

## ABERDEEN CITY COUNCIL

---

COMMITTEE	Education, Culture & Sport
DATE	20 January 2011
DIRECTOR	Annette Bruton
TITLE OF REPORT	Operation of the Community Learning Hub at Kaimhill Primary School
REPORT NUMBER:	ECS/10/084

---

### **1. PURPOSE OF REPORT**

This report provides proposals for the operation of the community learning hub at the new 3Rs Kaimhill Primary School which have been consulted upon with community learning and development and library staff, Kaimhill School and Inchgarth Community Centre. The report also lays out the context for the delivery of learning in the wider community in the light of the committee decision that that Inchgarth Community Centre manage the Kaimhill Community Learning & Development Centre building. The report also provides detailed information on the educational, financial, legal and service implications and describes how other 3Rs schools in a similar position are operating, as remitted by the November 2010 meeting of this committee.

### **2. RECOMMENDATION(S)**

- 2.1 To note the operational plans for the Kaimhill Community Learning Hub.
- 2.2 To note the financial, legal and educational implications of Inchgarth Community Centre's management of Kaimhill Community Wing at Kaimhill Primary School.
- 2.3 To agree that Inchgarth Community Centre manages a programme of activity in the five rooms of the community wing at Kaimhill Primary School specified in this report rather than managing the Kaimhill Community Learning and Development Centre building for the legal reasons outlined in the report, and that Inchgarth Community Centre be requested to provide such a programme of activity as a matter of urgency.
- 2.4 To instruct officers to negotiate terms of a Service Level Agreement with Inchgarth Community Centre Management Committee to ensure operating governance and enable monitoring of use within the operational services agreement of the 3Rs contract and to refer the said Agreement to the Finance and Resources Committee prior to the agreement of terms and conditions.

### 3. FINANCIAL IMPLICATIONS

The 3Rs contract commits Aberdeen City Council to an annual unitary charge over the next thirty years for the ten 3Rs schools and the Beacon Centre. Under the terms of the agreement the building is available for school use between 8 am and 5 pm Monday to Friday for the forty weeks of the school year. Outside the core hours, use of the facilities incurs a cost of £16.50 per hour plus utility costs. The cost of facility use in non-core hours is not included in the unitary charge and utility costs are additional revenue costs to the Education, Culture and Sport Directorate. As part of the contract the Council has a bank of 10,000 additional hours across the 3Rs facilities. This equates to the equivalent of 1,000 hours for each of the ten city 3Rs schools.

It is recognised that the demand for use of these available hours may vary across the 3Rs schools. Officers will need to assess equality of provision across the city in terms of these hours ensuring that time is allocated to identified areas of need including Garthdee. If any of the 10,000 non-core hours are not used by the Council then any saving is returned to the Education, Culture and Sport budget.

It will not be possible to make reductions or savings in the costs associated with the 3Rs facilities. Future savings to the Education, Culture and Sport budget which need to be made across the estate and these will therefore fall disproportionately on non-3Rs facilities. To achieve future saving requirements, 3Rs facilities can only do so via income generation or reduction in use of non-core hour time.

Grampian Police and NHS are leasing space in some of the 3Rs facilities. Other income will be generated through lets.

Kaimhill School has the largest lettable space in any of the 3Rs Primary Schools and therefore has the greatest potential to generate income for the Council. As the pressure on the estate budget increases the need to maximise income from 3Rs facilities will also increase.

Reducing the income generating capacity of Kaimhill will increase the pressure for other schools which do not have the comparable lettable space to do so. Reducing the capacity of 3Rs schools to generate income will increase the savings required from non 3Rs schools. This will have a direct impact on all school budgets at a time when the Council needs to maximise income generation to off-set increasing costs.

There are 5 available rooms within the community wing at Kaimhill Primary School. These are:

- A community Room and kitchen with servery, 60m<sup>2</sup> co-joined with removable partition to;
- A second community Room, 60m<sup>2</sup>;
- A third separate community Room, 40m<sup>2</sup>;
- A fourth community Room, 60m<sup>2</sup> co-joined with removable partition to; and,
- A fifth community Room, 60m<sup>2</sup>.

The annual cost of these facilities to the Council is £79,000 plus associated utility costs. In addition, there is a cost for use outwith core hours. It is predicted that a similar programme to that currently offered at Inchgarth Community Centre would require 2,700 hours of non-core time. This is 1,700 hours above the notional allocation of hours per school. The estimated total cost is in the region of £120,256 and this would have to be met by the Education, Culture and Sport Directorate.

As with all community learning and development centres across the city, the Kaimhill Community Learning and Development Centre Management Committee generates income to fund community learning and development activities in Garthdee, equipment to support them and the salaries for sessional tutors. Income generation provided by Kaimhill Community Learning and Development Committee currently is approximately £12,000 a year. This means that community learning tutors and services can be commissioned at no cost to the Council. There is no provision for alternative finance for community learning and development and Inchgarth Community Centre will need to take on responsibility for generating income in a similar way to Kaimhill Community Learning and Development Management Committee.

The Council pays for professional and administrative staff through the mainstream budget but not for these revenue streams. If there is no income-generating ability in Garthdee then the necessary revenue to support learning in the wider community would need to be generated by Inchgarth Community Centre.

#### **4. OTHER IMPLICATIONS**

##### **4.1 Legal implications**

The legal implications for the Council in relation to the Kaimhill building are:

- Aberdeen City Council is contractually bound to comply with the Project Agreement with NYOP Education Limited (Aberdeen) (NYOP), the managing contractor. Use of the facility by Inchgarth Community Centre must be subject to monitoring by the Council to ensure compliance and the responsibility and costs for this will need to be borne by the Education, Culture and Sport Directorate.
- Transfer of risk and liability – The risk lies with Aberdeen City Council as the contract is between the Council and NYOP. The contract is for all 3Rs schools and should there be any deviation from the contract it will impact on the whole 3Rs estate with consequential management and cost risks.
- Use of the facility should be bound within an agreement between Aberdeen City Council and Inchgarth Community Centre. The terms of this agreement should reflect in general the document used to provide space to Grampian Police and NHS within 3Rs premises.
- The 3Rs contract provides building management services to Aberdeen City Council. This requires Aberdeen City Council to notify the facility management contractor of the start and end time of the let and the activity to ensure staffing can be made available to open and close the premises and to ensure the suitability of accommodation for intended use.

## **4.2 Personnel implications**

It is anticipated, subject to confirmation of Priority Based Budget decisions, that the Community Learning Hub at Kaimhill Primary School will house a Community Learning & Development staff complement of 1 Principal Community Learning Worker, 1 Community Learning Worker, 1 part-time Adult Learning Co-ordinator for Harlaw ASG (7 hrs), 1 Senior Support Assistant + 20 hours Clerical Worker time.

The Library & Information Service will staff Kaimhill Library with 2 part-time library assistants; equating to 35.5 hours staff time.

It is anticipated that sessional tutors including those from Aberdeen College and local learning projects will also use the Kaimhill Community Learning Hub as a touch-down base.

## **4.3 Educational Implications**

### **4.3.1 Aberdeen, A City of Learning**

The delivery of learning at Kaimhill Primary School and Community Wing is set within the context of the City's Learning Strategy. This aims to :

- provide quality learning environments;
- ensure that learning and teaching of the highest quality is provided;
- ensure that, within this type of environment, learners of all ages will develop confidence, be well motivated, literate and numerate; and,
- to enable learners to participate as full citizens of a modern democracy, possessing core skills and Information and Communication Technology (ICT) awareness to work flexibly and to embrace change.

We have agreed with our partners that our overarching aims will be social inclusion and lifelong learning - the belief that every child, whatever his or her social or economic background, should have the best possible start in life and should be enabled and encouraged to the maximum of their potential throughout life. Lifelong learning provision at Kaimhill is essential to the delivery of these aims.

### **4.3.1 Kaimhill Primary School**

The new school has been designed to allow pupils of Kaimhill Primary School ready access to Kaimhill Library outside hours of public use and designated exclusive use of the library ICT suite. This use and familiarity with both facilities is designed to promote information technology skills, lifelong reading and media lending and the accompanying self confidence and knowledge as part of pupils' personal and educational development.

### **4.3.2 Adult Learning**

There are very few facilities that can provide venues for adult learning in Kaimhill. Apart from Inchgarth Community Centre and the Kaimhill Community Wing, the only other venue providing possible public access is Garthdee Parish Church. The Church is a very busy venue and there is a charge to users. It is therefore essential that adult learning activity can be

continued at Kaimhill with a programme that includes Inchgarth, Council and external providers such as Aberdeen College.

## **5. BACKGROUND/MAIN ISSUES**

### **5.1 Implications of the 3Rs Contract on Use of Kaimhill Primary School**

The May 2010 meeting of this committee approved the preferred option for the Harlaw and Hazlehead Associated School Groups community learning hub as Kaimhill 3Rs Primary School, co-locating the school, library and community learning and development centre and agreed that Inchgarth Community Centre manage the Kaimhill Community Learning & Development Centre building. The second part of this decision presents difficulties given that the 3Rs contract provides for the Kaimhill building to be managed by the contractor. Officers advise that clarification of the previous committee decision is sought to avoid any ambiguity in interpretation and to make committee intentions clear.

The new Kaimhill School is being built with Not for Profit funding. Aberdeen City Council will pay a unitary charge for use of the buildings for the next 30 years and this includes building management services such as opening and closing the building, cleaning, janitorial services and building maintenance including fixtures, fittings & equipment and damage due to normal wear and tear. These services are provided through a contract between the Council with NYOP.

### **5.2 Operation of the Community Learning Hub**

The new Kaimhill 3Rs Primary School will provide a community learning hub for the Harlaw and Hazlehead Learning Partnerships. It will provide an administrative base for learning providers who will deliver learning activities to identified community needs from a variety of venues across the Learning Communities.

Kaimhill Primary School incorporates a Public Library, Police Office and Community Facilities. These facilities have been designed to work flexibly with the school. The indicative weekly opening hours for Kaimhill Library will be twenty-nine hours including Saturday morning opening to 1 pm. The range of learning and lending services will include book and multimedia lending, general information services including online databases; public access PCs and PC taster sessions, an Aberdeen College Learning centre which will provide 15 Personal Computers and a menu of classes, early years activities, class information literacy in addition to a regular programme of school visits; children's activities during school holidays; book group support and reader development programmes of author visits; and, talks and creative writing. Space will also be available within the library for displays, exhibitions and local consultations.

Ten school PCs will be located in the centre of the library ICT suite and it has been agreed that the school will use the room exclusively during school hours when there were no Aberdeen College classes running. This is most likely to be in the afternoon sessions. There would be no access to the general public to this room during Aberdeen College or

school sessions. Use of the library by the school when the library was closed to the public via the adjacent school library has also been discussed and agreed in principle.

It is proposed that the Kaimhill Learning Hub will include activities that deliver to identified local needs and the key national themes essential to a strategic, longer-term community learning and development framework. These are:

- sustaining the individual in the community
- enabling self-help and close support
- self-directed support and personal choice
- preventive measures and early intervention
- integrated service provision focused on the individual
- shaping organisational boundaries to help, not hinder, service delivery
- realising the resource represented by increasing numbers of older, active and available members of society
- underpinning and realising the vital role of the voluntary/third sector.

Any programme of learning activity for the Garthdee community will work to identified local priorities and will be required to deliver Community Learning & Development national priorities of youth work, adult learning and community capacity building. These are subject to Her Majesty's Inspectorate of Education inspection. The programme is likely to include:

- Adult literacies work including life skill, reading, writing, information skills and numeracy;
- providing development and support to adult learning in the wider community and support to parents and families;
- youth achievement and 16+ work;
- achievement through learning for young people;
- a focus on employability provided through work placements for adults using the AberdeenWorks pipeline and work placements for young people (school age to 19 years) through the Toolkit for Progress;
- access to LearnDirect; a bank of free on-line learning for personal and economic development;
- through building community capacity; and,
- healthy living to the whole community and further support to an increasing cohort of older people.

A balanced programme of activities to meet identified community needs will be delivered through the Kaimhill community learning hub. This will allow core learning and library and information services to take place alongside services delivered by and through Inchgarth Community Centre. This will ensure that opportunity exists for:

- Inchgarth Community Centre to assume responsibility for the delivery of activities that include a mix of learning and leisure needs and to generate income through these activities;

- The development of a meaningful partnership between the Harlaw Learning Partnership and Inchgarth Community Centre that delivers complementary activity programming at both Inchgarth Community Centre and Kaimhill Community Learning Hub;
- Activities which deliver to Garthdee learning needs are able to be delivered cost effectively at Kaimhill Primary School where additional letting costs are not incurred; and,
- Consideration to be given for the Council to retain sufficient income to offset the unitary charge and support learning activity.

It is envisaged that this programme will be delivered through a partnership comprising Inchgarth Community Centre, the Council and other partner learning providers and stakeholders including learners and volunteers.

### **5.3 Operation of Other 3Rs Schools housing Community Learning and Development Activity**

Officers have been requested to report on the operation of other 3Rs schools housing Community Learning & Development activity. Out of the ten 3Rs schools operating in the City, eight have community learning wings delivering activities run by Council community learning and development professional staff, sessional tutors and external partners. These are Cults and Bucksburn Academies and Airyhall, Hazlehead, Kaimhill, Manor Park, Mile End and Seaton Primary Schools.

The community learning and development activities are financed by the community learning and development management committees as described in Section 3 of this report and operate under the terms of the 3Rs contract as defined in paragraph 5.1 above.

Examples of community learning and development operation are Mile End Primary School which is a learning satellite to Rosemount Community Learning Hub in Aberdeen Grammar School Associated School Group and The Beacon Centre at Bucksburn Academy which is the Community Learning Hub for the Bucksburn / Dyce Associated School Groups.

The current programme at Mile End includes the City Youth Programme, classes in Beginner Computing and Beginners 2, Local History, Spanish, Digital Photography, Art and Yoga with Aberdeen College running the Professional Development Award (Introduction to Tutoring in Adult Literacies) qualification and the Access to Nursing course in 2011. Youth work from November 2010 included additional provision for P6/7 age group which, from January 2011, will cater for S1/2 pupils. There is also a Care Commission registered breakfast club for twenty-four children and an after school club for forty including five additional support needs children. The current programme at the Beacon Centre includes Adult Literacy classes including ICT, Job Club Youth facility, Dress making, gardening, cooking group, drop-in youth facility and evening youth group three nights a week, family learning group and under fives playgroup/crèche five days a week.

## **6. IMPACT**

The links to the Community Plan, the Single Outcome Agreement and Vibrant, Dynamic & Forward Looking are as follows:

- Vibrant, Dynamic and Forward Looking – The Liberal Democrat and SNP Programme for Aberdeen City Council - contains a commitment to establish a network of Community Learning Hubs across the city.
- Combined Community Plan and Single Outcome Agreement – The development of Community Learning Hubs and review of community centres and community learning and development activity contribute to SOA Outcomes as follows:
  - People of all ages take an active part in their own learning to achieve their full potential.
  - Learning and training is appropriate and accessible to learner's needs
  - Children and young people access positive learning environments and develop their skills, confidence and self esteem to the fullest potential
  - Children, young people and their families/carers are involved in decisions that affect them, their voices are heard and they play an active and responsible role in their communities
  - Educational attainment in Aberdeen is continuously sustained and improved
  - School leavers enter positive destination of employment, training or further and higher education with a focus on and support for young people who require More Choices and More Chances
  - Children and young people actively participate in their communities and have optimum involvement in decision making
  - All children, young people and their families have access to high quality services when required and services provide timely, proportionate and appropriate response that meeting the needs of children and young people within Getting it Right for Every Child, (GIRFEC) requirements
  - Improve the quality of life in our most deprived areas
  - Citizens are increasingly more active in their communities regardless of age, gender, sexual orientation, ethnic origin, where they live, disability or faith/religion/belief and contribute to 'active citizenship'
  - Develop pathways to participation which enhance the diversity of local representation at and engagement with regional, national and international arts, heritage and sporting events
  - Our public services are consistently high quality, continually improving, efficient and responsive to local people's needs

Public Impact - This report will be of interest to stakeholders with an interest in current and future provision of public services to the Cults learning community. These will include current and potential community learning service users, the Cults Community Learning & Development Management Committee and Community Councils covering the Cults ASG area.

The Equalities Impact Assessment undertaken for Community Learning Hubs identified that the introduction of the hubs will provide sustainable options for the future by identifying best use of the estate maximising opportunities for co-location and optimum use of premises. The development work for community learning hubs identified options for




making best use of space and this links directly to the recommended use of Kaimhill 3Rs School.


## **7. BACKGROUND PAPERS**

- Report ECS/010/050, Community Learning Hubs and Review of Learning in the Wider Community
- Equality & Human Rights Impact Assessment on Community Learning Hubs, May 2010
- Outcome of consultation meeting with Inchgarth Community Centre, 29 October 2010

## **8. REPORT AUTHOR DETAILS**

Jane Nicklen, Service Manager

 [jnicklen@aberdeencity.gov.uk](mailto:jnicklen@aberdeencity.gov.uk)

 (01224) 522424