



Securing the future... • *Improving services*
• *Enhancing quality of life* • *Making the best use of public resources*

Council Building
2 High Street
Perth
PH1 5PH

Friday, 11 November 2016

A Meeting of the **School Estate Sub-Committee** will be held in the **Errol Primary School, Station Road, Errol PH2 7QB**, on **Thursday, 17 November 2016 at 10:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

BERNADETTE MALONE
Chief Executive

Those attending the meeting are requested to ensure that all mobile phones and other communication devices are in silent mode.

Members:

Councillor Bob Band (Convener)
Mr Ian Jackson
Councillor Ian Miller
Councillor Alistair Munro
Councillor Barbara Vaughan
Councillor Gordon Walker
Councillor Willie Wilson

School Estate Sub-Committee

Thursday, 17 November 2016

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE SCHOOL ESTATE SUB-COMMITTEE OF THE LIFELONG LEARNING COMMITTEE ON THURSDAY 25 AUGUST 2016** **5 - 6**
- 4 SCHOOL ESTATE PROGRAMME PROGRESS UPDATE** **7 - 24**
Report by Director (Education and Children's Services) (copy herewith 16/516)
- 5 COMMUNITY BENEFITS**
Presentation by the Head of Property Services

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

LIFELONG LEARNING COMMITTEE SCHOOL ESTATE SUB-COMMITTEE

Minute of meeting of the School Estate Sub-Committee of the Lifelong Learning Committee held in the Board Room, Dewar's Centre, Glover Street, Perth on Thursday 25 August 2016 at 10.00am.

Present: Councillors B Band, C Gillies (substituting for Councillor Munro), G Walker, W Wilson and Mr I Jackson.

In Attendance: G Boland, A Cook and C Taylor (all Education and Children's Services); S Crawford (The Environment Service); S Hendry, A O'Brien, A Taylor and M Willis (all Corporate and Democratic Services).

Apologies for absence: Councillors I Miller, A Munro and B Vaughan.

Councillor B Band, Convener, Presiding.

1. WELCOME AND APOLOGIES/SUBSTITUTES

The Convener welcomed all those present to the meeting. Apologies for absence and a substitution were noted as above.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the School Estate Sub-Committee of 2 June 2016 was submitted and approved as a correct record.

4. SCHOOL ESTATE PROGRAMME PROGRESS UPDATE

There was submitted a report by the Director (Education and Children's Services) (16/361), updating the Committee on the progress and proposals for delivering the current school projects within the Education and Children's Services School Estate Programme and detailing key milestones which have been achieved since the last update to Committee on 2 June 2016.

Resolved:

- (i) The significant milestones achieved since the previous meeting of the Sub-Committee on 2 June 2016, as detailed in paragraphs 3.1 to 3.5 of Report 16/361, be noted;
- (ii) It be noted that at the Council meeting on 22 June 2016 the ECS Capital Programme secured an investment of £94 million for schools projects, bringing the total investment in schools from the Council to £145 million for the 2016-2023 period with a further £32.5 million investment from the Scottish

Government through the Scottish Futures Trust (SFT) in the new secondary school at Berth Park.

5. STAGE 1: DESIGN OF NEW SECONDARY SCHOOL AT BERTHA PARK, PERTH

Members heard and noted a presentation by Andy Cook, Contracts and Projects Manager, Education and Children's Services on Stage 1: Design of New Secondary School at Bertha Park, Perth.

PERTH AND KINROSS COUNCIL

Lifelong Learning School Estate Sub-Committee

17 November 2016

School Estate Programme Progress Update

Report by Director (Education and Children's Services)

PURPOSE OF REPORT

This report updates Committee on the progress and proposals for delivering the current school projects within the Education and Children's Services School Estate Programme. It details key milestones which have been achieved since the last update to Committee on 25 August 2016 ([Report No. 16/361 refers](#)).

1. BACKGROUND/MAIN ISSUES

- 1.1 The School Estate Strategy sets out the Council's aspirations for our schools, and in particular the high value we place on learning, through our vision for well designed, maintained and managed schools.
- 1.2 The strategy is delivered through the School Estate Management Plan (SEMP) which is primarily funded through the Council Capital Programme.
- 1.3 The Education and Children's Services (ECS) Capital Programme details the priorities for the School Estate over a rolling seven year period, and is reviewed on an annual basis.

2. PROPOSALS

- 2.1 This report updates Committee on progress and proposals for delivering the current capital projects within Education and Children's Services School Estate Programme. The focus of the programme is on:
 - Primary School Upgrades/Replacements;
 - Secondary School Upgrades; and
 - Design, Build, Finance & Manage (DBFM) Project.

3. UPDATES ON CURRENT PROGRAMME

Detailed updates on all current projects are provided in Appendix A. The following projects have significant milestones/key information since the previous School Estate Sub-Committee on 25 August 2016.

Significant Milestones/Key Information – Primary School Upgrade Programme

3.1 Errol Primary School

The new specialist provision for Additional Support Needs was completed in September 2016.

3.2 Inchtute Primary School

Following engagement with the Inchtute Community Sports Committee (ICSC), a Multi Use Games Area (MUGA) was developed as a synthetic pitch facility. This has been jointly funded by Perth and Kinross Council (PKC) and the ICSC.

Construction of the pitch began in August and was completed in October 2016. The facility is now operational.

3.3 Kinross Primary School

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Kinross Primary School.

Stage 2 was approved in September 2016 and financial close will be reached in November 2016. The full construction works are on-site with the new school expected to be operational in December 2017. Demolition and external works will be completed in May 2018.

3.4 Alyth Primary School

Due to the impact of the asbestos removal programme on the Victorian building the handover of the new school will be delayed until June 2017.

4. CONCLUSION AND RECOMMENDATIONS

4.1 This report updates the School Estate Sub-Committee on the progress of the Education and Children's Services School Estate capital projects approved through the Capital Programme for 2016 to 2023.

4.2 The Committee is requested to note significant milestones achieved/key information since the previous Committee meeting held on 25 August 2016 including:

- Works have been completed on the new ASN provision at Errol Primary School (3.1);
- Works are complete on the synthetic pitch facility at Inchtute Primary School (3.2);
- Stage 2 has been approved for the new primary school at Kinross (3.3); and
- The handover of Alyth Primary School will be delayed until June 2017 (3.4).

Author

Name	Designation	Contact Details
Greg Boland	Senior Business and Resources Manager	ECSCCommittee@pkc.gov.uk 01738 475000

Approved

Name	Designation	Date
Sheena Devlin	Director (Education and Children's Services)	13/10/2016

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	No
Asset Management (land, property, IST)	Yes
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	Yes
Risk	Yes
Consultation	
Internal	Yes
External	Yes
Communication	
Communications Plan	No

1. Strategic Implications

Community Plan / Single Outcome Agreement

- 1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement in terms of the following priorities:
- (i) Giving every child the best start in life;
 - (ii) Developing educated, responsible and informed citizens;
 - (iii) Promoting a prosperous, inclusive and sustainable economy;
 - (iv) Supporting people to lead independent, healthy and active lives; and
 - (v) Creating a safe and sustainable place for future generations.

This report relates to all of these objectives.

Corporate Plan

- 1.2 The Perth and Kinross Community Plan 2013-2023 and Perth and Kinross Council Corporate Plan 2013/2018 set out five strategic objectives:
- (i) Giving every child the best start in life;
 - (ii) Developing educated, responsible and informed citizens;
 - (iii) Promoting a prosperous, inclusive and sustainable economy;
 - (iv) Supporting people to lead independent, healthy and active lives; and
 - (v) Creating a safe and sustainable place for future generations.

This report relates to all of these Objectives.

1.3 The report also links to the Education & Children's Services Policy Framework in respect of the following key policy area:

- Maximising Resources

2. Resource Implications

Financial

2.1 The meeting of the Council on 22 June 2016 approved the Composite Capital Budget 2016/23 ([Report No. 16/277 refers](#)).

2.1.1 Any additional revenue implications identified through either the existing capital programme, or future capital programmes will require to be submitted as part of an expenditure pressure with a corresponding saving through the ECS revenue budget process.

2.1.2 There are no direct financial implications arising from this report other than those reported within the body of the main report and related business cases.

Workforce

2.2 There are no direct workforce implications arising from this report.

Asset Management (land, property, IT)

2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

3. Assessments

Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.1.1 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome and has been assessed as **not relevant** for the purposes of EqIA.

Strategic Environmental Assessment

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.2.1 However, no action is required as the Act does not apply to the matters presented in this report. This is because these matters relate to the School Estate Strategy which is being considered under the Act as part of The Council's Asset Management Plan.

Sustainability

- 3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.

The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

Legal and Governance

- 3.4 The Head of Legal and Governance Services has been consulted in the preparation of this report.

Risk

- 3.5 Individual risk profiles are in place for individual projects listed.

4. Consultation

Internal

- 4.1 The Head of Democratic Services, Head of Finance, Head of Legal and Governance Services and Head of Property Services have been consulted in the preparation of this report.

External

- 4.2 Participation and involvement of the community are critical to the ongoing and future success of school estate investment and an emphasis is placed on ensuring consultation, over and above that which might be required in terms of planning requirements and statutory consultation requirements.
- 4.2.1 A User Reference Group (URG), or equivalent, is set up for all major and large projects. The purpose of the URG is to assist with providing relevant local input to allow the Design Team to develop the outline concept design

into an operational design. The formation of a URG is an invaluable source of information, and any project is reliant on this level of local detail.

5 BACKGROUND PAPERS

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

6 APPENDICES

Appendix A – Detailed Updates on Current Projects.

Detailed Updates on Current Projects

Milestones

Milestones are key tasks within a project plan which mark completion of a significant or critical phase of work or a decision point.

In terms of the following projects the milestones have the following dates:

- The planned date is the original date planned for the project and does not change in the life of the project. These are generally aspirational dates based on a typical project.
- The actual date is the date the milestone is completed.
- The forecast date is the date which is currently projected for completion.

ALYTH PRIMARY SCHOOL - REPLACEMENT AND REFURBISHMENT

Reporting Period: August 2016 to October 2016

Overview

Alyth Primary School is a largely life-expired property requiring major investment. The school has been identified as having the highest maintenance requirement of any primary school in Perth and Kinross. It is also underutilised and inefficient in terms of layout and running costs.

The recommended option to upgrade the Victorian building and add a new-build element was approved at Lifelong Learning Committee on 29 January 2014 ([Report No. 14/22 refers](#)).

Sources of Funding

This project is fully funded by the ECS Composite Capital Programme. The funding for this project is £9,332,000.

Progress Update

The Stage 1 report was formally accepted on 19 February 2015. An informal drop-in session was held on 26 January 2015 where the design was shared with Parents/Carers and the wider school community. The concept design was shared with the User Reference Group (URG) on 11 December 2014 and was well received.

Construction of the new school began in January 2016.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit NPR	December 2013	May 2014	
HubCo Accept NPR Stage 1 Commences	January 2014	September 2014	
Stage 1 ¹ Agreed	April 2014	February 2015	
Planning Application Submitted	December 2014	March 2015	
Planning Application Agreed	May 2015	June 2015	
Stage 2 ² Agreed	January 2015	January 2016	
Site Start	March 2015	January 2016	
School Operational	August 2016		June 2017
Demolition and Completion of External Works	October 2016		October 2017

Current Issues

Asbestos removal works from the Victorian Building were ongoing until October 2016. The full impact on cost is being assessed. The operational date for the new school has been delayed until June 2017.

DESIGN, BUILD, FINANCE AND MANAGE (DBFM) PROJECT - NEW SECONDARY SCHOOL

Reporting Period: August 2016 to October 2016

Overview

A review of the School Estate has taken place to determine the likely impact of anticipated population growth on the School Estate in the medium to long term. One of the priorities for the Council has been agreed as a new secondary school on the northern perimeter of Perth. The school will accommodate 1,100 pupils.

HubCo Design, Build, Finance and Manage (DBFM) procurement for the secondary element is mandatory as part of the funding terms and conditions.

Sources of Funding

£32.5 million will be provided through the Scottish Futures Trust (SFT).

Progress Update

The SFT Pre-New Project Request (NPR) Key Stage Review is complete. The NPR was issued to HubCo in June 2015 and accepted at the beginning of July 2015.

The procurement process, for the design and construction of the school, is complete and Robertson Construction has been selected as the Tier 1 Consultants (Main Contractor). The Tier 2 Consultants selected comprise of: Archial Norr (Architects), Wallace Whittle (Mechanical & Electrical) and Goodsons (Civil & Structural).

Lifelong Learning Committee, on 4 November 2015 ([Report No. 15/515 refers](#)), approved the establishment of a new secondary school on a preferred site at Bertha Park, Perth, from August 2019 and the arrangements to establish a new catchment area for the school and transfer arrangements for primary pupils.

A legal agreement was signed on 29 January 2016 securing the land required for the new secondary school.

The Section 75 agreement is in progress.

Stage 1, which is a costed outline design, was approved in September 2016.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Options to Populate School	October 2013	May 2014	
Proposal for Statutory Consultation	August 2014	June 2014	
Submit NPR	October 2014	June 2014	
Submit Final NPR	April 2015	June 2015	
Statutory Consultation Complete	May 2015	November 2015	

Milestone	Planned date	Actual Date	Forecast date
Land Secured	January 2016	January 2016	
Stage 1 Agreed	January 2016	September 2016	
Planning Application Submitted	September 2016	October 2016	
Planning Application Agreed	November 2016		February 2017
Stage 2 Agreed	September 2017		January 2017
Utilities Completed	October 2017		July 2017
Financial Close	October 2017		July 2017
Site Start	October 2017		August 2017
Access Road from Ruthvenfield Road into Bertha Park Completed	November 2017		April 2018
School Operational	August 2019		August 2019
Completion of External Works	August 2019		August 2019

Current Issues

- There is a heavy dependence on having infrastructure in place, in particular the utilities.
- Revenue funding for this project will be required. This funding has been identified as a pressure in the medium term financial plan approved by Council on 8 October 2014 ([Report No. 14/433 refers](#)).

ENGINEERING HUB - PERTH CITY CAMPUS

Reporting Period: August 2016 to October 2016

Overview

This project is to develop and deliver an Engineering Hub which will promote, change and encourage ambition for individuals; encourage integrated learning spaces between schools and further education; and enable senior pupils to access vocational qualifications earlier.

The Perth City Campus Engineering Hub will be located across Perth Academy, Perth Grammar School, Perth High School, St John's Academy (Secondary) and Perth College.

Sources of Funding

Capital grant funding has been received from the Scottish Futures Trust (SFT), on behalf of the Scottish Government, to develop inspiring learning spaces.

Progress Update

A working group has been established which comprises of Principal Teachers from each of the four Perth City secondary schools and two members of staff from Perth College. A Project Manager has been assigned, and a Project Team has been established to take forward the Engineering Hub Project.

Site visits have taken place to review the requirements at each location and establish if further works require to be undertaken to existing infrastructure in order to deliver this project. Major asbestos surveys were completed during the summer break which will inform any issues with planned infrastructure upgrades.

It is anticipated that works will begin during November with regard to infrastructure and installations in schools.

Key Milestones

Milestone	Planned Date	Actual Date	Forecast Date
Scope finalised	December 2015	December 2015	
Site visits	April 2016	April 2016	
Order placed with Property Services/ Investment in Learning	May 2016	May 2016	
Programme of works developed	October 2016	November 2016	
Construction begins	October 2016	November 2016	
Schools engineering hub in place	March 2017		March 2017

ERROL PRIMARY SCHOOL – EXTENSION

Reporting Period: August 2016 to October 2016

Overview

This project is complete.

The scope of works provides 3 additional classrooms, increased nursery provision and specialist provision for Additional Support Needs (ASN) together with associated ancillary space. The project includes scope for a further 2 classrooms and a small hall to be added to the building in the future should the need arise. The 2 additional classrooms and hall are not likely to be required in the short to medium term ie in the next 10 years.

Sources of Funding

This project is funded by the ECS Composite Capital Programme and Developer Contributions. The project budget is £3,317,000.

Progress Update

The 3 additional new classrooms and nursery provision have been operational since the start of the new school session and works on the new ASN provision are now complete.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Concept Design	March 2014	March 2014	
User Reference Group	June 2014	June 2014	
Gross Maximum Cost Agreed (GMC1)	September 2015	June 2015	
Site Start	October 2015	July 2015	
Committee Approval ASN Consultation Process	August 2015	August 2015	
Gross Maximum Cost Agreed (GMC2)	August 2015	September 2015	
New Classrooms and Nursery Operational	August 2016	August 2016	
Full ASN Provision Available	September 2016	September 2016	
Completion of External Works	July 2016	September 2016	

INCHTURE PRIMARY SCHOOL – SYNTHETIC PITCH

Reporting Period: August 2016 to October 2016

Overview

Following engagement with the Inchtire Community Sports Committee (ICSC), the proposed Multi Use Games Area (MUGA) will be developed as a synthetic pitch facility. This will be jointly funded by PKC and the ICSC.

Sources of Funding

Education and Children's Service's contribution to the MUGA element of the project is £91,000. The community are contributing £112,000 to the synthetic pitch for construction and ongoing maintenance.

Progress Update

A Community Capacity Building worker is working with the ICSC and the wider community to develop operational arrangements out of school hours for the synthetic pitch when it is complete.

Planning permission was awarded in June 2016 and construction began in August with completion achieved in October 2016. The pitch is now operational for the school and community use is subject to an approved management plan which is being developed by a local committee.

Key Milestones

Milestone	Planned Date	Actual Date	Forecast Date
Planning Application Granted	October 2015	June 2016	
Construction Begins	January 2015	August 2016	
Construction Complete	April 2015	October 2016	

KINROSS PRIMARY SCHOOL - REPLACEMENT

Reporting Period: August 2016 to October 2016

Overview

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Kinross Primary School. This project is to replace the existing buildings with a new 18 class primary school on the playing field of the current site. This will be delivered by HubCo with Robertson Construction appointed as the main contractor.

Sources of Funding

On 30 July 2015 the Strategic Policy & Resources Executive Sub-Committee approved fully funding Kinross Primary School from the Council's existing Composite Capital Budget on a Design, Build and Development Agreement (DBDA) (Capital) to ensure the delivery dates are met. The budget is currently £12,310,000 and this includes developer's contributions.

Progress Update

Stage 2 was approved in September 2016 and financial close will be reached in November 2016. The full construction works are on-site with the new school expected to be operational in December 2017. Demolition and external works will be completed in May 2018.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit Final NPR	April 2015	June 2015	
HubCo Accept NPR Stage 1 Commences	April 2015	July 2015	
Stage 1 Agreed	October 2015	December 2015	
Planning Application Submitted	February 2016	March 2016	
Planning Application Agreed	June 2016	June 2016	
Stage 2 Agreed	September 2016	September 2016	
Financial Close	October 2016		November 2016
Site Start	October 2016	November 2016	
School Operational	December 2017		December 2017
Demolition and Completion of External Works	April 2018		May 2018

PERTH ACADEMY – SPORTS HALL

Reporting Period: August 2016 to October 2016

Overview

The sports hall will be a two court facility with dry changing facilities and linked to the existing PE facilities.

Sources of Funding

The funding is from the ECS Composite Capital Programme.

Progress Update

At the meeting of the Council on 22 June 2016 ([Report No. 16/277 refers](#)) Perth Academy was awarded £11.2 million towards a refurbishment programme. A review of all the outstanding works required at Perth Academy is underway, however, a first phase of works has been identified and these include the sports hall. Milestones are being revised in line with the procurement strategy.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Feasibility Study Completed	August 2013	January 2014	
Review of Feasibility Study	April 2014	September 2014	
Review of Costed Feasibility Study including Changing	May 2015	September 2015	
School Approval of Affordable Design	October 2015	November 2015	
Gross Maximum Cost Agreed	September 2016		TBC
Site Start	October 2016		TBC
Sports Hall Operational	August 2017		TBC
Completion of External Works	August 2017		TBC

TULLOCH PRIMARY SCHOOL - REPLACEMENT

Reporting Period: August 2016 to October 2016

Overview

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Tulloch Primary School. This project is to replace the existing building with a new 14 classroom primary school on the playing field of the current site. This will be delivered by HubCo with Robertson Construction appointed as the main contractor.

Sources of Funding

On 30 July 2015 The Strategic Policy & Resources Executive Sub-Committee, approved to fully fund the Tulloch Primary School project from the Council's existing Composite Capital Budget on a Design, Build and Development Agreement (DBDA) (Capital) to ensure the delivery dates are met. The budget is currently £10,888,000 and this includes developer's contributions.

Progress Update

Stage 2 and financial close will be approved in November. The enabling works package which began in July is due for completion shortly before full construction begins. The new school is expected to be operational in January 2018. Demolition and external works will be completed in May 2018.

Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit Final NPR	April 2015	June 2015	
HubCo Accept NPR Stage 1 Commences	April 2015	July 2015	
Stage 1 Agreed	October 2015	November 2015	
Planning Application Submitted	February 2016	March 2016	
Planning Application Agreed	June 2016	June 2016	
Stage 2 Agreed	September 2016		November 2016
Financial Close	October 2016		November 2016
Site Start	October 2016		December 2016
School Operational	December 2017		January 2018
Completion of External Works	April 2018		April 2018

