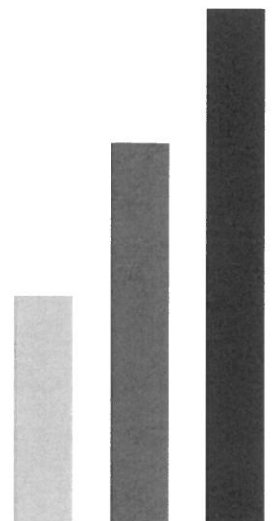


Agenda 2015

Education & Communities Committee

For meeting on:

10	March	2015
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A meeting of the Education & Communities Committee will be held on Tuesday 10 March 2015 at 3pm within the Municipal Buildings, Greenock.

Please note that consideration of the Education items of business will commence at 4.30pm or following conclusion of the Communities business, whichever is the later.

GERARD MALONE
Head of Legal and Property Services

BUSINESS

**** Copy to follow**

1. Apologies, Substitutions and Declarations of Interest	Page
<u>COMMUNITIES</u>	
PERFORMANCE MANAGEMENT	
2. Communities 2014/15 Revenue Budget Report - Period 9 to 31 December 2014 Report by Chief Financial Officer and Corporate Director Education, Communities & Organisational Development	p
3. Communities Capital Report 2014/16 - Progress ** Report by Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	p
4. Clune Park Regeneration Plan Progress Report Report by Head of Safer & Inclusive Communities	p
NEW BUSINESS	
5. Inverclyde Local Housing Strategy 2011 – 2016: Update Report by Head of Safer & Inclusive Communities	p
6. Policy for Access to all Sports and Leisure Pitches Report by Corporate Director Education, Communities & Organisational Development	p

7.	Food Safety and Health & Safety Enforcement Policies Report by Corporate Director Education, Communities & Organisational Development	p
8. **	Birkmyre Rugby Pitch Report by Corporate Director Education, Communities & Organisational Development	p
<u>EDUCATION</u>		
PERFORMANCE MANAGEMENT		
9.	Education 2014/15 Revenue Budget – Period 9 to 31 December 2014 Report by Chief Financial Officer and Corporate Director Education, Communities & Organisational Development	p
10.	Education Capital Programme 2014-2017 - Progress Report by Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	p
11.	Governance Report for Externally Commissioned Services Report by Corporate Director Education, Communities & Organisational Development	p
12.	School Leaver Destination Results 2013-14 Report by Corporate Director Education, Communities & Organisational Development	p
13.	Education Standards and Quality Report 2013/14 Report by Corporate Director Education, Communities & Organisational Development	p
NEW BUSINESS		
14.	Breakfast Clubs and Free School Meals P1-P3 - Update Report by Corporate Director Education, Communities & Organisational Development	p
15.	Amendments to the Schools (Consultation) (Scotland) Act 2010: School Closure Review Panels Report by Corporate Director Education, Communities & Organisational Development	p
16. **	School Transport - Update Report by Corporate Director Education, Communities & Organisational Development	p
17.	Review of Outstanding Remits Report by Corporate Director Education, Communities & Organisational Development	p
The documentation relative to the following items has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in the paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item.		

<u>COMMUNITIES</u>		
NEW BUSINESS		
18.	Lady Alice and Rankin Park Bowling Clubs Report by Corporate Director Education, Communities & Organisational Development setting out a number of proposals in respect of Lady Alice and Rankin Park Bowling Clubs	Paras 6, 8 & 9 p
19.	Horticultural Training and Community Centre – Broomhill, Greenock Report by Corporate Director Education, Communities & Organisational Development on the proposed development of the site of the former Mearns Centre and adjoining blaes pitch for the establishment of a new horticultural facility incorporating a community centre	Paras 2, 6 & 9 p

Enquiries to - **Sharon Lang** - Tel 01475 712112

Report To: Education & Communities Committee

Report By: Chief Financial Officer & Corporate Director Education, Communities & Organisational Development

Contact Officer: Iain Cameron

Subject: Communities 2014/15 Revenue Budget Report- Period 9 to 31 December 2014

Date: 10 March 2015

Report No: FIN/10/15/AP/IC

Contact No: 01475 712832

1.0 PURPOSE

1.1 To advise Committee of the 2014/15 Revenue Budget position at Period 9 to 31 December 2014.

2.0 SUMMARY

2.1 The total Communities budget for 2014/15 is £8,337,750. A further £2,941,000 brought forward as Earmarked Reserves will also be used to primarily fund Community Facilities and various Housing initiatives.

2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £208,000. This is a decrease in expenditure of £22,000 since the last Committee.

2.3 The main variances to highlight are –

- (a) Projected underspend of £20,000 for Libraries & Museum Property Costs. Water is projected to underspend by £11,000, Electricity to underspend by £6,000 and Gas to underspend by £3,000.
- (b) Projected underspend of £35,000 for contribution to the funding of the Clyde Muirshiel Regional Park.
- (c) Projected underspend of £89,000 for Safer Communities Employee Costs, mainly due to the early implementation of budget savings, the temporary secondment of a Team Leader post and delay in filling vacancies.
- (d) Projected underspend of £12,000 for contribution to Civil Contingency Service within Emergency Planning.
- (e) Projected underspend of £20,000 for Scientific Services within Environmental Health.
- (f) Projected over recovery of income of £16,000 for Registration of Private Landlords.

-
- 2.4 Earmarked Reserves for 2014/15 total £3,429,000 of which £1,288,000 is projected to be spent in the current financial year. To date expenditure of £739,000 (57.4%) has been incurred. The spend to date per profiling was expected to be £574,000 therefore there is no slippage to report at this time.

3.0 RECOMMENDATIONS

- 3.1 That the Committee note the current projected underspend of £208,000 for the 2014/15 Revenue Budget as at Period 9 to 31 December 2014.

Alan Puckrin
Chief Financial Officer

Patricia Cassidy
Corporate Director Education, Communities & OD

4.0 BACKGROUND

4.1 This report advises Committee of the current position of the 2014/15 Revenue Budget to Period 9, 31 December 2014 and highlights the main issues for consideration.

5.0 2014/15 PROJECTION

5.1 The main issues to highlight in relation to the 2014/15 Revenue Budget are :-

Libraries & Museum: - Underspend £26,000

Employee costs are projected to underspend by £6,000 due to delays in filling vacant posts.

Water costs are projected to underspend by £11,000 which is £1,000 more expenditure than previously reported to Committee.

Electricity and Gas are projected to underspend by £9,000 which is £1,000 less expenditure than previously reported to Committee.

The overall projected expenditure remains the same as reported to the last Committee.

Housing : Underspend £5,000

Employee costs are projected to underspend by £5,000 as a result of over achievement of turnover savings.

There is no change in expenditure since the last Committee report.

Sports & Leisure : Underspend £35,000

The total budget for contribution to Clyde Muirshiel Regional Park is £252,400 and the latest projection is an underspend of £35,000 based on projected costs for 2014/15 provided by Renfrewshire Council. The latest projected underspend is £5,000 less than previously reported to Committee. There are additional charges to this budget for work carried out in relation to the development of the mountain bike facility at Rankin Park Greenock.

The overall projected expenditure has increased by £5,000 since the last Committee report.

Safer Communities : Underspend £142,000

Employee costs are projected to underspend by £89,000. This is an increase in expenditure of £3,000 since the last Committee. A saving of £53,000 was applied to the Employee Costs budget for 2014/15 as a result of the introduction of the Decriminalised Parking Enforcement (DPE) scheme. Delays in the introduction of the scheme mean that only £26,000 of the saving will be achieved in 2014/15. The balance of the underspend relates to delays in filling vacant posts, the early achievement of budget savings for ASB Intervention Officer and Service Support Team Leader and savings due to the temporary secondment of the Community Safety Team Leader.

A projected underspend of £12,000 for contribution to the Civil Contingency Service for 2014/15 was previously reported to Committee. The latest projection remains the same.

A projected underspend of £10,000 for Analytical and Scientific Services for Environmental Health was previously reported to Committee. The latest projection is an underspend of £20,000 based on the level of work carried out to date in 2014/15.

A projected over recovery of income of £5,000 for Income from Registration of Private Landlords was reported to the last Committee. The latest projection increases the over recovery to £16,000 based on the year to date activity for 2014/15.

The overall projected expenditure for Safer Communities has reduced by £18,000 since the last Committee report.

6.0 EARMARKED RESERVES

6.1 Appendix 3 gives a detailed breakdown of the current Earmarked Reserves position. Total funding for 2014/15 is £3,429,000, of which £1,288,000 is projected to be spent in this Financial Year. The projected spend for 2014/15 has reduced by £721,000 since the last Committee due to delays in starting various Support For Owners (SFO) programmes until 2015/16. The overall Earmarked Reserves balance remaining at the year end is projected to be £2,141,000. This will be carried forward to 2015/16 and beyond. As at Period 9, the expenditure was £739,000 or 57.4% of the projected spend for 2014/15.

The spend to date per profiling was expected to be £574,000 therefore the year to date expenditure is currently ahead of target and there is no slippage to report at this time.

7.0 VIREMENTS

7.1 There are no virements this Committee cycle.

8.0 IMPLICATIONS

8.1 Finance

All financial implications are discussed in detail within the report above.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs / (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

8.2 Legal

There are no specific legal implications arising from this report.

8.3 Human Resources

There are no specific human resources implications arising from this report.

8.4 Equalities

There are no equalities issues within this report.

8.5 Repopulation

There are no repopulation issues with this report.

9.0 CONSULTATION

9.1 The report has been jointly prepared by the Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer.

10.0 BACKGROUND PAPERS

10.1 There are no background papers for this report.

COMMUNITIESREVENUE BUDGET MONITORING REPORTMATERIAL VARIANCESPERIOD 9 : 1st April 2014 - 31st December 2014

<u>Out Turn</u> <u>2013/14</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Budget</u> <u>2014/15</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>31-Dec-14</u> <u>£000</u>	<u>Projection</u> <u>2014/15</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Over / (Under)</u>
9	Libraries & Museum Water	19	19	8	8	(11)	(57.9%)
252	Sports & Leisure Clyde Muirshiel Contribution	252	252	212	217	(35)	(13.9%)
2,823	Safer Communities Employee Costs	3,023	2,162	2,078	2,934	(89)	(2.9%)
56	Civil Contingency	69	69	56	57	(12)	(17.4%)
77	Scientific Services	92	69	51	72	(20)	(21.7%)
(55)	Registration of Private Landlords	(27)	(20)	(38)	(43)	(16)	59.3%
Total Material Variances						(183)	

COMMUNITIES**REVENUE BUDGET MONITORING REPORT****CURRENT POSITION****PERIOD 9 : 1st April 2014 - 31st December 2014**

2013/14 Actual £000	Subjective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
4,297	Employee Costs	4,401	4,407	4,307	(100)	(2.3%)
466	Property Costs	508	508	488	(20)	(3.9%)
1,781	Supplies & Services	1,651	1,648	1,643	(5)	(0.3%)
45	Transport Costs	46	44	44	0	-
131	Administration Costs	53	58	58	0	-
2,453	Other Expenditure	2,303	2,375	2,306	(69)	(2.9%)
(1,727)	Income	(635)	(702)	(716)	(14)	2.0%
7,446	TOTAL NET EXPENDITURE	8,327	8,338	8,130	(208)	(2.5%)
	Earmarked Reserves	0	0	0	0	
	TOTAL NET EXPENDITURE excluding Earmarked Reserves	8,327	8,338	8,130	(208)	

2013/14 Actual £000	Objective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
1,480	Libraries & Museum	1,496	1,499	1,473	(26)	(1.7%)
1,594	Sports & Leisure	1,389	1,389	1,354	(35)	(2.5%)
3,187	Safer Communities	3,457	3,454	3,312	(142)	(4.1%)
(97)	Housing	701	701	696	(5)	(0.7%)
958	Community Halls	953	953	953	0	-
324	Grants to Vol Orgs	331	342	342	0	-
7,446	TOTAL COMMUNITIES	8,327	8,338	8,130	(208)	(2.5%)
	Earmarked Reserves	0	0	0	0	

EARMARKED RESERVES POSITION STATEMENT
COMMITTEE: Communities

Project	Lead Officer/ Responsible Manager	c/f Funding 2013/14 £000	New Funding 2014/15 £000	Total Funding 2014/15 £000	Phased Budget To Period 9 2014/15 £000	Actual To Period 9 2014/15 £000	Projected Spend 2014/15 £000	Amount to be Earmarked for 2015/16 & Beyond £000	Lead Officer Update
Support for Owners	John Arthur	886	488	1,374	442	455	631	743	Total Funding 2014/15 includes 2013/14 RTB £488k. Previously projected full spend, revised projected spend of £631k due to delays in starting various projects - primarily Broomhill (£425k), John Street (£86k), Central Area Environmental Work (£100k), Neil Street (£30k). Work commitments previously agreed with RCH to continue in 2015/16.
Renewal of Clune Park	John Arthur	1,590	0	1,590	45	36	310	1,280	Demolition Orders have now been issued for all 430 houses with a period of 6 months to 1 year given to vacate. 274 Demolition Order appeals lodged with the Sheriff Court have now been reduced to 271. The first hearing was held on 24 Sept. and continued to 5 Nov 2014. Additional information was requested from the Council by the Sheriff and a further continuation to 19 Feb 2015 was granted.
Area Renewal Fund	John Arthur	195	0	195	0	21	100	95	£100k has been committed for Gibshill Community Centre. YTD spend due to Cloch Housing Association relating to Gibshill.
Support for Community Facilities	John Arthur	183	0	183	0	163	183	0	Projected full spend due to Gibshill Community Facility (£100k) and grant payments previously approved at Environment & Regeneration Committee. YTD spend due to Reach For Autism £9k, Cloch Housing Association relating to Gibshill £100k, Greenock District Sea Cadets £3k, East End United Boys Club £38k and Greenock Cricket/Hockey Club £14k.
Expansion of Summer Playschemes	John Arthur	30	0	30	30	7	7	23	Spend for 2014 does not include funding for Play4All which was funded by IL at same level as 2013. It is unlikely that this funding will continue for 2015 and carry forward for 2015/16 will be required to fund it in 2015.
Grants to Vol Orgs	John Arthur	57	0	57	57	57	57	0	Applications were reduced from 3 to 2 rounds per year in 2013/14. The B/fwd balance was earmarked for playschemes and to reduce impact of budget savings taken in 2014/15. Spending now complete.
Total		2,941	488	3,429	574	739	1,288	2,141	

Report To:	Education & Communities Committee	Date: 10 March 2015
Report By:	Head of Safer & Inclusive Communities	Report No: EDUCOM/22/15/DH
Contact Officer:	Drew Hall	Contact No: 01475 714272
Subject:	Clune Park Regeneration Plan Progress Report	

1.0 PURPOSE

- 1.1 The purpose of this report is to provide Committee with an update on the proposed regeneration of the Clune Park area of Port Glasgow.

2.0 SUMMARY

- 2.1 The Regeneration Plan for the Clune Park Area was approved by the Safe, Sustainable Communities Committee in May 2011. The Housing Supply Division (HSD) is supportive of the approach taken by the Council but is unable to provide additional funding to the plan other than general housing investment to provide housing re-provisioning off site.
- 2.2 The Regeneration Plan features prominently in the approved Inverclyde Local Housing Strategy 2011-2016 (the LHS) and is the top priority in the approved Strategic Housing Investment Plan 2015-2020 (the SHIP).
- 2.3 The SHIP programme informs the Strategic Local Programme (SLP) for the Inverclyde Council area. The amended SLP includes developments at Lower Mary Street which are now under development and at Woodhall, Port Glasgow to provide re-provisioning of 46 and 16 housing units respectively.
- 2.4 A structural survey has found that the concrete roofs are in a serious state of disrepair in all the properties in the estate. This Committee at its meetings in March and May agreed to make Demolition Orders on all the flats in the remaining 42 tenements. 3 tenements and a single property are already subject to Demolition Orders.
- 2.5 274 Appeals, now reduced to less than 255 appeals, against the Demolition Orders have been lodged with the Sheriff Court. The Initial hearing for the Appeals was held on 24th September was continued on two further occasions to the latest 19th February 2015. The hearing has been again continued until 1st May to allow for the payment of deposits and for both parties to obtain and consider further information and also to exchange documents.

3.0 RECOMMENDATIONS

- 3.1 That the Committee:
- a) Note current progress in respect of the Clune Park Area Regeneration Plan and agree that further progress updates are submitted to future meetings of this Committee.

John Arthur
Head of Safer & Inclusive Communities

4.0 BACKGROUND

- 4.1 The Clune Park Area Regeneration Plan brings together all of the people-related and property-related issues that must be addressed in order to regenerate the area. The plan has been refined and developed in the light of the results of the Private Sector House Condition Survey (PSHCS) carried out in 2011 and of the Personal Housing Plans PHP visits that have been completed to date. The revised plan was submitted to Scottish Government officials in November 2011, as requested, and a written response was finally received in July 2012. Political and financial commitments have been given by Inverclyde Council to the approved Regeneration Plan.

5.0 ACTION TO DATE

- 5.1 The Regeneration Plan proposes to rehouse existing residents off-site resulting in the separation of people and property. Discussions have been held between Inverclyde Council, HSD officials and Registered Social Landlords to determine which projects in the SHIP programme are to be undertaken. This has informed the SLP for the Inverclyde Council area. The clear priority given to the Clune Park area in the LHS and in the SHIP has helped secure the regeneration of the area through the allocation of Affordable Housing Supply Programme funding to the SLP over the next three years. The amended SLP approved by Committee includes developments at Lower Mary Street and at Woodhall, Port Glasgow to provide reprovisioning of 46 and 16 housing units respectively to assist with rehousing the Clune Park residents. Work has now commenced on the Lower Mary Street Site and a site start at Woodhall is expected by end of March.
- 5.2 Environmental Health staff completed a Tolerable Standard assessment in terms of the Housing (Scotland) Act 1987 of all 430 flats by June 2013 which resulted in 132 flats being found to be Below the Tolerable Standard (BTS) and which were subject to Closing or Demolition Orders.
- 5.3 The Council has been successful in defending appeals against Demolition Orders for 2 tenement blocks. A third appeal has been withdrawn by the appellant who has agreed to transfer ownership of their 4 flats in the tenement to the Council
- 5.4 A Communications Strategy designed to ensure that the local populace and everyone with an interest in the Clune Park area are kept informed of developments is in place. A full explanation of the strategy as set out in the Regeneration Plan has been given to private landlords who own and manage properties in the Clune Park area and they will be kept apprised of progress as the Plan is rolled out.
- 5.5 A number of owners have approached the Council to transfer ownership of their properties which are subject to Closing or Demolition Orders at nil value and remove their liability for the demolition costs. The Committee has agreed to grant delegated powers to the Corporate Director Education, Communities & OD to acquire properties that are BTS at nil value.
- 5.6 An external condition survey was completed in June 2013. This survey found structural cracking which was at a level not previously seen. A structural engineer was instructed to assess this structural problem. He reported that the cracking is caused by the deterioration of a fundamental element in the construction of the flat roofs of all blocks within this estate. The steel in the reinforced concrete roofs is corroding causing the roof structure to expand, which in turn is placing stresses on the wall heads causing structural cracking. This is a progressive fault which will ultimately result in structural failure.

- 5.7 Letters advising all the owners and residents of the information from the Engineer's report on the condition of their properties have been issued.
- 5.8 Following the presentation of reports on the structural condition of 28 tenements to this Committee on 11 March 2014 and on the 17 other tenements to this Committee on 6 May 2014, it was agreed to make Demolition Orders on 42 tenements in the Clune Park Area. Three tenements and one single property are already the subject of Demolition Orders. The service of the said Demolition Orders was completed at the end of June 2014 with the assistance Legal and Property Services.
- 5.9 The Council has agreed financial aid to residents who will lose their only home as a result of the service of the Demolition Orders. The Committee has also agreed discretionary assistance to help long term residents if they wish to move homes before the Demolition Order Appeals process has been completed.

6.0 FURTHER ACTION REQUIRED

- 6.1 274 Appeals against the Demolition Orders have been lodged with the Sheriff Court and the number of Appeals has reduced to less than 255. The Initial hearing for the Appeals was held on 24th September. The Sheriff requested further information from the appellants to be provided to the Council before the continuation of this hearing on 5th November. At this continued hearing no agreement was reached by the Appellants and the Council on properties which could be tested at the proof hearing. The Sheriff decided that the Council was to answer all the appeals and provide submissions on deposits. The Appellants were also to provide answers to these submissions. The hearing was continued until 19th February 2015.
- 6.2 At the hearing on 19th February the Sherriff ordered payment of deposits by the majority of the appellants. The hearing was again continued until 1st May to provide time for the payment of deposits and for all parties to obtain and consider further information and to exchange documents. This information and document exchange is to facilitate agreement on test cases that will proceed to an evidential hearing in court. The final decision on any Appeals by the Sheriff will not be taken for a number of months.
- 6.3 Progress on complete demolition of the area can only begin when the Appeals process has run its course and after the expiry of the evacuation period to allow residents to vacate their flat. Officers will be monitoring progress of appeals to ensure that demolition contracts are tendered and progressed as quickly as is practical.

7.0 IMPLICATIONS

7.1 Strategic

The progression of the regeneration of Clune Park, through the Strategic Housing Investment Plan 2015-2020 and the SLP, will make a valuable contribution to several strategic aims and objectives as set out in the:

- Inverclyde Alliance Single Outcome Agreement;
- Community Plan; and
- Inverclyde Local Housing Strategy 2011-2016.

7.2 Financial

The Council's current financial commitment to the Clune Park Area Regeneration Plan is as follows:

Financial Implications - One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend	Virement From	Other Comments
Clune Park Regen.	Clune Park Regeneration	2012/15	£2,646,000		
Scheme of Assistance	Regeneration enabling	2014/15	£263,000		
TOTAL			£2,909,000		

Financial Implications - Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
N/A					

7.3 Human Resources

Currently being met within existing and temporary staffing.

7.4 Legal

Legal and Property Services are continuing to provide advice and guidance on the roll out of the Regeneration Plan to ensure that all possible remedies are pursued and that actions are taken in compliance with appropriate legislation. The Regeneration Plan is based upon existing legislation however the Service is reviewing any changes in legislation.

7.5 Equalities

When delivering services to our customers, full cognisance is taken of equality and diversity processes and procedures.

7.6 Repopulation

This plan is intended to help remove an area of housing blight in Inverclyde and therefore improve the overall area.

8.0 CONSULTIONS

8.1 Officers from Legal, Property and Finance Services are regularly consulted on this regeneration plan.

9.0 LIST OF BACKGROUND PAPERS

9.1

- Robert Street Area - Housing Options Study: June 2006
- Robert Street Area – Housing Options Study, Environment & Regeneration Committee, January 2007. ECP/HOU/BB07MSB/010
- Robert Street Area – Regeneration Strategy Steering Group Update, SSCC, June 2007. ECP/HOU07WR/032
- Robert Street Area – Regeneration Strategy Steering Group Update, SSCC 25 October 2007. ECP/HOU/WR07/046
- Clune Park Regeneration: Progress Report – SSCC, March 2011. ECP/Plan/WR10/008
- Clune Park – Proposed Regeneration Plan – Special SSCC May 2011. SCS/64/11/AH/DH
- Clune Park Regeneration: Progress Report – SSCC, August 2011. SCS/65/11/AH/DH
- Clune Park Regeneration: Progress Report – SSCC, January 2012. SCS/85/12/AH/DH
- Clune Park Regeneration: Progress Report – SSCC, March 2012. SCS/94/12/AH/DH
- Clune Park Regeneration: Progress Report – E&CC, June 2012. EDUCOM/01/12/AH/DH
- Affordable Housing Investment – Strategic Local Plan – E&CC, September 2012. EDUCOM/16/12/AH/DH
- Clune Park Regeneration: Progress Report – E&CC, September 2012. EDUCOM/18/12/AH/DH
- Clune Park Regeneration: Progress Report – E&CC, October 2012. EDUCOM/38/12/AH/DH
- Clune Park Regeneration: Progress Report – E&CC, January 2013. EDUCOM/01/13/DH
- Clune Park Regeneration: Progress Report – E&CC, March 2013. EDUCOM/32/13/DH
- Clune Park Regeneration: Progress Report – E&CC, May 2013. EDUCOM/47/13/DH
- Clune Park Regeneration: Progress Report – E&CC, September 2013. EDUCOM/61/13/DH
- Clune Park Regeneration: Review Report – E&CC, November 2013. EDUCOM/78/13/DH
- Clune Park Regeneration: Progress Report – E&CC, January 2014. EDUCOM/10/14/DH
- Clune Park Regeneration Plan Update – Structural Conditions Report – E&CC, March 2014. EDUCOM/22/14/DH
- Clune Park Regeneration: Progress Report – E&CC, March 2014. EDUCOM/31/14/DH
- Clune Park Regeneration Plan Update – Structural Conditions Update Report – E&CC, May 2014. EDUCOM/35/14/DH
- Clune Park Regeneration: Progress Report – E&CC, May 2014. EDUCOM/34/14/DH
- Clune Park Regeneration: Progress Report – E&CC, September 2014. EDUCOM/56/14/DH
- Clune Park Regeneration: Progress Report – E&CC, November 2014. EDUCOM/74/14/DH
- Clune Park Regeneration: Progress Report – E&CC, January 2015. EDUCOM/01/15/DH

Report To: Education & Communities Committee **Date:** 10 March 2015

Report By: Head of Safer & Inclusive Communities **Report No:** EDUCOM/23/15/DH

Contact Officer: Drew Hall, Service Manager **Contact No:** 01475 714272

Subject: Inverclyde Local Housing Strategy 2011-2016: Update

1.0 PURPOSE

- 1.1 The purpose of this report is to provide an update on the progress of a specific item within the LHS Action Plan: the creation of a “one-stop-shop” for housing, which was requested by Committee at its meeting on 20 January 2015. This report also provides updates on the policy of promoting wheelchair housing and on Inverclyde Council’s approach to the Scottish Government regarding the extension of the lifespan of the LHS from a five-year to an eight-year strategy.

2.0 SUMMARY

- 2.1 The Inverclyde Local Housing Strategy is a five-year strategy designed to show how Inverclyde Council will provide its housing-related services up to 2016, and how it will co-ordinate the provision of housing and related services by other agencies. The Housing (Scotland) Act 2001, as amended by the Housing (Scotland) Act 2006, places a requirement on Inverclyde Council as Strategic Housing Authority to prepare this strategy.
- 2.2 The Inverclyde Local Housing Strategy 2011-2016 was adopted by Council in 2011. The LHS sets out five strategic outcomes, some of which will be achieved by 2016 whilst others will take longer. To help deliver these outcomes 76 policies were devised for implementation through the LHS Action Plan. These policies are being rolled out in six-month blocks, with Blocks 1–6 currently being implemented.
- 2.3 As requested by Committee in January, further information is provided in this report on the development of a “one-stop shop”, which is being progressed by Inverclyde CHCP in collaboration with locally-based RSLs. For reference, updates are also provided on the policy promoting wheelchair housing, which now has a lead agency and the Scottish Government is actively considering Inverclyde Council’s proposal to extend the lifespan of the current LHS by three years to 2019 to bring planning and housing strategies into alignment.

Min ref:
SSCC
25.10.11
Para 698

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee notes the content of this report, and notes that a further report on the proposed extension of the LHS timescale will be provided in May 2015.

John Arthur
Head of Safer & Inclusive Communities

4.0 BACKGROUND

- 4.1 The LHS sets out five broad strategic outcomes that partners will work towards achieving in Inverclyde up to 2016. These are:
1. Inverclyde residents have access to a range of suitable housing options
 2. Inverclyde residents are able to make best use of their housing
 3. Inverclyde residents can enjoy their neighbourhoods
 4. Inverclyde residents receive appropriate support when they experience changes to their housing needs
 5. Inverclyde residents take responsibility for their housing and communities
- 4.2 At the appropriate points under these five outcomes, the LHS acts as Inverclyde Council's formal plan for: homelessness, housing support (formerly Supporting People), alleviating fuel poverty, and the improvement of conditions in the private housing sector, together with other housing and housing-related issues that support and complement the delivery of the LHS strategic outcomes.

5.0 ONE-STOP-SHOP FOR HOUSING

- 5.1 Policy 1 of the LHS is that "Partners open a central one-stop-shop providing housing access and advice services . . ." As part of this work, the Homelessness Service provided by Inverclyde CHCP and the majority of locally-based housing associations set up a multi-agency service for people looking for social housing in Inverclyde. This service provided applicants with access to housing available from Oak Tree, Cloch, Larkfield and Link Housing Associations together with access to Homelessness Services where appropriate. This multi-agency service reduced the time and effort required by applicants seeking housing and it improved the partnership working of the agencies involved.
- 5.2 The development of a "one-stop shop" has faced two significant barriers: firstly, the largest social housing provider in Inverclyde – River Clyde Homes – was unable to join the service, and secondly no suitable, permanent base of operations for the "one-stop shop" has been found. Oak Tree Housing Association was able to provide temporary use of its own offices to accommodate "one-stop-shop" however this reduced the space available to their own staff and impacted on their own tenants. On 31 July 2014, the temporary arrangement came to an end, and no multi-agency service has been provided since that date.
- 5.3 Since December 2014, the CHCP and the RSLs previously involved have been in discussions with a view to restarting the "one-stop shop". The CHCP is currently pursuing an option to develop the "one-stop shop" within its premises. The timescale for this is the end of May 2015 which is needed to enable the work required to ensure the premises can meet the demands of such a facility, and to work with RSLs regarding their input, including any resource implications and to agree protocols for the operation of the "one-stop shop". As before, it is intended that Homelessness Services will be available together with access to housing information and advice from the local RSLs. Committee will be provided with a further update on progress at its meeting in May 2015.

6.0 WHEELCHAIR AND LIFETIME HOMES

- 6.1 Policy 2.6 of the LHS aims to "Promote the development of wheelchair homes and Lifetime homes across all tenures in Inverclyde." The previous report to Committee in January 2015 advised that the Strategic Housing Team in Safer and Inclusive Communities had not been able to secure a lead agency to implement this policy. It has subsequently been confirmed that the Planning Policy and Property Team within the Regeneration & Planning service will jointly lead on the implementation of this policy with the Strategic Housing Team. Progress on implementing this policy will be reported to Committee in future LHS Monitoring Reports.

7.0 CONSULTATION ON EXTENDING THE LIFESPAN OF THE LHS

- 7.1 In the report considered by Committee at its January meeting, Safer and Inclusive Communities advised that it had approached the Scottish Government with a proposal to extend the lifespan of the current LHS until 2019. The intention was to seek Committee approval for this extension at its meeting in March 2015. The Scottish Government is actively considering this proposal but no formal response has been provided to date.
- 7.2 Following informal discussions, Safer and Inclusive Communities submitted the proposal to the Scottish Government on 23 December 2014 including a detailed explanation of the reasoning behind the proposed extension of the LHS timescale. On 29 January 2015, the Scottish Government requested more information as to how Inverclyde Council will keep the LHS under review if it were to be extended. Safer and Inclusive Communities returned a detailed explanation of the current review procedures and how they will continue in the future. It is anticipated that a response will be received from the Scottish Government in time to allow a report to be presented to Committee at its meeting in May 2015.

8.0 IMPLICATIONS

8.1 Financial Implications - One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	-

Financial Implications - Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	-

8.2 Human Resources:

All housing strategy work is undertaken within existing service and organisational personnel arrangements.

8.3 Legal:

By preparing and implementing the Local Housing Strategy, Inverclyde Council is meeting the statutory requirements of section 89 of the Housing (Scotland) Act 2001.

8.4 Equalities:

An equalities impact assessment was undertaken during the preparation of the LHS, to ensure that the policies it contains will not unreasonably have a negative impact on minority groups. Policies are now being implemented in line with the results of this assessment.

8.5 Repopulation:

None.

9.0 BACKGROUND PAPERS

- 9.1
- Inverclyde Local Housing Strategy 2011–2016, report to Safe, Sustainable Communities Committee, 25 October 2011.

Min ref:
SSCC
25.10.11
Para 698

Report To:	Education and Communities Committee	Date:	10 March, 2015
Report By:	Corporate Director, Education, Communities and Organisational Development	Report No:	EDUCOM/30/15/JA
Contact Officer:	John Arthur	Contact No:	01475 714263
Subject:	Policy for Access to all Sports and Leisure Pitches		

1.0 PURPOSE

- 1.1 The purpose of this report is to recommend the adoption of an access policy for all sports and leisure facilities owned or operated by the Council.

2.0 SUMMARY

- 2.1 Over a number of years a range of arrangements has developed with individual clubs and groups in respect of access to council sports pitches.
- 2.2 In order to provide equity of access and to provide a framework for reaching agreement with clubs and organisations seeking financial support, either specifically or through discounted or concessionary charges for use, officers have developed the policy detailed in appendix 1.
- 2.3 The policy specifies both general and specific conditions for access to Council owned pitches and sets out the conditions which clubs or organisations seeking financial support would be required to meet.

3.0 RECOMMENDATIONS

- 3.1 That the committee approve the Policy for Access to all Sports and Leisure Pitches as detailed in Appendix 1.
- 3.2 That delegated authority is granted to the Corporate Director Education, Communities and Organisational Development, in consultation with the Head of Legal and Property Services and the Chief Financial Officer, to negotiate funding agreements with specific clubs and organisations seeking financial support in accordance with the policy and with existing budget provisions.

John Arthur
Head of Safer and Inclusive Communities

4.0 BACKGROUND

- 4.1 Over a number of years a range of agreements, of varying formality, have been made with specific clubs and organisations in support of their access to council sports and leisure pitches. The detail and substance of some of these agreements is in dispute.
- 4.2 What is clear is that the current position in respect of access to pitches is potentially inequitable, particularly for sports other than football.

5.0 PROPOSALS.

- 5.1 It is proposed that a policy is adopted which sets out a framework for access to all pitches primarily on the basis of 'pay per play' with the proviso that the Council will consider offering specific support to clubs and organisations where they can meet certain criteria, including participation in sports development objectives, community benefit and sustainability.
- 5.2 The policy makes specific reference to Junior and Senior Football in Inverclyde, however the principles applying to those organisations will apply equally to all team sports in Inverclyde seeking support. Specific provision is made in the policy to supporting sports catering for women and girls.
- 5.3 The policy also provides a set of principles which would allow the provision of concessionary charges, or specific financial support to clubs or organisations who meet certain criteria.

6.0 Consultations

- 6.1 The Head of Legal & Property Services has been consulted on the content of this report.

7.0 IMPLICATIONS

Finance

- 7.1 Financial assistance will only be approved, on a case by case basis, following consultation with the Chief Financial Officer.
- 7.2 Financial assistance will be limited by available budgets.

Legal

- 7.2 None at this stage.

Human Resources

- 7.3 None

Equalities

- 7.4 Historically, support for access has been provided predominately for one sport, football. Whilst there have been improvements in engaging women and girls in this sport, it remains a male dominated pursuit. Accordingly, the policy states that;- "the Council seeks to encourage equality of access irrespective of gender, and may provide specific or additional support to those clubs or organisations providing opportunities for access to women and girls".

Repopulation

- 7.5 The high quality of provision of sports and leisure facilities in Inverclyde is an important factor in retaining and attracting residents to the area.

8.0 BACKGROUND PAPERS

8.1 None

INVERCLYDE COUNCIL

POLICY FOR ACCESS TO ALL SPORTS AND LEISURE PITCHES.

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Inverclyde Council

POLICY FOR ACCESS TO ALL SPORTS AND LEISURE PITCHES.

1. The Council has invested in and developed a thorough programme of modernisation of its sports estate, including sports pitch facilities.
2. This investment is a commitment to promoting and supporting public and community access to these facilities. It is recognised that access to these facilities is important for the health and wellbeing and recreation of the people of Inverclyde.
3. In recognition of the investment and priority given to sports provision it is essential to reflect the various interests of all members of the community in obtaining access to these necessarily limited facilities, especially during periods of high or peak demand. All access will be regulated on a fair and reasonable 'pay per play' basis, with fees being set according to a fair and reasonable basis and in consultation with partners. This revenue is an essential contribution to the overall running, maintenance and replacement costs of these facilities. This provides equity of access to all.
4. No person shall have exclusive rights of access to public facilities except as where specifically negotiated by means of properly approved leases or other agreements. All persons shall respect the rights and interests of other users from the community in the facilities.
5. The Council, in furtherance of its policies in sports development and health promotion, may make concessionary rates and charges, or specific subsidy, available to specific groups.
6. Appendix 1a details the fees and charges applicable at 1st April, 2015, to sports and leisure pitches. Appendix 1b details the current waivers policy in place for under 19 team access.

Junior Football.

1. Junior Football is an important element in football and player development in Inverclyde. The Council will seek to support, insofar as is possible, Junior Football Clubs in fulfilling their important contribution to football development and the communities of Inverclyde. Its sports facilities will be available on the above principles for access and use by the Junior Clubs of Inverclyde.
2. The Council may vary its rates and charges or provide specific subsidy to the Junior Clubs of Inverclyde depending on need. Any such agreement shall be dependent on clubs demonstrating to the satisfaction of the Council the need for such support. No such agreement will imply any exclusive continuing rights of access to Council facilities.
3. The Junior clubs will be expected to commit to making appropriate application for financial support with all suitable backing and supporting documentation including disclosure of timeous annual accounts.
4. Any Council support will be subject to conditions such as the junior club's full participation with the above policy, working within the SFA's club development

programme and with local youth development teams and constructive participation in Community Sports Hubs, where appropriate.

5. The Council may enter into individual and separate support arrangements with the clubs depending on the assessment of need, and compliance with overall Council objectives.
6. Any support arrangements with clubs will be necessarily constrained by the budgets available for this purpose.

Senior Football.

- 1 Senior Football is an important element in football development in Inverclyde, and plays an important part in the social fabric of the community. Uniquely the Senior football team's Youth Academy provides the sole pathway for elite youth development in Inverclyde. Therefore, the Council will seek to support, insofar as is possible, Senior Football and any Youth Academy provision to fulfil their important contribution to football development and the community of Inverclyde. Such support will be dependent on a reasonable percentage of Inverclyde residents participating in the Youth Academy. Its sports facilities will be available on the above principles for access and use by the Senior Club of Inverclyde.
- 2 The Council may vary its rates and charges or provide specific subsidy to the Senior Club depending on need. Any such agreement shall be dependent on the club demonstrating to the satisfaction of the Council the need for such support. No such agreement will imply any exclusive continuing rights of access to Council facilities.
- 3 The Senior club will be expected to commit to making appropriate application for financial support with all suitable backing and supporting documentation including disclosure of timeous annual accounts.
- 4 Any Council support will be subject to conditions such as the Senior club's full participation with the above policy and working within the SFA's club development programme and with local junior, amateur and youth development teams.
- 5 Any support arrangements with the Senior club will be necessarily constrained by the budgets available for this purpose.

Other Sports.

- 1 Inverclyde wishes to promote a diversity of sports provision including rugby, hockey, and other team sports where there is a sustainable club structure and clear pathways to participation.
- 2 The above principles apply in respect of support and access for such sports.

Equalities.

- 1 The Council seeks to encourage equality of access irrespective of gender, and may provide specific or additional support to those clubs or organisations providing opportunities for access to women and girls.

The Council and its partners may agree a reduced rate for off peak access to facilities where there is low demand and this will be incorporated into the Council's fees and charges book.

Any failure to pay or failure to observe the conditions of access including any resulting from a waivers or concessionary scheme, may result in suspension of access in whole or in part until such matters are resolved to the satisfaction of Inverclyde Council.

It shall be a condition of any funding agreement that the financial support of Inverclyde Council shall be acknowledged in all promotional material, match programmes, match reports etc., The prominence of this acknowledgment shall be commensurate with the financial support provided. Specific requirements will be detailed in the relevant funding agreement.

Where specific financial support is offered to any club it shall be dependent on the submission and approval of a three – five year development plan, demonstrating the sustainability and growth of the club through, for example, increasing non-player membership and community involvement (including volunteering opportunities), planned fund raising and sponsorship. The key performance indicators identified in the development plan will form the basis of the funding agreement and will demonstrate a reduction in the club's dependence on public subsidy over the term of the plan.

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Appendix 1a – Proposed Pitch Charges 2015-16

n.b. the charges below are as adjusted to bring Inverclyde Council's charges in line with those already approved by Inverclyde Leisure. It is recognised that a review of the charges is required to ensure that benchmarking is up to date and that fees are at an affordable level while still meeting the needs of this policy. It is proposed that a review will be carried out early in the new financial year.

Charge Details	Charge 2015/16
Grass Pitch – Adult with changing	£36
Grass Pitch – Adult without changing	£28.50
Grass Pitch – Juvenile* with changing	£18.50
Grass Pitch – Juvenile without changing	£14.25
Parklea Stadium Pitch with stand & facilities**	£185
Ravenscraig Stadium – Pitch with stand & facilities**	£185
Ravenscraig Stadium – track use 2 hours	£40
Synthetic Pitches	
Adult 7's (1/3) pitch 30 mins	£19
Adult half pitch 30 mins	£25
Adult full pitch 1 hour	£65
Juvenile 7's 30 mins	£11.50
Juvenile half pitch 30 mins	£17.25
Juvenile full pitch 1 hour	£40
MUGA	£18.50
Changing only (per team)	£11.50
Cricket – Adult with Changing	£48.50
Cricket - Adult without changing	£41
Cricket – Juv with changing	£21.25
Cricket – Juv without changing	£15

* Juvenile rates for pitches apply to Under 19s in line with the Council's waiver policy

** Applies where user charges entry

All charges for synthetic pitches are inclusive of floodlights and changing

Appendix 1b: Inverclyde Council Under 19 Pitch Waiver Scheme and detailed allocation policy.

n.b. The policy below contains the specific rules applicable for clubs to be eligible for Under 19 sports waivers together with the detailed allocation rules as approved by the Education & Communities Committee on 11 March 2014 and 6 May 2014. The policy will be reviewed following the first years operation.

To be eligible for the Councils free pitch use, including the use of indoor halls for sporting purposes for under 19s clubs must comply with all aspects of the General Pitch Letting Policy. The additional conditions apply to clubs seeking access to the scheme:

1. Co-operation with football development/sports development

All clubs seeking access to the free pitch use scheme must be registered with the relevant governing body and be working with Inverclyde Council and the governing body in progressing in any applicable club development programme. In the case of football this would be the SFA Quality Mark Scheme. Clubs are expected to begin this process in the first year of the scheme coming into operation and thereafter to either show progress in advancing through the scheme or, where applicable, to maintain their status.

2. New clubs seeking to join the Scheme

Any club or organisation seeking to join the scheme after the new scheme commences in season 2014-15 will be ineligible to join in the course of the year. Applications from new clubs will be considered at the beginning of each season following submission of all relevant documentation including an assessment of the clubs potential to progress towards any relevant club accreditation scheme.

3. Suspension from the Scheme

Any club failing to comply with all relevant conditions in the course of the year may either be suspended from the scheme immediately, in the case of major non-compliance, or may have its eligibility reviewed at the end of the season in the case of continuing non-compliance.

4. Club Debt

No club with outstanding historic debt for pitch or hall hire will be eligible for the scheme.

5. Payment

All pitch and hall hire will be payable in advance by participating clubs. Payment of the grant to cover pitch hire will be made one month in arrears. Payment will be made in 10 monthly payments up to the maximum level the club is eligible for based upon the agreed formula. To reflect the fact that club bookings are not constant through the season and to assist clubs in cash flow, payment in any one month may vary up to 150% of the average payment value. Payment will not exceed in any month the value of bookings made and, once the club has reached the

maximum value allowable in the season no further payment will be made. For football clubs the season is taken to be August – May, for other sports an equitable equivalent split will be made on the basis of the structure of the sporting season. Clubs may obviously book facilities beyond their allowance but no payments will be made under the scheme beyond that allowance.

6. Club Membership

The free access to pitches scheme is for the benefit of the young people and sporting community of Inverclyde. As such any club seeking access to the scheme must have a minimum of 70% of its membership residing in Inverclyde. Clubs will be required to provide detailed membership records on demand to allow for this condition to be checked.

It is recognised that any scheme basing an allowance of free use on numbers of players is potentially open to manipulation. Any club found to be knowingly falsely registering players will be suspended from the scheme forthwith and will not be eligible to reapply that season.

7. Uniformed Organisations

The rules applying to sports clubs for free pitch use are designed for clubs taking part in formal leagues under the auspices of external governing bodies. Leagues internal to certain uniformed groups, for example Boys Brigade Football Leagues, will not meet the criteria for this scheme. Such groups will however remain eligible for free use under the waiver applying to uniformed groups subject to them following all relevant pitch letting conditions. Free use for such organisations will, however, only be available at pitches or halls under Inverclyde Council's direct control, not in facilities managed by Inverclyde Leisure.

Club Allocations - Football

11 a side

Training – 1/3 of a pitch for three hours per week for 40 weeks

Number of Registered Players aged 12-18	<15	15-29	30-44	45-59	60-74	75-98	90-104
Equivalent Number of 11 a side Teams	<1	1	2	3	4	5	6
Hours 1/3 Pitch per week	0	3	6	9	12	15	18
Hours free pitch use per week* (Training)	0	1	2	3	4	5	6

Matchplay

Each team will receive all of their home league fixtures plus home drawn cup matches and 2 pre-season friendlies. League game allowances will obviously vary depending on league size.

No allowance will be made for matches originally drawn away but played in Inverclyde for reasons of pitch availability. These will be the responsibility of the away team from outside Inverclyde.

7 a side

Training – 1/3 of a pitch for three hours per week for 40 weeks

Number of Registered Players	<9	9-27	28-54	55--81	82-108	109-135	136--162
Expected Number of 7a side Teams Registered	<1	1-3	4-6	7-9	10-12	13-15	16-18
Hours 1/3 Pitch per week	0	3	6	9	12	15	18
Equivalent Hours Full Pitch	0	1	2	3	4	5	6

Matchplay

Teams will play in League Central Venues in Inverclyde where available for their age group. These teams will receive an allowance to cover their element of the pitch hire of the venue.

Teams for which a Central Venue is not available will receive an allowance to cover their home games. As with 11-a side allowances this will vary depending on the number of teams in their league.

No allowances will be available for matches played outside Inverclyde.

4/5 a side

Training – 1/3 of a pitch for two hours per week for 40 weeks

Number of Registered Players	<12	12-36	37-72	73--108	109--144	144-180
Expected Number of 4 a side Teams Registered	<2	2-6	7-12	13-18	19-24	25-30
Hours 1/3 Pitch per week	0	2	4	6	8	10
Equivalent Hours Full Pitch	0	2/3	1 1/3	2	2 2/3	3 1/3

Matchplay

Teams will play in League Central Venues in Inverclyde where available for their age group. These teams will receive an allowance to cover their element of the pitch hire of the venue.

No allowances will be available for matches played outside Inverclyde.

Soccer Centres (Academies)

A number of teams run academies. It is possible for these to be registered with SYFA as “Soccer Centres” but they are all run on different lines. Clubs running academies or other initiatives which do not naturally fall into the scheme above (e.g. YAC summer 7s programme) will be expected to register these where possible as Soccer Centres. Discussions will then be had with the individual clubs about appropriate allowance.

Report To:	Education and Communities Committee	Date:	10 March 2015
Report By:	Corporate Director Education, Communities and Organisational Development	Report No:	EDUCOM/25/15/MM
Contact Officer:	Martin McNab	Contact No:	2426
Subject:	Food Safety and Health & Safety Enforcement Policies		

1.0 PURPOSE

- 1.1 To seek Committee approval for a new Food Safety & Standards Enforcement Policy
- 1.2 To seek Committee approval for a new Workplace Health & Safety Enforcement Policy

2.0 SUMMARY

- 2.1 In June 2012 the Committee approved an updated Food Safety Enforcement Policy covering the enforcement arrangements for the implementation of the Food Standard Agency's Cross Contamination Guidance. As reported at the time this involved a significant change in the Council's inspection programme over a period of up to three years and changes to the way officers would enforce the law related to Food Safety & Standards.
- 2.2 The Food & Health Team of Safer & Inclusive Communities completed the programme to implement the guidance ahead of time in July 2014 as a result of which it is now necessary to revise the Enforcement Policy.
- 2.3 At the same time significant changes were made to the national policy relating to the enforcement of Health and Safety at Work with the Launch of the National Local Authority Enforcement Code. The implementation of the code has brought about a need to revise our Workplace Safety Enforcement Policy to bring it into line with the national requirements.

3.0 RECOMMENDATIONS

- 3.1 That the Committee approves the new Food Safety & Standards Enforcement Policy.
- 3.2 That the Committee approves the new Workplace Safety Enforcement Policy.

4.0 BACKGROUND

- 4.1 Safer & Inclusive Communities enforces a plethora of legislation. In general the enforcement of the vast majority of that legislation does not require separate policies provided we adhere to the five principles of better regulation:

Proportionality

Regulators should intervene only when necessary. Remedies should be appropriate to the risk posed, and costs identified and minimised.

Accountability

Regulators should be able to justify decisions and be subject to public scrutiny.

Consistency

Government rules and standards must be joined up and implemented fairly.

Transparency

Regulators should be open, and keep regulations simple and user-friendly.

Targeting

Regulation should be focused on the problem and minimise side effects.

- 4.2 There are however exceptions to this. The enforcement of Food Safety & Standards legislation is subject to specific audit by the Food Standards Agency (shortly to be replaced by Food Standards Scotland). The framework upon which this audit is based requires a number of specific policies including an enforcement policy. The resumption of a risk based inspection programme following the conclusion of a specific enforcement drive to implement the FSA's Cross Contamination Guidance also requires a restatement of the Authority's general policy replacing the specific policy required to implement that programme.
- 4.3 The revised Food Safety & Standards Enforcement Policy is attached as Appendix 1. As well as restating the general approach to the enforcement of this legislation, the policy also takes account of recent experience in the use of new enforcement tools including Remedial Action Notices.
- 4.4 The launch of the National Local Authority Enforcement Code for Health and Safety at Work in 2014 has required Safer & Inclusive Communities to revise its strategy for the enforcement of the law in this area. This has been done by the development of a specific Service Plan and by the new Workplace Safety Enforcement Policy attached at Appendix 2. The new code included a number of measures which we now need to consider, including revisions to the sectors considered to be priorities for enforcement and the introduction of the Independent Regulatory Review Panel.

5.0 PROPOSALS

- 5.1 That the Committee approves the Food Safety & Standards Enforcement Policy and the Workplace Safety Enforcement Policy.

6.0 IMPLICATIONS

6.1 Financial Implications

There are no financial implications.

6.2 Legal Implications

There are no legal implications.

6.3 Human Resources Implications

There are no implications for Human Resources.

6.4 Equalities Implications

Enforcement of all legislation is intended to be fair, proportionate and transparent and as such should be fully in line with our obligations to consider and promote equalities.

6.5 Repopulation Implications

There are no implications for repopulation.

7.0 CONSULTATIONS

7.1 There have been no formal consultations for these policies but feedback from businesses in the sectors affected is always considered when developing approaches to enforcement.

8.0 LIST OF BACKGROUND PAPERS

8.1 Safer & Inclusive Communities Food safety Enforcement Policy – Education & Communities Committee 12 June 2012.

Consultation on Proposals for a National Local Authority Enforcement Code – Health and Safety at Work, England, Scotland and Wales – Education & Communities Committee 12 March 2013

Inverclyde Council

Safer & Inclusive Communities

Food Safety & Standards Enforcement Policy

General Enforcement

Inverclyde Council is committed to informal means of ensuring compliance with Food Safety & Standards Legislation where such means are effective. This is in keeping with the Food Law Code of Practice which suggests that unless circumstances indicate a significant risk, officers should initially operate a graduated and educative approach.

Whilst there is a presumption against formal enforcement as an initial outcome in most situations, there will be occasion where the seriousness of the situation or the track record of compliance means it should be considered. Formal enforcement will, therefore, be appropriate in circumstances where businesses consistently fail to respond to informal attempts to secure compliance and/or where there are risks to food safety. Officers will always ensure that enforcement action is reasonable, proportionate, risk-based and consistent with good practice.

Where the contravention appears to relate to a deliberate act to mislead and or defraud consumers and/or other business operators and is considered to be a criminal offence, the graduated approach will not be applied and the default position will be to consider submitting a report to the Procurator Fiscal.

The Principles of Enforcement

The Council's approach to the enforcement of Food Safety & Standards Law is informed by the following principles:

Proportionality - Enforcement action relates to the risks to the public, to the seriousness of any breach and to any actual or potential harm arising from a breach of the law.

Targeting - The regulatory activities of the Council are directed primarily on those whose activities give rise to the most serious risks or where the hazards are least well controlled. As such the Council maintains a risk based inspection programme in line with the requirements of the Food Law Code of Practice.

Consistency - Taking a similar approach in similar circumstances to achieve similar ends. This is not the same as uniformity and requires the exercise of professional judgement and discretion by inspectors.

Transparency - Helping Food Business Operators to understand what is expected of them and what they should expect from the Council as an enforcing authority. It also means making clear to FBOs not only what they have to do, but, where this is relevant, what they don't. This means distinguishing between statutory requirements and advice or guidance about what is good practice but not compulsory. Public transparency also requires that the Council shall publicise successful enforcement actions such as prosecutions.

Formal Approaches

A decision to initiate a formal approach will be taken having regard to all relevant matters including:

- Any reasons offered by the proprietor for the failure to comply;
- Confidence in the Food Business Operator (FBO) to respond to an informal approach;
- Whether requiring training may be a positive way forward;
- Risk(s) to public health associated with non-compliance; and
- Whether there has been a history of general non-compliance with food hygiene legislation.

Further information on the use of formal action is contained in Appendix 1 - **Formal Action Procedure**.

Article 5 Enforcement

Article 5 of Regulation (EC) 852/2004 requires food business operators to put in place, implement and maintain a permanent procedure or procedures based on the HACCP (Hazard Analysis Critical Control Point) principles.

In enforcement of Article 5 the principle will again be towards an informal, educative approach where possible. Enforcement officers will assess the potential food safety hazards within the establishment and confirm that the FBO has suitable controls and monitoring systems in place. If documented procedures are in place, officers will ensure that these are being adhered to by inspection and questioning of key personnel.

In the absence of documented procedures the same principles apply in that officers will satisfy themselves that the FBO has suitable controls and monitoring systems in place. This will be through the use of inspection and investigation techniques and will include observation and questioning of key personnel.

If it becomes apparent that controls and/or monitoring is inadequate at critical points (e.g. no effective means of monitoring cooking temperatures, inadequate separation of raw and ready to eat foods, etc.), the officer will consider if it represents an imminent risk of injury to health requiring immediate action with a HEPN. Service of a RAN may be appropriate for serious matters which don't constitute an imminent risk (further information is contained in Appendix 1- **Formal Action Procedure**.)

As a minimum the inspection will trigger a 3 month re-visit and the inspection report will set out the action required by the FBO to address the missing controls. They will be given access to useful compliance tools to assist them in this e.g. Cooksafe, SFBB, in-house documentation, etc.

Compliance will be re-assessed at the re-visit and if there are still inadequate controls at critical points, formal proceedings may be instigated.

Training Enforcement

Training assessment forms an integral part of the inspection both on general hygiene and, where appropriate, on the maintenance of food safety procedures. Again, a graduated, educative approach will be used initially. Any areas of non-compliance with training requirements will be brought to the FBO's attention in the inspection report. If considering formal action, use may be made of the Training Assessment Form to record evidence.

Improvement notices may be used to require food business operator training where deficiencies with the Article 5 food safety management system is as a result of the FBO's lack of knowledge and awareness.

Documentation

Although important, documentation only represents one aspect of Article 5 compliance. Therefore, although the FBO will be informed of the requirement to document procedures from first contact, officer time initially will be spent in ensuring suitable controls are in place, again using a graduated approach. Once officers are satisfied that suitable controls are in place, they will adopt an informal approach to documentation of procedures and give the FBO sufficient time to put them on paper. This could potentially be as long as the next programmed inspection.

Structural issues including cleanliness

The graduated approach will again be the norm for any structural matters unless these are serious enough to warrant an HEPN or a RAN. An example of the former would be a serious lack of cleaning of food critical areas which could constitute an imminent risk. The latter could include a defective refrigerator which requires to be taken out of use until repaired.

Appendix 1

Safer & Inclusive Communities

Food Safety & Standards

Formal Action – Documented Procedure

Purpose

This procedure deals with the circumstances surrounding the use of formal action to secure compliance with Food Safety & Standards Legislation.

Improvement Notices & Hygiene Improvement Notices

A Hygiene Improvement Notice is a formal enforcement notice requiring action to be taken to remedy contraventions of food hygiene regulations. The notice specifies the contravention, details the remedial action required and specifies a time scale for action to be taken. Businesses may appeal to a Sheriff should they disagree with any or all parts of a notice or believe a notice to be wrongly served. Failure to comply with a Hygiene Improvement Notice is an offence. The notice may be served in any of the following circumstances:

- Where formal action is proportionate to the risk to health;
- Where there is a record of breaches of food hygiene or food processing regulations;
- Where there is reason to believe that an informal approach will be unsuccessful.

In considering whether the service of a Hygiene Improvement Notice is proportionate to the nature of the contraventions found, reference will be made to the relevant sections of the Food Law Code of Practice (Scotland) in addition to the officer's own professional judgement as to the gravity of the offence and the food business operator's previous history of compliance.

Procedures for the service of Improvement Notices are essentially the same as the above these can however be used for certain contraventions of food standards legislation where a Hygiene Improvement Notice cannot.

All cases will be discussed with the Health Protection Manager or Food & Health Team Leader before a final decision is made.

Hygiene Emergency Prohibition Notices & Emergency Prohibition Notices

Where there is considered to be an imminent risk to health arising from the operations or processes of a food business a Hygiene Emergency Prohibition Notice (or an Emergency Prohibition Notice where the risk is chemical rather than microbiological) may be served. The notice prohibits the use or operation of a part or all of the premises of a food business, a process or processes carried out or the use of a particular piece of equipment.

The service of an HEPN/EPN is a serious matter, it obviously will have an immediate and, in some cases, lasting effect on the business. The notice requires to be confirmed by a Sheriff within three working days and there are provisions for compensation should the notice be found to be improperly served. Notwithstanding these issues Inverclyde Council will not hesitate to serve such a notice should the circumstances justify it. In accordance with the

principle of proportionality however, the notice will prohibit the minimum process or activity required to remove the risk.

In considering whether the service of an Emergency Prohibition Notice or Hygiene Emergency Prohibition Notice (HEPN) on premises, or on a piece of equipment or process would be proportionate to the nature of the contraventions found, reference will be made to the relevant sections of the Food Law Code of Practice (Scotland) in addition to the officer's own professional judgement as to whether the health risk condition is fulfilled.

All cases will be discussed with the Service Manager or Head of Service before a final decision is made.

Voluntary closure of a food business as an alternative to emergency prohibition will only be accepted where enforcement officers have a high degree of confidence that the closure will be adhered to until such times as the risk has been removed to the satisfaction of the Service. A written undertaking to this effect will be required from the food business operator and the premises will be checked at regular intervals to ensure that the undertaking is being followed. Voluntary closure will only be accepted in appropriate circumstances and will not be used simply as an easy alternative to emergency prohibition. Enforcement officers may only suggest this option when the health risk conditions allowing the service of an HEPN/EPN are fulfilled and where such a course of action is in accordance with the general principles of this policy, the service of an HEPN/EPN should always be considered as the first option.

Seizure/Detention/Surrender of Food

In considering whether the detention or seizure of food or the use of voluntary surrender procedures would be proportionate to the conditions found, the officer would use their own professional judgement as to whether the situation merits such actions and with due regard to the relevant sections of the Food Law Code of Practice (Scotland).

All cases will be discussed with the Service Manager or Head of Service before a final decision is made.

Remedial Action Notices

Remedial action notices (RANs) allow urgent action to be taken to address an issue where there is need for prompt corrective action but not necessarily evidence of an imminent risk to health. They will be used where the minimum notice period required for a Hygiene Improvement Notice is inappropriate, for example to tackle cleaning or cross contamination issues. This could have a significant short-term impact on the business, particularly if the Food Business Operator has to close the premises or stop a particular operation to rectify the hygiene issue. In the majority of circumstances where there is an imminent risk to health however a Hygiene Emergency Prohibition Notice is the more appropriate enforcement option.

In considering whether the service of a Remedial Action Notice would be proportionate to the nature of the conditions or practices found, referral would be made to the relevant sections of the Food Law Code of Practice (Scotland) in addition to the officer's own professional judgement.

Use of these notices will be discussed with a Service Manager or Head of Service before service.

Reports to the Procurator Fiscal

The decision to report a food business to the procurator fiscal will generally be made either where other appropriate enforcement options have not been successful in ensuring compliance or where there is a need for an additional sanction. In all cases reporting will be carried out in accordance with the most up to date guidance from the Crown Office. It will be made clear in the report why prosecution is considered to be in the public interest.

As a general guide prosecution will be considered to be in the public interest where:

- The alleged offence involved a flagrant breach of the law such that the public was put at risk;
- There was a failure to comply with a statutory notice;
- There was a history of non-compliance involving repeated serious breaches of food law;
- The alleged offence involved a failure to correct a potential risk to food safety having been given a reasonable opportunity to comply.

Additional considerations will be the likely effect of prosecution on other businesses and on public confidence in the safety of food.

All cases will be discussed with the Service Manager or Head of Service before a final decision is made.

Withdrawal/Suspension of Approval

The decision to withdraw or suspend approval or conditional approval from premises approved under the relevant legislation would only be taken after exploring other enforcement options to control any food hazards presented by the establishment. Any such decision would be taken with due regard to the relevant sections of the Food Law Code of Practice (Scotland).

All cases will be discussed with the Service Manager or Head of Service before a final decision is made.

Service of Notices & Follow Up

Where any notices have been served they will be accompanied by the relevant covering letter. Should the notice recipient require additional time to comply, a request must be received in writing before the notice expires. Extensions will not be given automatically but consideration will be given as to whether the request is reasonable and having regard to the Food Law Practice Guide (Scotland). If the request is granted, the existing notice will be withdrawn and a new notice issued reflecting the revised time scale.

A completion letter or notice of withdrawal will be sent to the food business operator when the notices have been completed to the officer's satisfaction. If there is any doubt as to whether satisfactory compliance has been achieved the case will be discussed with the Team Leader or, where necessary, the Service Manager before a final decision is made.

Inverclyde Council

Safer & Inclusive Communities

Workplace Health & Safety Enforcement Policy

General Enforcement

Inverclyde Council is an enforcing authority for the purposes of the Health and Safety at Work etc. Act 1974 ("the Act"). As an enforcing authority under the Act, the Council's objective is to protect the health, safety and welfare of people at work, and to safeguard others, mainly members of the public, who may be exposed to risks from the way work is carried out.

The Council is required to have regard to the Health and Safety Executive's (HSE's) Enforcement Policy Statement in determining its own policy and to HSE's Enforcement Management Model in making enforcement decisions in individual cases.

The Principles of Enforcement

Inverclyde Council is committed to firm but fair enforcement of health and safety law. The Council's approach is informed by the following principles:

Proportionality - Enforcement action relates to the risks to health and safety, to the seriousness of any breach and to any actual or potential harm arising from a breach of the law.

Targeting - The regulatory activities of the Council are directed primarily on those whose activities give rise to the most serious risks or where the hazards are least well controlled. Targeting also requires that action is focussed on the dutyholders who are responsible for the risk and who are best placed to control it.

Consistency - Taking a similar approach in similar circumstances to achieve similar ends. This is not the same as uniformity and requires the exercise of professional judgement and discretion by inspectors.

Transparency - Helping dutyholders to understand what is expected of them and what they should expect from the Council as an enforcing authority. It also means making clear to dutyholders not only what they have to do, but, where this is relevant, what they don't. This means distinguishing between statutory requirements and advice or guidance about what is good practice but not compulsory.

Public transparency also requires that the Council shall publicise successful enforcement actions such as prosecutions.

Accountability - The Council, as an enforcing authority, is accountable to the public for its actions. This means having a clear and accessible complaints procedure which is brought to the attention of those with whom inspectors come into contact.

The Purpose and Methods of Enforcement

The purpose of enforcement is to:

- Ensure that dutyholders take action to deal immediately with serious risks;
- Promote and achieve sustained compliance with minimum legal standards;
- Ensure that dutyholders who breach minimum legal requirements, and directors or managers who fail in their responsibilities, may be held to account, which may include recommending prosecution.

The principal methods of enforcement are:

- Giving information and advice, either verbally or in writing
- Serving improvement or prohibition notices
- Making a recommendation of prosecution to the Procurator Fiscal.

In addition to the methods of enforcement above, inspectors have powers under section 20 of the Act to deal with causes of immediate danger in the workplace.

Enforcement Decisions

Enforcement decisions are taken having regard to HSE's Enforcement Policy Statement and the Enforcement Management Model. Enforcement decisions shall be made in accordance with the principles of enforcement set out above.

The Precautionary Principle

In circumstances where there may be a significant risk to public health but evidence is not immediately available of the quality normally required for an enforcement decision, inspectors are required to exercise a precautionary approach. The precautionary approach requires the inspecting Officer to act as if the hazard and risk have been confirmed, based upon the available objective evidence. This recognises that to await absolute evidence may endanger public health in certain circumstances. In these circumstances the Health Board Health Protection Team and, in some circumstances, Health Protection Scotland, should be consulted if possible and the action should be approved by a Service Manager or the Head of Service.

Prosecution

The decision to prosecute in any case is a matter for the Procurator Fiscal, having regard to the available evidence and the public interest.

The decision to report an offence to the Procurator Fiscal shall be considered when:

- Prosecution is identified as the most appropriate intervention from the Enforcement Management Model
- The relevant dutyholder has failed to comply with an improvement notice without reasonable excuse
- The requirements of a prohibition notice have been breached
- Irrespective of whether or not prior enforcement action has been taken, the circumstances warrant consideration of prosecution.

The circumstances when it is appropriate that a report shall be made to the Procurator Fiscal in the latter case are likely to involve a combination of high risk and extreme failure to

meet an explicit or defined standard, which is well-known and obvious. This is not moderated by factors such as the dutyholder's previous record, or any other moderating factors specific to the circumstances of a case.

Where inspectors are obstructed in the execution of their duty, consideration shall be made to reporting the matter to the Procurator Fiscal.

The decision to refer a case to the Procurator Fiscal shall be made by a Service Manager or the Head of Service.

The Right to Challenge Incorrect Health and Safety Advice

Businesses are entitled to receive sensible health and safety advice based on risk and Inverclyde Council are committed to giving advice on that basis. Inverclyde Council shall put the following procedures in place to provide a route to challenge incorrect health and safety advice or advice which goes beyond what is required to control the risk(s) adequately:

- A business can raise the matter with the Inspector directly
- If not satisfied by the above, the business can raise the matter with the inspector's line manager.
- If still not satisfied, the business can raise the matter through the Council's Complaints Procedure, and/or raise the matter with the Independent Regulatory Challenge Panel.

All informal letters will include a paragraph setting out the Council's commitment to giving sensible health and safety advice and indicating how a business may raise concerns about the requirements or advice given, including how to contact the Independent Regulatory Challenge Panel.

Enforcement in premises in which Inverclyde Council may have an interest

Inverclyde Council is aware of the need to address both real and perceived conflicts of interest. As such where any such conflict is identified arrangements will be made to address the conflict. Ultimately this could include the agreed transfer of enforcement responsibilities to the HSE. This would be a last resort where the conflict of interest was such that it was impossible to carry out the Council's enforcement responsibilities in line with this policy.

Appointment of Inspectors

The Head of Safer & Inclusive Communities has delegated authority under the Council's Scheme of Delegation to appoint inspectors under the Act. The appointment of inspectors and the variation of the level and scope of their appointments is at the discretion of the Head of Safer & Inclusive Communities.

Report To:	Education & Communities Committee	Date:	10 March 2015
Report By:	Chief Financial Officer & Corporate Director Education, Communities & Organisational Development	Report No:	FIN/11/15/AP/IC
Contact Officer:	Iain Cameron	Contact No:	01475 712832
Subject:	Education 2014/15 Revenue Budget- Period 9 to 31 December 2014		

1.0 PURPOSE

- 1.1 To advise the Committee of the 2014/15 Revenue Budget position as at Period 9 to 31 December 2014.

2.0 SUMMARY

- 2.1 The total Education budget for 2014/15 is £73,358,690. The School Estates Management Plan accounts for £14,190,000 of the total Education budget. A further £564,000 brought forward as Earmarked Reserves will also be used primarily to fund Community Learning & Development I-Youth Zones and Arts Development.
- 2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £383,000. This is a reduction in expenditure of £185,000 since last Committee.
- 2.3 The main reasons for the projected underspend are –
- (a) Projected underspend of £207,000 for Employee Costs. The Teachers budget is projected to overspend by £33,000, mainly due to additional staff required at Craigmarloch School. The Teachers overspend is offset by a projected underspend of £240,000 for non-teacher employees within Early Years Education and Special Schools. A number of nurseries are not running at capacity and vacant non-teacher posts within Craigmarloch School have not been filled.
 - (b) Projected underspend of £131,000 for Utilities. Electricity is projected to underspend by £24,000, Gas is projected to underspend by £112,000, Biomass Fuel projected to underspend by £30,000 and Water is projected to overspend by £35,000.
 - (c) Projected underspend of £33,000 for Janitors.
 - (d) Projected overspend of £20,000 for Education IT charges.
 - (e) Projected underspend of £36,000 for SPT School Buses.
 - (f) Projected overspend of £50,000 for ASN Transport.
 - (g) Projected underspend of £22,000 for ASN Placements.
 - (h) Projected underspend of £18,000 for Hospital Tuition.

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- (i) Projected underspend of £20,000 for Early Years Partner Providers.
 - (j) Projected overspend of £20,000 due to a shortfall in income from Other Local Authorities for placements in Inverclyde Special Schools.
 - (k) It should be noted that in addition to the projected underspend of £383,000 contained in this report, there is a potential further one-off underspend relating to the Children and Young People (Scotland) Act 2014. Funding to provide 600 hours of free nursery care in 2014/15 totals £984,660 and to date £614,660 has been committed as expenditure. An updated report detailing the use of this funding will be brought to a future Committee and the Revenue Budget projection updated accordingly.

2.4 Earmarked Reserves for 2014/15 total £681,000 of which £296,000 is projected to be spent in the current financial year. To date expenditure of £93,000 (31%) has been incurred. Slippage is currently 57% compared to the 26% reported to the last Committee. The increased slippage is due to the payment of £50,000 made to the Beacon in 2014 now being funded from the Grants to Voluntary Organisations budget instead of the previously reported Creative Scotland matched funding earmarked reserve.

3.0 RECOMMENDATION

3.1 That the Committee note the projected underspend of £383,000 for the Education Revenue budget as at Period 9 to 31 December 2014.

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise Committee of the current position of the 2014/15 Revenue Budget and to highlight the main issues arising.

5.0 2014/15 PROJECTION

- 5.1 The main issues to highlight in relation to the 2014/15 projected underspend of £383,000 are:

Employee Costs:

The total budget for employee costs is £51,862,000 and the latest projection is an underspend of £207,000. The Teachers budget is projected to overspend by £33,000. Additional ASN Teachers are required to support the school roll at Craigmarloch. The overspend for Teachers is offset by an underspend of £240,000 for Non Teachers. This is due to savings within Early Years Education where a number of nurseries are not running at capacity and vacant non-teacher posts within Craigmarloch.

Utilities:

Latest projection for utilities is an underspend of £131,000. Electricity is projected to underspend by £24,000, Gas is projected to underspend by £112,000 and Water is projected to overspend by £35,000. There is no change to these projections since the previous Committee. Biomass Fuel for the Port Glasgow Community Campus is projected to underspend by £30,000 due to lower than expected consumption as a result of the system being offline for a period of time with only the gas boiler running.

Janitors :

Latest projection for Janitors is an underspend of £33,000. There is no change to this projection since the last Committee. The projected underspend represents 3% of the total budget for Janitors.

Education IT Charges :

A projected overspend of £20,000 was reported to the last Committee for Education IT Charges. The latest projection remains the same and is mainly due to the cost of internet data lines to schools.

Breakfast Club Provisions:

An overspend of £10,000 was reported to the last Committee for Breakfast Club Provisions. The Scottish Government has now confirmed that £215,000 of funding is available in 2014/15 for the introduction of Free School Meals for Primary 1 to 3 children. As well as covering the cost of increased meal numbers and the loss of school meal income, this level of funding will also fund kitchen equipment set up costs including for the Breakfast Clubs. The latest projection is now on budget as a result.

SPT School Buses:

The budget for SPT School Bus contracts is £1,227,920 and the latest projection is an underspend of £36,000. Following the consolidation of some routes on the completion of the tendering process, one less bus is now required to transport pupils and has resulted in this saving.

ASN Transport:

The latest projection for ASN Transport is an overspend of £50,000. This is the same as previously reported to Committee and is in line with the final out turn for 2013/14. The projected overspend is due to increased transport provision for children within Inverclyde.

ASN Placements:

The current budget for ASN Placements is £455,020 and the latest projection is an underspend of £22,000. The 2014/15 budget includes a £30,000 contingency to cover the costs of one additional placement and to date there has been no increase in the placement numbers. Consequently, nine months funding has been released from the contingency. It should be noted that £8,000 remains in the contingency and will also be released at the year end if not required.

Hospital Tuition :

The latest projection for Hospital Tuition costs is an underspend of £18,000. This is a reduction in projected expenditure of £8,000 since the last Committee.

Early Years Partner Providers:

The 2014/15 budget for Partner Providers is £252,920 and the latest projection is an underspend of £20,000. Following the introduction of the Children and Young Peoples (Scotland) Act, the Council has reverted back to term time intakes instead of the month following third birthday. Nursery intakes are now in August, October, January and April and has resulted in fewer children being placed in nurseries. This is also reflected in the underspend being reported under Employee Costs for Council run Nurseries.

Early Years Wraparound Income :

The current budget for Early Years Wraparound Income is £187,330. A shortfall of £30,000 was reported to last Committee and the latest projection remains the same.

Special Schools – Income from Other Local Authorities :

The current budget for Special Schools Income from Other Local Authorities is £263,070 and the latest projection is a shortfall in income of £20,000. There is no change to this projection since the last Committee.

Children And Young People (Scotland) Act 2014:

It should be noted that in addition to the underspend of £383,000 being projected in this report there is an additional potential underspend relating to the Children And Young People (Scotland) Act 2014. Funding of £984,660 has been received from the Scottish Government to provide 600 hours free nursery provision for 3 and 4 year olds and Looked After 2 year olds. To date £614,660 of this funding has been committed for expenditure in 2014/15. A detailed report on the use of this funding will be brought to a future Committee and the Revenue Budget projection updated accordingly.

6.0 EARMARKED RESERVES

- 6.1 There is a planned contribution to Earmarked Reserves of £385,000 at the end of the current Financial Year as detailed in Appendix 3. Spend to date is 31% of the projected spend for 2014/15. The spend to date per profiling is £215,000 compared to actual year to date spend of £93,000 resulting in slippage to date of £122,000 (57%) The slippage is a result of delays to the opening of the I-Youth zones in Gourrock and Port Glasgow and no payments to date to the Beacon from the Creative Scotland Matched Funding earmarked reserve. The previously reported £50,000 payment to the Beacon made in 2014 is now funded from the Grants to Voluntary Organisations budget per a decision made by Inverclyde Council on 29 January 2015.

7.0 VIREMENTS

- 7.1 There are no virements this Committee cycle.

8.0 IMPLICATIONS

8.1 Finance

All financial implications are discussed in detail within the report above.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend This Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs / (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend This Report £000	Virement From	Other Comments
N/A					

8.2 Legal

There are no specific legal implications arising from this report

8.3 Human Resources

There are no specific human resources implications arising from this report.

8.4 Equalities

There are no equalities issues with this report.

8.5 Repopulation

There are no repopulation issues with this report.

9.0 CONSULTATION

- 9.1 The paper has been jointly prepared by the Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer.

10.0 BACKGROUND PAPERS

- 10.1 There are no background papers for this report.

EDUCATION**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 9 : 1st April 2014 - 31st December 2014**

<u>Out Turn</u> <u>2013/14</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Budget</u> <u>2014/15</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>31-Dec-14</u> <u>£000</u>	<u>Projection</u> <u>2014/15</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Over / (Under)</u>
36,760	Employee Costs - Teachers	36,362	27,274	27,216	36,395	33	0.1%
13,989	Employee Costs - Non Teachers	15,500	10,556	10,051	15,260	(240)	(1.5%)
798	Electricity	736	517	406	712	(24)	(3.3%)
31	Biomass	110	66	41	80	(30)	(27.3%)
712	Gas	681	453	278	569	(112)	(16.4%)
248	Water	255	255	317	290	35	13.7%
1,054	Janitors	1,109	831	680	1,076	(33)	(3.0%)
220	Education IT Charges	191	143	178	211	20	10.5%
1,440	SPT School Buses	1,228	921	885	1,192	(36)	(2.9%)
621	ASN Transport	555	416	5	605	50	9.0%
580	ASN Placements	455	358	160	433	(22)	(4.8%)
13	Hospital Tuition	40	30	0	22	(18)	(45.0%)
179	Clothing Grants	212	124	197	200	(12)	(5.7%)
207	Early Years Partner Providers	253	186	143	233	(20)	(7.9%)
(218)	Special Schools Income OLA	(263)	(210)	(164)	(243)	20	(7.6%)
Total Material Variances						(389)	

EDUCATION**REVENUE BUDGET MONITORING REPORT****CURRENT POSITION****PERIOD 9 : 1st April 2014 - 31st December 2014**

2013/14 Actual £000	Subjective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
36,760	Employee Costs - Teachers	36,024	36,362	36,395	33	0.1%
13,989	Employee Costs - Non Teachers	14,822	15,500	15,260	(240)	(1.5%)
13,201	Property Costs	7,214	17,066	16,885	(181)	(1.1%)
3,665	Supplies & Services	3,632	3,681	3,706	25	0.7%
2,686	Transport Costs	2,345	2,301	2,331	30	1.3%
407	Administration Costs	450	453	455	2	0.4%
3,837	Other Expenditure	17,532	8,471	8,399	(72)	(0.8%)
(3,142)	Income	(2,648)	(3,351)	(3,331)	20	(0.6%)
71,403	TOTAL NET EXPENDITURE	79,371	80,483	80,100	(383)	(0.5%)
	Earmarked Reserves	0	(2,559)	(2,559)	0	
	Loan Charges / DMR	0	(4,610)	(4,610)	0	
	TOTAL NET EXPENDITURE excluding Earmarked Reserves	79,371	73,314	72,931	(383)	

2013/14 Actual £000	Objective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
155	Corporate Director	137	137	144	7	5.1%
52,251	Education	53,671	54,738	54,352	(386)	(0.7%)
7,268	School Estate Management Plan	14,160	14,190	14,190	0	-
59,519	TOTAL EDUCATION SERVICES	67,831	68,928	68,542	(386)	(0.6%)
8,441	ASN	8,048	8,087	8,125	38	0.5%
1,496	Other Inclusive Education	1,498	1,518	1,491	(27)	(1.8%)
9,937	TOTAL INCLUSIVE EDUCATION	9,546	9,605	9,616	11	0.1%
1,590	Community Learning & Development	1,609	1,611	1,596	(15)	(0.9%)
202	Other Safer & Inclusive	248	202	202	0	-
1,792	TOTAL SAFER & INCLUSIVE	1,857	1,813	1,798	(15)	(0.8%)
71,403	TOTAL EDUCATION COMMITTEE	79,371	80,483	80,100	(383)	(0.5%)
	Earmarked Reserves	0	(2,559)	(2,559)	0	

EARMARKED RESERVES POSITION STATEMENT
COMMITTEE: Education & Lifelong Learning

Project	Lead Officer/ Responsible Manager	c/f Funding 2013/14	New Funding 2014/15	Total Funding 2014/15	Phased Budget To Period 9 2014/15	Actual To Period 9 2014/15	Projected Spend 2014/15	Amount to be Earmarked for 2015/16 & Beyond	Lead Officer Update
		£000	£000	£000	£000	£000	£000	£000	
Creative Scotland Match Funding	Angela Edwards	200	0	200	60	0	100	100	Funding for years 2 and 3 of 3 year funding agreement. Two payments of £25k previously recorded against this EMR will now be funded from Grants to Voluntary Organisations budget per report to Inverclyde Council on 29/01/15.
Port Glasgow I Youth Zone	John Arthur	288	0	288	54	2	15	273	Funding will allow I-Youth Zone centres to be run in Gourock and Port Glasgow for 2 years. Premises now will open in 2015 where as original phasing assumed it would be September 2014. CLD took possession of Port Glasgow building on 14/11/14 and adaption now complete. Building will open w/c 19/01/15 and will be operated by staff from elsewhere in CLD until safe recruitment of new staff has been completed. Gourock building requires maintenance work to be carried out by Property Services and as a result this facility will open later in 2015.
Early Years Change Fund	Angela Edwards	43	43	86	56	53	74	12	Original funding was for 2 posts until March 2015. Due to delays in recruiting, staff the start of secondment was delayed by 2 months. Contracts have been extended to May 2015 and will be funded from the £12k c/f.
1+2 Languages	Wilma Bain	33	74	107	45	38	107	0	Principal Teacher in post from 01/04/14. Additional funding of £74k for 2014/15 now confirmed by Scottish Government. Will be fully spent by year end.
Total		564	117	681	215	93	296	385	

Report To: Education & Communities Committee **Date:** 10 March 2015

Report By: Corporate Director Education, Communities & Organisational Development and Chief Financial Officer **Report** EDUCOM/29/15/EM

Contact Officer: Eddie Montgomery **Contact No:** 01475 712472

Subject: Education Capital Programme 2014 – 2017 Progress

1.0 PURPOSE

1.1 The purpose of the report is to update the Committee in respect of the status of the projects forming the Education Capital Programme and to highlight the overall financial position.

2.0 SUMMARY

2.1 This report advises the Committee in respect of the progress and financial status of the projects within the overall Education Capital Programme.

2.2 The Capital Programme reflects the review of the School Estate Funding Model as reported to the November 2014 Committee and covers the period 2014/17.

2.3 Overall the Committee is projecting to contain the costs of the 2014/17 Capital Programme within available budgets.

2.4 Expenditure at 31st January is 64.99% of 2014/15 approved budget (71.47% of revised projection), net slippage of £742K (9.07%) is being reported. The slippage relates to a number of projects as outlined in section 13.1 which has been partly offset by accelerated spend/projects in 13.2. This is a no net increase in slippage since last Committee however the overall percentage has increased from 8.5% to 9.07% due to the reduction in the approved budget as outlined in section 13.1.

2.5 Appendix 1 contains details of the projected spend and phasings for the Capital Programme over the 3 years of the current programme.

3.0 RECOMMENDATIONS

3.1 That the Committee note the progress on the specific projects detailed in Appendix 1.

Patricia Cassidy
Corporate Director Education,
Communities &
Organisational Development
13th February 2015

Alan Puckrin
Chief Financial Officer
13th February 2015

4.0 BACKGROUND

- 4.1 This report shows the current position of the approved Education Capital Programme reflecting the allocation of resources approved by the Committee at the meeting of 4th November 2014.
- 4.2 The School Estate Strategy approved by the Committee will deliver a comprehensive programme of new and refurbished schools which will address the modernisation of the Council's entire school stock. The programme runs for more than 14 years. The Education Capital Programme detailed in this report shows details of projects which will incur expenditure up to March 2017.

5.0 ARDGOWAN PRIMARY SCHOOL REFURBISHMENT

- 5.1 Works commenced on site on 14th April 2014 to complete 13th April 2015. The works are progressing with main scaffolding removal commenced. Mechanical and electrical services including fitting out of main plant room are advancing towards completion. Finishes internally are progressing with ceiling grids and preparation for decoration phased across the floor levels. The external works to fencing, MUGA and playgrounds are underway. The Contractor is now working to a programme that is 3 weeks behind the original programme with handover anticipated on 4th May 2015. Contractor's progress photos are updated regularly on the project website: <http://www.ardgowanprimaryrefurbishment.co.uk/>. The Client Services Team continue to liaise with the School and Parent Council on progress and the plans for transfer on completion.

6.0 ST JOHN'S PRIMARY SCHOOL REFURBISHMENT

- 6.1 Works commenced on site on 1st December to complete 10th August 2015. The works are progressing with all stripping out and partial demolition works complete. The main scaffold is now in place with work on excavation, underpinning, and new foundations for extensions including lift pits completed. Work to form rooflights in the existing assembly hall is underway as is the excavation and sub-structure for the new Multi-Use Games Area (MUGA). The transfer to the completed facility is scheduled to take place after the Summer 2015 holiday period.

7.0 ST PATRICK'S PRIMARY SCHOOL

- 7.1 The March 2014 Education & Communities Committee approved the progression of a new build for St Patrick's. The procurement of the project is being progressed via hub West Scotland Ltd. and is being managed by the Client Services Team. Regular meetings continue with hub West Scotland as the project is progressed through the Hub stages. The design consultants and main contractor have been procured and are in place. The hub Stage 1 (Architectural Stage C) has been approved and the detail design is progressing. The planning application has been slightly delayed from the original programme to account for negotiations with Scottish Water in respect of the proposals for treatment of surface water which have now been concluded. The application is now intended to be submitted mid-February. Further survey and ground investigation works will be undertaken during the Easter holiday period to assist the detail design and preparation for demolition in summer. Further stakeholder consultation is planned over the next few weeks. The target programme remains as previously reported with anticipated construction start in summer 2015 to complete by October 2016.

8.0 KILMACOLM PRIMARY SCHOOL REFURBISHMENT

8.1 The Kilmacolm Primary School project has been advanced as part of the acceleration of the Primary School programme. The original proposals involved the use of temporary modular accommodation on site and phased refurbishment. The November Committee approved the decant strategy for the project following the outcome of a parental consultation exercise. The procurement of the project is being progressed via hub West Scotland Ltd. and is being managed by the Client Services Team. Regular meetings continue with hub West Scotland as the project is progressed through the Hub stages. The design consultants and the main contractor have been procured and are in place. Further survey work within the existing building and grounds is on-going to inform the detail design. The Architectural Stage C proposals have been reviewed and are currently being cost checked by the Contractor. Further stakeholder consultation is planned over the next few weeks. The target programme is anticipated construction start in October 2015 to complete by October 2016.

9.0 PRIMARY SCHOOL BLAES PITCH UPGRADING

9.1 Funding for the above was allocated in 2014/15 to address upgrading of blaes pitches within three primary schools. An update on each is included below:

- Whinhill PS MUGA – works completed summer 2014, now operational.
- St Ninian's PS MUGA – works progressing on site to complete by May 2015.
- Kilmacolm PS Pitch/MUGA – being taken forward as part of the main refurbishment project covered in 8.1 above.

10.0 PRIMARY SCHOOL Multi-Use Games Areas (MUGAs)

10.1 Funding for the above was allocated as part of the Council's budget setting exercise early in 2014. The St John's PS MUGA is included in the main contract covered in 6.1 above. The remaining 7 Primary School MUGAs have been progressed to tender return stage and evaluation is nearing completion to allow formal legal acceptance to be progressed. A brief update on all is included below including any specific issues that affect the progression:

- Inverkip PS – tenders returned, being evaluated.
- St Francis & St Michael's PS – tenders returned, being evaluated. St Francis PS building warrant approval outstanding due to site specific drainage requirements.
- St Mary's PS – tenders returned being evaluated. Planning approval required as in West End Conservation Area – in progress.
- King's Oak, Lady Alice and St Joseph's PS – tenders returned, being evaluated.

It is anticipated that the majority of the works above will commence on site March/April 2015 to complete in late Spring/Summer 2015.

10.2 It should be noted that the tenders have been returned at very competitive prices and, although still subject to final evaluation, are well within the budget allowances. Further detail on the overall funding position in respect of the primary school blaes pitch upgrading and MUGA provision will be provided to the next Committee.

11.0 DEMOLITION WORKS

11.1 The current appendix includes allowance for the demolition of a number of surplus properties as below:

- Former Lilybank School – works complete on site as of December 2014 with the exception of minor soft landscaping which will be completed in Spring 2015.
- Former Greenock Academy – works progressing on site to complete May 2015.
- Former St Stephen's HS – following the November 2014 Committee approval for the use of the building as decant accommodation for Kilmacolm PS during its refurbishment, the demolition is now scheduled for early 2017. Partial stripping out and securing works in the areas of the building not planned for temporary use have now been completed.

12.0 EARLY YEARS PROJECTS

12.1 Following the update reports to Committee on the implementation of 600 hours of Early Learning and Childcare, the Client Services Team have been working in conjunction with the Early Years Service to develop the prioritised list of potential 2015/16 projects. The indicative list of projects is as reported to the last Committee with some notes on the current position below:

- Binnie Street Children's Centre – Remodelling to introduce provision for 2-3 years olds. Brief prepared and issued to Technical Services.
- Larkfield Children's Centre – Remodelling and refurbishment to comply with new legislation. Brief prepared and issued to Technical Services.
- Rainbow Family Centre – Minor adaptations to increase 2-3 year olds provision. Brief prepared and issued to Technical Services.
- Wellpark Children's Centre – Minor adaptations to increase 2-3 year olds provision. Brief prepared and issued to Technical Services.
- Kelly Street Children's Centre – Remodelling and refurbishment to comply with new legislation and expand provision for 2-3 year olds. Measured survey of building and grounds instructed to allow feasibility studies to be progressed.

It is anticipated that the majority of projects noted above will be taken forward utilising the summer holiday period. The Client Services Team are liaising with the Early Years Service and Technical Services on the programme and decant implications of the various projects. This work forms part of the overall Early Years Estate Management Plan which will bring together the investment required in connection with new legislation with the current capital funding allowances for refurbishment.

13.0 IMPLICATIONS

Finance

13.1 As part of the final 2013/14 accounts an adjustment was highlighted regarding the accrual of retention for the Port Glasgow Community Campus project; the impact of this on 2014/15 is that the original budget for Complete on Site was overstated by £0.551M and has now been reduced accordingly. As a result, the amended approved budget for 2014/15 is now £8.181M. The expenditure at 31st January 2015 is £5.317M from a budget of £8.181M. This is expenditure of 64.99% of the approved budget after 83.33% of the year. Following review of the current projects and the likely spend profiles, slippage of £742K (9.07%) is being reported on the following:

- St John's Primary School project – slightly later site start.
- Early Years allocation for Nursery Class Extension at St John's PS – as above.

- 2014/15 Lifecycle Fund – multiple projects, some slippage into 2015/16.
- Kilmacolm PS MUGA – now programmed with main refurbishment in future years.
- St Ninian’s PS MUGA – planning and ground conditions impacted programme which has pushed construction phase into poorer weather period.
- Complete on site – some slippage into 2015/16 estimated dependent on progression of final accounts for completed projects.

13.2 The Committee is asked to note that the projected slippage outlined above is partially offset by the following:

- Ardgowan Primary School progression with majority of expenditure 2014/15.
- Advancement of future years expenditure on demolition of former Greenock Academy.
- Expenditure 2014/15 on Primary School Multi-Use Games Areas (subject to progression of formal legal acceptance of returned tenders noted in 10.1 above).
- Expenditure on St Francis Primary School External Works – pre-contract fees only.

13.3 The current budget position reflects the following:

- November 2014 review of the School Estate Funding model.
- Grant funding received in respect of implementation of the Children & Young People Bill (further £595K added as November announcement for 2015/16) and Free School Meals (£60K added as November announcement).

The current budget is £33.959M, made up of £30.256M SEMP Supported Borrowing, £1.930M Non-SEMP Supported Borrowing and £1.773M Prudential Borrowing. The Current Projection is £33.959M.

Education & Communities	Approved Budget £000	Current Position £000	Overspend / (Underspend) £000
Total School Estate	32,029	32,029	-
Total Non School Estate	1,930	1,930	-
Total	33,959	33,959	-

13.5 Please refer to the status reports for each project contained in Appendix 1.

Legal

13.6 There are no legal issues.

Human Resources

13.7 There are no human resources issues.

Equalities

13.8 Has an Equality Impact Assessment been carried out?

X

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required. See below.

Individual projects consider DDA issues as part of the development of the detailed designs and Building Standards approval (where required). There are no equalities issues.

Repopulation

13.9 The regeneration works outlined in this report should contribute to retaining and increasing the population within the area. There are no repopulation issues.

14.0 CONSULTATION

14.1 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

14.2 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

15.0 LIST OF BACKGROUND PAPERS

15.1 Education Capital Programme Technical Progress Reports February 2015. (A technical progress report is a project specific report which details the financial and progress position for current projects which have a legal commitment).

CAPITAL REPORT APPENDIX 1

COMMITTEE: EDUCATION & COMMUNITIES

Project Name	1	2	3	4	5	6	7	8	9	10	11
	Est Total Cost	Actual to 31/3/14	Approved Budget 2014/15	Revised Est. 2014/15	Actual to 31/01/15	Est. 2015/16	Est. 2016/17	Future Years	Start Date	Original Completion Date	Current Completion Date
	£000	£000	£000	£000	£000	£000	£000	£000			
SEMP Projects											
Demolish Greenock Academy	302	71	0	121	11	100	10	0	Jan-15	-	May-15
Demolish St Stephens HS	500	3	0	0	0	0	209	288	Jan-17	-	Jun-17
Demolish Lilybank	90	3	121	80	79	7	0	0	Jul-14	Oct-14	Dec-14
Ardgowan PS - Refurbishment & Extension	5,926	561	3,134	4,234	3,842	981	150	0	Apr-14	Apr-15	May-15
St Patrick's PS - New Build	7,012	0	215	215	32	1,883	4,714	200	Jun-15	-	Oct-16
St John's PS - Refurbishment & Extension	2,796	38	1,059	731	228	1,973	54	0	Dec-14	-	Aug-15
Kilmacolm PS - Refurbishment	3,655	0	145	145	21	869	2,541	100	Oct-15	-	Oct-16
Early Years (C&YPB - 600Hrs + 2Yr Olds)	1,681	0	413	113	13	325	1,243	0	Apr-14	-	Mar-17
Early Years Establishments - Refurbishment	1,331	0	0	0	0	0	1,264	67	Apr-16	-	Mar-17
St Francis PS - External Works	405	0	19	38	0	300	67	0	Mar-15	-	Aug-15
Free School Meals Capital Grant	60	0	0	0	0	60	0	0	Apr-15	-	Mar-16
Lifecycle Fund	1,905	0	487	300	211	288	1,317	0	Apr-14	-	Mar-15
Balance of Contingency	195	0	59	0	0	65	65	65			
Future Projects *	4,610	0	0	0	0	0	166	4,444			
Complete on site	1,699	0	1,699	749	576	0	950	0			
TOTAL SEMP	32,167	676	7,351	6,726	5,013	6,851	12,750	5,164			
Non-SEMP Projects											
Whinhill/St Ninians PS/Kilmacolm - MUGA/Blaes Pitch Upgra	885	31	830	479	276	75	300	0	Apr-14	-	Oct-16
Primary School MUGA's - Various	907	0	0	234	28	473	200	0	Feb-14	-	Aug-15
TOTAL non-SEMP	1,792	31	830	713	304	548	500	0			
TOTAL ALL PROJECTS	33,959	707	8,181	7,439	5,317	7,399	13,250	5,164			

* The Future Projects allowance includes expenditure on projects within the reporting period only. The SEMP model includes allowances for the future refurbishment of Moorfoot PS, St Mary's PS, Lady Alice PS, St Ninian's PS and works to Gourrock PS.

Report To:	Education and Communities Committee	Date: 10 March 2015
Report By:	Corporate Director Education, Communities & Organisational Development	Report No: EDUCOM/26/15/WB
Contact Officer:	Wilma Bain (Head of Education)	Contact No: 01475 712824
Subject:	Governance Report for Externally Commissioned Services	

1.0 PURPOSE

- 1.1 The purpose of this report is to provide members of the Education and Communities Committee with an annual update in respect of the governance of external organisations with whom we have a significant financial relationship.
- 1.2 The reporting period is November 2013 to November 2014.

2.0 SUMMARY

- 2.1 Governance arrangements were established to ensure that contracted services maintain quality service provision and meet financial governance requirements.
- 2.2 While across the Council governance reports are presented to the relevant Service Committee, an annual report is presented to the Policy and Resources Committee summarising progress and highlighting any areas of concern.
- 2.3 There are no areas of concern in relation to the externally commissioned services who work in partnership with the Education and Communities service areas.

3.0 RECOMMENDATIONS

- 3.1 The Education and Communities Committee is asked to note the content of this Governance Report.

Patricia Cassidy
Corporate Director of Education, Communities and Organisational Development

4.0 BACKGROUND

- 4.1 In May 2011, the Policy and Resources Committee approved a framework for monitoring the governance of key external organisations with whom the Council has a significant financial relationship.
- 4.2 The purpose of this framework was to provide a formal mechanism for feeding back to the relevant Committee on each organisation's performance and to highlight any issues in respect of governance, financial stability or overall performance. This approach was recognised by the Council's External Auditors at the time of being an example of good practice.
- 4.3 This report is based on governance activity carried out over the 12 month period from November 2013 to November 2014.
- 4.4 An annual update in respect of governance of external organisations across all Directorates is produced for the Council's Policy and Resources Committee. The most recent annual update was submitted for the Policy and Resources Committee meeting which was held on 18 November 2014.

5.0 SPECIFIC SERVICE UPDATES

5.1 Stepwell Consultancy Ltd

This organisation provides curricular and health and wellbeing support for young people who are significantly disengaged from mainstream education. In addition, the organisation offers services for young people with social and emotional behaviour difficulties. Several positive partnership meetings have taken place to date evaluating the quality and content of service provision.

5.2 Tree Tops Community Nursery

This Nursery is no longer operating.

5.3 Solas Insulation Ltd

This organisation is no longer trading.

5.4 Inverclyde Leisure (IL)

Committee has approved IL's 3 year business plan. The first year (2014/15) operational review of that plan is due early in the next financial year. The Head of Safer and Inclusive Communities meets with Inverclyde Leisure's Chief Executive and Senior Management Team on a monthly basis to review financial and operational performance, and attends Inverclyde Leisure's Board meetings as an observer. Inverclyde Leisure's accounts are forwarded to the Chief Financial Officer for scrutiny on an annual basis.

5.5 The Kilmacolm New Community Centre Company Ltd

The Head of Safer and Inclusive Communities met with a representative of KNCCC Ltd to review the 2013/14 accounts earlier in the year. The Centre has been operating within available funds and without recourse to deficit funding. A written request has been made to the Chair of KNCCC Ltd for a meeting to discuss the preparation of the new

business plan for 2015. A follow-up request has been made for a meeting early in the new year.

5.6 Youth Connections

These services are provided through a Service Level Agreement with a monthly monitoring meeting to track financial and operational performance.

5.7 James Watt College Nursery

This Nursery is now known as West College Scotland as is a partner provider contracted to provide early education and childcare places for children aged 3 and 4 years. There are no concerns about this service being provided by West College Scotland Nursery. In fact, the Nursery has improved its practice with regard to children with additional support needs.

5.8 Ardfern Learning Centre

Ardfern Learning Centre continues to be used as an educational provision for young people from Inverclyde. There are currently two young people attending the provision. A key focus of the governance process is quality of services. This is monitored through various levels of scrutiny including HMIE data (the last HMIE inspection of Ardfern Learning Centre was in February 2012 and was a very positive inspection); Standard and Quality Reporting, as well as regular case reviews for individual children and young people attended by personnel from Inverclyde Education Services.

5.9 Madeira Nursery

Madeira Nursery is a partner provider contracted to provide early education and childcare places for children aged 3 and 4 years. Monitoring procedures are in place as the experienced and skilled Manager has left the organisation. There have been improvements in the grades awarded by the Care Inspectorate this year resulting in 'Very Good' grades being awarded for the quality of care and support, environment, staffing, and management and leadership.

5.10 Glencairn Nursery

This Nursery is no longer operating.

5.11 Wellington Pre-5 Nursery

Wellington Nursery is a partner provider contracted to provide early education and childcare places for children aged 3 and 4 years. There have been improvements in the grades awarded by the Care Inspectorate this year resulting in 'Very Good' grades being awarded for the quality of care and support, environment, staffing, and management and leadership.

6.0 IMPLICATIONS

Finance

6.1 There are no finance implications in connection with this report.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

6.2 Legal

There are no legal implications in connection with this report.

6.3 Human Resources

There are no HR implications arising from this report.

6.4 Equalities

There are no equalities implications arising from this report.

6.5 Repopulation

While there are no direct impacts in respect of repopulation, the Council's approach to the governance of external organisations should provide early warning of any concerns that could impact on service provision and job security for the external organisation's staff.

7.0 CONSULTATIONS

7.1 None

8.0 CONCLUSIONS

8.1 There are no areas of concern in relation to the externally commissioned services who work in partnership with the Education and Communities service areas.

9.0 LIST OF BACKGROUND PAPERS

9.1 None

Report To:	Education & Communities Committee	Date:	10 March 2015
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/27/15/DS
Contact Officer:	Dougie Smith, MCMC Development Officer	Contact No:	01475 712820
Subject:	School Leaver Destination Results 2013-14		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide Members with information relating to the Annual release of School Leaver Destination Results.

2.0 SUMMARY

- 2.1 Skills Development Scotland (SDS) supplies information on the destinations of school leavers (SLDR) to the Scottish Government's Education Analytical Services Division. The return is based on a follow up of young people who left school between 1st August 2013 and 31st July 2014.
- 2.2 The exercise was undertaken in September 2014, and is therefore a snapshot of each individual school leaver's status from that time. Status may change and because of this, a further annual follow up is undertaken (scheduled for March 2015) to determine changes to and / or the sustainability of immediate post-school destinations.
- 2.3 In 2012-13's SLDR, 94.9% of young people progressed into positive destinations. This was a significant increase from previous years. The figure for 2013-14 has dropped slightly, to 94%. Details of the latest SLDR results for Inverclyde can be found in **Appendix 1** to this report. This year, the national figure is 92.3%. Inverclyde is therefore 1.7 percentage points higher than the Scottish levels for young people moving from schools into positive destinations. Inverclyde is 6th out of the 32 Scottish Local Authorities for school leavers moving into positive destinations. App 1
- 2.4 Information relating to the **2012-13** SLDR results has been attached as **Appendix 2** to this report, for the purposes of comparisons, along with a summary of the variance between the two years. App 2
- 2.5 The actual number of school leavers was stable at precisely 861 in the previous 2 SLDR cohorts. For 2013-14 however, there are only 791 – a reduction of 70 school leavers counted within the cohort.
- 2.6 The percentage of school leavers entering Higher Education (HE) is 36.9%. This is 1.7 percentage points lower than the national figure for this measure (equivalent figure was higher than the national percentage last year). There have been year on year decreases in the uptake of HE as an initial destination within Inverclyde's school leavers: a 4.5% decrease last year, and a further 0.8% decrease this year.

- 2.7 The percentage of leavers entering Further Education (FE) has also dropped this year from 34.8% to 30.7%. It should be noted, however, that 2012-13 saw an increase of over 8% in FE uptake from Inverclyde's school leavers. We remain higher than the national % for this measure (26.3%) by 4.4 percentage points.
- 2.8 A significant rise can be seen in the figures for employment as the initial post-school destination for Inverclyde's school leavers. This figure has risen 5 percentage points from 16.1% in 2012-13 to 21.1% in 2013-14. This continues, but has accelerated an upward trend, locally, for this measure. This is approaching the national level of 21.7% of school leavers moving into employment – which has also risen from last year.
- 2.9 The percentage of our young people entering training has fallen this year by 0.7 percentage points (4.5% down to 3.8%) Again this shows a consistent trend. The national figure for this measure has also fallen from 5% to 4.1% from last year.
- 2.10 In terms of negative destinations, 5.4% (43) of our school leavers are unemployed but seeking opportunities. This is almost a full percentage point higher than the same figure for last year (4.5% - 39 pupils). Inverclyde's figures are still lower than the national levels, by 0.9 percentage points (6.3% nationally). This is a consistent trend for Inverclyde and is a welcomed and positive situation.
- 2.11 As it is important that the young people not only move into positive destinations, but also sustain the opportunities that they have secured: the FE young people will be a particular focus of the Follow Up exercise, and all partner agencies will target support and services to the young people currently seeking work.
- 2.12 It should also be noted that, for the 5th consecutive year, Inverclyde's SLDR statistics once again show no "unknown" young people. This means that all school leavers are known to SDS and partners, who will continue to track them and provide further support to them. We are the only local authority area in Scotland to have reported no unknowns in all SLDR exercises, and also all SLDR Follow Up Exercises since 2009-10.

3.0 RECOMMENDATIONS

- 3.1 That the Committee note the contents of this report, which narrate the statistics presented in the appendices.

Patricia Cassidy
Corporate Director
Education, Communities & Organisational Development

4.0 BACKGROUND

- 4.1 The 2013-14 SLDR exercise reports on our 6 mainstream secondary schools.
- 4.2 Last year we reported that, for 2 consecutive years, 5 out of 6 of our secondary schools had a minimum of 90% positive destinations in the SLDR exercise. This year, all 6 secondary schools have exceeded 90% positive destinations.
- 4.3 Last year, 2 schools saw % decreases in their positive destinations, with all others showing an increase. This year, 3 schools saw % decreases, 2 saw increases and one school's positive destination % remained the same. It should be noted, however, that there has been a significant change in the cohort number this year (-70 pupils) and the % changes are not large. The changes this year range from +1.5% in Port Glasgow High School (who had a -9% drop last year) to -2.5% in Clydeview Academy (who had 99.2% positive destination as their previous year's position).
- 4.4 In 2009-10, we bettered the national average for the first time since becoming a "NEET Hotspot" in 2003. (Local level of 89.1% compared to national level of 86.8% - a difference of 2.3 percentage points). Last year, we were 3.5 percentage points above the national average (94.9% compared with 91.4%). This year, we are 1.7 percentage points above the national average (94% compared with 92.3%).
- 4.5 From being "ranked" 4th for positive destinations last year (behind Eilean Siar, East Renfrewshire and East Dunbartonshire), we are now 6th, with Scottish Borders and North Ayrshire joining the same authorities ahead of us. The differential between Inverclyde and the best performing authority – East Dunbartonshire – is 3.2 percentage points, and North Ayrshire are 0.1 percentage points ahead of our results.
- 4.6 As in previous years, our successes and improvements in this measure are rooted firmly in successful partnership working and the establishment, then maintenance of relationships and processes that facilitate effective working between partners in support of young people. This year again, support has been sought from and provided by the Community Wardens working in the area. They have played a significant part in early identification of young people and of assisting SDS not only to find everyone, but to draw alongside a number of young people who indicated that they were not yet in positive destinations, and provide them with support needed to help them take up opportunities they were previously unaware of.

5.0 PROPOSALS

- 5.1 This report is submitted to committee as an update on Inverclyde's current position in this National Indicator, which not only informs the Employability Agenda locally, but which is also used as an indicator of the success of Curriculum for Excellence in the Senior Phase, and the delivery of 16+ Learning Choices / Opportunities for All.

6.0 IMPLICATIONS

6.1 Finance

There are no known financial issues.

6.2 Legal

There are no known legal issues

6.3 Human Resources

There are no known HR issues.

6.4 Equalities

There are no known equality issues.

6.5 Repopulation

Promotion of successes and achievements such as this can only assist in the communication of the positive message of Inverclyde as an area of educational excellence and opportunity.

7.0 CONCLUSION

7.1 Schools, Skills Development Scotland, and all partners have worked effectively to ensure that all School Leavers are being supported in their transition from educational establishments. The figures presented for SLDRs are, once again, very positive in the context of the current economic climate.

8.0 LIST OF BACKGROUND PAPERS

8.1 Appendix 1 – 2014 SLDR summary for Inverclyde
Appendix 2 – 2013 SLDR summary for Inverclyde (for comparison)

Inverclyde Council SLDR 2013/14 (Initial Destination Percentages)

School	Total Leavers	Higher Education %	Further Education %	Training %	Employment %	Voluntary Work %	Activity Agreements %	Unemployed Seeking %	Unemployed Not Seeking %	Not Known %	% Pos	% Other
Inverclyde Council	796	36.9	30.7	3.8	21.1	0.5	1.0	5.4	0.6		94.0	6.0

Inverclyde Council SLDR 2013/14 (Initial Destination Figures)

School	Total Leavers	Higher Education	Further Education	Training	Employment	Voluntary Work	Activity Agreements	Unemployed Seeking	Unemployed Not Seeking	Not Known	Total Pos	Total Other
Inverclyde Council	796	294	244	30	168	4	8	43	5	748	48	

Inverclyde Council SLDR 2012/13 (Initial Destination Percentages)												
School	Total Leavers	Higher Education %	Further Education %	Training %	Employment %	Voluntary Work %	Activity Agreements %	Unemployed Seeking %	Unemployed Not Seeking %	Not Known %	% Pos	% Other
Inverclyde Council	861	37.7	34.8	4.5	16.1	0.5	1.2	4.5	0.6		94.9	5.1

Inverclyde Council SLDR 2012/13 (Initial Destination Figures)												
School	Total Leavers	Higher Education	Further Education	Training	Employment	Voluntary Work	Activity Agreements	Unemployed Seeking	Unemployed Not Seeking	Not Known	Total Positive	Total Other
Inverclyde Council	861	325	300	39	139	4	10	39	5		817	44

Inverclyde Council Variance SLDR 2013/14 v SLDR 2012/13 (Percentage Point Variance)												
School	Total Leavers	Higher Education	Further Education	Training	Employment	Voluntary Work	Activity Agreements	Unemployed Seeking	Unemployed Not Seeking	Not Known	Pos	Pos
Inverclyde Council	-65	-0.8	-4.1	-0.7	5.0	-	-0.2	0.9	-	-	-0.9	-0.9

Report To:	Education and Communities Committee	Date:	10 March 2015
Report By:	Patricia Cassidy, Corporate Director, Education, Communities and Organisational Development	Report No:	EDUCOM/24/15/AE
Contact Officer:	Angela Edwards Head of Inclusive Education, Culture and Corporate Policy	Contact No:	2828
Subject:	Education Standards and Quality Report 2013/14		

1.0 PURPOSE

- 1.1 The purpose of this report is to present to Committee for consideration and approval, the Education Standards and Quality Report 2013/14. (Appendix1)

2.0 SUMMARY

- 2.1 Councils are required under the Standards in Scotland's Schools etc. (Scotland) Act 2000 to publish an annual report on progress towards meeting both national priorities and local improvement objectives.
- 2.2 Inverclyde Council's Education Standards and Quality Report 2013/14 is appended to this report.
- 2.3 Whilst our Standards and Quality Report 2013/14 fulfils our legislative requirements, it is also indicative of Education Services commitment to self-evaluation and public performance reporting.
- 2.4 The report aims to provide a focused summary of educational progress and a flavour of the work delivered by our schools in 2013/14. This information has been drawn from a number of sources including School Improvement Plans and Standards and Quality Reports, HMIE and Care Inspectorate Inspections, the Education, Communities and Organisational Development Corporate Directorate Improvement Plan and the quality assurance process, including the analysis of performance data.
- 2.5 Education Services is fully committed to providing a high quality service which will enable young people to achieve their full potential. As such, in addition to setting out achievements in 2013/14, the report also identifies areas for improvement. We are committed to addressing these areas through agreed actions at school, learning community and local authority level.
- 2.6 In keeping with the Council's strategic planning and performance management framework, the report has been structured to show how we are helping our children and young people achieve their potential across each of the SHANARRI (Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included) wellbeing outcomes.
- 2.7 Attainment analysis has been provided using Insight, the Scottish Government dashboard with replaces STACS. The first data for Insight became available in September 2014 and the national data in February 2015.

2.8 For greater detail on the performance of any individual school, Members should refer to the school's own Standards and Quality Report.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Education and Communities Committee:

- a. Approves the content and the publication of the Education Standards and Quality Report 2013/14.

4.0 BACKGROUND

- 4.1 Councils are required under the Standards in Scotland's Schools etc. (Scotland) Act 2000 to publish an annual report on progress towards meeting both national priorities and local improvement objectives. This Standards and Quality Report fulfils that legislative requirement.

5.0 EDUCATION STANDARDS AND QUALITY REPORT 2013/14

- 5.1 This Standards and Quality Report outlines a sample of the activities, developments and successes across Education Services in 2013/14 as well as areas for improvement.
- 5.2 Education Services is committed to improving outcomes for our children and young people. The Standards and Quality Report aims to demonstrate how we are helping young people achieve their potential across both the GIRFEC and Inverclyde Council wellbeing outcomes of:
- Safe
 - Healthy
 - Achieving
 - Nurtured
 - Active
 - Respected and responsible
 - Included
- 5.3 Performance information including attainment and attendance is contained within the report. For details of individual schools performance Members should refer to the school's own Standards and Quality Report which are produced on an annual basis.

6.0 KEY ACHIEVEMENTS 2013/14

- 6.1 Some of the key achievements noted in the Standards and Quality 2013/14 report include:
- Higher grade awards achieved by S5 pupils increased across all levels from the previous year.
 - We have reduced the number of excluded pupils from 120 per 1,000 pupils in 2009/10 to 19.6 in 2013/14.
 - The percentage of pupils in Inverclyde that progressed onto a positive destination remains higher than the Scottish average. We are also the only Council in Scotland to have achieved no 'unknown' young people for the fifth consecutive year.
 - In December 2013, we completed the refurbishment of our entire secondary school estate with a brand new £44 million combined school campus in Port Glasgow. The Port Glasgow Community Campus is one of the biggest school builds in Scotland.
 - We conducted a Health and Wellbeing Survey across all our secondary school pupils and achieved an 83% response rate, which is unprecedented for this type of survey.
 - A joint HMIE and Care Inspectorate inspection in April 2014 resulted in nine Very Good grades for Glenbrae Children's Centre.
 - Inverclyde's schools played a pivotal role in Inverclyde receiving Fairtrade Zone status.
 - The Inverclyde Schools' Wind Orchestra took part in the National Concert Band Festival Scottish Regional event in November 2013 where their performance earned them a

Platinum Award. This band progressed onto the National Finals of the National Concert Band Festival in Manchester where they achieved a Gold Award.

- In June 2014 the Inverclyde Schools' Senior and Junior Choirs performed in the BBC Choir of the Year Competition and were both nominated 'Choir of the Day' in their respective categories.
- More than 900 primary and secondary pupils competed in two days of sporting events held at Ravenscraig Stadium to celebrate the Commonwealth Games.
- Isabel Lind, Head Teacher of Aileymill Primary School, won the Lifetime Achievement Award at the 2013 Scottish Education Awards followed by a further Lifetime Achievement Award at the 2013 British Education Awards.

6.2 The report also identifies a number of areas for improvement and Education Services is committed to addressing these areas through agreed actions at school, learning community and local authority level.

7.0 IMPLICATIONS

7.1 Legal: this Standards and Quality report fulfils our legal obligations under the Standards in Scotland's Schools etc (Scotland) Act 2000

7.2 Finance: the resource implications fall within devolved school management and authority support to schools

7.3 Personnel: none anticipated

7.4 Equality and Diversity: there are equality implications because of differences in achievement within different sectors of pupils e.g. by deprivation, gender, looked after children etc.

7.5 Repopulation: the Standards and Quality Report provides a flavour of the quality of education available in Inverclyde, which may help to make the area a more attractive place in which to live in.

8.0 CONSULTATIONS

8.1 None.

9.0 LIST OF BACKGROUND PAPERS

9.1 Appendix 1

Inverclyde council

Education Services

Standards and Quality Report

2013/14



Contents

	Page
1. Foreword	2
2. Context	3
3. Our Vision	4
4. Key Achievements 2013/14	5
5. Safe	6
6. Healthy	8
7. Achieving	9
8. Nurtured	21
9. Active	27
10. Respected and Responsible	30
11. Included	32
12. Area for Development	35

Foreword

Welcome to Inverclyde Council's Standards and Quality Report for 2013/14.

I am delighted that 2013/14 proved to be another successful year for Education Services and this Standards and Quality report provides us with an opportunity to reflect on how we are making a difference to the lives of our children and young people, their families and communities. I am extremely proud of the many achievements children, young people and their families have made in the last twelve months.

The report aims to provide an overview of the work that was undertaken by our Service in 2013/14, framed within the overarching national Getting it Right for Every Child (GIRFEC) approach and Inverclyde Council's own wellbeing outcomes. It also provides a flavour of some of the good practice that is actively being delivered across our educational establishments. The examples provided within this report are by no means exhaustive and further information on how well all our establishments are performing can be found in their own Standards and Quality Reports.

As a service we look forward to continuing to work with children, young people, parents, partners and communities in striving for best practice and the highest of expectations in all that we do. We are committed to adopting a solution-focussed and 'can-do' attitude to our work. We will continue to enhance current good practice and plan in partnership with families and other agencies to further develop and improve.

Our commitment to improvement is even more crucial given the challenging economic climate that we are currently delivering services within. It is vital that we know where to target our efforts and be able to identify and measure how well we are doing.

I look forward to continuing to work together to ensure that we achieve better outcomes for our children and young people so that they all become safe, healthy, achieving, nurtured, active, respected, responsible and included citizens of Inverclyde.

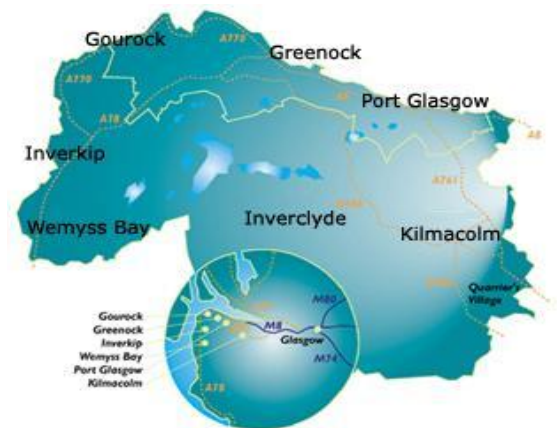


Patricia Cassidy
Corporate Director, Education, Communities and Organisational Development

Context

Inverclyde is located in West Central Scotland and the population of Inverclyde is approximately 81,500 people. With 61 square miles stretching along the south bank of the River Clyde, the area offers spectacular views and scenery, a wide range of sporting and leisure opportunities, a vibrant housing market and well developed transport links to Glasgow and the rest of Scotland.

The main towns of Greenock, Port Glasgow and Gourock sit on the Firth of the Clyde. The towns provide a contrast to the coastal settlements of Inverkip and Wemyss Bay which lie to the South West of the area and the picturesque villages of Kilmacolm and Quarrier's Village which are located further inland, and offer a further dimension to the area's diversity, particularly in social, economic and physical terms.



The area has suffered from population decline for a number of years which has been selective and has had a greater impact on young people, young families and working age people. A review of the age profile shows that between 2001 and 2011 the number of young people aged under 15 years fell by 16%. In addition, whilst most Council areas saw an increase in the number of pre-school children over the same period, Inverclyde's pre-school population fell by 6%.

The population age grouping of 15 to 64 year olds also fell by 1.9% in Inverclyde whilst the same age group nationally increased by 6% over the period 2001/11.

Inverclyde's population aged 65 and over has increased by 5.6%, however within this there has been a significantly higher increase of 14.4% in the number of residents aged over 80. A definite growing elderly population will impact on the provision of specific public sector services, particularly health and social care as the elderly/frailer population will require more intensive support.

Inverclyde has benefited from significant investment recently as part of the ongoing regeneration of the area. An ongoing £200 million schools estates programme, has delivered, and will continue to deliver, new and refurbished schools which are amongst the best in the country, for all pupils in Inverclyde. Our schools are not only helping to develop a strong sense of community but have been built with innovation and sustainability at the forefront of design.

Our Vision:

Getting it Right for every Child, Citizen & Community

Inverclyde Council, along with the community planning partnership, the Inverclyde Alliance, has taken the Scottish Government's *Getting it Right for every Child* framework a step further and made a commitment to Get it Right for every Child, Citizen and Community.

Our focus is on making Inverclyde a place which nurtures all its citizens, ensuring that everyone has the opportunity to have a good quality of life and good mental health and physical wellbeing. Nurture is about growth and development both emotionally and economically. Our success in embedding this approach in the respective planning frameworks for both the Council and Community Planning was recognised with a COSLA Gold Excellence Award in 2013 in the "Achieving Better Outcomes" category.



For our children and young people this approach means ensuring that they are provided with the best possible start in life. Education Services has a pivotal role in supporting the delivery of this outcome.

Our Wellbeing Outcomes

We have a number of wellbeing outcomes that we wish to achieve for our children and young people. These are:

- ❖ **Safe:** Our children will be kept safe
- ❖ **Healthy:** Our children will have the best possible physical and mental health
- ❖ **Achieving:** Achievement will be raised for all
- ❖ **Nurtured:** Our children will have a nurturing environment in which to learn
- ❖ **Active:** Our children will have the opportunity to take part in activities and experiences which contribute to a healthy life, growth and development
- ❖ **Respected and Responsible:** Our children will feel respected and listened to, share responsibilities and be involved in decisions that affect them.
- ❖ **Included:** Our children will be supported to overcome social, educational, health, employment and economic inequalities and feel valued as part of the community.

There are 6 secondary schools in Inverclyde, 20 primary schools and 20 pre-5 establishments or nursery classes.

In 2013/14 there were 5501 primary school pupils, 4435 secondary school pupils 156 pupils with additional support needs.

Key Achievements in 2013/14

A few highlights:

- The percentage of pupils in Inverclyde that progressed onto a positive destination remains higher than the Scottish average. We are also the only Council in Scotland to have achieved no 'unknown' young people for the fifth consecutive year.
- In December 2013, we completed the refurbishment of our entire secondary school estate with a brand new £44 million combined school campus in Port Glasgow. The Port Glasgow Community Campus is one of the biggest school builds in Scotland.
- We conducted a Health and Wellbeing Survey across all our secondary school pupils and achieved an 83% response rate, which is unprecedented for this type of survey.
- A joint HMIE and Care Inspectorate inspection of Glenbrae Children's Centre in April 2014 resulted in nine 'Very Good' grades.
- Inverclyde's schools played a pivotal role in Inverclyde receiving Fairtrade Zone status.
- The Inverclyde Schools' Wind Orchestra took part in the National Concert Band Festival Scottish Regional event in November 2013 where their performance earned them a Platinum Award. This band progressed onto the National Finals of the National Concert Band Festival in Manchester where they achieved a Gold Award.
- In June 2014 the Inverclyde Schools' Senior and Junior Choirs performed in the BBC Choir of the Year Competition and were both nominated 'Choir of the Day' in their respective categories.
- Isabel Lind, Head Teacher of Aileymill Primary School, won the Lifetime Achievement Award at the 2013 Scottish Education Awards followed by a further Lifetime Achievement Award at the 2013 British Education Awards.
- More than 900 primary and secondary pupils competed in two days of sporting events held at Ravenscraig Stadium to celebrate the arrival of the Commonwealth Games.

Mentors in Violence Prevention

The MVP programme is a mentor led initiative which is delivered by 5th and 6th year mentors to S1 and S2 pupils (Katz, 1990). The programme is designed to provide bystanders to violence with a positive and proactive role in supporting and challenging peers while keeping them safe within their community.

Inverclyde Council took part in the national pilot of the MVP programme in 2012/2013 in Port Glasgow High School and St. Stephen's High School (known as Port Glasgow Shared Campus). This pilot was supported by key staff within St. Stephen's High School, Port Glasgow High School and Graham Goulden, Chief Inspector of the Violence Reduction Unit (VRU). The pilot was evaluated by St. Andrews University and highlighted positive changes in attitudes following intervention. In March 2013, the Port Glasgow Shared Campus won a Silver COSLA award for piloting this approach to tackling gender violence and bullying.

The VRU received further funding from the Scottish Government in December 2013 to support the implementation of MVP across all secondary schools in Inverclyde Council. An MVP Implementation Group was formed in January 2014 and is led by Educational Psychology Services. Its role is to continue the process of delivering MVP across all secondary schools and to develop a sustainable training model for MVP. Membership of the MVP Implementation Group includes staff from St. Stephen's High School, Port Glasgow High School, Community Learning and Development, Safer and Inclusive Communities and the Violence Reduction Unit.

In 2014 training courses were delivered by the VRU for St. Columba's High School, CLD, educational psychology and community staff as well as follow-up training for St. Stephen's High School, Port Glasgow High School and Craigmarloch school and community.

An MVP Mentor event took place in November 2014 involving 100 mentors from across Inverclyde Council. This event involved input from, Police Scotland, CLD, Educational Psychology, VRU, Safer Communities, Child Protection and Enterprise Development and the feedback from those attending was excellent.

An inter-agency MVP Training Team has been formed involving education, CLD, safer communities and educational psychology. This training team have undertaken the Training for Trainers course in MVP and will be involved in the future delivery and support for schools as MVP is implemented across all secondary schools.

An MVP Award Ceremony, funded by the VRU, is planned for March 2015 to celebrate the achievements of young people involved in this programme. This will be a community event involving staff, mentors, families and friends from Inverclyde Council. As part of this event, MVP mentors have taken part in an MVP Filming Challenge which will be premiered on the evening. Mentors will receive a Dynamic Youth Award for their contribution within the MVP programme. This will be implemented and supported by CLD within Inverclyde Council.

Cyber Bullying

Schools, pupils and parents have been working in partnership with the Community Learning and Development Service to keep children and young people safe from cyber bullying of all kinds. In 2013-2014, 2,391 young people took part in workshops on this issue. An evaluation of the workshops was carried out which highlighted the strong impact that was achieved.

1,093 primary school pupils took part in workshops. 46% of pupils admitted that they are on Facebook despite the fact that the site only allows you to have an account if you are 13 years of age or over. Other sites and apps that are also very common include Twitter, Instagram, Snapchat and Tumblr etc. Of the 1093 pupils who took part in the classroom based workshops, 41% reported that they had experienced some type of cyber bullying.

All 235 Primary 7 pupils who had taken part in a workshop the previous year were asked if they had made changes to the safety settings they used on their social networking sites and if they had made other positive changes to their online behaviour – 40% of pupils reported that the workshop had directly encouraged them to make changes. 100% of pupils reported that the workshop had left them with an understanding of the seriousness of cyber bullying, the consequences and where and how to get help.

Of the 1298 secondary school pupils who took part in the workshops, 29% said they had experienced some form of cyber bullying and 33% admitted that their social networking sites were not set to private which is a marked improvement from previous years; in 2011/2012, 77% said their social networking sites were not set to private and in 2012/2013, 58% said their accounts were not private. This constitutes a significant improvement of 44% in the last 3 years. When asked if the workshops had encouraged them to make direct changes to their online safety, 39% of pupils agreed that it had and 100% of pupils said that workshops should be delivered to young people across Inverclyde.

The programme is continuously updated to keep up with changing trends and additional information that will encourage young people to make better choices with their online safety and online behaviour. In 2013/14, sessions were developed aimed at involving children and parents together in a fun, interactive and informative way. This has increased the number of parents getting involved in workshops so that the messages that are being delivered are being encouraged and supported at home.

Health and Wellbeing Survey

All schools in Inverclyde became Health Promoting Schools in 2007. This accreditation was valuable and a real measure of success in Health and Wellbeing for our establishments, however it has become increasingly important that in terms of curricular delivery and the ethos/values of our schools, Health and Wellbeing is embraced as the 'Responsibility of All'.

A piece of research was commissioned in 2013 through the Community Planning Partnership to gather an up to date evidence base, directly expressing the views of children and young people from our secondary schools, around their own health and wellbeing.

The Health and Wellbeing Survey was the first of its kind in Inverclyde and provides useful baseline data for future surveys, which will help us to monitor progress and trends for key health and wellbeing indicators. The survey asked young people about:

- Demographics including age, gender, ethnicity, feeder primary, carer or guardian with whom pupils have their main residence
- Mental health, self-esteem, worry
- Bullying, racism, accidents, illness and disability
- Oral health, diet, exercise and travel
- Smoking, alcohol, drugs
- Awareness and use of health services, youth clubs etc.
- Social and anti-social behaviour, carer status and future hopes

A total of 3,606 questionnaires were completed which is approximately 83% of the known school roll. This is an unprecedented return and helps to ensure that our young people have a voice and are able to influence future service delivery/redesign that will be based on their needs, attitudes and behaviours, through this self-reporting.

Further engagement with young people, schools, communities and partner agencies is underway to take forward and develop actions as appropriate and a Community Planning conference will be held in March 2015.

School Health and Alcohol Harm Project

The School Health and Alcohol Harm Reduction Project (SHAHRP) is a project being implemented by Inverclyde Council in order to tackle the significant problem of alcohol misuse that is prevalent in the area.

The project has been implemented in three secondary schools in Inverclyde and run during PSE activities using the SHAHRP materials. Positive feedback from establishments has been received regarding the materials used.

The research is currently ongoing.

Achieving

Curriculum for Excellence is the national curriculum for Scottish schools, covering nurseries, schools, colleges and community learning. The curriculum aims to ensure that all children and young people in Scotland develop the knowledge, skills and attributes they will need if they are to flourish in life.

Children receive a rounded education, referred to as a Broad General Education that will include all the experiences and outcomes across all curriculum areas up to the end of S3 before they specialise and take qualifications from S4. The purpose of this is to allow learners to develop to their fullest across four identified capacities: to enable each child or young person to be a successful learner; a confident individual; a responsible citizen and an effective contributor.

In 2013/14, changes were made to the Scottish National Qualifications. The 2014 exam diet included the first set of exams for the new National 5 qualifications as well as the current Intermediates, Highers and Advanced Highers. The new National 4 and 5 qualifications have taken the place of Standard Grades as part of a wider shake up of the structure of qualifications.

Over 80% of S4 pupils in Inverclyde who took the new national 4 and national 5 exams achieved a pass. At national 4 level, nearly 95% of S4 pupils achieved a pass.

In Fourth Year, nearly 98 per cent of pupils presented for National 4 English passed, nearly 87% presented for National 4 Maths passed and almost 95% of all presentations for National 4 qualifications resulted in a pass.

Around 94% of Fourth Year pupils presented for National 5 English achieved a pass grade (A-C), about 64% achieved a pass grade in Maths and about 83 per cent of all presentations for National 5 qualifications resulted in a pass at Grades A-C.

Almost half of Fifth Year pupils achieved at least one Higher compared with about 45% last year – a rise of about 5%.

Just over a quarter of Fifth Year pupils achieved at least three Highers, slightly more than last year. The number of Fifth Year students achieving five or more Highers has risen by about 3% to 12.4% - the highest level in the past seven years.

Higher grade awards achieved by S5 pupils increased across all levels from the previous year.

Attainment in SQA Examinations

Percentage of S4 pupils achieving 5+ awards at SCQF level 3 or above by end S4				
	2013/14	2012/13	2011/12	2010/11
Inverclyde	93%	96.5%	95%	95%

Percentage of S4 pupils achieving 5+ higher awards by end S5				
	2013/14	2012/13	2011/12	2010/11
Inverclyde	12%	10%	13%	12%

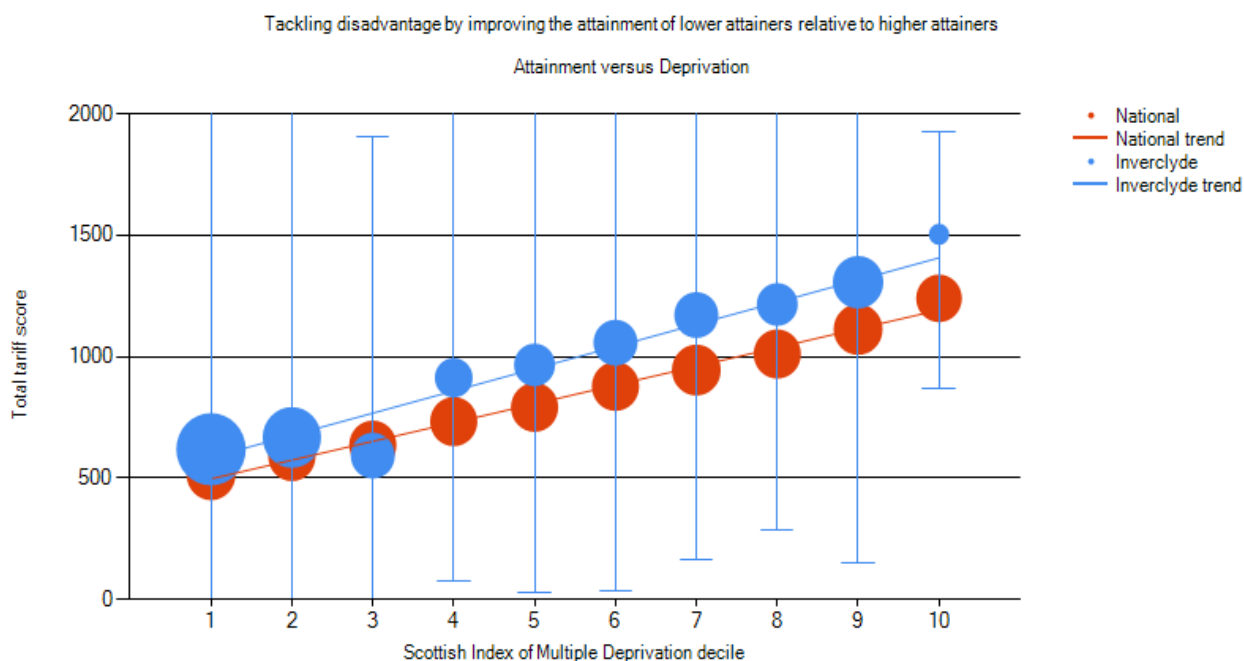
Percentage of S4 pupils achieving 5+ higher awards by end S6				
	2013/14	2012/13	2011/12	2010/11
Inverclyde	23%	26%	26%	21%

New National qualifications

S4 pupils in Inverclyde secondary schools sat the new National 3, 4 and 5 qualifications in their first year with Inverclyde pupils generally performing better than the national trend.

Figure 1 below shows the attainment of Inverclyde's leaving cohort by the SIMD decile positioning (blue dots) versus the national equivalent cohort (red dots).

Figure 1

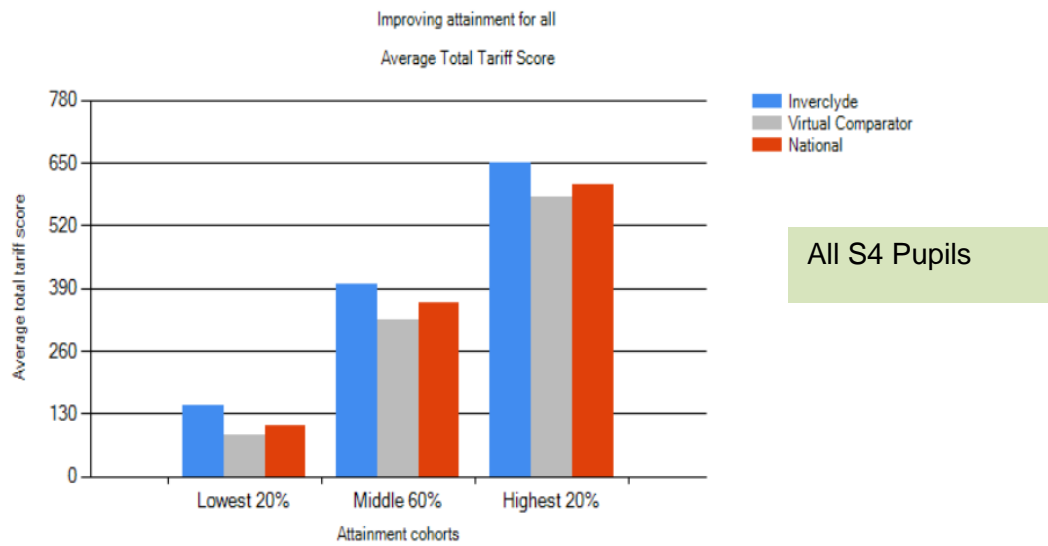


Attainment of Looked After Children

Figure 2 shows the average tariff scores for the S4 pupils in 2013/14. These are presented to show the range of attainment within the cohort, compared with national information and Inverclyde's Virtual Comparator.

The second and third graphs show a similar breakdown for Looked After Pupils (At Home, and then Away from Home) within the S4 cohort, as a comparison with the general cohort. It is clear that attainment levels for Looked After pupils are lower than for the general cohort, and this has become a focus for development within the authority.

Figure 2



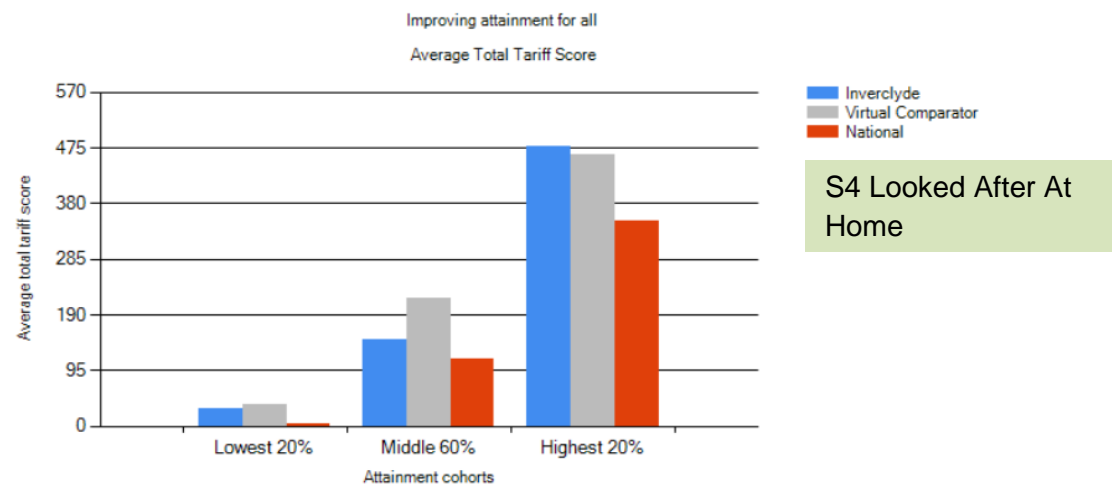
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[Show/Hide Tabular Data](#)

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	Lowest 20%	Middle 60%	Highest 20%	Number in Cohort
Inverclyde	148	398	652	781
Virtual Comparator	88	326	578	7810
National	105	359	606	53971

Figure 3



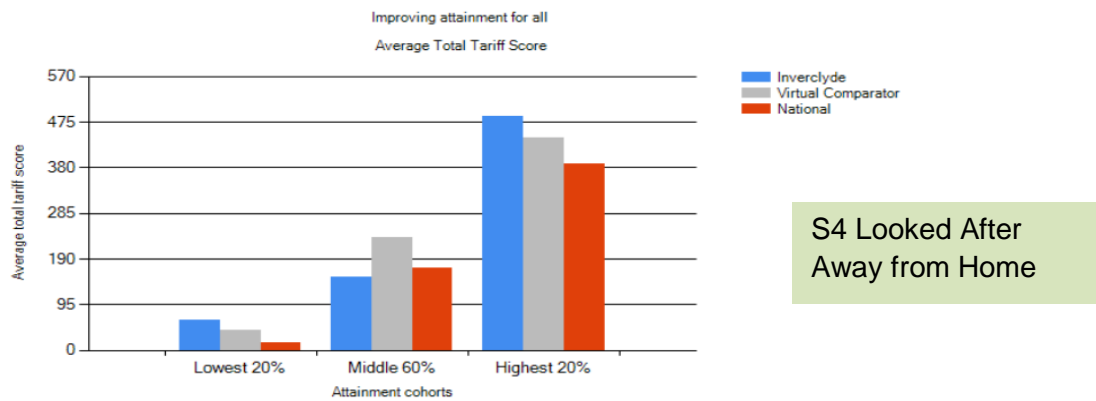
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	Lowest 20%	Middle 60%	Highest 20%	Number in Cohort
Inverclyde	31	148	477	18
National	4	114	351	552

Figure 4



[Add to personal dashboard](#)

[Show/Hide Tabular Data](#)

[Download Data](#)

	Lowest 20%	Middle 60%	Highest 20%	Number in Cohort
Inverclyde	63	153	486	6
National	17	171	387	560

Reciprocal Teaching Developments in Inverclyde

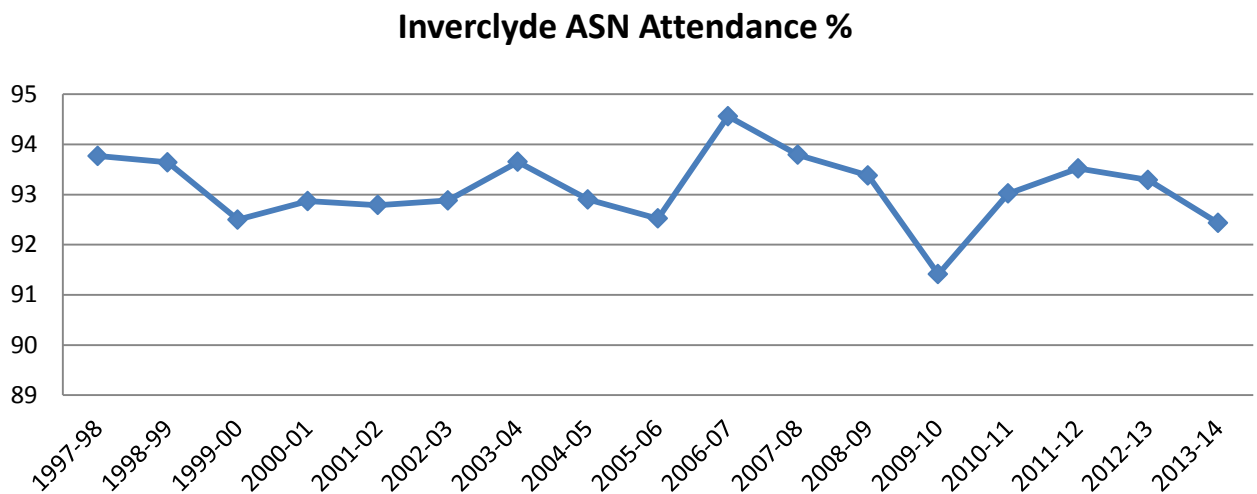
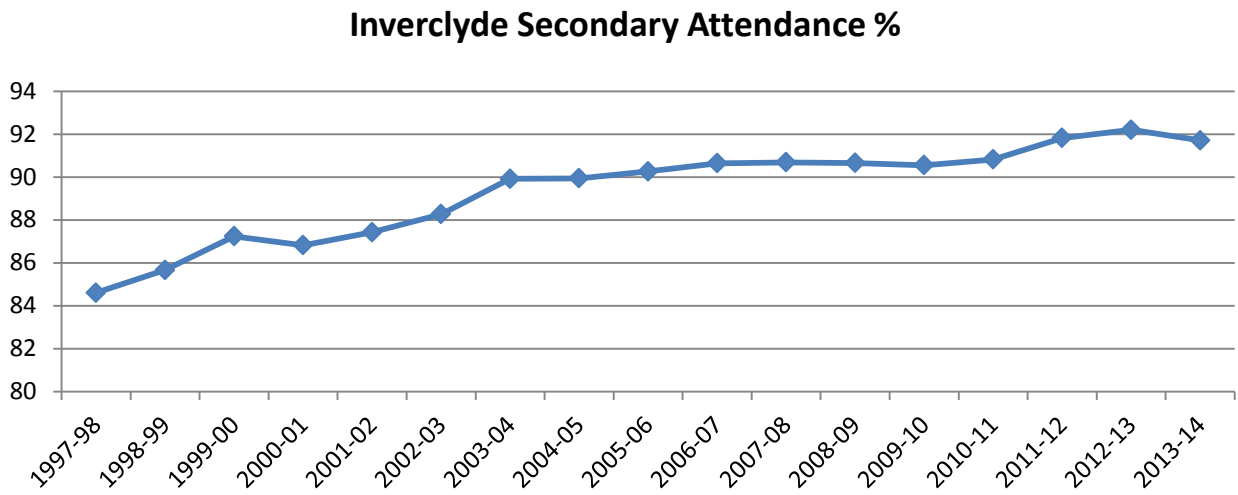
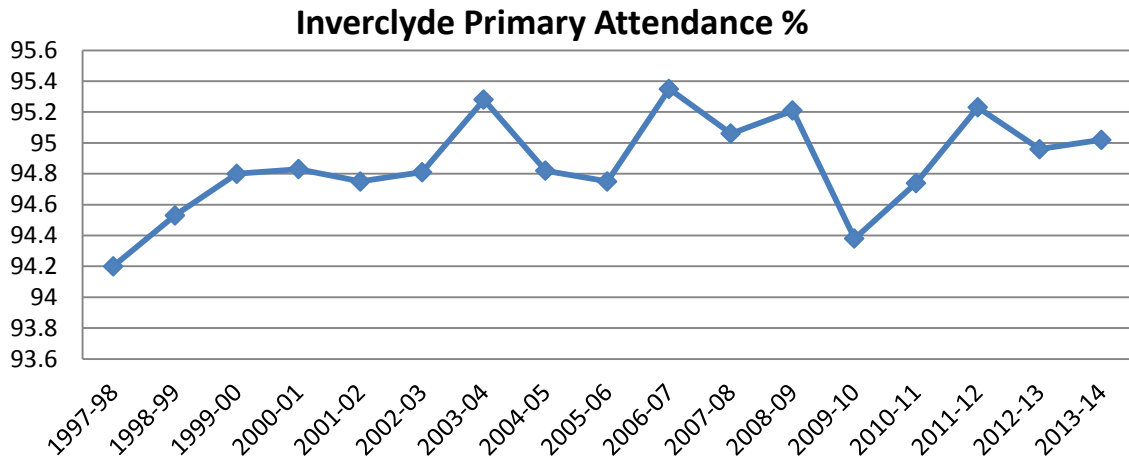
The Scottish Government published a Literacy Action Plan in 2010 with an overarching vision “to raise standards of literacy for all levels from early years to adulthood”. Following this, the Scottish Government launched the Literacy Hub initiative in order to contribute to improving literacy outcomes. The key aim was to tap into a range of good practice in literacy in local areas through facilitating the sharing of approaches to literacy systematically between authorities.

Five ‘hub’ authorities were identified because of their commitment to improving literacy outcomes and they were asked by Scottish Government to develop a consortium-based approach to sustaining improvements in literacy which would have a key and proactive role for the educational psychology service.

Inverclyde has been involved in this highly successful 2 year project aimed to improve pupil reading comprehension and higher order literacy skills through the sharing of best practice across West Dunbartonshire, Inverclyde and Renfrewshire in pilot schools. The Hub model led to the Reciprocal Teaching approach being shared and implemented well over two academic years in St Patrick’s primary school. Through collaborative working and by opening and maintaining a professional dialogue, teacher knowledge, understanding and confidence with teaching reading has improved. These findings are supported through both quantitative and qualitative research.

The systematic delivery of Reciprocal Teaching training and whole school implementation is planned and underway. In Inverclyde a core group of professionals including Head Teachers Literacy Coordinators, and educational psychologists are developing capacity to be able to share the approach within the authority.

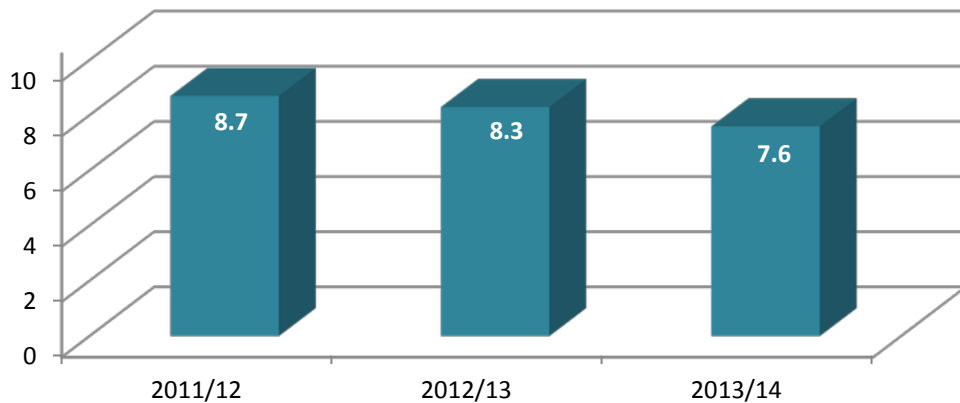
Attendance in our Schools



Sickness Absence Teachers

The sickness absence rate for teachers fell for the second consecutive year in 2013/14.

Days lost due to sickness absence (Teachers)



Scottish Education Awards

Clydeview Academy was nominated for a Scottish Education Award for their work in partnership with parents.

Members of the Parent Council shadowed the head teacher to gain an understanding of the complexities of the HT's remit and his personal involvement and support for pupils. Other parents followed different pupil groups to understand the transition programme and to see what pastoral and curricular support is available for all students. They then fed back their experiences to the Parent Council.

Almost 250 parents attended an evening of information from the Parent Council and were able to engage in a series of lessons featuring cooperative learning, peer and self-assessment, active learning and a variety of Assessment is for Learning techniques as demonstrated by students who became the teachers for the evening. In addition, a 'Back to the Future' afternoon was organised for 40 parents who joined lessons in nine departments. Parents were encouraged to look for Assessment is for Learning, the language of skills, cooperative and active learning. A plenary session with the Head Teacher, Parent Teacher Group and chair of the Parent Council discussed what has been observed and noted feedback.

The Parent Council and the school are driving these initiatives together. Pupils have been given the opportunity to share their understanding of the learning process with their parents and the whole school community has benefited. Barriers have been broken down as teachers open up their classrooms and parents become more knowledgeable about the 'workings' of the school.

Building Partnerships

In conjunction with West College Scotland, approximately 90 S4 pupils from Inverclyde secondary schools took part for the first time in taster sessions in a variety of areas including Construction, Technology, Beauty and Employability during the SQA exam diet. Almost all pupils reported enjoying the sessions and finding them useful.

National Teen Tech Competition

For the second consecutive year Notre Dame High School was successful in being category winners in the National Teen Tech competition. Last year's finalists are now involved in a Digital Task Force which will report back on its findings to a Parliamentary sub-committee.

Gibshill Children's Centre

Gibshill Children's Centre held a successful science week, working collaboratively with St. John's Primary School, to develop children's knowledge and skills in science.

Binnie Street Children's Centre

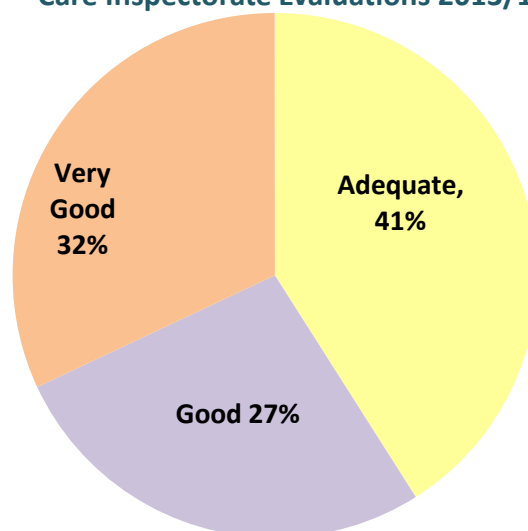
Binnie Street Children's Centre has an effective home lending library for the children. At the end of term celebration in 2014, Moira Munro, Glasgow author/illustrator entertained the children.

Care Inspectorate Inspections 2013/14

The Care Inspectorate grade separate aspects of care, using a 6 point grading scale ranging from Unsatisfactory (1) to Excellent (6). The adequate grade represents performance that is acceptable, but which could be improved. Grades of good, very good and excellent represents increasingly better levels of performance.

	Date of report	Quality of Care and Support	Quality of Environment	Quality of Staffing	Quality of Management and Leadership
Moorfoot Nursery Class	September 2013	Good	Good	Good	Adequate
Rainbow Family Centre	September 2013	Not Assessed	Not Assessed	Good	Good
Whinhill Nursery Class	October 2013	Very Good	Very Good	Very Good	Very Good
Wemyss Bay Nursery Class	November 2013	Adequate	Adequate	Good	Good
Gibshill Children's Day Centre	November 2013	Good	Very Good	Very Good	Very Good
Lady Alice Nursery Class	November 2013	Adequate	Good	Adequate	Adequate

Care Inspectorate Evaluations 2013/14



Moorfoot Nursery Class

“Children who attend this service are happy and confident and have good relationships with staff and each other. They have access to a good range of toys and equipment and the playroom is bright and welcoming. Parents are happy with the service provided. They feel they are given lots of information about the service and that their views are welcomed. Management and staff are committed to the ongoing development of the service”.

Care Inspectorate, September 2013

Rainbow Family Centre

“Management and staff displayed a sensitive and respectful approach towards supporting children and their parents ... We found the service was performing well in the areas covered by this inspection. Staff are well supported by a motivated acting head of centre. The whole team demonstrated a very positive approach towards the continued development of the service”.

Care Inspectorate, September 2013

Whinhill Nursery Class

“The staff team were warm and friendly which helped to create a welcoming Environment. We heard staff using praise well to develop children's confidence and self-esteem. During the inspection visit the children were observed to be happy and confident. The staff team work well together and are well supported by the head teacher”.

Care Inspectorate, October 2013



Gibshill Children's Day Centre

“The children were happy and relaxed and were seen to have good relationships with the staff. The acting head and acting depute work very well together to support the staff team. We saw children have fun taking part in a variety of interesting activities. Management and staff have created a friendly, welcoming and rights respecting environment for children and parents/carers”.

Care Inspectorate, November 2013

Wemyss Bay Nursery Class

“Staff are well supported by an enthusiastic and motivated head teacher. Parents told us they were happy with the service provided. This was confirmed by the parents in their responses we received in our questionnaires and parents we spoke to on the day of the inspection”.

Care Inspectorate, November 2013



Lady Alice Nursery Class

“The service continues to meet children's needs well. The staff are very attentive to the children and know them well. The improved environment means there is more space for the children to engage in a wider range of activities ... All involved with the service have been committed to improvement and the results can clearly be seen in all aspects of the service”.

Care Inspectorate, November 2013

Bluebird Family Centre

“The service had a very good approach to involving children and parents in assessing and influencing the quality of care and support provided.”

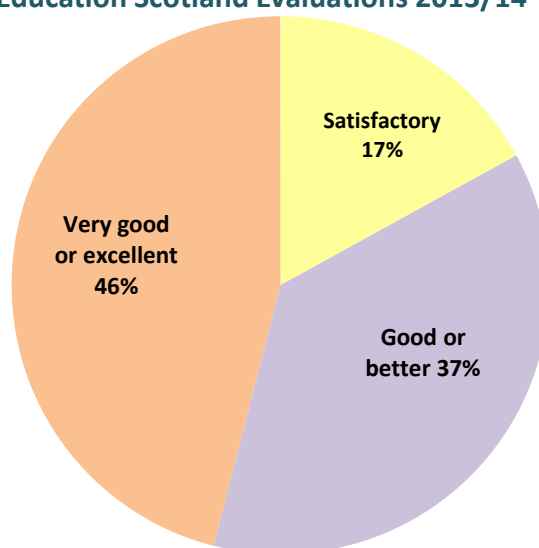
Care Inspectorate, 2013

Education Scotland School Inspections 2013/14

During the academic session 2013/14, Education Scotland published inspection reports on five educational establishments in Inverclyde. This included 1 secondary school, 2 primary schools (including a nursery) and 2 children's centres.

	Date of report	Improvements in performance	Learners' Experiences	Meeting Learners' Needs	The Curriculum	Improvement through self-evaluation
Wellpark Children's Centre	November 2013	Satisfactory	Good	Good	Good	Satisfactory
Kilmacolm Primary School	January 2014	Very Good	Very Good	Very Good	Good	Very Good
Kilmacolm Nursery		Satisfactory	Satisfactory	Satisfactory	Good	Very Good
Notre Dame High School	March 2014	Very Good	Very Good	Good	Good	Good
St Joseph's Primary School	April 2014	Very Good	Very Good	Good	Good	Good
Glenbrae Children's Centre	July 2014	Very Good	Very Good	Very Good	Very Good	Very Good

Education Scotland Evaluations 2013/14



Wellpark Children's Centre

"Children learn and achieve well at nursery. Children under three are becoming confident in making choices about what they want to do. Children aged three to five are lively and keen to learn ... All staff are committed to improving the nursery. Staff place a strong emphasis on meeting the care needs of all children. Relationships between children, staff and parents are positive".

Kilmacolm Primary School

"Children's learning and achievement in Kilmacolm Primary School are of a high quality. Children are proud of their school and enthusiastic about their learning ... The School has a very welcoming and inclusive ethos and it promotes equality and diversity very successfully. The head teacher leads the School very well".

Education Scotland, January 2014

Notre Dame High School

“Relationships between young people and staff are very positive. Young people enjoy active learning approaches which provide them with opportunities to investigate, discuss and reflect ... Young people achieve significant success in a wide range of activities, both in and outwith school ... The School provides a curriculum that offers young people opportunities to achieve, as well as for personal and spiritual growth”.

Education Scotland, March 2014

Glenbrae Children’s Centre

“Across the nursery children learn and achieve very well. Children under three are actively involved in high quality play experiences ... Staff are skilled in supporting individual learning and development needs. They provide learning environments which are stimulating and encourage children to make choices and decisions in their play”.

Education Scotland, July 2014

St Joseph’s Primary School

“Children enjoy learning and are very proud of their school. They respond positively to the various active approaches to learning in classes and across the life of the school ... Children are making very good progress across their learning ... Staff have created a very supportive and caring ethos across the school. They give high priority to meeting children’s personal and learning needs”.

Education Scotland, April 2014

For the full Inspectorate Inspection report for any of the above establishments please click on the following links:



[Moorfoot Nursery Class](#)
[Lady Alice Nursery Class](#)
[Rainbow Family Centre](#)
[Gibshill Children's Day Centre](#)
[Wemyss Bay Nursery Class](#)
[Whinhill Nursery Class](#)



[Kilmacolm Primary School](#)
[Wellpark Children's Centre](#)
[Notre Dame High School](#)
[St Joseph's Primary School](#)
[Glenbrae Children's Centre](#)

Music

Wind Orchestra

The Inverclyde Schools' Wind Orchestra took part in the National Concert Band Festival Scottish Regional event in November 2013 where their performance earned them a Platinum Award. This award resulted in an automatic invitation to the National Finals of the National Concert Band Festival in Manchester where they achieved a Gold Award.

The Schools' Wind Orchestra also took part in the Scottish Concert Band Festival Regional event in December 2013 and once again gained a Platinum Award and an invitation to the Scottish Concert Band Festival National Finals in Perth where they gained a Gold Plus award.

Schools' Concert Band

The Inverclyde Schools' Concert Band participated in the Scottish Concert Band Festival Regional Event in December 2013 and achieved a Silver Award for their performance.

Choirs

In June 2014 the Inverclyde Schools' Senior and Junior Choirs performed in the BBC Choir of the Year Competition and were both nominated 'Choir of the Day' in their respective categories.

The Inverclyde Schools' Senior and Junior String Orchestras took part in the Glasgow Music Festival.

Let the Games Begin

In June 2014 every Primary 5 pupil in Inverclyde performed in Greenock Town Hall over 3 days in a special initiative entitled 'Let the Games Begin' to coincide with the Commonwealth Games in Glasgow. The project rolled over into July when a selected group of performers attended a week long course in the Beacon Arts Centre that included a performance of some of the songs during the arrival of the Queen's Baton. The week culminated in two performances for the general public in The Beacon Theatre providing performers with the opportunity to experience and take part in a theatrical performance.

In addition to the above, all of our Authority Music Groups performed to their usual high standard at our Annual Christmas Concert and Gala Concert in March to a very appreciative capacity audience in Greenock Town Hall.

Nurtured

Inverclyde Council aims to provide education services of the highest quality to meet the needs of our communities. Schools and school accommodation have a wider role to play in providing resources not only for pupils but also to the broader community to support regeneration, lifelong learning, leisure and community services.

Inverclyde Council has an ambitious £210 million school estates programme, which is delivering new and refurbished schools that are amongst the best in the country.

Completing the refurbishment of the secondary school estate, in December 2013, a brand new £44 million combined school campus was officially opened in Port Glasgow. The Port Glasgow Community Campus, which is one of the biggest school builds in Scotland, hosts Port Glasgow High School, St Stephen's High School and Craigmarloch Additional Support Needs School. Both high schools have their own entrances, but foyer and teaching areas are linked through a shared social hub. The hub also connects to Craigmarloch, giving access to shared facilities in art, science and technology, music, sports and drama.



The shared campus is the first of its kind in Scotland, offering additional support needs education from nursery through to secondary, with strong links to two high schools.

Port Glasgow Shared Campus

In August 2013, St Columba's High School moved into its new £15million fully refurbished accommodation in Gourock. The school boasts a gym, games hall, fitness suite and 4G all-weather pitch. There is also a multi-use games area and all facilities are available for community use outwith school hours.

The completion of these two secondary schools means that all children in Inverclyde of secondary school age are educated in a brand new or refurbished, state of the art school. Our communities also have access to an essential resource that is helping with the regeneration and sustainability of their area.



St Columba's High School

Early Years Collaborative

Inverclyde Nurturing Collaborative (Early Years) aims to encourage all community planning partner services with a responsibility for children aged from pre-birth to 8 years, to engage in the Scottish Government Stretch Aims and Key Change areas and the Model for Improvement by March 2015. The priority key change areas for Inverclyde are:

- attachment and child development
- addressing child poverty
- developing parenting skills and family engagement to meet parents' needs.

There has been some significant progress in the development of practitioners and managers who have been involved in the Nurturing Collaborative. Many of them have an understanding of the need to establish clear aims and measures around the work that they are developing and some are using the data collated to learn and make improvements in their service delivery.

Nurturing Educational Establishments

Schools and nurseries in Inverclyde are moving forward on the journey to embed nurture across their establishment through the use of self-evaluation, training and strategic direction. They are making strong links between nurture and other drivers, such as restorative and solution oriented approaches. The 'Nurturing Establishments Action Group' made up of staff from the Educational Psychology Service, HQ and educational establishments has developed a training plan to ensure that all establishments are assisted in moving forward with nurture and have been developing materials to support this.

Larkfield Children's Centre

Larkfield Children's Centre received a grant from the Edina Trust which was used to fund science projects on lifecycles – eggs to chickens, caterpillars to butterflies.

Improving Outcomes for Looked After Children and Young people

In 2012 our Strategic Leadership Development Group (SLDG) made up of experienced Head Teachers and senior local authority staff from Inverclyde participated in the senior leadership opportunity through the Virtual Staff College funded by Scottish Government. The group chose as its significant issue to improve outcomes regarding looked after young people. The SLDG has since then continued extending to become an interagency group and the work in 2013/14 has continued. The main priorities are:

- Improved attainment / achievement of all children and young people who are looked after
- Exclusion rates for Looked After young people to be lower than national average
- Self-evaluation Audit to build up an accurate picture of outcomes for children who are looked after to provide strongly evidenced baseline information
- Improved parenting skills at universal as well as targeted levels
- Involvement of young people who are looked in the project and change process
- Training and staff development at all levels within Inverclyde

Exclusions

Overall, the number of exclusions for our looked after children has fallen from 565.7 per 1,000 pupils in 2010/11 to 242.7 per 1,000 pupils in 2013/14

Within the primary sector, the number of exclusion has fallen from 130.4 exclusions per 1,000 pupils in 2010/11 to 92.4 exclusions per 1,000 pupils in 2013/14.

Within the secondary sector, the number of exclusion has fallen from 968.1 exclusions per 1,000 pupils in 2010/11 to 351.9 exclusions per 1,000 pupils in 2013/14.

The Recruit

In 2013/14 our flagship Recruit programme achieved its highest number of jobs for candidates. The Recruit is a personal development programme, involving motivational tasks, challenges and personal development sessions. 29 young people from S5/S6 in Inverclyde's secondary schools participated in the award winning personal development programme. 16 young people, which is more than half of the programme's candidates, were offered jobs from local organisations and businesses. In addition, the Recruits managed to raise a record £12,000 for Ardgowan Hospice in Greenock throughout the programme, which brings the total amount of money raised over the course of the eight year programme to over £77,000.



Ailemill Primary School

Ailemill Primary School engages in Big Circle Time which ensures that every single pupil has the opportunity to reflect and comment on the school. Primary 6 and 7 pupils were provided with leadership training in partnership with Fiona McNeil Associates which has furthered the development of leadership skills which are used to support learning.

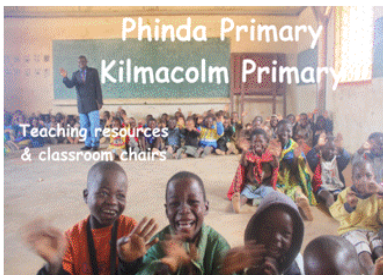
King's Oak Primary School

The school values of Honesty, Empathy, Respect and Encouragement have been agreed with all stakeholders. Those values guide policy development within the key areas of school improvement and are taught through a pupil friendly code.

All adults in King's Oak share responsibility for creating a positive, supportive ethos and building respectful relationships built on trust.

MALAWI Partnership Programme

In 2013/14 we continued to develop our partnership with schools in Malawi. This partnership has been sustained since 2007 and new schools are currently looking to join, both here and in Malawi. Each partnership explores Scotland and Malawi in a context for learning about rights, exploring Global Citizenship and challenging perceptions and stereotypes of the world beyond the everyday experience of pupils and teachers in Scotland and Malawi.



Based on established school partnerships between Inverclyde and Malawi, each partner explores Scotland & Malawi in a context for learning about rights, exploring Global Citizenship and challenging perceptions and stereotypes of the world beyond the everyday experience of pupils and teachers in Scotland and Malawi.

In Malawi, 3 teachers, Mackson, Florence and Henderson coordinate, support and communicate to Inverclyde the work of the Malawian partner schools.

Robert Lamb coordinates the work of the Inverclyde partners with support from representatives from each Inverclyde school. Please contact Robert if you require any further information on any aspect of the Inverclyde Malawi Partnership.



Plan Bee

Plan Bee is a Commonwealth Games Legacy Project, to provide an educational service and practical demonstrations to schools on beekeeping. The overall aim is to highlight the global decline of wild honeybee populations and also the collapse of many managed hives, all due in different measures to farming practices, land management changes, pesticide use, the varroa mite and other external factors.

Recent research has shown that diversity of bee species is actually higher in urban areas than on farmland. This project was therefore seen as an excellent way to take local action which helped address a serious global environmental issue.

Through funding of £2,000 provided through Lower Clyde Greenspace, based within the Council's Regeneration and Planning Service, a roof hive will be installed on the new roof garden within St Stephen's Secondary School at the Port Glasgow Shared Campus. To support this, a series of class based lessons and demonstrations will be delivered by Plan Bee, the company running the initiative.

'Are Ye Askin'?

Our Schools' Jazz orchestra shared the stage with the Capitol Big Band in Greenock Town Hall in a partnership event with Rig Arts. 'Are Ye Askin'?' was a project involving local primary schools and the wider community exploring the music and styles of the 'big band' era.

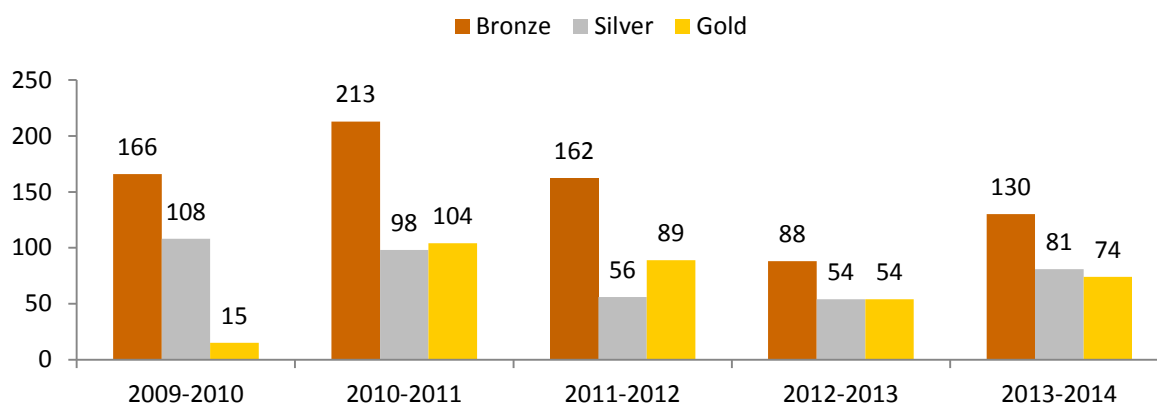
The inter-generation project involved the public, volunteers, six primary schools, three high schools, film makers, musicians, songwriters, dancers, artists and a professional researcher.

The project included a song writing competition for the schools involved won by the pupils of St Francis' Primary School.

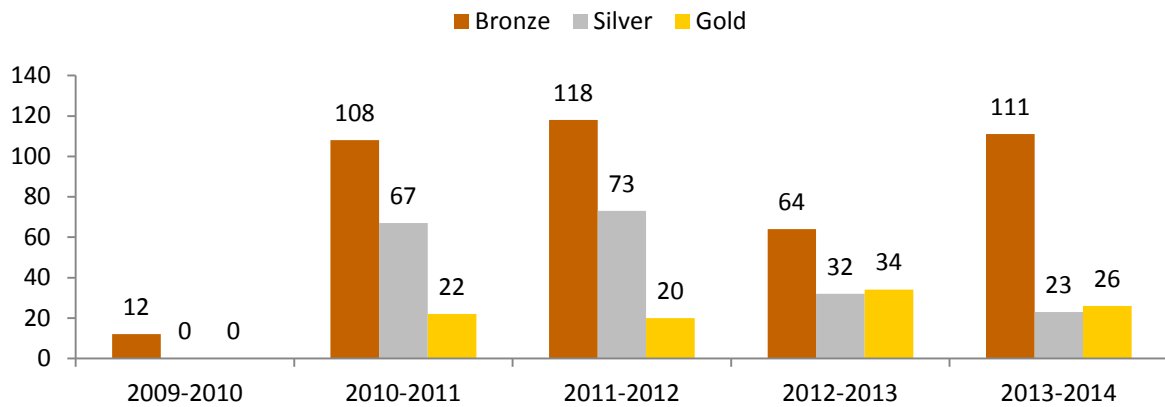
Duke of Edinburgh Award Scheme

The following tables illustrate the achievement that has been made across all categories of the Duke of Edinburgh Award Scheme.

Inverclyde New Entrants



Inverclyde Awards Gained



Other Awards

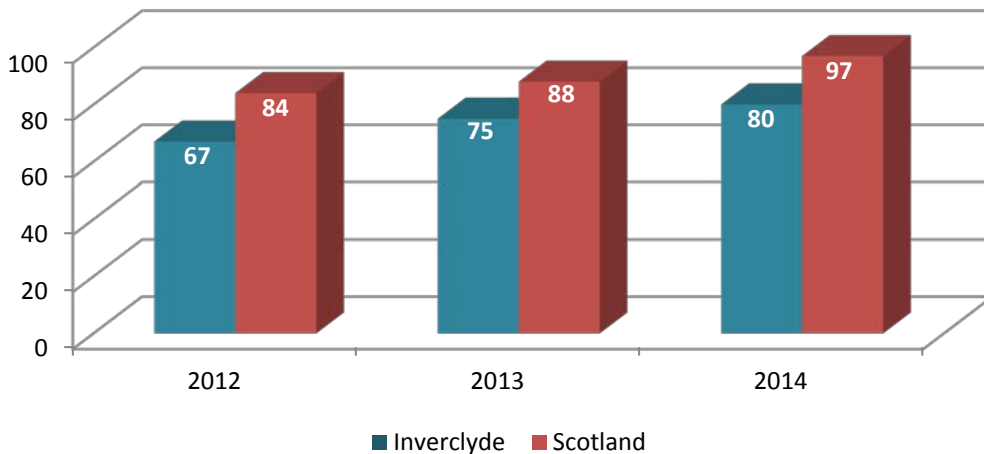
In 2013, 57 young people achieved a Youth Achievement Award whilst in 2014, 34 young people successfully achieved the new Dynamic Youth Award, which was introduced by Community Learning and Development. Both these awards are SCQF rated.

Active

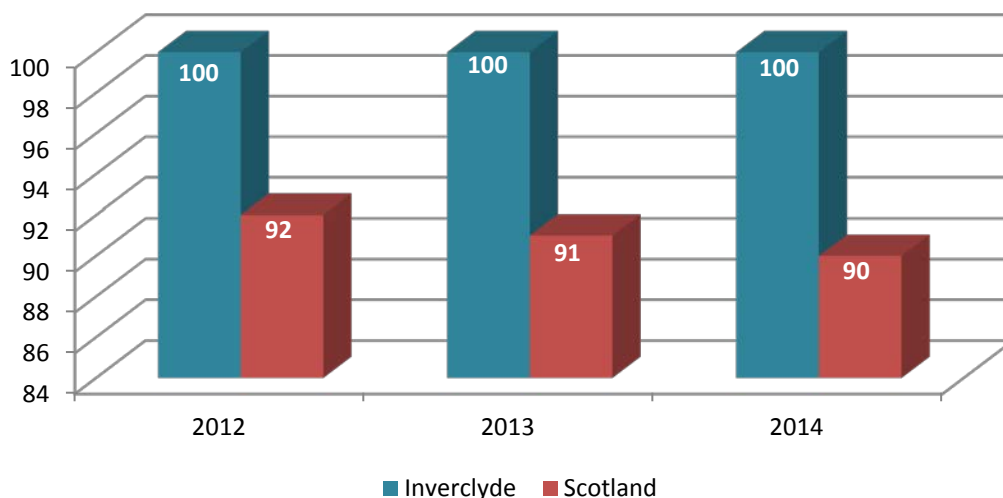
Increasing the amount of physical education pupils receive in schools has been a government priority for a number of years. Increased physical activity can have a positive impact on a pupil's health, educational attainment and life chances. In 2011, the Scottish Government made a commitment to ensure that by 2014, every pupil will benefit from at least two hours of Physical Education in primary school and two periods (100 minutes) in S1 to S4.

In 2014, 100% of our secondary schools achieved the Scottish Government target, however only 80% of our primary schools met the target. To improve on this, a PE implementation plan has been completed and will be implemented up to 2016. PE champions have been identified in every school and a PE co-ordinator has been appointed. We have also identified 6 primary schools that we will work with to increase the number of schools meeting the target of 2 hours of quality PE per week.

Percentage of primary schools meeting PE target



Percentage of secondary schools meeting PE target



Port Glasgow Community Campus

The move of Port Glasgow High School and St Stephen's High School to the Port Glasgow Community Campus has invigorated the extra-curricular sports programme with a wide range of activities organised in partnership between the schools, running before and after the school day.

Commonwealth Games 'One Year to Go' Celebration

Festival of Sport

More than 900 primary and secondary pupils competed in two days of sporting events held at Ravenscraig Stadium to celebrate the Commonwealth Games.

The festival was opened by six pupils from each school who paraded around the Ravenscraig track with the Active Schools specially designed baton in front of all the cheering participants and supporters. The baton had travelled 21 miles to every school in Inverclyde in the previous week to help raise awareness of the Commonwealth Games. Over 60 children from each school had the opportunity to carry the baton and hand it over to the next school.

Each team had been allocated a country and teams sported the colours of their country and carried the national flag around the track before competing.

Over the course of the 2 day event all primary 7 pupils from across the authority took part in the festival, competing in four sports for gold, silver and bronze medals in netball, hockey, athletics and rugby whilst S1-2 pupils competed in three sports; netball, athletics and rugby.

National athletes, Rachel Holmes and William Marshall, presented the medals to the winners.





Inverclyde Schools Queen's Baton Handover
Clydeview Academy to Gourrock Primary



Duncan Bannatyne accompanied by children from
Inverclyde Athletics Club

Inter Authority Event at Linwood On-X

The first ever inter authority games took place on 16 June 2014. This involved Inverclyde, East Renfrewshire, Glasgow and Renfrewshire Councils. The event was to celebrate sport throughout the schools and sought to inspire, motivate and encourage pupils.

All councils held their own local qualifiers and the winners went on to represent their authority at the games.

Winning teams were given gold, silver and bronze medals in the following events:

- Netball (for S1 & 2)
- Badminton (for S3 & 4)
- Athletics (for S1 & 2)
- Rugby (S5 & 6).

Inverclyde was successful in winning the Netball event.

Moorfoot Primary School

Primary 7 pupils from Moorfoot Primary School reached the West of Scotland finals of the Lloyds TSB Scottish Schools Football Junior Sevens Finals.

Blairmore Nursery School

Children from Blairmore Nursery School took part in football coaching sessions with Morton Community Development Trust which developed their emotional, literacy and physical development skills.

Respected and Responsible

Rights Respecting Schools

The Rights Respecting Schools Award (RRSA) is a UK-wide initiative for all children and those working with or for children in formal education. The Award recognises achievement in putting the United Nations Convention on the Rights of the Child at the heart of a school's planning, policies, practice and ethos.

A rights-respecting school not only teaches about children's rights but also models rights and respect in all its relationships – between teachers/adults and pupils, between adults and between pupils.

During 2013/14 a further 3 Primary Schools in Inverclyde achieved Level 1 accreditation. This means that 9 primary schools in Inverclyde have achieved RRSA Level 1 accreditation and 2 primary schools have achieved Level 2 accreditation. One secondary school has achieved Level 2 accreditation and 3 further secondary schools have registered for the Award.

Craigmarloch School, which is an additional support needs school for both primary and secondary school pupils, has also achieved RRSA level 1 status.

Level 1 Accreditation:

Gourock Primary School
Inverkip Primary School
St Francis' Primary School
St Joseph's Primary School
St Mary's Primary School
St Michael's Primary School
St Ninian's Primary School
Wemyss Bay Primary School
Whinhill Primary School

Level 2 Accreditation:

Newark Primary School
St Andrew's Primary School
St. Columba's High School

St Columba's High School

Inverclyde's St Columba's High School has become the first secondary school in Scotland to receive a Level 2 Rights Respecting School Award by UNICEF UK. The Level 2 Award is the highest given by UNICEF UK and shows a deep and thorough commitment to children's rights at all levels of school life.

UNICEF UK Deputy Executive Director, Anita Tiessen, said: "The School very much impressed (me) with how pupils and staff have fully embraced the rights-respecting ethos. Children at St Columba's understand their rights, show respect for each other and are empowered to be positive, engaged citizens. It is great to see how St Columba's High has truly put the UN Convention on the Rights of the Child at the heart of their school and we are very pleased that they have become the first secondary school in Scotland to achieve the UNICEF UK Level 2 Rights Respecting Schools Award."



Newark Nursery School

Development of Rights-based Learning in Newark Nursery School featured on an Education Scotland DVD which was launched at the Scottish Learning Festival in September 2013.

Environmental Awareness

During 2013/14, 15 energy efficiency presentations were delivered to 342 pupils in four educational establishments. The presentations were incorporated into a number of school environmental initiatives, for example, National Engineering and Science Week which was held on 17-21 March 2014. Presentations on the subject of energy efficiency support delivery of a number of Experiences and Outcomes of the Curriculum for Excellence including Science Social Studies and Health and Wellbeing.

Support was made available to primary schools to help them deliver the 'action on energy saving' component of their School Green Charters. The Council worked with the Carbon Trust in Scotland to devise an energy efficiency lesson for P5-7 (which could also be adapted for younger pupils).

The importance of recycling was promoted through the delivery of 37 presentations at primary schools and pre-5 establishments. Engaging with parents to convey the recycling message took place in a number of ways, including 11 information sessions held at parents' events and environmental awareness weeks in nurseries and primary schools.

ECO Schools

In 2013/14, 10 schools in Inverclyde had achieved Green Flag status.



Recycling

In 2013/14 the Waste Strategy Communication Campaign reached 2000 people at 17 educational establishments.



Fair Trade

Inverclyde's schools played a key role in the Council being awarded Fair Trade status in December 2013.

In 2013/14 8 schools had achieved Fair Trade status and another 10 schools were working towards Fair Trade status.

Included

School Leaver Destination Results

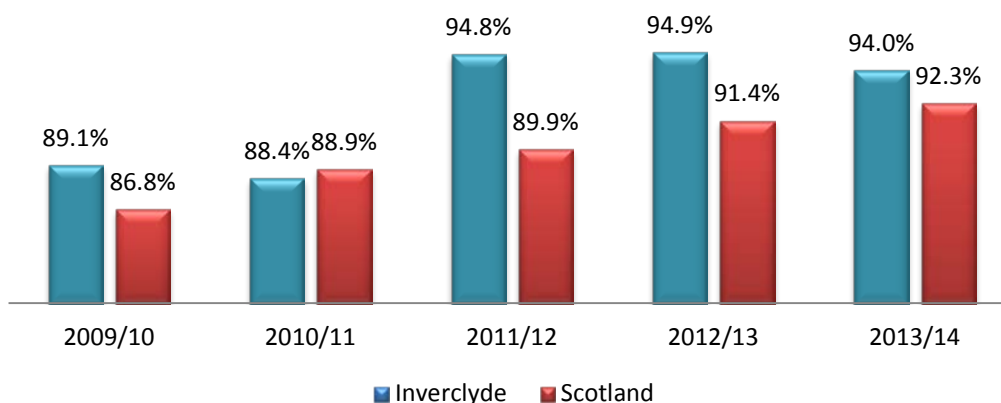
School leaver destination results are published annually for every local authority area. In 2013/14, the percentage of pupils in Inverclyde that progressed into positive destinations had fallen marginally on 2012/13 levels, from 94.9% to 94%. In 2013/14, Inverclyde had the sixth highest level of positive destinations in Scotland.

A follow up exercise will be carried out by Skills Development Scotland in March 2015. The purpose of the follow up exercise is to measure the percentage of young people who have remained in a positive destination.

2013/14 was the 5th consecutive year that Inverclyde's School Leaver Destination Results once again showed no "unknown" young people. This means that all school leavers are known to Skills Development Scotland, who will continue to track them and provide further support to them. Inverclyde is the only local authority area in Scotland to have reported no "unknowns" in all SLDR exercises, and also all SLDR follow up exercises since 2009/10.

	Higher education %	Further education %	Training %	Employment %	Voluntary work %	Activity Agreement %	Unemployed Seeking %	Unemployed Not Seeking %	Unknown	Total Positive %
Inverclyde	36.9	30.7	3.8	21.1	0.5	1.0	5.4	0.6	0.0	94.0
Scotland	38.6	26.3	4.1	21.7	0.4	1.1	6.3	1.1	0.3	92.3
Difference	-1.7	4.4	-0.3	-0.6	0.1	-0.1	-0.9	-0.5	-0.3	1.7

Percentage of school leavers with a positive destination



Rainbow Family Centre

The Rainbow Family Centre implemented a new parental participation policy to ensure that appropriate family learning activity and engagement is provided within the Family Centre.

Positive Relationships and Better Behaviour Policy

When children and young people are nurtured, guided and encouraged, they learn to behave appropriately in a variety of social and educational settings and develop positive relationships. Children and young people who face barriers to learning and development require help, support, strategies and understanding, within a calm, controlled environment.

Inverclyde Council has implemented a Positive Relationships and Better Behaviour policy to support a coherent approach to this area of learning. Our approach is based on a common philosophy:

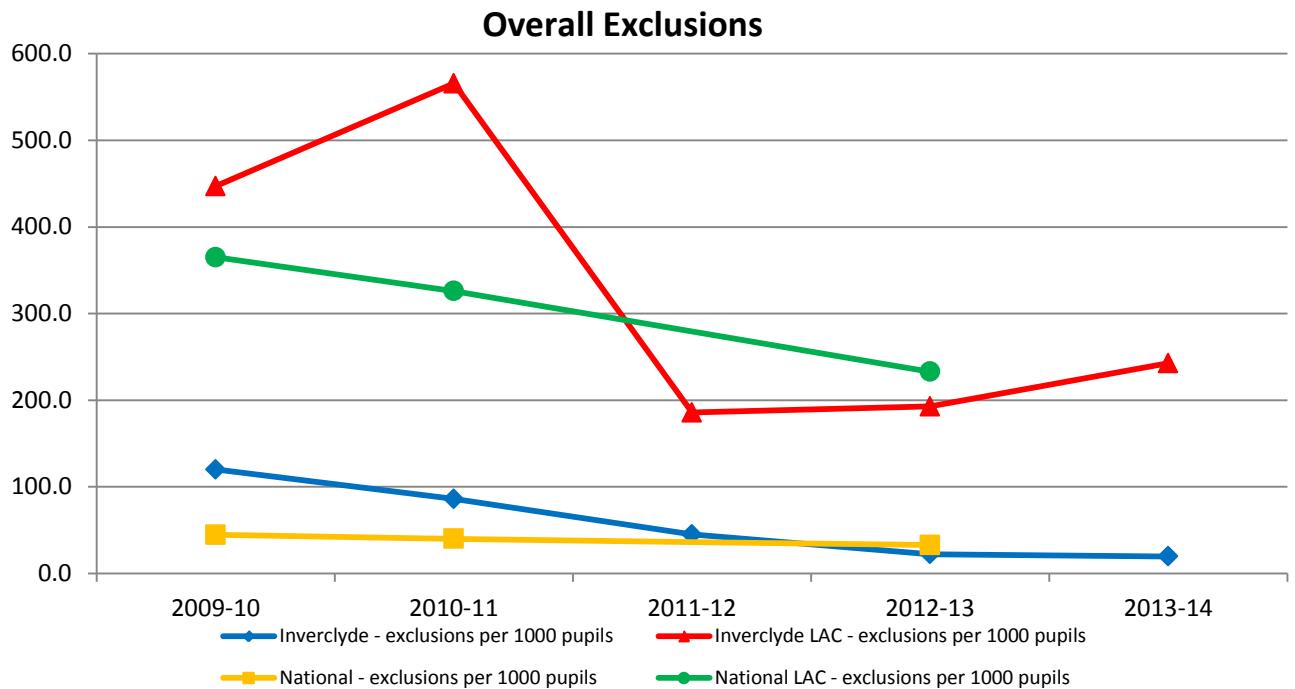
Relationships lie at the heart of the learning process and are fundamental to improving outcomes for all our children and young people.

The policy was developed through looking at 3 key aspects of promoting positive relationships and behaviour. These are preventative, responsive and partnerships. The policy was rolled out during 2013/14 and is already having a positive impact.

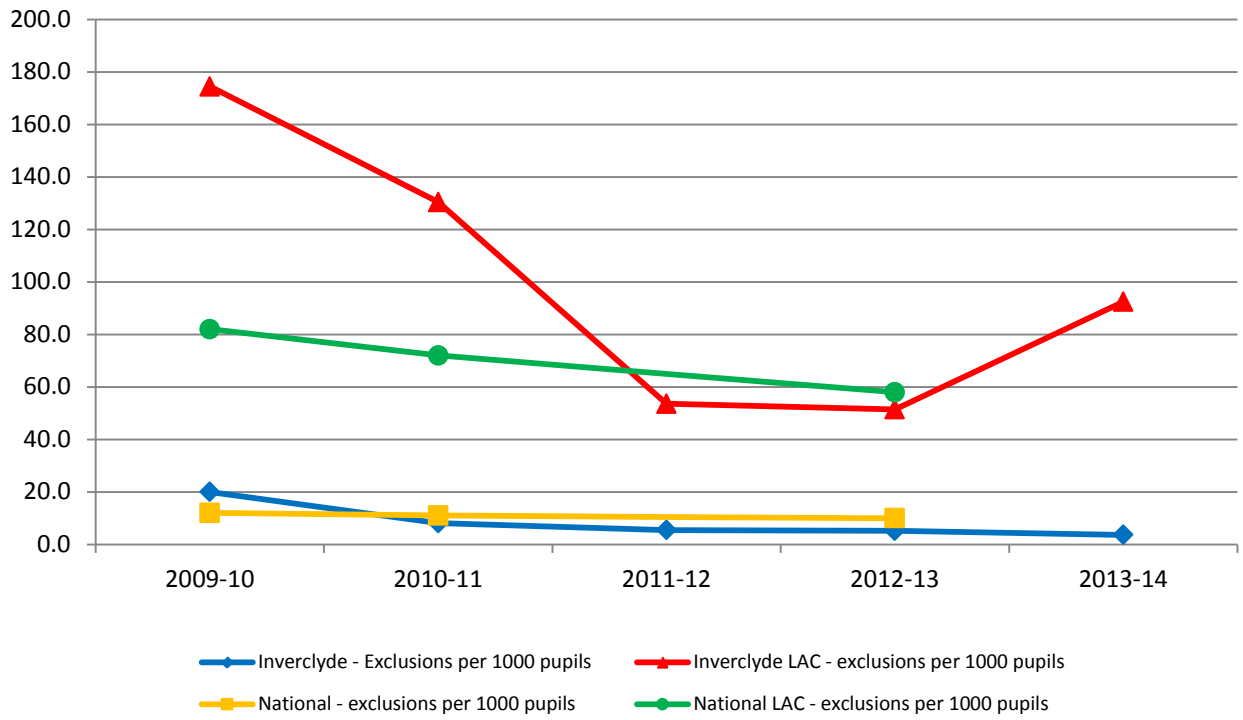
"I feel good because I can sort out hard situations by myself and I can help younger pupils in the school by talking to them." Inverclyde learner

Exclusions

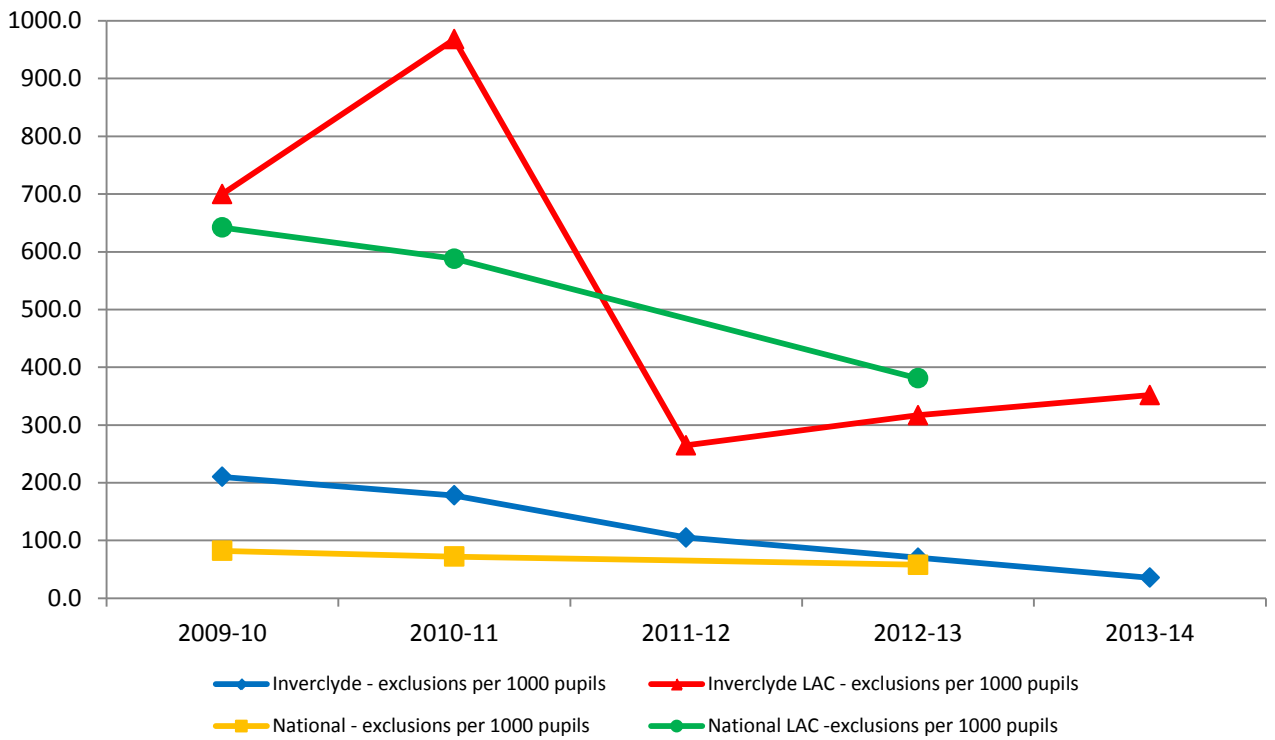
It is well evidenced and researched that children who are excluded are at a higher risk of poor attainment and outcomes than children who are not excluded. Over the last 3 years all establishments have focussed on reducing exclusions and improving outcomes for our pupils. This has been achieved through better targeted support and the implementation of the authority's Positive Relationships, Positive Behaviour Policy.



Primary School Exclusions



Secondary School Exclusions



Identified areas for future development

Safe

- Embed Mentors in Violence Prevention in all our secondary schools.
- Achieve a further reduction in the incidents of violence, knife crime and bullying.

Healthy

- Work with schools and young people to take forward the issues arising from the Health and Wellbeing Survey.
- Increase the understanding of the impact of alcohol misuse across S2/3 pupils.

Achieving

- The full implementation of Curriculum for Excellence across all sectors and all establishments.
- Curriculum for Excellence is fully and effectively implemented across all education establishments by confident staff who are delivering all pupil entitlements, providing high quality learning experiences, developing children and young people as Successful Learners, Confident Individuals, Effective Contributors and Responsible Citizens, and improving outcomes for all children and young people in their care.
- Secondary school libraries to work more closely together to share expertise and resources.

Nurtured

- Progress the work of the 'Nurturing Collaborative' to help deliver tangible improvements in outcomes and reduce inequalities for vulnerable children.
- Fully implement GIRFEC model and use of wellbeing outcomes through GIRFEC Champions approach.
- Improved attainment for Looked After and Looked After and Accommodated Children.
- Reduce the number of exclusions of Looked After and Looked After and Accommodated Children.
- Complete a reconfiguration of support staff infrastructure, making a more efficient use of resources and teaching so that pupils' needs are more effectively met.

Active

- 100% of primary schools achieving two periods per week of quality PE.

Respected and Responsible

- There is a consistent approach and a shared vision of excellent self-evaluation across the Service.
- Embed core functions in continuous improvement work – professional dialogue, development and pastoral support.
- Schools and early years establishments are supported with the implementation of the recommendations from “Teaching Scotland’s Future” (Donaldson Report).
- Develop a more collective approach to continuous improvement and to improving outcomes for all learners further.

Included

- Develop the role of public libraries in primary schools with potential for an eventual integrated service providing efficient, joined up library services for the young people of Inverclyde.
- Improve joint planning with partners to create a network of learning communities with increased community use of schools.

Report To:	Education & Communities Committee	Date:	10th March 2015
Report By:	Corporate Director Education, Communities & OD	Report No:	EDUCOM/32/15/WB
Contact Officer:	Elizabeth Robertson Health & Wellbeing Development Officer	Contact No:	01475 712979
Subject:	Update Paper: Breakfast Clubs and Free School Meals P1 – P3		

1.0 PURPOSE

1.1 The purpose of this report is to –

- a) Update members regarding the initial stages of the implementation of the Universal Free School Meal Programme for P1 – P3 pupils
- b) Update members regarding the current position with regard to Breakfast Club Provision in Inverclyde primary schools

2.0 SUMMARY

2.1 As members will be aware, in January 2014, the former Scottish First Minister committed to give all children in P1 to P3 the option of a daily, free school meal from January 2015. Details of the financial allocation to support this initiative were made known to Councils in July 2014, and reported to Committee in November 2014. This update report will provide some early information and figures about the first month of the initiative and operational experiences to date within Inverclyde.

2.2 In addition, at the January Education & Communities Committee meeting, it was requested that an update paper be brought forward showing a position statement with regard to Breakfast Clubs in Inverclyde, which this report also includes.

Free Meal Entitlement – P1-P3

2.3 17 new (part time) members of catering staff have been recruited by Facilities Services, to accommodate a higher volume of school meals activity. A number of existing members of staff have also taken on additional hours to support new staff within the initiative. This has been funded entirely through the Scottish Government allocation of funding.

2.4 Schools were asked, at the end of the first week of term, to provide feedback on their initial experiences. In general, the comments from schools highlighted no concerns. Any worries about the time required to deal with larger numbers of pupils coming through the canteens was balanced with there being no need to deal with financial transactions for their youngest pupils.

2.5 Funding to support the Free Meals P1-P3 initiative was set based on an assumption of uptake levels at 75%. This is the average figure taken from the pilot authorities for the programme. To date, uptake is at 73%; therefore the increased activity as a result of the initiative is, at present, fully covered by the Scottish Government's allocation.

Breakfast Clubs

- 2.6 Members will be aware that, over the past 3 years, all Primary Schools in Inverclyde have been given the opportunity to have a Breakfast Club. Prior to this, a number of schools had provision from their involvement in the former Integrated Community Schools, but this did not include all schools.
- 2.7 At present, 18 of our 20 primary schools are currently operating Breakfast Clubs, with only St Mary's and Kilmacolm Primaries without provision. St Mary's are currently recruiting Breakfast Club Assistants from their parent body, and will therefore start their provision within the 2014-15 school session, and Kilmacolm have consulted with their parents and are still considering the viability of a Breakfast Club within the school. Ardgowan's Breakfast Club has been suspended due to their current decant status. Their provision will resume when the school returns to its Newton Street premises. As Kilmacolm Primary is also due to go into decant, should the school decide to start a Breakfast Club, no provision will be established until after their refurbishment is completed. St John's decided to retain their Breakfast Club during decant, due to significant number of pupils still living close to the St Stephen's building; this is very different from Ardgowan's position, where almost all children need transported.
- 2.8 The long-standing Breakfast Clubs operate 5 days per week; however the budget available has only enabled 2-3 days provision as the other schools have come on line. A number of the schools have requested consideration of a 5 day Breakfast Club. Costings have been provided to show what the additional funding requirement would be to achieve this. These can be found in **Appendix 1**. App 1
- 2.9 All pupils in each participating school are eligible to attend Breakfast Clubs and no criterion has been set to enable access. 14% of Inverclyde's Primary School Pupils currently benefit from Breakfast Club provision and uptake ranges from 6% to 30% across individual schools. The schools with the highest percentage of uptake are generally those with 5 day provision.

3.0 RECOMMENDATIONS

- 3.1 That the Education & Communities Committee notes the content of this report.
- 3.2 That the Education & Communities Committee considers the future development of Breakfast Clubs within Inverclyde.

Patricia Cassidy
Corporate Director for Education, Communities and Organisational Development

4.0 BACKGROUND

4.1 “Food and Health” is one of the six Organisers of Health & Wellbeing within Curriculum for Excellence. In Inverclyde, we have developed the understanding across our establishments that Health & Wellbeing extend beyond merely what is taught in the classroom, and is equally, if not more, about the choices we make and the behaviours we choose to adopt in our day to day lives.

4.2 When considering “Food and Health” therefore, the role of the school meals service, and the existence and development of our Breakfast Clubs are as vital to delivering Curriculum for Excellence for our young people as would be a lesson on nutrition, delivered in a classroom.

Free Meal Entitlement P1-P3

4.3 In the November 2014 report to Committee it was noted that the Scottish Government used the Healthy Living Survey (HLS) from 2014 as the baseline for determining the financial allocation for the P1-P3 initiative. Schools in Scotland will be completing the 2015 HLS in w/c 23rd February. Changes in reporting have been consulted on – how do authorities represent the eligibility for Free Meals in P1-P3 now, as compared with P4-P7 or S1-S6? How will FME as a measure of deprivation be determined, given the universal eligibility in the first 3 years? Guidance has come out from ScotXed which will ensure that the approach to recording and reporting, in addressing these questions is standard across all 32 authorities.

4.4 The P1-P3 initiative was successfully launched on the first week of the January 2015 term. As has already been noted, close communication was maintained with the schools to quickly address any initial issues or concerns from both education and facilities management.

4.5 During the period of session 2014-15 prior to January 2015, an average of 53% of P1-P3 pupils received a school meal (either free or paid). 26% of the P1-P3 population were entitled to Free School Meals. With the universal entitlement for these school stages, the uptake of school meals has increased from 53% to 73%.

4.6 These figures will be monitored on an ongoing basis, both for reporting back to Scottish Government, and for local intelligence gathering / forward planning.

Breakfast Clubs

4.7 The rationale for providing Breakfast Clubs is well documented:

- Poor diet in childhood is associated with poor child and adult health
- Missing breakfast may have adverse health effects in the long term, and adverse educational and social effects in the short term
- Eating breakfast has been associated with improved academic outcomes, improved concentration, increased school attendance, decreased school lateness and improved mood at school
- Breakfast Clubs can provide a safe place for children to have appropriate social time with friends before school

4.8 Schools have autonomy over the provisions served at Breakfast Clubs, within the parameters of a reduced list of “acceptable items” included in the range of breakfast options offered by the supplier. Generally, schools will offer 3 different healthy cereals and toast made with white / wholemeal bread. Butter and jam are also available. Milk, orange juice and apple juice are also provided. A number of schools have used their breakfast clubs as a means of encouraging children to eat different types of food – offering dried fruit, fresh berries and porridge on occasion. These are not necessarily foods that pupils are accustomed to: the Breakfast Clubs assist in the food education of children.

- 4.9 Currently, 18 of Inverclyde's 20 primary schools have some form of Breakfast Club Provision. Those with 5 day clubs are generally the schools which were included in the Integrated Community Schools which formerly operated in the area. Most other schools have since come on line, but as all provision has been developed within the existing budget of £120,600, all "newer" schools provide only 2 – 3 day Breakfast Clubs. Kilmacolm and St Mary's are yet to come online (see section 2.7) and a number of changes / conditions exist due to differing school decant arrangements (also section 2.7).
- 4.10 The cost of extending provision to 5 days per week across all schools would be significant, with additional budget required for both provisions and staffing. Members are directed to **Appendix 1** of this report which outlines the cost implications of expansion to a universal 5 day provision. The appendix also outlines the current average uptake across the existing Breakfast Clubs. The clubs operating over 5 days generally have a higher level of pupil uptake than the 2-3 day clubs. All clubs are free at the point of delivery to all attending pupils.

App 1

5.0 PROPOSALS

- 5.1 It is proposed that ongoing monitoring of the uptake and practical arrangements of FME for P1-P3 continues.
- 5.2 It is proposed that consideration be given to the cost implications of expansion of Breakfast Clubs and decision made regarding following this course of action.

6.0 IMPLICATIONS

Finance

- 6.1 Below is a summary of the costs associated with the current / proposed delivery of Breakfast Clubs in Inverclyde, and also a reminder of the budget provided to the Council to deliver the P1-P3 Free School Meals Programme.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
Various (see App. 1)	Breakfast Clubs	Current	120.6	N/A	Current cost of Breakfast Club provision
Various (see App. 1)	Breakfast Clubs	April 2015	232.91	N/A	Each cost centre is listed in appendix – costings presented here reflect universal 5 day provision

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
All Primary Schools	Free School Meals P1-P3	Jan 2015	505.293	N/A	Entirely funded by Scottish Government

Legal

6.2 There are no legal implications at this time.

Human Resources

6.3 Additional Catering Staff have already been recruited to support the P1-P3 Free Meals, as well as additional hours being offered / accepted by existing staff.

6.4 Should a decision be made to extend the Breakfast Clubs beyond their current levels, there will be staffing implications to this, all of which are noted in **Appendix 1**. App 1

Equalities

6.5 There are no equalities implications at this time.

Repopulation

6.6 Although only a small measure, the provision of support to families via services such as Breakfast Clubs can assist in the promotion of Inverclyde as a place to live, work and bring up children.

7.0 LIST OF BACKGROUND PAPERS

7.1 Appendix 1 – Costing for Universal 5 day Breakfast Club provision

2014/15 Breakfast Club Budget (Applying £21.5k reduction) 17% to staffing in order to balance budget											
School	Cost Centre	HR Code	No. of Days	Budgeted Staffing	Sessions	Current Pupil Roll	Current Daily Uptake	Provisions	2014/15 BUDGET STAFFING	Hourly Rate = £7.65 per hr 2 Hour Sessional Rate = £16.94 (incl. 10.74% uplift for holiday pay)	TOTAL COST
Allymill	02799	6922	5	3	15	230	28	800	8,024	8,024	8,824
All Saints	02800	6923	5	4	20	357	102	2,916	10,689	10,689	13,603
Arggowan	02809	6932	2	3	6	359	50	575	3,210	3,784	3,784
Gourcock	00353	7028	3	3	9	236	32	549	4,814	5,363	5,363
Inverkip	00354	6188	2	3	6	257	20	229	3,210	3,438	3,438
Kilmacolm	02797	6920	2	3	6	191	27	306	3,210	3,515	3,515
King's Oak	02796	6919	5	3	15	321	60	1,715	8,024	9,739	9,739
Lady Alice	02805	6928	2	3	6	233	15	172	3,210	3,381	3,381
Moorfoot	00384	7024	2	3	6	289	40	463	3,210	3,672	3,672
Newark	02795	6918	5	3	15	473	39	1,115	8,024	9,139	9,139
St. Andrew's	02853	6964	5	3	15	261	54	1,544	8,024	9,568	9,568
St. Francis	02801	6924	4	3	12	226	26	595	6,419	7,014	7,014
St. John's	02804	6927	3	3	9	194	25	429	4,814	5,243	5,243
St. Joseph's	02808	6931	5	3	15	145	30	658	8,024	8,682	8,682
St. Mary's	02798	6921	2	3	6	307	43	491	3,210	3,701	3,701
St. Michael's	02802	6925	3	3	9	262	47	806	4,814	5,620	5,620
St. Ninian's	00383	7023	2	3	6	325	46	520	3,210	3,730	3,730
St. Patrick's	02803	6926	2	3	6	281	28	320	3,210	3,530	3,530
Wemyss Bay	02810	6933	2	3	6	152	29	332	3,210	3,541	3,541
Whinhill	02431	6986	3	3	9	275	29	497	4,814	5,312	5,312
					197	5,374	179	15,230	105,370	120,600	120,600

2014/15 Breakfast Club Budget operating at 5 days per week											
School	Cost Centre	HR Code	No. of Days	Budgeted Staffing	Sessions	Current Pupil Roll	Current Daily Uptake	Provisions	2014/15 BUDGET STAFFING	Hourly Rate = £7.65 per hr 2 Hour Sessional Rate = £16.94 (incl. 10.74% uplift for holiday pay)	TOTAL COST
Allymill	02799	6922	5	3	15	230	28	1,330	9,656	9,656	10,986
All Saints	02800	6923	5	4	20	357	102	4,845	12,874	12,874	17,719
Arggowan	02809	6932	2	3	6	359	50	2,387	9,656	9,656	12,043
Gourcock	00353	7028	3	3	9	236	32	1,520	9,656	9,656	11,176
Inverkip	00354	6188	2	3	6	257	20	950	9,656	9,656	10,606
Kilmacolm	02797	6920	2	3	6	191	27	1,270	9,656	9,656	10,926
King's Oak	02796	6919	5	3	15	321	60	2,850	9,656	9,656	12,506
Lady Alice	02805	6928	2	3	6	233	15	713	9,656	9,656	10,388
Moorfoot	00384	7024	2	3	6	289	40	1,922	9,656	9,656	11,578
Newark	02795	6918	5	3	15	473	39	1,853	9,656	9,656	11,508
St. Andrew's	02853	6964	5	3	15	261	54	2,565	9,656	9,656	12,221
St. Francis	02801	6924	4	3	12	226	26	1,235	9,656	9,656	10,891
St. John's	02804	6927	3	3	9	194	25	1,188	9,656	9,656	10,843
St. Joseph's	02808	6931	5	3	15	145	30	1,425	9,656	9,656	11,081
St. Mary's	02798	6921	2	3	6	307	43	2,042	9,656	9,656	11,687
St. Michael's	02802	6925	3	3	9	262	47	2,233	9,656	9,656	11,888
St. Ninian's	00383	7023	2	3	6	325	46	1,461	9,656	9,656	11,817
St. Patrick's	02803	6926	2	3	6	281	28	1,330	9,656	9,656	10,986
Wemyss Bay	02810	6933	2	3	6	152	29	1,378	9,656	9,656	11,033
Whinhill	02431	6986	3	3	9	275	29	1,378	9,656	9,656	11,033
					197	5,374	179	36,572	196,335	232,907	232,907

Report To: Education and Communities Committee **Date:** 10 March 2015

Report By: Corporate Director of Education, Communities and Organisational Development **Report No:** EDUCOM/31/15/WB

Contact Officer: Wilma Bain (Head of Education) **Contact No:** 01475 712824

Subject: Amendments to the Schools (Consultation) (Scotland) Act 2010: School Closure Review Panels

1.0 PURPOSE

- 1.1 This report is to give members of the Education and Communities Committee an update on the arrangements for the School Closure Review Panels to take on their statutory duties from 30 March 2015 as part of the amendments to the Schools (Consultation) (Scotland) Act 2010.
- 1.2 This Act was amended in part 15 of the Children and Young People (Scotland) Act 2014.
- 1.3 A report on amendments to the Schools (Consultation) (Scotland) Act 2010 which came into force on 1 August 2014 was presented to the Education and Communities Committee in November 2014.

2.0 SUMMARY

- 2.1 The Schools (Consultation) (Scotland) Act 2010 sets a rigorous, open and transparent system for consulting on school closures and other changes to the school estate as proposed by Councils.
- 2.2 Education Scotland has produced guidance in relation to the amended Schools (Consultation) (Scotland) Act 2010 designed to support Councils when they propose changes to the school estate.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Education and Communities Committee note the arrangements for the School Closure Review Panels to take on their statutory duties from 30 March 2015 as part of the amendments the Schools (Consultation) (Scotland) Act 2010.

Patricia Cassidy
Corporate Director of Education, Communities and Organisational Development

4.0 BACKGROUND

- 4.1 The Schools (Consultation) (Scotland) Act 2010 was amended in 2014 in part 15 of *The Children and Young People (Scotland) Act 2014*. The amended Act stipulates that a Council has to consult with parents, children, young people and the wider community when it proposes changes to its school estate. This includes changes such as proposals to close schools or change a school's catchment area. The Schools (Consultation) (Scotland) Act 2010 sets out the process that Councils must follow when they do this.

5.0 PROPOSALS

- 5.1 It is proposed that the Education and Communities Committee note the arrangements for the School Closure Review Panels to take on their statutory duties from 30 March 2015 as part of the amendments the Schools (Consultation) (Scotland) Act 2010.

6.0 SCHOOLS (CONSULTATION) (SCOTLAND) ACT 2010 – SCHOOL CLOSURE REVIEW PANELS

- 6.1 The final stage of amendments to the Schools (Consultation) (Scotland) Act 2010 is to establish the new provision for School Closure Review Panels which will come into force on 30 March 2015.
- 6.2 This means that any school closure case which is called in by the Scottish Ministers on or following 30 March 2015 will not be remitted to Ministers for determination but will be referred to a School Closure Review Panel.
- 6.3 Any case which has been called in by the Scottish Ministers before 30 March 2015 will continue to be determined by Ministers.
- 6.4 The new legislation is available at: www.legislation.gov.uk/asp/2014/8/part/15 This sets out amongst other details, how a Panel will be constituted to consider each case that is referred by Scottish Ministers, and the statutory deadlines on a Panel's consideration.

7.0 IMPLICATIONS

- 7.1 There are no direct financial costs associated with the information provided in this paper.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

7.2 Legal

Failure to comply with the Schools (Consultation) (Scotland) Act 2010 will result in a breach of our statutory requirements.

7.3 Personnel

There are no personnel implications.

7.4 Equalities

It would be appropriate to undertake an equality impact assessment of proposals made to ensure equality of opportunity for all.

Repopulation

7.5 N/A

8.0 CONSULTATIONS

8.1 N/A

9.0 BACKGROUND PAPERS

9.1 'Schools (Consultation) (Scotland) Act 2010 as amended – Overview and guidance for education authorities August 2014'. This document is available from the Education Scotland website (www.educationscotland.gov.uk).

Report To:	Education and Communities Committee	Date:	10 March 2015
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/35/15/PC
Contact Officer	Patricia Cassidy	Contact No:	(01475) 712824
Subject:	Review of Outstanding Remits		

1.0 PURPOSE

- 1.1 The purpose of this report is to review the outstanding remits and to provide members of the Committee with an update and, where appropriate, recommend action to be taken.

2.0 SUMMARY

- 2.1 There are a number of outstanding matters which have been remitted to officers for action and which require a report back to Committee.
- 2.2 The updated position in respect of the Committee's outstanding remits is set out in section 5 of this report.

3.0 RECOMMENDATION

- 3.1 It is recommended that members of the Committee note the updated position in regard to the outstanding remits as set out in section 5 of this report.

Patricia Cassidy
Corporate Director
Education, Communities & Organisational Development

4.0 BACKGROUND

- 4.1 There are a number of matters which have been remitted to officers for action and which required to be reported back to Committee. The updated position is reported within section 5 of this below.

5.0 OUTSTANDING REMITS

5.1 Birkmyre – Dual use of Pitch

At the meeting on 07 May 2009 the Regeneration Committee considered a report by the Corporate Director Regeneration & Resources advising of a consultation on the use of the pitch at Birkmyre Park. There is a report on today's agenda which provides an update on the proposals for Birkmyre pitch.

5.2 Elected Member Representation on Inverclyde Leisure Board

At the meeting of the Regeneration Committee on 03 September 2009 the Corporate Director Regeneration & Resources was instructed to report back in due course on the council representation on Inverclyde Leisure Board. The number of council representatives is determined within the Articles of Association. The Council currently has 5 places out of the 12 available places on the Board. This has been working satisfactorily; any alteration would require a change in the Articles of Association which officers would not recommend at this time.

5.3 Update on Inverclyde Council's Literacy Strategy

There is cross-sector working group currently developing an updated literacy strategy which will be reported to Committee later in the year.

5.4 Review of Rankin Park Covered Football Provision

At the meeting of this committee on 19 January 2012 members agreed the development of the grass pitch and changing accommodation. Officers were remitted to submit a further report. A paper outlining the proposal to develop a cycle track at Rankin Park was submitted to the Committee on 19 January 2015 and has being agreed as part of the Budget process.

5.5 Development of Craigend Resource Centre Greenock

At the meeting of the Regeneration Committee on 08 March 2012 the Corporate Director of Regeneration and Environment was authorised to prepare a detailed plan and report back. This will be included in the review of community facilities as agreed as part of the budget process. Officers continue to support and discuss the management committee's plans for expansion.

5.6 School Green Charters (Walking to School and Cycling Initiatives)

At the meeting of this committee on 30 October 2012 officers were remitted to submit a report on the Walking and Cycling to school initiatives. A report will be submitted to the Committee meeting on May 2015.

5.7 Letting Policy for Sport & Community Facilities

At the meeting of this Committee on 07 May 2013 officers were remitted to submit a detailed report. A Report on the Policy for Granting of Waivers to Letting Charges for Sports and Community Facilities was submitted to the Education and Communities Committee on 11 March 2014.

5.8 Update on Access Agreement for Junior Football Clubs

At the meeting of this Committee on 05 November 2013 officers were remitted to enter discussions with clubs and report back to Committee. A report is on the agenda for the meeting today.

5.9 Waivers to Letting Charges – Non Football / Discount Scheme – Use of Facilities

At the meeting of this committee in 11 March 2014 officers were remitted to submit an update on the implementation of the approved policy. A report will be presented to the next Committee meeting.

5.10 Greenock Town Centre Extra Policing

A report will be submitted to the next Committee meeting in May 2015.

5.11 Future of Community in Upper Port Glasgow (Remit from Environment & Regeneration Committee)

As part of the Budget process officers have been remitted to conduct a review of community facilities which will include the facilities at Upper Port Glasgow. In the interim, Community Learning and Development staff are working with members of the community centre to assist with an alternative site for their current activity programme.

5.12 Numeracy

An update report will be submitted to Committee in May 2015.

5.13 Free School Meals P1-P3 – Implementation (March 2015)

An update report is on the agenda for this Committee.

6.0 IMPLICATIONS

Finance

6.1 There are no financial implications arising from this report.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement from	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Legal

6.2 There are no direct legal implications arising from this report.

Human Resources

6.3 There are no direct Human Resources implications arising from this report.

Equalities

6.4 Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Repopulation

6.5 There are no direct repopulation implications arising from this report.

7.0 CONSULTATIONS

7.1 The Corporate Director of Education Communities and Organisational Development and appropriate Heads of Service have been consulted in the preparation of this report

8.0 BACKGROUND PAPERS

8.1 N/A

**INVERCLYDE COUNCIL
EDUCATION AND COMMUNITIES COMMITTEE**

AGENDA AND ALL PAPERS TO:

Councillor Loughran	1
Councillor Brennan	1
Councillor McColgan	1
Councillor McCabe	1
Councillor Clocherty	1
Councillor Jones	1
Councillor Wilson	1
Councillor Shepherd	1
Councillor Brooks	1
Councillor McEleny	1
Councillor Campbell-Sturgess	1

All other Members (for information only) 9

Church Members

Mr Tom Macdougall	1
Rev F Donaldson	1
Father Michael McMahon	1

Parent Representative:

Mr Robin Thomson	1
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Teacher Representative:

Mr Tom Tracey	1
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Officers:

Chief Executive	1
Corporate Communications & Public Affairs	1
Corporate Director Community Health & Care Partnership	1
Corporate Director Education, Communities & Organisational Development	1
Head of Education	1
Head of Inclusive Education, Culture & Corporate Policy	1
Schools Estate Manager	1
E Hamilton, Education Services	1
I Cameron, Education Services	1
Head of Safer & Inclusive Communities	1
Chief Financial Officer	2
Corporate Director Environment, Regeneration & Resources	1
Head of Legal & Property Services	1
Legal Services Manager (Fraser Jarvie)	1
G Murphy, Principal Solicitor	1
S Lang, Legal & Property Services	1
Chief Internal Auditor	1
File Copy	1

TOTAL 44

AGENDA AND ALL NON-CONFIDENTIAL PAPERS TO:

Community Councils	10
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TOTAL 10