the Scottish Government as "unprecedented" in Scotland in its scale and efficiency.

The floods receded after stopping just short of the three properties, and the entire evacuation was then put into reverse through the following day to ensure all the residents were transported back to the familiar surroundings of their own homes. Simultaneously, the same group of managers also began co-ordinating further potential evacuations from communities in the west of the city, included vulnerable people in their own homes, following warnings that the River Dee could burst its banks.

This was a hugely complicated exercise, undertaken at very short notice and in extremely difficult conditions. Despite the complexity of the task, no older people were injured or adversely affected. The whole city should be proud of what our staff achieved. They showed great bravery, sensitivity and dedication to duty. They were a credit to Aberdeen and to their profession.

- **Team Zariba to Team GB**

A local Ice Skating Team was set to represent their country at a prestigious competition in Hungary. Team Zariba of Aberdeen Synchronised Ice Skating Club, had been called up to represent Great Britain at the World Synchronised Skating Championships in Budapest, 6 – 9 April 2016.

This came after a highly successful season for the squad, who were based at the Linx Ice Arena, as they clinched the Scottish, Welsh and British Championships. Governing body, NISA (National Ice Skating Association) unanimously agreed that the Aberdeen team should represent Great Britain at the competition which would host some of the world's best Synchronised Skating Teams.

Planning was well underway for the team as they prepared for the big competition and continued their search for sponsorship. The standard of the upcoming competition meant weeks of intense preparation and practice for Zariba and Sport Aberdeen were quick to offer their congratulations and assistance by arranging more time on the ice for the club.

It was refreshing to hear of a team who were so focused and committed to their sport that they had managed to shine not only in national competitions but also across the UK and now on a global scale. All involved were not only fantastic ambassadors for their country but also for Sport Aberdeen and Aberdeen City. Good luck to Team Zariba as they go forward in the competition.

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- **SPECTRA**

Tens of thousands turned out to see world-class art installations illuminate Aberdeen in February 2016. The city centre became a playground full of swirling lights, playful art, ghostly illuminations and magical exhibitions of digital innovation.

SPECTRA – Aberdeen's Festival of Lights – attracted just over 35,000 people, a dramatic rise on the previous year when visitor numbers reached 10,000. Friends and families braved sleet and snow over that weekend to experience stunning visuals and play with the more creative digital pieces.

The festival had grown significantly in size and stature since its inception in 2014 and this year, the festival moved from just one site to four key locations around the city centre. Visitors followed a trail to view installations at Marischal College, Union Terrace Gardens, Seventeen on Belmont Street and St Nicholas Kirkyard – taking in much of Aberdeen's historic architecture.

Many of the 20 original works were created by artists who had displayed in Scotland for the first time in celebration of the 2016 Scottish Year of Innovation, Architecture and Design.

This year, SPECTRA proved to be a cutting-edge festival which had linked culture, science and history together. Both interactive and inspiring, the festival had led the way in showcasing the best of what Aberdeen had to offer as a cultural destination. SPECTRA certainly created a real buzz in the city, with those who attended having nothing but praise for the event.

Thereafter, Councillor Hutchison advised that Colin Lemmon, Northfield Academy's Youth Work Development officer, had won a 2016 National Youth Worker of the Year Award for "Supporting the Curriculum for Excellence and Attainment" at the annual Youth Link Scotland Awards Ceremony, held at the Crown Plaza in Glasgow.

DETERMINATION OF EXEMPT BUSINESS

2. The Convener proposed that item 10.1 (Procurement of Furniture for the Extension of Greenbrae Primary School) of today's agenda (article 20 of this minute) be considered with the press and public excluded.

The 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 during consideration of the aforementioned item of business (article 20 of this minute refers) so as to avoid disclosure of exempt information of the classes described in paragraph 8 of Schedule 7(A) of the Act.

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MINUTE OF MEETING OF 28 JANUARY 2016

3. The Committee had before it the minute of its meeting of 28 January 2016.

The Committee resolved:

to approve the minute as a correct record.

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 items 5, first section, (GIRFEC/Children and Young People Act - Update), and 7 (Early Learning and Nursery Admissions Policy); and
- (ii) to remove items 1 (Knowledge Transfer Partnership), 3 (System of Risk Management), and 6 (Joint Inspection of Children's Services Action Plan) subject to the decision taken; and
- (iii) to otherwise note the updates contained therein.

MOTIONS LIST

5. The Committee had before it a list of motions prepared by the Senior Democratic Services Manager.

The Committee resolved:

to note the list.

2015/16 REVENUE BUDGET MONITORING - ECS/16/014

6. With reference to article 7 of the minute of the meeting of the Education and Children's Services Committee of 28 January 2016, the Committee had before it a report by the Director of Education and Children's Services and the Head of Finance which advised members of the current year revenue budget to date for the Education and Children's Service, and outlined any areas of risk, and management action being taken in this regard.

The report recommended –

that the Committee -

- (a) note the projected variance of £349K less than budget;
- (b) instruct officers to continue to review budget performance and report on service strategies;

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- (c) approve the virements outlined in section 5.3.1 of the report; and
- (d) approve the ring fencing of the Developing Young Workforce monies from Council underspends.

The Committee resolved:

- (i) to approve recommendations (a), (b) and (c) as contained in the report;
- (ii) to support the ring fencing of the Developing Young Workforce monies from Council underspends and to refer this matter to the Finance, Policy and Resources Committee for approval;
- (iii) in relation to out of authority placements, to request officers to submit a report detailing: (a) the Council's current position in respect of such placements; (b) what actions the service was taking to address such placements and mitigate the impacts; (c) the cost per child, regardless of location, and how this was calculated; and (d) what improvements were envisaged from the development of the Centre for Excellence and inclusion review, to a future meeting of the Committee; and
- (iv) to request officers to supply the energy management usage figures across the service to Councillor Yuill.

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7. With reference to (1) article 11 of the minute of its meeting of 3 September 2015 and (2) article 5 of the minute of its meeting of 28 January 2016, the Committee had before it a report by the Director of Education and Children's Services which provided a summary of quarterly Education and Children's Services Directorate performance outcome data up to and including 31 December 2015 and other most recent performance measures information. The Children and Young People (Scotland) Act 2014 Implementation Action Plan update was appended to the report.

The report recommended –

that the Committee note the Education and Children's Service Directorate performance report for the quarterly period to 31 December 2015.

The Committee resolved:

- (i) to approve the recommendation;
- (ii) to request officers to include baseline figures for performance indicators in future Directorate performance reports;
- (iii) in relation to table 15 (Total Number of Library Visits – Person/Virtual), to request that the figures on the number of visits by person or virtual be reported separately for future performance reports;
- (iv) to request officers to provide details of the impact of the change in library opening hours on visitor numbers to Councillor Hutchison by email;

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- (v) in relation to table 8 (The Number of Referrals of Children's Cases in a Quarter), to request officers to detail the actual number of referrals which proceed to being processed as a children's case in future performance reports; and
- (vi) in relation to table 24 (Average Number of Days Lost Through Sickness Absence), to request officers to review the longer trend for this performance indicator and include this in the narrative of the next performance report.

RISK MANAGEMENT - REVIEW OF BUSINESS CONTINUITY ARRANGEMENTS - ECS/16/020

8. With reference to article 10 of the minute of the Audit and Risk Committee of 26 June 2014, the Committee had before it a report by the Director of Education and Children's Services which advised on the review of the Education and Children's Services business continuity arrangements.

The report recommended –

that the Committee to note the information provided in the report.

The Committee resolved:

to approve the recommendation.

ALEO GOVERNANCE (SPORT ABERDEEN) - ECS/16/019

9. With reference to article 10 of the minute of the meeting of the Education and Children's Services Committee of 3 September 2015, the Committee had before it a report by the Director of Education and Children's Services which reported the outcome of the most recent ALEO Governance Hub Committee meeting in relation to Sport Aberdeen.

The report recommended –

that the Committee note the contents of the minute of the ALEO Governance Hub Committee meeting of 14 December 2015 in relation to Sport Aberdeen.

The Committee resolved:

- (i) to approve the recommendation;
- (ii) to request officers to clarify with Sport Aberdeen the actual posts created and the resulting 8% increase in payroll costs and that this information be emailed to Councillor Sandy Stuart; and
- (iii) to request officers to clarify with Sport Aberdeen the position in relation to procurement arrangements, including the rationale for the approach taken, and that this information be emailed to Councillor Hutchison.

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ALEO GOVERNANCE (ABERDEEN SPORTS VILLAGE) - ECS/16/018

10. With reference to article 9 of the minute of the meeting of the Education and Children's Services Committee of 3 September 2015, the Committee had before it a report by the Director of Education and Children's Services which reported the outcome of the most recent ALEO Governance Hub Committee meeting in relation to Aberdeen Sports Village.

The report recommended –

that the Committee note the contents of the minute of the ALEO Governance Hub Committee meeting of 7 December 2015 in relation to Aberdeen Sports Village.

The Committee resolved:

- (i) to approve the recommendation;
- (ii) to request officers to clarify with Aberdeen Sports Village the current position in respect of the action proposed that it scale back or terminate services currently delivered as a risk and that these be included into their risk register and risk management strategy and that this information be emailed to Councillor Hutchison; and
- (iii) to request officers to clarify with Aberdeen Sports Village the position with Sport Scotland funding provided to the Aberdeen Sports Village for the development of football pitches and that this information be emailed to Councillor Noble.

EVALUATION OF KNOWLEDGE TRANSFER PARTNERSHIP (KTP) BETWEEN UNIVERSITY OF ABERDEEN AND ABERDEEN CITY COUNCIL.(DATA OBSERVATORY PROJECT) - ECS/16/012

11. With reference to article 10 of the minute of the meeting of the former Education, Culture and Sport Committee of 27 March 2014, the Committee had before it a report by the Director of Education and Children's Services which provided an update on the progress to date of the Knowledge Transfer Partnership (KTP) between the University of Aberdeen and Aberdeen City Council (Data Observatory Project).

The report recommended –

that the Committee –

- (a) note progress and evaluation of the KTP project to date; and
- (b) approve the continued partnership arrangements with the University of Aberdeen to develop the Aberdeen City Council Data Observatory and continuing the employment of the KTP Research Associate post, graded at G13.

The Committee resolved:

to approve the recommendations.

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STATUTORY CONSULTATION - CONSULTATION REPORTS ON THE PROPOSALS TO CREATE NEW PRIMARY AND SECONDARY SCHOOL ZONES IN THE AREA OF THE PLANNED NEW HOUSING DEVELOPMENT AT COUNTESSWELLS, AND TO CREATE A NEW PRIMARY SCHOOL ZONE IN THE AREA OF THE PLANNED NEW HOUSING DEVELOPMENT IN LOIRSTON AND COVE - ECS/16/006

12. With reference to article 3 of the minute of the meeting of the former Education, Culture and Sport Committee of 7 February 2013, the Committee had before it a report by the Director of Education and Children's Services which advised on the outcome of recent statutory consultations on the proposals to create new school zones at Countesswells and at Loirston / Cove, in preparation for the creation of new schools which were planned as part of forthcoming housing developments in these areas of the city.

The report recommended –
that the Committee –

(a) agree to implement the following proposals:

1. For the Countesswells rezoning proposal:

- (a) to create a new primary school zone to serve primary education provision in the Countesswells development, with effect from August 2016;
- (b) to create a new secondary school zone to serve secondary education provision in the Countesswells development, with effect from August 2016, and to include the zone of Kingswells School within the zone of the new secondary school, with effect from the time of opening of the new school; and
- (c) to put in place arrangements for interim education provision until a primary school and a secondary school were constructed within the Countesswells development. For secondary pupils from Countesswells this would involve the use of Hazlehead Academy until a new secondary school had been constructed. For primary school pupils from Countesswells the arrangements would be as follows:
 - pupils living in the new Countesswells primary school zone would be registered at a new school from the outset;
 - whilst the number of pupils registered to the new school remained at 25 or below, the new school would operate from a separate classroom within the Airyhall School building;
 - when the number of pupils registered to the new school exceeded 25, all of these pupils and any new pupils subsequently moving into the new Countesswells primary school zone would be educated from the Braeside School building, until a new school building at Countesswells has opened; and
 - whilst the new school was operating from the Airyhall building and subsequently from the Braeside building, places at the new school

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would be reserved entirely for children living within the new Countesswells school zone.

- (d) in the unlikely event that the Countesswells housing development did not go ahead, then the existing school zone arrangements would prevail;

2. For the Loirston / Cove rezoning proposal:

- (a) to create a new primary school zone to serve primary education provision in the South-East of the City, including the new housing development in the Loirston / Cove area, with effect from August 2016;
- (b) to amend the existing Charleston School, Kirkhill School, and Abbotswell School zones to contribute to the proposed new school zone;
- (c) to rezone an area of the existing Kirkhill School zone, east of the A956 trunk road, to the Loirston School zone; and
- (d) in the unlikely event that the Loirston / Cove housing development does not go ahead, then the existing school zone arrangements would prevail; and
- (b) instruct officers to make the necessary arrangements to ensure successful implementation of the above recommendations by the indicated times.

At this juncture the Committee received legal advice regarding the competency of the recommendations proposed in respect of the Countesswells rezoning following the statutory consultation process which had been undertaken.

The Convener, seconded by Councillor Yuill moved:-

that the Committee approve the recommendations in the report.

Councillor Nicoll, seconded by Councillor Townson moved as an amendment:-

that the Committee –

(1) agree to implement the following proposals for the Countesswells rezoning:

- (a) to create a new primary school zone to serve primary education provision in the Countesswells development, with effect from August 2016;
- (b) to create a new secondary school zone to serve secondary education provision in the Countesswells development, with effect from August 2016, and to include the zone of Kingswells School within the zone of the new secondary school, with effect from the time of opening of the new school;
- (c) request officers as a matter of urgency undertake a review of the cost implications and work that was necessary to be undertaken in order to potentially open Braeside Primary School to pupils in August 2016 and to report back to this Committee in May 2016;
- (d) should (c) above, not be achievable, request officers as a matter of urgency to make contingency arrangements for the education of pupils from the new Countesswells development;
- (e) request officers to put in place interim education provision until a new secondary school was constructed within the Countesswells

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- development for secondary pupils from Countesswells that involved the use of Hazlehead Academy until a new secondary school had been constructed; and
- (f) in the event that the Countesswells housing development did not go ahead as scheduled to undertake an urgent review of accommodation provision at Airyhall Primary School; and
- (2) approve the recommendations as proposed for the Loirston / Cove rezoning.

On a division, there voted:- for the motion (15) – the Convener; the Vice Convener and Councillors Boulton, Carle, Cooney, Lesley Dunbar, Greig, Ironside CBE, Laing, Malik, Yuill and Young and Angela Bowyer, Anthony Rafferty and Irene Wischik; for the amendment (7) – Councillors Copland, Hutchison, Nicoll, Noble, Samarai, Sandy Stuart and Townson.

The Committee resolved:

- (i) to adopt the motion; and
- (ii) to request officers to submit a report detailing the costs of opening the Braeside building to a future meeting of the Committee.

At this juncture the external members of the Committee departed.

JOINT INSPECTION OF CHILDREN'S SERVICES UPDATE - ECS/16/011

13. With reference to item 12 of the minute of the meeting of the Education, and Children's Services Committee of 28 January 2016, the Committee had before it a report by the Director of Education and Children's Services which provided an update on the progress made on implementing the Action Plan resulting from the joint inspection of services for children and young people in the Aberdeen City Community Planning Partnership area.

The report recommended –

that the Committee –

- (a) note the update on the multi-agency Action Plan; and
- (b) request a final report back on progress against actions in the Action Plan in June 2016.

The Committee resolved:

to approve the recommendations and to request that officers again review the information contained in the Action Plan to ensure that sufficient detail was provided.

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RECLAIMING SOCIAL WORK UPDATE - ECS/16/008

14. With reference to article 1 of the minute of the meeting of the Education and Children's Services Committee of 28 January 2016, the Committee had before it a report by the Director of Education and Children's Services which provided an update on progress made on implementation of the Reclaiming Social Work programme.

The report recommended –

that the Committee -

- (a) continue to support the implementation of Reclaiming Social Work with no substantive changes to the plans originally submitted;
- (b) agree to be updated by bulletin reports on a regular basis on the implementation of Reclaiming Social Work;
- (c) agree to extend the review of Residential Children's Services until the November Committee to allow full consideration of the Scottish Government announcement in March 2016 on the SCQF Level 9 qualification for the residential child care sector as this would impact upon the proposed structure and grading of posts.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to request officers to submit a report detailing the number and cost of outside agency staff used by Children's Services, as well as the % of staff turnover and comparator figures from other councils for each of the aforementioned indicators to a future meeting of the Committee.

PAYMENT CONTROLS IN CHILDREN'S SOCIAL WORK - REPORT BY THE INTERNAL AUDITOR - REFERRED FROM THE AUDIT, RISK AND SCRUTINY COMMITTEE OF 9 MARCH 2016

15. The Committee had before it by way of referral, a report from the Audit, Risk and Scrutiny Committee of 9 March 2016 relating to payment controls in Children's Social Work.

The Audit, Risk and Scrutiny Committee had resolved:

- (a) in relation to a question from Councillor Yuill regarding when the urgent notice was issued to budget holders and the time that had passed before a further notice was issued, to note that the Performance and Delivery Manager from Education and Children's Services would provide details to Councillor Yuill and the Committee;
- (b) ***to refer the audit report to the next meeting of the Education and Children's Services Committee for their consideration;*** and
- (c) to otherwise note the content of the report and endorse the recommendations for improvement.

EDUCATION AND CHILDREN'S SERVICES COMMITTEE
24 March 2016

The Committee resolved:

- (i) to note the report submitted to the Audit, Risk and Scrutiny Committee on 9 March 2016;
- (ii) to note the new Head of Services contribution in identifying Children's Social Work only had a limited number of services on a formal contract which in some cases were historical. The remainder of the services were being provided on the basis of a long expired contract, or simply with no contract in place, providing an unacceptably high level of organisational risk to the Council;
- (iii) to note that the Service had a detailed project plan with 7 work streams addressing each of the areas of improvement identified by internal audit and ourselves and had set up a programme board to provide the necessary governance; and
- (iv) to agree that an updated report detailing the 13 recommendations and their implementation dates be submitted to Committee's meeting on 17 November 2016 in order to provide Members with progress on how the service had implemented the recommendations within the Audit, Risk and Scrutiny report.

ADULT SERVICES PERFORMANCE REPORT - ECS/SCW/026

16. With reference to article 14 of the minute of the meeting of the Education and Children's Services Committee of 28 January 2016, the Committee had before it a report by the Chief Officer – Adult Health and Social Care which provided information relating to the performance of the Adult Social Work Service against its agreed indicators. Appended to the report was an update on associated performance measures.

The report recommended –

that the Committee –

- (a) approve the Adult Social Work performance report; and
- (b) note that a Health and Social Care Partnership Integration Performance workstream was in place developing a suite of indicators (including social work performance indicators) which would be reported through Audit and Systems Performance Committee from 1 May 2016.

The Committee resolved:

to approve the recommendations.

**2015/16 REVENUE BUDGET MONITORING (ADULT SOCIAL CARE) -
ECS/SCW/025**

17. With reference to article 13 of the minute of the meeting of the Education and Children's Services Committee of 28 January 2016, the Committee had before it a report by the Chief Officer – Adult Health and Social Care and the Head of Finance

EDUCATION AND CHILDREN'S SERVICES COMMITTEE
24 March 2016

which advised members of the current year revenue budget to date for Adult Services, and outlined any areas of risk, and management action being taken in this regard.

The report recommended –

that the Committee –

- (a) note the report on the forecast outturn on the revenue budget and the information on areas of risk and management action that was contained therein;
- (b) instruct officers to continue to review budget performance and report on service strategies; and
- (c) approve the virements outlined in section 5.3.1 of the report.

The Committee resolved:

to approve the recommendations.

**REMOVAL OF TORRY YOUTH CAFÉ, 258 NORTH BALNAGASK ROAD
ABERDEEN FROM ADULT SOCIAL WORK SERVICES PORTFOLIO -
ECS/SCW/024**

18. The Committee had before it a report by the Chief Officer – Adult Health and Social Care which reported on the future requirement by Adult Social Work Services of the property at 258 North Balnagask Road (Torry Youth Café), Aberdeen, AB11 8RX.

The report recommended –

that the Committee –

- (a) note the content of the report;
- (b) declare 258 North Balnagask Road, Aberdeen surplus to Adult Social Work Services' requirements and confirm its removal from the Adult Social Work Services account portfolio; and
- (c) instruct the Head of Land and Property Assets to review the property and in conjunction with the SIP and Capital Review Group to determine its future use.

The Committee resolved:

to approve the recommendation.

ALEO GOVERNANCE (BON ACCORD CARE) - ECS/SCW/027

19. With reference to article 20 of the minute of the meeting of the Education and Children's Services Committee of 3 September 2015, the Committee had before it a report by the Chief Officer – Adult Health and Social Care which reported the outcome of the most recent ALEO Governance Hub Committee meeting in relation to Bon Accord Care.

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24 March 2016

The report recommended –

that the Committee note the contents of the minute of the ALEO Governance Hub Committee meeting of 8 December 2015 in relation to Bon Accord Care.

The Committee resolved:

to approve the recommendation.

ABERDEEN CITY HEALTH AND SOCIAL CARE PARTNERSHIP (ACHSCP)

20. At this juncture the Convener advised that Aberdeen City Health and Social Care Partnership (ACHSCP) would be launched on 1 April 2016, bringing NHS and Aberdeen City Council services together to benefit local communities. The new Partnership would deliver adult primary health care and adult social care to the people of Aberdeen.

The Partnership would be overseen by an Integration Joint Board (IJB), made up of representatives from the local authority and the NHS, along with voluntary sector, carer, patient and service-user representatives. Therefore, this Committee would no longer consider reports on adult services matters. She commended Judith Proctor, ACHSCP Chief Officer and Tom Cowan, ACHSCP Head of Joint Operations and wished them well on the launch on 1 April 2016.

EXEMPT INFORMATION

In accordance with the decision taken at article 2 of this minute, the following item of business was considered with the press and public excluded.

PROCUREMENT OF FURNITURE FOR THE EXTENSION OF GREENBRAE PRIMARY SCHOOL - ECS/16/016

21. The Committee had before it a report by the Director of Education and Children's Services which sought approval to proceed with the procurement of new furniture for the extension of Greenbrae Primary School.

The report recommended –

that the Committee authorise officers to carry out a mini-competition exercise with an estimated expenditure of up to the value detailed in the report, under the Scotland Excel Framework Agreement for the supply, delivery and installation of education and office furniture (Schedule 03/12), in order to procure appropriate classroom furniture for the new classrooms to be created at Greenbrae School.

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24 March 2016

The Committee resolved:

to approve the recommendation.

- **COUNCILLOR ANGELA TAYLOR, CONVENER**

**EDUCATION AND CHILDREN'S SERVICES
COMMITTEE BUSINESS**

2 JUNE 2016

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.

Reports which are overdue are shaded.

<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
1.	<p><u>Residential Children's Services Review And Redesign Programme</u></p> <p>The Committee resolved, amongst other things, request a final report of recommendations be presented to Committee in September 2013.</p>	<p>A report was deferred at the Committee's meeting on 28 January 2016.</p> <p>At its meeting on 24 March 2016, the Committee resolved to extend the review of Residential Children's Services until the November Committee to allow full consideration of the Scottish Government announcement in March 2016 on the SCQF Level 9 qualification for the residential child care sector as this would impact upon the proposed structure and grading of posts.</p>	Head of Children's Services	17/11/16
2.	<p><u>Aberdeen International Youth Festival – Business Plan</u></p> <p>The Committee resolved, amongst other things, to:</p> <p>(i) request that officers provide regular updates in the Committee's information bulletin on the progress of the governance review which was within the business plan; and</p> <p>(ii) receive a report from officers on the outcome of the governance review following the decision of the Board of Aberdeen International Youth Festival.</p>	<p>Following the information bulletin report which was submitted to the meeting of the Education and Children's Services Committee on 28 January 2016, matters continue to be progressed and a full report is expected to be presented at the Committee meeting on 8 September 2016.</p>	Head of Education Services	28/01/16

3.	Education and Children's Services Committee 3 September 2015 article 14	<p><u>GIRFEC/Children And Young People Act - Update</u></p> <p>The Committee resolved, amongst other things, to instruct officers to report back to Committee on progress against actions, as appropriate by means of the service performance report, along with the detailed costs associated with the implementation of the Action Plan.</p>	<p>An update was reported in the Service performance report to the Committee's meeting on 24 March 2016.</p> <p>A further update, containing the detailed costs associated with the implementation of the Action plan to be reported to the Committee's meeting on 2 June 2016.</p> <p>A report is on the agenda.</p>	Head of Inclusion	02/06/16
4.	Education and Children's Services Committee 3 September 2015 article 17	<p><u>Joint Inspection of Children's Services Action Plan</u></p> <p>The Committee resolved, amongst other things, to request a report back on progress against actions in the Action Plan as appropriate, with the actions to be completed by December 2015 being reported to the Committee at its meeting on 28 January 2016 and the remainder of the actions being reported to its meeting on 24 March 2016.</p>	<p>At its meeting on 28 January 2016, the Committee resolved:</p> <p>(i) to note the update on the multi-agency Action Plan (appendix 1) in response to the areas of improvement identified within the inspection report; and</p> <p>(ii) to request a report back on progress against actions in the Action Plan as appropriate, noting that a report would be submitted to the Committee at its meeting on 24 March 2016 and that officers would endeavour to present the Action Plan in a more simplified manner.</p> <p>At its meeting on 24 March 2016, the Committee resolved:</p> <p>(i) to request a final report back on progress against actions in the Action Plan in June 2016; and</p> <p>(ii) to request that officers again review the information contained in the Action Plan to ensure that sufficient detail was provided.</p> <p>A report will be submitted to the Committee's meeting on 8 September 2016.</p>	Head of Children's Services	020/6/16

5.	Council Budget Meeting 25 February 2016	<p><u>Non-Housing Capital Programme - Education Provision</u></p> <p>The Council resolved to approve the Non-Housing Capital Programme as attached and instruct officers to review the education provision in the Tillydrone and Torry communities, recognising the rising school aged population resulting from new housing developments and increased birth rates in these areas, reporting back to committee in the September 2016 cycle of meetings with detailed options appraisals, including details on suitable sites, project timelines and including full cost of delivery such as land acquisition, building demolition, ground surveys and construction costs;</p>		Head of Education	08/09/16
6.	Audit, Risk and Scrutiny Committee 9 March 2016	<p><u>Cross Service - Recruitment Procedures - Report by the Internal Auditor</u></p> <p>The Committee resolved to instruct the Interim Director of Corporate Governance and the Director of Education and Children's Services to submit a report to the Education and Children's Services Committee on 2 June 2016 and the Finance, Policy and Resources Committee on 7 June 2016 in respect of the observations and recommendations made by Internal Audit on PVG checks in their internal audit report Recruitment and Selection.</p>	A report is on the agenda.	Head of Policy, Performance and Resources	02/06/16

7.	Education and Children's Services Committee 24 March 2016, article 6	<p><u>2015/16 Revenue Budget Monitoring – Out Of Authority Placements</u></p> <p>The Committee resolved, amongst other things, in relation to out of authority placements, to request officers to submit a report detailing: (a) the Council's current position in respect of such placements; (b) what actions the service was taking to address such placements and mitigate the impacts; (c) the cost per child, regardless of location, and how this was calculated; and (d) what improvements were envisaged from the development of the Centre for Excellence and inclusion review, to a future meeting of the Committee.</p>	Head of Children's Services/Head of Inclusion	17/11/16
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8.	Education and Children's Services Committee 24 March 2016, article 7	<p><u>Education And Children's Services Directorate Performance Report / Children And Young People (Scotland) 2014 Act Update</u></p> <p>The Committee resolved, amongst other things:</p> <ul style="list-style-type: none"> (i) to request officers to include baseline figures for performance indicators in future Directorate performance reports; in relation to table 15 (Total Number of Library Visits – Person/Virtual), to request that the figures on the number of visits by person or virtual be reported separately for future performance reports; (ii) in relation to table 8 (The Number of Referrals of Children's Cases in a Quarter), to request officers to detail the actual number of referrals which proceed to being processed as a children's case in future performance reports; and (iv) in relation to table 24 (Average Number of Days Lost Through Sickness Absence), to request officers to review the longer trend for this performance indicator and include this in the narrative of the next performance report. 	<p>A report is on the agenda.</p>	Head of Policy, Performance and Resources	02/06/16
9.	Education and Children's Services Committee 24 March 2016, article 12	<p><u>Countesswells School Zone – Braeside Building</u></p> <p>The Committee resolved, amongst other things, to request officers to submit a report detailing the costs of opening the Braeside building to a future meeting of the Committee.</p>		Head of Policy, Performance and Resources	08/09/16

10.	Education and Children's Services Committee 24 March 2016, article 14	<p><u>Reclaiming Social Work</u></p> <p>The Committee resolved, amongst other things:</p> <p>(i) agree to be updated by bulletin reports on a regular basis on the implementation of Reclaiming Social Work; and</p> <p>(ii) to request officers to submit a report detailing the number and cost of outside agency staff used by Children's Services, as well as the % of staff turnover and comparator figures from other councils for each of the aforementioned indicators to a future meeting of the Committee.</p>		Head of Children's Services	08/09/16
11.	Education and Children's Services Committee 24 March 2016, article 15	<p><u>Payment Controls in Children's Social Work</u></p> <p>The Committee resolved, amongst other things, to agree that an updated report detailing the 13 recommendations and their implementation dates be submitted to Committee's meeting on 17 November 2016 in order to provide Members with progress on how the service had implemented the recommendations within the Audit, Risk and Scrutiny report.</p>		Head of Children's Services	17/11/16
12.	Finance, Policy and Resources Committee 19 April 2016, article 30	<p><u>Sport Aberdeen - Contract Revision And Governance Arrangements</u></p> <p>The Committee resolved, amongst other things, to note that a cross service review of lettings of Council facilities was underway and the outcomes would be reported to the Education and Children's Services Committee at its September 2016 meeting.</p>		Head of Policy, Performance and Resources	08/09/16

Annual Reports

**EDUCATION AND CHILDREN'S SERVICES
MOTIONS LIST – FOR 2 JUNE 2016 MEETING**

<u>No.</u>	<u>Motion</u>	<u>Date of Council/ Committee Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
1.	<u>Motion by Councillor Yuill</u> "That this Council instructs officers to report on the feasibility of locating a major item of public art at an appropriate point alongside the route of the Aberdeen Western Peripheral Route and what the potential sources of funding for such a project might be"	08.10.15 (Council)	Communities, Housing and Infrastructure Committee 27.10.15 to instruct officers to bring forward a report to a future meeting.		Education and Children's Services	8/9/16	No

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2nd June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Education and Children's Services Directorate Performance Report
REPORT NUMBER	ECS/16/026
CHECKLIST RECEIVED:	Yes

1. PURPOSE OF REPORT

The purpose of this report is to:

- Provide Elected Members with a summary of quarterly Education and Children's Services (E&CS) Directorate performance outcome data up to and including 31st March 2016.

2. RECOMMENDATION(S)

The Committee is asked to:

- Note the E&CS Directorate Performance Report for the quarterly period to 31st March 2016.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from the report.

4. OTHER IMPLICATIONS

4.1 Legal

Local Authorities are required to act as set out in the Local Government Act 1992, and as defined within the Direction provided by the Accounts Commission, in respect of their Public Reporting obligations and;

4.2 Property, Equipment, Employee and Health and Safety Implications

There may be other property, equipment, employee or health and safety implications linked to the Directorate-wide health and safety performance measures. Any related implications under this heading are managed by the Directorate as a matter of course in accordance with best practice.

- 4.3 The report is designed for information purposes only and no Equalities and Human Rights implications are involved either in its preparation or the recommendations contained within the body of the Report.

5. BACKGROUND/MAIN ISSUES

- 5.1 The detail contained within this Report relates to a core selection of Key Service Performance Indicators, reflecting outcomes against both the Education and Children's Social Work Services, alongside Directorate wide performance measures which encompass all four Services. (Appendix A)
- 5.2 At the previous meeting of Committee, on the 24th March 2016, officers were instructed to provide disaggregated data against Library and Information Services visits. This information, separating virtual and 'in-person' visits, is reflected in additional trend charts within Appendix A.
- 5.3 Committee additionally instructed that baseline data in regards to particular Directorate performance measures be provided and that analysis of longer term trends in Directorate Sickness Absence be offered.

As noted within the text of the Trend Chart section of the previous Report, it was intimated that comparison of a number of performance measures beyond the point at which the new Directorate structure became fully effective, (1st April 2015) was not likely to offer true comparative data.

Nonetheless, officers have re-visited a number of these measures in detail and concluded that, with the exception of indicators which are:

- (i) guided by statutory obligations, e.g. FOISA, and;
- (ii) continue to be delivered through unchanged Service level reporting lines,

it is not possible to 'back-date' this information to a point which pre-dates the introduction of the 'shadow' Directorate structure in early January 2015, with any level of accuracy or consistency.

- 5.4 However, with the reporting of monthly trend data relating to the comparative 15 month period in which the new Directorate has been operational, it is now possible for Members to make some additional historical comparison of performance against these measures.

This is reflected, in particular, in the capacity to further compare long term trends against Sickness Absence levels for the Directorate which, with the presentation of rolling 12 month averages, effectively represents a data capture which spans the period from January 2014 to March 2016.

Analysis of the trends noted from this data and comparisons over time and against other Council 'benchmarks' are reflected in the relevant Trend Chart in Appendix A.

The most recent corporate report on Sickness Absence levels across the Council can be viewed through the attached link:

<http://councilcommittees/documents/s55850/Sickness%20Absence%20Update.pdf>

- 5.5 Outwith these Directorate performance measures, each outcome indicator, where data is directly comparable, provides both a 2013-14 baseline and identifiable three year trend pattern, which is in line with reporting recommendations from the Accounts Commission's Best Value Audit of the Authority from June 2015.
- 5.6 Members are asked to note the separate cover report relating to proposals for future corporate Performance Reporting to Committee attached at Appendix B.

6. IMPACT

Improving Customer Experience

Analysis and publication of performance data and, in particular, the use of benchmark and trend information, offers the Directorate the opportunity to critically evaluate the extent to which it is currently meeting customer needs and, as required, re-align delivery methodologies to ensure that, in particular, children's experiences and outcomes are continuously improving.

Improving Staff Experience

Transparency of performance reporting, in terms of outputs and outcomes, offers staff with the opportunity to gain insight into areas of good practice within the Directorate, those where improvement might be required and importantly, recognise where their contributions are materially influencing and driving the work of their Service.

Improving our use of Resources

This Report aligns with the principles of Best Value whereby local authorities are required to evidence and evaluate the extent to which resource is used effectively and efficiently in the delivery of services to stakeholders.

Corporate

Reporting to Committee is an essential governance requirement of the Directorate and Council's performance management arrangements, by which Elected 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', covering:

Smarter Living Priorities;

"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"

"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."

Smarter People Priorities;

"We will 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 or training.

The implementation of the Reclaiming Social Work model, and its intended outcomes within Children's Social Work, link to and fulfill the ambitions of the 'Aberdeen: the Smarter City' plan.

Smarter Governance – Participation:

- Implementing the Reclaiming Social Work model to work in partnership with families within their local community to improve their overall wellbeing and outcomes.
- Delivering a Public Social Partnership (PSP) approach with third sector partners to co-design commissioned services to support Reclaiming Social Work.

Smarter Living – Quality of Life:

- Supporting priority families.
- Promoting and secure and lasting attachments for children.
- Implementing the Getting It Right for Every Child (GIRFEC) model

Smarter People – Social and Human Capital:

- Attracting and retaining a high quality workforce to support learning and teaching and the implementation of Reclaiming Social Work.
- Ensuring partnership approaches are supporting children and young people.
- Enabling all young people in Aberdeen to achieve sustainable and positive destinations.

Public

The report is designed for information purposes only and no specific Equalities and Human Rights implications are involved either in its preparation or the recommendations contained within the body of the Report.

Transparency in our performance reporting is a key component of our Public Performance Reporting requirement, which is subject to annual review by Audit Scotland.

7. MANAGEMENT OF RISK

The nature of this report is not such that a risk assessment of options is necessary as the content is for information only.

However, the regular reporting of performance is itself mitigation against 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

Education and Children's Services Committee, 24th March 2016 -Directorate Performance Report/Children and Young People (Scotland) Act 2014 Update.

Appendix A: Directorate Performance Report Trend Charts

Appendix B: Performance Management Framework

Finance, Policy and Resources Committee, 19th April 2016 - Sickness Absence Update

9. REPORT AUTHOR DETAILS


Co-ordinated/Co- Authored by:


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Appendix A – Education and Children’s Services Performance Trend Charts- January to March 2016

Report Author: Alex Paterson
Generated on: 17th May 2016

Shaping Aberdeen – Delivering Outcomes

THEME: BALANCE OF CARE

Table 1 - % of Looked After Children at home >																																											
<p>The % of Looked After Children who are looked after at home. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.</p>																																											
<table border="1" style="margin-top: 10px; width: 100%; border-collapse: collapse; font-size: small;"> <caption>SCW37aai % of Looked After Children at home</caption> <thead> <tr> <th>Year</th> <th>Snapshot 1</th> <th>Snapshot 2</th> <th>Snapshot 3</th> <th>Snapshot 4</th> </tr> </thead> <tbody> <tr> <td>2013/14</td> <td>~26%</td> <td>~27%</td> <td>~27%</td> <td>~24%</td> </tr> <tr> <td>2014/15</td> <td>~24%</td> <td>~25%</td> <td>~24%</td> <td>~23%</td> </tr> <tr> <td>2015/16</td> <td>~21%</td> <td>~21%</td> <td>~20%</td> <td>~21%</td> </tr> </tbody> </table>	Year	Snapshot 1	Snapshot 2	Snapshot 3	Snapshot 4	2013/14	~26%	~27%	~27%	~24%	2014/15	~24%	~25%	~24%	~23%	2015/16	~21%	~21%	~20%	~21%	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Status</td> <td style="text-align: center; padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Data Period</td> <td style="padding: 2px;">Q4 2015/16</td> </tr> <tr> <td style="padding: 2px;">Value</td> <td style="padding: 2px;">21%*</td> </tr> <tr> <td style="padding: 2px;">Long Trend</td> <td style="text-align: center; padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Short Trend</td> <td style="text-align: center; padding: 2px;"></td> </tr> <tr> <td colspan="2" style="padding: 2px;">Data Source</td> </tr> <tr> <td colspan="2" style="padding: 2px;">CareFirst Monthly Sheets</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Service Manager</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Graeme Simpson</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Head of Service</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Bernadette Oxley</td> </tr> </table>	Status		Data Period	Q4 2015/16	Value	21%*	Long Trend		Short Trend		Data Source		CareFirst Monthly Sheets		Service Manager		Graeme Simpson		Head of Service		Bernadette Oxley	
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Data Narrative and Analysis

At present Aberdeen City Council is slightly below the national average % of looked after children supported at home. The implementation of Reclaiming Social Work (RSW) has at its heart the intended outcome of supporting families to care for their children. This must not be at the expense of their safety and wellbeing.

It is envisaged that, as RSW beds in across the structure we will begin to see an increase in the numbers of looked after children supported to remain at home bringing us closer to the national average figure.

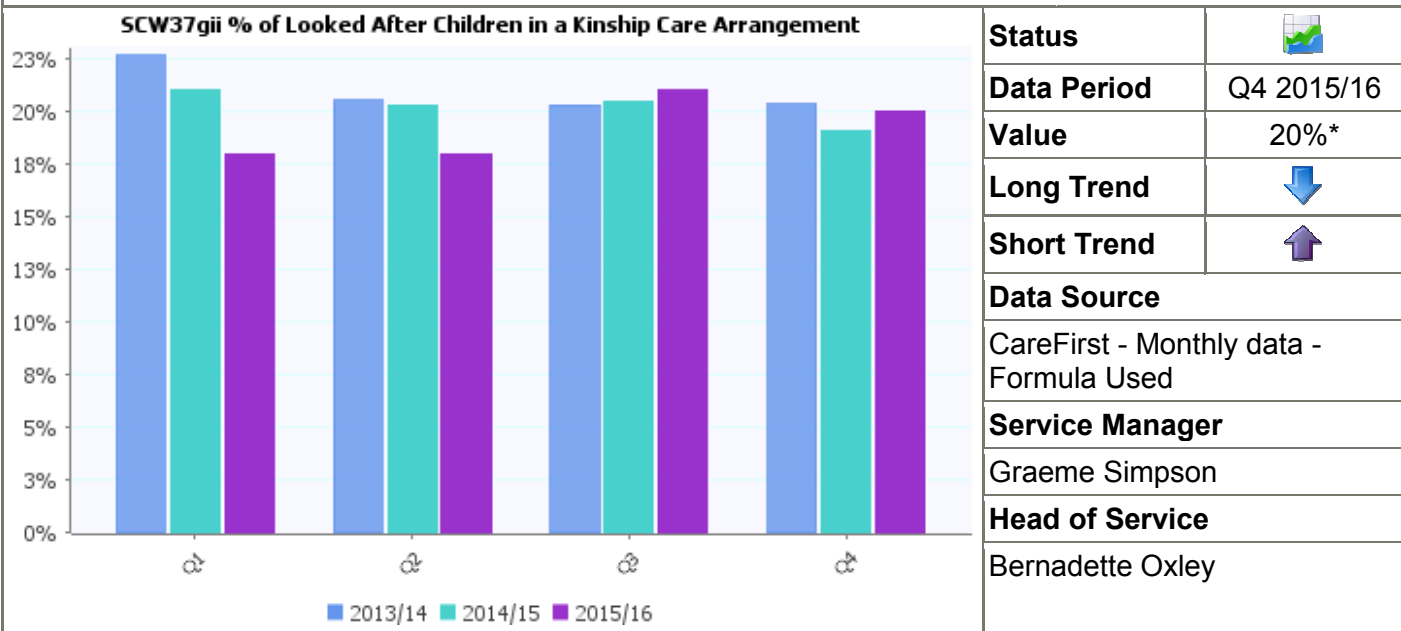
Of the total of 636 child placements over the Quarter, 135 (21%) of these were recorded as being Looked After At Home, a marginal absolute and percentage increase on the previous quarter, resulting in a mean % outcome for 2015-16 of 20.75% with, on average, 131 children being Looked After at Home at each snapshot point across the year.

National benchmark data relating to the balance of care is collated during July of each year and is published during the course of the national information release through the Children Looked After Statistics report in March of the following year.

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Children/PubChildrenSocialWork>

Table 2 - % of Looked After Children in a Kinship Care Arrangement >

The % of Looked After Children in a Kinship Care Arrangement. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	20%*
Long Trend	
Short Trend	
Data Source	CareFirst - Monthly data - Formula Used
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Data Narrative and Analysis

Aberdeen City Council in collaboration with partners, the Scottish Government and CELCIS is participating in the PACE programme. This is aimed at improving the decision making for children who cannot be cared for by their parents. One of the key areas of this work is to improve decision making in relation to kinship care.

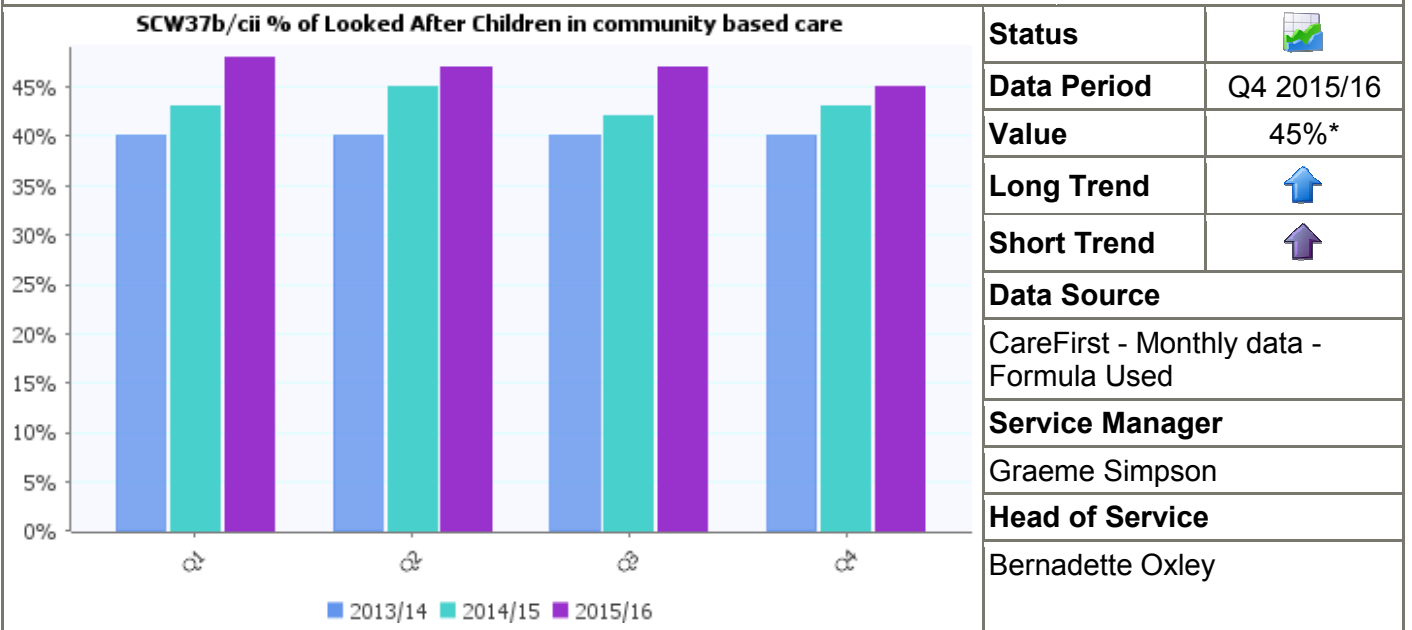
The outcomes for children cared for by their kin are generally better it also enables them to retain a clear sense of identity. At present the % of Looked after Children in Aberdeen City living in a kinship placement is lower than the national average. One of the outcomes of the PACE programme and RSW is intended to drive up the % of children living in a kinship arrangement.

Over the course of Quarter 4, the number of Looked After Children in a Kinship Care Arrangement (i.e. with friend/relatives) totalled 129 children from a total of 636 placements, providing for a percentage outcome of 20%.

The cumulated and averaged outcomes from each Quarter provide for an annual figure of 18%, 2 percentage points lower than in 2014-15 with 121 children being Looked After in a Kinship Care Arrangement as a mean figure, 9 fewer than in 2014-15

Table 3 - % of Looked After Children in community based care >

The % of Looked After Children in community based care. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period



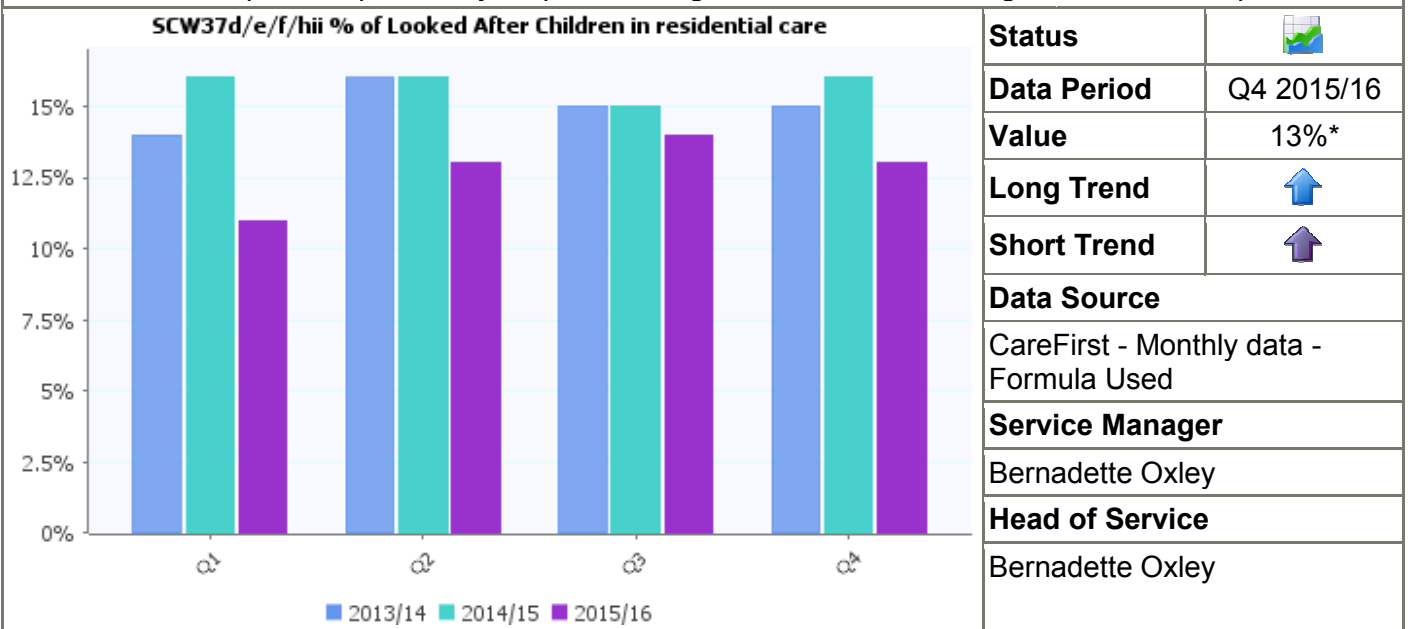
Status	
Data Period	Q4 2015/16
Value	45%*
Long Trend	
Short Trend	
Data Source	CareFirst - Monthly data - Formula Used
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Data Analysis

Of the total 636 child placements made during the Quarter, 286 Looked After Children (45%) were recorded within community based care settings which incorporate fostering and prospective adopter placements. In each of the quarterly periods within 2015-16, the percentage of children looked after in a community care setting has improved against both the 2013-14 baseline and 2014-15 years

Table 4 % of Looked After Children in residential care >

The % of Looked After Children in residential care. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period



Status	
Data Period	Q4 2015/16
Value	13%*
Long Trend	
Short Trend	
Data Source	CareFirst - Monthly data - Formula Used
Service Manager	Bernadette Oxley
Head of Service	Bernadette Oxley

Data Analysis

82 Looked After Children were placed within residential care settings at the snapshot point of 31st March 2016. This grouping includes children who are living within Residential Units and Schools, Other Placements and within Secure Units. Reflecting on the mean figure for the year, this equates to 12.75%, an

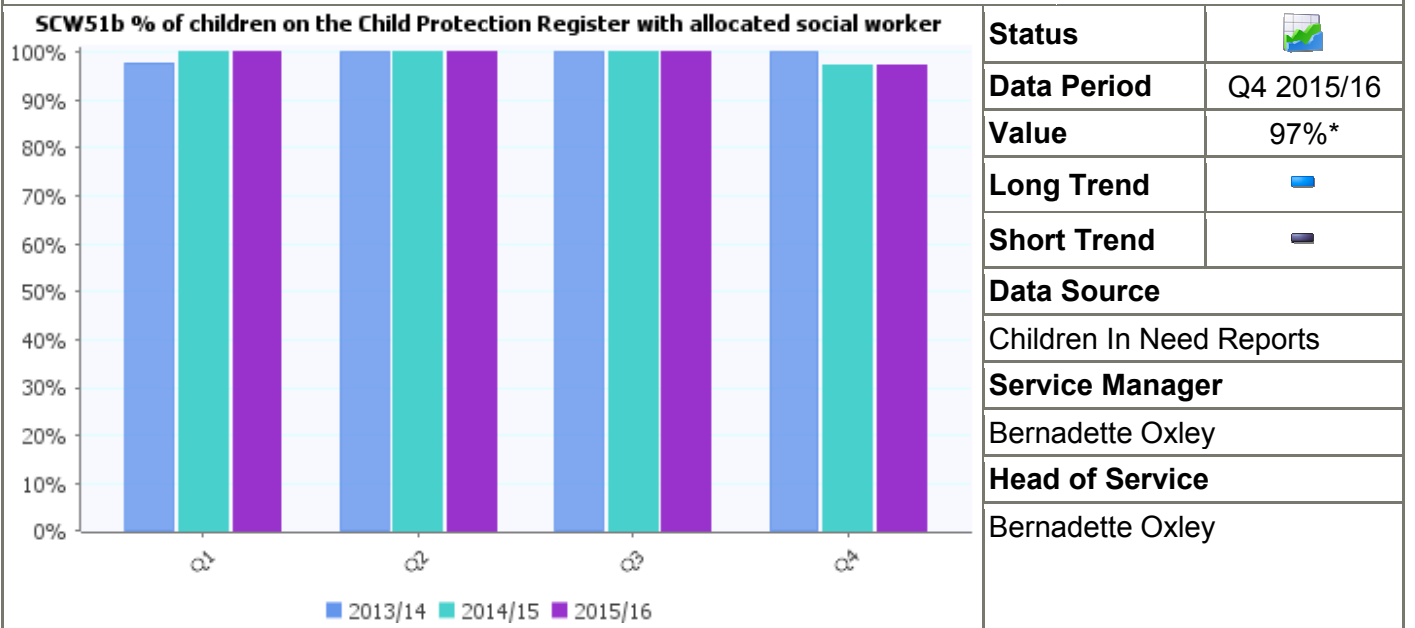
improvement of 3% on the previous year, suggestive of both a proportional and absolute reduction of the number of children being Looked After in these settings

>Totals combined across Tables 1-4 may add up a figure less/greater than 100% due to the effects of rounding of percentages

THEME: CHILDREN WITH AN ALLOCATED SOCIAL WORKER

Table 5 - % of children on the Child Protection Register with allocated social worker

Percentage (%) of children on the Child Protection Register with an allocated social worker. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Data Narrative and Analysis

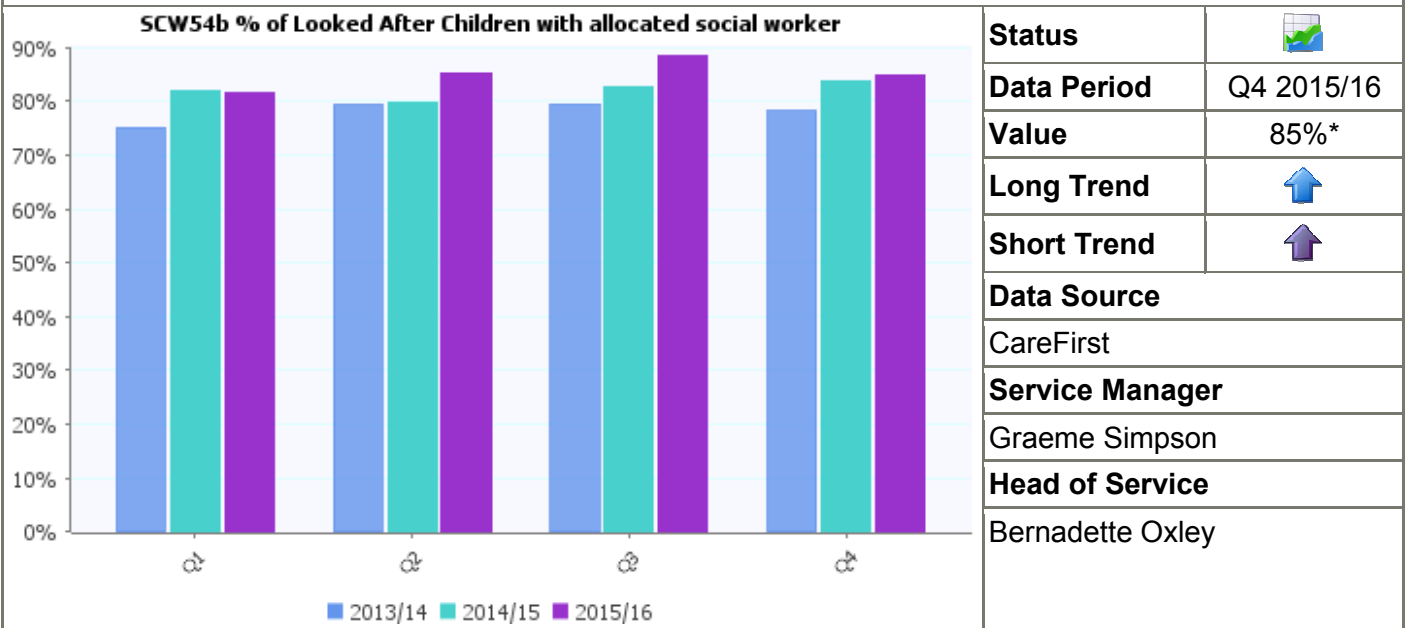
The allocation of children on the Child Protection Register is of the highest allocation priority. With recurring movement of staff in and out of the service there is always likely to be a very small number of children unallocated on any given day. These cases will still be worked by the team while awaiting allocation to a specific worker, usually a matter of a few days.

It is important to note that the percentage profile for this measure, and those reflected in Tables 6 and 7 are subject to natural fluctuations dependant on the point at which children are designated in the respective categories. On this basis, a small number of additions to any of these groups, particularly those late in the Quarter, can influence the snapshot outcomes and each of the three 'Allocated' measures also require to be viewed in terms of meeting 'standardised' case transfer and allocation times.

A total of 113 children were on the Child Protection Register across the quarterly period with 110 of these individuals having been allocated to a social worker at the snapshot point on 31st March 2016 which equates to 97%. This, cumulatively, provides for an annual averaged percentage outcome of 99.25%, identical to the figure for 2014-15.

Table 6 - % of Looked After Children with allocated social worker

Percentage (%) of children who are Looked After Children with an allocated social worker. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



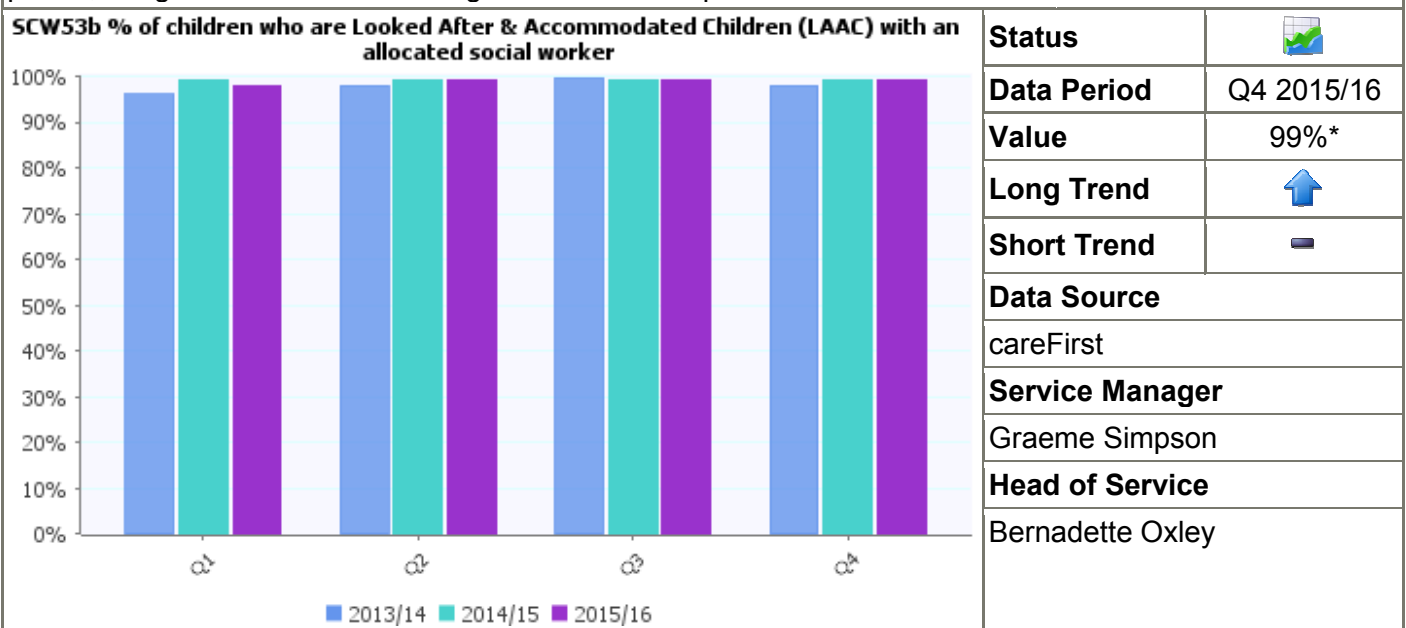
Status	
Data Period	Q4 2015/16
Value	85%*
Long Trend	
Short Trend	
Data Source	CareFirst
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Data Analysis

540 child placements out of the Quarter's total of 636 had an allocated social worker resource available to them at the snapshot point on 31st March 2016. This figure is in line with the averaged outcome across the four quarterly periods, which itself is an improved position on both the baseline and previous years, of 2.25% and 7.25% points respectively

Table 7 - % of children who are Looked After & Accommodated Children (LAAC) with an allocated social worker

Percentage (%) of children who are Looked After & Accommodated Children with an allocated social worker. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	99%*
Long Trend	
Short Trend	
Data Source	careFirst
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

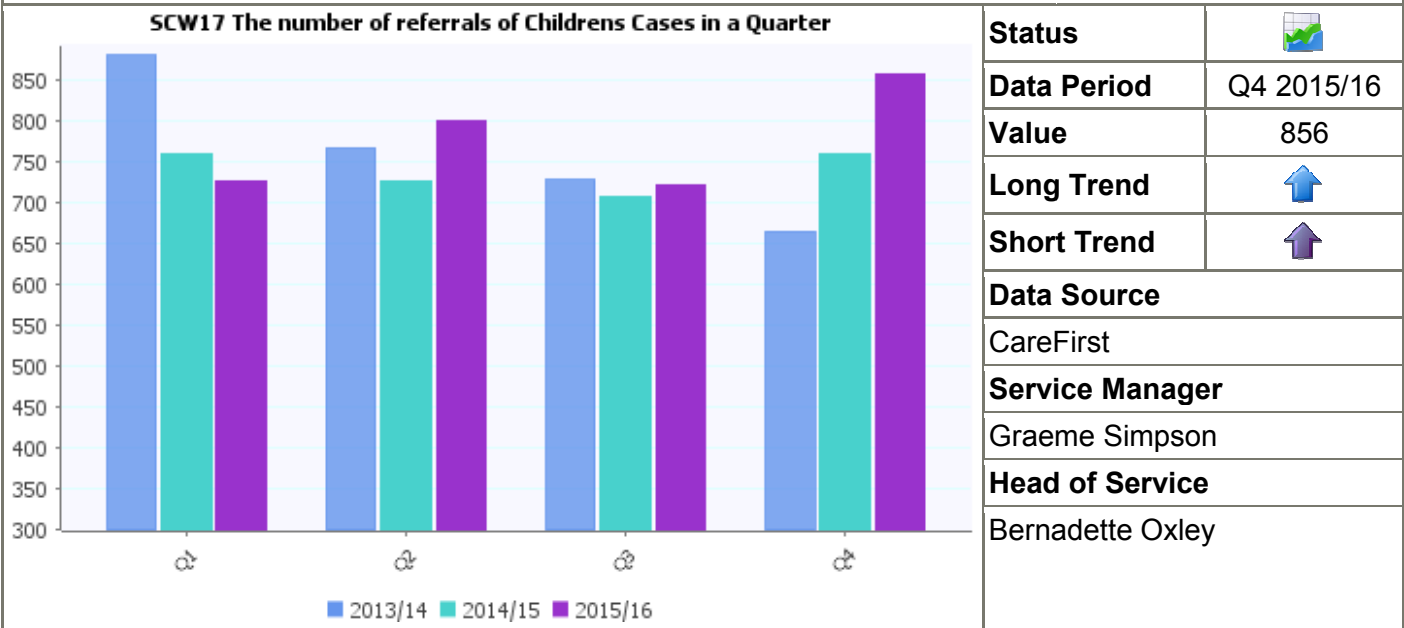
Data Analysis

Of the 479 children categorised as Looked After and Accommodated, 472 had been allocated a case social worker, retaining the percentage outcome at 99% for the third consecutive quarter and resulting in an annual average of 98.75%. This annual figure is just below that of 2014-15 but in advance of that recorded in 2013-14.

THEME: CHILDREN'S REFERRALS

Table 8 - Number of Referrals of Children's Cases in a Quarter

Number of referrals of children's cases. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	856
Long Trend	
Short Trend	
Data Source	CareFirst
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Data Narrative and Analysis

The above table needs to be considered in conjunction with Table 9. Table 8 highlights there has been an increase in the numbers of referrals Table 9 shows corresponding increase in the number which had a "no further action" outcome. In looking at these there is a balancing off of the referrals suggesting that in spite of the increase those who meet the eligibility of social work threshold remains consistent.

The reasons for the increase are not clear and dependant on multi agency factors including implementation of the Children & Young people (Scotland) Act 2014 and the role of the Named Person or media profile in relation to local and national cases.

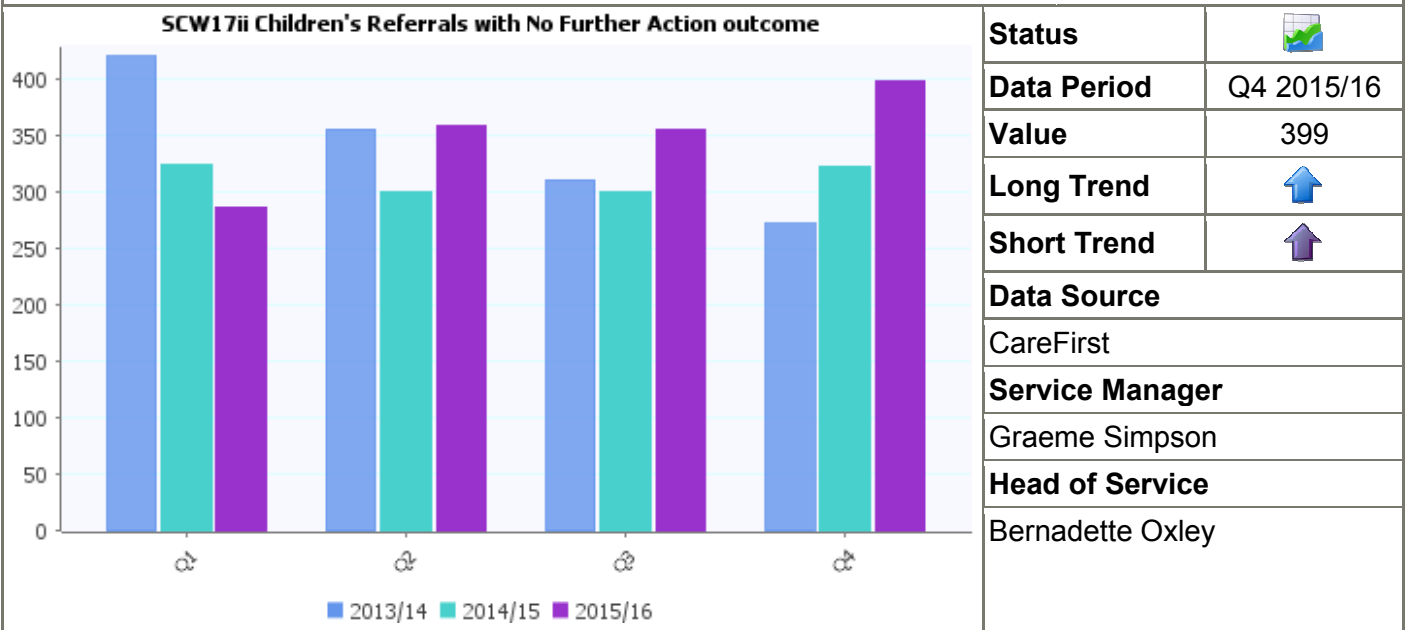
Our current data recording processes don't allow for an extrapolation of the volume of referrals which require a sustained social work involvement beyond initial enquiries. The extent to which this can be provided to elected members is being explored with the careFirst Team.

The quarterly figure taken from careFirst for January to March 2016 indicates a significant increase in the number of referrals against both previous 2015-16 quarters and the comparable year periods with the figure for March showing the highest rise, to 316 referrals, and both January and February being higher than in prior years.

Whilst, as expected, the number of referrals either requiring no further action or proceeding to a formal outcome both rose roughly in proportion to this overall increase, the number where a pending outcome was recorded actually fell in comparison with 2014-15, indicating a significant improvement in the evaluation and processing of referrals at Service levels.

Table 9- Number of Children's Case Referrals with No Further Action outcome

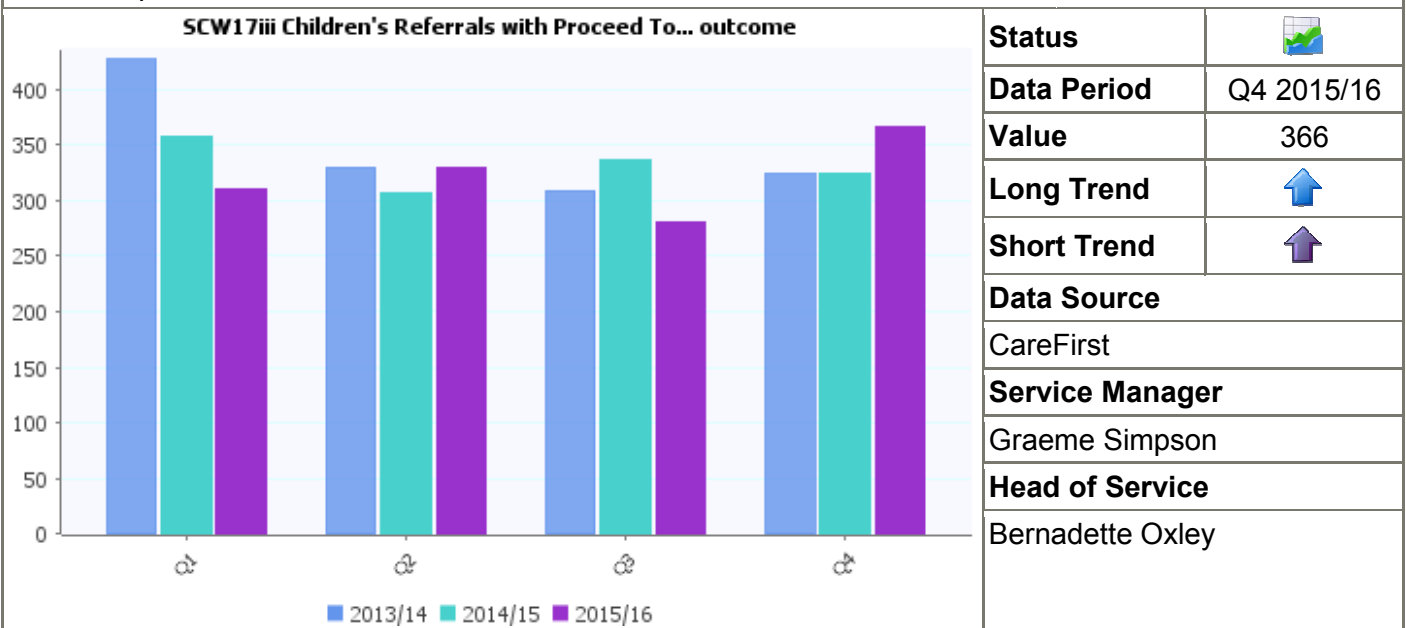
Number of referrals of children's cases with an outcome of No Further Action



Status	
Data Period	Q4 2015/16
Value	399
Long Trend	
Short Trend	
Data Source	CareFirst
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Table 10- Number of Children's Case Referrals with Proceed To... outcome

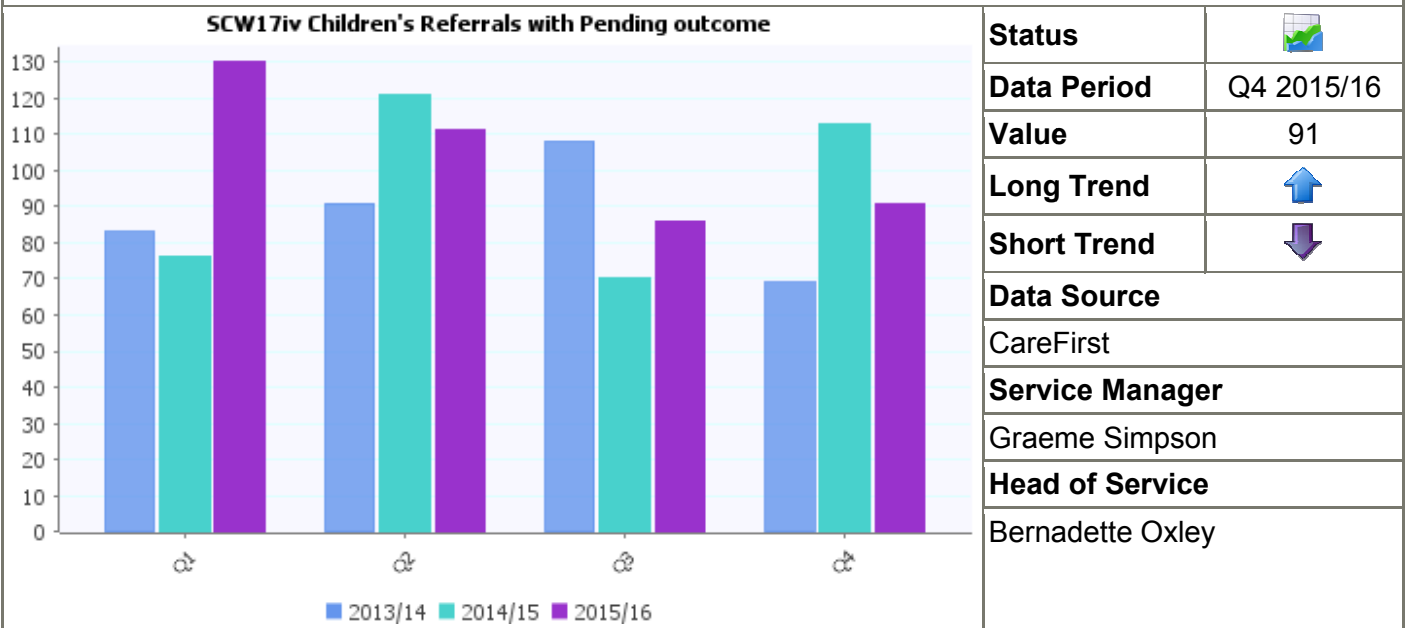
Number of referrals of children's cases with an outcome of Proceed To. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	366
Long Trend	
Short Trend	
Data Source	CareFirst
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Table 11- Number of Children's Case Referrals with Pending outcome

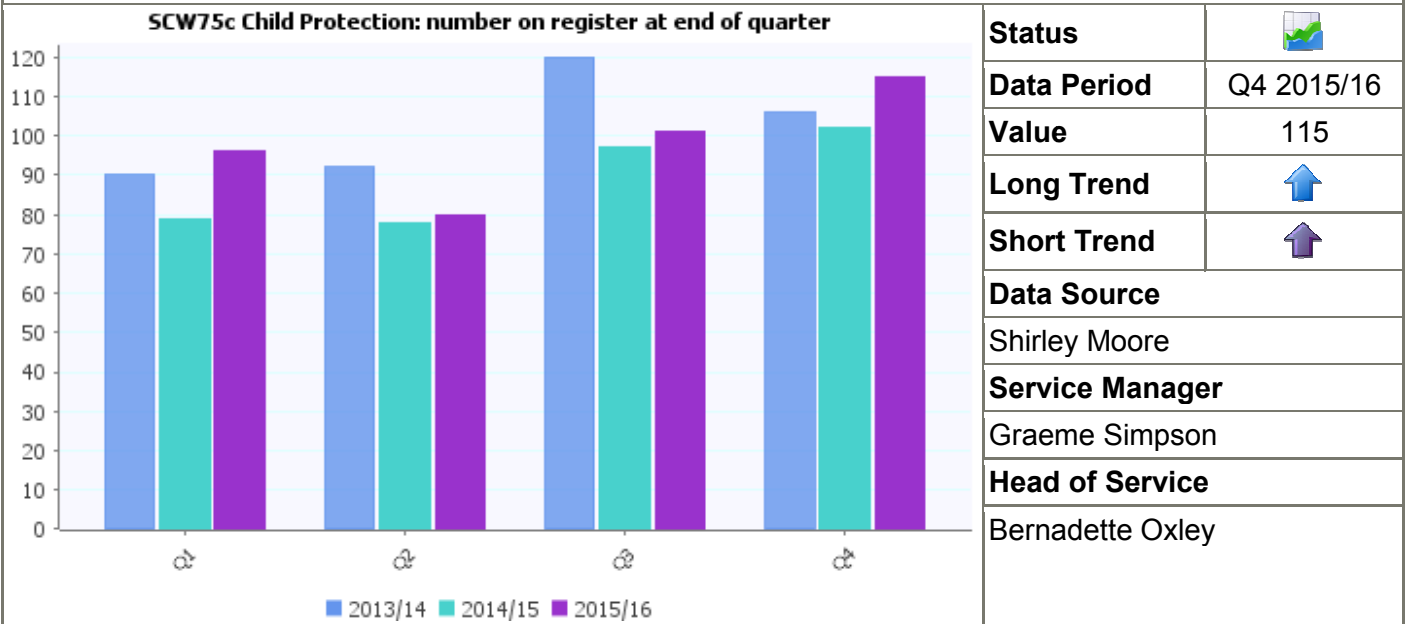
Number of referrals of children's cases with an outcome of Pending. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



THEME: CHILD PROTECTION REGISTRATIONS

Table 12- Child Protection: number on register at end of quarter

Child Protection: number on register at end of quarter



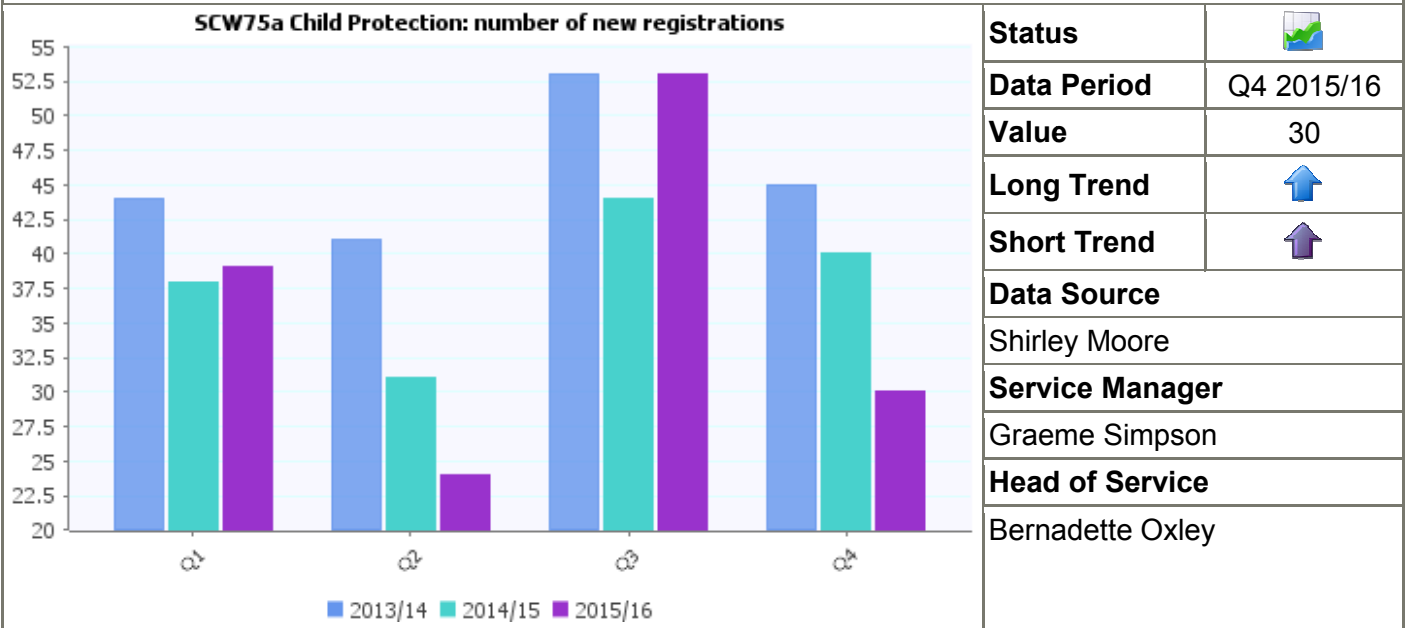
Data Narrative and Analysis

The current numbers of children on the register shows an increase in previous years. The current level of children on the Child Protection Register is consistent with the national picture. The above would indicate that practitioners across the partnership are correctly identifying child protection concerns and the formulation of a Child Protection plan or a multi-agency plan being required to protect the child.

The most recent increase in Q4 would correspond to the overall increase in 'external referrals' to the Service as detailed in Table 8 above, some of which inevitably will be of a child protection nature.

Table 13- Child Protection: number of new registrations

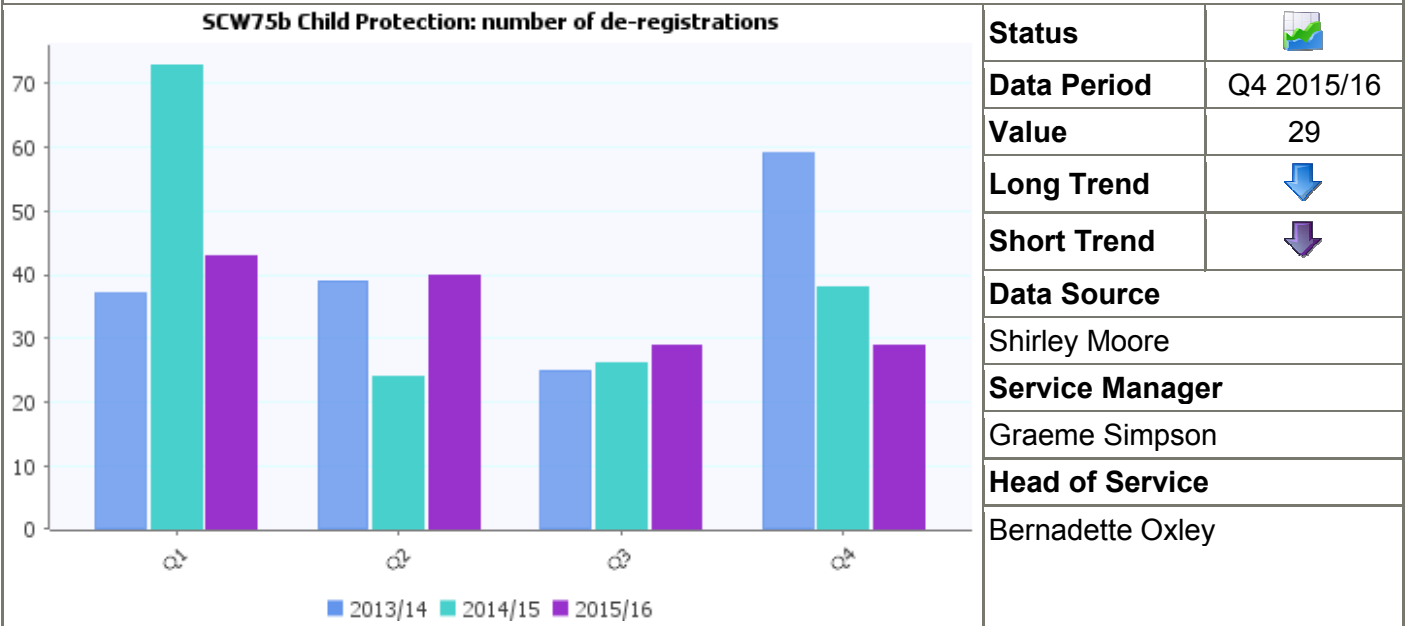
Child Protection: number of new registrations. . Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	30
Long Trend	
Short Trend	
Data Source	Shirley Moore
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

Table 14- Child Protection: number of de-registrations

Child Protection: number of de-registrations. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.

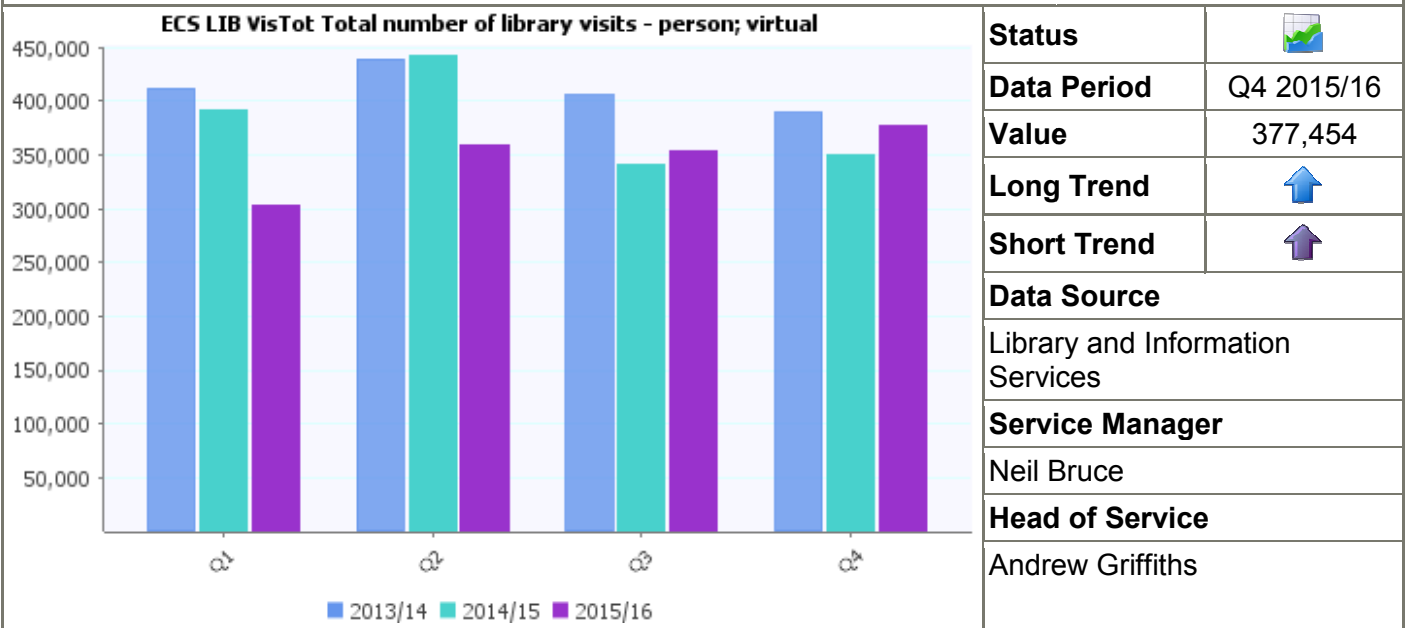


Status	
Data Period	Q4 2015/16
Value	29
Long Trend	
Short Trend	
Data Source	Shirley Moore
Service Manager	Graeme Simpson
Head of Service	Bernadette Oxley

THEME: CULTURAL ENGAGEMENT

Table 15- Total number of library visits - person; virtual

Total number of library visits. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month period.



Status	
Data Period	Q4 2015/16
Value	377,454
Long Trend	
Short Trend	
Data Source	Library and Information Services
Service Manager	Neil Bruce
Head of Service	Andrew Griffiths

Data Narrative and Analysis

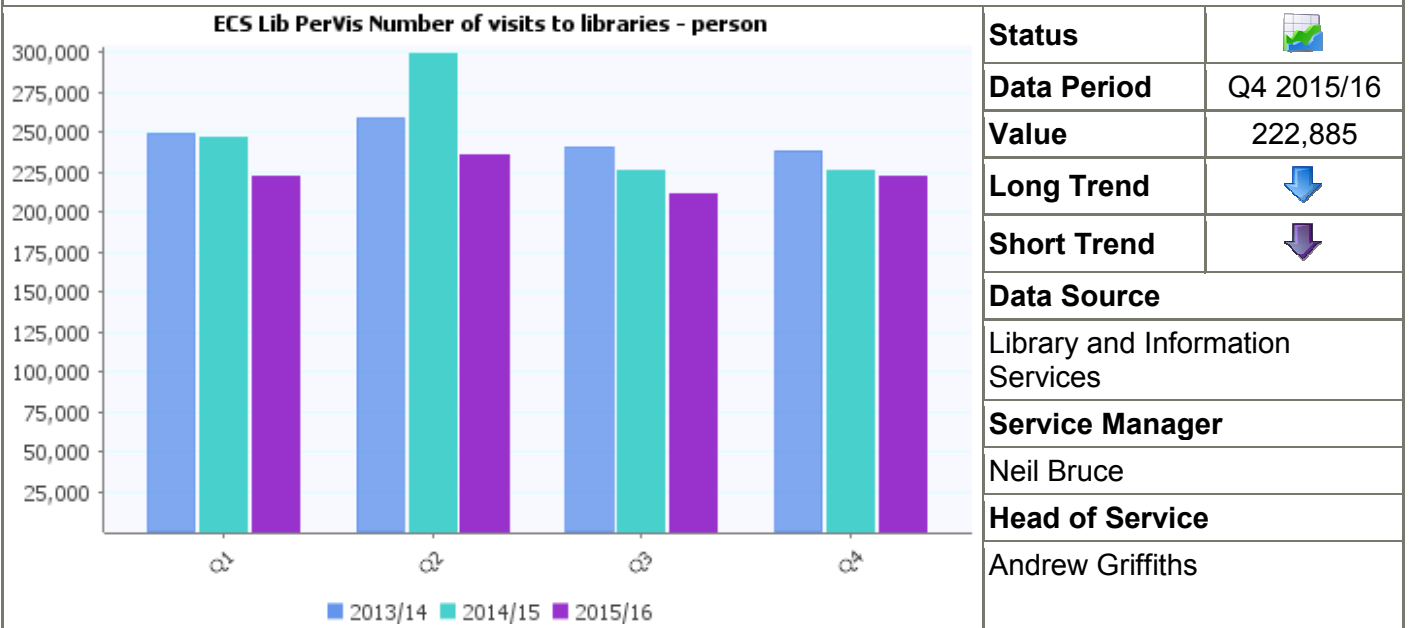
Over the course of Quarter 4, there were a total of 377,454 visits to Library and Information Services provision with the contributions from in person and virtual visits presented in Tables 16 and 17.

This figure combined figure includes 222,885 visits in person, which is 1,2% lower (-2,600 visits) than in the comparative 2014-15 quarter, the majority of which relates to reductions in visits to Central Library services whilst the combined figure for community based libraries rose by nearly 5,000 visits.

Virtual visits, by contrast, increased by just under 25% against the previous year quarter with an annual outcome of 538,000 visits, reversing the downwards trend experienced in 2014-15

Table 16- 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 a 12 month period.



*Excludes data relating to the Curriculum Resources and Information Service which is calculated over differing timescales

Table 17- 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 a 12 month period.

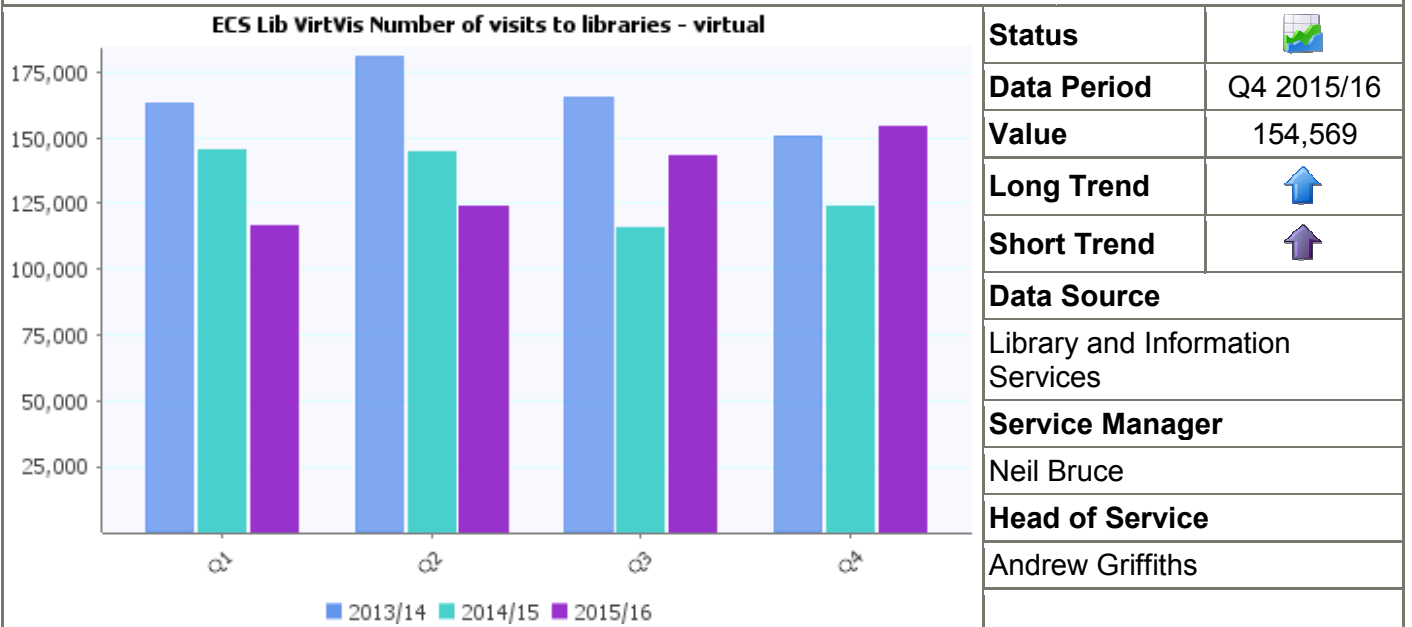


Table 18 - Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres

This indicator monitors the number of uses of PC terminals and Wi-Fi Netloan provision within Library Learning Centres Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over a 12 month period.

ECS LibPC/WiUse Number of PC terminal and Wi-Fi Netloan access uses in Library Learning Centres		Status	
		Data Period	Q4 2015/16
		Value	53,918
		Long Trend	
		Short Trend	
Data Source		Library and Information Services	
Service Manager		Neil Bruce	
Head of Service		Andrew Griffiths	

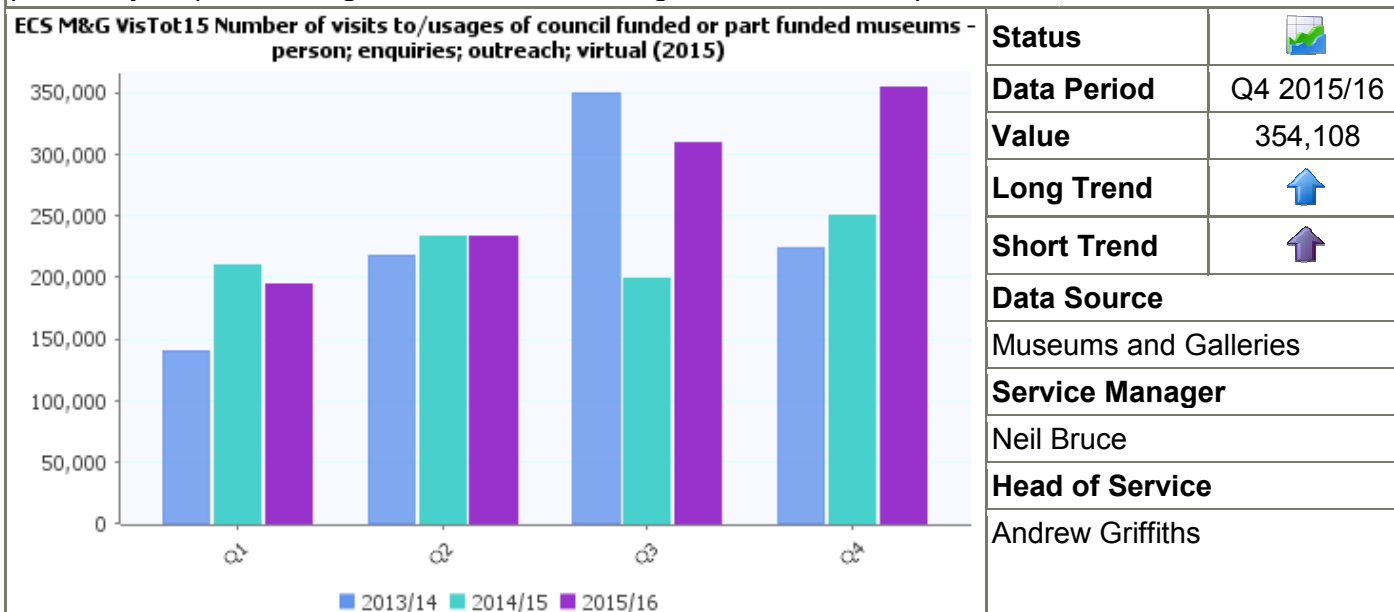
Data Narrative and Analysis

With the exception of Quarter 1, where the 2015-16 outcome was below that of the previous year, each quarter, including Quarter 4, has seen an improvement in usages on the prior year with the result that the year-end figure of 209,290 has risen by 2%.

Underpinning this figure, whilst PC use has fallen by just over 5%, Wi-Fi based usage has increased by 67.5% to 36,365, a pattern which mirrors that experienced in Quarter 4 itself

Table 19 - Number of visits to/usages of council funded or part funded museums - person; enquiries; outreach; virtual (2015)

This indicator monitors the number of visits (in person, virtual, enquiries and outreach) 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 a 12 month period



Status	
Data Period	Q4 2015/16
Value	354,108
Long Trend	
Short Trend	
Data Source	Museums and Galleries
Service Manager	Neil Bruce
Head of Service	Andrew Griffiths

Data Narrative and Analysis

Visits in person to the two museum premises in Quarter 4 were marginally higher than those in the same quarter in 2014-15 with 19,396 attendances (+ 6.2%) reflecting an improvement against the Aberdeen Maritime Museum figures, countered by a small decline in Tolbooth footfall.

The year-on-year trend in visits in person, (resulting from particular increase in Maritime Museum visits in Quarter 2 of 2014-15) shows a decline in visits in person from 77,800 to 73,400 but otherwise both the quarterly and three year trends (+ 7.7%) are upwards

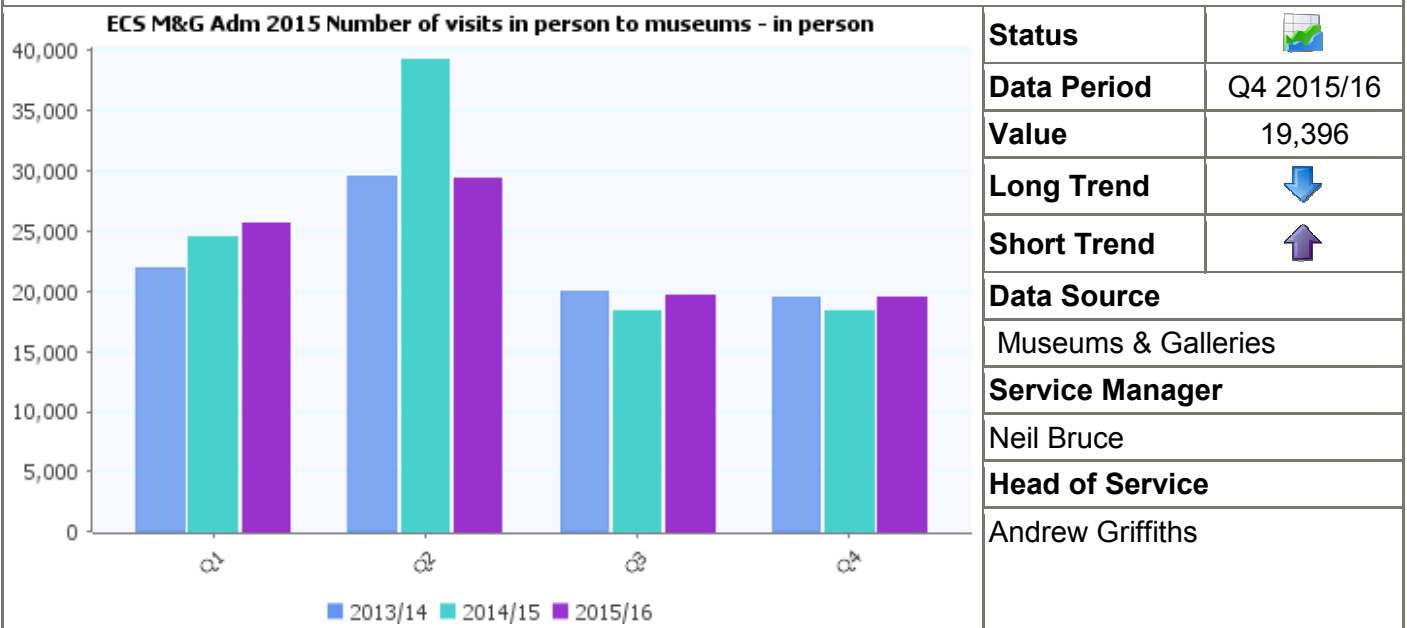
Counter to this marginal reduction in footfall, and driving the improvement, both annual (+ 26% and quarterly (+43.3%) in total visits, virtual visits rose respectively to over 992,00 and 330,000 both of which are new highs for this measure.

The number of annual Outreach visits for the year, (3,308) whilst relatively small in comparison with the overall total of just over 1million combined visits, was also the highest recorded, almost doubling the previous year figure.

Enquiry numbers remained relatively static during each quarter of the year, at around 400, although understandably, this represents a fall on previous year figure as a result of the closure of the Art Gallery and Museum.

Table 20 - Number of visits in person to museums - in person

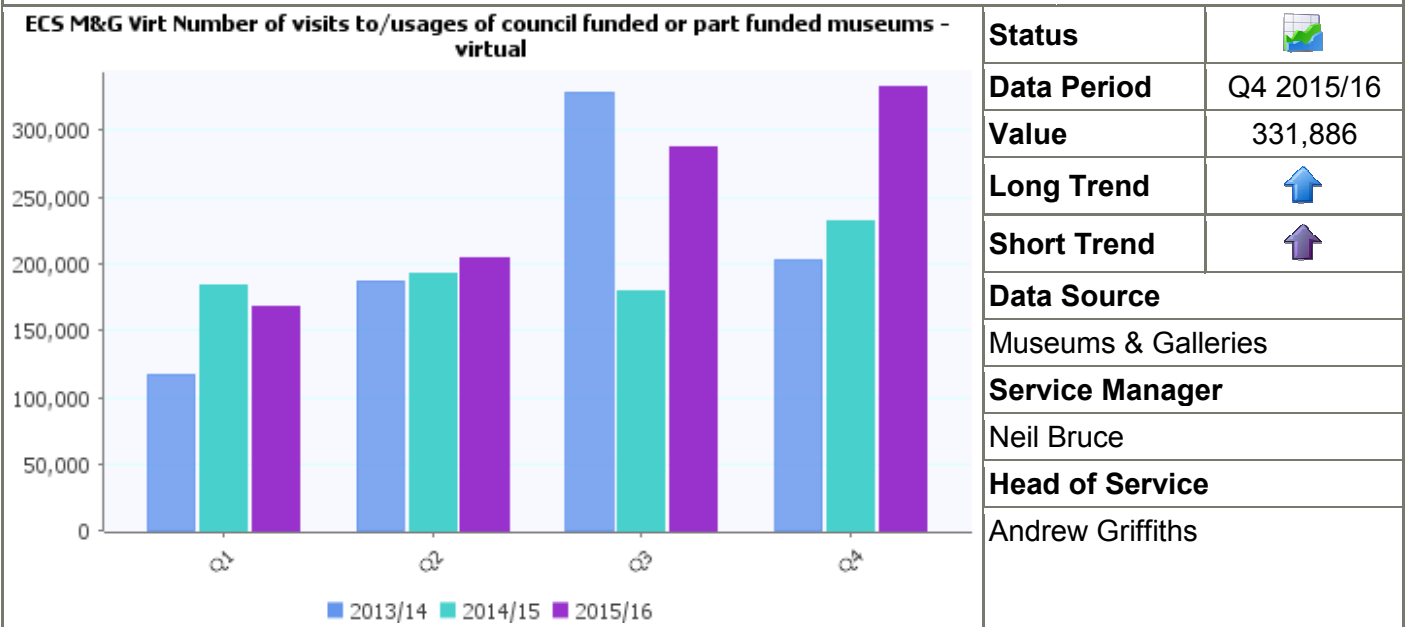
This indicator monitors the number of admissions to council funded or part funded museums. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over a 12 month period.



Status	
Data Period	Q4 2015/16
Value	19,396
Long Trend	
Short Trend	
Data Source	Museums & Galleries
Service Manager	Neil Bruce
Head of Service	Andrew Griffiths

Table 21 - 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.



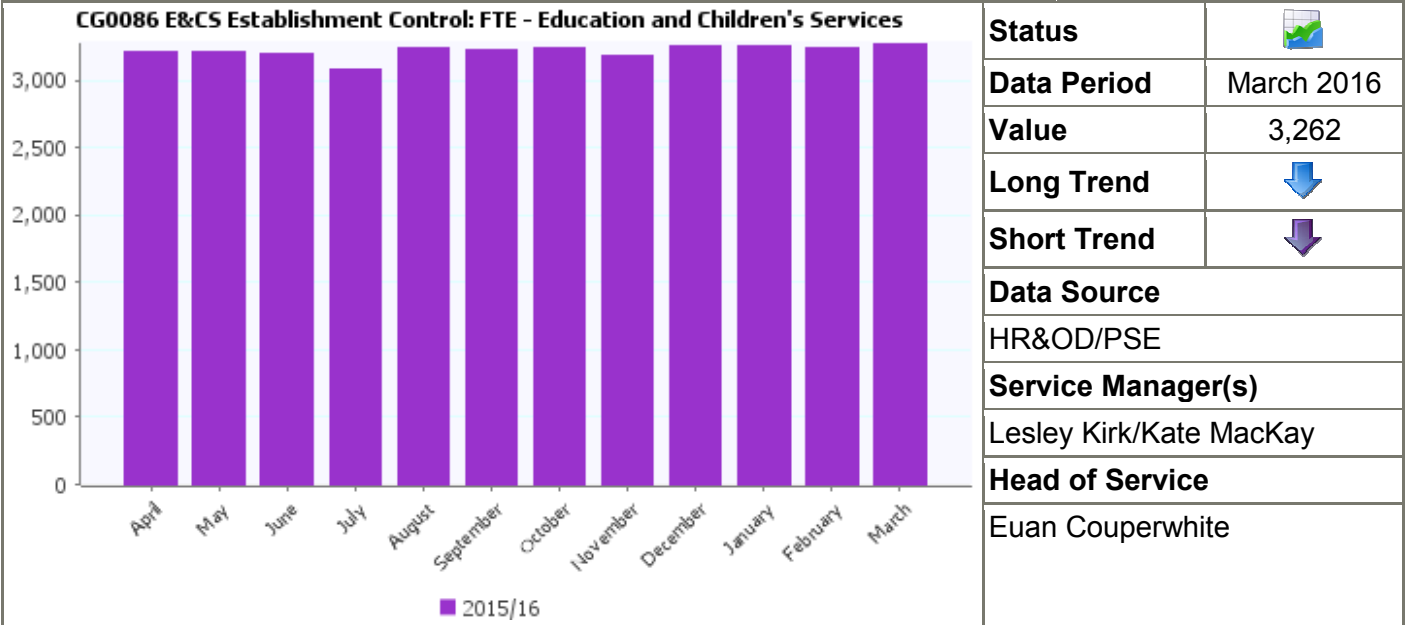
Status	
Data Period	Q4 2015/16
Value	331,886
Long Trend	
Short Trend	
Data Source	Museums & Galleries
Service Manager	Neil Bruce
Head of Service	Andrew Griffiths

Shaping Aberdeen – Improving our Use of Resources

THEME: RESOURCE MANAGEMENT

Table 22- Establishment Control: FTE - Education and Children's Services <

Number of FTE positions. Trend calculation method is year on year- Short trend calculates current period v previous year period; Long trend calculates average over 12 month rolling period.



Data Narrative and Analysis

The level of FTE positions within the new Directorate from full implementation (as at 1st April 2015) has been consistent throughout the course of the fiscal year with minor monthly variations of +/- 1.5% around a mean figure of 3,257 posts.

< The data contained in this table reflects a new suite of metrics aligned with the revised Directorate structure/staffing profiles and employee movement which prevents extended longer term trend comparison

Shaping Aberdeen – Improving Customer Experience

THEME: ENQUIRIES AND COMPLAINTS HANDLING

Table 23 - Percentage of FOISA requests replied to within timescale - Education and Children's Services

Proportion of FOISA requests replied to within timescale. Trend calculation method is year on year- Short trend calculates current period v previous monthly period; Long trend calculates average over 12 month rolling period.

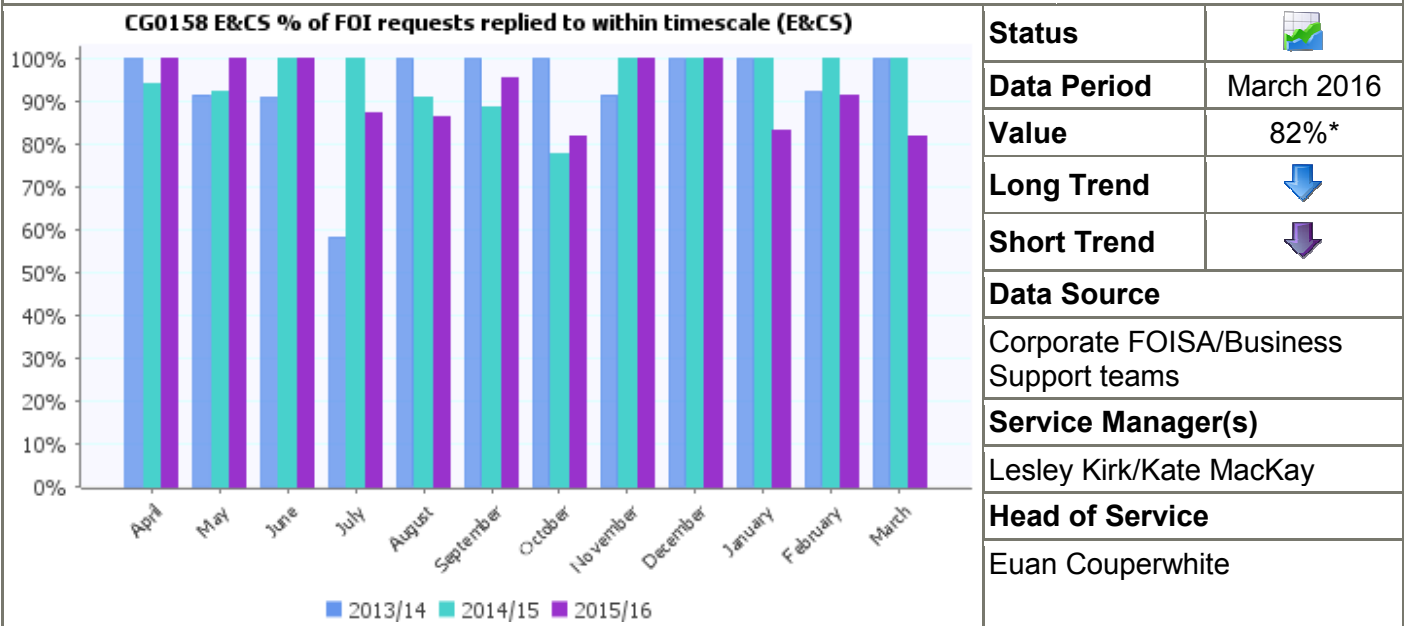
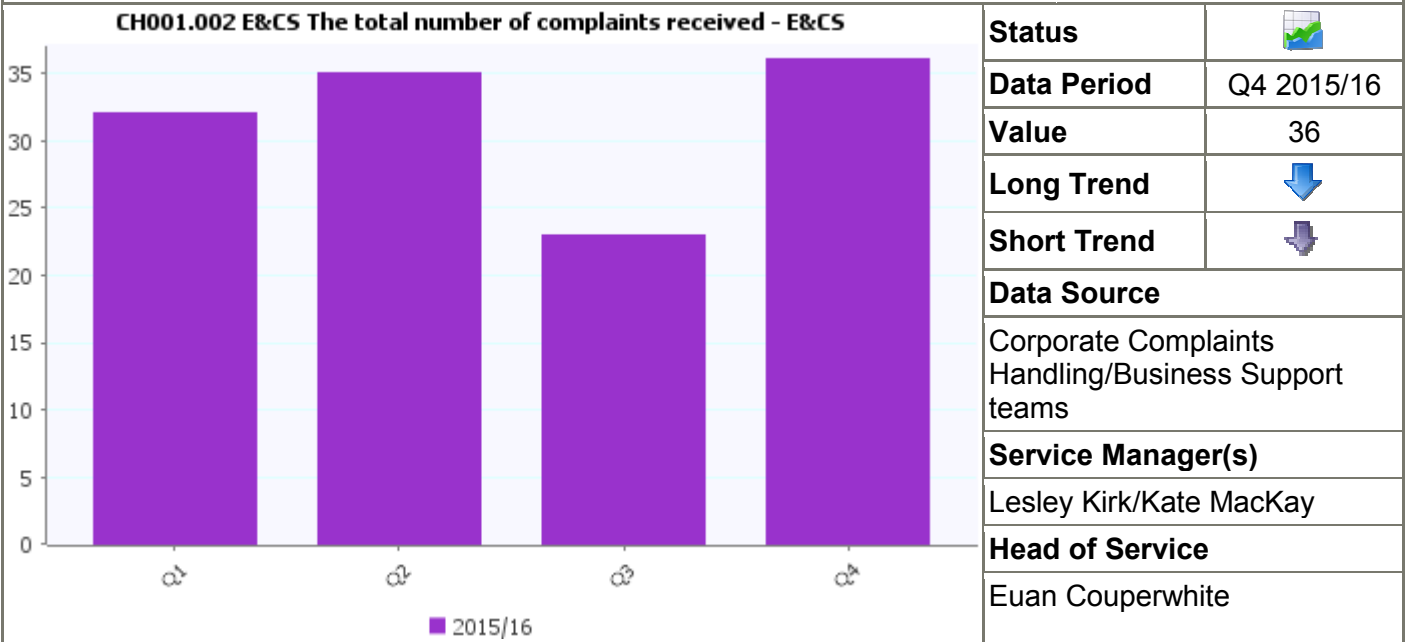


Table 24- The total number of complaints received – Education and Children’s Services +

Number of complaints received. Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.



Status	
Data Period	Q4 2015/16
Value	36
Long Trend	
Short Trend	
Data Source	
Corporate Complaints Handling/Business Support teams	
Service Manager(s)	
Lesley Kirk/Kate MacKay	
Head of Service	
Euan Couperwhite	

Data Narrative and Analysis

Over the course of Quarter 4, the outcomes for both the number, and proportion of complaints resolved within timescale, showed negative directional trends. However, the percentage of complaints which were upheld improved substantially against the prior quarter.

Cumulatively, the new Directorate received 126 complaints in the 12 month period, with an average of 72% being resolved within timescale (above the corporate Council outcome of 66%) and 41% of these being upheld against closed, in comparison with the authority-wide figure of 43%.

These annual outcomes also positively place Education and Children’s Services relative to those recorded by each of the other four reporting Directorates encompassed by the Council’s corporate performance reporting framework.

Table 25- % of complaints resolved within time – Education and Children’s Services +

Proportion of complaints which were resolved within the prescribed timescale. Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.

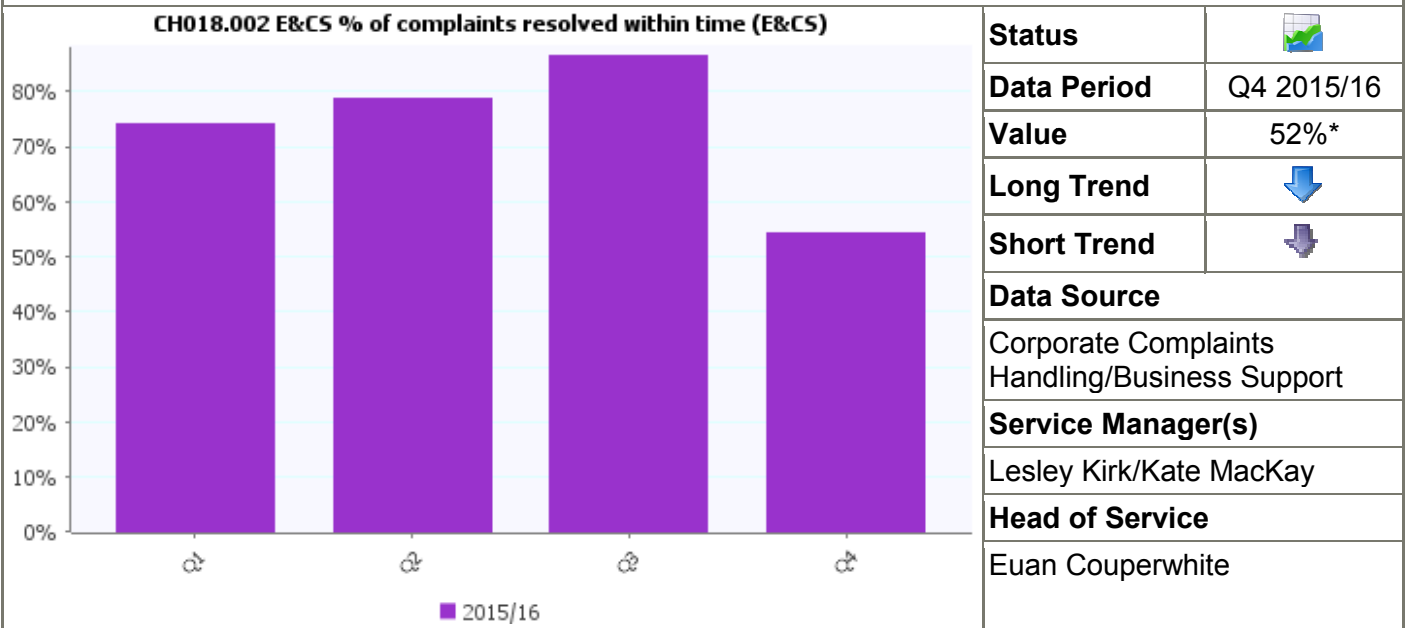
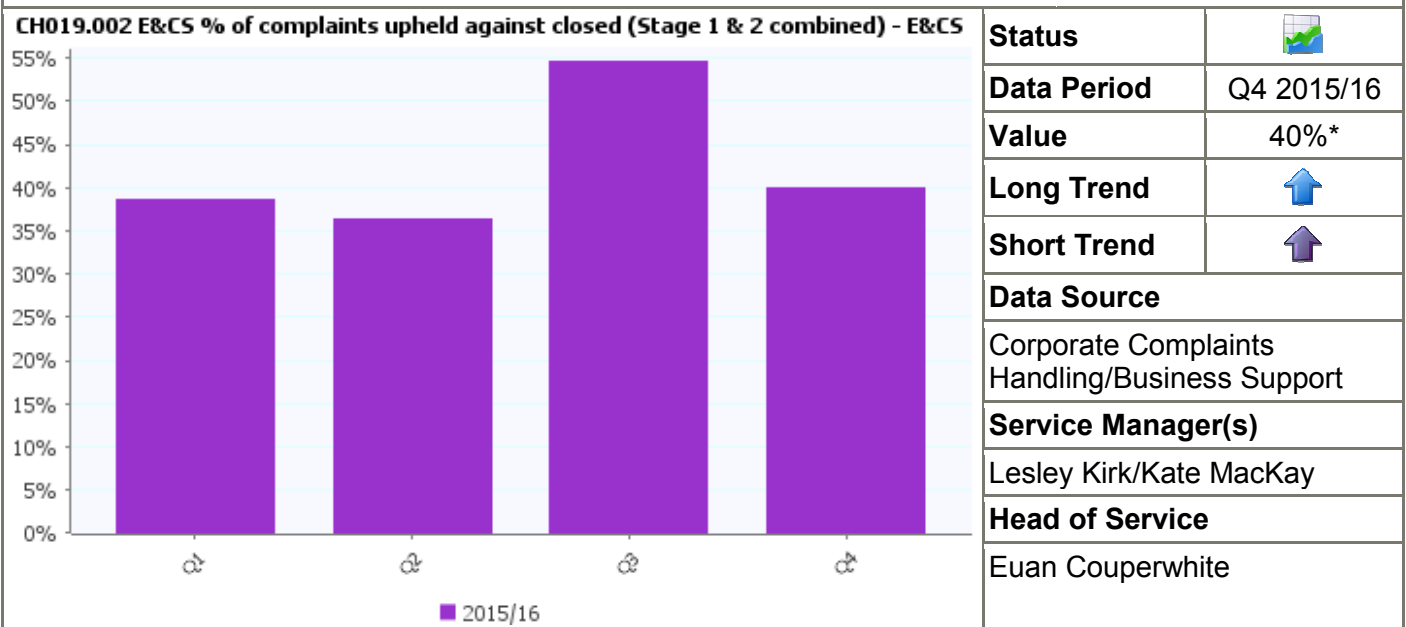


Table 26- % of complaints upheld against closed (Stage 1 & 2 combined) – Education and Children’s Services +

Proportion of complaints upheld against total closed. Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.



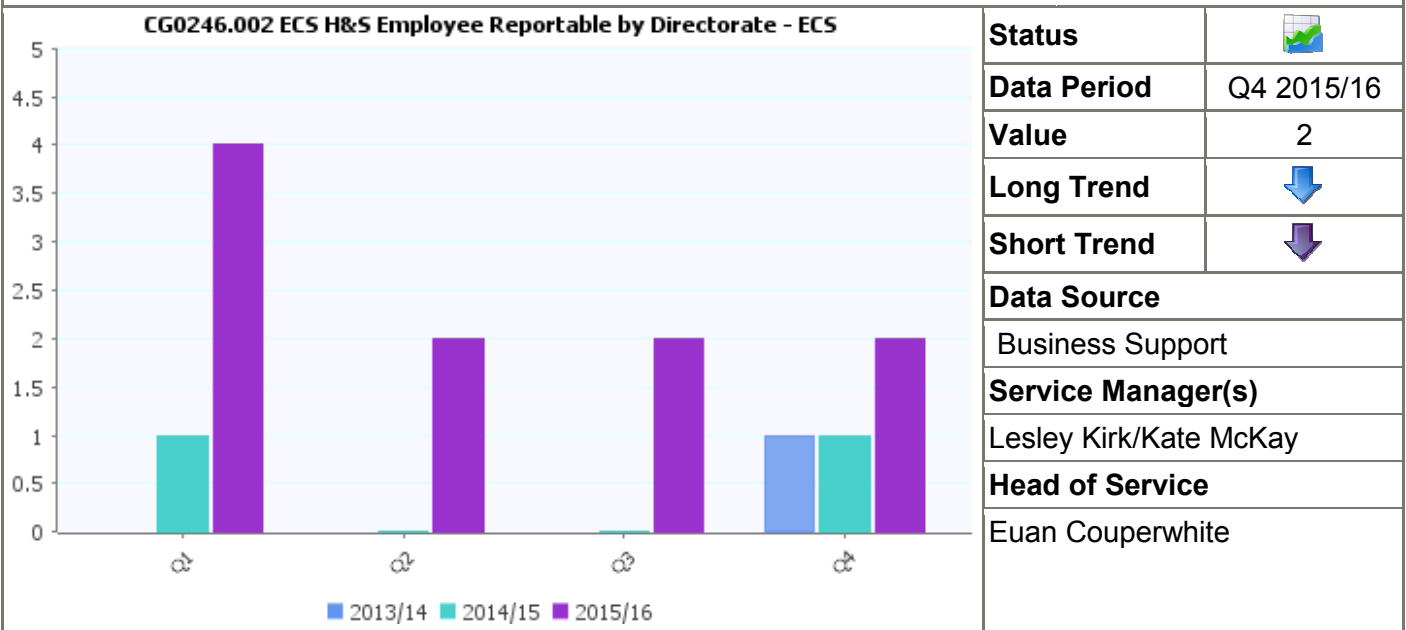
+ The data contained in these tables reflect a new suite of metrics aligned with the revised Directorate structure which prevents prior year data reporting and exclude submissions against statutory social care complaints processes or where there are relevant review or appeal procedures which would include school placing requests, exam results, exclusions and separate legal or tribunal hearings.

Shaping Aberdeen – Improving Staff Experience

THEME: HEALTH AND SAFETY

Table 27 - Employee Reportable Accidents/Incidents – Education and Children’s Services

Number of employee reportable accidents/incidents. Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.



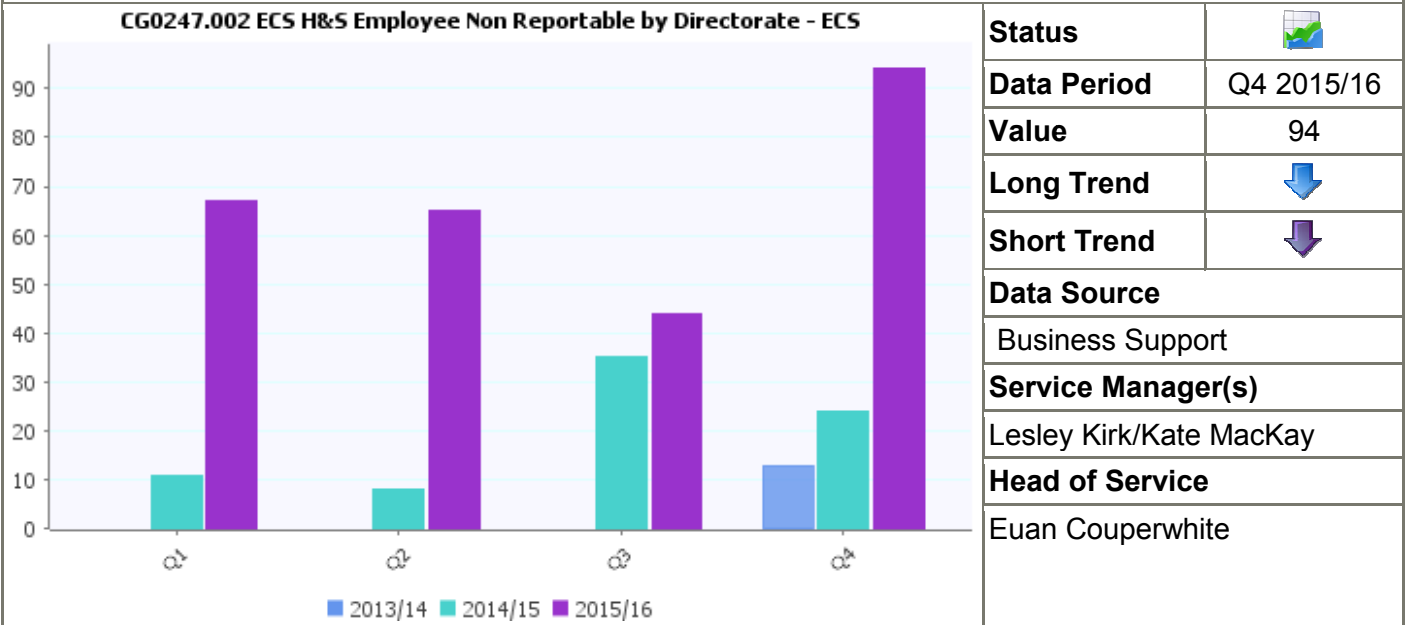
Data Narrative and Analysis

There were a total of 2 reportable accidents/incidents across the Directorate during the course of Quarter 4, providing for a total of 8 accidents/incidents in total across the year in comparison with two in 2014-15 and one in the 2013-14 baseline year.

In the case of each reportable event, a member of senior management undertakes a review of the circumstances, and, in concert with corporate H&S advisors, evaluates the extent to which ‘localised’ or Directorate-wide action requires to be taken to mitigate against identified future risks arising from the event investigation.

Table 28- Employee Non Reportable Accidents/Incidents – Education and Children’s Services

Number of non-reportable accidents/incidents Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.



Status	
Data Period	Q4 2015/16
Value	94
Long Trend	
Short Trend	
Data Source	
Business Support	
Service Manager(s)	
Lesley Kirk/Kate MacKay	
Head of Service	
Euan Couperwhite	

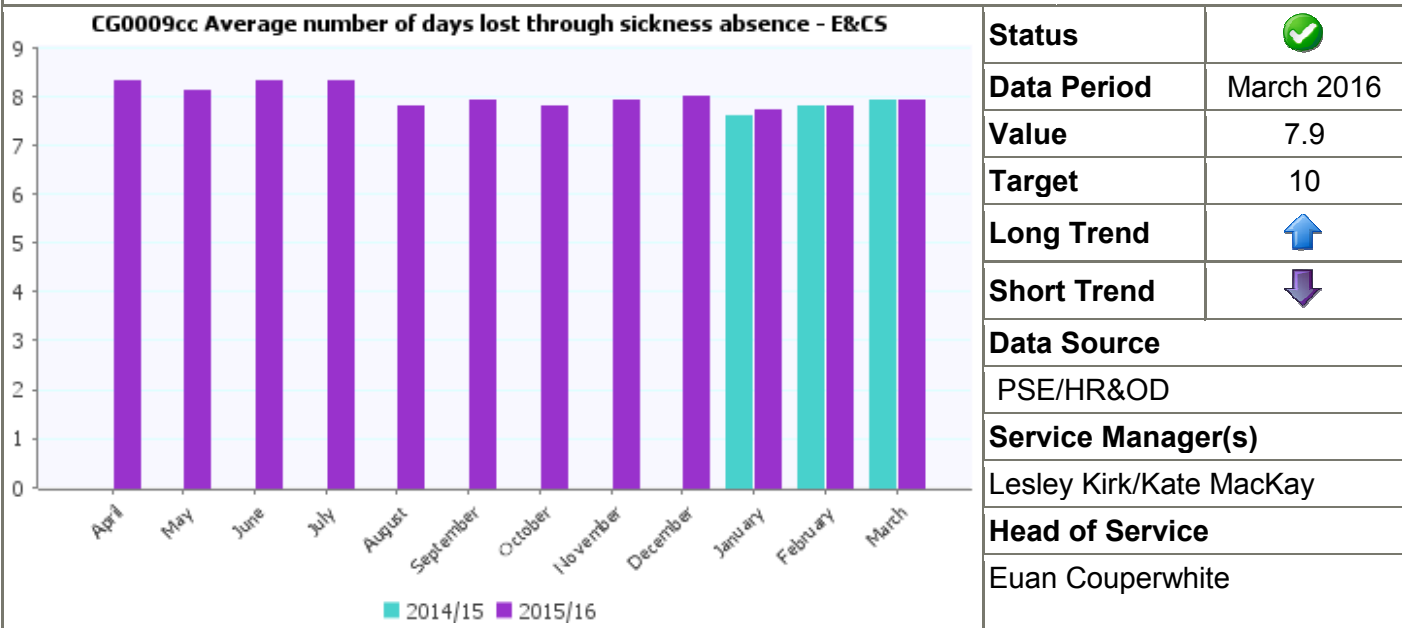
Data Narrative and Analysis

94 non-reportable accidents/incidents were noted from January to March 2016, with the majority of these being related to ‘minor’ injury or events linked to weather conditions but also (a) reflecting an increased awareness among employees of reporting requirements linked to preventative actions and (b) the enhancement of the corporate guidance and tools available to Directorate employees.

THEME: ABSENCE

Table 29 - Average number of days lost through sickness absence - E&CS <

Employee absence. Average number of days lost per rolling year. Trend calculation method is year on year- Short trend calculates current period v previous quarterly period; Long trend calculates average over 12 month rolling period.



Status	
Data Period	March 2016
Value	7.9
Target	10
Long Trend	
Short Trend	
Data Source	PSE/HR&OD
Service Manager(s)	Lesley Kirk/Kate MacKay
Head of Service	Euan Couperwhite

Data Narrative and Analysis

This measure, up to March 2016, reflects a rolling year decrease in absence levels within the Directorate across the fiscal period from an averaged 8.1 days to 7.8 days with the March outcome being just above the 12 month average

Given that absence levels, nationally and historically, tend to increase during Quarter’s 3 and 4, this is a very positive outcome and the monthly figure of 7.9 days continues to be below that of the Council average figure for the same period (10.4 days), the corporate target of 10 days, and that of other ‘customer-facing’ Directorates.

< The data contained in this table reflects a new suite of metrics aligned with the revised Directorate structure/staffing profiles and employee movement which prevents extended longer term trend comparison

N.B. * All figures are rounded up/down to the nearest whole number

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

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2nd June, 2016
DIRECTOR	Angela Scott
TITLE OF REPORT	Performance Management Framework
REPORT NUMBER	OCE/16/021
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To advise the Committee of the revision of the Council's corporate Performance Management Framework and, in particular, changes to the reporting of performance information to elected members.

2. RECOMMENDATION(S)

The Committee are asked to:

(a) Note the development of a new corporate performance management framework and the resulting revised arrangements for reporting performance information to Committees.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from the report.

4. OTHER IMPLICATIONS

There are significant implications for the effective operation of the Council; its ability to meet statutory requirements; as well as its reputation.

5. BACKGROUND/MAIN ISSUES

5.1 As part of its response to the findings of the 2015 Best Value Audit, the Council committed to undertaking a comprehensive review and redesign of its performance management framework.

5.2 The BV Audit included recommendations that the Council:-

- Ensure the Council's vision is translated into clear objectives and targets with links to service plans;
- Ensure elected members are receiving consistent information on service performance to enable them to discharge their scrutiny role effectively;
- Implement plans to refocus performance measurement on outcomes;
- Ensure clear links between the performance information submitted to members for scrutiny and the Council's strategic plans.

5.3 The Committee will be aware that significant progress has already been made connecting vision and priorities to plans, through the refresh of the Council's Strategic Plan, as well as the comprehensive development of Directorate and Service Plans. This work lays the foundation for strong performance management arrangements.

5.4 A further key step has been taken through the development of a new corporate "Performance Management Framework" (PMF), which has been agreed by the Corporate Management Team and is now being implemented across all services. There are a number of direct implications, flowing from the PMF, for Services reporting performance to committee.

A. Standard Reporting Template

The PMF includes amended arrangements for reporting performance to Committees ensuring, as recommended by Audit Scotland, that members receive consistent information to enable them to discharge their scrutiny role effectively.

New reporting templates have been designed (attached as Appendix A) incorporating the following key aspects of performance management:

- i. All measures relate to policy priorities ("Aberdeen: the Smarter city") or organisational priorities ("Shaping Aberdeen");
- ii. A summary dashboard of measures is supplemented by detailed analysis of "exceptional" performance;
- iii. Performance is contextualised with:-
 - a. Trend data;
 - b. Benchmarking data;
 - c. Agreed improvement targets;

- d. Analysis / intelligence in support of improvement planning;
- e. A clear statement of why the measure is important for the delivery of council priorities.

B. Focus on Reporting Outcomes

As part of the 2016 strategic, directorate and service planning programme, Services have been reviewing their performance measures. This work is continuing and will see an increased focus on outcomes in performance reports to committee. As this work is completed, Committees will be asked to agree a revised set of performance measures which focus more on strategic priorities and outcomes than on the operational activity.

C. Additional Performance Reporting

Whilst the standard template will be submitted regularly to all Committees, Services will also provide a timetable of additional performance reporting to Committees. This will include, for example, reporting of annual releases of significant data sets; and more in depth reporting of particular performance issues.

6. IMPACT

Improving Customer Experience – All services' performance reporting will include measures of improvement in customers' experiences.

Improving Staff Experience – All services' performance reporting will include measures of improvement in staff experience. It is also accepted that improving awareness of, and positive engagement in, performance management supports staff motivation and morale.

Improving our use of Resources – All services' performance reporting will include measures of improvement in use of resources.

Corporate – Effective management of performance, through the delivery of strategic priorities is central to the success of any organisation. The scrutiny role of elected members is a key element of governance and implementation of Audit Scotland's recommendations, through the Performance Management Framework, supports this.

7. MANAGEMENT OF RISK

The implementation of the Performance Management Framework is a key mitigation of risks of underperformance and ineffective use of resources.

8. BACKGROUND PAPERS

Best Value Audit report by Audit Scotland 2015
Performance Management Framework
Aberdeen City Council Strategic Business Plan Refresh
Directorate Plans
Service Plans

9. REPORT AUTHOR DETAILS

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STANDARD KPI REPORTING TEMPLATE



Improving Customer Experience

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Improving Staff Experience

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Improving Our Use of Resources

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Smarter Governance

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Smarter Living

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Smarter Environment

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Smarter Economy

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Smarter People

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

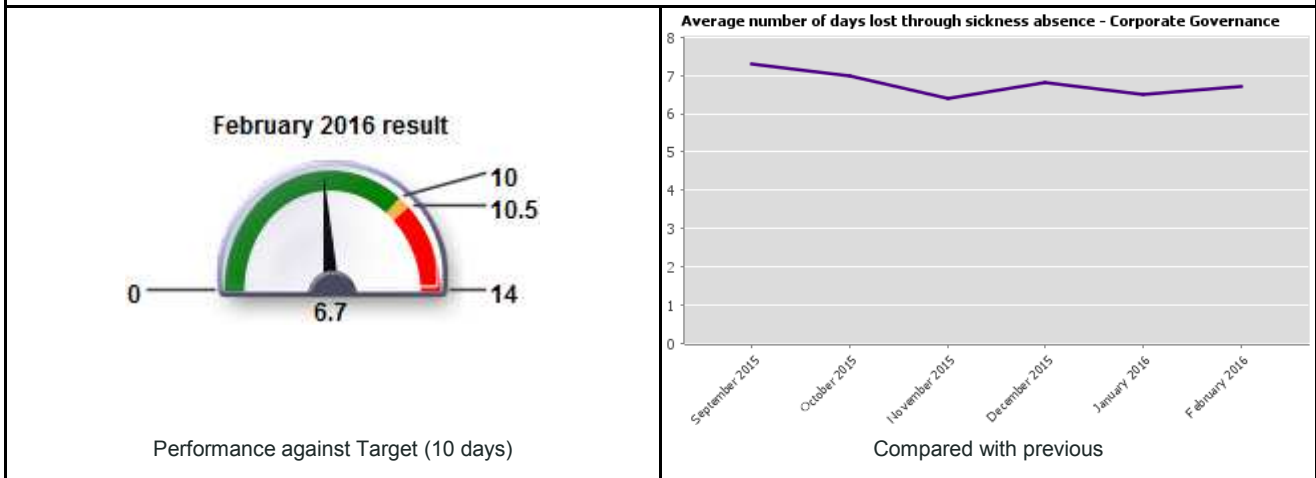
Smarter Mobility

KPI Name	Target 2015/16	Out-turn 2015/16	Target 2016/17	Dec 2015		Jan 2016		Feb 2016		Q3 2015/16	
				Value	Status	Value	Status	Value	Status	Value	Status

Drill Down Narrative Sheets - Template

Improving Staff Experience

2.1 Staff sickness absence - days per annum per employee (rolling 12 months)



Why is this important?

Benchmark Information:

Target:

Intelligence:

Responsible officer:

Last Updated:

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2nd June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Education and Children's Services Directorate Business and Service Plans 2016-17
REPORT NUMBER	ECS/16/013
CHECKLIST RECEIVED:	Yes

1. PURPOSE OF REPORT

The report provides Committee with the Education and Children's Services Directorate Interim Service Business Plans for 2016-17.

2. RECOMMENDATION(S)

That Committee notes the content of the Education and Children's Services Directorate Interim Service Business Plans, 2016-17.

3. FINANCIAL IMPLICATIONS

The financial implications of specific programmes of work and projects will be fully considered through normal governance.

4. OTHER IMPLICATIONS

Adoption of the Directorate's Service Business Plans will have significant positive implications for the delivery of the Council's and Directorate's vision, long term resource planning and decision making.

5. BACKGROUND/MAIN ISSUES

5.1 The Council previously considered a report by the Chief Executive (OCE/15/028) on the Account's Commission's report of July 2015 following the Best Value audit undertaken by Audit Scotland on the Council during the first half of 2015.

The Accounts Commission included within its findings that the Council required to:

- More clearly show how its vision was translated into objectives and targets, linked to service plans;
- Ensure clear links between performance management information at Directorate and Service Plan levels and the Council's strategic plans.

5.2 The Council at its Budget Meeting on the 25th of February, 2016 noted the content of the refreshed Strategic Business Plan 2016-2017 which, along with each of the Directorate Business Plans, reflected the above principles.

In accordance with the objectives of the Strategic Business Plan, the attached Service Business Plans, encompassing the work of twenty three discrete service units have been produced.

The individual Service Plans can be accessed at the following link:

<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13315&path=13004>

Given the level of inter-dependency between each of the four core Services and with academic year outcomes, the Service Business Plans, will be subject to a performance measures refresh in August 2016.

This refresh will enable additional reflection on the 2015-16 academic outcomes and 2016-17 targets arising from both;

- the forthcoming cycle of both local and national results covering pupil achievement (e.g. PIPS and SQA)
- publication of national education benchmarking outcomes (e.g. Education Outcomes for Looked After Children/ Follow Up Participation)

It will also;

- reflect any recommendations in respect of performance management and reporting arising from the Joint Inspection of Children's Services follow up evaluation in June.
- guide the process of development of the Directorate's Schools Improvement Planning for 2016-17 and;
- capture enhanced outputs from on-going performance management reviews linked to the implementation of core Directorate delivery models such as Reclaiming Social Work.

5.3 Members are asked to note that in terms of the performance reporting periods relating to the Education and Children's Services Directorate, a significant proportion of the Directorate's Education and Inclusion related measures, and a range of core performance information connected to both Children's Social Care and the Policy, Performance and Resources Service, are based on academic, rather than fiscal, year outcomes.

In these terms, the Service Business Plans, where appropriate, contain a combination of performance data relating to both the 2015-16 financial year and 2014-15 academic years.

6. IMPACT

Improving Customer Experience

The Service Business Plans set out an improvement programme to enhance customer experience.

This encompasses a commitment to proactively seek and act upon the views of children and young people, including those who are vulnerable and at risk of being marginalised, as expressed within the Education (Additional Support for Learning) (Scotland) Act 2004 as amended and the, although not yet in force, Education (Scotland) Act 2016.

The Service Plans also reflect the linked intent to better measure the enhanced levels of engagement with children, young people, parents/guardians and partners along with 'satisfaction' with schools and children's social care provision through both 'statutory' and bespoke frameworks such as:

- Inspection outcomes (i.e. Education Scotland, Care Inspectorate)
- Use of Self Evaluation models (e.g. How Good is Our School/Library)
- Additional channels for the provision of feedback, both formal and informal (e.g. through social media, aspiration surveying and Pupil and Parent Council engagement)

In terms of the wider community, the Service Business Plans also outline objectives which are designed to:

- Improve engagement with, and customer satisfaction among, users of our cultural provision
- Fully align the Directorate's on-line information and communications platforms to offer better digital access to services.

Improving Staff Experience

The Service Business Plans set out an improvement programme to enhance staff experience leading to:

- Increased staff satisfaction, as measured through the corporate Employee Opinion Survey.
- Enhanced professional and personal development opportunities
- Reduced sickness absence levels
- Ability to recruit, develop and retain a fully qualified/experienced staff base

Improving our use of Resources

The Service Business Plans set out an improvement programme for making better use of our resources which will be demonstrated by:

- Improved planning for, and delivery of, the Directorate's asset management functions to match changing demands
- Expanded use, and availability of, technology for staff, pupils and supported children in the delivery of both front-line and business support provision
- The increased application of Smarter Working arrangements in areas where this is appropriate
- Developing enhanced performance management and reporting tools to support senior management decision-making processes around resource allocation and use.

Corporate

Smarter Living Priorities;

"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"

"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."

Smarter Living – Quality of Life:

- Supporting priority families.
- Promoting and secure and lasting attachments for children.
- Implementing the Getting It Right for Every Child (GIRFEC) model to ensure that every child and young person in Aberdeen enjoys being young and at the same time feels safe, healthy, active, nurtured, achieving, responsible, respected and included.

Smarter People Priorities;

"We will 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 or training,"

Implementation of the Reclaiming Social Work model, and its intended outcomes within Children's Social Work, link to and fulfill the ambitions of the 'Aberdeen: the Smarter City' plan.

Smarter People – Social and Human Capital:

- Attracting and retaining a high quality workforce to support learning and teaching and the implementation of Reclaiming Social Work.

- Ensuring partnership approaches are supporting children and young people.
- Enabling all young people in Aberdeen to achieve sustainable and positive destinations.

Smarter Governance – Participation:

- Implementing the Reclaiming Social Work model to work in partnership with families within their local community to improve their overall wellbeing and outcomes.
- Delivering a Public Social Partnership (PSP) approach with third sector partners to co-design commissioned services to support Reclaiming Social Work.

The Service Business Plans provide an ‘operational’ link which ensures that Service, Team and personal objectives are aligned to both the Directorate Business Plan and Council’s Strategic Business Plan priorities and reflect performance management outcomes consistent with those objectives.

Public

The Service Business Plans underpin both the Council’s Strategic and Education and Children’s Services Directorate Business Plans and are therefore of public interest.



7. MANAGEMENT OF RISK

All significant risks that are identified within the Directorate Business and individual Service Business Plans will be managed appropriately.

8. BACKGROUND PAPERS

- Aberdeen City Council Strategic Business Plan Refresh
- Education and Children’s Services Directorate Business Plan

9. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2nd June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Statutory Consultation – Consultation Reports on the proposals to make changes to the school zone boundary for Airyhall School and Hazlehead School, and to remove an area of dual zoning between Sunnybank School and Hanover Street School
REPORT NUMBER:	ECS/16/028
CHECKLIST:	Yes

1. PURPOSE OF REPORT

To report to Committee on the outcome of recent statutory consultations on the proposals to make changes to the school zone arrangements for Airyhall School and Hazlehead School, and also for Sunnybank School and Hanover Street School.

2. RECOMMENDATION

- (i) It is recommended that the Committee agrees to implement the following proposals:

For the Airyhall School and Hazlehead School rezoning proposal:

- To rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood / Hazledene housing development, with effect from 1st August 2016.

For the Sunnybank School and Hanover Street School rezoning proposal:

- To remove an area of dual-school zoning for Sunnybank School and Hanover Street School, and to include this area within the zone for Sunnybank School only, with effect from 1st August 2016

3. FINANCIAL IMPLICATIONS

There are no cost implications for the changes to these school zones.

4. OTHER IMPLICATIONS

Legal – The public consultations have complied with the requirements of the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014. As these proposals do not refer to the proposed closure of any school in either consultation exercise, 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.

Health and safety – There are no implications or risks related to this report.

Policy – there are no policy 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 arising from both the review of secondary schools and primary schools which were previously reported to Committee on 28 October 2010 and 7 February 2013.

The statutory consultations were 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, thereby meeting the Council's statutory obligations as set out in the Education (Scotland) Act 1980 (as amended).

5.3 Statutory Consultation Feedback

The Consultation Report for the proposed changes to the school zones for Airyhall School and Hazlehead School can be found at Appendix 1 of this report, and Appendix 2 contains the Consultation Report for the proposed

changes to the school zones for Sunnybank School and Hanover Street School.

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 Airyhall School and Hazlehead School Rezoning Proposals

(a) Methodology

All requirements of the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014 were met in full.

(b) Feedback from Stakeholders and Education Scotland

Twenty-six submissions were received from stakeholders during the period of this consultation. Thirteen people attended the public meeting to discuss the proposals.

Generally there was support from most stakeholders on the proposal to rezone the area known as the Macaulay Estate, from Hazlehead School to Airyhall School. Respondents to the consultation welcomed the fact that this would allow children living in the Macaulay estate to walk or cycle safely to school.

There was however opposition from seventeen respondents, to the proposals to adjust the boundary line between the Airyhall School zone and the Hazlehead School zone, so that the whole of the Pinewood/Hazeldene estate falls within the Hazlehead School zone only.

The respondents highlighted the fact that there is no vehicular access from the Pinewood section of the estate in the south, through to the northern side of the estate, which would mean that when driving their children to Hazlehead School, parents would be required to drive past Airyhall School, as the only road exit from this section of the estate is to the south.

Several of the same respondents also commented on the fact that the pedestrian route through the northern section of the estate, which pupils could use to walk to Hazlehead School, is through a poorly lit wooded area, and would not represent a safe walking route after dark.

Many of the respondents suggested an alternative proposal, to zone the northern section of the estate (Hazeldene) to Hazlehead School, and the southern section of the estate (Pinewood) to Airyhall School.

In its report on the proposal, Education Scotland noted that it has clear benefits for children attending Airyhall School and Hazlehead School,

and that as a result of the proposal, both schools are likely to have sustainable and viable school rolls which will allow for the delivery of a broad curriculum.

The report also stated that the proposal has the potential to avoid difficulties of overcrowding and should provide children at both schools with a variety of opportunities to learn and play with their peers.

The report highlighted the concerns expressed by some stakeholders regarding the distance which some parents and children living in the Pinewood and Hazeldene estate would be required to walk to Hazlehead School, and stated that the Council should provide details about safe walking routes to school for those living in the new development.

The Council's responses to the issues raised by respondents to the consultation are included in the Consultation Report at Appendix 1.

(c) Overall View of the Proposal

Officers carefully considered the alternative proposal put forward by respondents to the consultation, to zone the northern section of the Pinewood and Hazeldene estate to Hazlehead School, and to zone the southern section of the estate to Airyhall School.

Whilst in practical terms this may appear to be a workable solution, in that parents and children living in the respective areas of the estate would be able to travel directly to their zoned school by car as well as on foot, there is not sufficient capacity at Airyhall School to accommodate the numbers of pupils expected to be living in the southern section of the Pinewood and Hazeldene estate.

The pupil roll forecasts for Airyhall School show that, if the Macaulay estate is added to the Airyhall School zone, and the southern section of the Pinewood / Hazeldene estate also remains within the zone, the school would exceed its maximum pupil capacity by up to 22 pupil places, from 2017 onwards.

By proposing to zone the whole of the Pinewood and Hazeldene estate to Hazlehead School, and as noted in the Education Scotland report on these proposals, it would be possible to ensure that Airyhall School would remain within capacity and avoid difficulties with overcrowding.

Officers therefore took the view that it would not be appropriate to amend the original proposals put forward, to rezone the whole of the Pinewood/Hazeldene estate to Hazlehead School, and consequently it is recommended that Councillors approve the original proposals, which are set out in the consultation document.

5.3.2 Sunnybank School and Hanover Street School Rezoning Proposals

(a) Methodology

The consultation met of all the requirements of the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014.

(b) Feedback from Stakeholders and Education Scotland

There was a low response to this consultation. No written responses were received during the consultation period, and only one person attended the public consultation meeting.

The respondent who attended the meeting had some questions about how the additional space, which is expected to be required at Sunnybank School if the proposals are accepted, would be created.

The respondent stated a preference to see the additional services which currently occupy parts of the building remain as it was felt that these help provide an enriching experience for the children at the school.

In its report, Education Scotland noted that the proposal put forward is of clear educational benefit to children attending both schools, and that if implemented, it would help to sustain viable pupil rolls in both schools, and help to ensure best value in the management of the Council's school estate. It was also noted that a high proportion of children living in the currently dual zoned area already attend Sunnybank School.

The Education Scotland report also stated that stakeholders were positive and saw the benefits of the proposal, and that the provision within the proposal for younger siblings of existing Hanover Street School pupils to also attend that school was welcomed.

The Council's responses to the issues raised by respondents to the consultation are included in the Consultation Report at Appendix 2.

(c) Overall View of the Proposal

Having considered the responses received during the consultation period, officers are satisfied that the original proposals put forwards in respect of the removal of the dual zone for Sunnybank School and Hanover Street School do not require to be reviewed, and consequently it is recommended that Councillors approve the original proposals, which are set out in the consultation document.

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 has been submitted for this report.

6.3 Management of the School Estate

The implementation of the rezoning proposals for the schools concerned will help to ensure sustainable and manageable pupil rolls in these areas of the city.

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 proposals to rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood /

Hazledene housing development, with effect from 1st August 2016.

Appendix 2 Consultation Report on the proposal to remove an area of dual-school zoning for Sunnybank School and Hanover Street School, and to include this area within the zone for Sunnybank School only, with effect from 1st August 2016

9. REPORT AUTHOR DETAILS

Andrew Jones
Service Manager, Assets & Finance
Tel: (01224) 523042



CONSULTATION REPORT

Airyhall School and Hazlehead School Rezoning

This Consultation Report has been compiled in response to the recent public consultation on the proposal to make changes to the school zones for Airyhall School and Hazlehead School in Aberdeen. The document summarises the responses received on the proposals set out below and Aberdeen City Council's response to the verbal and written comments submitted by interested parties, in compliance with the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014.

Proposal:

To rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood / Hazledene housing development, with effect from 1st August 2016.

1. METHODOLOGY

This consultation was conducted in accordance with the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014. All requirements of the legislation have been met.

2. INVOLVEMENT OF STAKEHOLDERS

2.1 Public Event

A public consultation event was held on 2nd February 2016 to discuss the proposals:

<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Recorded Attendees</i>
2 nd February 2016	7- 8 pm	Airyhall School	<ul style="list-style-type: none">• 7 parents of pupils at Airyhall School• 3 parents of pre-school aged children• 3 Aberdeen City Councillors• 3 Aberdeen City Council Officers

2.2 Comments Received

The following written submissions were received:

<i>Format</i>	<i>Number of submissions</i>
E-mail	15
Letters	0
Comment Forms	11

The submissions, anonymised as necessary, are available on the Council's website: <http://www.aberdeencity.gov.uk/airyhallhazlehead2016>

2.3 Issues Raised

The main issues raised in the responses to the consultation are summarised as follows:

- Seven respondents to the consultation stated that overall they were in support of the proposals put forwards. Their comments focused primarily on the proposal to rezone the Macaulay estate from the Hazlehead School zone to the Airyhall School zone; they welcomed the fact that this would allow children living in the Macaulay estate to walk or cycle safely to school.

- Seventeen respondents to the consultation, however, stated that they were not in support of the proposals put forwards. Their comments focused primarily on the proposal to zone the whole of the Pinewood and Hazeldene estate to the Hazlehead School zone. The respondents highlighted the fact that there is no vehicular access from the Pinewood section of the estate in the south, through to the northern side of the estate, which would mean that when driving their children to Hazlehead School, parents would be required to drive past Airyhall School, as the only road exit from this section of the estate is to the south.
- Several of these respondents also commented on the fact that the pedestrian route through the northern section of the estate, which pupils could use to walk to Hazlehead School, is through a poorly lit wooded area, and would not represent a safe walking route after dark.
- A small number of respondents highlighted concerns about the increasing pupil roll at Airyhall School, and suggested that if the proposals put forward in this consultation are not accepted, the school is likely to reach its pupil capacity relatively quickly.
- Some of the feedback received included queries regarding the timing of this consultation, and questioned why the consultation had been launched prior to the conclusion of a previous consultation on the creation of a new school zone for the Countesswells development, which had the potential to impact on Airyhall School's pupil capacity.

Comments from Airyhall School Parent Council

The response received from Airyhall Parent Council was broadly in line with the comments from other respondents summarised above. The Parent Council welcomed the proposal to rezone the Macaulay Estate to Airyhall School, as this would remove the need for residents of this estate to make out of zone placing requests to Airyhall School.

However, the response also pointed out that zoning the whole of the Pinewood and Hazeldene estate to Hazlehead School would be likely to create similar issues to those experienced by the Macaulay residents, in that parents would need to travel past Airyhall School when taking their children to Hazlehead School by car. It was noted that six families had contacted the Parent Council expressing an objection to the zoning of the Pinewood / Hazeldene estate to Hazlehead School.

The Parent Council felt that it was difficult to state whether or not they were in support of the proposals, given that the outcome of the Countesswells consultation, and the potential impact of this on Airyhall School's capacity, was not yet known.

Alternative Proposal

Many of the respondents to the consultation who expressed their opposition to the zoning of the Pinewood and Hazeldene estate suggested an alternative proposal, to zone the northern section of the estate (Hazeldene) to Hazlehead School, and the southern section of the estate (Pinewood) to Airyhall School.

It was suggested that this would be a more appropriate solution as there is a vehicular exit to the north from Hazeldene, and parents living in this area would have easy access to Hazlehead School. Zoning the Pinewood area to Airyhall School would, it was felt, also make it easier for parents living in this area to take their children to school.

2.4 Education Scotland Report

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

In its report, Education Scotland noted that the proposal put forward in this consultation has clear educational benefits for children attending Airyhall School and Hazlehead School, and that as a result of the proposal, both schools are likely to have sustainable and viable school rolls which will allow for the delivery of a broad curriculum. The report also stated that the proposal has the potential to avoid difficulties of overcrowding and should provide children at both schools with a variety of opportunities to learn and play with their peers.

The report noted that almost all of the stakeholders who met HM Inspectors were in support of the proposal, and that the provision within the proposals for existing pupils and their younger siblings to continue to attend the same school was welcomed.

Finally the report highlights the concerns expressed by some stakeholders regarding the distance which some parents and children living in the Pinewood and Hazeldene estate would be required to walk to Hazlehead School, and stated that the Council should provide details about safe walking routes to school for those living in the new development.

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

The following paragraphs provide responses to the significant points raised during the consultation period:

3.1 Lack of easy vehicular access to Hazlehead School from the Pinewood and Hazeldene estate

- Whilst it is acknowledged that there is no direct vehicular route through to the north of the site for those living in the southern section of the Pinewood and Hazeldene estate, a pedestrian route is available. This would provide access to Hazlehead School with a maximum walking distance of approximately 1.5 miles from any point within the Pinewood and Hazeldene estate. This would be deemed an acceptable distance for primary school pupils to walk or cycle to school, where there is a safe route available.

3.2 The pedestrian route to Hazlehead School is poorly lit

- If the proposal to zone the whole of the Pinewood and Hazeldene estate to Hazlehead School is approved, the Council would be required to ensure that there is a safe route available for pupils living in the estate to walk to school.
- Any improvements required to be made to the existing pedestrian route and street lighting in order to make it a safe route to school, would therefore be carried out.

3.3 Questions about the timing of the consultation

- It is acknowledged that carrying out this consultation prior to the conclusion of the previous consultation on the new Countesswells school zone arrangements, may have made it more difficult to illustrate the likely impact of the proposals on the pupil roll at Airyhall School.
- Both of these consultations were the result of decisions made following the review of Aberdeen's primary school estate, which was carried out in 2013. This review generated a large number of recommendations on rezoning and other changes to the school estate, all of which required a formal consultation. Due to the number of consultations required to be carried out, it has been necessary to run several of these concurrently, with consultations starting before a decision had been reached on the previous proposals, in a programme which is running over several years.
- Had the consultations been run consecutively, i.e. making it necessary to wait for a decision on the previous consultation before starting the next, the duration of the consultation programme would have been extended considerably, and this would have significantly delayed the implementation of many of the changes which were required.

3.4 Alternative Proposal

- Officers have carefully considered the alternative proposal put forward by respondents to the consultation, to zone the northern section of the Pinewood and Hazeldene estate to Hazlehead School, and to zone the southern section of the estate to Airyhall School.
- Whilst in practical terms this may appear to be a workable solution, in that parents and children living in the respective areas of the estate would be able to travel directly to their zoned school by car as well as on foot, there is not sufficient capacity at Airyhall School to accommodate the numbers of pupils expected to be living in the southern section of the Pinewood and Hazeldene estate.
- The existing boundary line between the Hazlehead School zone and the Airyhall School zone runs through the middle of the Pinewood and Hazeldene estate. This means that currently most of the southern section

of the estate is zoned to Airyhall School, and this is reflected in the current pupil roll forecasts for the school.

- As illustrated below, the pupil roll forecasts show that, if the Macaulay estate is added to the Airyhall School zone, and the southern section of the Pinewood / Hazeldene estate also remains within the zone, the school would be over its capacity of 393 pupils by 2017:

Airyhall School Current and Forecast Pupil Numbers (capacity – 393)
Including southern section of Pinewood and Hazeldene estate (currently zoned to Airyhall School), and Macaulay estate

Current	Forecast Pupil Numbers						
2015	2016	2017	2018	2019	2020	2021	2022
346	387	401	401	405	411	415	407

- If the alternative proposal were to be accepted, then the existing boundary line between the Hazlehead School zone and the Airyhall School zone would be adjusted to include some additional houses from the southern section of the estate which are currently zoned to Hazlehead School. This would only increase the numbers in the pupil roll forecasts shown above.
- By proposing to zone the whole of the Pinewood and Hazeldene estate to Hazlehead School, and as noted in the Education Scotland report on these proposals, it would be possible to ensure that Airyhall School would remain within capacity and avoid difficulties with overcrowding, as illustrated below:

Airyhall School Current and Forecast Pupil Numbers (capacity – 393)
Including Macaulay estate and excluding southern section of Pinewood and Hazeldene estate

Current	Forecast Pupil Numbers						
2015	2016	2017	2018	2019	2020	2021	2022
346	365	372	373	378	386	391	384

- For the reasons outlined above, officers were unable to put forward this proposal as a viable alternative to the original proposal contained within the consultation document.

4. 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 any written representations that have been received by it during the consultation period, oral representations made to it at the public meeting held on 2nd February, 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 revise the proposals to: rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood / Hazledene housing development, with effect from 1st August 2016.

5. RECOMMENDATION

It is recommended that the Education and Children's Services Committee agrees to implement the proposals to:

Rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood / Hazledene housing development, with effect from 1st August 2016.

Gayle Gorman
Director of Education and Children's Services
May 2016

REPORT FROM EDUCATION SCOTLAND

Report by Education Scotland addressing educational aspects of the proposal by Aberdeen City Council to rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood/Hazledene housing development, with effect from 1 August 2016.

1. Introduction

This report from Education Scotland has been prepared by HM Inspectors in accordance with the terms of the *Schools (Consultation) (Scotland) Act 2010* and the amendments contained in the *Children and Young People (Scotland) Act 2014*. The purpose of the report is to provide an independent and impartial consideration of Aberdeen City Council's proposal to rezone the area of housing known as the Macaulay Estate, from Hazlehead School to Airyhall School, and to adjust the Airyhall and Hazlehead school zone boundaries to accommodate the Pinewood/Hazledene housing development, with effect from 1 August 2016. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant 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, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision. Where a council is proposing to close a school, it needs to follow all legislative obligations set out in the 2010 Act, including notifying Ministers within six working days of making its final decision and explaining to consultees the opportunity they have to make representations to Ministers.

- 1.1 HM Inspectors considered:
- the likely effects of the proposal for children and young people of Airyhall and Hazlehead 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
 - the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.
- 1.2 In preparing this report, HM Inspectors undertook the following activities:
- 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 sites of Airyhall School and Hazlehead School, including
- discussion with relevant consultees.

2. Consultation Process

2.1 Aberdeen City Council undertook the consultation on its proposal with reference to the *Schools (Consultation) (Scotland) Act 2010* and the amendments in the *Children and Young People (Scotland) Act 2014*.

2.2 The consultation process ran from 13 January 2016 to 29 February 2016. During this period the council held a public meeting in Airyhall School. Statutory consultees were informed of the consultation in writing. Consultation documentation was published on the Aberdeen City Council website and copies were available for public consultation at various venues in the city during the consultation period, including the schools concerned and public libraries. A proforma and an email address were made available for submissions. The council received 11 submissions to the consultation. A majority of these submissions were in favour of the proposal. Fifteen email submissions, all opposing the proposal, were received. These submissions suggested an alternative splitting of the Pinewood/Hazledene development between the catchment zones of Airyhall and Hazlehead Schools.

3. Educational Aspects of Proposal

3.1 This proposal offers appropriate educational benefits for the children attending both Airyhall and Hazlehead Schools. As a result of the proposal, both primary schools are likely to have sustainable and viable school rolls which will allow for delivery of a broad curriculum in line with the entitlements of Curriculum for Excellence. This proposal has the potential to avoid difficulties of overcrowding and should provide children at both schools with a variety of opportunities to learn and play with their peers.

3.2 Almost all the stakeholders who met with HM Inspectors supported the proposal and agreed that it served the interests of both schools well. Arrangements made by the council to allow existing pupils and their younger siblings to continue to attend Airyhall and Hazlehead Schools following the implementation of this proposal are reasonable. Most stakeholders also felt that the proposal was timely, providing greater clarity about schools' catchment zones for those about to move to the Pinewood/Hazledene development.

3.3 Stakeholders of Airyhall School agreed that it made sense to include the Macaulay estate within their zone. The proposal has the potential to address these parents' concerns about increases to the school roll leading to overcrowding. Stakeholders of Hazlehead School also felt it was sensible to include the Macaulay estate in the Airyhall School zone. They also welcomed the modest increase in school roll which would result from the proposal.

3.4 While almost all stakeholders who spoke to HM Inspectors were in agreement with the proposal, several expressed concerns about the distance which some

parents and children living in the Pinewood/Hazledene housing development might have to walk to Hazlehead School. In taking forward its proposal, the council should provide details about safe walking routes to school for those living in the new development.

4. Summary

Aberdeen City Council's proposal to address primary school capacity and accommodation issues in Airyhall and Hazlehead schools has clear educational benefits. As a result of this proposal, children at both schools should be able to enjoy a wide range of learning and play activities with a variety of peer groups in a sustainable environment, free from overcrowding. In taking this proposal forward, the council should engage with stakeholders to identify safe walking and transport routes for those living in the Pinewood/Hazledene development. It should also ensure that appropriate transition arrangements are planned and implemented in good time for those children moving to a new school in August 2016.

**HM Inspectors
Education Scotland
March 2016**



CONSULTATION REPORT
Hanover Street School and Sunnybank School Rezoning

This Consultation Report has been compiled in response to the recent public consultation on the proposal to remove an area of dual-school zoning for Sunnybank School and Hanover Street School, in Aberdeen. The document summarises the responses received on the proposals set out below and Aberdeen City Council's response to the verbal and written comments submitted by interested parties, in compliance with the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014.

Proposal:

To remove an area of dual-school zoning for Sunnybank School and Hanover Street School, and to include this area within the zone for Sunnybank School only, with effect from 1st August 2016

3. METHODOLOGY

This consultation was conducted in accordance with the Schools (Consultation) (Scotland) Act 2010 and the Children and Young People (Scotland) Act 2014. All requirements of the legislation have been met.

4. INVOLVEMENT OF STAKEHOLDERS

2.1 Public Event

A public consultation event was held on 3rd February 2016 to discuss the proposals:

<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Recorded Attendees</i>
3 rd February 2016	7- 8 pm	Sunnybank School	<ul style="list-style-type: none">• 1 parent and member of the Sunnybank School Parent Council• 2 Aberdeen City Council officers

2.2 Comments Received

No written comments were received in response to this consultation.

2.3 Issues Raised at the Public Consultation Event

The meeting was attended by one member of the public, who was a parent of a pupil at Sunnybank School, and also a representative of Sunnybank School's Parent Council.

The parent had some questions about how the additional space, which is expected to be required at Sunnybank School if the proposals are accepted, would be created.

The parent stated a preference to see the EAL Service and the Community Centre remain within the building, as there was a feeling that these contributed to the multicultural nature of the Sunnybank School community.

The parent also felt that there are benefits from Aberdeen School for the Deaf being present within the building, as it allowed the children attending this specialist provision to integrate with children at Sunnybank School, which is an enriching experience for the children at both schools.

The parent commented that the low response to the consultation and the fact that no other parents attended the meeting, may have been because some parents did not understand what was being proposed, and that the information sent out to parents about the consultation could have been made more clear.

Education Scotland Report

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

In its report, Education Scotland noted that the proposal put forward is of clear educational benefit to children attending both schools, and that if implemented, it would help to sustain viable pupil rolls in both schools, and help to ensure best value in the management of the Council's school estate. It was also noted that a high proportion of children living in the currently dual zoned area already attend Sunnybank School.

In commenting on the discussions that HM Inspectors had with staff, pupils and parents of the two schools, the report states that stakeholders were positive and saw the benefits of the proposal, and that the provision within the proposal for younger siblings of existing Hanover Street School pupils to also attend that school was welcomed.

The report also highlighted requests from some stakeholders for the Council to ensure there is sufficient space at Sunnybank School to accommodate the likely increase in pupil numbers, and to consider relocating some of the services currently using rooms at the school, whilst other stakeholders expressed a preference to retain these services within the school.

Finally the report suggests that the Council should ensure that appropriate transition arrangements are in place for children who will attend a new school in August 2016.

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

The following paragraphs provide responses to the significant points raised during the consultation period:

3.1 Space requirements at Sunnybank School and impact on other services using the school

- The pupil roll forecasts for Sunnybank School indicate that, if the proposal is accepted and children from the current dual zone area attend Sunnybank School only in future, there will be sufficient capacity within the rooms currently used by the school until 2018. From 2018 onwards, it is likely that at least one of the rooms currently used by other services would be required to be used as a classroom. In the years following 2018 further rooms may be required to be put back into use as classrooms.
- Prior to 2018, officers will work with the services concerned and with the school to identify the most appropriate solution for releasing additional rooms within the building, and for relocating services where this is required.

This work will be planned carefully in order to minimise any disruption to pupils at the school or to the staff and users of the services concerned.

3.2 Transition arrangements for pupils attending a new school in August

- Given that pupils living in the current dual zone area who already attend Hanover Street School would have the option to continue doing so, the proposed changes if implemented are likely only to affect children who have not yet reached school age, and who would therefore have been preparing to start a new school for the first time anyway. It is not anticipated that any pupils who already have a place at Hanover Street School would be transitioning to Sunnybank School as a result of these proposals.
- However the Council does have transition arrangements in place for any pupils moving to a new school, and the schools would work closely with the children and families concerned, should the need arise.

3.3 Clarity of communication to parents

- Officers have taken on board the comment received at the public consultation meeting, with regards to the low turnout to the meeting and the possibility that this might have been due to the way in which the proposals were explained in the communication sent to parents prior to the meeting.
- The way in which proposals are explained to parents as part of any future public consultations will be reviewed, and letters sent to parents will be written clearly and carefully, to ensure that they are accessible by as many parents and stakeholders as possible.

4. 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 any written representations that have been received by it during the consultation period, oral representations made to it at the public meeting held on 3rd February, 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 proposals to: remove an area of dual-school zoning for Sunnybank School and

Hanover Street School, and to include this area within the zone for Sunnybank School only, with effect from 1st August 2016.

5. RECOMMENDATION

It is recommended that the Education and Children's Services Committee agrees to implement the proposals to:

Remove an area of dual-school zoning for Sunnybank School and Hanover Street School, and to include this area within the zone for Sunnybank School only, with effect from 1st August 2016.

Gayle Gorman
Director of Education and Children's Services
May 2016

REPORT FROM EDUCATION SCOTLAND

Report by Education Scotland addressing the educational aspects of the proposal by Aberdeen City Council to remove the dual zoning between Sunnybank School and Hanover Street School, and to include the area of land affected within the zone for Sunnybank School only with effect from August 2016.

1. Introduction

1.1 This report from Education Scotland has been prepared by HM Inspectors in accordance with the terms of the *Schools (Consultation) (Scotland) Act 2010* and the amendments contained in the *Children and Young People (Scotland) Act 2014*. The purpose of the report is to provide an independent and impartial consideration of Aberdeen City Council's proposal to remove the dual zoning between Sunnybank School and Hanover Street School, and to include the area of land affected within the zone for Sunnybank School only with effect from August 2016. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant 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, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision. Where a council is proposing to close a school, it needs to follow all legislative obligations set out in the 2010 Act, including notifying Ministers within six working days of making its final decision and explaining to consultees the opportunity they have to make representations to Ministers.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children and young people of both Sunnybank School and Hanover Street School; 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, including younger siblings;
- 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
- the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

1.3 In preparing this report, HM Inspectors undertook the following activities:

- 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 sites of Hanover Street School and Sunnybank School.

2. Consultation Process

2.1 Aberdeen City Council undertook the consultation on its proposal with reference to the *Schools (Consultation) (Scotland) Act 2010* and the amendments in the *Children and Young People (Scotland) Act 2014*.

2.2 The consultation process ran from 13 January to 29 February 2016. A copy of the statutory consultation document was made available at several venues, including both schools, and letters with information on the proposal were made available to parents of children at the schools involved. Aberdeen City Council's website also provided information on the proposal, including the consultation document. During the consultation period, the council held a public meeting on 3 February 2016. One parent attended from Sunnybank School. The council received no written responses to the proposal.

3. Educational Aspects of Proposal

3.1 This proposal is of clear educational benefit to children attending both schools. If implemented, the proposal will help sustain viable pupil rolls in both schools and will help the council to ensure best value in managing its school estate. The proposal addresses the predicted increase in roll at Hanover Street School, which is likely to exceed the building's capacity over the next seven years. As a result of the proposal, both primary schools have the potential to provide children with a broad range of learning experiences, in line with Curriculum for Excellence, in an environment free from overcrowding. Arrangements made by the council to allow existing pupils and their younger siblings to continue to attend Hanover Street School are reasonable. A high proportion of children in the currently dual zoned area attend Sunnybank School. The council should ensure that appropriate transition arrangements are in place for children and those children moving to a new school in August 2016.

3.2 Overall, in both primary schools, staff, children and parents who met with HM Inspectors were positive and saw the benefits of the proposal. Stakeholders were pleased that the younger siblings of existing Hanover Street pupils would be able to attend the same school as their older brother or sister. In Sunnybank School, a few stakeholders wanted the council to ensure that sufficient space was available for pupils as a result of the increased school roll and to consider the possible relocation of other services currently housed within the building should the need for more accommodation become apparent in the future. A few stakeholders felt there are advantages for keeping these services in the school. Children in Sunnybank School felt that the proposal would allow them to have more friends and better access to school clubs due to potentially increased numbers. A few stakeholders from Sunnybank considered that the proposal to re-zone would make children's travel to school safer as a result of them not having to cross a dual carriageway.

4. Summary

The proposal to remove the dual zoning between Sunnybank School and Hanover Street School, and to include the area of land affected within the zone for Sunnybank School only is of clear educational benefit. If the proposal is implemented, it will enable children who live in the catchment zone to attend their local primary school and has the potential to address the projected increased school roll at Hanover Street School thus avoiding overcrowding. It will also enable the council to ensure best value in managing its school estate. If implemented, and on account of the tight timescale, the council urgently needs to ensure that appropriate transition arrangements are in place for children who will attend a new school in August 2016.

**3. HM Inspectors
Education Scotland
March 2016**

7 - EHRIA Summary and Action Planning

Report Title	Statutory Consultation – Consultation Reports on the proposals to make changes to the school zone boundary for Airyhall School and Hazlehead School, and to remove an area of dual zoning between Sunnybank School and Hanover Street School		
Assessment not required	Evidence		
Assessment completed	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.		
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:
None			
			Review Date:

8: Sign off

Completed by (Names and Services) :	Andrew Jones, Service Manager, Finance and Assets
Signed off by (Head of Service) :	Euan Couperwhite, Head of Service, Policy, Performance and Resources, Education and Children's Services

Only sections 7 and 8 will be attached to the committee report

The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeq_EHRIA_Search.asp

Please send an electronic format of the full EHRIA without signature to sandrab@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE:	Education & Children's Services
DATE:	2nd June 2016
DIRECTOR:	Gayle Gorman
TITLE OF REPORT:	Interim Report on Review of Bookings and Lettings
REPORT NUMBER:	ECS/16/027
CHECKLIST RECEIVED:	Yes

1. PURPOSE OF REPORT

To inform Elected Members of the progress of the current review of bookings and lettings procedures for school and community facilities, and to request approval to adjust the charges for sports bookings, to better reflect the requirement to charge Value Added Tax for these bookings.

2. RECOMMENDATION(S)

It is recommended that the Committee:

(i) Notes the content of this report, in respect of the progress of the current review of bookings and lettings procedures for school and community facilities;

and

(ii) Approves the proposal to adjust the charges for all sports facility bookings, so that it is made clear to customers that the charges for sports facilities are exclusive of VAT, and to provide clear guidance to customers on how to claim eligibility for exemption from VAT charges.

3. FINANCIAL IMPLICATIONS

The cost associated with employing a consultant to undertake the review of bookings and lettings is being met jointly by Education & Children's Services and the Communities, Housing & Infrastructure Service, and is being funded from within existing revenue budgets.

If the recommendation to adjust the charges for sports bookings is accepted, any applicable VAT charges would be passed on to the

customer. There would be no negative impact on Council finances as a result. In the majority of cases, bookings and lettings customers will be exempt from VAT charges, and there would therefore be no financial implications for the Council in these cases.

5. BACKGROUND/MAIN ISSUES

5.1 Review of Bookings and Lettings Procedures

On 18th February 2010, a report was presented to the Education, Culture and Sport Committee which outlined a number of recommendations following a review of the bookings and lettings procedures for the use of sports and educational facilities. The approval of those recommendations led to a number of improvements in the way in which the bookings and lettings programme was operated.

In the time since the review of procedures in 2010, a number of changes have taken place within the Council, including the creation of Sport Aberdeen, which now administers the bookings and lettings programme on behalf of the Council. In addition, community centres, which are available to let alongside school buildings, are now the responsibility of a separate service. Officers and stakeholders involved in the bookings and lettings programme have therefore identified a number of further improvements which could be made to the procedures, to reflect the way in which the process is now managed.

Officers within Education & Children's Services are working with colleagues from Communities, Housing & Infrastructure, which is responsible for the community centres, to undertake a further review of the current bookings and lettings procedures. This has included the appointment of an external consultant, to review all of the work that has been undertaken to date in this area, and to speak to a wide range of stakeholder groups, before producing a report with recommendations on further improvements which could be made to the bookings and lettings procedures.

The consultant began work on this project on 15th March 2016, and is due to produce the final report in June/July 2016. It is officers' intention to use this report to produce recommendations on further improvements to the bookings and lettings procedures for school facilities, to be presented to the Education and Children's Services Committee meeting in September 2016.

To date the consultant has undertaken interviews with a range of stakeholders, including officers from both Council services, and with colleagues from Sport Aberdeen. From this work a number of areas of focus for the review have been identified. These include:

- The bookings process from the customer's point of view, and ensuring consistency of service
- Ensuring adequate staff cover in buildings to allow lets to go ahead
- The need for clear policies and guidance on application approval procedures and charging categories

Further work to be undertaken by the consultant over the coming three months will therefore include:

- Establishing a recommended definition of a let
- Setting recommended criteria for lets
- Setting recommended priorities for lets
- Recommending the optimum locations to be made available for lets
- Recommendations on the process for administering lets
- Recommendations on arrangements for staffing buildings to allow lets to take place
- Recommendations on a charging structure for lets

Final recommendations on improvements to the bookings and lettings procedures will be presented to Committee at its meeting in September 2016.

5.2 VAT charges for sports bookings

There is a requirement by HM Revenue & Customs for the standard rate of VAT to be applied to charges for the letting of sports facilities, for sports related activities. Due to the complexities of the rules relating to this, charges for sports lettings in Aberdeen City schools were initially deemed to be VAT inclusive.

VAT charges apply only to sports lettings – i.e. lets which involve sports activities and which take place at a purpose-built sports facility. HM Revenue and Customs has a pre-defined list of what constitutes a sports activity. Sports facilities are defined as spaces with specific sport related design features, or where sports equipment is provided as part of the let. Purpose built school games halls and gyms would be included within this definition, whereas a school assembly hall would not.

Sports lettings can be exempt of VAT charges if certain criteria are met. These exemptions would apply to schools, clubs and associations which make a let booking for ten or more separate sessions. The majority of groups which use sports facilities in Aberdeen City schools as part of a let would qualify for exemption from VAT charges.

Officers have reviewed the current arrangements for advertising the charges for sports bookings, and have identified the need to make the VAT charge requirements more explicit in the let application form, in order to comply with HM Revenue & Customs requirements.

The proposal, therefore, is to request that Sport Aberdeen advertises the current scale of charges for sports facilities as VAT exclusive, from August 2016 onwards, and that it provides clear guidance to groups on how they can claim exemption from the VAT charges.

When submitting their let application form, groups would include a separate VAT charge exemption form, along with the necessary evidence to show that they are exempt from the charges. This would ensure that the price for their let does not include an additional charge for VAT.

If the proposal is approved, the necessary changes to paperwork would be introduced to coincide with the new bookings and lettings programme starting in August 2016.

There is no proposal to make any changes to the basic level of charges within the bookings and lettings programme at this time. The scale of charges will be considered under the current review of bookings and lettings, and any recommendations for changes to the charges would be presented to the Committee as part of the wider report following the completion of that review, in September 2016.

Officers felt that it would be prudent to introduce changes to the confirmation paperwork relating to VAT charges for bookings commencing in August, ahead of the recommendations on the wider bookings and lettings review, as the new lettings programme commences in August, and new block bookings for the year are confirmed at this time. Introducing the changes later, once the block bookings are under way, would most likely create confusion for customers.

6. IMPACT

6.1 Corporate

Aberdeen the Smarter City

- (i) We will promote and improve opportunities for physical activity and sport to enable Aberdeen's citizens to lead more active, healthier lives
- (ii) 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.
- (iii) We will promote and improve opportunities for physical activity and sport to enable Aberdeen's citizens to lead more active, healthier lives
- (iv) 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.

- (v) 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.
- (vi) 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 has been submitted for this report.

7. MANAGEMENT OF RISK

If the proposal to make changes to the advertising of charges for sports lettings is not approved, then the Council may be deemed to be non-compliant with HM Revenue & Customs requirements concerning VAT charges for sports lettings.

8. BACKGROUND PAPERS

There are no background papers associated with this report.

9. REPORT AUTHOR DETAILS

Andrew Jones
Service Manager, Assets & Finance
Tel: (01224) 523042

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7 - EHRIA Summary and Action Planning

Report Title	Statutory Consultation – Consultation Reports on the proposals to make changes to the school zone boundary for Airyhall School and Hazlehead School, and to remove an area of dual zoning between Sunnybank School and Hanover Street School			
Assessment not required	Evidence			
Assessment completed	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.			
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
None				

8: Sign off

Completed by (Names and Services) :	Andrew Jones, Service Manager
Signed off by (Head of Service) :	Euan Couperwhite, Head of Service, Policy, Performance and Resources, Education and Children's Services

Only sections 7 and 8 will be attached to the committee report

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Please send an electronic format of the full EHRIA without signature to sandrab@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2 June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Culture Programme 2016/17
REPORT NUMBER	ECS/16/024
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to request approval for the 2016/17 culture programme, and the partnership and contractual arrangements proposed in the body of the report. The report also provides details of the priorities and objectives which underpin this investment, to support the delivery of a targeted number of events and activities aiming to improve Aberdeen's cultural sector.

2. RECOMMENDATION(S)

The Committee is requested to:

1. Agree as detailed in the body of this report the proposed themes, budget allocations and processes for Aberdeen's 2016/17 culture programme; and
2. Note as specified in the body of this report the benefits of this programme to the city and how it supports the strategic priorities of the Council.

3. FINANCIAL IMPLICATIONS

All of the proposed investment programmes will be met from existing budget lines and there are no additional financial implications resulting from this report. Significant additional funds brought in to increase the value of the Council's allocations.

Officers of Education and Children's Services have consulted with Legal and Commercial and Procurement Services with regard to specific budget allocations that required consideration in terms of EU state aid rules and procurement legislation.

4. OTHER IMPLICATIONS

The Legal and Commercial and Procurement Services will be required to help scope and agree the commissions, and resulting contracts. Officers of Education and Children's Services have sought prior advice on the requirement for competitive processes when services are being purchased to assist with delivering the programme.

Officers of Education and Children's Services shall work closely with the Head of Communications and Promotions in the Office of the Chief Executive to ensure the culture programme provides an effective platform for the city's aspirations to develop a high quality events programme. Officers in Education and Children's Services and in the Office of the Chief Executive (City Events) manage the commissioning process and subsequent programme.

5. BACKGROUND/MAIN ISSUES

Following the city's bid to become UK City of Culture 2017, the Council publically committed to deliver a step change in cultural activity and infrastructure over the period up till 2018/19. During the bid process, staff and partner organisations identified a number of projects, themes and high level objectives which would support the city's ambitions for culture. These are key elements of a 'step change' in developing longer term cultural opportunities, which, as well as delivering the lasting change to make the city ready to bid for future accolades, delivers significant elements of the City Centre masterplan, as follows:

1. 'Changing Perceptions –promoting the view of Aberdeen as an energetic, inclusive and fascinating place'
- 8 'Culturally distinctive' – ensuring the city centre reflects its distinctive local culture so it is like no other place.

The Strategic Infrastructure Plan identifies key infrastructure projects which will make a significant contribution to the development of the city, including spaces and places for the cultural life of the city to grow and flourish; it also identified some of the key barriers to growth, including 'Attracting workers and visitors, and marketing of the city image' as being essential for the future sustainability of the city.

The consultants who managed the bid process on behalf of the DCMS said of Aberdeen:

'Aberdeen has great potential in terms of its potential resources and the significant interest that private and public partners have in upping Aberdeen's game. However, this bid does not deliver the quality and vision and assurance of deliverability. There is great potential from this bid to take forward development of its cultural offer, and deliver relationships with business sponsors'.

In summer 2014, RGU launched a policy paper 'Creating a New North' which identified an opportunity for organisations in the North East to work together to develop a new cultural narrative locally. The paper stated:

'What is required now is the development of a coherent vision (for culture) that a range of individuals and organisations can rally round and contribute to'

5.1 Key achievements to date

The Council has made important and progressive steps to develop the cultural profile and programming of the city. As well as the commitment to the Culture programme, which includes 'SPECTRA' the Festival of Light, this includes the redevelopment of the City's Art Gallery, Aberdeen Treasure Hub, the Museum's Collection Centre and Music Hall, 'Big Noise Torry' the El Sistema initiative, the opening of an artist's studio (with over 20 spaces for artists), the Anatomy Rooms and the establishment of Aberdeen Festivals in Visit Aberdeenshire, the strategic cultural tourism partnership within the regional destination marketing body. March saw the premier of GRANITE, a major partnership performance at Marischal Quad with the National Theatre of Scotland which sold out in the first few days of ticket sales.

<p>Spectra Aberdeen's Festival of Light</p>	<p>Granite A production by National Theatre of Scotland; 'The story of Aberdeen told by the people of Aberdeen'</p>
<ul style="list-style-type: none"> • 1.5m total reach on Facebook and Twitter • 9,250 visitors in 2015: 35,000 in 2016 <p><i>'Congratulations! The Festival of Light was brilliant in more ways than one. It was enjoyed by all of our family from grandparents down to our three year old grandson. The inclusion of Marischal College was a brilliant idea. Well done!</i></p> <p><i>'Not often I praise ACC but 10/10 for this. Must be good for the city'</i> (Visitors comments)</p>	<ul style="list-style-type: none"> • 1,193 audience members over 3 nights <p><i>'...bringing together community and professional theatremakers, present and future artists, the vital story of a city and all the resources of a national theatre, to produce something beautiful, unique and full of transforming creative power'</i> (The Scotsman)</p>
<p>Aberdeen Festivals A collective of ten of the city's festivals working collaboratively to enhance and promote the city's festivals'</p>	<p>The Anatomy Rooms A new art and design studio facility housing creative practitioners, events and performances</p>
<ul style="list-style-type: none"> • Additional £1.6 million of output created through festivals. Overall festival audience numbers increased • Private sponsorship and Visit Scotland Growth funding secured • First ever national and international marketing campaign launched to grow wider audience 	<ul style="list-style-type: none"> • 3,300 visitors to the space since October 2015 • 20 artists housed • 2700 visitors during the four days of Spectra • 18 events, talks and workshops since October 2015 <p><i>"I have struggled since graduating from Gray's 10 years ago to have the head space and physical space to make new work. It found it impossible to find a studio in Aberdeen and I felt demoralised. This has now all changed!- I feel much more energised - and that's all thanks to the Anatomy Rooms project"</i></p>

<p>Creative Funding A dedicated fund to support individual makers and artists as well as community and voluntary groups to develop creative projects.</p>	<p>Big Noise Torry An inspiring and intensive orchestra programme supporting permanent social change in Torry</p>
<ul style="list-style-type: none"> • 50 projects supported • Generated an additional £900,000 of creative activity (additional investment attracted): • 10,000 participants: • 500,000 audience members: • 1,000 volunteers: • 13,000 volunteer hours 	<ul style="list-style-type: none"> • Big Noise programme in Torry has been overwhelmingly positive with encouraging feedback from the community. • Children's uptake for the delivery of the programme remains extremely high (over 65% of available uptake). • Big Noise Torry participates in additional community engagement, including “take a musician home for tea”, parent/child lessons in holiday clubs, musicians performing at local care homes, and giving 1:1 lessons to children who require additional or specialist support. • The programme is inclusive, with a high level of ongoing participation from P3 children, and it continues to welcome new and returning participants.

5.2 Proposed culture programme 2016/17

Theme	Project	Funding	Process	Activity
Placemaking	Creative Spaces/Make	£75,000	Open application/contract with RGU	Contract for MAKE and awards scheme for small creative businesses
	Youth Arts Collective	£50,000	Partner project – Culture Network	Activities to support young people into the creative industries
	Aberdeen Festivals	£50,000	Partner project – Visit Aberdeenshire	Festivals collective funding – Marketing and promotion of festivals offer
	Made in Aberdeen- artists commissions	£20,000	Partner project - RGU	Fund to support commissions (culminating in April 2017)
Signature event	SPECTRA	£230,000	3 year agreement with Curated Place/internal Comms and marketing budget and infrastructure costs	Year 4 of Light festival
Building on our strengths	Libraries 125 years programme	£35,000	Internal	Initiatives to support reading and literature development, new audiences
	AAG redevelopment	£40,000	Internal	Match funding for HLF outreach programme
	Beach Ballroom enhancement fund	£20,000	internal	Support to attract new lets with charitable status
	True North Singer Songwriter festival	£40,000	Partner project -APA	Stepping out programme – Music Hall closure
	Granite Noir	£40,000	Partner project (Libraries, APA, Anatomy Rooms, Belmont cinema)	Multi art form weekend festival of crime literature and films
	Year of History, Heritage and Archaeology – Celebrating Aberdeen	£110,000	Existing cultural bodies / festivals / artists / residents – open application	Support for enhanced use of collections and new commissions as part of major event to celebrate the history and heritage of Aberdeen (culminating in July 2017)
	TOTAL	£710,000		

5.2.1 Culture programme and the City Council

The Aberdeen City Centre Masterplan and Delivery programme was unanimously approved by the Council on 24 June 2015. The proposed events programme, Aberdeen 365, is referenced as a specific project within the masterplan and is scheduled to be delivered during phase one. In February this year Finance, Policy and Resources agreed to commission an events strategy for the City Council to provide strategic direction for the development of infrastructure, activity, people and places connected to the City Centre Masterplan and Aberdeen 365 programme.

The review is intended to provide a framework for the allocation of existing revenue, a package of sponsorship opportunities and an opportunity for developer contributions. As both Common Good and revenue funding reduces, the events strategy will ensure the events delivered by the City Council are aligned to maximise the benefits of that limited investment, informed by a full review of all activity. This review will consider the need to reduce expectations amongst partners, working towards a streamlined and effective culture programme which retains quality, attracts additional investment, and is deliverable within the resource available. The review will be presented to Elected Members in September 2016 and will therefore form part of the budget setting process and be implemented for the financial year 2017/18.

6. IMPACT

Improving Customer Experience –

In the 35th city voice questionnaire, 65% of respondents agreed or strongly agreed that cultural activity is important to the quality of life in the city. 78% agreed or strongly agreed that culture is important in attracting visitors to the city.

The outcome of the bid for UK City of Culture 2017 raised the level of investment in culture in Aberdeen and the residents of the City have responded very favourably to the enhanced culture programme, as evidenced by the feedback from SPECTRA and other initiatives. The Council's commitment to culture is seen as a positive investment in the perception of Aberdeen as a culturally vibrant city. The programme provides improved opportunities to participate in the arts as audience member, volunteer and participant: access to emerging technology at affordable costs: a range of support initiatives to support community groups and creative individuals; and opportunities to experience the city centre in a positive, creative environment for all ages, for individuals and families.

The Council teams involved in the delivery of the Culture programme are World Host trained. The culture programme supports the Council's ambitions to be a World Host accredited city.

Improving Staff Experience –

The Council, through its cultural events, revenue and capital programmes, a cohort of staff committed to improving the cultural life of the city, The events strategy under way will ensure the correct structures, processes and conditions exist for staff to effectively and efficiently deliver the programme with the capacity to do so under an agreed framework.

Improving our use of Resources –

The Council's investment in culture represents only a proportion of the total investment: for example, the Youth Arts Hub contribution is £50,000 per year towards an overall investment of £400,000 (Creative Scotland); Granite: Council investment of £200,000 for a project costing £450,000: Spectra received additional investment of over £80,000 from Event Scotland, Creative Scotland, the EU and Arts Council England.

A longer term approach to contracting activities enables better use of resources and providing open opportunities which require partners to raise additional resources maximises the benefits of council funding. Aligning the culture programme to the national 'Year of' programme has enabled some additional resources to be brought in to increase opportunities and gain national publicity.

Working collaboratively across the Office of the Chief Executive has maximised the skills set needed to effectively manage the activities, reducing marketing, organisational and administration costs.

Corporate -

The Single Outcome Agreement: Culture is a multi – lateral priority

Strategic Infrastructure Plan: A better image for Aberdeen:

- Boost the external appearance of the city as a place to live, visit and invest
- Foster greater civic pride
- Celebrate and showcase existing strengths

Education and Children's Service Plan priority 2-Culture

City centre masterplan objectives 1 and 8:

- Changing perceptions- promoting the view of Aberdeen as an energetic, inclusive and fascinating place
- Culturally distinctive – ensuring the city centre reflects its distinctive local culture so it is like no other place

Smarter Aberdeen: Quality of Life

- Enhance the well-being of our communities by creating a stimulating environment for them to work through the delivery of high quality arts and cultural services
- 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

Each element of the cultural programme is devised and delivered collaboratively through a contractual or partnership arrangement with members of the Culture Network (the Community planning culture theme lead) or with an appropriately constituted and qualified outside body.

Public –

This report is likely to be of interest to the public, in part due to the prior commitment to an enhanced cultural programme and resident's interests in the civic life of Aberdeen. The recent large scale events GRANITE and SPECTRA have increased local interest in and appetite for high quality events of a significant scale.

A Privacy Impact Assessment has been judged as not required for the purposes of this report. An Equality and Human Rights Impact Assessment (EHRIA) is appended to the report.

7. MANAGEMENT OF RISK

The budget for the 2016/17 programme was approved at the Council budget setting meeting in February this year. Each element of the programme has a lead officer who monitors all aspects of the financial, contractual, and where other responsibilities do not lie with the partner or contracted organisation, other aspects including health and safety and employee welfare.

Should the proposed culture programme not be approved, the delivery of discrete elements could be affected or cancelled by the delay and the reputation of the Council, with regard to its stated commitment to culture across a range of strategic priorities, could be affected.

8. BACKGROUND PAPERS

- Festival reports on Techfest, NEOS (North East Open Studios), Mayfest, Dancelive, Aberdeen Jazz festival, AIYF (Aberdeen International Youth Festival), and Aberdeen Festivals Collective by Culture Republic in 2015
- 35th city voice questionnaire 2015
- Culture programme and Cultural Awards 2015/16
Committee report, Education and children's Services 2 June 2015
- City Events 2016/17
Committee report, Finance, Resource and Policy 16th February 2016

9. REPORT AUTHOR DETAILS

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7 - EHRIA Summary and Action Planning

Culture programme 2016/17				
Report Title	Evidence			
Assessment not required	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.			
Assessment completed	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
Activities described in the report do not reflect the diverse make up of the population of the city	Officers to work together to ensure protected characteristics groups are fully engaged as the programme develops. Specific programme elements introduced to encourage target groups.	Cultural Policy and Partnerships Manager	Ongoing	Annual
Tenders and open application opportunities described in the report do not encourage applications from those with protected characteristics	Wide advertising of opportunities and surgeries, consultations made available	As above	As above	As above
Activities happen in spaces which restrict access or otherwise prevent attendance	Full risk assessment and access considerations undertaken	As above	As above	As above

8: Sign off	
Completed by (Names and Services) :	Lesley Thomson, Cultural Policy and Partnerships Manager
Signed off by (Head of Service) :	Neil Bruce, Service Manager Culture
<p>Only sections 7 and 8 will be attached to the committee report</p> <p>The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeq_EHRIA_Search.asp</p> <p>Please send an electronic format of the full EHRIA without signature to SHoward@aberdeencity.gov.uk</p>	

ABERDEEN CITY COUNCIL

COMMITTEE	Education & Children's Services
DATE	2 June 2016
DIRECTOR	Education & Children's Services
TITLE OF REPORT	The Draft Strategy for an Active Aberdeen, 2016 - 20
REPORT NUMBER	ECS/16/029
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To present to members the Draft Strategy for an Active Aberdeen and seek their views.

2. RECOMMENDATION(S)

That members note the current draft Strategy for an Active Aberdeen and provide their comments as a key element in the consultation process and note that the final Strategy will be submitted to a future meeting, for the Committee to note.

3. FINANCIAL IMPLICATIONS

Any revenue or capital funding implications for the Strategy for an Active Aberdeen will be met from the budgets of the Active Aberdeen Partnership members. In the case of the City Council, this will be through the work of Sport Aberdeen who are charged with the delivery of sport and physical activity services on behalf of the City. In addition, it is anticipated that external funding bids will be made to a range of funders for new projects that will help to deliver the Strategy Outcomes.

4. OTHER IMPLICATIONS

There are no known legal implications arising from the Strategy. The resource, personnel, property, equipment, sustainability and environmental, health and safety and/or policy implications for the Strategy will be managed by the Active Aberdeen Partnership members utilising their existing provision and any additional external

support that is secured by them as a Partnership or as individual agencies.

5. THE STRATEGY FOR AN ACTIVE ABERDEEN

The Strategy for an Active Aberdeen is for the period 2016 to 2020 and will be driven and delivered by the Active Aberdeen Partnership, which currently comprises the following members:

Aberdeen City Council
Aberdeen Football Club Community Trust
Aberdeen Snowsports Centre
Aberdeen Sports Village
Aberdeen University
Health & Social Care Partnership
Robert Gordon University
Sport Aberdeen
SportsScotland

The Strategy leads on from the previous Sport and Physical Activity Strategy for Aberdeen City, Fit for the Future, which ran from 2009 to 2015. A number of key achievements took place during the lifetime of Fit for the Future, notably the creation of Aberdeen Sports Village with its impressive range of facilities and multi-agency initiatives such as the Golden Games.

In producing the new Strategy there is a recognition that it needs to align strategically at both a national and local level. Nationally, the Strategy has adopted the Active Scotland Outcomes Framework which identifies six key Outcomes that will be measured using national data and local proxy measures. These are as follows:

- We encourage and enable the inactive to be more active
- We encourage and enable the active to stay active throughout life
- We develop physical confidence and competence from the earliest age
- We improve our active infrastructure – people and places
- We support wellbeing and resilience in communities through physical activity and sport
- We improve opportunities to participate, progress and achieve in sport

At a local level, it is intended that the Strategy will contribute toward the achievement of a number of the City Council's high level priorities aimed at becoming a Smarter City, namely:

Smarter Governance (Participation)

- We will..... promote civic pride, active citizenship and resilience.

Smarter Living (Quality of Life)

- 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.
- We will work with our partners to seek to reduce the levels of inequality in the city.
- We will promote and improve opportunities for physical activity and sport to enable Aberdeen's citizens to lead more active, healthier lives.

Smarter People (Social and Human Capital)

- We will..... improve attainment and life chances of our children and young people to achieve their full potential in education, employment or training.
- We will aim to have a workforce across the city which has the skills and knowledge to sustain, grow and diversify the city economy.

Smarter Environment (Natural Resources)

- We will encourage wider access to green space in our streets, parks and countryside.

Smarter Mobility (Transport and ICT)

- We will encourage cycling and walking.
- We will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.

The Strategy for an Active Aberdeen is ambitious and aspirational with a Vision to be the most active City in Scotland by 2020 and a Mission Statement that aims to 'Activate the City'. The latter is aligned to a national level campaign and the Partnership is keen to play its part in contributing to a more 'Active Scotland'.

It is intended that the delivery of the Strategy will:

Increase the number of people who participate in sport and physical activity by:

- Delivering a major marketing campaign to encourage individuals and organisations to pledge to 'Activate the City' and be more active, more often
- Supporting the inactive to become active and reducing the size of the sedentary population
- Advocating healthy workplaces and active commuting to help people build sport and physical activity into their daily routine
- Developing pathways that enable those who wish to progress and achieve by working with sportscotland and National Governing Bodies of Sport

Invest in our infrastructure of people and places by:

- Improving the quality of the sports facilities across Aberdeen, generating investment where it will have the most impact

- Developing more coaches, officials and volunteers to build the capacity of our sporting infrastructure
- Supporting our clubs to provide a welcoming and safe environment
- Fostering a culture of collaboration between agencies to ensure that there is a comprehensive, cohesive and co-ordinated sport and physical activity offer for our communities

Be **Inclusive**, delivering programmes that meet the needs of the entire community by:

- Ensuring that all areas of the City and everyone in our communities has access to opportunities to participate in a range of activities
- Improving health inequalities, targeting the least active in areas of need
- Using sport and physical activity as a tool to achieve social outcomes such as community safety, learning opportunities, health improvements and regeneration
- Supporting those with disabilities or with long-term health conditions to be more active

The development of the Strategy to date has involved extensive consultation with agencies involved in sport, physical activity, health, education, local and national government. The Active Aberdeen Partnership is currently finalising the Action Plan that sits behind the Strategy before undertaking a further round of community level consultation to ensure that it is capable of having a real impact within our communities that are most in need.

Work is already taking place within the Active Aberdeen Partnership to put in place a number of 'building blocks' that will be necessary for the development of a sustainable Strategy. These will include the establishment of strong leadership, governance and reporting mechanisms, determining Priority Sports and robust Data Collection processes. It is anticipated that the Strategy for an Active Aberdeen will be launched at the end of the summer, 2016.

6. **IMPACT**

Improving Customer Experience – the Strategy is committed to providing the communities of Aberdeen with high quality services and opportunities to participate in sport and physical activity across the City. It will have a strong emphasis on equality and inclusion, aiming to find ways to engage the 'hard to reach'. The largest health gains and reductions in health inequalities will arise from helping the inactive to become more active.

At the other end of the spectrum, those with talent and committed to achieve in sport will be supported through pathways and packages that will enable them to represent their City, Region and Country. The Strategy recognises that sport and physical activity doesn't happen

purely through the public and private sector provision. There is a very large voluntary sector commitment to sport and physical activity and the Strategy will contain a range of actions designed to help clubs in their development, guide them on improving the customer experience and work with them to recruit, train and deploy more coaches, officials and volunteers, all of which helps to build strong cohesive communities.

Improving Staff Experience – City Council staff, alongside the staff across the Partnership are key to the delivery of the Strategy. There are a number of key Council Departments that will have a significant impact on the Strategy and the outcomes. In seeking to ‘Activate the City’ the Partnership will be encouraging all major employers in Aberdeen to pledge their commitment to the campaign and take direct action in encouraging their staff to be more active and lead healthier lives. This will have an impact on the staff experience and is likely to lead to more confident, capable, engaged and committed employees.

Improving our use of Resources – the ability of the Partnership to work strategically and help to eradicate duplication will be an essential requirement. Defining who takes responsibility for delivery of which areas of work will enable a transformation in the way that all of the agencies involved work. There will potentially be economies of scale in purchasing and without doubt, the range of partners involved will open up external funding streams that would not have been accessible to the Council alone. A very simple example will be the future viability of training courses due to the critical mass of having each partner commit to providing delegates.

Corporate – links to the Smarter City vision and priorities have been identified earlier in the report. The Underlying Principles of the Community Planning process all accord with the Strategy for an Active Aberdeen and there is engagement of Active Aberdeen Partnership members within the Community Planning Framework specifically on the Health & Wellbeing Thematic Group, which has enabled connections to be made with, for example, Transport colleagues, who will have a role to play in the Strategy on active commuting and encouraging walking and cycling.

Public – an Equality and Human Rights Impact Assessment (EHRIA) has been completed for this report and has been made available to members.

7. MANAGEMENT OF RISK

The Active Aberdeen Partnership will take responsibility for the management of risks related to the Strategy for an Active Aberdeen.

8. BACKGROUND PAPERS

Fit for the Future 2009-15

Draft Strategy for an Active Aberdeen 2016 - 2020

9. REPORT AUTHOR DETAILS

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The Strategy for an Active Aberdeen

2016 - 2020

Our Vision:

Aberdeen is the most active city in Scotland by 2020

Our Mission:

To Activate the City

The Active Aberdeen Partnership will:

Increase the number of people who participate in sport and physical activity by:

- Delivering a major marketing campaign to encourage individuals and organisations to pledge to ‘Activate the City’ and be more active, more often
- Supporting and enabling the inactive to become active and reducing the size of the sedentary population
- Advocating healthy workplaces and active commuting to help people build sport and physical activity into their daily routine
- Developing pathways that enable those who wish to progress and achieve, reach their goals, working with sportsScotland and National Governing Bodies of Sport

Invest in our infrastructure of people and places by:

- Improving the quality of the sports facilities across Aberdeen, generating investment where it will have the most impact
- Developing more coaches, officials and volunteers to build the capacity of our sporting infrastructure
- Supporting our clubs and groups to provide a welcoming and safe environment
- Fostering a culture of collaboration between agencies to ensure that there is a comprehensive, cohesive and co-ordinated sport and physical activity offer for our communities

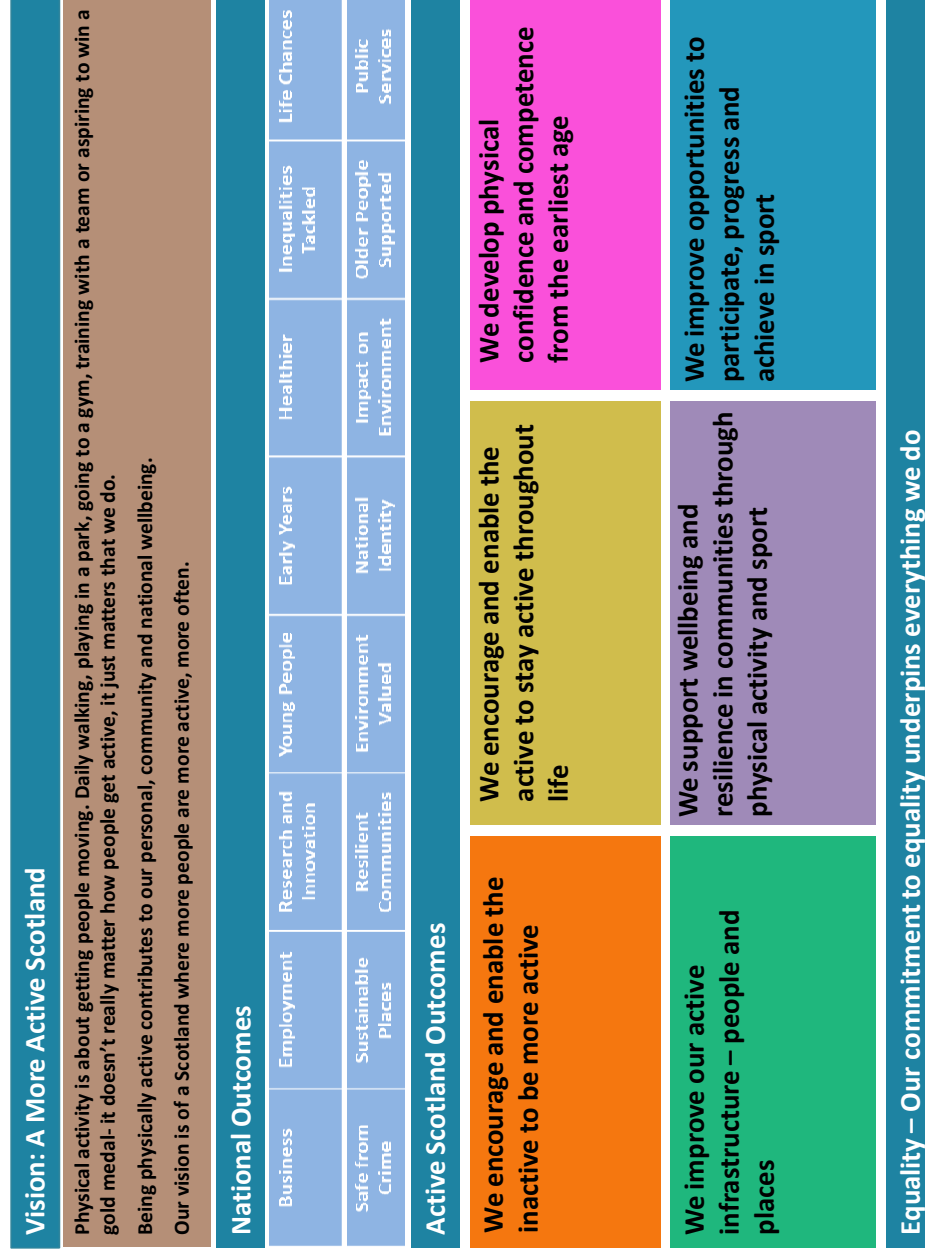
Be Inclusive, delivering programmes that meet the needs of the entire community by:

- Ensuring that all areas of the City and everyone in our communities has access to opportunities to participate in a range of activities
- Addressing health inequalities, targeting the least active in areas of need
- Using sport and physical activity as a tool to achieve social outcomes such as community safety, learning opportunities, health improvements and regeneration
- Supporting those with disabilities or with long-term health conditions to be more active

These three themes and the Objectives outlined will form the basis of the Action Plans that are developed.

Scottish Government's Active Scotland Outcomes Framework

The Active Aberdeen Partnership wishes to ensure that the delivery of the Strategy for an Active Aberdeen aligns and contributes to the Scottish Government's Active Scotland Outcomes Framework. Therefore our Action Plans will reference each of the six Outcomes below.



Executive Summary

The Active Aberdeen Partnership has been established formally and this provides the catalyst for independent organisations to collaborate in ways that help to make Aberdeen the most active city in Scotland. By working better together we can maximise our resources and our expertise to provide the people of Aberdeen with opportunities and options to encourage them to be more active, more often.

Aberdeen will:

- Increase the number of people who participate in sport and physical activity
- Invest in our infrastructure of people and places
- Be Inclusive, delivering programmes that meet the needs of the entire community

We have taken our lead from research and national and local policies, (Appendices 1, 2 and 3) all pointing to the need for us to intervene and to invest in getting people more active for health and other social outcomes. A worrying proportion of the people in Aberdeen are not thought to be meeting the minimum guidelines for Physical Activity (Guidelines contained in Appendix 4).

Our Mission is very ambitious and in order to provide the strong foundations we have taken the unusual step of recommending a “Year Zero” Action Plan to get our building blocks in place and provide a firm platform to attack the objectives of the Strategy. During Year Zero the Partnership will strengthen its structure, develop it workforce, plan ahead and communicate key messages. All in preparation for the release of the Year 1 Action Plan.

We would like to sincerely thank all of the people who were consulted in the development of this Strategy, and we hope that we have reflected their views accurately; they are listed in Appendix 7.

The Strategy for an Active Aberdeen Action Plan

Increase the number of people who participate in sport and physical activity by:

Objective	ASOF Ref	Tasks	Target	Partners	Time
Delivering a major marketing campaign to encourage individuals and organisations to pledge to "Activate the City" and be more active, more often	1, 2	Engage media partners Launch the Activate the City campaign Publicise the benefits of sport and physical activity Create events and opportunities for businesses, organisations and individuals to sign the pledge	100 businesses and organisations sign the pledge to Activate the City 5000 individuals sign the pledge to Activate the City	AAP	2016-17
Supporting and enabling the inactive to become active and reducing the size of the sedentary population	1, 2, 3, 6	Capture, publish and promote positive case studies demonstrating the wider benefits of sport and physical activity, the events held and the successes achieved Reduce the % of inactive adults and children and increase the frequency of participation, delivering programmes reflecting the needs of the inactive eg walking, low impact and specialist classes for adults and children including people with disabilities and those with long term conditions	One press release per month dedicated to AAP progress and targets Inactive adults at 20% or less Inactive children at 5% or less Recreational walking at 70%	AAP	2017-20
	1, 6	The Universities will increase the level of inactive students' participation by providing a programme of social and recreational activity sessions	Student sport and physical activity participation increased by 5%	ASV RGU	2017-20
	1, 2	Increase attendance at leisure facilities by all providers offering creative programmes to attract new users	Increase the number of visits per 1000 population by 10% at Aberdeen's public facilities	AAP	2017 -20
	1, 2, 3, 6	Encourage all schools in Aberdeen to meet the national requirements for quality PE so that they can all sustain their involvement. Pupils with disabilities are included in PE classes, throughout their lives	100% of schools	ACC PELO	2017 - 20
	1, 2, 3, 4	Enhance PE provision and physical activity by encouraging every Primary School to appoint a specialist PE Teacher or PE Lead	100% of Primary Schools by 2020	AAP AAC AS	2017 - 20

	1, 2, 3, 6	Encourage all schools in Aberdeen to provide a minimum of 3 extra-curricular physical activity or sport sessions per week to include cycle training and adventure activities	100% of all schools	AS ACC Adv Ab TE	2017 - 20
	1, 3, 5	Provide a comprehensive programme of active play for children but particularly those most in need	55% of children engaged	AAP	2017 - 20
	1, 3, 5	Work with Transport and Active Schools to increase children's active travel to school	55% of children walking and cycling to school	AAP AAC AS	2017 - 20
	3	The NHS informs new parents about the need to encourage their children to be physically active		AAP NHS HSCP	2017 - 20
	3	Use the Curriculum for Excellence to support children and young people to become successful learners, confident individuals, responsible citizens and effective contributors in sport and physical activity settings	Re-configured provision for young people to match the objectives of the Curriculum for Excellence	AAP	2020
	1, 6	Deliver sport outreach programmes for those who are unlikely to join traditional clubs or programmes	6 new programmes each year 50% of participants from target groups	AAP	2017 - 20
Advocating healthy workplaces and active commuting to help people build sport and physical activity into their daily routine	1, 2, 4	Develop a Workplace Challenge aimed at increasing active travel and sport and physical activity participation Work with local employers supporting them to be more responsible for employees' health and wellbeing Support programmes designed to improve infrastructure which encourage active commuting	75 businesses engaged 3000 employees engaged 300 employees switching to active commuting 2 infrastructure programmes supported	AAP ACC	2017 - 20
Develop pathways that enable those who wish to progress and achieve, reach their goals, working with sportscotland and the NGBs	1, 2, 6	NGBs to map their performance pathways and plans developed to fill any gaps Plans developed to create transitions from physical activity to sport and between sports	Priority Sport Pathways mapped and gaps identified Transition Plan developed	AAP NGB RDMS SS	2017 - 20
	4, 6	Design a package for talented athletes to support their training, equipment, travel, performance needs etc	20 athletes supported Business support secured An increase in Aberdonians representing Scotland	AAP NGB	2017 - 20

Invest in our infrastructure of people and places by:

Objective	ASOF Ref	Tasks	Target	Partners	Time
Improving the quality of the sports facilities across Aberdeen, generating investment where it will have the most impact	4	Build more artificial sports surfaces to move outdoor to create capacity for indoor activities Create improved infrastructure for walking and cycling in the city for commuting and recreation. New school facilities "design in" community use so that the school estate is used more effectively and efficiently	3 new 3G pitches constructed 1 commercial 5 aside operation in place Improved walking and cycling routes New secondary school estates have community-use sports facility provision	AAP SA ACC ACC	2017 - 20
	4	Identify and invest in green spaces, parks, play areas, housing developments and schools that can be maintained and made accessible to encourage participation in sport and physical activity Develop a S75 Agreement policy that invests in facilities that enable participation in sport & physical activity	Increased use of indoor and outdoor facilities S75 investment into sport & physical activity facilities	AAP ACC SA	2020
	1, 4	Decide criteria to allow competent community groups to manage appropriate community sports facilities under the Community Empowerment Scotland Act Develop a confident and competent sport and physical activity workforce Deploy the workforce effectively Work with employers and training providers to create staff that possess the appropriate skills and competencies and improve the retention of staff	5 Asset Transfer or Maintenance Transfer Agreements in place Active Aberdeen Workforce Development Plan written and implemented 80% of Actions completed each year	AAP ACC AAP ACC	2020
Developing more coaches, officials and volunteers to build the capacity of our sporting infrastructure	4, 5, 6	Recruit, train, deploy and retain more volunteers to deliver programmes Develop a workforce database that can be shared across partners and utilised for events	8% increase in the number of volunteers Database created	AAP	2016 - 20 2017
	4, 5, 6	Create a strong mechanism to support and develop voluntary sports clubs Provide a training programme for Community Sports Clubs and deliver Inclusion Club Hub training	50% of clubs in membership of Sports Council Support provided to 10% of community sports clubs each	AAP	2017 - 20
Supporting our clubs to provide a welcoming and safe environment	4, 5				

			Increase the number of clubs with ClubCap accreditation Support senior clubs to develop junior sections		year 3% increase in adult club memberships 10 senior clubs establish junior sections 5% increase in junior club memberships 5 new ClubCap accreditations each year		
			Establish Community Sports Hubs across the City linked to the Active Schools Groups		6 Community Sports Hubs created in the Active Schools Network	AAP AS SS	2016 - 19
Fostering a culture of collaboration between agencies to ensure that there is a comprehensive, cohesive and coordinated sport and physical activity offer for our communities	4, 6		Complete and implement the Sports Facility Strategy Decisions made to rationalise facility stock Identify facilities that will specialise in the Aberdeen Priority Sports Hall sport partners to match the most appropriate venue to each sport		Strategy approved by AAP Board Facilities rationalised Priority sport facilities identified 5 sports matched with venues	AAP	2016 - 20
	4		Introduce digital technology to simplify the booking of facilities and market facilities and programmes Complete the development of the Active Aberdeen App		Online facility booking service available for all facilities operated by AAP App designed and launched	AAP	2017 - 20
	4, 6		Events Plan for the City developed, with resources to deliver it Work with ACC and the BID to identify packages to support event bidding		Events Plan produced City to host 5 major events per year Bid for one International event per year	AAP ACC BID	2016 - 20

Be Inclusive, delivering programmes that meet the needs of the entire community by:

Objective	ASOF Ref	Tasks	Target	Partners	Time
Ensuring that all areas of the City and everyone in our communities has access to opportunities to participate in a range of activities	1, 2, 5	Increase active participation in those communities that are the most inactive by offering a range of inclusive programmes	5% increase each year in targeted communities Every ward has at least 7 different activity sessions provided	AAP	2017 - 20
Improving health inequalities, targeting the least active in areas of need	1, 5	Work with GPs and health sector to ensure appropriate Referral Programmes in place Social and recreational sessions programme developed in target areas	At least one Programme in place in each target area of the City At least one Programme in place in each target area of the City	AAP	2017 - 20
Using sport and physical activity as a tool to achieve social outcomes such as community safety, learning opportunities, health improvements and regeneration	1, 5	Deliver social outcome programmes in each target area of the City Measure the Social Return on Investment (SROI) as a way of demonstrating the benefits of investing in sport and physical activity to secure further investment	At least one Programme in place in each target area of the City SROI completed Further investment of £50k secured	AAP	2017 - 20
Supporting those with disabilities or with long term conditions to be more active	1, 5	Work toward all Fitness gyms to be Inclusive Fitness Initiative compliant Develop the ASN Competition programme Work to establish new integrated clubs Deliver Inclusion Club Hub training to local sports clubs Support and train staff and volunteers to deliver inclusive programmes	All City facilities IFI compliant 3 new sports added to competition calendar 3 new integrated clubs 50% of clubs trained 100 staff and volunteers trained	AAP AS	2017 - 20

Potential Partners (and abbreviations used above)

Active Aberdeen Partnership	AAP
Aberdeen City Council	ACC
Adventure Aberdeen	Adv Ab
Aberdeen Football Club Community Trust	AFC CT
Active Schools	AS
Aberdeen Snowsports Centre	ASC
Aberdeen Sports Village	ASV
Curl Aberdeen	CA
National Health Service	NHS
North East Scotland College	NESC
Paths for All	PFA
PE Lead Officer (ACC)	PELO
Robert Gordon University	RGU
Scottish Governing Body Regional Development Managers	NGB RDM
Sport Aberdeen	SA
sportscotland	ss
StreetSport	St Sp
Transition Extreme	TE
University of Aberdeen	UoA

An Active Aberdeen

This strategy is for Aberdeen. It is not a strategy for a single organisation but one that takes a multi-agency approach with a mix of partners all of whom have their own separate visions and business plans. This is what makes this strategy unique and exciting. However it also makes it challenging because the creation of a culture of trust and collaboration among partners, who compete against each other for customers, is paramount if this strategy is to be successful and opportunities are to be maximised.

Currently although there are a wide range of different activities being offered across Aberdeen by different partners, the programmes are fragmented, booking is complex and this can make it more difficult for people to become involved.

However, the Active Aberdeen Partnership has been established formally and will facilitate a step-change in both the planning and delivery of sport and physical activity services across the city. With a strategic alliance with the City Council, the Partnership will also support the City's priorities, it will provide expert input to, and deliver services that contribute to the aims of the Aberdeen Single Outcome Agreement, Community Planning Aberdeen and the Aberdeen City Health & Social Care Partnership. For this Strategy to be fully effective then the relevant Aberdeen City Council departments with an impact on the promotion of sport and physical activity will be expected to contribute to its objectives.

We want to ensure that there are early opportunities for young people to become involved in sport and physical activity, and however somebody becomes involved then they can continue their involvement throughout their life, and that they can also swap between physical activities as their life circumstances change. For this to happen we need to enable access to a good range of high quality options, with a high quality workforce and the availability of good information.

This strategy uses the widest possible definitions of sport and physical activity including, active play, walking cycling, using gyms, outdoor and adventure activities, and both recreational and competitive sports.

It is known that participation in physical activity prevents and can help to treat many chronic diseases and this strategy recommends that there are suitable, specialist opportunities for those suffering or affected in this way to continue to participate to assist both their physical and mental health.

With this strategy we will make sport and physical activity more accessible to a wider range of people with the aim of making Aberdeen the most active city in Scotland by 2020.

Year Zero Action Plan

Laying firm foundations

Much has already been achieved by single organisations and some partnership working (Appendices 5 and 6). However much more could be achieved and resources optimised with the creation of the Active Aberdeen Partnership and through its delivery of this strategy.

Collaboration will be crucial for us to achieve the objectives and to sustain the success. For some partners this is a fundamental shift from what they have previously been doing and they will need to agree to make some adjustments. Similarly it is early days for the Partnership and although the individual building blocks are mainly in place, further groundwork is needed.

It is for this reason that we are recommending that the first year of this Strategy, “Year Zero” focuses on building cohesion in the Partnership, agreeing direction, putting in place mechanisms to allow collection of data and greater sharing. In this preparatory period work can take place building foundations and finding collective solutions to the current fragmentation by developing the Year 1 Action Plan.

Key to the effectiveness of this strategy is the workforce, and by that we mean both those volunteers who give up huge amounts of their time to develop and grow their sports and activities, and also those people who are in paid positions. They all should understand the important role they have in the delivery of the strategy therefore communication with the workforce is essential to engage them and to support them in their role, whatever that might be. Only by understanding the overall vision and their role will they become committed to the delivery.

The profile of sport and physical activity in the City has been raised over recent years, we continue will make more of our successes; performers, coaches, officials and volunteers, to demonstrate the improvements we are making.

YEAR ZERO ACTION PLAN			
Objective	Tasks	Targets	Timescale
Governance	Agree structures, terms of reference, membership of working groups, reporting mechanisms and linkages to Community Planning	Membership and Terms of Reference agreed Theme Implementation Groups established	2016
Plan	Agree priority sports, target groups and assess needs in priority geographical areas and audit the Sports Club provision in Aberdeen	Priority sports agreed Target Groups identified Sports clubs audited	2016
	Identify future network of fit for purpose facilities Partners to programme collectively and optimise use of all facilities and simplify bookings	Leisure Facilities Strategy completed Comprehensive programme launched	2016
	Agree targets, baseline information, data collection and monitoring and evaluation of the Strategy's objectives Re-engineer the Access2Leisure, Bookings and Lettings and the Grants Programme. Finalise the Active Aberdeen App	Baseline and targets agreed New version of Access2Leisure launched Bookings and Lettings Policy updated Grants Programme publicised Active Aberdeen App launched	2016
	Prepare and consult on the Year 1 Action Plan Amend as appropriate based on changes to Community Planning and Single Outcome Agreement	Year 1 Action Plan published Amend, if appropriate	2017
Workforce Development	Audit the needs of the sport and physical activity workforce and complete a plan (volunteers and paid staff) that meets the needs of the Strategy	Workforce Development Plan completed	2017
Marketing and Communications	Communicate the importance of the Active Aberdeen Strategy to the entire workforce	Quarterly newsletters to the Active Aberdeen Workforce	2016
	Plan the marketing campaign to "Activate the City", launch Partnership, Strategy, Action Plans and the Active Aberdeen App	Combined or separate launches	2016-17
	Raise the profile of sport & physical activity, celebrate successes achieved (events, programmes and talented athletes)	Quarterly press releases demonstrating the successes of the Strategy	2016 -17

Appendix 1

National and Local Policy Context

Let's Make Scotland More Active (2003)

Since the 2003 report **Let's Make Scotland More Active**, The Scottish Government and its agencies have been anxious about the health of the nation, its propensity to following a poor diet, not being physically active and real worries about the number of serious illnesses and conditions that can be prevented by taking more physical activity.

Scottish National Performance Framework – National Outcomes (2007) and updated (2011)

In 2007 the Scottish Government set out its national outcomes which were refreshed in 2011 as follows:

- Wealthier and fairer
- Smarter
- Healthier
- Safer and stronger
- Greener

One of the new national indicators added to the NPF in 2011 was:

Increase physical activity	<p>Increasing the proportion of the population meeting physical activity levels is a key legacy aspiration for the Commonwealth Games. There is also a strong health benefit as increases equate to addressing the impact on sedentary lifestyles which can lead to reductions in health issues such as type 2 diabetes, heart disease and blood pressure.</p> <p>There is also emerging evidence that physical activity delivers better outcomes for mild depression than prescribed medication.</p>
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Reaching Higher: Building on the Success of Sport 21 (2007)

The Scottish Government's strategy for sport is Reaching Higher whose vision for sport in Scotland is as follows:

- A country where sport is more widely available to all
- A country where sporting talent is recognised and nurtured
- A country achieving and sustaining world class performances in sport

Toronto Charter for Physical Activity: A Global Call for Action. (2010)

It states, “Physical inactivity is the fourth leading cause of deaths due to non communicable disease worldwide – heart disease, stroke, diabetes and cancers – and each year contributes to over 3 million preventable deaths. Physical inactivity is related (directly and indirectly) to the other leading risk factors for NCDs such as high blood pressure, high cholesterol and high glucose levels, and, to the recent striking increases in childhood and adult obesity, not only in developed countries but also in many developing countries.”

“There is strong evidence to guide the implementation of effective approaches to increase physical activity. Reversing downward trends in physical activity will require countries to commit to a combination of strategies aimed at the individual, social-cultural, environmental and policy determinants of inactivity”

“There is no single solution to increasing physical activity, an effective comprehensive approach will require multiple concurrent strategies to be implemented. To support countries ready to respond, there are seven ‘best investments’ for physical activity, which are supported by good evidence of effectiveness and that will have worldwide applicability.”

These 7 investments are:

1. Whole of school programmes
2. Transport policies and systems that prioritise walking, cycling and public transport
3. Urban design regulations and infrastructure that provide for equitable and safe access for recreational physical activity, and recreational and transport-related walking and cycling across the life course
4. Physical activity and NCD (non communicable disease) prevention integrated into primary healthcare systems
5. Public education, including mass media to raise awareness and change social norms on physical activity
6. Community-wide programs involving multiple settings and sectors and that mobilize and integrate community engagement resources
7. Sports systems and programs that promote ‘sport for all’ and encourage participation across the life span.

Preventing Overweight and Obesity – a route map towards healthy weight (2010)

The Scottish Government published this route map and outlined the preventive actions needed to take control of obesity in Scotland;

- Energy consumption – controlling exposure to, demand for and consumption of excessive quantities of high calorific foods and drinks
- Energy expenditure – increasing opportunities for and uptake of walking, cycling and other physical activity in our daily lives and minimising sedentary behaviour
- Early years – establishing life-long habits and skills for positive health behaviour through

early life interventions

- Working lives – increasing responsibility of organisations for the health and wellbeing of their employees

Start Active, Stay Active - a report on physical activity for health from the four home countries' Chief Medical Officers (2011)

In 2011 the Chief Medical Officers across the UK came together to clarify the Physical Activity Guidelines for the following groups. See Appendix for the detailed guidelines for each of the age groups

- Under 5s not yet walking
- Early years (under 5s) for children who are capable of walking
- Children and young people (5 – 18 years)
- Adults (19 – 64 years)
- Older adults (65+ years)

These Chief Officers recommended a “life course” approach and noted that the easiest and most acceptable forms of physical activity are those that can be incorporated into daily life

Commission on the Future Delivery of Public Services (2011)

The Christie Commission recommended that Scotland’s public services needed overhauled to meet budget and other challenges. It recommended radical change in integrating the design and delivery of public services but also that these services moved to a more preventative agenda. It estimated that around 40% of spending could be avoided if a more preventative approach was taken. It was critical of a fragmented approach which this strategy is trying to avoid, and it recommended that communities become more involved in planning for the services that they need.

Getting it Right for Every Child (2012)

This document outlines 8 indicators of a child’s wellbeing, two of which are “healthy” and “active”.

Early Years Collaborative (2012)

EYC is a quality improvement project for children and families involving Community Planning Partnerships and National agencies established to support the transformation of early years.

Through local work they are identifying interventions that they hope will have the potential to make an impact on the aims and they have identified Key Change themes as follows:

- Early support for pregnancy and beyond
- Attachment, child development and learning
- Continuity of care in transitions
- 27 – 30 month child health review
- Parenting skills and family engagement to support learning
- Addressing child poverty
- Health and wellbeing
- Play

Social Care (Self-directed Support) (Scotland) Act 2013

In 2013 The Scottish Parliament passed a new law on social care support, the Social Care (Self-directed Support) (Scotland) Act 2013. This Act gives people a range of options for how their social care will be delivered, beyond just direct payments, allowing people to decide how much control and responsibility they want over their own support arrangements. The Act places a duty on council's to offer people choices as to how they receive their social care support.

A More Active Scotland: Building a Legacy from the Commonwealth Games (10 Year Implementation Plan) (2014)

The vision is that “The people of Scotland will enjoy more active and healthier lives” and the plan contains five delivery themes with targets at the end of 2014, for 2019 and 2024. The delivery areas are as follows:

- Environment
- Workplace settings
- Health and social care
- Education settings
- Sport and Active Recreation

Let's Get Scotland Walking – The National Walking Strategy 2014

Three strategic aims:

- Create culture of walking
- Better walking environments throughout Scotland
- Ensure easy, convenient independent mobility for all

Public Bodies (Joint Working) (Scotland) Act 2014

Health and Social Care Partnerships come into being on 1 April 2016 and are a result of the programme to integrate the NHS health agenda with the Local Authority social care agenda and the third and independent sectors. Their goal is to improve the quality of the care offered through previous health and social services through working with individuals and communities. There are 9 National Health and Wellbeing Outcomes that will be delivered by the local Health and Social Care Partnerships as follows:

1. People are able to look after and improve their own health and wellbeing and live in good health for longer
2. People, including those with disabilities or long term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home on in a homely setting in their community
3. People who use health and social care services have positive experiences of those services, and have their dignity respected
4. Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services
5. Health and social care services contribute to reducing health inequalities
6. People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and well-being
7. People using health and social care services are safe from harm
8. People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide
9. Resources are used effectively and efficiently in the provision of health and social care services

This is one of Scotland major programmes to reform health and social care, to integrate the services provided and to ensure that those people who need these services get the right care and support whatever their needs.

Community Empowerment (Scotland) Act (2015)

This Act acknowledges that communities have strength and that they can be empowered by their ownership of land or buildings as a different way to deliver services. It provides the opportunity for community groups, or sport clubs to take over the ownership and management of public sector buildings and land.

Directorate of Chief Medical Officer (October 2015)

Health Promoting Health Service: Action in Secondary Care Setting (known as a Chief Executive Letter)

In October 2015 the Chief Medical Officer, Dr Catherine Calderwood sent a letter to NHS Chief Executives and others emphasising NHS Scotland's "key responsibility for promoting health and wellbeing within the population it services". It goes on to state that, "The vision for a Health Promoting Health Service (HPHS) is a cultural transformation that ensures that every healthcare contact is a health improvement opportunity. Prevention lies at the heart of the HPHS policy. It is about promoting healthier behaviours and discouraging detrimental ones by ensuring that healthier choices are the easier ones and that appropriate support systems are in place to encourage and reinforce these choices".

Annual reporting measures include in Section H, Physical Activity and Active Travel and it is anticipated that action to support and encourage physical activity and active travel will impact across the three HPHS themes of; person centred care, staff health and the hospital environment.

Raising the Bar 2015 – 2019 – sportscotland's Corporate Plan

This has two outcomes that partners are expected to contribute to:

- Everyone will have the opportunity to get involved and participate in sport and stay involved throughout their life.
- Everyone will have the opportunity to develop, progress and achieve success at their chosen level of sport.

Other relevant National Strategies:

- Good Places, Better Health: A New approach to the Environment and health in Scotland (2008)
- Cycling Action Plan for Scotland (2010)
- Scotland's National Dementia Strategy (2013 – 16)

Aberdeen Population and Health and Wellbeing

In June 2014 Aberdeen had an estimated population of 228,990 which is the 8th highest Council total in Scotland and this accounts for 4.3% of Scotland's total population.

Between 2012 and 2037 the population is expected to rise to almost 300,000.

The working age population is projected to increase by 19% and the 65+ population is projected to increase by 55%

According to the 2011 census around 16% of people in Aberdeen have long term illness, health problems or disability that limits their daily activities or the work they can do.

Aberdeen Single Outcome Agreement 2013

Below are the thematic Priorities and Outcomes from Aberdeen's Single Outcome Agreement that impact on this strategy. Two of the key principles are to target those most in need and to reduce isolation of minority communities. The SOA is currently being refreshed and the new version was not available during the development of this Strategy.

Priority	Outcomes
Learning and Workforce	<ul style="list-style-type: none"> • Reduced levels of unemployment • Universal literacy • Employees in Aberdeen receive a "living wage" • Effective lifelong learning through vocational and academic education training from secondary school
Health and Wellbeing	<ul style="list-style-type: none"> • People in Aberdeen who consume alcohol drink responsibly and within sensible weekly drinking guidelines • Reduced inequalities in healthy life expectancy and improved physical and mental health through increased physical activity • Improved mental and physical health and social inclusion of long term unemployed by equal access to employability opportunities
Older People	<ul style="list-style-type: none"> • Older people in Aberdeen have increased independence • More older people in Aberdeen are benefiting from "Active aging" • Carers are effectively supported
Children & Young People	<ul style="list-style-type: none"> • Every child and young person in Aberdeen enjoys being young and at the same time feels safe, nurtured, healthy, active, included, respected and responsible

Community Planning Aberdeen Health and Wellbeing Thematic Group

Community Planning Aberdeen has as a part of its delivery mechanism a Thematic Implementation Group (TIG) for Health and Wellbeing whose work plan (April 2015 – March 2016) has as one of its outcomes:

- Reduced inequalities in healthy life expectancy and improved physical and mental health through increased physical activity

All of the policies are pointing to the preventative agenda, working with those most in need, people becoming, and being encouraged to become, more physically active thereby avoiding many of the diseases and conditions brought on by or exacerbated by physical inactivity.

The Aberdeen City Health and Social Care Partnership

The Aberdeen City Health and Social Care Partnership's vision is, "A caring partnership working together with our city communities to enable people to achieve fulfilling and healthier lives and wellbeing".

Fit for the Future A Sport and Physical Activity Strategy for Aberdeen City 2009 – 2015

The previous strategy for sport and physical activity for the city was published in 2009. It outlined 5 objectives.

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

Unfortunately an Action Plan for this Strategy was not agreed and due to changes to organisational structures and personnel and it was inevitable that new organisations needed to focus on their own individual contributions making it difficult for partners to collaborate. Despite this, individual organisations did pursue the Fit for the Future objectives and much was achieved; new facilities built, new opportunities created, Aberdeen athletes reached the highest levels and the profile of sport in Aberdeen was raised.

Please see the Appendices 5 and 6 for a summary of some of the partners' individual achievements and successes during this period. However it is stressed that these in most cases these successes can be attributed to single organisations, not as a result of the Fit for the Future strategy, with minimal partnership working or sharing and opportunities were not maximised.

Other relevant local strategies

In addition to the above the following strategies impact on a Sport and physical activity Strategy therefore links needs to be made so that there is consistency of approach across different departments and organisations, links made and overall priorities are agreed.

- Aberdeen Active Travel Action Plan
- Aberdeen Core Path Networks
- Aberdeen Local Transport Strategy
- Aberdeen Open Spaces Strategy
- Aberdeen City Centre Master Plan
- Aberdeen Play Spaces Review
- Aberdeen Outdoor Learning Strategy

APPENDIX 2

The Benefits of participation in sport and physical activity

The Scottish Sports Alliance – A Manifesto for Scottish Sport 2015

<p>Social Care</p> <ul style="list-style-type: none"> • 30% reduced falls • 36 – 68% reduced hip fracture risk • 38% reduced cognitive decline risk • 30 – 5-% reduced onset of functional limitations • Delayed dementia • Decreased loneliness • Enhanced mental wellbeing <p>Economic productivity</p> <ul style="list-style-type: none"> • 27% fewer sick days • 4 – 5% improved work performance • 8-15% reduced staff turnover <p>Active citizenship</p> <ul style="list-style-type: none"> • Social and civic participation • Social and community cohesion • Inter-generational and intercultural integration • Community empowerment • Community spirit • Social commitment 	<p>“Best buy” in public health</p> <ul style="list-style-type: none"> • Save 2,447 lives per year • Reduced incidence of: <ul style="list-style-type: none"> ○ Premature deaths by 16.9% ○ Heart disease by 105% ○ Type 2 diabetes by 13% ○ Breast cancer by 17.9% ○ Colon cancer by 18.7% ○ Strokes by 12% <p>Crime Prevention</p> <ul style="list-style-type: none"> • A focus on positive behavioural change • A positive diversionary activity • A vehicle to support <ul style="list-style-type: none"> ○ Reduced re-offending ○ Reduced anti-social behaviour <p>Learning</p> <ul style="list-style-type: none"> • 15% likelihood of going to college/university • 40% higher test scores
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Countless organisations, including the NHS, have acknowledged the individual and societal benefits of more of the population being more active through participating in physical activity or in sport. There are advantages to both physical and mental health. Being physically active can help prevent and treat; obesity, type 2 diabetes, various cancers, strokes, heart disease, depression and anxiety.

The estimated cost to the NHS of physical inactivity is detailed below but there are other costs to the local authority, social work and other services, to employers and to the economy of Aberdeen. The Christie Commission suggested a more preventative and anticipatory approach which is reflected in this strategy. By encouraging people to become more physically active and offering more early opportunities then much of this spend can be avoided.

“Costing the burden of ill health related to physical inactivity for Scotland” August 2012

“Physical inactivity cost the NHS in Scotland £94.1M (£91.8M to £96.4M) in 2010-11”
Dr Charlie Foster and Dr Steven Allender, BHF Health Promotion Research Group, University of Oxford on behalf of the British Health Foundation Health Promotion Research Group for the Scottish Physical Activity Research Collaboration (SPARCoil)

In addition to the many health benefits there is increasing evidence of participation in sport and physical activity making a contribution to the other social objectives of equality, regeneration and education.

Appendix 3

Why do we need a strategy?

- Physical inactivity results in around 7 premature deaths in Scotland per day
- 21% of the Scottish population is inactive
- Physical inactivity costs the NHS around £94 million annually
- Being physically active can help prevent and treat more than 20 chronic diseases
- In 2012 27.1% adults in Scotland were obese and 64.3% were overweight (including obese)
- In 2012 the figure for overweight (including obesity) in boys was 33.6% and for girls 27.4%
- Children of parents who are of a healthy weight or underweight are less likely to be at risk of overweight or obese than children of obese parents
- Children in the 15% most deprived areas of Scotland are significantly more likely to be at risk of obesity than those living elsewhere (18.7% compared to 14.5%).
- Scotland has one of the highest levels of obesity in OECD7 countries; only the USA and Mexico having higher levels
- 17% of children in Scotland are at risk of obesity

The statistics above are worrying and we need to take action to improve the life chances of people through offering more accessible opportunities for them to participate in sport and physical activity.

Research has informed many national and local policies which in turn suggest the need for a more strategic approach to the development of a more active and sporting population. These policies are contained in the Appendix.

In Aberdeen there are many separate providers, fragmentation has existed and we believe that by planning together we can maximise our resources better, offer a broader range of services and target those who need it most to reduce health inequalities. The Active Aberdeen Partnership has been established to make this happen. All partners will work together to maximise resources and work together towards the agreed outcomes and objectives. The Strategy's Annual Action Plans will ensure that there is a planned approach to minimising gaps and overlaps in provision.

Appendix 4

Start Active, Stay Active - a report on physical activity for health from the four home countries' Chief Medical Officers (2011)

Physical Activity Guidelines

Under 5s not yet walking	<ol style="list-style-type: none"> Physical activity should be encouraged from birth, particularly through floor-based play and water-based activities in safe environments All under 5s should minimise the amount of time spent being sedentary (being restrained or sitting) for extended periods (except time spent sleeping)
Early years (Under 5s) for children who are capable of walking	<ol style="list-style-type: none"> Children of pre-school age who are capable of walking unaided should be physically active daily for at least 180 minutes (3 hours), spread throughout the day.* All under 5s should minimise the amount of time spent being sedentary (being restrained or sitting) for extended periods (except time spent sleeping). <p>* Most UK pre-school children currently spend 120–150 minutes a day in physical activity, so achieving this guideline would mean adding another 30–60 minutes per day.</p>
Children and young people (5 -18 years)	<ol style="list-style-type: none"> All children and young people should engage in moderate to vigorous intensity physical activity for at least 60 minutes and up to several hours every day. Vigorous intensity activities, including those that strengthen muscle and bone, should be incorporated at least three days a week. All children and young people should minimise the amount of time spent being sedentary (sitting) for extended periods.
Adults (19-64 years)	<ol style="list-style-type: none"> Adults should aim to be active daily. Over a week, activity should add up to at least 150 minutes (2½ hours) of moderate intensity activity in bouts of 10 minutes or more – one way to approach this is to do 30 minutes on at least 5 days a week. Alternatively, comparable benefits can be achieved through 75 minutes of vigorous intensity activity spread across the week or combinations of moderate and vigorous intensity activity. Adults should also undertake physical activity to improve muscle strength on at least two days a week. All adults should minimise the amount of time spent being sedentary (sitting) for extended periods.

Older adults (65+ years)	<ol style="list-style-type: none"> 1. Older adults who participate in any amount of physical activity gain some health benefits, including maintenance of good physical and cognitive function. Some physical activity is better than none, and more physical activity provides greater health benefits. 2. Older adults should aim to be active daily. Over a week, activity should add up to at least 150 minutes (2½ hours) of moderate intensity activity in bouts of 10 minutes or more – one way to approach this is to do 30 minutes on at least 5 days a week. 3. For those who are already regularly active at moderate intensity, comparable benefits can be achieved through 75 minutes of vigorous intensity activity spread across the week or a combination of moderate and vigorous activity. 4. Older adults should also undertake physical activity to improve muscle strength on at least two days a week. 5. Older adults at risk of falls should incorporate physical activity to improve balance and co-ordination on at least two days a week. 6. All older adults should minimise the amount of time spent being sedentary (sitting) for extended periods.
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Appendix 5

Illustration of the Current Reach of Facilities, Programmes, Sports Clubs and Events

The following tables attempt to illustrate participation in sport and physical activity across Aberdeen.

Venues and programmes	Membership	Visits	Volunteer information
Aberdeen Football Club Community Trust Became a standalone charity in March 2014	Not applicable	2015 – 16 (only half of the season) 71,000 participations involving 9,522 participants Equality projects 2014 - 15 70,966 visits A 16% increase on the previous year (Football – 34,915 Snowsports – 36,045)	146.5 hours to date this season
Aberdeen Snowsports Centre Set up 2005	Not applicable	2010 - 2016 Membership doubled 5,046 to 10,272	
Aberdeen Sports Village Village opened in August 2009 Aquatics Centre opened in May 2014	Not applicable	2014 – 15 997,701 10,979 of whom were children (with an additional 1031 children attending sports camps) Seniors programme 2014 – 15 18,650 2014 -15 180,497 Participant sessions Male – 93,302 Female – 87,195 60 sports clubs linked to at least one school 30 % increase in sessions for participants with Additional Support Needs	447 volunteers (158 qualified) 22 young ambassadors 67 qualified secondary pupils

<p>Adventure Aberdeen, Education and Children's Services, ACC</p>	<p>Not applicable</p>	<p>2014-15 639 four hour sessions An increase of 47% from the previous year. Usage was 15% Secondary schools 24% Primary schools 18% ASN 4% 50+</p>	
<p>Curl Aberdeen Opened 2005</p>	<p>2009 to 2015 700 relatively static Takes membership from across the North east of Scotland</p>	<p>45 teams from 30 Clubs participate in its Super League</p>	
<p>Denis Law Legacy Trust (Streetsport) Established in 2006</p>	<p>Not applicable Free mobile community based activities</p>	<p>2009 – 2,758 participations 2015 – 8,138 participations</p>	<p>Bank of over 50 volunteers</p>
<p>NHS Grampian</p>	<p>Not applicable</p>	<p>A variety of programmes focusing on regeneration areas</p>	
<p>PE in Schools</p>	<p>Not applicable</p>	<p>Secondary schools achieving the target of 2 periods of PE per week = 100% Primary schools achieving the target of 2 hours of PE per week = 96% (those not achieving it are constrained by the facilities available)</p>	
<p>RGU Sport</p>	<p>2009 - 3780 2015 - 3290</p>	<p>2009 - 225,000 2015 – 235,000 120 children on the Top Up Swimming programme for P7 pupils in 3 Aberdeen schools Sports scholarship programme for 18 students</p>	<p>2015 Volunteer for sport programme 46 students involved</p>

<p>Sport Aberdeen</p>	<p>Membership January 2009 – 950 January 2016 – 3,556</p>	<p>2014 - 2015 1.2 million visits 89,653 rounds of golf 52,448 using outdoor pitches 4,911 swimmers in the learn to swim programme</p> <p>Walk Aberdeen Participations increased from 359 to 1379 (2013 – 15)</p> <p>Move More Aberdeen 151 referrals (Dec 14 - March 15) 71% from NHS 29% self referral</p> <p>Active Aging Participations increased from 382 to 2569 (2013 – 2015)</p>	<p>Between 2013 – 15 161 walk leaders trained over 15 sessions</p> <p>23 active volunteers 22 walk leaders trained 13 Gentle Movement trained</p>
<p>Transition Extreme opened 2007</p>		<p>100,000 visits per annum (25,000 skatepark sessions and 30,000 climbing sessions per year) Outreach activities</p>	
<p>University of Aberdeen Sport and Exercise Team</p>	<p>Student Sports Union membership has stayed static over 5 years</p>	<p>Students use ASV 2,000 Primary school pupils (from 5 local primary schools) attended the Saltire Schools Programme 14 Students on sport scholarships</p>	

NOTE:

- This is for illustrative purposes using information collected by each operator and these cannot be aggregated because of the different data collected, different financial years, the seasonality of some sports etc

- There will be duplication ie one person either being a member of more than one organisation or visiting more than one organisation
- Membership means different things across each of the organisations and being a member does not mean that a person uses the facility on a regular basis
- Some of the members and visitors may not be residents of Aberdeen City

Voluntary Sports Clubs in Aberdeen

By their very nature it is difficult to maintain information on voluntary sports clubs because of the regular changes made to the voluntary office bearers, few clubs have their own premises so it is judged on where the secretary lives. With the geographical boundaries between the city and Aberdeenshire it is inevitable that “city” clubs cater for Aberdeenshire residents and this can add a level of complexity to deduce the club’s home base.

It is unfortunate there is no register kept up to date. However in 2013 Aberdeen Sports Council compiled a list that included 92 clubs offering at least 32 different sports and activities. Estimated number of clubs in Aberdeen (note: due to methods of counting there may be an element of duplication but it is also considered that not all clubs have been captured). There are also a range of informal groups on the ground organising walks, cycle rides and other activities which are not captured below.

Estimated number of voluntary sports clubs (potential for individuals to be members of more than one club)

	Estimated number of clubs
Voluntary sport clubs	92
Aberdeen University Clubs	50+
RGU:Sport Clubs	32

The reach of a selection of major sports events in Aberdeen

Aberdeen Youth Games For Primary School pupils	1100 participants from 38 schools	
Golden Games For over 65s	2011 – 80 participants 2015 – 425 participants	
Baker Hughes Aberdeen 10K	10k - 5,440 entries 2k – 140 entries	200 volunteers

Appendix 6

A selection of successes against the objectives of Fit for the Future 2009 – 2015

Objective 1 – Promote and increase opportunities for participation in sport and physical activity for everyone in Aberdeen		
Increase overall participation year on year to reach an increase of 10% by 2015	<ul style="list-style-type: none"> • All venue operators and programmes are working to their own strategies to increase participation in sport. Some have evidence of increased participation • Hard to reach groups in geographical areas, those who are inactive and people with disabilities and long term medical conditions have opportunities to participate in sport and physical activity across all of the venues and in a wide variety of programmes • 31% of the groups that Adventure Aberdeen works with are those with additional support needs Participants with a disability have opportunities to participate in a range of sports and adapted versions like walking football • Adventure Aberdeen has increased it work with children with additional support needs from the regeneration areas in the city to help either re-engage or to stay engaged with mainstream educational provision • The Adventure Aberdeen 50+ sessions has realigned its offer to provide more low risk adventure activities and fewer adventurous activities • Sessions offered for people with mental health problems and dementia • Health Walks introduced with increased participation shown. • Schools in regeneration areas are targeted through the Curling's Cool programme. • Children are in receipt of better quality Physical Education through the PE Lead Officer investment • The 50+ age group have a wide range of activities in which they can participate across the city in various venues • Voluntary sports clubs are being supported to plan for the development of their sport through the National Governing Body Regional Managers • Individuals with long term medical conditions and others who are inactive have different levels of walking groups • 25 clubs are now accredited to the ClubCap scheme 	
Identify and remove barriers to participation in "hard to reach" groups and increase participation in these groups by 25% by 2015		
All children to have access to quality physical education and physical activity opportunities in a range of settings		
To increase participation in the over 50s age group by 20% by 2015		
Work in partnership to drive up the overall market in Aberdeen		
Ensure participation levels are increased and sustained through planned sports development	<ul style="list-style-type: none"> • Increase the number of sports clubs accredited to a recognized quality system 	
Increase the number of sports clubs accredited to a recognized quality system		
Objective 2 Provide a comprehensive and high quality range of sports facilities in Aberdeen		
Cater for all suitable sports/scotland defined sports at a local participant level in Aberdeen by 2015		<ul style="list-style-type: none"> • Aberdeen Sports Village opened in 2009 with the Aquatics Centre opening in 2014 • Curl Aberdeen is a world class dedicated curling facility and leading training facility for elite curlers • Adventure Aberdeen moved into a purpose built conversion in 2010 providing a high quality facility • Transition Extreme which originally opened in 2007, recently refurbished its skatepark
Improve the overall quality of sports facilities including reducing the number of poor quality facilities which are not fit for purpose		
Ensure that Aberdeen's target sports can be catered for at a regional		

<p>training/ competition level by 2015</p>	<ul style="list-style-type: none"> • Tullos Pool refurbished • Improvements made to golf courses and football pitches and pavilions • Gymnastics facilities at the Gordon Centre installed • Walking and cycling routes surfaces and signage improved • Boccia courts installed in the new games hall at Aberdeen Grammar School • 45 first aid and child protection courses delivered between April 13 and December 15 with 539 people attending • The City inclusion programme delivered 28 training courses and CPD opportunities to 384 participants from 2011 - 2015
<p>Objective 3 Maximise social, educational, health and economic benefits of sport and physical activity in Aberdeen</p> <p>Encourage learning, training, volunteering and pathways to employment through sport and physical activity</p> <p>Work with partners to meet shared objectives</p>	<ul style="list-style-type: none"> • Denis Law Legacy Trust (Streetsport) is offering pop-up sessions across different venues with the benefits of providing some diversionary activities for young people • AFC Community Trust became a standalone charity in 2014 offering a wide range of activities to participants of all ages and abilities including walking football • Transition Extreme operates to assist children and young people make positive life transitions by providing a wide range of innovative sports, diversionary, employability and educational activities • Several organisations are offering a good coach education structure in partnership with the national governing body and other courses for example in Child Protection, First Aid etc to volunteers assisting with the development of the workforce • Walking groups providing social contact for elderly people helping to improve their health • Several partners offered Apprenticeship programmes to give local young people an entry into working in sport • Several major events held attracting players and spectators to the city, including events for people with disabilities
<p>Objective 4 Develop and sustain pathways which nurture local, regional and national sporting people to reach their potential</p> <p>Work in partnership to ensure that appropriate pathways are available</p> <p>Work in partnership to increase the number of individuals reaching the level where they can be supported by organisations such as Grampian Institute of Sport by 20% by 2010</p>	<ul style="list-style-type: none"> • Governing Body Regional Development Managers in Aberdeen have highlighted clubs that they will support to provide player pathways and Aberdeen athletes from different age groups are having successes in local and national competitions • The Grampian Institute of Sports currently (March 2016) supports 8 athletes from Aberdeen City in the following sports <ul style="list-style-type: none"> ○ Curling ○ Modern pentathlon ○ Rowing (3) ○ Shooting

	<ul style="list-style-type: none"> ○ Snowsports ○ Swimming ● 2 Paralympic athletes in GB squads
<p>Objective 5 Raise the profile of sport in Aberdeen</p>	
<p>Attract 5 International sporting events per year to Aberdeen</p>	<p>Increase the number of national sporting events attracted to Aberdeen year on year</p>
<p>Develop strategic partnerships to support sporting provision</p>	<p>Increase the number of different sports represented in national events in Aberdeen year on year.</p>
<p>Aberdeen Snowsports Centre</p> <ul style="list-style-type: none"> ● Scottish Artificial Slopestyle Championships (2013 and 2014) ● Go Big or Go Home (August 2015) ● Guinness World Record attempt (Sept 2014) <p>ASV</p> <ul style="list-style-type: none"> ● Cameroon Olympic Team Training Camp July 2012 with RGU Sport ● Netball Scotland Thistles v Sri Lanka (May 2011) ● Netball Scottish Thistles v Wales test series (Dec 11) ● Netball Europe Open Championships (May 2013) ● Netball European U21 Championships (Oct 2015) ● Commonwealth Water Polo Championships (April 2014) ● Cameroon and Scotland Aquatics teams Commonwealth Games Training Camps (July 2014) with RGU ● Scottish National Athletics Championships (Aug 2015) <p>Curl Aberdeen</p> <ul style="list-style-type: none"> ● European Curling Championships 2009 ● Scottish Junior Curling Championships 2009 – 16 ● World Rotary Curling Championship 2014 ● Regular Special Olympics Training Camps ● Scottish Wheelchair Curling Championships 2011 <p>RGU: Sport</p> <p>Cameroon and Scotland Training Camps (as before)</p> <p>Westburn Outdoor Centre</p> <p>The Scottish Disability Sport National Lawn Bowls Championships held every year from 2009 to 2015</p> <p>Scottish Open Golf</p> <p>Held at Royal Aberdeen Golf Club in 2014</p>	

	<p>Aberdeen FC</p> <ul style="list-style-type: none">• Rugby Scotland v Samoa Nov 2010• Rugby Scotland v Tonga Nov 2012
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LEADER

Appendix 7

List of Consultees

Filippo	Antoniazzi	Director of Sport	RGU: Sport
Katie	Barnett	Secretary	Aberdeen Sports Council
Ali	Bell	Assistant Institute Manager Grampian Institute of Sport	sportscotland
Jo	Bell	Partnership Manager	sportscotland
Tom	Brewster	Manager	Curl Aberdeen
Emma	Broadhurst	Local Authority Legacy Manager	Scottish Government Active Scotland Team
Mag	Campbell	Health Improvement Officer Neighbourhoods South Locality	NHS Grampian
Alan	Clark	Regional Development Manager Highlands & Islands and Grampian	sportscotland
Caroline	Comerford	Health Improvement Coordinator	Public Health Directorate
Graeme	Dale	Active Schools Manager	NHS Grampian
Liliane	de Ruiter	Public Health Coordinator North Cluster	Sport Aberdeen
Joyce	Duncan	Chief Executive	NHS Grampian
Jill	Franks	Business Development Director	ACVO
Santosh	Gaihre	Health Improvement Officer Neighbourhoods North	Sport Aberdeen
Gary	Giles	Physical Education Lead Officer	NHS Grampian
Jan	Griffiths	Sports Development Manager	Aberdeen City Council
Alison	Hope	Planning Trainee Local Development Plan Team	Aberdeen Sports Village
Sandra	Howard	Equalities Manager	Aberdeen City Council
Dave	Jacobs	General Manager	Aberdeen City Council
Lyndsay	Johnstone	Development Officer Community Planning	Aberdeen Snowsports Centre
Jonathan	Kitching	Team Leader Adventure Aberdeen	Aberdeen City Council
Sinclair	Laing	Team Leader Environmental Policy	Aberdeen City Council
Hannah	Leslie	Sport and Physical Activity Development Officer	Aberdeen City Council
			RGU:Sport

Jenny	McCann	Senior Development Manager (Active Lifestyles)	Sport Aberdeen
Elaine	McConnachie	Health Improvement Officer Schools	NHS Grampian/Aberdeen City Council
Dave	McHenry	Managing Director	KKP
Ludwik	Metelski	Service Improvement Manager	Sport Aberdeen
Mhairi	Miller	Business Strategy and Finance Manager	Aberdeen Snowsports Centre
Faiza	Nacef	Development Officer Equalities Team	Aberdeen City Council
Louise	Napier	Senior Planner Transport and Strategy	Aberdeen City Council
Shamini	Omnes	Public Health Coordinator South Cluster	NHS Grampian
Grahame	Paterson	Chief Executive	Transition Extreme Sports Limited
Donald	Pirie	Sport and Exercise Team	University of Aberdeen
Ally	Prockter	Chief Executive	Aberdeen FC Community Trust
Bernie	Reid	Club, Coach & Volunteer Development Officer	Sport Aberdeen
Alistair	Robertson	Managing Director	Sport Aberdeen
Sarah	Singer	Marketing and Communications Manager	Sport Aberdeen
Linda	Smith	Public Health Lead	Aberdeen City Health and Social Care Partnership
Jonathan	Smith	Vice Chair	Aberdeen Civic Forum
Nigel	Spencer	Golf Services Manager	Sport Aberdeen
Simon	Starr	Interim Sport & Physical Activity Development Director	Sport Aberdeen
Pauline	Stirling	Chair	Grampian Disability Sport
Steven	Sweeney	Senior Scottish FA Community Coach	Aberdeen FC Community Trust
Lesley	Thomson	Cultural Policy and Partnership Manager	Aberdeen City Council
Kevin	Wallace	Inspector	Police Scotland
Bill	Watson	Architect	Aberdeen City Council
Mark	Williams	Street Sport Development Officer	Denis Law Legacy Trust
Helen	Wilson	Development Officer	Paths for All
Gail	Woodcock	Integrated Localities Programme Manager	Aberdeen City Health and Social Care Partnership
Regional Development Managers with a responsibility for Aberdeen City			National Governing Bodies of Sport

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7- EHRIA Summary and Action Planning

Report Title	The Strategy for an Active Aberdeen 2016-20			
Assessment not required	Evidence			
Assessment completed	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.			
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
Participation within specific target groups does not increase	Additional work to specifically target resources at the target groups and work with agencies with expertise with these groups	Active Aberdeen Partnership	2020	Annually

8: Sign off

Completed by (Names and Services) :	Simon Starr, Interim Sport & Physical Activity Development Director
Signed off by (Head of Service) :	Euan Couperwhite, Head of Service, Policy, Performance and Resources, Education and Children's Services
<p>Only sections 7 and 8 will be attached to the committee report</p> <p>The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeq_EHRIA_Search.asp</p> <p>Please send an electronic format of the full EHRIA without signature to SHoward@aberdeencity.gov.uk</p>	

ABERDEEN CITY COUNCIL

COMMITTEE: **Education and Children's Services**

DATE: **2nd June 2016**

DIRECTOR: **Gayle Gorman**

TITLE OF REPORT: **Update on readiness for full implementation of Parts 4, 5 and 18 of the Children and Young People (Scotland) Act 2014.**

REPORT NUMBER: **ECS/16/025**

CHECKLIST COMPLETED: **Yes**

1. PURPOSE OF REPORT

- 1.1 To advise Committee of progress made towards preparing for full implementation of Parts 4, 5 and 18 of the Children and Young People (Scotland) Act 2014.
- 1.2 To advise Committee of detailed costs associated with the implementation of the Action Plan.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
 - (i) Note the content of this report, the Action Plan contained within Appendix 1 and documentation within subsequent Appendices
 - (ii) Instruct officers to continue to implement the Action Plan contained within Appendix 1 and collaborate with Partners to update the plan for August 2016
 - (iii) Instruct officers to use performance measures and national best practice to improve the wellbeing of children and young people.

3. FINANCIAL IMPLICATIONS

There are no additional financial implications associated with the recommendations above. Costs will be met from existing budgets and additional Scottish Government funding as detailed as in Appendix 1.

4. OTHER IMPLICATIONS

4.1 Legal

As an Authority we have a duty to fully implement Parts 4, 5 and 18 of Children and Young People's Act from 31st August 2016. Failure to implement the Action Plan could lead to our not complying with legislation and being open to legal challenge.

4.2 Resources

Officer time and expenditure will be met from existing budgets and additional Scottish Government funding.

4.3 Personnel

Streamlining of Getting it Right for Every Child (GIRFEC) processes will enable those undertaking the role of Named Person to discharge their duties confidently, in a timely and efficient manner and in keeping with the legislation.

4.4 Property

There are no implications.

4.5 Equipment

The SEEMiS module has been joint funded by all Local Authorities and will be place for August 2016.

4.6 Sustainability and environmental

There are no implications.

4.7 Health and safety

Streamlining processes will reduce bureaucracy and associated pressures on those delivering the Named Person Service on behalf of the Authority.

4.8 Policy

The GIRFEC Operational Guidance has been reviewed in line with legislation. As Education and Children's Services policies are reviewed they will continue to be aligned to ensure the use of common language and adherence to the guiding principles of Girfec.

5. BACKGROUND/MAIN ISSUES

5.1. The Introduction of GIRFEC

The Scottish Government first consulted on the implementation of Girfec in 2006 following pathfinder work in early 2006. Girfec supports multi-agency working to improve outcomes for children and young people through shared ways of working. The Children and Young People (Scotland) Act 2014 enshrined elements of GIRFEC into statute in May 2014 with the final parts of the Act coming into force on 31st August 2016.

Each Local Authority must provide a Named Person Service. The Named Person has responsibility for making sure that every child or young person has appropriate interventions in place to support their wellbeing. They do this by:

- being the first point of contact for children, young people and families;
- compiling a chronology of significant events to help build an accurate picture of wellbeing;
- identifying and sourcing any additional support that a child or young person needs in a timely manner;
- managing and sharing information related to the wellbeing of the child or young person;
- preparing a Child's Plan when appropriate and ensuring regular review of the plan;
- supporting and promoting multi-agency working; and
- communicating effectively with parents/carers.

A report and Action Plan was presented to Committee on September 5th 2015 prior to the publication of the revised Statutory Guidance. It was acknowledged at that time that the updated Statutory Guidance would result in changes to the Action Plan.

5.2 Revised Statutory Guidance

The revised Draft Guidance was published on 1st December provides clarity on how The Authority and Partnership should fulfil their legislative requirements from August 2016; the finalised Statutory Guidance is expected in May/June 2016.

The key aspects of the revised Draft Statutory Guidance to note are:

- how children's rights link to wellbeing with a strong emphasis on the voice of the child;
- that communication or learning impairment cannot be seen as a barrier to seeking views;
- that assessments of wellbeing must be based on strengths and undertaken in collaboration with the child and family;
- clarity on how to handle, store, process and share information through existing means wherever possible;
- two considerations used to determine if a Child's Plan is required; and
- the relationship between statutory and non-statutory plans and how they support improved outcomes for children and young people.

The Revised Statutory Guidance was well received and has helped streamline approaches to develop more consistent practice.

5.3 Additional National Supports

The Management Information System (SEEMiS) used by all Local Authority Schools across Scotland, has been nationally commissioned to provide an application to support the delivery of GIRFEC. Aberdeen City has opted into Phase One of the roll out of the application and we anticipate a series of training opportunities being available to staff from May 2016.

The module will reduce bureaucracy around information handling and information sharing and support assessment and planning, thereby providing an important help to those undertaking the role of the Named Person.

The Scottish Government has produced a series of Practice Materials. These are based on some of the tests that have been undertaken by Local Authorities and shaped by Lead Officers from all Local Authorities. Publication of the materials was phased and has helped shape decision making.

Following requests from Lead Officers across Scotland, The Scottish Government has produced information suitable for a range of audiences to ensure that families and children and young people access consistent information. This will form the basis of our communications with stakeholders.

The publication of How Good Is Our School 4 along with aligned documents for Community Learning and Early Learning and Childcare, have promoted new ways of working collectively to support the very different needs of our communities and our plans have been amended to reflect these key national drivers.

5.4 To advise Committee of progress made and our readiness for full implementation of Parts 4,5 and 18 of the Children and Young People (Scotland) Act 2014.

Delivery of the Named Person Service

All staff discharging the duties of Named Person have been invited to attend the mandatory training in June. An agreement on the discharge of the Named Person Service for vulnerable groups has been reached and includes support for children and young people over holiday periods, for 16 – 18 year olds who are not in full time education, for children and young people from travelling families and for those who are home educated.

Child's Plan

Following consultation on our revised Child's Plan and consideration of the Child's Plan Order, a finalised Child's Planning format was endorsed by the Integrated Children's Services Board in April 2015. The format contained in Appendix 2 will be subject to yearly review to ensure that it supports improving outcomes for children and young people. The Child's Plan will be used to request assistance from others who have a duty to support the Named Person, thus reducing the number of processes to follow when seeking assistance from others across the Partnership.

A Child's Plan is required when a wellbeing need has been identified and the need cannot be met through the provision of what is 'generally available', the need requiring a more 'targeted intervention'. Services are currently clarifying interventions that are 'targeted' with The Family Information Service canvassing Third Sector organisations to identify their 'general' and 'targeted' availability. A visual to display this information will be prepared for publication by June 2016.

SEEMiS

An extensive training programme has been planned for June to ensure key staff are confident in the use of the SEEMiS wellbeing module. The module will support best

practice in the keeping of chronologies and further streamline processes. Officers have been developing a Carefirst solution to provide a similar support for Social Work colleagues.

Professional Learning

Multi-Agency Training has been reviewed by practitioners across the Partnership. Practitioners identified that locality based training should be available to help develop collaborative working practices and strengthen relationships in keeping with GIRFEC principals. There was a strong request for differing levels of training to ensure more in-depth training is available to those undertaking key duties and several requests for both multi-agency and single service training during the early stages of implementation. This feedback has informed approaches to training from April 2016.

An on-line Learning Together Guide is due to be published in recognition of the increasing difficulty in releasing staff to attend training. A GIRFEC and Child Protection Module has been updated for all practitioners working across Education and Children's Services to complete on a yearly basis. A Named Person Network has been established. The Network enables concerns to be raised at the earliest opportunity so that solutions can be identified, tested and put in place.

Professional Learning tools have been developed as colleagues have identified a lack of confidence/consistency in particular areas. Tools developed to date include a booklet to support the chairing of effective Child's Plan meetings and a range of resources designed to enable children and young people to engage in discussions around their own wellbeing. All materials will be formally launched at the Named Person training in June.

Girfec Operational Guidance

The Girfec Operational Guidance has been reviewed to ensure it is in keeping with all national guidance and is being shared during the Named Person training to ensure that children, young people and families experience consistency. This mandatory approach is helping to address some issues around the consistency of chronologies with a range of training tools developed to support best practice exemplification. The training is also helping to provide clarity about the duty of others in supporting those delivering the Named Person Service. Areas identified for improvement in the ICS Inspection have been further addressed during the development of the guidance. The Operational Guidance will be subject to 6 monthly review to ensure that we are responsive to any emerging difficulties.

Information Sharing

The GIRFEC group collaborated to produce a scaffold for staff to guide their thinking around information sharing. The two page visual summarises local guidance and the Named Person Network believe it will be a helpful aid memoire. Early tests suggest that it is helping to build confidence in information sharing.

Partnership Working

Officers across and beyond the Service along with partners are currently collaborating to agree wellbeing priorities across each Associated School Group (ASG). We anticipate that ASG Partnerships will be operational from August 2016 and will pool expertise, help shape supports on offer locally and reduce timescales in

accessing support. This approach will help empower those involved by sharing skill sets across a partnership.

Communication

A suite of leaflets has been developed for children, young people and parents and carers. The documentation summarises how the Named Person Service will be exercised and contact arrangements. This information will be enhanced through direct engagement with children, young people and families across each Associated School Group planned over June to coincide with the National Communication Strategy.

The Girfec Website has been refined and hosts all of the information available to partners, children and young people and families. This work is closely aligned with the Integrated Children's Services Communication Strategy to ensure consistency across the Partnership and make best use of existing channels of communication.

5.5 Readiness for Full Implementation of the Act

The Service is well placed to meet the legislative requirements of the Act from August 31st 2016.

The Action Plan within Appendix 1 has been updated to reflect work to date and also contains detailed information of how resource has been allocated. This demonstrates that Aberdeen City Council will be in a position to meet the legislative requirement of Parts 4, 5 and 18 of the Act.

A risk register was put in place to guide our work and has ensured timescales for full implementation of the Act have been met.

Officers have responded flexibly as refined information has been made available and have amended plans to ensure readiness for full implementation by August 31st 2016. The recent review of the Operational Guidance provided a further opportunity to evaluate our processes against The Scottish Government Touchpoints. This review has helped ensure that approaches are in keeping with legislation.

Procedures and practice will be kept under regular review and set timescales for formal review of both the Child's Plan format and the Girfec Operational Guidance have been set. A further partnership Action Plan will therefore be developed to guide our work over school session 2016/2017.

5.6 Summary of Associated Costs

Aberdeen City Council received £14,000 from the Scottish Government to support the preparations for the implementation of Parts 4, 5 and 18 in 15/16. This money was used to meet some of the costs of the Multi-agency training and added to that already identified from existing budgets to support partnership working.

The settlement figure for Aberdeen City for 16/17 includes an increased allocation to support implementation. A proportion of the allocation has part funded the SEEMiS module with remaining funds detailed on the Action Plan in Appendix 1.

6. IMPACT

6.1 Corporate

Single outcome agreement – the agreement states that partners will:

- Make a decisive shift from reactive problem solving to root cause prevention;
- Capitalise on Aberdeen’s existing strengths to build sustainable positive outcomes;
- Make significant progress toward the radical collaboration required to meet the long term social and financial challenges

Early intervention and close partnership working are fundamental to GIRFEC.

6.2 Inclusion Service Improvement Plan

Key objectives within the Inclusion Service Improvement Plan include:

- Ensure partnership approaches and GIRFEC arrangements are supporting children and young people
- Decisions on resources are designed around the needs of children and young people
- Improve our use of data in helping identify priorities for improvement and in monitoring improvement, of outcomes for children and young people

These key objectives evidence how the Inclusion agenda is closely aligned with GIRFEC and the Children and Young People’s Act.

6.3 Public

This report is likely to be of some interest to the public given the recent challenge in the Supreme Court.

7. MANAGEMENT OF RISK

Failure to instruct officers to use performance measures and national best practice to guide the modification of approaches to maximise their impact on the wellbeing of children and young people could result in systems and processes being put in place that do not directly impact on the wellbeing of children and young people across Aberdeen City.

8. BACKGROUND PAPERS

- Children and Young People (Scotland) Act 2014
- Touchpoints (Scottish Government 2015)

9. REPORT AUTHOR DETAILS

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Tel 01224 522707

Progress towards implementing the Children and Young People's Act Action Plan

KEY

Delayed	On track	Complete
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Outcome	Action	Progress Update	RAG Rating
1. Sharing of relevant and proportionate information with the incoming named person (including recording when information is shared, steps in establishing what ought to be shared and with whom) complies with legislation	Review current arrangements for transfer of Named Person Service from NHS to education.	Health and Education Service Managers met in February to review and formalise arrangements.	
	Information sharing protocol is better understood by: <ul style="list-style-type: none"> • defining of the term 'relevant and proportionate' • developing a flowchart • providing guidance on individual roles • offering training opportunities • revising leaflet for parents and young people • the production of a statement for inclusion in school handbooks • the Third Sector establishing a quality assurance group 	<p>A Multi-agency group met to develop a flowchart to support decision making, this has been agreed by the GIRFEC group. A further visual illustrates the interrelated nature of the role of the Named Person and Lead Professional. Both aids have been tested with the Named Person Network prior to circulation in June.</p> <p>A Multi-agency group is currently reviewing the information sharing leaflet which will be tested with a Third Sector Group prior to circulation.</p> <p>The SEEMiS Wellbeing Module will impact on how schools record and share information and guidance will be developed when the system is available in May for testing. Case studies have been drafted in preparation for the roll out of training.</p> <p>The Multi-agency GIRFEC Group reviewed the Operational Guidance in March. This will be shared during mandatory Named Person training in June.</p> <p>We anticipate sampling information sharing practices in June.</p>	
2. Guidance and effective process in place to support the NP requesting information from others including internal/external services, other agencies and	Guidance produced for requesting information and support from other services including: <ul style="list-style-type: none"> • how to make requests and process requests • how to respond when requests including when they are declined • how to record action taken 	Two tests of change were undertaken to ascertain if the Child's Plan could be used to request support from others. These tests were successful and the process was formalised during the Operational Guidance review.	
	Development of local partnership of services (ASG	The SEEMiS module is being rapidly developed with Officers being able to view the Module in May. The Scottish Government advocate the use of SEEMiS and full sight of the module will enable us to formalise arrangements through the use of the Pastoral Notes where possible.	
		The How Good Is Our Documents now guide all services for children and families to work in partnership, the document provides a helpful blueprint of Education Scotland's	

<p>child/parent</p>	<p>Partnerships) to trial approaches to:</p> <ul style="list-style-type: none"> • information sharing • requesting support • allocation of resources 	<p>expectations. Service Managers are currently aligning the many services on offer to the diverse communities across Aberdeen City to ensure that all Council resources collectively work to address wellbeing needs.</p> <p>Head Teacher colleagues engaged in a Co-Design event in March to help shape the development of ASG Partnership approaches.</p>	
<p>3. The quality of chronologies is improved</p>	<p>Quality of chronologies improved through the:</p> <ul style="list-style-type: none"> • development of best practice exemplars • single and multi-agency training 	<p>Multi-agency training continues to be well attended.</p> <p>Exemplar chronologies are currently being developed to support both single and multi-agency training. These will be hosted on the ICS Website which is due to be relaunched in April.</p> <p>Full sight of the SEEMiS module will enable us to formalise how SEEMiS will support our keeping of chronologies.</p>	
<p>4. Safe and secure process of recording and storing when the Named Person receives a well-being concern by e-mail, verbally and in hard copy is in place and utilised by all partners.</p>	<p>Produce protocol to ensure effective use of technology and MIS systems to support safe and secure information sharing and holding:</p> <p>Review SPOC and MAS process in line with risk and concern in readiness for full implementation of the Act from August 2016.</p>	<p>SEEMiS have a clear business plan to work to and aspire to design a Module that is able to 'talk' to Care First. We currently await detail on what will be delivered by August so that we can take this area forward with colleagues in our Legal Service.</p> <p>Our 'Single Point of Contact' (SPOC) has now relocated to Marischal College. This is helping Officers glean a better understanding of the demands of the role in terms of information sharing and review processes in light of the SEEMiS Module.</p>	

<p>5. Process in place at point of transition to guide the identification of information to ensure it is relevant and proportionate, archiving other records and involving discussion with C/YP and parents prior to being handed over to new Named Person</p>	<p>Work with all partners to produce guidance to ensure that information being transferred has been reviewed appropriately.</p> <p>Publication of best practice scenarios and checklists to increase confidence levels</p> <p>Agreed multi-agency process in place to manage and record the transfer of information</p> <p>Embed GIRFEC information management within Education policy on supporting transitions.</p>	<p>Following development of the Operational Guidance a checklist has been developed to aid practice and ensure that all information is transferred appropriately. This will be tested with the Named Person Network prior to circulation.</p> <p>A document has been produced to help schools self-evaluate the quality of their transition processes. Feedback on this scaffold will be used to help shape an Authority Policy on supporting effective transitions.</p>
<p>6. Case studies training effectively building confidence</p>	<p>Workshops held on the function of the Named Person Service</p> <p>Training/opportunities to collaborate across the service to better understand roles and responsibilities including Third Sector and youth justice</p> <p>Review the multi-agency training programme in line with most recent guidance.</p>	<p>A baseline of confidence has been taken from the Named Person Network with key areas being addressed through training including training at the Learning Festival.</p> <p>Following a review of training, an updated training calendar is in use comprising a mix of single and multi-agency training.</p> <p>Mandatory Named Person training is scheduled for June.</p>
<p>7. The use of the National Practice Model to make an assessment of wellbeing including looking at what could constitute a wellbeing concern is firmly embedded</p>	<p>General awareness raising of wellbeing with a focus on identifying children and young people living with the longstanding effects of abuse and neglect.</p>	<p>Staff understanding of wellbeing across the service has improved through the use of the audit of need linked to wellbeing. All assessments are now based on wellbeing. Recent admissions to specialist provisions evidence that the quality of assessment is improving in most cases although the analysis of risk should be developed further.</p> <p>The refined Statutory Guidance offers greater clarity around the links between welfare and wellbeing. This clarity helped shape our working on the Operational Guidance.</p>
<p>8. Named Person Guidance in place for taking action in line with their function including definition of a</p>	<p>Agree a multi-agency Child's Plan to support a proportionate response and develop guidance</p> <p>Provide training to support the writing of SMART targets linked to SHANARRI related outcomes and how to engage with C/YP and families in writing the plan</p>	<p>A Child's Plan format was developed by partners over summer and sanctioned by the Integrated Children's Services Board in September. Service specific guidance was developed to address some of the inconsistencies around plans. 10 training events for Education staff were held, each with around 40 attendees. Training sessions and associated guidance have been evaluated highly.</p> <p>The format was reviewed by partners in February and partners and presented at the</p>

<p>‘proportionate’ response and dates to review the plan.</p>	<p>Leaflet for parents and young people on the purpose of the Child’s Plan</p>	<p>Integrated Children’s Services Board in April. A leaflet to share information on the purpose of the Statutory Child’s Plan will be produced for families following the partnership guidance.</p>
<p>10. Guidance on definition of a ‘targeted intervention’ and ‘targeted support’</p>	<p>Agreeing what is universally available and what constitutes a targeted intervention by:</p> <ul style="list-style-type: none"> • Creation of a one page document to signpost staff to potential sources of support for children in need of universal, targeted or specialist interventions inclusive of Third Sector • Rolling out of education Staged Intervention Framework and production of accompanying leaflet for C/YP and others • Developing a clearer understanding of thresholds of intervention • Consideration of how education Staged Intervention Framework links with the ICS triangle 	<p>The Education Staged Intervention Framework was devised and issued to schools in September. The most recent Statutory Guidance on the Children and Young People’s Act has resulted in a few changes. The amended framework will be reissued with a leaflet for families currently being made available.</p> <p>Education staff collaborating to agree our service provision of targeted supports in March. Colleagues in the Third Sector are being guided to undertake a similar process whilst the Family Information Service will support this process leading to a helpful visual guide of our targeted services across the city.</p> <p>The ICS triangle now reflects the revised Staged Intervention Frameworks in place.</p>
<p>11. Process in place to manage the Child’s Plan when a child has left school</p>	<p>Agreed process in place that includes:</p> <ul style="list-style-type: none"> • Exploring the links with lead professionals of existing plans • Develop systems and processes for children who are not known to ACC (example travellers/child arriving from abroad) • Decide what information is to be published and by whom regarding the service for children 16-18 	<p>The process was agreed by partners when compiling Multi-agency guidance on the completion of the Child’s Plan. It also features in the Operational Guidance.</p>
<p>12. Named Person available to all entitled to the Service and fully publicised.</p>	<p>Scope the remit of the Named Person Service through exploring the implications for the service in supporting those not attending local schools</p> <p>Establish who is best to undertake the role of Named Person for those who are:</p> <ul style="list-style-type: none"> • 16-18 • Travellers • Home educated • Business continuity (holiday and sickness) • Gypsy travellers 	<p>Decisions have been taken around who will provide the Named Person Service to different groups. These decisions will be published widely by linking with our Communications team and those of other agencies in keeping with the Communication Strategy.</p>

<p>13. Establishment of a draft ICS Communication strategy to be presented to the ICS Board</p>	<p>Strategy to include information on:</p> <ul style="list-style-type: none"> • How the Named Person Service is exercised • General arrangements for contacting the Named Person Service • Changes in the Named Person • Information sharing 	<p>The Integrated Children's Service Communication Strategy was presented to the Board and agreed.</p>
<p>14. Framework of professional support for the Named Person in place</p>	<p>Establish a support network so that concerns from those undertaking the role of Named Person can be quickly resolved.</p> <p>Training events to ensure full appreciation of how everyone supports the Named Person</p>	<p>The Named Person Network has been established and allows colleagues from Health and Education to raise concerns so that they can be addressed.</p> <p>Training in the role of the Named Person was available at the Learning Festival and further sessions will be further developed based on recently published training expectations from The Scottish Government planned for May/June.</p>
<p>16. Development of learning Together Guides to provide flexible training options</p>	<p>Learning Together Guides in place with service specific questionnaires used to evaluate impact</p>	<p>The electronic training tools is almost complete, filming is currently underway. The Learning Together Guide will be launched by May.</p>
<p>17. Agreed roles and responsibilities in place</p>	<p>Agree team and roles to lead work towards full implementation of the Act</p>	<p>Roles and responsibilities across the GIRFEC group in place</p>
<p>18. Senior managers aware of the changes necessary</p>	<p>Communicate/work in partnership with those across the partnership/Service. Action plan shared with colleagues discharging the Named Person role</p>	<p>Colleagues across all service aware of plan for implementation</p>
<p>19. Clear links with SEEMIS /Care first team</p>	<p>Identify IT barriers to be overcome</p>	<p>Technology Meetings regularly held to scope next steps.</p>
<p>20. Establish a risk and issues register and means of escalation</p>	<p>Establish working group to look at potential IT solutions</p> <p>Agree approach with ICS Board, GIRFEC Group and HoS Inclusion</p>	<p>Agreed by the ICS Board in April.</p>
<p>22. Keep policy and procedure under review to ensure improved outcomes</p>	<p>Develop a system for the on-going monitoring of outcome to support our evaluation of approaches and processes</p> <p>Review of Operational Guidance to ensure it accurately reflects both national policy and locally agreed policies and processes.</p>	<p>Timescales for monitoring in place</p>

H	NHS Grampian
E	Education
SW	Social Work
P	Police Scotland
TS	Third Sector

ESTIMATED COSTS BASED ON BUDGET FOR 16/17.

(Please note these could be subject to change in light of the Practice Guidance from Scottish Government)

	COST
CONTRIBUTION TO SEEMiS	17,799
MULTI-AGENCY TRAINING BY ABEROUR	46,639
PRINTING COSTS	15,500
PROVISION OF THE NAMED PERSON SERVICE TO VULNERABLE GROUPS	60,000
SPOC COSTS	23,000
SECONDED OFFICER COSTS	60,000
POTENTIAL ADMIN SUPPORT TO SCHOOLS	93,852
TOTAL BUDGET	316,790

7 - EHRIA Summary and Action Planning

Report Title	Update on readiness for full implementation of Parts 4,5 and 18 of the Children and Young People (Scotland) Act 2014				
Assessment not required	Evidence				
Assessment completed ✓	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.				
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:	
Risk of families perceiving that GIRFEC invades their private and family life.	A communication strategy and ongoing engagement with key stakeholders will be required to ensure that parents, carers and young people understand how GIRFEC will support wellbeing without invading their private and family life.	Eleanor Sheppard	Strategy in place from September 2015	On-going in light of information from The Scottish Government.	

8: Sign off

Completed by (Names and Services) :	Eleanor Sheppard (Inclusion Implementation Manager)
Signed off by (Head of Service) :	Helen Shanks, Head of Inclusion
<p>Only sections 7 and 8 will be attached to the committee report</p> <p>The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeq_EHRIA_Search.asp</p> <p>Please send an electronic format of the full EHRIA without signature to SHoward@aberdeencity.gov.uk</p>	