

EDUCATION, LEARNING & LEISURE COMMITTEE – 23 MAY 2013

CONSULTATION REGARDING THE ESTABLISHMENT OF A SECOND KINTORE PRIMARY SCHOOL

1 Recommendations

The committee is recommended to:

- 1.1 Authorise formal consultation exercises with local stakeholders (Parent Councils, parents, pupils, staff and local communities) starting 28 May 2013 on proposals regarding the provision of a second primary school in Kintore in line with the Schools (Consultation) (Scotland) Act 2010. This consultation would be on the basis that an additional primary education facility is planned for the town.**

2 Background / Discussion

- 2.1 The Schools (Consultation) (Scotland) Act 2010 requires that local authorities undertake a formal consultation process whenever changes are proposed to the location or catchment area of a school; or when a new school is being considered. As the new school would be located on different site to the existing Kintore School, and would be managed as a separate entity, there is a requirement for Aberdeenshire Council to consult with stakeholders.
- 2.2 Reference is made to the Policy and Resources Committee on 21 June 2012 when a report proposing a site for a second Kintore primary school was approved and funding from the Capital Plan was identified. (Item 10: Additional Primary School Provision – Kintore Assessment Study)
- 2.3 Aberdeenshire Council will therefore be required to consult with all relevant stakeholders including parents, pupils, community users, employees and the area committees on the proposal to establish a second primary school that is fit to deliver the curriculum in the 21st Century and will enhance the current facilities in the town of Kintore.
- 2.4 Stakeholder meetings have been taking place on a regular basis as part of the development process, and feedback indicates that the community would be welcoming of an additional school and the opportunities that this will bring.
- 2.5 On 13 February 2013 residents were given the opportunity to comment on the latest plans for the second Kintore Primary School and the community facilities that will be provided. The formal planning process is being undertaken for the school, and a formal application for planning permission is expected to be submitted in late May or early June 2013.
- 2.6 On this basis it is anticipated that these proposed consultation papers will be welcomed. The proposals to provide an additional school in the town are not controversial.

- 2.7 The intention to consult on the proposals at this early stage will ensure that in the event that there is significant opposition to the new school, then this can be addressed before building work begins on site.
- 2.8 The proposal document attached as Appendix 1 would be consulted on between Monday 28 May 2013 and Friday 30 August 2013, incorporating the required 30 days of term time consultation. It is expected that allowing for Education Scotland reporting and an analysis of the consultation responses, a further report would be circulated for committee approval by the end of 2013.
- 2.9 As the zoning of the existing Kintore Primary School will need to be reviewed if a second primary school is approved, the authority would consult on changes to zones at a later date in the development process, once these have been determined.
- 2.10 The Head of Finance, the Monitoring Officer within Corporate Services and the Head of Human Resources and Organisational Development have been consulted on the contents of this report, and their comments have been incorporated.

3 Staffing and Financial Implications

- 3.1 An equality impact assessment has been carried out as part of the development of the proposals set out above. It is included as Appendix 2 and no negative impact has been identified. Positive impacts have been identified for disabled people who will have a wider choice and improved access to community and educational facilities; and for young people with the provision of an additional nursery within the town.
- 3.2 Any negative impacts or further positive impacts identified through the consultation process will be investigated prior to the final consultation report being issued and a decision being made.
- 3.3 The consultation exercises should not generate any staffing implications for the employees currently based at Kintore School. A new school is expected to generate a need for additional staff and a recruitment exercise will be undertaken nearer the time.
- 3.4 There will be staffing implications with regard to the actual consultation exercise. Officers will be required to attend a public consultation meeting as part of the process however this will be undertaken alongside current duties.
- 3.5 It is anticipated that the cost of the consultation exercise will be under £1,000, allowing for postage, printing and the cost of placing a public notice in the local press.

Maria Walker
Director of Education, Learning and Leisure

Report prepared by Wilf Weir, Head of Policy & Resources and Rachael Goldring,
ICRM Officer

Date 24 April 2013

EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Education, Learning & Leisure
Section	Support Services
Title of the activity etc.	Consultation regarding the provision of a second primary school in Kintore
Aims of the activity	The EL&L Service is entering into a statutory consultation regarding the provision of a second primary school in the Midmill area of Kintore which is anticipated to be available for occupancy in 2015.
Author(s) & Title(s)	Rachael Goldring, Information, Communication & Records Management Officer

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Stakeholder feedback. Feedback from school and parents Series of stakeholder meetings over a number of years Formal Planning Consultation Meeting – 13 February 2013
Internal consultation with staff and other services affected.	Discussions with Head teacher at existing Kintore school to identify need. Discussions with Lifelong Learning and Leisure colleagues Infrastructure services involvement in terms of planning department and property.
External consultation (partner organisations, community groups, and councils).	Ongoing discussions with Stakeholders and developers for a number of years have identified that a second school is much needed. The town of Kintore is undergoing significant growth and the existing school does not have capacity. Discussions with Parent Council, Community Council and stakeholder groups.
External data (census, available statistics).	Condition Core Facts School Roll Forecast
Other (general information as appropriate).	A need has been identified to build a second primary school in Kintore as the current school is operating well beyond capacity, and this is expected to continue and worsen as further housing developments in the town are approved and built. This consultation will seek to further engage with the wider community, parents, pupils and staff and will identify any barriers relating to equality that have not already been considered by the project team.

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	Yes we want feedback from parents, pupils, community groups, staff and stakeholders, hence the consultation exercise.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	Consultation on proposal as per committee report	28/5/13 – 30/8/13
	Public Meeting	12 June 2013
	Staff meetings	June 2013
	Pupil sessions	June 2013

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting “yes” in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger	Yes			
Age – Older				Yes
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	Young people – improved access to primary education in enhanced facilities with more space. The new school will also have a nursery provision. This will increase the number of funded pre-school places available to parents in the Kintore area	
	Disability – the new establishments will be fully accessible in terms of both school and community facilities	

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	As the statutory consultation gets underway, this should help to identify any gaps or issues for the affected groups.

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
	Mitigating Steps	Timescale
These should be included in any action plan at the back of this form.	These will be identified as part of the ongoing consultation process and will be incorporated into the final consultation report	September – December 2013

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	The wide consultation should support good relations with all identified groups. The community has been requesting this second establishment so hopefully the proposal will be welcomed.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Broad consultation with as many stakeholders as possible. Various methods have been identified for them to engage to make the process as accessible as possible.

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

Education Scotland involvement will ensure that all factors have been considered.
All consultation responses will be carefully considered and any issues raised will be addressed in the consultation report.

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	As this report is relating to a new consultation, any negative impacts will be identified through the consultation process and will be addressed in the subsequent report.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

Stage 14: Sign off and authorisation.			
Sign off and authorisation.	1) Service and Team	EL&L Support Services	
	2) Title of Policy/Activity	Consultation regarding the relocation of Drumoak Primary	
	3) Authors: I/We have completed the equality impact assessment for this policy/ activity.	Name: Rachael Goldring	Name:
		Position: ICRM Officer	Position:
		Date: 19 April 2013	Date:
		Signature:	Signature:
		Name:	Name:
		Position:	Position:
	Date:	Date:	
	Signature:	Signature:	
4) Consultation with Service Manager	Name:		
	Date:		
5) Authorisation by Director or Head of Service	Name:	Name:	
	Position:	Position:	
	Date:	Date:	
6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.			Date:
7) EIA author sends a copy of the finalised form to: eia@abdnshire			Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:

Action Plan						
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications	
Consultation	28/5/13	30/8/13	Wilfred Weir	Responses will need to be analysed and further report written	Staff time	
Public Meeting	12 June 2013	12 June 2013	Wilfred Weir	Opportunity for stakeholders to engage in consultation process	Staff time	
Pupil Engagement	June 2013	June 2013	Wilfred Weir	Opportunities for pupils to participate in consultation process	Staff time	
Staff Engagement	June 2013	June 2013	Wilfred Weir	Opportunity for staff at existing establishment to participate in consultation process	Staff time	
Education Scotland Involvement	June 2013	June 2013	Wilfred Weir	Feedback from Education Scotland will need to be incorporated into final consultation report	Staff time	
Final Consultation Report	September 2013	December 2013	Wilfred Weir	Depends upon response to consultation	Staff time	



EDUCATION, LEARNING & LEISURE

PROPOSAL DOCUMENT: MAY 2013

2nd Kintore Primary School

Proposal for the future provision of primary education in the Kintore area

SUMMARY PROPOSAL

It is proposed that:

A second primary school should be built in Kintore;

The zoning for the town be reviewed;

Education provision in the town of Kintore should be provided at two primary schools with effect from August 2015;

Pupils of the existing Kintore School and future pupils from town should continue their education at either the existing Kintore School or the new Kintore School depending upon the revised zoning from August 2015.

This document has been issued by Aberdeenshire Council in accordance with the Schools (Consultation) (Scotland) Act 2010.

DISTRIBUTION

A copy of this document is available on the Aberdeenshire Council web-site: www.aberdeenshire.gov.uk, or by e-mailing <mailto:newkintoreschool@aberdeenshire.gov.uk>

This document will be provided to:

- Parent Council of Kintore School
- Parents of the pupils at Kintore School
- Pupils at the Kintore School
- Parents of pre-school age children who would be zoned to attend the school
- Teaching and ancillary staff at Kintore School
- Trade union representatives of the above staff
- Kintore and District Community Council
- Relevant users of Kintore School
- Education Scotland

A copy of this document is also available from:

- Council Headquarters, Woodhill House, Westburn Road, Aberdeen, AB16 5GB
- Kintore Library
- Kintore School

1. Introduction

- 1.1 Aberdeenshire Council strives to allocate its resources in a way that ensures the quality of all of its services. It attaches particular importance to providing the best possible educational experience for all of the pupils in its schools.
- 1.2 The Council's aims for its Education Learning and Leisure Service are:
 - the building of capacity
 - the realisation of potential
 - the achievement of excellence
- 1.3 In order to fulfil the above vision it is necessary to adapt to changing circumstances. It is essential that the Council regularly reviews the pattern of educational provision across all establishments, with a particular focus on school rolls, accommodation and quality of education.
- 1.4 Kintore School is situated in the town of Kintore in the Garioch area of Aberdeenshire. The Kintore catchment area comprises the town of Kintore and the surrounding rural areas. The school forms part of the Kemnay Children's Services Network, and pupils are zoned to attend Kemnay Academy.

2. Reason for Proposal

- 2.1 Primary education in Kintore is currently provided at Kintore School which sits centrally within the town on Castle Walk. The school was built in 2006 with a capacity of 415 pupils. Since opening the school roll has risen, in 2009 sitting at 492 pupils and by December 2012 was at 596 pupils.
- 2.2 The School has sixteen classrooms, two General Purpose Rooms and extensive Pre-school and Special Needs accommodation. Two further classrooms are available for children with Additional Support Needs. Six additional relocatable classrooms are now sited in the rear playground. The school has games hall facilities which can also be used for concerts etc. The smaller games hall provides dining facilities during the day.
- 2.3 The relocatable classrooms ensure that the school can function on a day to day basis; however core facilities are stretched beyond capacity. There are a number of housing developments some of which have been approved and others sitting within the Local Development Plan over the coming years which will continue to put further pressure on a school that has already exceeding working capacity. It is anticipated that by 2017 the roll of the school will have risen to 688 pupils, some 260 over the intended capacity.
- 2.4 Funding for a second primary school in Kintore was identified and approved at the Policy and Resources Committee of Aberdeenshire

Council on 21 June 2012, when it was agreed that the project should be brought forward to be delivered by August 2015.

- 2.5 The Schools (Consultation) (Scotland) Act 2010 requires that when a new school is to be built then consultation must be undertaken with all relevant stakeholders. This is because the education provision in the area would change and families could find themselves zoned to a different school.

3. Details of the Proposal

- 3.1 The council proposes that a second Kintore primary be built at Midmill in Kintore to deliver additional primary education provision for the town from August 2015.
- 3.2 The catchment area for both the existing and new School in Kintore will need to be reviewed. The existing Kintore School will have a smaller zone than at present. It is anticipated that approximately 260 pupils currently attending Kintore School would be rezoned and would transfer to the new school when it opens, in addition to any new Primary 1 pupils who become zoned for the school.
- 3.3 The existing Kintore School and the proposed site for the second primary school are approximately one mile apart. The travelling times for pupils who are zoned to attend the second school in Kintore would therefore vary from the travelling time to the current Kintore school, although this could be either an increase or a decrease depending on where they live, and exactly where the boundary line is drawn.
- 3.4 Pupils living outwith two miles of their zoned primary school would have an entitlement to school transport. There may be a change in transport entitlement for some families living to the south of Kintore. Some families living to the South of town may find that they are no longer eligible for free transport, as they would be zoned to the new school which could be within the two mile radius of their house.
- 3.5 The locations of the existing Kintore School and the proposed new school at Midmill, Kintore are shown in the map below.



4. Educational Benefit Statement

- 4.1 As discussed above, the capacity of the existing Kintore Primary School is 415 pupils and the roll at December 2012 was 596 pupils. The roll is forecast to rise to 688 by 2017.
- 4.2 The second Kintore School will be built with a capacity of 540 pupils, but with sufficient core areas that additional accommodation could be provided for future roll increase should this be required.
- 4.3 On completion of the new school, the combined primary provision in Kintore would be for 955 pupils, which should be sufficient for the foreseeable future.
- 4.4 Aberdeenshire Council is committed to delivering entitlements to learners in the 21st century according to a Curriculum for Excellence.
- 4.5 A second Kintore school will provide a high quality learning environment offering greater flexibility for all school activities across both establishments. The suitability of the new school building is at the heart of the design process. It should be an attractive place to learn that inspires pupils to engage with the curriculum. It will also allow the existing Kintore School to deliver the curriculum in the way originally intended.
- 4.6 The new building could adapt to future learning requirements, and the design process will ensure that all spaces support the learning and teaching styles of the 21st Century.
- 4.7 The new school will provide more space per pupil; will be fully accessible and equipped with modern ICT solutions to ensure that the best learning opportunity is afforded to every pupil. It will also realise more space for pupils at the existing school.

5. Alternatives to the proposal

- 5.1 A range of alternative possibilities have been considered as noted below.
 - Continuing the status quo – this does not address the concerns regarding capacity at the existing Kintore School, and would not meet the council's aims to provide the best possible education opportunities for the young people who are due to receive education in Kintore.
 - Placing the second Kintore School at a different site in the town – an options appraisal on a number of suitable sites was carried out at an earlier stage in the planning process for this school. Input was sought from stakeholders for the options appraisal and the proposed site is the one that scored the highest in terms of feasibility.

- Extending the existing Kintore School – there is insufficient space at the site of the current primary school to expand the school enough to create capacity for future roll increases. If additional classrooms were added, the core accommodation would remain insufficient for the number of zoned pupils.

6. Effect on the local community

- 6.1 The new primary school will have a nursery provision, which will improve the availability of funded nursery places for pre-school children in the Kintore area. The new nursery provision will be on a 50/50 basis, enabling an additional 100 children to access funded places. The overall number of places in Kintore will increase from 120 at the existing school to 220 when including the new school.
- 6.2 The new school will have an All Weather Sports pitch, and will also have a community room. Both of these will enhance the community and leisure facilities available within the town, complimenting the existing facilities available at Kintore School.
- 6.3 As the town of Kintore develops, families moving into the south of the town will have access to some leisure and nursery facilities closer to their home than the existing provision at Kintore School.

7. School Transport

- 7.1 There may be a change in school transport provision for some families living more than 2 miles away from Kintore School, if they are zoned to the new school.
- 7.2 As the location of the proposed second primary in Kintore is approximately one mile to the south of the existing establishment, some families living to the south of Kintore may find that they no longer live more than 2 miles from their zoned school, and as such would no longer be entitled to free transport.
- 7.3 As the revised zones for the two schools are still in the planning stage, it is not yet possible to provide accurate figures to identify exactly how many families will be affected and what the financial implications of this will be. However further work will be undertaken in the next year to clarify this.
- 7.4 Once the new school zones have been determined, appropriate consultation will be taken with all families as required by the Schools (Consultation) (Scotland) Act 2010.

8 Sustainability

- 8.1 The new school will be built following Building Research Establishment Environmental Assessment Method (BREEAM) guidelines, which is a scheme that seeks to minimise the impact of new buildings on the

environment. A target of a 'Very Good' BREEAM rating has been set for the new school. Sustainability is a key factor in the design of the new school and is being incorporated into every feasible aspect. This ranges from the materials used to the heating system and the lighting provided, and also to the landscaping of the external site to encourage biodiversity.

9 Equal Opportunities

- 9.1 An Equality Impact Assessment (EIA) is a statutory requirement on the Council to assess the policies and practices necessary to meet the requirements of anti-discrimination and equalities legislation. It also affords an opportunity for the Council to consider the impact on the education service. In addition an EIA can provide more information to develop and deliver services that meet the needs, in this case, of children and parents.
- 9.2 The aim of an EIA is to examine policies and practice in a structured way to make sure that adverse effects on equality target groups are avoided. It is also a tool to enable the Council to assess what positive steps it can take to promote equality of opportunity and measure the results of the actions that have been taken.
- 9.3 Having regard to the provision of an additional primary school in Kintore, it is not believed that this will have a negative impact on any of the equality target groups.
- 9.4 As part of the consultation process the Council will consult with a wide range of stakeholders, including staff, parents/carers and young people, and will address comments about equality during this consultation.
- 9.5 Under the Equality Act 2010 education providers must not treat disabled pupil less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage. The second Kintore School will be fully accessible and so would not have a negative impact on any child who has a disability.

10. Implications for staff

- 10.1 The introduction of a second primary school in Kintore is expected to generate a need for additional staff. A recruitment process will be undertaken nearer the time.
- 10.2 On completion of the second Kintore School it is anticipated that the majority of staff based at the existing Kintore School at that time will remain in post, however there may be an opportunity for some employees to transfer to the new school.
- 10.3 Consultation will take place with individual members of staff themselves and with Trade Unions representing these staff at a time

closer to the opening of the new school, should this proposal be accepted.

11. Consultation Arrangements

- 11.1 This document was considered by Aberdeenshire Council's Education, Learning and Leisure Committee on 23 May 2013 when it was agreed that it should be issued as a basis for consultation. No decision will be taken by the Council on the proposal contained in the paper until after the end of the consultation period. The Council will then receive a report on the consultation and will reach a view on the proposal.
- 11.2 As this consultation is occurring as part of wider capital building project, activity will continue in terms of the planning process to ensure that if this proposal is accepted the building programme will be able to finish within the given timescales agreed at the Policy and Resources Committee in June 2012.
- 11.3 A copy of this document will be issued free of charge to all of the consultees listed on the first page of this document and it will also be published on the Council's website: www.aberdeenshire.gov.uk
- 11.4 The period for consultation will extend from 28 May 2013 until 30 August 2013 which covers a period of 30 school days.
- 11.5 A public meeting will be held on Wednesday 12 June 2013 at Kintore School at 7pm. Anyone wishing to attend the meeting is free to do so. The meeting will be convened by the Council and the Council will present the reasons for bringing forward the proposal. There will be an opportunity for questions and comment. A note will be taken so that comments can later be summarised and considered.
- 11.6 A meeting will be organised for Kintore School staff in June 2013, and a number of opportunities will be arranged for all current pupils at the school and future pupils in the network to engage in the consultation during June and August 2013.
- 11.7 The Council will also take into account written comments which should be sent to Mr Wilfred Weir, Head of Resources, to be received no later than 5pm on Friday 30 August 2013. They should be posted to Aberdeenshire Council, Woodhill House, Westburn Road, Aberdeen, AB16 5GB or emailed to newkintoreschool@aberdeenshire.gov.uk
- 11.8 A copy of this document will also be sent to Education Scotland (ES). ES will also receive a copy of any relevant written representations that are received by the Council during the consultation period or, if ES agree, a summary of them. ES will further receive a copy of any oral representations made at the public meeting and a copy of any other relevant documentation. ES will then prepare a report on the educational aspects of the proposal. In preparing their report, ES may

visit the school and make such reasonable enquiries as they consider appropriate.

12. Consideration of Consultation Responses

- 12.1 The Council will review the proposal having regard to the ES Report, written representations that it has received and oral representations made to it by any person at the public meeting. It will then prepare a report on the consultation. This report will be published in electronic and printed formats. It will be available on the Council web-site and from Council Headquarters, as well as at Kintore School, free of charge. Anyone who has made written representations during the consultation period will also be informed about the report. The report will include a record of the total number of written representations made during the consultation period, a summary of the written representations, a summary of the oral representations made at the public meeting, the Authority's response to the ES Report as well as any written or oral representations it has received, together with a copy of the ES Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled. The report will also contain a statement explaining how the Council has complied with the requirement to review the proposal in light of the ES Report and representations (both written and oral) that it received. The Consultation Report will be published at least 3 weeks prior to the Council making a decision.

13. Decision Making

- 13.1 In the event that the Council approves the building of an additional school in Kintore, it is required to notify the Scottish Ministers within 6 working days of that decision and provide them with a copy of the Proposal Document and Consultation Report in accordance with the Schools (Consultation) (Scotland) Act 2010.
- 13.2 Aberdeenshire Council is committed to undertake further consultation in line with the Schools (Consultation) (Scotland) Act 2010 regarding the zoning for the new and existing school. This process will be initiated at an appropriate stage in the development once suitable boundary lines have been identified.

14 Conclusion

- 14.1 There are strong educational and financial arguments in favour of this proposal.
- 14.2 The Council believes that the measures proposed in this document will enhance the provision of primary education in this area.