

EDUCATION, CULTURE AND SPORT

COMMITTEE BUSINESS

MARCH 2013

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

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u> (items in bold are overdue)	<u>Report Expected</u> (if known)
1.	Education, Culture and Sport Committee 07/06/12 article 9 07/02/13 article 3 (resolution (ii))	<u>School Estates Review</u> (1) Officers were instructed to bring back a further report, summarising the feedback from the engagement exercise, and setting out detailed options and recommendations for a long-term School Estate Plan to the November 2012 Education, Culture and Sport Committee meeting. (2) to request that officers would report back to this Committee on Gaelic provision in the city.	Action (1) has been undertaken and is recommended for removal.	Head of Educational Development, Policy and Performance Head of Schools and Educational Establishments	30/05//13	
2.	Education, Culture and Sport 02/06/11 article 12	<u>Strategic Music Partnership – Big Noise: Sistema Scotland</u> The Committee resolved: to instruct officers to report to a future meeting of the Committee on the proposed business model, criteria for identifying an appropriate community, and possible funding sources.	A report is on the agenda – recommended for removal.	Head of Communities, Culture and Sport	22/11/12	
3.	Education, Culture and Sport 24/03/11	<u>Reduced Communities Team / Leased Community Centres –</u> to instruct the Director of Education,	Update: This is included as part of the review of provision of community learning and library and information services	Head of Communities, Culture and Sport	autumn 2013	

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	article 19 & 15/09/11 article 13	Culture and Sport to review the number of community facilities within Aberdeen City, as part of the wider service asset management plan for Education, Culture and Sport.	as agreed at the meeting of 22/11/12 and forms part of item 9 on this statement. An update on the consultation will be reported to the committee in May 2013 and full report on autumn 2013.			
4.	Education, Culture and Sport Committee 24/03/11 article 10 & 07/06/12 article 18	<p><u>Provision for Children With Additional Support Needs – Raeden</u></p> <p>At its meeting of the 7/06/12, the Committee resolved:</p> <p>(i) to instruct officers to undertake further detailed investigations, including ground, environmental and ecological surveys, and to enter into discussion with planning officials on the development opportunities for the two preferred sites – Granitehill Road and former Smithfield School; and</p> <p>(ii) to instruct the General Manager, Asset Management to provide Members with costs and timescales for undertaking these surveys.</p>	<p>Update:</p> <p>A report on the land negotiations is being submitted to the next meeting of the Finance and Resources Committee and an update will be provided to Committee thereafter.</p> <p>A verbal update will be provided on this item in the exempt section of today's agenda.</p>	Head of Educational Development Policy and Performance	22/11/12	
5.	Education, Culture and Sport 27/05/10 article 14 & 18/11/10 article 21 & 07/06/12 article 19	<p><u>Progress report on proposals to redevelop Aberdeen Art Gallery and report on improving access to the Museums and Galleries collections</u></p> <p>The Committee instructed officers to prepare a capital business case for further consideration and report to the Education, Culture and Sport Committee on 16/09/10, and Finance and Resources Committee on</p>	<p>Update:</p> <p>Approval was granted to submit a funding application to the Heritage Lottery Fund at the Urgent Business Committee of 29 November 2012. An application has been submitted and the outcome is expected in Spring 2013.</p>	Head of Communities, Culture and Sport		28/03/13

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		<p>28/09/10, to include recommendations on the most appropriate option to redevelop the Art Gallery, and on the commitment the Council is being requested to make at that stage.</p> <p>At its meeting of 07/16/12, the Committee resolved:</p> <p>to report to Committee in advance of the deadline to make an application to the Heritage Lottery Fund, to determine the Council's financial and wider commitment to the overall development.</p>				
6.	<p>Education, Culture and Sport Committee 24/03/11 article 15 & 07/06/12 article 13</p>	<p><u>Move to a Cultural Trust</u></p> <p>To instruct the Director of Education, Culture and Sport to progress, by way of an officers' working group, an options appraisal on the transfer of services to a cultural trust, and that the options appraisal (1) include consideration of which services could transfer, including the Beach Ballroom, (2) examine a preferred governance model, including the option of community ownership of assets, and (3) to request that the options appraisal include SWOT analysis and options for governance arrangements; and to report the findings of the options appraisal to Committee by 24/11/11.</p> <p>At its meeting of 07/06/12, the Committee agreed:</p> <p>to instruct officers to report to a future meeting of the Committee on the outcome of the discussions and appraisal.</p>	<p>Update: Discussions are continuing with key partners. A report will be submitted to the next committee.</p> <p>A verbal update will be provided at the meeting.</p>	<p>Head of Communities, Culture and Sport</p>	<p>22/11/12</p>	<p>28/03/13</p>

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7.	Education, Culture and Sport 15/03/11 article 15 & 23/02/12 article 12	<p><u>Newhills Primary School</u></p> <p>(1) The Committee agreed to ask the Finance and Resources Committee to earmark the land at Newhills School for future educational use, subject to the Scottish Government agreeing to transfer the site from the HRA to the General Services Account, and to receive a report on the long term use, date of transfer and transfer value of the site, once a business case and funding was approved for a new school at Newhills.</p> <p>(2) At its meeting of 23/02/12, the Committee resolved: to instruct officers to continue to progress the matter in discussion with Scottish Futures Trust, and report back on progress and timelines to a future meeting.</p>	<p>Action (1) has been completed and is recommended for removal.</p> <p>(2) A verbal update will be provided at the meeting.</p>	Head of Educational Development Policy and Performance/ Head of Asset Management and Operations	22/11/12	
8.	Council 06/10/11 article 8	<p><u>Pupil Representation</u></p> <p>Council resolved: to instruct officers to prepare a full report into the membership of the Committee including how best to achieve pupil involvement.</p>	<p>Update: A Pupil Voice Group was established in September 2012. All secondary schools are represented and the pupils are engaging on strategic issues as well as pupil led city-wide projects.</p> <p>A progress and evaluation paper will be presented to ECS committee after the end of this academic session.</p> <p>An update is included on the information bulletin.</p>	Head of Schools and Educational Establishments	22/11/12	

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9.	Education, Culture and Sport 22/11/12 article 11	<u>Audit of Community Learning and Development, and Library Provision</u> To note the progress of this project, and to request an update on the outcomes of the consultation and other related streams of work in April/May 2013.		Head of Communities, Culture and Sport	30/05/13	
10	Education, Culture and Sport 22/11/12 article 12	<u>Review of Inclusion – Pupil Support Assistants</u> To instruct officers (1) to take account of the findings of the review within the overarching Review of Inclusion, and (2) to report back to a future meeting.	An update is included in the information bulletin.	Head of Schools and Educational Establishments	September 2013	
11	Education, Culture and Sport 22/11/12 article 17	<u>Community Centres – Current Issues</u> To instruct officers to consult with the management committees for Cummings Park community centre and Henry Rae community centre on a proposal to merge these two community centres, and report back to this committee on the outcome of the consultation.	Update: Since the last Committee, Cummings Park Management Committee have been advised of the end date for their current lease (15 May 2013). It is intended to offer the Management Committee a six month licence to occupy to cover the decision making period relating to this proposal. A financial audit has now been carried out at Henry Rae Community Centre, and work is underway to ensure the implementation of the audit recommendations. Consultation with the Management Committees and the local community in relation to the proposal to merge these two community centres is ongoing and a report will be brought to the May Committee with the outcome of this consultation and recommendations.	Head of Communities, Culture and Sport	28/03/13	30/05/13

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			<p><u>Froghall Community Centre</u> - since this Community Centre was handed back to the Council at the end of January arrangements have been made for all groups to be relocated (note that one group currently continues within the centre with keyholder access.) Community Groups with an interest in running Froghall as a leased community centre have been asked to send in Expressions of Interest. These will be evaluated and recommendations brought to Committee in May 2013.</p> <p><u>Ruthrieston CC</u> - the expiry date for their current lease is 3 April 2013. The Management Committee is currently in the process of forming a SCIO (Scottish Charitable Incorporated Association.) While this process is ongoing, it is intended to offer the Management Committee a month by month Licence to Occupy. The lease will then be entered into by the new SCIO.</p>			
12	Finance and Resources 06/11/12 article 21	<p><u>Provost Skene's House</u></p> <p>To instruct officers to identify and cost extended opening hours at other museums and the Art Gallery, and to undertake a survey to gauge public demand for extended open hours at these locations, thereafter, to report to Education, Culture and Sport, and Finance and Resources Committees, with recommendations.</p>	<p>Update: Report went to the Finance and resources Committee of 15 January. An update will come to the next committee meeting.</p> <p>A report is on the agenda, recommended for removal.</p>	Head of Communities, Culture and Sport	28/03/13	

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13	Education, Culture and Sport 31/01/13 article 4	<u>Rubislaw Field Committee</u> to instruct officers to make an effort to obtain the agreement of the Rubislaw Field Committee to implement a revised Agreement in the terms set out in the report at paragraph 5.8 by 31 March 2013 and to report back on the outcome of these discussions to the meeting of 30 May 2013.		Head of Communities, Culture and Sport	30/05/13	
14	Education, Culture and Sport 31/01/13 article 10	<u>City Campus</u> (iii) to instruct officers to complete a further evaluation of travel provision following the completion of the courses in 2013; (iv) to request that officers provide details of (1) how many pupils signed up to courses, how many pupils completed the courses, and how many pupils passed the courses; and (2) the schools that pupils travelled from to attend the courses, in the report back to this Committee.		Head of Schools and Educational Establishments	September 2013	
15	Audit and Risk Committee 27/11/12 article 6(ii)	<u>Internal Audit Report – Tesco Gift Cards</u> in relation to the review of the policy which would be undertaken as detailed at 3.01 of the detailed report on the review of Control Surrounding the purchase of Gift Cards, to instruct that this review be reported to the appropriate committee, and for this review to take on board the issues and suggestions raised at this meeting.	Update: A new process for the purchase of Tesco gift cards was issued in December to all those responsible for the requisitioning and authorising of orders in Pecos. This communication reiterated the policy that the cards should only be purchased and used for small purchases of items such as nursery snacks. The purchase and use of	Head of Educational Development, Policy and Performance		30/05/13

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			<p>gift cards was independently reviewed by Officers within the Education, Culture and Sport Directorate, in conjunction with colleagues from Finance and Central Procurement. The introduction of Purchase Cards is being explored as a more appropriate payment method for current operating circumstances. The use of Purchase Cards would address many, if not all of the concerns raised in the report from Internal Audit. Documentation has been signed off to commence the roll out of Purchase Cards, initially trialling their use in four schools. Management will ensure that the same controls being recommended for the use of the gift cards will be applied to the use of Purchase Cards.</p> <p>Recommended for removal.</p>			